

WESTAMPTON TOWNSHIP COMMITTEE MEETING
7:00 PM Regular Meeting Minutes
November 21, 2023

The meeting was called to order and opened at 7:01 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	Absent
Mayor Henley	Present
Committeewoman Mungo	Present
Committeewoman Wright	Present

Township Solicitor Robert Wright, and Fire/EMS Chief Craig Farnsworth were also present.

Proclamation:

- a. Veteran's Day 2023 – the proclamation was not read.

Approval of Minutes:

- a. October 17, 2023 Executive Session Minutes

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

Motion carried 3-0-1.

Ayes: Burkley, Wright, Mayor Henley

Naye: none

Abstain: Mungo

- b. October 17, 2023 Regular Meeting Minutes

Motion to approve was made by Ms. Burkley; seconded by Mayor Henley.

Motion carried 3-0-1.

Ayes: Burkley, Wright, Mayor Henley

Naye: none

Abstain: Mungo

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, asked questions about the Police report, noting that some members have gone out on maternity leave. He asked if there was a registry to congratulate the officers. He then noted the traffic report, which notes that the narrative discusses activity in October, but the data is from November. He wanted to know if that was a mistake.

He noted the Fire/EMS report, and the number of understaffed calls, year-to-date, and asked if the number of calls was high. He is concerned that deployment of Fire personnel will require three Firefighters, and asked if that number would be considered understaffed.

Mr Berberian asked about fire hydrant services to American Water, and asked if it was supposed to be dispersed through the Fire Department. He also asked about the Shared Service Agreement with the County and asked if the dates covering the shared service are correct, since they differ from the summary sheet and the Resolution.

Mr. Berberian requested that the CFO could make the Certification of Funds more legible, and asked about the funding source for the purchase for the Recreation Department. He also noted that there is no warranty for the repair work being done to the Recreation and Fire/EMS buildings.

Mr. Berberian questioned the resolution of the performance bond, and the way the bond was released. He also questioned the Shared Service Agreement for the Mount Holly Fire Department, noting that there is an autorenewal clause for another year, without consideration to inflationary costs.

Chief Farnsworth provided explanation of the autorenewal clause for the contract, and explained the staffing requirements and prioritization for the calls to the Township. He also answered Mr. Berberian's question about the fire hydrants, stating that Mount Holly only provides sewage and Westampton does not pay Willingboro for water through hydrants.

Robert Fernholz, 19 Fieldcrest Drive, commented on the vinyl fencing in Spring Meadows and asked if anything has changed. Solicitor Robert Wright advised that there is an Ordinance being introduced at the meeting, and the Ordinance will be available early next week for the upcoming public hearing meeting.

All in favor to close public comment.

Ordinances: First Reading

- a. 10-2023 An Ordinance Amending Chapter 88 of the Township Code of Westampton: Animals

Ms. Burkley commented that she does not have a copy of the Ordinances and that she cannot vote on anything that she hasn't read first.

Solicitor Robert Wright noted that there was a lot of public input on this Ordinance, and that it was suggested to have the Ordinance amended to make it a one or two-year pilot program.

Mayor Henley requested to amend the Ordinance to a pilot program.
Motion to amend was made by Ms. Burkley seconded by Ms. Wright.
Motion carried 4-0.

Ayes: Burkley, Mungo, Wright, Mayor Henley

Naye: none

Abstain: none

Ms. Burkley wanted to exhibit a letter sent by residents which she requested be sent to the Committee prior to the meeting, but it had not been sent.

Motion to approve as amended was made by Ms. Mungo; seconded by Ms. Wright.
Motion carried 3-1.

Ayes: Mungo, Wright, Mayor Henley

Naye: Burkley

Abstain: none

- b. 11-2023 An Ordinance Amending Chapter 250 of the Township Code of Westampton: Zoning

Ms. Burkley wanted to note that she did not have a copy of the Ordinance so she cannot vote on it.

Motion to approve was made by Ms. Mungo; seconded by Mayor. Henley.
Motion carried 3-1.

Ayes: Mungo, Wright, Mayor Henley

Naye: Burkley

Abstain: none

- c. 13-2023 An Ordinance Amending Chapter 82 of the Township Code of Westampton: Alcoholic Beverages

Ms. Burkley asked if anyone knew what was in the Ordinance. Mayor Henley confirmed that it is for a liquor license, and reconfirmed the process of introducing Ordinances.

Solicitor Robert Wright confirmed that the way the Ordinance is introduced is legally permissible.

Mayor Henley explained the process of the introduction of Ordinances, stating that he respected her decision not to vote, and reconfirmed that the Committee had fourteen days to review and decide whether to pass the Ordinance or to discuss and amend.

Motion to approve was made by Ms. Mungo; seconded by Mayor. Henley.

Motion carried 3-1.

Ayes: Mungo, Wright, Mayor Henley

Naye: Burkley

Abstain: none

Resolutions:

- a. 155-23 Payment of Vouchers – this resolution approves the payment of bills through 11/21/2023.

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

Motion carried 4-0.

Ayes: Burkley, Mungo, Wright, Mayor Henley

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. 156-23 Resolution Authorizing a Shared Service Agreement with Burlington County
- b. 157-23 Resolution Adopting Policies and Procedures Manual
- c. 158-23 Resolution Awarding a Cooperative Purchase From ESCNJ
- d. 159-23 Resolution Approving Repairs to Recreation Center and Firehouse Roofing
- e. 160-23 Resolution Imposing Tax Lien
- f. 161-23 Resolution Approving Grant Application for PPE through the NJDCA
- g. 162-23 Resolution Approving Shared Service Agreement for Fire Department Services
- h. 163-23 Resolution Authorizing Off-Site Performance Guarantee Release
- i. 164-23 Resolution Authorizing Application for New Jersey's Clean Energy Program
- j. 165-23 Resolution Approving Shared Service Agreement Renewal for Tax Collection Services

Ms. Burkley requested Resolutions 156-23, 157-23 and 165-23 removed for discussion and she stated she would recuse herself from voting on Resolution number 159-23, because she is friends with the family.

Motion to approve Resolution numbers 158-23 through 164-23 was made by Ms. Mungo; seconded by Mayor. Henley.

Motion carried 4-0.

Ayes: Burkley (with a recusal on Resolution number 159-23), Mungo, Wright, Mayor Henley

Naye: none

Abstain: none

Ms. Burkley was concerned with the County Shared Service agreement, stating that they would charge the Township for anything that is used, and asked if the County would pay the Township for any equipment that was borrowed.

Solicitor Robert Wright confirmed that the agreement is for the Township to utilize the County's resources if the Township does not have the resources. There is nothing that compels the Township to utilize services if the Township already has the resources. He stated that there is no charge for the use of equipment, but there would be a charge for labor.

Motion to approve Resolution number 156-23 was made by Ms. Burkley; seconded by Ms. Wright.

Motion carried 4-0.

Ayes: Burkley, Mungo, Wright, Mayor Henley

Naye: none

Abstain: none

Ms. Burkley asked if the handbook had been approved at a prior meeting, and if there were any changes since the last approval.

Solicitor Robert Wright was not aware of a prior vote, and confirmed that the adoption of the handbook will comply with the JIF's EPL program.

Motion to approve Resolution number 157-23 was made by Ms. Mungo; seconded by Ms. Burkley.

Motion carried 4-0.

Ayes: Burkley, Mungo, Wright, Mayor Henley

Naye: none

Abstain: none

Ms. Burkley noted that there were complaints that the Tax Collector was unavailable to residents to answer questions.

Mayor Henley confirmed that there is a Tax Clerk that can collect tax payments during the week. He also asked Ms. Burkley if the Collector needs to be in the building for longer hours, or if she needed to be more accessible to answer questions.

