

WESTAMPTON TOWNSHIP COMMITTEE MEETING  
7:00 PM Regular Meeting Minutes  
April 18, 2023

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 6, 2023. This meeting was held in person in the Westampton Township Municipal Building Courtroom. The flag was saluted and there was a moment of silence.

Roll Call:

Committeewoman Burkley	Present
Committeeman Carr	Present
Mayor Henley	Present
Committeewoman Mungo	Present - Arrived at 7:06 pm
Committeewoman Wright	Present

Township Administrator Wendy Gibson, Deputy Clerk Samantha Horton, Township Solicitor Robert Wright and Lieutenant of Police Brian Ferguson and Linda Chieffalo were also present.

**Executive Session:**

- a. Resolution No. 04.18.2023 - 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 – Personnel and Litigation: Vasp Hospitality, LLC v. Westampton.

Motion to enter Executive Session was made by Ms. Burkley; seconded by Mr. Carr.  
All in favor to enter Executive Session  
Executive Session began at 7:03pm and ended at 7:27pm

**Approval of Minutes:**

- a. April 4, 2023 Regular Meeting Minutes

Motion to approve was made by Ms. Mungo; seconded by Mr. Carr.  
Motion carried 5-0.  
Ayes: Burkley, Carr, Mungo, Wright, Mayor Henley  
Naye: none  
Abstain: none

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

No comments were made.

All in favor to close public comment.

**Ordinances:**

SECOND READING- Motion and Second Required, Open to Public Comment

- a. 4-2023- Calendar year 2023 Ordinance to exceed the municipal budget appropriation limits and to establish a cap bank (N.J.S.A. 40A: 4-45.14)

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

Motion carried 5-0.

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

Naye: none

Abstain: none

**Open to public comment on Ordinance 4-2023:**

No comments were made.

All in favor to close public comment.

FIRST READING- Motion and Second Required

- a. 5-2023- Bond Ordinance Authorizing the Acquisition of Various Capital Equipment and Completion of Various Capital Improvements in and for the Township of Westampton, County of Burlington, New Jersey; Appropriating the Sum of \$1,368,130 Therefor; Authorizing the Issuance of General Obligation Bonds or Bond Anticipation Notes of the Township of Westampton, County of Burlington, New Jersey in the Aggregate Principal Amount of up to \$1,299,723; Making Certain Determinations and Covenants; and Authorizing Certain Related Actions in Connection with the Foregoing.

Committeewoman Burkley thanked whoever put the first reading of this Ordinance together, stating that everything written in the Ordinance are things we need for Fire/EMS, Police and Public Works. Ms. Burkley's only concern is that with all these new equipment and vehicles being purchased, she hopes that in the future, the Township can keep these purchases under one million dollars. After these purchases, the Township will have seven million dollars in debt, and that is half of the Township's budget. Ms. Burkley stated that every time we pay off debts, the Township puts more debt back on. Ms. Burkley is afraid that it is going to get to a point where the Township is going to get behind and won't be able to make up for all the debt. She would like it if the township could reevaluate their needs.

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

Motion carried 5-0.

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

Naye: none

Abstain: none

**Resolutions:**

- a. 60-23 Payment of Vouchers – this resolution approves the payment of bills through 04/18/2023.

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

Motion carried 5-0.

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

Naye: none

Abstain: none

- b. 63-23 Resolution Adopting the Municipal Budget

Committeewoman Burkley is happy to see that the Township has put less into anticipated income that she doesn't believe the township should rely on. She commented that she thinks that having almost five hundred thousand dollars that the Township is anticipating and not using towards the budget to lower the taxes is not responsible.

**Open to public comment on Resolution 63-23:**

No comments were made.

All in favor to close public comment.

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

Motion carried 4-1-0.

Ayes: Carr, Mungo, Wright, Mayor Henley

Naye: Burkley

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. 61-23 Resolution Authorizing Tax Refund Overpayment

- b. 62-23 Resolution Authorizing Professional Services Contract for Computer Information Systems

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

Motion carried 5-0.

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

Naye: none

Abstain: none

**Open Meeting for Public Comment:**

Diego Minacapelli, 211 Bridge Street, wrote a letter that he gave to the to the Township Administrator regarding the traffic in Rancocas Village. The issue is regarding the

amount of traffic and the speed limit in the village. Mr. Minacapeil is asking the Committee to consider having a four-way stop be put in to help with slowing down traffic, which will make it safer for residents who are out and about in their development.

Gary Berberian, 138 Winstead Drive, ask the Township Solicitor, Bob Wright if he had an update on ways to help with disabled residents who are unable to hear and or see, communicate to the Committee with their questions and or concerns.

Mr. Berberian expressed his concerns regarding the lack of a confirmation reply when he tried to send a message through the township website. He was hoping to receive some sort of confirmation that his message was sent/received properly.

Mr. Berberian was reading through the Fire Marshal's report and inquired about the inspections they are going to be doing. He said when he looked through other townships reports, that Westampton Township could possibly mirror what they are doing.

Mr. Berberian said when he was looking through our Animal Control agreement on our website, it doesn't give much information. He asked if the Township would be able look further into this and attach the actual contract with all the terms they provide to Westampton Township.

Terrance Brown, 9 Pine Tree Drive, had a concern about the professional services contract regarding the company we use for IT purposes. He would like to know why his credentials are not listed in the contract. Mr. Brown is also concerned that we are paying him too much and asked if we had considered other companies.

All in favor to close public comment.

**Dates to Remember:**

Next Township Committee Meeting May 2nd @ 7PM, Historic Commission April 26th @ 7PM, Land Development Board Meeting May 3rd @7PM, Recreation Committee Meeting May 10th @7PM

**Committee Liaison Reports/Comments:**

Committeewoman Burkley agrees with Mr. Minacapelli about the ongoing traffic issue in Rancocas Village, it's been a big problem that needs to be resolved. She thanked our traffic officer for putting together the extensive traffic report.

Ms. Burkley would like to know why the Public Works Director doesn't come to at least one meeting per month in case any of the Committee members have questions about their report, for example their vehicle milage reports. Ms. Burkley said the Fire and Police Chiefs must calculate their vehicles milage, so she doesn't understand why Public Work and Construction doesn't have to calculate their milage as well.

Wendy Gibson, Township Administrator addresses the comments about the traffic issue in Rancocas Village, saying she spoke with the Township Engineer, and he is planning on

looking at that traffic plan extensively once all the construction on Springside Road is complete, to get a more accurate read on all the traffic patterns.

Committeewoman Burkley also wanted to thank the person in charge of putting the speed limit sign up on Valley Farm Road.

Mayor Henley said the cars that are sitting in the back of our parking lot will be going up for auction. He thanked the Township Administrator for submitting and receiving an award for forty-five thousand dollars for the Rolling Hills playground. Finally, he thanked all the professionals and residents for coming out to the meeting, and reminded everyone that decisions from the Committee cannot be made by one person. It takes at least three votes.

Motion to adjourn was made by Ms. Mungo; seconded by Ms. Burkley.  
All in favor to adjourn the meeting. The meeting adjourned at 7:53 pm.

Respectfully submitted,

Wendy Gibson, Acting Municipal Clerk