

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
REGULAR MEETING
FEBRUARY 17, 2015**

The meeting was called to order at 7:03 p.m. by Mayor Maccarone who made the following statement:

The February 17, 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 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 open the meeting to public comment. All were in favor.

Hearing none, motion was made by Deputy Mayor Schwager and seconded by Committeeman Fein to close the meeting to public comment. All were in favor.

Motion was made by Deputy Mayor Schwager and seconded by Committeeman Fein to approve the following reports as submitted for the month of January:

Tax Collector: \$3,227,809.62 remitted & 2014 year end=98.30% collection rate
Municipal Court: \$14,215.41/Woolwich \$68.08/Swedeseboro
Police: Monthly Activity
Park Director: Monthly Activity
All were in favor

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

2015-03 Refunding Bond Ordinance of the Township of Woolwich, in the County of Gloucester, State of New Jersey (The "Township") Providing for (i) the Refunding of Certain Outstanding General Obligation Bonds of the Township dated December 22, 2006 to Provide Debt Service Savings, and (ii) Authorizing the Issuance of Not to Exceed \$5,000,000 Aggregate Principal Amount of General Obligation Refunding Bonds of the Township to Effect Such refunding and Appropriating the Proceeds Therefore

Motion to open the public hearing: Fein Second: Rizzi All in favor

No public comment

Motion to close the public hearing: Schwager Second: Rizzi 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 resolutions by title only for the Committee's consideration:

R-2015-59 Resolution of the Township of Woolwich Authorizing Substitute Code Official and Inspector

Motion: Schwager Second: Fein All in favor

R-2015-60 Resolution Authorizing Elevation within the Woolwich Township Police Department

Motion: Schwager Second: Rizzi All in favor

R-2015-61 A Resolution of the Woolwich Township Committee Supporting, Recognizing and Honoring the Service of Law Enforcement Officers

Motion: Rizzi Second: Schwager

Deputy Mayor Schwager noted that he observed a video of a car stop and thought the conduct of the Woolwich officers involved acted in a professional manner. Mayor Maccarone responded that a like resolution was received from Harrison Township and that Harrison Mayor Manzo encouraged all members of the Mayor's Association to support their departments by passage of similar resolutions of support.

All were in favor.

R-2015-62 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes

Motion: Rizzi Second: Fein All in favor

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

Mrs. DiBella further reported on a meeting held on February 13th with representatives of Summit Ventures and Conifer Realty regarding an affordable housing unit.

The Administrator/Clerk also reported on the Gloucester County Hazard Mitigation Plan and noted that the Township's OEM was presently at a meeting regarding the Plan, and that links have been added to the Township's Website to view the Plan and that efforts have been made to make the public aware of the Plan. Brief discussion ensued.

Lastly, Mrs. DiBella noted that the Committee has seen the last of paper agenda's, and that going forward, Notebooks would be used at each meeting in an effort to go paperless.

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

- With mayor persistence, a piece of steel from the twin towers has been secured for Woolwich. Through its shared service agreement with the county, Alan Koch is working up the municipal building landscaping plan. He will retire at the end of this year, and no-one will fill his position, therefore, this is the last year the Township can take advantage of the free landscaping service.
- Branding: Discussion took place regarding the Kings Landing branding of the growth center.
- Update provided to the Committee of the first advertised meeting of the Township's TDR Bank Board. Officers were chosen and changes to the TDR checklist were vetted. He noted that the County Office of Land Preservation may be interested in funding some open space projects through the TDR Program.
- Provided update on teleconference conducted with EPA and others regarding the Matlack Superfund site. He noted that there seems to be no cause for alarm.

The monthly engineer's report was noted and questions addressed to the Administrator. There were no questions.

Mayor Maccarone requested the following liaison reports:

Committeeman Rizzi: Finance; Provided finance report for review. Noted that Annual Financial Statement, Annual Debt Statement and UCC report have been completed and filed with the State. Committeeman Rizzi noted that an article in the New Town Press incorrectly stating that Township Taxes were approved with a 3.5% increase was wrong, and caused some residents to reach out to Township employees. Committeeman Rizzi noted that the article should have referred to the adopted CAP Ordinance which allows the budget to be increased by 3.5% if needed. Library: No Report. Open Space/Ag: Meeting will be scheduled soon.

Committeewoman Cavallaro: Municipal Court; No report. S/W School District; Key Communicator meeting to be held on 2-18. Will discuss long range planning and facility needs. Parks and Rec: Met on the 3rd. American Girl Doll trip was a success. Easter Egg stuffing will commence for the hunt on March 28th. Three Daddy Daughter Dances are being planned and tickets are going on sale on February 20th. Future events include a Golf Clinic and NYC 911 bus trip. Working to plan data base for resident e-mail blasts.

Committeeman Fein: Streets and Roads, Buildings and Grounds; Reviewed report provided by the Director of Public Works. To date 291 tons of salt utilized for during five events. 1.100 tons have been loaded for use by partnering municipalities in salt storage agreement. 1,000 lbs of cold patch have been used on pot holes. 771 basins have been documented township wide for storm water compliance report. Estimates have been forwarded to the CFO for Moravian Church Road and Swedesboro Ave. improvements. The Director has also provided quotes for HVAC maintenance at the Municipal Building and recommends Duckett. All PW employees have received fire extinguisher and landscaping safety training. Business Development Advisory Committee; BDAC Committee met last week of January. Impressed with enthusiasm of group. Planning Taste of Woolwich event and will continue to assist Woolwich businesses in 2015. Shade Tree Commission; No report. JLUB: WaWa application scheduled for 2-19 meeting for amended site plan as tabled previously.

