

January 22, 2007

The Regular Meeting of the Mayor and Council of the City of Woodbury held on the above date was called to order by President C. Barry E. Sloane at 7:30 p.m.. The meeting was held in Council Chambers located at Woodbury City Hall, 33 Delaware Street, Woodbury, N.J.. The Clerk/Administrator, Thomas B. Bowe, stated that it was a Regular Meeting of the Mayor and Woodbury City Council and due notice had been given to both the press and the public by reason of a resolution for Regular Meetings adopted January 4, 2007.

President Sloane requested a Moment of Silence.

### **ROLL CALL**

**Present:** Riskie, Schreyer, Villari, President Sloane, Brown, Fleming, Louis, Tierney, Belko, Mayor Curtis

**Absent:** No One

### **MINUTES**

Three sets of minutes were presented this evening for approval. On motion of Councilman Louis, seconded by Councilwoman Tierney, the minutes of December 27, 2006, January 4, 2007 and January 8, 2007 were approved as submitted with the following exceptions:

1. Councilman Fleming abstained from voting on the approval of the vouchers that pertained to Churchill Engineers only, he was in favor of all others; and
2. Councilman Belko abstained from voting on the minutes of January 8, 2007, as he was not present at that meeting.

### **PUBLIC**

On motion of Councilwoman Brown, seconded by Councilwoman Tierney, the Regular Order of Business was suspended and the floor was opened to the public for Agenda Items Only.

Seeing no one, on motion of Councilman Louis, seconded by Councilwoman Tierney, the Public Portion was closed and the Regular Order of Business was resumed.

### **PRESENTATION BY BOB LAW, CHIEF FINANCIAL OFFICER**

President Sloane stated that he was going to let Bob Law, Chief Financial Officer, brief Council regarding Department Head Monthly reports with a 12 month projection pertaining to the City's budget.

First, President Sloane said that the Chairman of the Finance Committee, Councilman Fleming, would like to say a few words.

Councilman Fleming advised that in order to prepare and prevent the City from facing a deficit a 12 month proposed plan has been devised and Mr. Law would like to define some of the recommendations.

Mr. Law explained that on a monthly basis each Committee Chair will receive a budget comparison by each of their departments so that they can compare what is being spent each month based on a 12 month projected figure, then Mr. Law gave an example.

President Sloane stated that this demonstration was just using a mock spreadsheet so Council could just see what the intent is. However, in February, Mr. Law would have presented the January projected sheet with the actual figures for each department.

Councilwoman Tierney inquired who would supply the projected figures, the Department Heads or Mr. Law. Mr. Law will provide the spreadsheet format to the department head; but the department head will prepare and provide the report to their chairperson.

Councilwoman Tierney then inquired if Mr. Law would be reviewing the figures to insure their accuracy.

Councilman Riskie inquired when the state is requiring the City's budget be adopted. Mr. Law's response was March as all municipalities have been given a one month extension.

Councilwoman Schreyer asked exactly how often and when each Chairperson will receive their figures. Mr. Law stated that the Council Committees will get these reports on a monthly basis.

President Sloane thanked Joy Dreyer (City Hall Administrative Assistant) for coming up with the conditional formatting used in the Excel Spreadsheet presented this evening.

## **RESOLUTIONS**

### **FINANCE & ADMINISTRATION**

#### **RESOLUTION #07-44 RESOLUTION TO REIMBURSE TAX PAYMENT (Re: Robert A. Rodgers, 130 Rugby Place, Woodbury, NJ 08096 Block 174, Lot 3)**

Councilman Fleming presented the above-entitled resolution.

The City Clerk read the title of the resolution.

On motion of Councilman Fleming, seconded by Councilwoman Schreyer, the resolution was adopted by a voice vote.

**RESOLUTION #07-45 RESOLUTION TO REIMBUSE TAX PAYMENT (Re: Bruce & Holly Freeman, 746 Washington Avenue, Woodbury, NJ 08096, Block 151.03, Lot 6)**

Councilman Fleming presented the above-entitled resolution.

The City Clerk read the title of the resolution.

On motion of Councilman Fleming, seconded by Councilwoman Schreyer, the resolution was adopted by a voice vote.

