

**BOROUGH OF WESTWOOD
WORK MEETING OF THE MAYOR & COUNCIL
MARCH 7, 2023 AGENDA
MUNICIPAL COMPLEX
101 Washington Avenue
7:30 pm Closed Session/ 8:00 pm Public Session**

The meeting was called to order by Mayor Arroyo at 7:30 pm. Mayor Arroyo 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 Arroyo – Present
Councilmember Bicocchi – Present
Councilmember Collins – Present
Councilmember– Dell - Present
Councilmember Greco – Absent
Councilmember Hodges – Present
Council President Montana - Present
Borough Attorney Kool - Present
Borough Administrator Ayer – Present
Borough Clerk Hughes – Present

Committee Assignments:

Public Properties & Recreation
Police & Emergency Management
Finance, Administration & Capital Projects; Shared Svcs.
Fire & Ambulance
Health & Hospital
Land Use

3. Resolution #23-82: Executive Closed Session

Motion to Approve Resolution #23-82 at 7:30pm: Councilmember Bicocchi Second: Councilmember Dell

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| Roll Call: Councilmember Bicocchi – Yes | Councilmember Collins – Yes |
| Councilmember Dell – Yes | Councilmember Greco - Absent |
| Councilmember Hodges – Yes | Council President Montana – Yes |

- a) Donation, Sale and Purchase of Various Properties (#5 Purchase of Properties, #7 Attorney/Client Privilege)
- b) Property Management (#7 Attorney/Client Privilege)

4. Reopen the Meeting: : Councilmember Bicocchi Second: Councilmember Dell

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 8:13 pm.

5. Roll Call II:

Mayor Arroyo – Present / Councilmember Bicocchi – Present / Councilmember Collins – Present / Councilmember Dell – Present / Councilmember Greco – Absent / Councilmember Hodges – Present / Council President Montana – Present / Borough Administrator Ayer - Present / Borough Attorney Kool – Present / Borough Engineer Boswell – Present / Borough Engineer Senkevich – Present / Borough Clerk Hughes - Present

6. Flag Salute

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

7. Approval of Minutes: Closed Session Minutes for February 21, 2023; Public Meeting Minutes for February 21, 2023

Motion to Approve Minutes: Councilmember Dell Second: Council President Montana

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|---|-----------------------------|
| Roll Call: Councilmember Bicocchi – Yes | Councilmember Collins – Yes |
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Councilmember Dell – Yes
Councilmember Hodges – Yes

Councilmember Greco - Absent
Council President Montana – Yes

8. Reports by Borough Professionals:

A. Engineer's Biweekly Report

Dr. Boswell reviewed the biweekly report, a copy of which is attached.

1. Traffic Study

Dr. Boswell distributed a map of locations to locate cameras for a downtown traffic study. If the County does not have a current traffic study of the area then he will submit a proposal to hire a company to perform the study.

9. Items for Discussion:

a) Shade Tree Operations Plan

Councilmember Collins reviewed the Shade Tree Committee's proposed shade tree operations plan. Council President Montana suggested one addition to specify that trees go into streetscapes rather than squeezing them into parks. All were in favor of the plan with this amendment. There will be an adopting resolution on the next meeting.

b) 2023 Budget Review

Mrs. Ayer presented an overview of the proposed 2023 budget. Borough Auditor Gary Vinci also commented on the proposed budget and answered questions from the Council. Discussion was held on using additional surplus to lessen the tax increase, including what type of impact using additional surplus could have on next year's budget. Mr. Vinci and Mrs. Ayer suggested introducing the budget as is at the March 21st meeting while they create financial projections for the next few years. The budget can be amended before adoption on April 18th.

c) Food Trucks for Emergency Service Events

Councilmember Dell introduced a discussion about whether to allow food trucks at emergency service events. Discussion points included trash removal; permission for other volunteer organizations; limiting number of events and number of trucks; limiting locations to outside of the CBD; and the purpose of food trucks at events. The final consensus was to leave the current ordinance prohibition in place and consider any requests on a case by case basis.

d) Drone Photography Request

Mrs. Hughes asked whether the Governing Body was in favor of a drone photography request from Louis Tristan that would include public property. Mr. Kool advised that he would craft an indemnification to cover issues. All were in favor.

e) Mosquito Spraying Request

Mrs. Hughes advised that the County is now requesting permission to conduct the annual mosquito spraying. The Council referred the matter to the Board of Health for discussion at their March 8th meeting. Councilmember Hodges will relay the request.

f) Proposed Puppy Mill Ordinance

Mayor Arroyo discussed a proposed puppy mill ordinance that was emailed to the Governing Body. The Council referred the matter to the Board of Health for discussion at their March 8th meeting.

Councilmember Hodges will relay the request.

10. Agenda/Public Forum:

Motion to open Agenda/Public Forum: Councilmember Dell Second: Councilmember Hodges
Voice Vote: A voice vote was taken with all present voting in the Affirmative.

No one present to be heard.

Motion to close Agenda/Public Forum: Councilmember Bicocchi Second: Councilmember Dell
Voice Vote: A voice vote was taken with all present voting in the affirmative.

11. Ordinances for Introduction/Adoption

No ordinances for introduction or adoption.

12. Presentation of Bills, Financial Reports and Resolutions:

Councilmember Dell asked if there were any resolutions to add to the Consent Agenda. She 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.

Resolutions as Consent Agenda:

- a) Resolution #23 - 83: Bills List and Statement of Cash
- b) Resolution #23 - 84: Cancellation of General Capital Improvement Authorization Balances
- c) Resolution #23 - 85: Awarding Contract Exempt From Public Bidding for Special Counsel for a Cyber Matter
- d) Resolution #23 - 86: Authorizing Revision to Employee Handbook – Health Coverage Waiver
- e) Resolution #23 - 87: Temporary Budget Amendment #2
- f) Resolution #23 - 88: Appointments to Historic Preservation Commission
- g) Resolution #23 - 89: Authorizing Hiring of a Telephone Consultant
- h) Resolution #23 - 90: Change Order #1 and Final for Fairview Avenue Section 2 and Green Avenue Rehabilitation Project
- i) Resolution #23 - 91: Authorizing Amendment to Lieutenants Terms of Employment
- j) Resolution #23 - 92: Appointment of SLEO III
- k) Resolution #23 - 93: Authorization to Consume Alcohol on Public Property for Middle School PSO

Motion to Approve Resolutions #23-83 through #23-93: Councilmember Dell Second: Council President Montana

Roll Call: Councilmember Bicocchi – Yes
Councilmember Dell – Yes
Councilmember Hodges – Yes

Councilmember Collins – Yes
Councilmember Greco – Absent
Council President Montana - Yes

13. Adjournment:

Motion to Adjourn: Councilmember Bicocchi Second: Councilmember Dell
Voice Vote: Voice Vote: A voice vote was taken with all present voting in the affirmative.
The time was 9:48 pm.

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Work Meeting of the Mayor and Council
March 7, 2023

Attest:

Karen Hughes, Borough Clerk
Proofed by: Jean-Marie Vadovic, Deputy Borough Clerk