

# MINUTES of CITY COUNCIL MEETING JANUARY 13, 2015

## **Pledge of Allegiance**

The Meeting was called to order by President Trovato at 7:30 PM with the Pledge of Allegiance in Council Chambers at Woodbury City Hall, 33 Delaware Street, Woodbury.

**Invocation** was delivered by Rev. Norwood Cuff, Chaplain of Friendship Fire Company.

## **Open Public Meeting Statement**

The City Clerk stated that due notice had been given to both the public and the press by posting and publication of Resolution #15-05 adopted at the 2015 Reorganizational Meeting of Mayor and Council on January 3, 2015.

## **Roll Call:**

**Present:** Tierney, Swanson, Floyd, Johnson, Fleming, Parker, Reddin, Carter, President Trovato, Mayor Volk

**Absent:** No One

## **Approval of Minutes**

On motion of Parker, seconded by Johnson the minutes of the Council Meeting of December 16, 2014 were unanimously approved as submitted.

On motion of Parker, seconded by Johnson, the minutes of the Council Meeting of January 3, 2015 were unanimously approved as submitted.

## **Presentations and Discussions**

### **Proclamation to Eagle Scout Charlie Hughes**

Councilwoman Jess Floyd presented a Proclamation to Eagle Scout Charlie Hughes, who took on the project of erecting a flag pole and picnic benches at the soccer fields on Tacoma Blvd. Charlie thanked Mayor and Council and briefly described his project.

### **#15-37 - Resolution Hiring a Firefighter for the City of Woodbury Fire Department**

(Randy Ballinger)

Councilman Swanson presented the above-titled resolution.

The City Clerk read the title of the resolution.

On motion of Swanson, seconded by Carter the resolution was unanimously adopted.

### **Swearing in of Firefighter Randy Ballinger**

Mayor Volk Administered the Oath of Office to Randy Ballinger as Firefighter to fill a vacancy at the Friendship Fire Company.

Randy thanked Council for the opportunity to serve the City of Woodbury and thanked his family and friends who were in attendance for their support.

**Open to the Public for Agenda Items**

On motion of Tierney, seconded by Johnson and unanimously approved, the Regular Order of Business was suspended and the floor was opened to the Public for Agenda Items Only.

Fatima Abdullah Bailey, 45 Centre Street, came forward to question the policies for shutting off water service. She attempted to pay her bill on the day after Christmas only to find the City Offices were closed. Mr. Theokas stated that residents are given ample time and notices are sent to residents advising of the status of their accounts. The City had been scheduled to be closed that day and residents were notified and all measures were taken to allow for the residents to resolve their situation prior to their shut-off date. Ms. Bailey did not think it fair to charge a \$100.00 fee when water has not technically turned off. Councilman Swanson advised that the charge was to cover some of the expenses that are involved when a bill becomes overdue, such as mailing costs, etc. Mr. Theokas stated that the \$100.00 charge was done by ordinance; and if Council decides to consider any changes, it would have to be done by ordinance.

Hearing no one else, on motion of Tierney, seconded by Parker and unanimously approved the public hearing was closed.

**Resolutions, Ordinances and Committee Reports:**

**Administration Committee**

**#15-38 - Resolution for Closed Session**

Councilman Fleming presented the above-titled resolution.

The City Clerk read the title of the resolution.

On motion of Fleming, seconded by Parker the resolution was unanimously approved by voice vote.

**Finance Committee**

**#15-39 - Resolution of the City of Woodbury Certification of the Annual Audit**

Councilman Swanson presented the above-titled resolution.

The City Clerk read the title of the resolution.

On motion of Swanson, seconded by Tierney the resolution was unanimously adopted by voice vote.

**#15-40 - Resolution Approving Submission of Corrective Action Plan for 2013 Audit**

Councilman Swanson presented the above-titled resolution.

The City Clerk read the title of the resolution.

On motion of Swanson, seconded by Parker the resolution was unanimously adopted by voice vote.

**#15-41 - Resolution for the Prevention of Alcoholism and Drug Abuse Fiscal Grant**

Councilman Swanson presented the above-titled resolution.

The City Clerk read the title of the resolution.

On motion of Swanson, seconded by Johnson the resolution was unanimously adopted by a voice vote.

**#15-42 - Resolution Authorizing the Award of a Non-Fair and Open Contract for Civil/Site Engineering Services for 220 South Broad Street to Jefferis Engineering Associates, LLC**

Councilman Swanson presented the above-titled resolution.

The City Clerk read the title of the resolution.

On motion of Swanson, seconded by Johnson the resolution was unanimously adopted by voice vote.

**Vouchers** On motion of Swanson, seconded by Tierney and unanimously approved the vouchers as presented and certified were authorized to be paid.

Swanson advised the Finance Committee will be meeting next week to discuss the budget. He also noted that there were 37 emergency management responses recorded for the 2014 year.

**Public Works Committee**

**#15-43 - Resolution Requesting Approval of the Director of the Division of Local Government Services to Establish a Dedicated Trust by Rider for Snow Removal, Pursuant to P.L. 2001, C.138**

Councilwoman Parker presented the above-titled resolution.