Mayor Maccarone: Police, Fire and EMS; Noted resolution of police support as adopted that evening. Fire Company held annual installation of officers dinner event. KRHS School District; Held Toast of the Town Event as an Education Foundation fundraising event. Parade: Parade meeting being scheduled and 911 memorial plans being discussed.

Deputy Mayor Schwager: Construction and Zoning Code Enforcement; Code meeting was held. Permit numbers disclosed, including seven housing starts in January. Struggling with enforcement of sign ordinance. Environmental Commission; Meeting was held. The Commission is looking into ANJEC Grant Funding for use at Lake Narraticon projects. The New Town Press will have an article on the Township's Community garden. Looking to obtain numbers to supply water to the Community garden. Trash/Recycling; No report. TDR Task Force: First meeting of the TDR Bank was held at which time officers were chosen as established in the Bank structure.

Committeeman Rizzi moved to approve resolution **R-2015-63 Resolution for Closed Session.**

Committeeman Fein seconded. All were in favor.

The Committee entered closed session at 7:39 p.m. for the purpose of discussing personnel: Police Matters.

The meeting reconvened at 7:51 p.m.

Under old business, Solicitor Shoemaker advised that he feels the release of the bonds on the Pondview subdivision completed dedication of Tavistock Drive, and will write a letter to Fieldstone in that regard.

Mr. Blake then advised the Committee of all proposals received for engineering the parking lot at the LaPalomoto parcel including the most recent professional quote received from Fralinger Engineer's as requested by the Committee at the last meeting.

The Solicitor advised that the Township Committee has the authority to negotiate quotes.

Noting the great work that Fralinger does as a JLUB Professional, motion was made by Committeeman Fein and seconded by Deputy Mayor Schwager to authorize the Director of Community Development to negotiate the quote with Fralinger Engineering. All were in favor.

Under new business, Deputy Mayor Schwager prompted discussion regarding the requirement to have bonding in place for commercial development. He noted that commercial development is private property over which the Township does not have jurisdiction. He added that Harrison Township has done away with bonds on commercial properties and beefed up their property maintenance ordinance.

Solicitor Shoemaker advised that there is nothing in the MLUL that requires bonding in a commercial setting. He noted that the same can be accomplished through limited bonding for site preparation.

Deputy Mayor Schwager explained how the township would be protected through enforcement of a property maintenance ordinance, or requirement for a less expensive restoration bond as opposed to full project bonding, were a developer to default.

Committeewoman Cavallaro asked what the process would be. The Solicitor replied that step one would be to review and discuss what modifications were needed to the current property maintenance ordinance. Mr. Shoemaker added that not requiring developer bonds on commercial properties would be an incentive to commercial business.

Motion was then made by Committeeman Fein and seconded by Deputy Mayor Schwager to authorize the Solicitor to research commercial bonding requirements in other municipalities. All were in favor.

Discussion commenced regarding branding of the Rt. 322 center. The Solicitor will advise as to the proposed name and whether there are any remaining copy right issues at the next meeting.

Discussion then ensued regarding the proposal of GEI Consultants for the completion of remedial investigation of the Palladino parcel. Mr. Blake laid out the need to have these studies done, and noted that GEI had made the initial investigation, therefore, it would make sense for them to finalize it. Mayor Maccarone noted that Open Space Funds could be used for this purpose.

Motion was then made by Committeeman Fein and seconded by Committeeman Rizzi to approve the quote of GEI for said work. All were In favor.

The Director of Community Development further advised that GEI has presented a scope and quote to provide decontamination and deconstruction support services for the actual remediation at same parcel. Motion was then made by Committeeman Fein to accept the proposal of GEI Consultants for the preparation of bid and support services in this regard. Deputy Mayor Schwager seconded. All were in favor.

Committeeman Fein moved to proceed regarding administration of the Police Chiefs test as provided by

the township's labor attorney and discussed in closed session. Deputy Mayor Schwager seconded. All were in favor.

Mrs. DiBella noted that the Borough of Swedesboro provided a quote from Monarch Environmental in the amount of \$3,900 requesting the Township to fund removal of an underground storage tank at the Woolwich Fire House. Discussion ensued regarding responsibilities of each municipality, responsibilities towards clean up of any potential leakage and seeking other quotes.

The Mayor and Deputy Mayor will look into the situation, and suggest additional quotes. The Solicitor was advised to research hold harmless issues.

The Committee discussed a recommendation of the Director of Public Works to contract with AA Duckett for the maintenance of the Township's HVAC system. Motion was made by Deputy Mayor Schwager to authorize the AA Duckett contract, as they understand and can work with the computer and geothermal systems. Committeeman Rizzi seconded. All were in favor.

Motion was made by Deputy Mayor Schwager to accept the resignation of SLEO Thomas, SLEO Lewis and SLEO Kolb with regret. Committeeman Fein seconded. All were in favor.

Motion was made by Deputy Mayor Schwager and seconded by Committeeman Rizzi to approve the following minutes: January 20, 2015 Regular and Closed Session All were in favor.

Motion was made by Deputy Mayor Schwager and seconded by Committeeman Rizzi to approve the following minutes: February 2, 2015 Work Session All were in favor.

Motion was made by Committeeman Fein and seconded by Deputy Mayor Schwager to approve the bills and purchase orders as presented by the finance officer, subject to the final approval of the Mayor. All were in favor.

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

The meeting adjourned at 8:47 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim
Audio recording on file