

BOROUGH OF PITMAN
WORK SESSION MINUTES
OCTOBER 24, 2022

Call to Order

Time: 7:00 p.m.

Open Public Meetings Act Statement – Pursuant to the Open Public Meetings Act, I hereby announce that adequate notice of the time and date of this meeting was published in the South Jersey Times on January 6, 2022, posted on the Borough Hall front door, and advertised on the Borough of Pitman website continuously since January 6, 2022.

Roll Call

Council President Fitzpatrick: Present
Councilman Kelly: Present
Councilwoman Milward: Present
Mayor Razzo: Absent
Clerk O'Donnell: Present

Councilperson James: Present
Councilman Mazzola: Present
Councilman Weng: Present
Borough Solicitor Vigilante: Present

Discussion

Motion to Open Discussion: Weng
Time: 7:01 p.m.

Second: James

Accessory Building Code Revisions

Council President Fitzpatrick introduced revisions to the Borough Code pertaining to Accessory Buildings in the Borough. He explained that the revisions were approved unanimously by members of the Combined Planning and Zoning Board at their October 17, 2022 meeting, and that the Board also approved forwarding the Memorandum provided by Planning and Zoning Board Engineer, J. Timothy Kernan, to Borough Council for review and consideration.

In referring to section 35-7.3, Councilperson James asked if consideration was given to the homes in the Grove where the sidewalks are designated as streets. Also, the homes are situated very close together making it difficult to accommodate any kind of accessory building. Council President Fitzpatrick will ask the members of the Planning and Zoning Board at their November 21, 2022 meeting to address the revisions and how they will affect owners of properties located in the Grove and make suggestions on how to accommodate the unique situation that exists there.

Public Sale of Tax Lien Certificates

Councilman Mazzola presented a draft resolution authorizing the public sale of Tax Sale Certificates held by the Borough of Pitman. Councilmembers agreed to hold the sale of the three Certificates in December 2022, and set the minimum bid amounts for the following affected properties:

- Block 19 Lot 15 - 114 Sixth Avenue – Tax Sale Certificate #040003: \$2,850.00
- Block 25 Lot 17 – 197 East Avenue – Tax Sale Certificate #14-00007: \$6,900.00
- Block 105 Lot 14 – 104 Evergreen Avenue – Tax Sale Certificate #17-00010: \$40,000.00

A resolution will be placed on the November 14, 2022 Council Meeting Agenda for action by Council.

Adopt-a-Park or Playground

Councilperson James presented an idea which was approved by the Borough’s Recreation Commission to institute an Adopt-a-Park or Playground initiative in the Borough. The program would begin in 2023 with groups or individuals applying annually to oversee one of the many parks located throughout the Borough. The idea would be to oversee the condition and cleanliness of the park, pick-up any trash that accumulates, and alert the Parks and Recreation Department of any larger problems that would need attention. Members of Council expressed support of such a program.

Councilperson James provided a template of an application for anyone interested in applying for the program for Council’s review. The draft contains the amount of commitment expected by the Borough, along with certain restrictions, consents, and a Liability Waiver to be signed by the applicant.

Proposed Water Utility Revitalization Funding Plan

Councilman Kelly introduced a program suggested by Borough Engineer Stephen Nardelli of Fralinger Engineering, that is currently in effect in the City of Bridgeton, Cumberland County. The funding plan includes a surcharge added to water accounts that would be deposited into a dedicated capital account. The funds on deposit would be used only for water utility upgrades and emergency repairs as approved by the governing body. The funds may not be used to supplement operating expenses such as salaries, benefits, insurance, routine maintenance, etc. The funds also may not be added to the utility’s surplus, borrowed against, or transferred into other accounts.

The quarterly surcharge in the City of Bridgeton was established to be phased in over the course of seven years with the amount determined by the size of the meter service line. The funding plan has a termination date with the Governing Body having the option of renewing the plan at the end of the seven year term. Councilman Kelly asked that Council review the plan for feasibility and reminded Council Members of Governor Murphy’s order for municipalities in New Jersey to replace all lead service lines to properties within the next five years. Information provided by Pitman Public Works Manager Fred Rodi shows that approximately 3,245 accounts would be eligible for the surcharge annually in Pitman.

Sewer Bill Relief Request

Councilman Kelly shared a letter written by the homeowner of 16 Crafton Avenue in which he stated that after recently purchasing the home, he installed a new sprinkler system and sod. After receiving his third quarter water/sewer bill totaling \$720.69, he called Public Works to question the bill. A Daily Consumption Analysis Report was provided to the homeowner which showed a spike in usage of approximately 1000 gallons every other day when the sprinkler system was run beginning on July 1, 2022 through September 21, 2022. The property does not have a second meter to measure the exact amount of water that went through the sprinkler system and into the ground. Based on the Daily Consumption Analysis Report, approximately 36,000 gallons of the 50,000 gallons of recorded usage did not pass through the sewer system. Councilman Kelly said that based on this information, should Council decide to issue a sewer credit, the amount to be deducted from the bill would total \$236.52.

Motion was made by Councilman Weng to introduce Resolution No. 202, 2022.

Second: James

Resolution No. 202, 2022 – Resolution of the Mayor and Council of the Borough of Pitman, County of Gloucester, State of New Jersey Authorizing a Credit to Sewer Charges in the Amount of \$236.52 for 16 Crafton Avenue, Block 89 Lot 12, on the Tax Map of the Borough of Pitman

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Mayor Raze: Absent

Miscellaneous

Council President Fitzpatrick asked to table **Resolution No. 199, 2022**, reappointing Augustine F. Morganti, Jr. as Construction Official, Building Subcode Official, and Building Inspector, and **Resolution No. 200, 2022**, reappointing Stacy C. Davis as Electrical Subcode Official and Electrical Inspector for the Borough of Pitman. Both resolutions were removed from the October 24, 2022 Formal Meeting Agenda.

Motion to close discussion: Weng
Time: 7:36 p.m. Second: James

Public Portion

Motion to open to the public: Mazzola
Time: 7:36 p.m. Second: Milward

Judy Walker, 503 Hudson Avenue – Ms. Walker asked if the Municipal Alliance funding resolution on the Consent Agenda will be used for Diversity, Equity, and Inclusion funding. Borough Clerk O’Donnell replied that it is for the education and prevention of drug and alcohol abuse.

Walt Madison, 502 West Avenue – In response to earlier discussion by Council on the size of the lots with Tax Sale Certificates to be sold, Mr. Madison said that the minimum buildable lot size in the Grove is forty feet wide.

Motion to close public portion: Mazzola
Time: 7:40 p.m. Second: Milward

Adjournment

Motion to adjourn: Weng
Time: 7:40 p.m. Second: James

Respectfully Submitted,

Judith O’Donnell
Borough Clerk/Administrator