

**REGULAR COUNCIL MEETING  
BOROUGH OF WOODBURY HEIGHTS  
500 ELM AVENUE, WOODBURY HEIGHTS, NJ 08097  
DECEMBER 20, 2017 7:30 P.M.**

Mayor Robbie J. Conley called the meeting to order with the following note: Adequate notice of this meeting has been provided by adopting a schedule of meetings for 2017 which was faxed to the South Jersey Times and Courier Post on January 9, 2017 and posted on the bulletin board in the Municipal Building conforming to the directives of the "Open Public Meetings Act".

Mayor Conley led everyone in the Pledge of Allegiance.

The call of roll showed the following to be present: Councilman Robert Yerka, Councilwoman Cara Witasick, Councilman Harold "Hap" Pye, Councilman William Packer, Councilman Richard Gambale and Councilman Eshia "Jake" Jacob. Also in attendance were Brian Lozuke, Borough Solicitor, Mark Brunermer, Borough Engineer, and Janet Pizzi, Borough Clerk/Administrator.

A motion to approve the minutes of the Regular Council Meeting November 21, 2017 was made by Councilwoman Witasick and seconded by Councilman Pye. A roll call vote in favor was unanimous. The minutes were approved.

**DISCUSSION ON POLICE SHARED SERVICES:** Councilman Yerka stated that it was determined to not proceed with a police department shared service agreement. Councilman Packer also confirmed, on behalf of the Finance Committee, that there is no recommendation to go any further. A motion to authorize the Clerk/Administrator to send a letter to the City of Woodbury and to West Deptford Township advising them of this decision was made by Councilman Jacob and seconded by Councilman Pye. All of Council agreed. Motion carried.

**DISCUSSION OF THE SHARED SERVICE AGREEMENT WITH THE COUNTY FOR AMBULANCE SERVICES:** Councilman Yerka distributed a letter from the Fire Chief advising Mayor and Council that the Woodbury Heights Fire Department has decided to relinquish control of BLS 1519, as they can no longer provide this service, and is asking the Borough to seek alternate EMS coverage. Mayor and Council thanked the Ambulance Squad for the many years of service to the Borough of Woodbury Heights. A motion to authorize the Clerk/Administrator to send a letter of intent to the Gloucester County Freeholder Director to join the Gloucester County Regionalized Emergency Medical Services was made by Councilwoman Witasick and seconded by Councilman Packer. A roll call vote in favor was unanimous. The letter of intent will be sent to notify the County that the governing body intends to authorize the execution of an Interlocal and/or Lease Agreement on or before February 2, 2018 for service to begin on or about April 1, 2018. Councilman Packer asked the Clerk to post the Gloucester County Regionalized EMS Municipal FAQs on the Borough website.

**PUBLIC PORTION:** Mayor Conley opened the public portion for questions or comments.

Frank Hipple, Elm Avenue: Mr. Hipple asked if the County takes the ambulance, do they reimburse the Borough for medical supplies and Mayor Conley replied that the County takes all of the equipment and in some towns they take over the building for a \$1.00 lease.

Mike McCabe, Elm Avenue: Mr. McCabe thanked Mayor and Council for the Police support at last month's meeting and asked about the wording of the letters to Woodbury and West Deptford. Mayor Conley read a drafted letter. Mr. McCabe questioned the process for hiring a Chief and Councilman Yerka replied that this is a priority and is consulting with the Police Chiefs' Association. Discussion ensued regarding the problems with this season's leaf collection.

Joe Getsinger, Elm Avenue: Mr. Getsinger requested that Mayor and Council consider foregoing testing and an unnecessary and costly search process and to appoint Officer In Charge Josh Moline as Woodbury Heights Chief of Police. Mayor Conley stated that at



**PUBLIC PORTION (CONTINUED)**

this time he would like to proceed with appointing Josh Moline as Acting Chief and asked Solicitor Lozuke to review the process for doing so.

Bob Morison, Beech Avenue: Mr. Morison stated that he was sorry to see the ambulance go and thanked the Woodbury Heights ambulance, fire department and police department for their help in the past. Regarding the Police Department Shared Services proposals, he asked Mayor and Council to confirm that this is a completely done deal, and that no other proposals from Woodbury or West Deptford, or any other towns, will be considered. Discussion ensued. Mayor Conley and Councilman Pye both stated that they have no intention of revisiting a police department shared services agreement.

Upon hearing no additional questions or comments, a motion to close the public portion was made by Councilman Jacob and seconded by Councilwoman Witasick. All of Council agreed. Motion carried.

**CLERK'S REPORT: Qualification Statement Report/Professional Services**

The Clerk reported that in response to a Notice for Qualification Statements for Professional Services, the following proposals were received on December 6, 2017 at 11:00 a.m.:

Municipal Attorney:	Brian Lozuke, Esq., Mattleman, Weinroth & Miller, P.C.
Municipal Auditor:	Michael Welding, Bowman & Co.
Municipal Engineer:	Mark Brunermer, Sickels & Associates
Municipal Bond Counsel:	Parker McCay
Municipal Labor Council:	Parker McCay
Planning/Zoning Attorney:	Weir & Partners, LLP B. Michael Borelli
Planning/Zoning Engineer:	Dennis L. Riley, Esq.
Planning/Zoning Planner:	Mark Brunermer, Sickels & Associates
Insurance Risk Mgmt Consultant:	Tiffany CuvIELLO
Conflict Municipal Attorney:	Hardenbergh Insurance
Control Systems (SCADA) Consultant:	Weir & Partners, LLP No Proposal Received

