

WESTAMPTON TOWNSHIP COMMITTEE MEETING  
7:00 PM Regular Meeting Minutes  
February 20, 2024

The meeting was called to order and opened at 7:00 PM by Mayor Sandy Henley. Requirements of the Sunshine Law were read. This meeting was advertised in the Burlington County Times on January 7, 2024. This meeting was held in person in the Westampton Township Municipal Building Courtroom. The flag was saluted and there was a moment of silence.

Mayor Henley paid tribute to National Boy Scout Day and a moment of silence for the three soldiers who were killed in Jordan.

**Roll Call:**

Committeewoman Burkley	Present
Committeeman Carr	Present
Mayor Henley	Present
Committeewoman Mungo	Present
Committeewoman Wright	Present

Township Solicitor Robert Wright, Township Administrator/Clerk Wendy Gibson, Assistant Township Administrator Sherrod Jones, and Police Chief Brian Ferguson were also present.

**Approval of Minutes:**

a. February 6, 2024 Regular Meeting Minutes

Motion to approve was made by Ms. Mungo; seconded by Ms. Wright.

Motion carried 3-1-1.

Ayes: Mungo, Mayor Henley, Wright

Naye: Burkley

Abstain: Carr

Committeewoman Burkley questioned the use of the word adjourn in the minutes, which was used to describe the closing of the public comment for the next meeting of Ordinance 2-2024. stating that she never used the word adjourn. She asked the Mayor or Solicitor to advise if the word was appropriate to close the public comment to another meeting. Township Solicitor Robert Wright stated that the use of the word was appropriate to adjourn the public hearing to another meeting. He then read the Oxford Dictionary's definition of adjourn.

b. February 6, 2024 Executive Session Meeting Minutes

Motion to approve was made by Ms. Burkley; seconded by Ms. Mungo.

Motion carried 4-0-1.

Ayes: Burkley, Mungo, Mayor Henley, Wright

Naye: none  
Abstain: Carr

**Monthly Reports:**

- a. Construction
- b. Police
- c. Public Works
- d. Court
- e. Fire/EMS
- f. Tax Collector

**Open Meeting for Public Comments on Agenda Items Only:**

Gary Berberian, 138 Winstead Drive, had questions regarding the monthly reports. He stated that he is not a fan of the Construction reports, and that they are hard to read. He questioned the certificates issued and the correlation with the fees collected. He referenced Ordinance 99-4 (C), noting that the fees should be separated in the report. He also noted the discrepancies on the report between the amounts collected and the quantities of fees that were assessed. He stated that the information should be made available for review.

He then commented on the Police report, and noted that the State Police website isn't easy to search by zip code for information on Westampton.

He then questioned the bill list regarding the trash disposal of condominiums, and asked why the Township is responsible for paying the bill if there is an Association that is supposed to be covering the costs.

Lastly, he questioned Resolution 37-24, noting the Board of Education would be responsible for the maintenance of the playground equipment. He asked if the Township Public Works would have any responsibility of maintenance. Township Administrator Wendy Gibson confirmed they would not.

Ken Craft, 102 Wills Avenue, commented that there were some group homes in the area where the residents have no respect for the area. He commented that there are residents who speed on the roads and create noise very early in the morning. He also stated that visitors park on other neighbor's lawns. He stated that there is a lot of activity and noise all night during the week. He asked if something could be done to assist with the nuisances at 220 Second Street.

All in favor to close public comment.

**Ordinances: Second Reading, Public Hearing**

- a. 2-2024 An Ordinance Amending Chapter 250 of the Township Code of Westampton: Zoning

Motion to approve was made by Ms. Burkley; seconded by Ms. Mungo.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

**Ordinances: First Reading**

- a. 4-2024 An Ordinance of the Township of Westampton Amending and Supplementing Westampton Township Code Chapter 128 Entitled: Fire Prevention.

Ms. Burkley commented that she did not receive a copy of the Ordinance before the meeting, and that she cannot vote on something she hasn't read. Mayor Henley reaffirmed that the members may not have all of the information on the first reading, but the Ordinance will be available the day after.

Motion to approve was made by Ms. Mungo; seconded by Mr. Carr.

Motion carried 4-1.

Ayes: Carr, Mungo, Mayor Henley, Wright

Naye: Burkley

Abstain: none

- b. 5-2024 An Ordinance of the Township of Westampton Amending and Supplementing Westampton Township Code Chapter 128 Property Maintenance to Add Article II "Lead-Based Paint Inspections"

Ms. Burkley stated she received the Ordinance before the meeting, and that she would vote yes but had concerns about the law stated in the Ordinance. Solicitor Wright stated that there are some exemptions within the law that clarify circumstances for reinspection. Ms. Burkley noted sections in the Ordinance for the Solicitor to review before the public hearing.

