

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
WORK SESSION MEETING  
OCTOBER 5, 2015**

The meeting was called to order by Mayor Samuel Maccarone, Jr. at 7:02 p.m. with the following statement:

The October 5, 2015 work session meeting of the Woolwich Township Committee is being called to order. Adequate notice of this meeting has been given in accordance with the Open Public Meetings Act.

Roll Call: Cavallaro: PRESENT Fein: PRESENT Rizzi: PRESENT  
Schwager: PRESENT Maccarone: PRESENT

Also present on the dais were Solicitor Mark Shoemaker, Director of Community Development Matt Blake and Administrator/Clerk Jane DiBella.

Those present saluted the American Flag.

Motion was made by Committeeman Rizzi and seconded by Committeewoman Cavallaro to open the meeting to public comment. All were in favor.

Logan Township resident approached the Committee asking whether any permits were required for a health and wellness fair being held on behalf of a Swedesboro Church and was told that she needed to attend the meeting of Swedesboro Council to have her question answered.

Damon Suriani of 122 Laurel Trail approached the Committee regarding the proposed tournament fee schedule. He stated that he noticed there has been a \$200.00 decrease in the overall fee from that originally presented, but asked how the fee was derived and what the breakdown of costs is. He further requested assurance that teams would be provided a public works employee and not employee of parks and rec.

Committeeman Rizzi responded that the employee provided would be at the discretion of the park director. He further replied that the fee goes back to parks and rec to offset costs. Mayor Maccarone added that a portion of the cost is to provide a Class I Officer.

Mr. Suriani replied that he knows the fees go towards an officer and port-a-pots, but asked where the remaining funds go. He said that he can't get a line item to determine what the fees go towards.

Committeewoman Cavallaro noted that the cost of field grooming should already be built into the overall personnel costs. She acknowledged that the prior fee schedule did not meet the needs of the township, but that exact costs should be calculated and translated into a cohesive fee schedule.

John Spicer of 115 Juniper Lane asked for a breakdown of where the costs are going.

Mr. Suriani noted that teams already are charged a fee of \$5.00 per child in order to pay for the park ranger.

Dave Evans of 100 Belfiore Drive asked what brought the Committee to this point. He stated that all organizations are willing to contribute and help maintain the park, yet the Committee resists the help. He added that the township treats the park like its owned by someone but its owned by everyone.

The Mayor replied that the issue came to the Committee as a problem which was then investigated in attempts to solve.

Deputy Mayor Schwager said that the township can always go back to a field use schedule and do nothing. But commitment has been made for police, public works, port-a-potties and additional field work for which there are costs involved.

Committeeman Fein added that the Committee is not trying to nickel and dime, but that something needs to go on the books to compensate for legitimate costs.

Kenneth Ford of 194 Yorktown Road said he is confused why tournaments are required to have someone drag the fields. Committeewoman Cavallaro responded that field grooming is an option for an additional fee. Mr. Ford then asked why there is payment for police presence when during every other event, on duty police monitor regularly.

Committeeman Fein said that the burden is on the department to police the township. Mayor Maccarone described the difference between requiring police presence during scheduled events and at fundraiser events.

Sean Murphy of 69 Fredrick Blvd. asked if there have been documented reports of which police were needed. He also asked how 30 hours of police presence was decided upon.

Mayor Maccarone said it is better to be proactive than reactive. Deputy Mayor Schwager added that there have been complaints for which the police should be ensuring that park regulations are being adhered to. He said that police are there to protect the township's infrastructure. Mr. Murphy replied that thirty hours is overkill and asked for a reduction in time.

Mr. Spicer asked if fees exist for Little League Tournaments and was told that Little League tournaments are in another category.

Raymond Sweeten of 187 Westbrook Drive said he is appalled that the Committee would institute such fees.

Committeewoman Cavallaro said that she is not in favor of the fee and feels that with minimal field maintenance and strategic police presence, the township's goals can be accomplished.

Mayor Maccarone said that the Committee is very proud of its youth, and that the issue was raised as a problem which the Committee is simply trying to solve.

Mr. Evans asked for an explanation of what the problem is.

The Mayor replied that field grooming and actions at the park that require police presence are just a few.

Rob Scanlon of 161 Ashburn Way asked someone to look into the Township's insurance policy to see if coverage exists for volunteers to groom the fields between games. The Mayor replied that the Township had already asked its Insurer that question.

Mr. Scanlon said the Township could raise a lot of money if police wrote tickets to speeders within the park.

With no further public comment, motion was made by Deputy Mayor Schwager and seconded by Committeeman Fein to close the public portion. All were in favor.

Motion was made by Committeeman Rizzi and seconded by Deputy Mayor Schwager to approve resolution **R-2015-224 Resolution for Closed Session**. All were in favor.

The Committee entered closed session at 7:51 p.m. for the purpose of discussing personnel matters: Police Chief position and contractual matters regarding sewer.

