

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

The meeting was called to order at 7:03 p.m. by Mayor Samuel Maccarone Jr. with the following statement:

The March 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: 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 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 none, Motion was made by Committeeman Fein and seconded by Committeewoman Cavallaro to close the public portion. All were in favor.

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

2015-04 An Ordinance of the Township of Woolwich Establishing Salary Ranges for Certain Officials and Employees of the Township of Woolwich in the County of Gloucester for the Year 2015

Motion to introduce: Schwager Second: Rizzi

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-2015-64 Resolution Authorizing the Issuance of Street Opening Permits to South Jersey Gas Company for Various Locations Motion: Schwager Second: Cavallaro All in favor

R-2015-65 Resolution Authorizing the Issuance of Street Opening Permits to Columbia Gas Transmission for Various Locations Motion: Rizzi Second: Fein All in favor

R-2015-66 Resolution of the Township of Woolwich Supporting Assembly Bill A-1109 Which Seeks to Implement Stricter Rules and Regulations for Organizations that House and Care for Individuals with Developmental Disabilities Motion: Schwager Second: Cavallaro

Committeeman Rizzi commented that in his work in the health care field, he likes this resolution. He added that the resolution advocates for the protection of people who can't necessarily help themselves. All were in favor.

R-2015-67 Resolution of the Woolwich Township Committee Accepting the Annual Report of the Findings and Conclusions of the 2014 Zoning Board of Adjustment of the Township of Woolwich

Motion: Fein Second: Schwager All in favor

R-2015-68 Resolution of the Township of Woolwich Authorizing the Extension of an Agreement for Lease of Farmland, Block 5, Lots 4 and 6.02

Motion: Schwager Second: Cavallaro All in favor

R-2015-69 Resolution Authorizing Addendum to Municipal Services Agreement Between the Township of Woolwich and Four Seasons at Weatherby Homeowners Association, Inc.

Motion: Fein Second: Rizzi It was noted that this additional payment will be a one- time payment. All were in favor.

R-2015-70 Resolution of the Township of Woolwich Authorizing the Entering Into of an Agreement Between the Township of Woolwich and AA Duckett for HVAC Maintenance

Motion: Fein Second: Rizzi All were in favor

R-2015-71 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes

Motion: Rizzi Second: Fein All in favor

R-2015-72 Resolution Authorizing the Tax Collector to Transfer to Court for Payment

Motion: Schwager Second: Rizzi All in favor

R-2015-73 Resolution Authorizing Quote of Fralinger Engineering for Woolwich Trail Head Major Site Plan

Motion: Schwager Second: Rizzi All in favor

R-2015-74 Township of Woolwich County of Gloucester 2015 Emergency Temporary Budget

Motion: Rizzi Second: Fein All in favor

R-2015-75 Resolution Reappointing Municipal Court Administrator

Motion: Schwager Second: Cavallaro All in favor

R-2015-76 Resolution of the Township of Woolwich Authorizing the Endorsement of "Statement of Consent" Form TWA-1 for Four Seasons Phase III, Section 1

Motion: Schwager Second: Rizzi Deputy Mayor Schwager wanted confirmation that this is just a procedural action. He was assured that it is. All were in favor.

The Administrator presented her report as self explanatory, but noted that the Strategic Planning Workshop would be the next night and that the County has begun construction of the Mill Road project. There were no questions from the Committee.

Mr. Blake presented his DOCD report. He noted an article that appeared in the Philadelphia Inquirer regarding the Township's efforts at land preservation.

Mr. Blake also communicated with Columbia Gas regarding their good will sponsorship of restroom facilities at High Hill West.

Deputy Mayor Schwager asked Mr. Blake how he distributes his reports, as he did not see it until that evening. Mr. Blake replied.

Will Pine, CFO made a brief presentation of the 2015 budget status, noting that it should be ready for introduction at the March 16th meeting. He advised that the township is staying the course on the long term plan of a 2% increase. He noted that decisions have to be made regarding increasing the open space tax from 3 to 5 cents.

Under old business, Mr. Blake noted the need to officially endorse the branding of the center as "Kings Landing". The Solicitor added that the name has been given a green light after an exhaustive search of trade mark issues.

Under new business, Mrs. DiBella advised of the receipt of bids for the lease of the Palladino property for farming purposes. Discussion commenced. The DOCD advised of the opportunity to obtain grant funding to create a wildflower meadow, if land is farmed consecutively by one farmer. The Solicitor suggested holding discussion until the next meeting.

The Administrator/Clerk noted the information in that night's packet from Conifer regarding their plan to construct an affordable housing project under the Summit Venture Obligation. She noted that the various letters and resolutions are required for Conifer to apply for funding. She asked the Committee to review the materials prior to possible action at the next meeting.

Mr. Blake advised of a quote received from Fralinger engineer's for the topography survey work relative to the township's open space parkland wetland delineation. He suggested tabling award until a quote has been received from Alaimo.

Discussion then commenced regarding bids received on the Circulation Plan Element of the Master Plan. Two packets were received; one from Consulting Municipal Engineers (CME) and one from Regional Planning Associates (RPA). Both packets were available to the Committee for review.

The specifications require the Township to rank the submittals in various areas. Mr. Blake noted that township officials had ranked them and an average score was 55, 46 and 42 (CME) and 75, 62 and 74 (RPA). He further noted that CME presented qualifications of the entire staff which makes it difficult to review resumes not knowing who would actually be involved in the Woolwich project. Alternately, RPA submitted the qualifications of only those staff who would be involved.

Mayor Maccarone stated that it seems that CME's submittals do not come close to that of RPA.

Mr. Blake agreed and also noted that Gary Toth, who formerly led projects for NJDOT, was one of the key people who would work on the Plan, making that a bonus.

Mr. Blake asked what the Committee wished him to do once the bid numbers are opened. He questioned the ability to negotiate the numbers presented.

Committeeman Fein stated that he supports the conclusions of the DOCD and stated that he would be in favor of negotiating the presented numbers.

The Solicitor and CFO agreed that the cost proposals can be opened now that scoring is complete, and based on the numbers, determine if negotiations are necessary.

Discussion commenced.

Motion was then made by Deputy Mayor Schwager to authorize the Director of Community Development to negotiate a price with RPA after cost proposals are opened providing that RPA's numbers are higher than CME. Committeeman Rizzi seconded. All were in favor.

Motion was made by Committeeman Fein and seconded by Committeeman Rizzi to approve the bills and purchase orders submitted for payment by the finance office. All were in favor.

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

The meeting adjourned at 7:45 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim
Audio recording on file