

MINUTES
JANUARY 10, 2011
7:30 p.m.

The meeting was opened with the Pledge of Allegiance.

The Invocation was delivered by the Reverend Alvin Collins, Jr., Pastor, Church of the Spoken Word.

The Open Public Meeting Statement was read by the Clerk/Administrator, Mr. Thomas B. Bowe.

Roll Call:

Present: Carter, Brown, Fleming, Louis, Tierney, Trout, Connor, Sloane, Mayor Riskie

Absent: Pottillo

Approval of Minutes

On motion by Councilwoman Tierney, seconded by Councilman Trout., the Minutes of December 27, 2010 and January 3, 2011 were approved.

Changes to Agenda

President Sloane advised that Mr. Law and our Water Meter Company have been directed to reach out to a third-party consultant to check the water meters and report back to Council at the first meeting in February.

Also, two items will be added to the agenda: choosing a Hearing Officer to handle a charge against a landlord; and the request that the Governing Body meet as a whole to discuss the Clerk/Administrator position later in the meeting.

Public

On motion of Councilman Trout, seconded by Councilwoman Tierney, the floor was opened to the Public for Agenda Items Only.

Brendon Chiesa, 36 Rugby Place, inquired about the purpose of the Municipal Alliance Ordinance.

Virginia Horn explained the purpose of the ordinance.

On motion of Councilman Louis, seconded by Councilman Trout, the Public Portion was closed and the Regular Order of Business was resumed.

PUBLIC SESSION ON ORDINANCES AND RESOLUTIONS

Resolutions and Ordinances

Finance & Administration

Nothing

Vouchers

On motion of Councilman Fleming, seconded by Councilwoman Tierney, the vouchers as presented and certified were authorized paid.

Public Safety

President Sloane explained that once a landlord receives a ticket for a violation, a Hearing Officer will need to be assigned to proceed with further actions. The person who will be working closely with this individual will be the Prosecutor; therefore, President Sloane is requesting that the Prosecutor along with the Clerk/Administrator work together to decide who the Hearing Officer should be.

On motion of Councilman Louis, seconded by Councilwoman Brown, the Prosecutor along with the Clerk/Administrator are authorized to proceed with this task.

Public Works/Utilities

Councilwoman Tierney stated that Lenore Locke from Public Works has updated our Web Site with the proper changes to our Recycling Program. We now will be picking up items such as TV's, computers monitors, cell phones and cell phone batteries.

Economic Development

Councilman Trout along with Mayor Riskie attended the Main Street Meeting this evening.

Personnel

Nothing to report.

Environmental

Nothing to report.

Community Development

#2128-11 - Ordinance Creating the Woodbury Municipal Alliance Commission

Councilwoman Brown presented the above-entitled ordinance.

The City Clerk read the title of the ordinance.

On motion of Councilwoman Brown, seconded by Councilman Louis, the ordinance was placed on first reading, to be advertising according to law, and come up for second and final reading and adoption at the next regularly-scheduled meeting of Council on January 24, 2011.

Councilwoman Brown thanked the Public Works Department stating that she has received many compliments on the work done to our streets following the recent storm.

Green Acres Program

Nothing to report.

Reports:

Mayor

Mayor Riskie referenced Councilwoman Tierney's remarks about recycling and advised he has another websites and will pass it on to Council.

Mayor Riskie stating when he attended the Main Street Meeting he found it very informative and looks forward to working with them as well as the new Economic Development Director.

The Mayor also thanked Lieutenant Cope for keeping him updated on the weather reports.

Clerk

Councilwoman Brown stated that on this past Saturday, Habitat for Humanity had their ribbon cutting ceremony for the home on Hopkins Street.

Mr. Bowe reminded everyone that there will be a JIF Seminar and a Bowman Seminar. In everyone's packet this evening is information pertinent to those seminars.

President Sloane

President Sloane stated that keeping in mind that no specific individuals will be mentioned, we are here tonight to discuss our views on the following positions: Clerk, Deputy Clerk, Administrator, Economic Development Director and Redevelopment Consultants.

Regarding the above-mentioned positions, only one is required by statute, the Clerk. An individual with a Registered Municipal Clerk's Certification can be hired for an initial term of three years with one subsequent appointment leading to tenure after five consecutive years. A non-certified person could be hired with the stipulation of acquiring certification within a reasonable period of time (usually three years). Additionally, this person must receive a yearly appointment until certification is achieved.

