

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
WORK SESSION MEETING  
NOVEMBER 2, 2015**

The meeting was called to order at 5:00 p.m. by Mayor Samuel Maccarone Jr. who made the following statement:

The November 2, 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: ABSENT 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 Deputy Mayor Schwager and seconded by Committeeman Fein to approve resolution **R-2015-234 Resolution Making Elevations Within the Woolwich Township Police Department**. All were in favor

Motion was made by Committeeman Rizzi and seconded by Committeeman Fein to approve resolution **R-2015-235 Resolution Making an Elevation to the Position of Detective Within the Woolwich Township Police Department**. All were in favor.

Mayor Maccarone administered the Oath of Office to Patrolmen Sean Sturgis and Patrolman Chad Lago.

Mayor Maccarone then administered the Oath of office to Detective Chris Beckett.

Motion was made by Deputy Mayor Schwager and seconded by Committeeman Fein to briefly recess. All were in favor.

The meeting resumed at 5:15 p.m. at which time motion was made by Committeeman Rizzi, seconded by Committeeman Fein and unanimously passed to open the meeting to public comment.

Hearing no comment, motion was made by Committeeman Fein and seconded by Committeeman Rizzi to close the public portion. All were in favor.

The Committee heard from Tom Narolewski, the JIF Risk Management Coordinator for the Township who discussed the township's safety efforts and significant decrease in its loss fund ratio's.

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

**2015-22 An Ordinance of the Township of Woolwich Amending Chapter 192 of the Code of the Township of Woolwich Entitled "Wedding and Civil Union Ceremonies"**

Open public hearing: Schwager                      Second: Fein                      All in favor  
No comment  
Close public hearing: Fein                      Second: Schwager                      All in favor  
Motion to adopt: Rizzi                      Second: Fein  
**Roll Call: Fein: YES, Rizzi: YES, Schwager: YES, Maccarone: YES**

**2015-23 An Ordinance of the Township of Woolwich, County of Gloucester, State of New Jersey  
Establishing Licensing Requirements for Limousine Services Having Their Principal Place of Business  
Within the Township**

Open public hearing: Rizzi                      Second: Fein                      All in favor  
No comment  
Close public hearing: Fein                      Second: Rizzi                      All in favor  
Motion to adopt: Schwager                      Second: Fein  
**Roll Call: Fein: YES, Rizzi: YES, Schwager: YES, Maccarone: YES**

**2015-24 An Ordinance of the Township of Woolwich, County of Gloucester and State of New Jersey  
Establishing the Position of Park Director**

Open public hearing: Rizzi                      Second: Fein                      All in favor  
No comment  
Close public hearing: Fein                      Second: Schwager                      All in favor  
Motion to adopt: Fein                      Second: Rizzi  
**Roll Call: Fein: YES, Rizzi: YES, Schwager: YES, Maccarone: YES**

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

**R-2015-236 A Resolution of the Township of Woolwich, County of Gloucester and State of New Jersey  
Declaring the Need for a Traffic Light at the Intersection of Auburn Road (CR 551) and Oldmans Creek  
Road (CR 602) for Maintaining the Safety and Welfare of the General Public Including Students  
Attending the General Charles Harker School    Motion: Rizzi    Second: Fein**

Mayor Maccarone noted that a traffic light at this intersection is very much needed. Deputy Mayor Schwager added that he recently had the zoning and traffic safety officers look at the intersection sight triangle, and all agreed that the light box is in the way of proper sight. When the county was consulted, they replied that traffic should stop at the bar, and proceed to the intersection to stop again. The Deputy Mayor stated that this would be a double stop which is illegal. All were in favor.