The regular meeting resumed at 8:59 p.m.

Mayor Maccarone read the following ordinances by title only upon second reading:

**2015-18 Ordinance of the Township of Woolwich Rescinding Chapter 144 of the Woolwich Township Code**

Open public hearing: Rizzi      Second: Fein      All in favor

No comment

Motion to close the public hearing: Fein Second: Schwager      All in favor

Motion to adopt: Schwager      Second: Fein

**Roll Call: Cavallaro: YES, Fein: YES, Rizzi: YES, Schwager: YES, Maccarone: YES**

**2015-19 An Ordinance of the Township of Woolwich Amending Chapter 203 of the Code of the Township of Woolwich Entitled "Zoning"**

Open public hearing: Schwager      Second: Fein      All in favor

No comment

Motion to close the public hearing: Fein Second: Schwager      All in favor

Motion to adopt: Schwager      Second: Fein

**Roll Call: Cavallaro: YES, Fein: YES, Rizzi: YES, Schwager: YES, Maccarone: YES**

**2015-20 An Ordinance of the Township of Woolwich Amending Chapter 143 of the Code of the Township of Woolwich Entitled "Property Maintenance"**

Open public hearing: Rizzi      Second: Schwager      All in favor

No comment

Motion to close the public hearing: Fein Second: Schwager      All in favor

Motion to adopt: Rizzi      Second: Fein

**Roll Call: Cavallaro: YES, Fein: YES, Rizzi: YES, Schwager: YES, Maccarone: YES**

Mayor Maccarone read the following ordinance by title only upon first reading:

**2015-21 An Ordinance of the Township of Woolwich, County of Gloucester, State of New Jersey Supplementing 177-8B of the Township Code**

Motion to introduce: Rizzi      Second: Fein

**Roll Call: Cavallaro: YES, Fein: YES, Rizzi: YES, Schwager: YES, Maccarone: YES**

Motion was made by Committeeman Fein and seconded by Committeewoman Cavallaro to approve a consent agenda for the following resolutions R-2015-214 through and including R-2015-223. All were in favor. Deputy Mayor Schwager abstained from R-2015-214.

Motion was then made by Committeeman Rizzi and seconded by Committeeman Fein to approve resolutions R-2015-214 through and including R-2015-223. All were in favor. Deputy Mayor Schwager abstained from R-2015-214.

**R-2015-214 Resolution of the Township of Woolwich Endorsing the Extension of Licensed Premises Permit for Social Affairs Liquor License**

**R-2015-215 Resolution of the Township of Woolwich Authorizing an Amendment to the "Agreement of Service" for Off-Duty Services Provided by the Woolwich Township Police Department in Relation to Fees**

**R-2015-216 Resolution Authorizing Placement of Municipal Liens on Various Properties within the Township of Woolwich**

**R-2015-217 Resolution Endorsing the Findings and Determination Statement and Authorizing the Clerk to Submit Application for Bingo License on Behalf of Kingsway Education Foundation**

**R-2015-218 Resolution of the Township of Woolwich Authorizing Renewal of a Shared Service Agreement Between the Township of Woolwich and the Kingsway Regional High School District for the 2016 Collection and Disposal of Solid Waste**

**R-2015-219 Resolution of the Township Committee of the Township of Woolwich, County of Gloucester, State of New Jersey Accepting the Best Practices Inventory Report for CY 2015**

**R-2015-220 Resolution Making an Appointment to the Position of Fire SubCode Official/Inspector**

**R-2015-221 Resolution Authorizing the Tax Collector to Cancel Certain Taxes for 2015/2016**

**R-2015-222 Resolution Endorsing the Findings and Determination Statement and Authorizing the Clerk to Submit Application for 50/50 Raffle License on Behalf of Kingsway Education Foundation**

**R-2016-223 Resolution Authorizing the Township Engineer to Initiate Application under the FY2016 State NJDOT State Aid Grant Program**

The Administrator/Clerk presented her report as self explanatory. There were no questions from the Committee.

Mr. Blake presented his Director of Community Development report. Discussion ensued regarding the Kings Landing promotional brochure. Deputy Mayor Schwager stated that he would rather see a different photo. Mr. Blake replied that the photo has been changed.

Discussion was then conducted regarding an update received on EPA efforts to clean up the BROS superfund site. A sentinel well was installed in the township which shows no contamination. Preexisting contaminants are stabilized and breaking down.

Committeeman Rizzi asked if the contamination to ground water will eventually dissipate. Mr. Blake replied that the tip is already degraded.

Under discussion items, the Committee reviewed and briefly discussed the Community Visioning report as conducted by EIRC. There were no comments from the Committee.

Mrs. DiBella brought forth a request from Columbia Gas to be forgiven from interest on taxes. It was the consensus of the Committee to reject the request. No formal action was necessary.