Motion to approve was made by Ms. Mungo; seconded by Ms. Wright.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

**Resolutions:**

- a. 36-24 Payment of Vouchers – this resolution approves the payment of bills through 02/21/2024.

Motion to approve was made by Ms. Mungo; seconded by Ms. Wright.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

**Consent Agenda Resolutions – Resolutions Note:** Consent Agenda items are considered to be routine and will be enacted with a single motion; any items requiring expenditure are supported by a Certification of Availability of funds; any items requiring discussion will be removed from the Consent Agenda.

- a. 35-24 Resolution Authorizing Shared Service Agreement with Eastampton Township for Public Works Services
- b. 37-24 Resolution Authorizing the Application for Funding Through Local Recreation Improvement Grant
- c. 38-24 Resolution Authorizing the Issuance of One (1) New Plenary Retail Consumption License within the Township of Westampton and Setting Forth the Criteria for Application for Such License
- d. 39-24 Resolution Approving Third Amendment to Lease for the Cell Tower Located at 710 Rancocas Road

Ms. Burkley requested to remove Resolution 39-24 for discussion.

Motion to approve Resolutions 35-24, 34-24 and 38-24 made by Ms. Burkley; seconded by Ms. Wright.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

Motion to approve Resolution 39-24 made by Mr. Carr; seconded by Ms. Mungo.

Motion carried 5-0.

Ayes: Burkley, Carr, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

Ms. Burkley didn't understand where in the lease agreement payment was for leasing the property. Mr. Carr affirmed to the Mayor that it is a standing lease that is being renewed. Solicitor Wright confirmed that the agreement is an amendment to add additional antennas to the tower, and that they do pay a fee to the Township. He also noted that there are changes to the ownership of the tower.

Ms. Burkley asked if this was on the Timbuctoo property, but Solicitor Wright stated that the tower company referred to the property as Timbuctoo. He also confirmed that a lease payment was made to the Township.

**Open Meeting for Public Comment:**

Allie Stanford, 1 Maple Tree Drive, stated that she appreciated the Fire/EMS and Police Departments, noting that no other town has better employees. She thanked them and then thanked the Committee.

She stated that she is a forty-four-year resident, who has complaints about the neighbors across the street who she feels do not keep up with their property. She stated that she felt that the residents should not keep their garbage and recycling cans in their driveway.

She stated she spoke with one of the employees, and wanted to know who she was. The Committee confirmed that she was the Technical Assistant to the Construction Office and was not present at the meeting. She stated that she was told by the employee that the residents were allowed to keep their property as they wanted, and she stated she disagrees with what she was told. She wants something to be done.

Ms. Burkley stated to Ms. Stanford that she contacted the Fire Chief, who handles Code Enforcement, asking if he responded to her. She stated that he said he went to the residence to take pictures and that he would respond to Ms. Stanford.

All in favor to close public comment.

### **Dates to Remember:**

Next Township Committee Meeting March 5th – Budget Workshop @6PM, Regular Meeting @ 7PM, Historic Commission February 28th @ 7PM, Land Development Board Meeting March 6th @7PM, Recreation Committee Meeting March 13th @7PM, Coffee with a Cop @ Dunkin Donuts 802 Woodlane Road, 9-11AM, Easter Egg Hunt March 23rd 9:30AM.

### **Administrator's Report**

Administrator Gibson reported to the Committee that the annual municipal budget was complete and ready for the workshops to be presented at the two meetings in March, beginning at 6:00PM.

### **Committee Liaison Reports/Comments:**

Committeeman Carr commended the Mayor, Solicitor, the Administrator and Assistant Administrator on the agreement with Eastampton for bringing much needed resources into the town. He also stated that he would look into some of Mr. Berberian's concerns regarding the reports. He stated he had an answer to one of his questions regarding the fire inspections, noting that there are two types of inspections handled by the Fire Department and the Construction Department.

Mayor Henley stated that the Resolution with Eastampton for the street sweeping was changed and he wanted to recognize the Director of Public Works, Chris Taylor, for his work toward receiving payment for the services performed by Westampton's employees to their township.

### **Executive Session**

Resolution No. 02.21.2024 - Resolution Authorizing the Township Committee and Support Staff to Meet in Private Session and Authorizing the Exclusion of the Public

From that Portion of the Meeting Dealing with Specific Issues Requiring Non-Public Discussions: Attorney-Client Privilege – Property Acquisition and Personnel.

Motion to approve executive session resolution was made by Ms. Mungo; seconded by Ms. Burkley.  
All Ayes.

The committee exited the regular meeting at 7:37 pm and entered into Executive Session.

The meeting adjourned at 7:50 pm.

Respectfully submitted,

Wendy Gibson, Municipal Clerk