The City Clerk read the title of the resolution.

On motion of Parker, seconded by Tierney the resolution was unanimously adopted by voice vote.

**Property Maintenance/City Beautification Committee**

**#15-44 - Resolution of the City of Woodbury Imposing Lien(s) for Property Maintenance Pursuant to Municipality Code §162-4**

Councilman Reddin presented the above-titled resolution.

The City Clerk read the title of the resolution.

On motion of Reddin, seconded by Parker the resolution was unanimously adopted by a voice vote.

**City Municipal Maintenance Committee**

**#15-45 - Resolution Authorizing Change Order #2 for the Renovations to the New Woodbury Police Station**

Councilwoman Carter presented the above-titled resolution.

The City Clerk read the title of the resolution.

On motion of Carter, seconded by Tierney, the resolution was adopted by a voice vote. Swanson voted nay on this resolution; all others voted in favor.

**#15-46 - Resolution Authorizing Change Order #3 for the Renovations to the New Woodbury Police Station**

Councilman Swanson presented the above-titled resolution.

The City Clerk read the title of the resolution.

On motion of Carter, seconded by Johnson the resolution was adopted by a voice vote. Swanson voted nay on this resolution; all others voted in favor.

**Old Business**

President Trovato asked Council Members from now on to notify Mr. Theokas if they have any information to share and they will be put on the agenda under Committee Reports. Each Council Member will also have an opportunity to speak later in the meeting.

**New Business:**

President Trovato advised that he received a letter thanking Council for creating a three-way stop sign at Hopkins-Franklin Street. The letter contained 20+ signatures from residents of that neighborhood endorsing the action.

**Green Team Committee**

Councilwoman Tierney advised that the Green Team met yesterday. They will continue to work towards Sustainable Jersey Silver certification. At their next meeting on February 9<sup>th</sup> at 8:45 am at City Hall there will be an open forum to discuss brownfields properties in the City. That meeting will be open to the public. Lastly, we hope to hold an Arbor Day celebration this year.

**Community Development Committee**

Councilwoman Floyd advised that this Committee will be presenting the Social Affairs Liquor Permit Ordinance in the very near future. She has met with some of the concerned organizations for their input.

**Mayor**

Mayor Volk stated that he would like to see the Green Team, Public Works and City Beautification Committees to share their thoughts on the new public park being planned at the former Woodbury Country Club property.

The Mayor advised that Patients First Office plans to open their doors on February 17<sup>th</sup>. Also Rite Aid as of February 26, 2015 will be moving into the vacant Walgreens Building.

**City Clerk**

Mr. Duffield stated that Bowman & Co., the City Auditor, will be holding their annual budget seminar on January 21, 27 or 29<sup>th</sup>. Please contact him if you plan to attend.

### **Department Heads reports:**

**Economic Development** - Randy Woerner, Economic Development Director advised of an upcoming program being held for new businesses at the G.G. Green Building. Also, she announced several new events and other incentives for the business district.

**Library** - Jean Wipf, Director of Library announced some new programs the library will be conducting and they can be viewed on the website.

**City Administrator** Mike Theokas, City Administrator, discussed new procedures that have been put into place regarding abandoned properties and putting more responsibility on the mortgage companies, in accordance with our recently enacted Abandoned Properties ordinance.

### **Open to the Public**

On motion of Parker, seconded by Tierney and unanimously approved, the Regular Business was suspended and the floor was opened to the Public for any items.

Tim Zatzariny, 237 S. Warren Street, came forward and thanked Mayor Volk for the removal of trash at Walgreens. President Trovato advised that new efforts will be taken to ensure that the Broad Street businesses adhere to the proper disposal of their trash.

Amelia Harris McGeehan, Director of the Woodbury Community Gardens, briefed Council on their upcoming program for 2015.

Summer Smith, 456 Griscom Street inquired about traffic near the West End School area along Queen Street during school hours. Many drivers ignore the one way and it can be a very dangerous situation.

Seeing no one else, on motion of Fleming, seconded by Parker and unanimously approved the Public hearing was closed and the Regular Order of Business was resumed.

On motion of Tierney, seconded by Johnson and unanimously approved, the Regular Order of Business was suspended and Council went into Executive Session at approximately 8:11 pm.

### **Executive Session**

On motion of Councilwoman Parker, seconded by Councilman Swanson and unanimously approved Council resumed the Regular Order of Business at (approximately 10:19 pm).

### **Adjournment**

There being no further business, on motion of Councilwoman Parker, seconded by Councilman Johnson and unanimously approved, the meeting was adjourned at 10:20 pm.

Respectfully Submitted,

**ROY A. DUFFIELD**  
City Clerk

**Other Officials in Attendance**

Administrator: Michael Theokas

Chief Financial Officer: Bob Law

Economic Development Director: Randi Woerner

Emergency Management Officer: Joe Buono

Fire Dept: Chief Randall Gartner

Librarian: Jean Wipf

Main Street Director: Mary Carter

Police: Chief Reed Merinuk and Captain Tom Ryan

Solicitor: James Pierson, Esq.

Tax Collector: Lorrain Reeves