**ENGINEER'S REPORT:** Mark Brunermer presented a status update on current projects. Veterans signs will be replaced on West Jersey. CDBG awarded the Borough a grant for installation of handicap ramps on Central Avenue, Alliance Street and Fordham Road. Councilman Packer asked about appointing a SCADA Consultant and Mr. Brunermer responded that currently the SCADA system is not in place so the appointment is not necessary, but it will be needed for well no. 2. Councilman Packer stated that there are statutory requirements to have a long term main replacement program for the water utility, cybersecurity for the SCADA system, etc., and requested an update on the water quality assessment before DEP enforcement begins. Mr. Brunermer will meet with the Public Works Director.

**SOLICITOR'S REPORT**

Solicitor Lozuke stated that pertaining to the Well No. 2 Project, some legal research is required before making a recommendation to award, and he expects to have this ready for the January meeting. Solicitor Lozuke advised that he and the CFO will meet with the Deptford Township MUA regarding the current agreements in place and to work out the discrepancy in what is potentially owed. Solicitor Lozuke stated that by January he should have a clearer understanding with respect to the COAH litigation and an agreement for Council's review.



SOLICITOR'S REPORT (CONTINUED)

**ORDINANCES**  
**FINAL READING/PUBLIC HEARING**

**ORDINANCE 9-2017**

**AN ORDINANCE AMENDING CHAPTER 104, SECTION 30, SCHEDULE I: NO PARKING OF THE CODE OF THE BOROUGH OF WOODBURY HEIGHTS (NO PARKING)**

Solicitor Lozuke read Ordinance 9-2017 by title only. Mayor Conley opened the public hearing for this ordinance and upon hearing no questions or comments, a motion to close the public hearing was made by Councilman Pye and seconded by Councilwoman Witasick. All of Council agreed. Motion carried. A motion to approve Ordinance 9-2017 was made by Councilman Pye and seconded by Councilwoman Witasick. A roll call vote in favor was unanimous. Ordinance 9-2017 was approved.

**RESOLUTIONS**

**RESOLUTION 116-2017**

**RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE BOROUGH OF WOODBURY HEIGHTS PURSUANT TO N.J.S. 40A:4-87 (CHAPTER 159, P.L. 1948)**

Solicitor Lozuke read Resolution 116-2017 by title only. A motion to approve this resolution was made by Councilwoman Witasick and seconded by Councilman Pye. A roll call vote in favor was unanimous. Resolution 116-2017 was approved.

**RESOLUTION 117-2017**

**RESOLUTION AUTHORIZING REFUND OF ESCROW ACCOUNT BALANCE**

Solicitor Lozuke read Resolution 117-2017 by title only. A motion to approve this resolution was made by Councilman Packer and seconded by Councilman Jacob. A roll call vote in favor was unanimous. Resolution 117-2017 was approved.

**RESOLUTION 118-2017**

**RESOLUTION ISSUING WAIVER OF LATE FEES**

Solicitor Lozuke read Resolution 118-2017 by title only. A motion to approve this resolution was made by Councilman Packer and seconded by Councilman Gambale. A roll call vote in favor was unanimous. Resolution 118-2017 was approved.

Mayor Conley reported that the Planning Board is expecting two applications, one for an OPOID treatment facility at 40 Elm Avenue, and the other is a capital improvement presentation for an addition to the Woodbury Heights Elementary School.

**COMMITTEE REPORTS**

**PUBLIC SAFETY:** Councilman Yerka presented the Police Department Report. A copy of this report will be on file in the Clerk's Office. No report was presented by the Fire Department. Councilman Yerka is moving forward with the purchase of a new fire truck.

**WATER & SEWER:** Councilwoman Witasick stated that her reports will be on file in the Clerk's Office. She thanked the water and sewer department employees for a quick repair of the water main breaks on Clearview Avenue.

**STREETS & ROADS:** Councilman Pye stated that leaf collection is continuing and should be completed in the next week or two.

**FINANCE & ADMINISTRATION:** Councilman Packer discussed the tax collection rate and the impact on next year's budget. He also thanked the CFO for a job well done in keeping a watchful eye on spending.

**COMMITTEE REPORTS (CONTINUED)**

**PROPERTY & ENVIRONMENTAL:** Councilman Gambale presented a property maintenance status update.

**RECREATION & CIVIC:** Councilman Jacob stated the tree lighting ceremony was a success with over 390 people in attendance. He thanked the fire and police departments for their help. Councilman Jacob advised the public of a phone scam he experienced recently and warned about calls requesting money to be wired.

**BILL LIST:** A motion to approve the bill list as presented was made by Councilman Pye and seconded by Councilman Packer. A roll call vote in favor was unanimous. The bill list was approved.

**PUBLIC PORTION:** Mayor Conley opened the public portion of the meeting for questions or comments, and upon hearing none; a motion to close the public portion was made by Councilwoman Witasick and seconded by Councilman Pye. All of Council agreed. Motion carried.

**ADJOURNMENT:** A motion to adjourn was made by Councilman Pye and seconded by Councilman Packer. All of Council agreed. Motion carried. The meeting adjourned at 8:32 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Janet Pizzi".

Janet Pizzi, Clerk/Administrator