

WESTAMPTON TOWNSHIP COMMITTEE MEETING  
7:00 PM Regular Meeting Minutes  
February 6, 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	Absent
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.

**Proclamation:** Black History Month

**Approval of Minutes:**

a. January 23, 2024 Regular Meeting Minutes

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

Motion carried 4-0.

Ayes: Burkley, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

b. January 23, 2024 Executive Session Meeting Minutes

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

Motion carried 4-0.

Ayes: Burkley, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

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

None

All in favor to close public comment.

**Ordinances: Second Reading, Public Hearing**

- a. 1-2024 An Ordinance Amending Chapter 250 of the Township Code of Westampton: Zoning

Gary Berberian, 138 Winstead Drive, stated he was in favor of the Ordinance and urged the Committee to vote 'yes'. He thanked everyone for their hard work and stated that the Committee viewed the residents as real partners in passing the Ordinance.

Township Solicitor Robert Wright thanked Mr. Berberian for his assistance with the Ordinance in providing some of the text.

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

Motion carried 4-0.

Ayes: Burkley, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

- b. 2-2024 An Ordinance of the Township of Westampton to Fix the Salaries, Wages and Compensation of Certain Officials and Employees of the Township of Westampton for the Years 2024-2025.

Mayor Henley asked for a vote to amend to add the position of Deputy Tax Collector and to adjourn the public hearing until February 20, 2024.

Motion to amend and adjourn was made by Ms. Burkley; seconded by Ms. Mungo.

Motion carried 4-0.

Ayes: Burkley, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

**Resolutions:**

- a. 34-24 Payment of Vouchers – this resolution approves the payment of bills through 02/06/2024.

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

Motion carried 4-0.

Ayes: Burkley, 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

Ms. Burkley commented that it seemed like Westampton Public Works would be performing all the work in the shared service agreement. She wanted to know why Eastampton cannot utilize their own personnel to sweep their streets. She also stated that the Township previously had a street sweeper that was sold for another mower.

Mayor Henley questioned if the Township had a street sweeper. Ms. Burkley clarified that the shared service agreement is for Eastampton's mower and Westampton's street sweeper; however, she asked why Westampton personnel will be performing all the work.

Township Administrator Wendy Gibson stated that the shared service agreement limited the liability of Westampton's equipment being damaged by Eastampton's personnel, and Eastampton's equipment used within Westampton will limit the liability of Eastampton's personnel becoming injured.

Solicitor Wright read the terms of the agreement to the audience.

Ms. Burkley noted that the previous Public Works Director sold the mower formerly used by Westampton to purchase another piece of equipment.

Mayor Henley asked who would be paying Westampton Township's employees while they are to work in Eastampton. Ms. Gibson confirmed Westampton would pay the employees.

Mayor Henley stated that he felt that Westampton's personnel should be paid by Eastampton to perform work in that township.

He asked to table the resolution to discuss it further with the Committee.

Ms. Burkley motioned to table the resolution; seconded by Ms. Mungo.  
All Ayes.

**Open Meeting for Public Comment:**

Gary Berberian, 138 Winstead Drive, thanked Ms. Gibson for recommending to the Committee to honor the Boy Scouts during the Pledge of Allegiance. He also thanked the Mayor for the moment of silence and for acknowledging the fallen soldiers.

He provided correspondence to the Committee from American Water regarding service line insurance. He stated that the residents are responsible for any damage to service lines to their homes. He stated he contacted Willingboro MUA to see if they offered any kind of insurance. As they did not, they recommended an insurance service. He stated he was not sure if Mount Holly MUA offered anything to residents, and to contact them. He stated that the Willingboro MUA insurance is specific to Willingboro, but he wasn't sure if Westampton would benefit. He recommended that the Township provide resources to residents for insurance carriers. He also recommended that residents check with their homeowner's insurance for coverage.

He then discussed an existing Ordinance 232-14 (E), regarding Ikea Drive signage. He stated that the signage must comport with the Manual on Uniform Traffic Control Devices; however, the signage does not comport with the current manual. He asked who would be responsible for code enforcement on the signs. He stated that the road signs are a different color and are difficult to read. He stated that trucks have a difficult time finding and turning onto the road.

Mr. Berberian commented on the abandoned Getty gas station, stating there was heavy machinery excavating on the property. He asked if a permit was required to dig on the property.

Mr. Wright stated that the square footage of the disturbance would determine if a permit was required.

Mr. Berberian then stated that there was a Department of Environmental Protection sign noting an active, ongoing investigation. He asked if the Township had an update, in case any residents in the area had any concerns.

Mr. Wright stated that if there was a sign, there would be a number to contact a representative overseeing the project.

Robert Thorpe, 222 Olive Street, Rancocas, thanked the Committee for tabling the shared service agreement. He stated that, in most instances, shared service agreements are a good idea. However, he felt that the trading of equipment without receiving revenue for labor needed to be reviewed.

All in favor to close public comment.

**Dates to Remember:**

Next Township Committee Meeting February 20th @ 7PM, Historic Commission February 28th @ 7PM, Land Development Board Meeting February 7th @ 7PM, Recreation Committee Meeting February 14th @ 7PM, Free Rabies Clinic February 17th 9-11AM.

### **Administrator's Report**

Administrator Gibson reported to the Committee that the annual municipal budget was nearly completed and was on track to be presented during the workshop meetings in March, with a plan to introduce the budget at the first meeting in April.

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

Ms. Burkley commented that she carries her own underground insurance. She stated that the cost is dependent on the insurance company, but she stated she heard the WMUA would offer something. She thanked Mr. Berberian for sharing his information on the topic.

She stated that the Historic Preservation Committee elected Robert Thorpe as the Chair, Brian Janssen as the Vice Chair and that she is the Secretary. She stated they discussed getting information out to residents about the Historical Committee and how to work with the Construction Official. She stated that she realizes that all of the Ordinances cannot be changed, but to change the ones that were necessary.

She announced that the Rancocas Valley High School Red Oaks Yearbook staff won first place in the American Scholastic Press Association yearbook contest, which is a national competition. They also won the first-place gold award in the Garden State Scholastic Press Association.

Mayor Henley thanked everyone for coming out and making their comments. He gave credit to the American Legion representatives for reaching out regarding the moment of silence for the fallen soldiers, stating that the members were unable to attend.

### **Executive Session**

Resolution No. 02.06.2024 - 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.

Motion carried 4-0.

Ayes: Burkley, Mungo, Mayor Henley, Wright

Naye: none

Abstain: none

The committee exited the regular meeting at 7:30 pm and entered into Executive Session.

The meeting adjourned at 8:00 pm.

Respectfully submitted,

Wendy Gibson, Municipal Clerk