

**MINUTES  
BOROUGH OF WESTWOOD  
2013 SINE DIE MEETING OF THE MAYOR & COUNCIL  
JANUARY 2, 2014  
WESTWOOD COMMUNITY CENTER  
55 Jefferson Avenue  
6:30 PM**

**1. Opening of the Meeting:**

The meeting was called to order by Mayor Birkner at 6:30 pm. Mayor Birkner then read the Open Public Meetings Law Statement: “This meeting which conforms with the Open Public Meetings law, Chapter 231, Public Laws of 1975, is a regular Borough Council meeting. Notices have been filed with our local official newspapers and posted on the municipal bulletin board.”

**2. Roll Call:**

Mayor Birkner – Present  
Councilmember Grefrath – Present  
Councilmember Waneck – Present  
Councilmember Quinn – Present  
Councilmember Arroyo – Present  
Councilmember Miller – Present  
Council President Sciara – Present  
Borough Administrator Hoffmann – Present  
Borough Attorney Huntington – Present  
Borough Clerk Hughes – Present

**Committee Assignments:**

Health & Recreation  
Finance, Administration & Capital Projects  
Public Properties  
Land Use  
Police & OEM  
Fire & Ambulance

**3. Flag Salute:**

Mayor Birkner led those present in the salute to the flag.

**4. Resolution #13 - 302 : Executive Closed Session**

**Motion to adopt Resolution #13-302:** Councilmember Waneck Second: Councilmember Arroyo

Roll Call: Councilmember Grefrath – Yes	Councilmember Waneck – Yes
Councilmember Quinn – Yes	Councilmember Arroyo – Yes
Councilmember Miller – Yes	Council President Sciara – Yes

**5. Reopen the Meeting:**

**Motion to reopen the meeting:** Council President Sciara Second: Councilmember Arroyo

Voice Vote: A voice vote was taken with all present voting in the affirmative.

The time was 6:40 pm.

**6. Reports of Committees and Officials:**

**A) Mayor’s Report**

Mayor Birkner remarked that 2013 was a good year and he is proud of the work accomplished.

He thanked Councilmember Quinn for 6 years of service. She has served admirably.

**B) Engineer's Report**

Mr. Senkevich thanked the Governing Body for allowing Boswell to serve as engineer in 2013.

**C) Council Liaison & Committee Reports**

**1) Finance, Administration and Capital Projects:**

**a) Finance Update**

Councilmember Waneck noted the budget transfer resolution allows for Police Department funds to purchase a desperately-needed computer for Social Services.

**2) Police and OEM:**

No report.

**3) Fire and Ambulance:**

**a) Fire Department Update**

Council President Sciara reported on the Fire Department officer installation ceremony on New Year's Eve.

Council President Sciara cautioned everyone to be careful in the snow, stay warm and be safe.

**4) Public Properties:**

**a) DPW Update**

Councilmember Quinn announced that the Governor had declared a State of Emergency for tomorrow morning due to the storm. She urged residents to heed the warnings, stay off the road and be safe.

**5) Land Use:**

**a) Land Use Boards Update**

Councilmember Arroyo regretted being unable to carry through on the cell tower ordinance, however, just as he continued Councilmember Quinn's liaison work so Councilmember Bicocchi will continue his.

**6) Health and Recreation:**

**a) Trophy Case**

Councilmember Grefrath discussed reviving the trophy case at Borough Hall by removing the old trophies and showcasing newer awards.

**b) Human Trafficking**

Councilmember Grefrath advised that when the Super Bowl comes to town, human trafficking is escalated. A group of resident is trying to increase awareness and would like a resolution. Mayor Birkner said he had received a request from Fr. Barbieto of St.

Andrew's for a proclamation. Mayor Birkner suggested it be done at the next public meeting. Councilmember Grefrath pointed out it would be after the awareness day. Mayor Birkner said it would be more public than doing it at the Sine Die meeting. Councilmember Waneck suggested adding a resolution to tonight's consent agenda acknowledging the day and then doing the proclamation at the public meeting.

**D) Attorney's Report**

Mr. Huntington thanked the Governing Body for their continuing trust, and said he will always remember who the elected officials are.

**E) Administrator/Clerk Report**

**1) Social Media Policy**

Mr. Hoffmann noted the social media policy is on the consent agenda for approval.

**7. Agenda/Public Forum:**

**Motion to open Agenda/Public Forum:** Councilmember Miller Second: Council President Sciara

Voice Vote: A voice vote was taken with all present voting in the Affirmative.

No one wished to be heard.

**Motion to close Agenda/Public Forum:** Councilmember Miller Second: Council President Sciara

Voice Vote: A voice vote was taken with all present voting in the affirmative.

**8. Presentation of Bills, Financial Reports and Resolutions:**

Councilmember Grefrath asked if there were any resolutions to add to the Consent Agenda. He stated that any Councilmembers who wished to remove any Resolution(s) to be voted upon separately could do so at this time, otherwise the Consent Agenda would be enacted in one motion. Resolution 'i' was added.

**Resolutions as Consent Agenda:**

- a) Resolution #13 - 303: Bill List & Statement of Cash**
- b) Resolution #13 - 304: Authorizing Refund of Taxes B1001 L15**
- c) Resolution #13 - 305: Budget Transfers 2013**
- d) Resolution #13 - 306: Municipal Alliance Grant Application**
- e) Resolution #13 - 307: Approval of Social Media Policy**
- f) Resolution #13 - 308: Approval to Cancel Tax Balances**
- g) Resolution #13 - 309: Approval to Cancel Tax Overpayments**
- i) Resolution #13 - 310: Supporting Human Trafficking Awareness Day**

**Motion to adopt resolutions #13-303 through #13-310:** Councilmember Grefrath  
Second: Councilmember Arroyo  
Roll Call: Councilmember Grefrath – Yes                      Councilmember Waneck – Yes  
                  Councilmember Quinn – Yes                      Councilmember Arroyo – Yes  
                  Councilmember Miller – Yes                      Council President Sciara – Yes

**Resolutions Not On Consent Agenda:**

h) Resolution #13 - 311: **Approval of Friends of Emerson Jr. Football & Cheerleading Application to Consume Alcoholic Beverages on Public Property**

**Motion to adopt resolution #13-311:** Councilmember Grefrath  
Second: Councilmember Waneck  
Roll Call: Councilmember Grefrath – No                      Councilmember Waneck – Yes  
                  Councilmember Quinn – Yes                      Councilmember Arroyo – Yes  
                  Councilmember Miller – No                      Council President Sciara – Yes

**9. Adjournment Sine Die:**

**Motion to adjourn Sine Die:** Councilmember Quinn    Second: Council President Sciara  
Voice Vote: A voice vote was taken with all present voting in the affirmative.  
The time was 6:50 pm.

Attest:

*(signed) Karen Hughes*  
Karen Hughes, RMC, Borough Clerk  
Proofed by: Denise Holmes, Deputy Clerk