

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
WORK SESSION MEETING
APRIL 6, 2015**

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

The April 6, 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 Jane DiBella, Administrator/Clerk.

Those present saluted the American Flag.

Mayor Maccarone presented Proclamations to U-13 Girls Soccer "The Vatrene Heat".

Upon the conclusion of the presentation, a five minute recess was called upon a motion by Committeeman Fein, seconded by Deputy Mayor Schwager and unanimously passed.

When the meeting reconvened, motion was made by Committeeman Rizzi, seconded by Committeeman Fein and unanimously passed to open the meeting to public comment.

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

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

R-2015-93 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes-Correction
Motion: Rizzi Second: Schwager All in favor

R-2015-94 Resolution Authorizing 1st and 2nd Quarters of 2015 to be Refunded and Cancelled Due to the Property Owner Meeting the Requirements of Being Tax Exempt-N.J.S.A. 54:4-3.6
Motion: Rizzi Second: Fein All in favor

R-2015-95 Resolution Authorizing Cancellation of Taxes for 2015
Motion: Schwager Second: Rizzi All in favor

R-2015-96 Resolution Authorizing Transfer of Property Taxes
Motion: Rizzi Second: Fein All in favor

R-2015-97 Resolution of the Township of Woolwich Accepting Dedication of Oak View Terrace Within the Chestnut Ridge Development
Motion: Fein Second: Rizzi

Deputy Mayor Schwager asked why the road is being dedicated when still undergoing construction. Solicitor Shoemaker replied that based upon the Township's litigation of the prior developer bond, the top road paving was conducted. All were in favor.

R-2015-98 Resolution Approving the Performance Bond Submitted by Liberty Ventures on Behalf of Berkeley Drive Motion: Fein Second: Schwager

Deputy Mayor Schwager questioned why a Performance Bond is required for private property. He further asked how this will be affected if the Township decides to amend its ordinances to waive developer bonds for commercial/private property development. Solicitor Shoemaker replied that it must have been a requirement of JLUB approval. Mayor Maccarone asked the solicitor if the bond could be relieved if at some time the township changes its ordinance. The Solicitor thought that it could not be affected retroactively. All were in favor.

R-2015-99 Resolution Removing a Member from the Swedesboro-Woolwich Joint Environmental Commission Motion: Schwager Second: Rizzi All in favor

R-2015-100 Resolution Making Appointments to the Swedesboro-Woolwich Joint Environmental Commission Motion: Schwager Second: Rizzi The Clerk was asked to forward this information to the Borough of Swedesboro. All were in favor

R-2015-101 Resolution Authorizing Fralinger Engineering to Conduct Topographical Survey

Motion: Rizzi Second: Fein All in favor

R-2015-102 Increase to 2015 Bid Threshold, Township of Woolwich, County of Gloucester

Motion: Schwager Second: Rizzi All in favor

Motion was made by Committeeman Rizzi and seconded by Deputy Mayor Schwager to approve resolution **R-2015-103 Resolution for Closed Session.**

The Committee entered closed session at 7:21 p.m. for the purpose of discussing contractual matters related to sewer and PILOT Program.

It was noted that CFO Will Pine, Steve Wolfson and Bill Dion of Wolfson Group would be attending the closed session.

The meeting reconvened at 9:09 p.m.

It was noted that the Director of Community Development was leaving the meeting.

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

Under discussion items, the Committee reviewed and discussed a proposed change order to its contract with Straga Bros. for insulating the ceiling of the P/W storage building. After weighing the need for insulation v. proposed costs, motion was made by Deputy Mayor Schwager and seconded by Committeeman Fein to decline the change order. All were in favor.

Discussion commenced regarding the use of Rainey Road by Columbia Gas while the pipeline project is underway.

The Solicitor noted that Columbia Gas will be obligated to restore any damage to the road. He suggested the road conditions be documented at this time. He will further write a letter to Columbia Gas putting them on notice. Lastly, the Committee felt it prudent for the Solicitor to work on an Ordinance instituting weight limits on township roads.

