

**BOROUGH OF PITMAN  
COUNCIL MEETING MINUTES  
APRIL 10, 2023  
8:00 P.M.**

**Call to Order**

Time: 8:00 pm

**Salute to the Flag/Invocation**

**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 and Courier Post, posted on the Borough Hall bulletin board, and advertised on the Borough of Pitman website.

**Roll Call**

Council President Fitzpatrick: Present  
Councilman Kelly: Present  
Councilwoman Milward: Present  
Mayor Razze: Present  
Borough Clerk McCafferty: Present

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

**Approval of Minutes**

Work Session, Council Meeting and Closed Session from March 27, 2023

Motion: James

Second: Kelly

Roll Call:

Council President Fitzpatrick: Yes  
Councilman Kelly: Yes  
Councilwoman Milward: Abstain

Councilperson James: Yes  
Councilman Mazzola: Yes  
Councilman Weng: Abstain

**Proclamations**

Proclamation of Autism Acceptance Month

Mayor Razze read aloud the Proclamation adopted by Borough Council recognizing April 2023 as Autism Acceptance Month in the Borough of Pitman.

**Council Reports**

**Councilwoman Milward**

On March 1st and 2nd, Patrol Officers Khoury and Iona attended the Women in Law Enforcement Conference which was held in Freehold, NJ. On March 13th & 14th, Corporals Parker, Pierson, and Decker each attended Internal Affairs Investigation Training. On March 23rd, Detective Barbetta and Investigator Hoffman each attended virtual training on School Behavioral Threat Assessment Training. On March 31st, all Pitman Police Department Supervisors, along with Chief McAteer and DC Zander attended Responding to School Bomb Threats at the Gloucester County Police Academy.

For the Month of March Highland Chemical Engine Company responded to 25 calls, 4 drills and a planned cover assignment with a total number of 193 members attending and a combined 19 hours and 15 minutes of training and call responses. Highland would like to remind residents that they are having their Annual Chicken BBQ dinner on April 22 starting at 3pm until - sold out. In addition, Highland will be

selling tickets for their Giant Elimination 50/50 fundraiser through May 13. Highland Chemical Engine Company is always looking for new volunteers to not only assist with fighting fires, but also as social members, who are non-firefighters that work to support their mission through non-firefighting activities. To join Highland, you can contact them by phone 856-589-0832, social media and or just come to the station any Tuesday evening after 7pm.

The Pitman Junior Firefighter Program continues to remain busy with training. Juniors have been working on response area familiarization and conducted a walk through at the Methodist Church in Pitman. The Pitman Juniors would like to thank Ron Brown and Bruce Pote for giving us a live tour of the church. The Pitman Fire Department is always looking for Members to participate in the Junior Program. The age to participate in the Junior Program is 14 to 17 years old. For more information, please reach out to district28explorers@gmail.com or through Pitman Fire Department Junior Firefighters on Facebook.

Pitman Senior Outreach has been working hard to connect with our Seniors in town! We want to remind residents that our events are open to ALL Pitman Seniors who are looking for fellowship and to have a great time! Our next Senior Outreach Event will be held on April 17<sup>th</sup> from 11-2pm at VFW Post 6469, located at 142 Oakcrest Ave! Games, Prizes, Music, and a light lunch will be served. We invite all Pitman Seniors to attend! On April 21<sup>st</sup>, the Pitman Senior Outreach Committee organized a trip to Winterhur. Attendees will have the opportunity to tour the museums and gardens. If interested in attending, please reach out to Barbara Lowden at [Blowdenl@verizon.net](mailto:Blowdenl@verizon.net). Senior Outreach will continue to meet on the 3<sup>rd</sup> Thursday of the month at 6pm in the Conference room in Borough Hall. If you are interested in staying up to date with our 2023 Senior Outreach events, please contact Lucille Petrillo by phone (856) 357-2286, or email [lucelu16@yahoo.com](mailto:lucelu16@yahoo.com). or follow-on Facebook PitmanSeniorOutreach. I want to remind our residents that the Senior Bus schedule for April, can be found on the Borough of Pitman website ([www.pitman.org](http://www.pitman.org)).

As always, you can reach me anytime at [courtney.milward@pitman.org](mailto:courtney.milward@pitman.org) or 856-716-4249. This concludes my report.

### **Councilman Weng**

Earth Day will be celebrated April 22<sup>nd</sup> in the Borough. Activities include citizen participation events with many activities. This year's event will take place at the Dell – not Ballard Park. There will be water testing demonstrations to educate citizens on this process.

### **Councilman Mazzola**

#### **Finance & Administration:**

The job postings for the Water & Sewer Clerk and the Deputy Clerk in the Finance office have been posted internally until April 20<sup>th</sup> at which time any unfilled positions will be posted externally.

The 2023 budget will be introduced at our April 24<sup>th</sup> meeting and is currently scheduled to be accepted at our May 22<sup>nd</sup> meeting.

### **Council President Fitzpatrick**

The construction office collected \$1,205 in miscellaneous fees in January. Registrar fees collected in Jan and Feb were \$1,565. The construction office processed 33 permits and 32 certificates in the month of Feb, fees collected were \$6,383.

In the month of March, the zoning officer reviewed 15 permits and investigated 4 properties for possible zoning violations.

The next planning board meeting is April 17th at 7pm, all are welcome to attend. The planning board is hoping to get the revised accessory use ordinance passed in the next month or so.

### **Councilperson James**

#### **Parks & Recreation**

Youth Week this year will be held starting on April 30th through May 5th!

Activities include:

- Sunday, 4/30 - Youth Council at 7 pm
- Monday, 5/1 - Middle & High School Speedball Tournament starting at 5 pm
- Tuesday, 5/2 - Pop-Up Park at Ballard Park at 6 pm
- Wednesday, 5/3 - Ballard Park Entertainment for pre-school age kids at 3:30 p.m.
- Thursday, 5/4 - Youth Week Track & Field at 4 pm
- Friday, 5/5 - Career Day

#### **Greater Pitman Chamber of Commerce**

Sponsorship opportunities for the Pitman Craft Shows have been announced. Interested businesses can reach out to [craftshows@uptownpitman.com](mailto:craftshows@uptownpitman.com) for more information.

#### **McCowan Memorial Library**

For the month of March 4,760 people visited the library and there were 151 internet users. There were 29 children's programs with 344 people in attendance.

#### **Diversity, Equity & Inclusion Committee**

The next meeting of the DEI Committee will be held on Thursday, April 13th at 7 p.m. in the Borough Hall Conference Room. All are welcome to attend.

As always, I am available to answer any questions or concerns via email at [vanessa.james@pitman.org](mailto:vanessa.james@pitman.org) or by phone at 336-407-8604. If you would like to meet in person, I hold unofficial office hours at Endgrain Coffee Bar on Sunday mornings from 9-9:30 a.m.

#### **Councilman Kelly**

Solid waste collection for the month of March: 30 loads (307.1 tons) to Wheel A Brator, 1 load (8.37 tons) to the County landfill for a total of 315.47 tons at a cost of \$25,473.00. There were no bag fees.

For the period March 27 to April 6, the Water and Sewer Department did 28 water/sewer mark outs, plunged 4 sewer lines, turned service on/off at various location, read meters for the 1<sup>st</sup> quarter billing, repaired the lift station at Lambs Road and did nonpayment shut offs.

For the Highway Department for the same period, the Department collected 7 loads of trash (81.47 tons), 6 loads (18.87) tons of recycling and 75 yards of brush. The Department replaced or repaired street signs, spent 40 hours cleaning tops off storm drains, ran the street sweeper for 12 hours, and did approximately 30 curbside recycling inspections.

Mayor Razzo asked if there were any additions to any reports. There were none.

Mayor Razze shared an email he received this week from a resident regarding water shut off for an unpaid bill. The resident was extremely upset with their oversight in not paying the bill, and came in to the Borough office to address the situation. The resident complimented the staff on their patience and understanding, and the water service to their residence was turned back on in 20 minutes. The resident expressed their sincere appreciation to the Borough staff for their professionalism and courtesy.

### **Old Business**

Council President Fitzpatrick presented the following ordinance for second reading and public hearing:

**Ordinance No. 01, 2023 – Ordinance of the Mayor and Council of the Borough of Pitman Amending the Pitman Code of Ordinances to Repeal Chapter 29; to Adopt a New Chapter 29; to Adopt Flood Hazard Maps; to Designate a Floodplan Administrator; and Providing for Severability and an Effective Date.**

Motion to open to the public: Milward  
Time 8:16 PM

Second: Weng

There being no public comment,  
Motion to close the public portion: Milward

Second: Weng

Motion to adopt Ordinance 01, 2023: Fitzpatrick

Second: James

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

### **New Business**

Councilman Mazzola read the Consent Agenda and Resolutions

**Consent Agenda** – All matters listed under the Consent Agenda are considered routine by this Borough Council and will be enacted by one motion in the form listed. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

**Resolution No. 73, 2023 - Resolution of the Mayor and Council, of the Borough of Pitman, County of Gloucester, State of New Jersey, Appointing Ryan Pierson as Fire Sub-Code Official and Fire Inspector for the Borough of Pitman**

**Resolution No. 74, 2023 - Resolution of the Mayor and Council, of the Borough of Pitman, County of Gloucester, State of New Jersey, Reappointing Stacy Davis as Electrical Sub-Code Official and Electrical Inspector for the Borough of Pitman**

**Resolution No. 75, 2023 - Resolution of the Mayor and Council, of the Borough of Pitman, County of Gloucester, State of New Jersey, Reappointing Augustine Morganti, Jr. as Construction Official, Building Sub-Code Official and Building Inspector for the Borough of Pitman**

**Resolution No. 76, 2023 - Resolution of the Mayor and Council, of the Borough of Pitman, County of Gloucester, State of New Jersey, Approving a New Hourly Rate of Pay for Fire Inspector Zachary Miller**

**Resolution No. 77, 2023 - Resolution of the Mayor and Council, of the Borough of Pitman, County of Gloucester, State of New Jersey, Appointing Joy Anderson as a Part-Time Employee of the McCowan Memorial Library**

**Resolution No. 78, 2023 - Resolution of the Mayor and Council, of the Borough of Pitman, County of Gloucester, State of New Jersey, Authorizing a Credit of Sewer Charges to Alicia Hettel, 103 First Avenue**

Motion: Mazzola

Second: Weng

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

**Payment of Bills** (Mazzola)

Motion : Mazzola

Second : Weng

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Abstain from p.o. #s 8400400 and 8400500, yes to the balance

Councilwoman Milward: Yes

Councilman Weng: Yes

**Event Permit Applications** (Milward)

**Event:** Live Music

Organization: Merryman's Pub

Date and Time: Wed-Sun - April 1-October 2, 2023 – times are on the application

Location: Ballard Park

Insurance Certificate provided: **YES**

Contact Person: Bill Merryman

**Event:** Townwide Yard Sale

Organization: Parks & Rec Dept

Date and Time: June 3<sup>rd</sup> & September 30<sup>th</sup>, 2023

Location: Various

Insurance Certificate provided: **NA**

Contact Person: Vanessa James

**Event:** HOBO Band Summer Concert Series

Organization: Parks & Rec Dept

Date and Time: 6/22,7/13,8/1,8/3,8/17,9/7 – 7:30pm,12/17 – 2pm

Location: Sunset Auditorium

Insurance Certificate provided: **NA**

Contact Person: Andy Fox

The event permit for the Fourth Friday Event in Uptown Pitman will be discussed separately.

Motion : Milward

Second: Weng

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Abstain from the Townwide Yard Sale, yes to the rest

Councilman Kelly: Yes

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

Councilwoman Milward presented the following event permit:

**Event:** Fourth Friday Event in Uptown Pitman

Organization: Greater Pitman Chamber of Commerce

Date and Time: 5/23,6/23,7/28,8/25,9/22 – 5-8pm

Location: Ballard Park, Ballard Ave, Theatre Ave, Sidewalks on Broadway

Insurance Certificate provided: **NO**

Contact Person: Kara Knauss

Motion: Milward, contingent on proof of insurance

Second: Weng

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Abstain

Councilwoman Milward: Yes

Councilman Weng: Yes

Councilwoman Milward presented the following raffle license application:

**Raffle License Applications**

**Type: Off-Premises Raffle**

Date: May 6, 2023

Time: 7:00pm – 9:30pm

Location: 142 Oakcrest Ave

Sponsor: Pitman Athletic Association

Contact Person: Christian Dutill

Motion: Milward to forward this license application to the State Second: Weng

Roll Call:

Council President Fitzpatrick: Yes

Councilperson James: Yes

Councilman Kelly: Yes

Councilman Mazzola: Yes

Councilwoman Milward: Yes

Councilman Weng: Yes

**Public Portion**

Motion to open to the public: Milward

Second: Weng

Time: 8:22 pm

There being no public comment

Motion to close the public portion: Milward

Second: Weng

Time: 8:22 pm

**Miscellaneous**

Mayor Razze noted the passing of long-time educator Len Stevenson and acknowledged Mr. Stevenson's impact on many students during his teaching career.

**Adjournment**

Motion: Weng

Second: Mazzola

Time: 8:25 pm

Respectfully submitted,

Sandra McCafferty, RMC  
Borough Clerk