

WESTAMPTON TOWNSHIP COMMITTEE MEETING
7:00 PM Regular Meeting Minutes

March 15, 2022

The meeting was called to order and opened at 7:01 by Mayor Sandy Henley. Requirements of the Sunshine Law were read. This meeting was advertised in the Burlington County Times on January 10, 2022. 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
Committeeman DeSilva	Present
Mayor Henley	Present
Committeewoman Mungo	Present

Acting Clerk/Administrator Wendy Gibson, Township Solicitor Robert Wright, Chief of Police Stephen Ent and Fire/EMS Chief Craig Farnsworth were also present.

Presentation – Lieutenant Ryan Bieri was sworn into office by Mayor Sandy Henley.

The Committee took a brief break to celebrate Lieutenant Bieri.

Personnel Matter:

Township Solicitor Robert Wright announced that the Deputy Clerk was provided a RICE notice to discuss the matter in closed or open session. The Deputy Clerk provided notice that she wanted the issue to be discussed in public session. Mr. Wright stated that it is not a public hearing, so it is not intended to provide for public discussion. All public comment can be made during Open Public Comment. Discussion on the topic is intended for comments to be made between the Township Administrator and the Committee.

Motion to enter Personnel Matter made by Mr. DeSilva; second by Mr. Carr. All in favor.

Township Administrator Wendy Gibson presented to the Committee a recommendation to reappoint Ms. Gibson as Acting Clerk for one more term, per the State Statute that allows for the appointment of one year, plus one additional year. The Committee will need to repost the position, explore shared services, or appoint the Acting Clerk after proper certification has been made. She discussed reasons why she felt the appointment should remain in place, specifically that the Deputy has confidentiality issues, has excessive lateness to duties and meetings, and has not yet been certified and requires additional training. Additionally, she expressed there are budgetary issues and timing of

the deadline for reappointment. Guidance will need to be provided by the Committee before the appointment expires, and be made in advance of future decisions.

Township Solicitor Wright opened the discussion to the Committee members.

Committeewoman Burkley asked if the concerns were discussed with the Deputy in a closed meeting, or if anything was documented. She also asked for situations where the issues were discussed with the Deputy.

Ms. Gibson confirmed that there were times where these issues had been discussed, but there was no disciplinary action taken.

Deputy Mayor Mungo asked if there was any documentation for any of the timelines mentioned. Mayor Henley asked for documented lateness. Committeeman Odise Carr asked if we had a timeclock.

Mr. Wright asked the Township Administrator to confirm there was any disciplinary action, to which there was not.

The recommendation was made by the Township Administrator to create a corrective action plan to allow for the Deputy to get back on track for the position and duties of Township Clerk. There will be more training provided for the position.

Questions were asked regarding an opportunity to visit other municipalities; and what the next steps are required from the Committee. Ms. Gibson confirmed and stated there is no action to be taken today.

Questions about timing of classes and certification were asked, and confirmed that it was of no fault of the Deputy that she was not yet certified by the end of the term of the Acting Clerk.

Ms. Burkley wanted further clarification on the timing and training between the promotion of the Deputy Clerk and the vacancy of the former Township Clerk. Ms. Gibson confirmed that the Deputy had been performing tasks well before the vacancy of the former clerk and had been performing more duties since then.

Motion to exit the Personnel Matter made by Mr. Carr; second by Ms. Mungo. All in favor.

Approval of Minutes of the 03/01/22 Regular meeting, Executive Session and Workshop minutes; motion to approve by Mr. Carr; second by Mr. DeSilva. Motion carried 4-0-1.

Public Comments on Agenda Items:

Ms. Burkley wanted to make sure the public in the lobby were aware that the regular meeting was in continuance, in case of public comment.

Paul Wylie 1 Whitford Drive, Burlington, NJ 08016, commented that one person holds many different titles in the office. He also commented that it appeared that the budget is controlled by the same person, so only one person can attend classes at one time. Commented that it would have been impossible to have completed classes within a reasonable amount of time and because of the budget. He made an accusation that there was a ploy for the title of Municipal Clerk to be taken over instead of building it for the Deputy Clerk.

Motion to close Public Comment on Agenda Items made by Mr. DeSilva, second by Ms. Mungo. All in favor to close public comment.

Monthly Reports: Westampton Township Police Department Report, Westampton Township Fire/EMS Report, Westampton Township Public Works Department Report.

Ordinances:

- a. 2-2022 Calendar Year 2022 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank.

First Reading. Motion to introduce made by Ms. Burkley, second by Mr. DeSilva. Motion carried 5-0.

- b. 3-2022 Ordinance of the Township of Westampton: Bond Ordinance Authorizing the Acquisition of Various Capital Improvements in and for the Township of Westampton, County of Burlington, New Jersey; Appropriating the Sum of \$1,256,150.

First Reading. Motion to introduce made by Mr. DeSilva, second by Ms. Burkley. Motion carried 5-0.

- c. 4-2022 Ordinance of the Township of Westampton Authorizing to Grant a Deed of Easement to the County of Burlington for the Preservation of Property Located at Block 203, Lot4, within the Township of Westampton.

First Reading. Motion to introduce made by Mr. Carr, second by Ms. Mungo. Motion carried 5-0.

Resolutions:

- a. 49-22 Payment of Vouchers – this resolution approves the payment of bills through 03/15/2022.
Motion to approve Resolution 49-22 made by Mr. Carr; second by Mr. DeSilva.
Motion carried 4-1-0.
- b. 50-22 Resolution Authorizing the 2022 Municipal Budget to be Read by Title Only.