Regarding the issue of dual use, proposed amendments to the Woolwich Township Zoning Ordinance were reviewed and discussed as recommended by the Woolwich Township Joint Land Use Board. Solicitor Shoemaker noted that there are differing interpretations of the current ordinance language, and these amendments should take out the guesswork. Deputy Mayor Schwager noted that the amendments are the recommendation of the Township Planner. He added that any use not currently permitted in a zone would require a use variance. The Solicitor was instructed to prepare an Ordinance for introduction at the next meeting.

Under old business, the Committee again discussed the bids received on 2-19-15 for lease of the Palladino farm property. Discussion was held as to awarding the bid for lease or rejecting the bids for use by USDA Program wherein funds are obtained to create seeded open space area of wildflowers, butterfly habitat. The Committee was of the mind that the USDA Grant Program may be utilized in future years. Motion was then made by Committeeman Rizzi to accept the bid of the highest bidder for the 2015 lease of the Palladino farm to be memorialized via resolution at the next meeting and to authorize the Clerk to advise the bidders of same in advance of the memorializing resolution. Deputy Mayor Schwager seconded. All were in favor. Fein opposed.

Discussion commenced regarding two quotes received for the removal of a UST at the Woolwich Fire House per the request by the Borough of Swedesboro for the Township to fund same. Quotes were obtained from Monarch Environmental in the amount of \$4,150, but noted that no soil testing quote was provided, and Cemco who quoted \$6,075.00 which includes soil sampling. After discussion of the Township having to bear this cost on its own, and which quote may provide the better service, it was decided to award the Cemco quote upon a motion by Committeeman Rizzi and seconded by Committeeman Fein. All were in favor. Schwager abstained.

Discussion was then held as to discussing an agreement between the Township and Borough as to future expenditures and cost shares.

In the interest of spurring future commercial development, the Committee discussed removing performance bond requirements from commercial site plan approvals. It was noted that much of what would be bonded in residential zones does not correspond equally in commercial development. Discussion commenced.

Deputy Mayor Schwager moved to authorize the Solicitor to draft an Ordinance in this regard and prepare for introduction at the next meeting. Committeeman Fein seconded. All were in favor.

Discussion ensued regarding quotes for bid and project management of the 2015 road improvements projects for paving at the High Hill Park and High Hill West Parking lots as well as a portion of Moravian Church Road and Swedesboro Ave.

Committeeman Rizzi questioned the need for including striping the parking lot spaces. After much discussion, Mrs. DiBella suggested placing the striping as an alternate bid. Committeeman Rizzi also questioned areas needed in both locations to place stop bars and signage. It was noted that P/W could create these after the bid is completed. Discussion was also held regarding the turn around spot at HH West. The Clerk was asked to communicate to the engineer that additional paint markings would be needed at the turn around spot.

Motion was then made by Committeeman Fein to authorize the preparation of specifications for the 2014 road projects, with all of the comments discussed being communicated to the Township Engineer. Deputy Mayor Schwager seconded. All were in favor.

Discussion was then held regarding vacating a portion of Ogden Road between Sharptown Road and Woodstown Roads. Solicitor Shoemaker noted that a survey of the roadway is needed. He added that his opinion is that the full width of Ogden Road belongs to the Township and therefore it is right that the full width be vacated to the adjoining landowner.

Deputy Mayor Schwager then moved to authorize the Solicitor to have survey prepared and to proceed with drafting an ordinance for introduction at the next meeting to vacate a portion of Ogden Road, which will result in reductions in streets and road costs. Committeeman Fein seconded. All were in favor.

Also under new business, Solicitor Shoemaker noted that since he has moved to his own law firm, the Township should consider advertising an RFQ for conflict solicitor. So moved Deputy Mayor Schwager. Committeeman Rizzi seconded. All were in favor.

Motion was made by Committeeman Rizzi and seconded by Committeeman Fein to approve the bills and P.O.'s as submitted by the Finance Officer, pending the final approval of the Mayor. All were in favor.

Having no further business, motion was made by Deputy Mayor Schwager and seconded by Committeeman Fein to adjourn the meeting.

The meeting adjourned at 10:10 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk