

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
REGULAR MEETING
NOVEMBER 16, 2015**

The meeting was called to order at 7:00 p.m. by Mayor Samuel Maccarone Jr. with the following statement:

The November 16, 2015 regular 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 Director of Community Development Matt Blake, Solicitor Mark Shoemaker and Jane DiBella, Administrator/Clerk.

Those present saluted the American Flag.

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

Hearing no comment, the public portion closed upon a motion by Committeeman Fein, seconded by Deputy Mayor Schwager and unanimously passed.

The following reports were approved as presented for the month of October, upon a motion by Deputy Mayor Schwager and seconded by Committeewoman Cavallaro. All were in favor.

Tax Collector:	\$3,533,770.36 remitted
Municipal Court:	\$17,399.65/Woolwich \$55.00/Swedesboro
Police:	Monthly Activity
Park Director:	Monthly Activity/July and August
Woolwich Fire Company	October Report

Mayor Maccarone read the following resolutions by title only for the Committee's consideration:

R-2015-243 Resolution Authorizing Issuance of Street Opening Permits-203 Inverness Drive

Motion: Fein Second: Rizzi All in favor

R-2015-244 Resolution Authorizing the Township Engineer to Initiate an Application Under the FY2016 State NJDOT State Aid Grant Program

Motion: Schwager Second: Fein All in favor

R-2015-245 Resolution Authorizing Return of Escrow Funds Held by the Township of Woolwich

Motion: Schwager Second: Fein All in favor

R-2015-246 Resolution Authorizing the Placement of Municipal Liens on Certain Properties Within the Township of Woolwich Motion: Schwager Second: Rizzi All in favor

R-2015-247 Resolution Authorizing the Issuance of a Limousine License within the Township of Woolwich Motion: Fein Second: Rizzi All in favor

R-2015-248 Resolution Authorizing the Execution of an "Affidavit of Consent" Regarding Berkely Drive Motion: Rizzi Second: Fein All in favor

R-2015-249 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes Motion: Fein Second: Rizzi All in favor

R-2015-250 Resolution Authorizing the Tax Collector to Cancel Taxes for 2016 Motion: Fein Second: Schwager All in favor

The Administrator presented her report as self explanatory and asked for any questions from the Committee. There were none.

The Director of Community Development presented his report, noting the following matters:

- Master Plan Steering Committee met. The MP process is moving forward.
- Discussed Engineer's scope of work for landscaping the municipal complex. Currently waiting for irrigation design and project performance specifications. Project should get underway in spring of 2016.

The Township Engineer's report was presented to the Committee and any questions were directed to Mrs. DiBella. There were no questions.

Mayor Maccarone requested the following liaison reports:

Committeeman Rizzi: Finance; Police, Maintenance, Buildings and Grounds and Engineering line items are being monitored. All 2016 budget requests have gone out. Library System; No report
Open Space/Ag: No report

Committeewoman Cavallaro: Municipal Court; 3752 cases have been heard to date. S/W School District; No report. Parks and Rec: Recent events included skating party and Night of Terror at Creamy Acres. Upcoming events in December include parade and tree lighting ceremony and movie night: Elf.

Committeeman Fein: Streets and Roads, Storm Water Pipe on Spruce Trail is being repaired. Some storm water pipes have been videotaped. Catch basins have undergone some repairs. Buildings and Grounds; Inspections on the public works building have been completed. Renovations of Field I are underway. Sprinkler system has been winterized. P/W Employees received Blood Born Pathogen training. Three year average lost time accident frequency is at 0%. DEP well inspections are complete and satisfactory. Business Development Advisory Committee; Members are needed. Shade Tree Commission; No report. JLUB: No report.

Deputy Mayor Schwager: Construction and Zoning Code Enforcement; Code meeting was held. Reviewed permit numbers. Environmental Commission; Need membership. Trash/Recycling; Vegetative collection is being decreased. Tonnage v. cost justification this time of year. TDR Task Force: Working towards TDR Auction.

Mayor Maccarone: Police, Fire and EMS; Fire Company had a busy weekend with three fires. Woolwich Fire Company and mutual aid did an outstanding job. KRHS School District; Conducted

annual craft fair for the Kingsway Education Association. Parade: Planning underway. Speaking with SJ Gas to plan parade route.

Motion was made by Committeeman Fein and seconded by Deputy Mayor Schwager to approve Resolution **R-2015-251 Resolution for Closed Session**. All were in favor.

The Committee entered closed session at 7:14 p.m. for the purpose of discussing the following matters:

Contractual Matters: Sewer and Straga Bros.

Personnel: Committee Salary

The regular meeting resumed at 8:07 p.m.

The Committee reviewed and discussed the vacant property ordinance, amendments made in-house and those suggested by Solicitor Shoemaker. Committeeman Rizzi stated that he was concerned with including properties that may not fit the criteria; but that he now sees that the definition of "Vacant" addresses that concern. Deputy Mayor Schwager agreed saying that the verbiage calls out a difference between vacant and abandoned.

Upon the conclusion of further discussion, the Committee agreed to have the Ordinance ready for introduction at the 1st meeting in December after the Solicitor has the opportunity to speak with the zoning officer about the Ordinance.

The Director of Community Development prompted discussion about a proposal from GEI to complete remedial work on township properties. GEI has suggested breaking the project into two phases. A revised scope was thereafter provided to the township, and projected cost placed at \$2,330.00 which includes additional work.

Committeeman Rizzi moved to approve the revised scope from GEI in the amount of \$2,330.00. Deputy Mayor Schwager seconded. All were in favor.

Motion was made by Deputy Mayor Schwager and seconded by Committeeman Rizzi to accept the resignation of Committeeman-Elect Jordan Schlump from the Environmental Commission and Committeeman-Elect John Carleton from the Joint Land Use Board, both effective as of December 31, 2015. All were in favor.

Motion was made by Committeeman Rizzi and seconded by Deputy Mayor Schwager to approve the following minutes:

October 19, 2015 Regular and Closed Session

November 2, 2015 Work Session

All were in favor. Committeewoman Cavallaro abstained from the minutes of November 2nd.

Motion was made by Deputy Mayor Schwager and seconded by Committeeman Fein to approve the bills and purchase orders as presented by the finance office pending the Mayor's final approval. All were in favor.

With no further business, motion was made by Committeeman Rizzi and seconded by Committeeman Fein to adjourn the meeting. All were in favor.

The meeting adjourned at 8:19 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim
Audio recording on file