**RESOLUTION #07-46 – RESOLUTION AUTHORIZING THE TRANSFER OF OVERPAID TAXES ON REAL ESTATE TAXES FROM 2006 TO 2007 IN THE CITY OF WOODBURY**

Councilman Fleming presented the above-entitled resolution.

The City Clerk read the title of the resolution.

Councilman Louis questioned why the same amount appeared in each payment.

Mr. Law explained that the \$250.00 amounts were the same because they were either for senior citizens' deduction or veterans' deduction.

On motion of Councilman Fleming, seconded by Councilwoman Schreyer, the resolution was adopted by a voice vote.

**VOUCHERS**

On motion of Councilman Fleming, seconded by Councilman Louis, the vouchers as presented were authorized paid.

**PUBLIC SAFETY**

**RESOLUTION #07-47 – RESOLUTION AUTHORIZING EXECUTION OF FIRE SERVICE MUTUAL AID AGREEMENTS FOR THE CITY OF WOODBURY**

Councilman Louis presented the above-entitled resolution.

The City Clerk read the title of the resolution.

On motion of Councilman Louis, seconded by Councilwoman Tierney, the resolution was adopted by a voice vote.

**RAFFLE LICENSE APPLICATION**

Councilman Louis presented a raffle license application from the Woodbury Rotary Breakfast Club, raffle to be held on May 8, 2007. On motion of Councilman Louis, seconded by Councilman Belko, the application was approved as submitted.

**PUBLIC WORKS**

**RESOLUTION #07-48 – RESOLUTION TO REFUND OVERPAYMENT OF WATER CHARGES**

Councilman Belko presented the above-entitled resolution.

The City Clerk read the title of the resolution.

On motion of Councilman Belko, seconded by Councilwoman Tierney, the resolution was adopted by a voice vote.

Councilman Riskie inquired if the water bills have been sent out yet. Mr. Law responded that they are in the process of being sent out as we speak.

**ECONOMIC DEVELOPMENT**

Councilman Villari stated that this past Friday, he along with Councilman Fleming and Bob Law attended a CEDS meeting and was advised that Woodbury is one of the towns the County is looking at and has requested a list of projects the City would like to have completed prior to March 1, 2007.

Councilman Fleming has put together an itemized listing of projects and would like to have a meeting open to the public, along with the City Planner, Main Street, Mr. Bowe and Lisa Morina to hear everyone's comments; stating that other Council members input is also welcomed.

Mayor Curtis advised that Lisa Morina is the County Director of Economic Development.

Councilman Fleming went into a little more detail regarding what the Committee is planning to do to achieve their goals and how we can look into funding availability.

President Sloane advised the Committee that they have a lot of work ahead of them and should get together ASAP with all the appropriate individuals.

Councilman Belko inquired as to the status of the downtown Revitalization Steering Committee.

Councilman Fleming advised that the Economic Development Committee would look into that group as well.

President Sloane stated that in his opinion it is not a dead issue by any stretch, but we do need to look at everything so we can move forward.

## **PERSONNEL**

Councilman Riskie stated that he has provided our City Solicitor, Mr. Pierson with a copy of the ordinance adopted by Council on December 11, 2006 regarding our personnel manual.

Councilman Riskie stated that a question came up about health benefits and Mr. Pierson is still reviewing the personnel handbook and will advise Council of his decision.

Councilman Riskie stated that he has been reaching out to other towns and will be putting together an evaluation form together with Mr. Bowe and the City Solicitor.

## **PRESIDENT OF COUNCIL**

### **LEADERSHIP PRESENTATION BY COUNCILMAN FLEMING**

Councilman Fleming advised that he asked President Sloane if he could have a few minutes to speak about leadership. Councilman Fleming continued by stating that one of the things he has noticed is that we have to all come together, stop the finger pointing, and accept responsibility for the challenges presented in running local government. In order to accomplish our goals we need a strategic plan as well as motivation and vitality to motivate those who look to us for leadership.

President Sloane thanked Councilman Fleming for his inspiring words stating that he hoped that the those words of wisdom will be applied when Council prepares for their Work Sessions and Economic Development strategies.

Councilwoman Tierney inquired why their were no professional service contracts being presented this evening as indicated at the last Council Meeting.

Mr. Pierson, City Solicitor, stated that he has not received all the agreements yet, and should have everything ready for the first meeting in February.