**R-2015-237 Resolution Authorizing Proposal for Professional Services/Housing Element and Fair Share  
Plan    Motion: Schwager    Second: Fein    All in favor**

**R-2015-238 Resolution Authorizing Placement of Municipal Liens on Certain Properties Within the  
Township of Woolwich    Motion: Rizzi    Second: Fein    All in favor**

**R-2015-239 Resolution Endorsing the Findings and Determination Statement and Authorizing the Clerk  
to Submit Application for Raffle License on Behalf of Kingsway Education Foundation**

Motion: Schwager                      Second: Rizzi                      All in favor                      Maccarone abstained

**R-2015-240 Resolution Authorizing the Issuance of a Street Opening Permit to SJ Gas-8 Maple Glen  
Court    Motion: Rizzi    Second: Fein    All in favor**

**R-2015-241 Resolution Authorizing Budget Transfers During the Last Two Months of the Fiscal Year for the Township of Woolwich, County of Gloucester, State of New Jersey**

Motion: Schwager      Second: Rizzi      All in favor

**R-2015-242 Resolution of the Township of Woolwich Declaring November 13<sup>th</sup> "World Pancreatic Cancer Day" in the Township of Woolwich**      Motion: Rizzi      Second: Schwager      All in favor

Mrs. DiBella presented her report to the Committee as self explanatory.

Deputy Mayor Schwager questioned the reason why American Asphalt has suggested holding off on the park paving project until spring. Mrs. DiBella replied that the contractor stated that there is too much moisture in the stone surface, and that the paving job would be negatively impacted. She added that the township engineer was in agreement. Discussion commenced.

The Deputy Mayor further noted that upon review by the State, the Clerk's EEO records were found to be in compliance.

The Director of Community Development provided his report. He noted that work has been ongoing in drafting TDR Bank Auction documents. He advised that the State SADC agreed to handle costs for deed preparation, legal review and closings. A proposed auction timeline is the beginning of March which allows for public meetings in January and February.

Mr. Blake also advised that he and Committeeman Rizzi would be meeting with GEI that week regarding ongoing environmental work on township owned properties.

The Committee heard from Mr. Clint Allen regarding permission to open on ROW along Berkely Drive for a building g project taking place on the Logan Township side of Berkely. Mr. Allen stated that township consent is required prior to making application to the Joint Land Use Board.

Solicitor Shoemaker requested clarification that there is no intent to have the township maintain Berkely Drive in the future. Mr. Allen replied that there is not.

Motion was then made by Committeeman Fein to consent to the plan presented by Mr. Allen and authorize the execution of an "Affidavit of Consent". Deputy Mayor Schwager seconded. All were in favor.

Mayor Maccarone advised the Committee that he received a request from the Borough of Swedesboro for the Township to be in a united front when requesting the County to install speed bumps on Franklin Street.

Discussion ensued regarding the municipal boundary on Franklin Street and the speeding issue.

Committeeman Fein asked if endorsing this action would put the Township at risk for having to install speed bumps throughout the Township. The Solicitor replied that Franklin Street is a county road.

Deputy Mayor Schwager voiced concerns with consent. The Mayor replied that he is only seeking to give one more tool to the Borough and our Police department to curb the problem.

After much discussion, committee consent was then provided to allow the Mayor to write a letter to the County requesting speed bumps on Franklin Street, provided that none are located within Woolwich.

The Committee reviewed and discussed an amended vacant property ordinance as drafted by Community Champions and Mark Fruits, Zoning officer. The Deputy Mayor advised that the Ordinance is now satisfactory to Community Champions. He noted that the county initiative with Community Champions seems to be a good program which Mr. Fruits also supports.

The Administrator/Clerk suggested that the Committee take the time to fully review the Ordinance prior to introduction at the first meeting in December, followed by adoption at the 2<sup>nd</sup> meeting in December.

The Committee reviewed and discussed a Professional Services RFP packet for 2016 as prepared by the Administrator/Clerk. Mrs. DiBella asked the Committee to determine if any professional services should be added or deleted to the list prior to running the advertisement. Discussion ensued.

Deputy Mayor Schwager suggested that JLUB traffic and environmental engineer positions were not necessary. Solicitor Shoemaker suggested that there is no need for a utility attorney. The Deputy Mayor also suggested that COAH Planner be conjoined with that of Township Planner.

Motion was made by Deputy Mayor Schwager and seconded by Committeeman Rizzi to approve the bills and purchase orders as submitted by the finance office. All were in favor.

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

The meeting adjourned at 6:06 p.m.

Respectfully submitted,



Jane DiBella  
Administrator/Clerk

Minutes no verbatim  
Audio recording on file