Also mentioned relative to statutory requirement regarding other City Hall positions were: the Tax Collector, the Tax Assessor (in Woodbury until the end of the 1st quarter of 2012), and the CFO. None of these have to be full-time positions.

The positions of Deputy Clerk and Registrar were discussed. The Deputy Clerk currently handles many tasks which include the Registrar's duties; maintaining birth/death/marriage certificates, helping conduct elections, overseeing permits, and insurance claims and issuing licenses (dog and cat); all of this creates a heavy workload for the Deputy.

It was determined that currently the Clerk/Administrator's position is broken down time wise to 15% Clerk, 85% Administrator.

The positions of Administrator and Economic Development Director were discussed from a variety of perspectives:

ADMINISTRATOR

- 1) blending positions (as currently done)
- 2) Full time Administrator with Redevelopment Background
- 3) Shifting duties around in City Hall

ECONOMIC DEVELOPMENT CONSULTANT

- 1) Full time or part time
- 2) Sub-Contract out part time thereby eliminating fringe benefits and health insurance
- 3) Person should be knowledgeable in commercial real estate.

The subject of a Main Street Director and Economic Development Director blending into one position was lightly discussed. Consensus seemed to be to keep the two separate; however, the question of cost of having two positions was discussed. A multi-talented individual possessing economic development traits would require a six figure salary.

The conclusion was to have the Personnel Committee meet prior to the next Council meeting so that recommendations could be discussed at the next regularly-scheduled meeting.

Public

On motion of Councilman Fleming, seconded by Councilwoman Tierney, the Regular Order of Business was suspended and the floor was opened to the Public for Non-Agenda Items.

Andrew Bain, 104 Lupton Avenue, came forward to ask why his water bill is so high since he no longer lives at that address. He was advised that the minimal bill (\$171.00) is what he is being charged. The question of having Mr. Bain's lines to the 104 Lupton Avenue address disconnected arose. Mr. Bowe advised that there is a difference between disconnection and being shut-off. Mr. Bowe explained the distinction.

Mr. Bain also had a question regarding a request for "handicapped parking" at certain locations throughout the city.

President Sloane instructed Mr. Bowe to clarify this with the City Engineer.

Also, Mr. Bain questioned why the "no parking snow emergency route" is not being enforced.

Mr. Bain then inquired about trailers/ vans being parked on streets and not being ticketed. He received a ticket for parking his mobile home overnight.

Dave Scafide, PO Box 218, Sewell, New Jersey, asked if Broad Street could be cleaned-up.

Mr. Scafide had the opportunity to go through a home on Franklin Street owned by Mr. Davis where money was received under the grant program through Ms. Horn. This is also an address where drug activity is taking place. Unfortunately, if we can give a property like this money to clean up, we should do something to clean-up our Broad Street area.

President Sloane stated that he was not comfortable discussing a specific location where there is drug activity, this is a police matter, so he advised Mr. Scafide to take that up with the Police Department.

Mr. Scafide asked if Council has considered changing their ruling on putting in two separate meters on two separate units in one location.

President Sloane advised Mr. Scafide that the ordinance reads the way it does, and Mr. Scafide has brought this up before. The City does not intend to change it; Mr. Sloane, too, pays separate bills.

Brendon Chiesa, 36 Rugby Place, inquired if fluorescent bulbs were included in the solid waste removal.

Councilwoman Tierney stated she did not know all type of bulbs and batteries being referred to, but for Mr. Chiesa to check the web site.

Mr. Chiesa brought up again the release of the minutes from past Executive Sessions.

President Sloane referred the question to Counsel.

There being no further business, on motion of Councilwoman Tierney, seconded by Councilman Trout, the meeting was adjourned at 8:40 pm.

THOMAS B. BOWE

Clerk/Administrator

OTHER OFFICIALS PRESENT

Assessor: Roy Duffield

Chief Financial Officer: Robert Law

Deputy Clerk: Gail Scheffler

Engineer: Ted Wilkinson, PE

Emergency Mgmt Co. - Lieutenant Cope

Insurance Agent: Davie Strout, Cettei & Connell

Library - Jean Wipf, Director

Main Street - Ronda Abbruzzese, Director

Neighborhood Preservation - Virginia Horn, Director

Solicitor's Office - Alicia Hoffmeyer, Esq.

Police: Chief Reed Merinuk