Councilwoman Tierney inquired then what rate is being charged until that time the agreements are presented.

Mr. Pierson advised that the agreements would be paid as per proposal.

## **MAYOR CURTIS**

Mayor Curtis advised that the City of Woodbury is entering into mutual aid agreements with many of the surrounding fire departments and will continue to do so now that Council has adopted the resolution authorizing the Mayor to enter into these agreements and will advise Council when he signs with the various towns.

The Mayor stated that he has received several calls regarding water issues at various properties near the Armory. Mayor Curtis has discussed this problem with the Public Works Department and has been advised that it is due to new filters and will require some adjustments, but can be corrected.

Mayor Curtis advised that he has been receiving correspondence from businesses considering coming into town, but unfortunately one of their first questions is “What is happening with the court system”? The Mayor stated that he is trying to convince them that regardless of what the Court’s decision is, there is still reason to bring their business into town whether the courts stay or not.

Mayor Curtis stated that the City Calendars have been distributed.

The Mayor also advised that he has asked the Woodbury Library to look at their personnel policy which is the same of the City’s. They, however, are asking for their own Personnel Policy and he is looking into this request trying to keep both as uniform as possible.

Mayor Curtis thanked our professional staff for coming out to tonight’s meeting especially a very young member of one of our staff who was present this evening because he wanted to see how City government works.

Mayor Curtis introduced Mr. Kernan, the Planning/Zoning Board Engineer.

Mayor Curtis requested that the Finance Committee look into why Council has not signed off on the 2005 Audit yet and who actually should sign it because of the change of Council members and Mayor.

## **CLERK/ADMINISTRATOR**

Mr. Bowe introduced our City Engineer, Ted Wilkinson of Federici & Akin, P.A. Consulting Engineers.

Mr. Wilkinson stated that he was honored to provide his services to the City and is always available to answer Council’s questions.

Mr. Wilkinson stated that there are two items he wanted to discuss this evening: one was the Woodbury Soccer Project, stating he is planning to meet with the City Solicitor and attend the Deptford Planning Board Meeting; the other item is the Wing-Dickerson Park which is another soccer park project and he is looking into applying for Green Acre funding and will be in touch with Triad Associates to accomplish this before the February deadline.

Mr. Wilkinson advised that his firm will be reviewing the file to do work on W. Centre Street; the City has received state aid in the amount of \$160,000.00 towards this project from S. Broad Street down to Jackson Street.

Councilman Fleming inquired about the Elkis property. Mr. Wilkinson advised that he will be contacting Mr. Franchi for a pre-construction meeting and see what the status is of the contract.

Mr. Wilkinson also responded to a question about Well 1A indicating that he will be in touch with A. J. Schultes and proceed with that project.

Councilwoman Schreyer did not know how much knowledge Mr. Wilkinson had regarding the Reservoir Project with Woodbury Heights but asked anyway.

Mr. Wilkinson stated that the file was still being reviewed and he would like to continue to review it before he would advise where we will be going with this project.

Councilman Fleming stated that when he was City Engineer one of the issues was regarding the homes that were in close proximity of the reservoir; he did not know if this issue was resolved.

Mr. Bowe referenced a Planning/Zoning Board Application which everyone had in their packet this evening.

### **TREASURER'S REPORT**

On motion of Councilman Riskie, seconded by Councilwoman Tierney, the Treasurer's Report was received as filed.

### **PUBLIC**

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

Seeing no one, on motion of Councilwoman Tierney, seconded by Councilwoman Schreyer, the Public Portion was closed and the Regular Order of Business was resumed.

There being no further business, on motion of Councilman Louis, seconded by Councilwoman Schreyer, the meeting was adjourned at 8:20 PM..

Respectfully Submitted,

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THOMAS B. BOWE  
Clerk/Administrator

**OTHER OFFICIALS PRESENT**

Assessor: Roy Duffield  
Chief Financial Officer: Robert Law  
City Engineer: Ted Wilkinson, PE  
Deputy Clerk: Gail Scheffler  
Librarian: Jean Wipf  
NPP Coordinator: Virginia Horn  
Police: Chief Reed Merinuk  
Public Works: Tom Dukelow, Bill Lynch  
Solicitor: James Pierson, Esq.