Mr. Blake explained that Alaimo Engineering has put together a scope of work for municipal building landscaping project. He asked for authorization to include irrigation in the design scope. The Committee was in favor of this.

Solicitor Shoemaker noted that he attended a seminar and met an expert in tax foreclosure procedures. In an effort to move forward with foreclosure on certain properties, he suggested the township contract per a proposal provided by the firm. Motion was thereafter made by Committeeman Rizzi and seconded by Committeeman Fein to retain his services, with a resolution to support this action at the next meeting. All were in favor.

Based on discussion held at the 9-21 meeting, the Committee reviewed and discussed a draft ordinance amending the current ordinance regarding the performance of wedding and civil union ceremonies. Suggested changes were to have the sequence be Mayor, Deputy Mayor then former Mayor, if applicant does not have a preference for who is to perform the ceremony, and to create a public official fee of \$50.00 plus mileage.

The Committee also reviewed and discussed a draft ordinance creating licensing procedure for limousines. It was noted that this would be a safety measure to make sure the limo company is in compliance with state and insurance regulations. It was suggested that the fee be set at \$100.00 and \$10.00 per limo. Discussion was then held as to whether the fee should be annual or one time.

Deputy Mayor Schwager stated that he is OK with a one-time fee. The Committee was in agreement to present this Ordinance for introduction at the next meeting of the Township Committee.

The Administrator/Clerk noted that there is no job creation or written job description for Park Director, and presented a list of job duties suggesting that the Committee establish same for codification.

Deputy Mayor Schwager suggested that additional duties be added as to coordination of park events and enforcement of all park rules and regulations.

The Administrator/Clerk asked for the establishment of hours for township trick or treating. After discussion, it was decided there would be no start time since Halloween is on a Saturday, but to cap the time at 10 p.m.

Under old business, the Committee raised the tournament fee schedule ordinance as previously tabled at the September 21<sup>st</sup> meeting.

Committeewoman Cavallaro stated that she is opposed to the fee schedule as presented, and asked that the Committee compromise to what is fair and right. She suggested a township share in police cost and removal of an extra charge for the park ranger.

Solicitor Shoemaker noted that the item needs to be removed from the table prior to discussion. Deputy Mayor Schwager then moved to remove the tournament fee schedule from the table. Committee Fein seconded. All were in favor.

The Solicitor stated that it is his understanding that the fee was decreased by \$200.00 since the last meeting at which time the ordinance was tabled. He noted that if the Committee so chose, there would have to be a motion to amend the introduced ordinance.

Motion was made by Committeeman Fein and seconded by Committeewoman Cavallaro to open a public hearing on the Ordinance. All were in favor.

Hearing no comment, the public hearing was closed upon a motion by Deputy Mayor Schwager and seconded by Committeeman Rizzi. All were in favor.

Committeeman Rizzi moved to adopt Ordinance 2015-17 as amended with a reduced fee of \$1300.00 for level 1 tournament. Deputy Mayor Schwager seconded.

Committeeman Fein said he has mixed feelings about the Ordinance and that he knows costs have to be offset, but that he is not in favor of the Ordinance as it stands. He noted that he would be willing to move forward with the Ordinance with the township sharing in cost of policing. He asked for consideration of lowering the fee further to \$1,135 for Major tournament and \$735.00 for minor.

Deputy Mayor Schwager asked how those numbers were derived. Committeeman Fein replied that took the cost of police and reduced it to 50%.

Committeeman Fein then moved to amend the amended motion with the overall reduced cost to \$1135.00 for major tournament and \$735.00 for minor. Committeewoman Cavallaro seconded.

**Roll Call: Cavallaro: YES, Fein: YES, Rizzi; NO, Schwager; NO, Maccarone: NO** Motion failed

Mayor Maccarone then requested a vote on the motion by Committeeman Rizzi and seconded by Deputy Mayor Schwager to adopt the amended Ordinance.

**Roll Call: Cavallaro: NO, Fein: No, Rizzi; YES, Schwager: YES, Maccarone: YES.** Motion carried

Under new business, the Committee accepted the resignation of Michael McGee from the Business Development Advisory Committee. Discussion ensued regarding need for volunteer members.

Motion was made by Committeewoman Cavallaro and seconded by Deputy Mayor Schwager to approve a block party request for Maple Hill Drive on October 17<sup>th</sup>. All were in favor.

Deputy Mayor Schwager moved to approve the bills and purchase orders presented by the finance office pending the Mayor's final approval. Committeeman Rizzi seconded. All were in favor.

With no further business, motion was made by Deputy Mayor Schwager, seconded by Committeeman Rizzi and unanimously passed to adjourn the meeting. All were in favor.

The meeting adjourned at 9:53 p.m.

Respectfully submitted,

Jane DiBella  
Administrator/Clerk

Minutes not verbatim  
Audio recording on file