Motion to approve Resolution 50-22 made by Mr. Carr; second by Ms. Mungo.
Motion carried 5-0.

- c. 51-22 Resolution Authorizing the Local Examination of the 2022 Municipal Budget.

Motion to approve Resolution 51-22 made by Ms. Mungo; second by Mr. Carr.
Motion carried 5-0.

- c. d. 52-22 Resolution to Introduce the 2022 Municipal Budget.

Motion to approve Resolution 52-22 made by Ms. Burkley; second by Mr. DeSilva. Motion carried 5-0.

Mr. DeSilva left the meeting at 7:29PM.

Consent Agenda Resolutions

- a. 53-22 Resolution Establishing Promotional Criteria for Sergeant for Westampton Township Police Department
- b. 54-22 Resolution Appointing Police Lieutenant
- c. 55-22 Resolution Refunding Overpaid Taxes

Motion to approve Resolutions 53-22 through 55-22 made by Ms. Burkley; second by Mr. Carr. Motion Carried 4-0.

OPM Mailbox & Correspondence:

None.

Open to Public Comment:

Township Administrator Wendy Gibson made a statement regarding the deferred school tax Resolution, that the last paragraph in the Resolution is correct. All other paragraphs in the Resolution do not need to reflect the proper amounts, and that the last paragraph has the effective language.

Gary Berberian, 138 Winstead Drive, commented on the liaison comments from the last meeting. He mentioned that another organization had a condolence book for employees who have passed, and was wondering if Westampton Township would do the same for late employees.

He also commented about Timbuctoo and Mr. Carr's comments. He stated he was aware of other Timbuctoo documents that were saved from African militant groups that might be of interest to the group here.

He commented about a phishing scam that involved local government on the West coast that fell victim to a money transfer loss.

He commented about the Personnel Matter that was discussed publicly, and asked if there would be a record of the discussion.

Township Administrator Gibson confirmed that the Personnel Matter would be recorded just like the regular meeting.

Anthony Goetz, 109 West Maple Tree Drive, commented that Mansfield Township had an ordinance to block warehouses from being built, and if the Township Committee had considered the same.

He also commented about the traffic on Woodlane and Irick Roads, and his concerns about traffic from construction.

Terrance Brown, 9 Pine Tree, asked where the transcripts of the meetings are saved. He also asked if the Township will notify residents of construction on the bridge over Irick Road, and where the publication of the notification would be.

Motion to close Public Comment made by Ms. Burkley; second by Mr. Carr. All in favor to close public comment.

Dates to Remember:

Dates to Remember: Next Scheduled Meeting April 5, 2022, Budget Hearing April 19, 2022, Law Enforcement Career Day March 31st 12PM-2:30PM @Rowan Campus Mount Laurel; Recreation Department Easter Event April 7th.

Committee Liaison Reports/Comments:

Committeewoman Burkley added to the dates to remember for Friday March 18, 2022. The Historic Society was holding a program for Alice Paul at 7:00PM. The event is free to all attendees.

She recommended that the Committee attend the JIF workshop. She commented on the program held and training opportunities for employees. He noted that she spoke with the Township Finance Officer, and was happy with his process.

She wanted to comment that a resident was having problems with the Land Development Board, and she provided assistance to reach out to the Secretary.

She also commented that the students' artwork will be hung in the halls of the Municipal Building. The essays have been submitted and will be reviewed. She also noted her process for donating her salary for programs for the Seniors.

Committeewoman Mungo thanked the residents for coming out. All questions and comments will be addressed. She congratulated Lieutenant Ryan Bieri, and expressed condolences to the family of the late Anna Hustus.

Committeeman Carr expressed memories of the late Anna Hustus. He also congratulated Lieutenant Ryan Bieri, and noted he is an asset to the Department. He also thanked Mr. Wright, Ms. Gibson and the Mayor and Committee on the budget, stating that it's the best outcome for the community.

Mayor Henley thanked the residents for coming out. He noted that anyone is welcome to comment and provide feedback, regardless if they are a resident. Thanked Police, Fire, Public Works, Attorneys Ms. Gibson and the Committee for assistance with the budget.

He noted that smaller offices utilize their Solicitor and Labor Attorney and then through the Union for direction. Many individuals maintain different roles in smaller Townships. He is trying to take the time to find the right people to fill the roles of the lost positions. He is available at any time to answer questions. He also noted that there are conversations being held regarding warehouses in the Township.

He commented on Ms. Burkley's comment about the salaries. He noted the Township can accept money back, but it cannot be dedicated to just one area. There are other areas that may be in need, and could be dedicated to those areas first.

He stated that on the 26th, the basketball courts will begin reconstruction. He noted he spoke to the Township Engineer, who confirmed that the total cost of the job would be in excess of \$60,000.00, and that most of the time and materials would be donated by volunteers. He noted that we would utilize Community Redevelopment money to help develop the community, which are funds that were derived from a PILOT program, from which the school did not receive any funding. The Committee is making sure that there is a commitment made to the schools through these opportunities. He noted that anyone is welcome to use Westampton's basketball courts.

He spoke about the importance and his excitement of the redevelopment of the Westampton Township community. He was happy to give back to the children and the schools. He confirmed that the dedication of the new facilities will be donated to the children of the Holly Hills School.

He confirmed that the communities will be taken care of with the funds of the Community Redevelopment funds.

Motion to adjourn the public meeting Ms. Mungo; seconded by Mr. Carr. All in favor.

Respectfully submitted,

Wendy Gibson, Acting Municipal Clerk