Motion to approve Resolution number 165-23 was made by Ms. Mungo; seconded by Ms. Wright.

Motion carried 3-1.

Ayes: Mungo, Wright, Mayor Henley

Naye: Burkley

Abstain: none

Open Meeting for Public Comment:

Diego Minacapelli, 211 Bridge Street, commented on the traffic report, noting the details of the report. He requested that there be validation of the report with repetition to the study. He stated there is still a problem with traffic through the Village and there are still trucks passing through. He also stated that there is a disabled individual at the end of Main Street that needs to be addressed.

He congratulated the Mayor and Deputy Mayor on their reelection.

He also commented on the chicken Ordinance and stated that he is in favor of a pilot program. He stated that other townships have similar Ordinances which outline resident sub-committees.

He announced that Rancocas Village Christmas tree will be lit on December 2nd at 6:00 PM.

Gary Berberian, 138 Winstead Drive, noted an article overseas that outlined traffic calming measures with line painting.

Trina Wakeley, 200 Main Street, commented on the traffic in the Village, noting that the electronic sign was unplugged. She stated that she hears traffic speeding on the road, and asked if a four-way stop could be erected. She also congratulated the Mayor and Deputy Mayor on their appointments.

Tyler Sammy, 1116 Lambert Drive, commented on the traffic approaching Lambert Drive from the Mount Holly Bypass. He asked if there was a solution to the traffic problem.

All in favor to close public comment.

Dates to Remember:

Next Township Committee Meeting December 5th @ 7PM, Historic Commission November 22nd @ 7PM, Land Development Board Meeting December 6th @ 7PM,

Recreation Committee Meeting December 13th @7PM, Holiday House Decorating Contest December 11-25th, Christmas Tree Lighting Celebration @ Firehouse Dec 7th at 7PM, Breakfast with Santa tentative date is Dec 9th, Senior Holiday Dinner Dec 14th, Santa Around Town Dec 12-14th. NOTE: The Free Rabies Clinic was rescheduled to Feb 17th, 2024.

Mayor Henley commented that the Holiday House Decorating Contest is a great event and would like to see everyone involved. He also noted that the Westampton Township students will be singing at the Township Tree Lighting event at the Firehouse.

Mayor Henley noted that anyone who goes to the rabies clinic, the late fee for annual license will be waived. He also requested that other options be posted to the residents.

Solicitor Robert Wright confirmed that the County Free Rabies clinic is on November 29th.

Committee Liaison Reports/Comments:

Committeewoman Burkley noted that breakfast with Santa through the Recreation Department will be cancelled.

She thanked Chief Farnsworth for ratifying an agreement with Mount Holly Fire Department for fire services. She also noted that he was able to reach agreements with both Willingboro and Eastampton Townships.

She thanked the residents for their traffic concerns and noted that a full-time police officer in the Rancocas Village was not feasible. The Township does not have enough officers to handle the calls while having someone posted in the Village to catch people speeding. She requested that the residents reach out to the Police Department or call the numbers listed on the trucks to report the traffic concerns. She stated that she went to a County meeting to request a four-way stop.

Committeewoman Wright thanked the residents for coming out and wished everyone a Happy Thanksgiving.

Mayor Henley commented on the speeding within Westampton Township, citing a personal experience in his neighborhood. He stated that we need more Police Officers, and that he had a conversation with the Police Chief to hire at least three more officers by next year. He stated that the speeding issue was not just outsiders but it was residents as well. Residents need to report issues that they witness.

He thanked everyone for coming to the meeting and introduced Mr. Sherrod Jones as the new Assistant Administrator/Open Space Coordinator.

Motion to adjourn the meeting was made by Ms. Burkley; seconded by Ms. Mungo. All Ayes.

The meeting adjourned at 8:01 PM.

Respectfully submitted,

Wendy Gibson, Municipal Clerk