

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

The meeting was called to order at 7:04 p.m. with Deputy Mayor Alan Schwager presiding.

Deputy Mayor Schwager made the following statement:

The August 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: ABSENT

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

Marvin McCallister of 235 Westbrook Drive approached the Committee regarding the condition of Westbrook Drive, specifically the entrance and traffic island at the intersection of Tavistock. He asked who has the responsibility for Westbrook Drive and was told the township.

Mr. McCallister opined that the Township should either remove the traffic island or pave it over with pavers. He added that it is unsightly and needs to be addressed.

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

Prior to hearing a presentation on the County Vacant property Shared Service proposal, it was noted that a member of the public wished to speak. Motion was then made by Committeeman Rizzi and seconded by Committeeman Fein to re-open the meeting to the public. All were in favor.

Mr. Dave Glanfeld of 132 Saratoga Lane noted the Township's work towards the 9-11 Memorial and offered the assistance and support of the Lexington Hills Motorcycle Club and Warriors Watch for the 9-11 Ceremony and Memorial Dedication.

Motion was then made by Committeeman Rizzi and seconded by Committeeman Fein to close the public portion. All were in favor.

The Committee entertained Mr. Ted Mucellin of Community Champions who made a presentation on the County's proposed shared service for vacant property registrations. The Township Enforcement Officer Mark Fruits was also present for questions.

The process was discussed and Committee's questions answered.

Committeeman Fein asked Solicitor Shoemaker's thoughts on the program. The Solicitor responded that he is in support of the program as it eliminates the constant chase the Township must undergo on these types of properties. He further added that the creation of a data base by Community Champions would also assist with the tax department and emergency services.

Committeeman Rizzi voiced concern that Community Champions stated that there are currently 158 such properties in the Township and the Code enforcement is only aware of 50. He stated that he is curious as to the criteria used to reach that determination.

Mr. Mucellin replied that they receive the information on pre-foreclosures and are more proactive in finding potential foreclosures in a more timely manner than code enforcement can due to work volume. He estimated that they will be able to register 10-15 properties per month.

The Deputy Mayor noted that Mr. Fruits attended a seminar on this program and came back excited. He asked Mr. Mucellin if our current ordinance can still be used. Mr. Mucellin replied that recommendations for amendments to the current ordinance would be required, but that the township would still be able to maintain discretion.

Mr. Fruits noted that the Township has been a front runner on this issue.

Discussion commenced regarding not harming residents in jeopardy of foreclosure, but requiring the foreclosure entity to register, and that a notice of default would trigger the registration process.

Committeewoman Cavallaro asked for clarity that all communications would be handled through the lending authority.

Committeeman Rizzi asked the fee to register and was told \$500.00

Deputy Mayor Schwager thanked Mr. Mucellin for his presence and stated that he would like to carry the issue to the next meeting at which time the Mayor would be present.

The following reports were approved as submitted for the month of July upon a motion by Committeeman Rizzi, seconded by Committeewoman Cavallaro and unanimously passed.

Committeeman Rizzi noted that there was no report from the Park Director.

Tax Collector:	\$3,433,674.92 remitted
Municipal Court:	\$12,863.02/Woolwich \$50.00/Swedesboro
Police:	Monthly Activity
Park Director:	Monthly Activity

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

2015-13 An Ordinance of the Township of Woolwich Amending Chapter 203-18 of the Woolwich Township Code Entitled "Right to Farm"

Open public hearing: Fein Second: Rizzi All in favor

No comment

Close public hearing: Rizzi Second: Fein All in favor

Motion to adopt: Rizzi Second: Fein

Roll Call: Cavallaro, Fein: YES, Rizzi: YES, Schwager: YES

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

R-2015-172 Resolution Making Elevations within the Woolwich Township Police Department

Motion: Fein Second: Rizzi All in favor

R-2015-173 Resolution of the Township of Woolwich Approving the Corrective Action Plan for the 2014 Municipal Audit Motion: Rizzi Second: Fein All in favor

R-2015-174 Resolution Authorizing Street Opening Permit to SJ Gas Motion: Fein Second: Rizzi
All in favor

R-2015-175 Resolution Authorizing Closure of Certain Escrow Accounts Motion: Rizzi Second: Fein
All in favor

R-2015-176 Resolution Authorizing Proposal of Creative Pavers for Paver Repair Motion: Fein
Second: Rizzi Committeeman Fein asked if this was for everything in the municipal complex. Mrs. DiBella replied in the affirmative. All were in favor

R-2015-177 Resolution Authorizing Renewal of Plenary Retail Consumption Liquor License #0824-33-002-008 to Earl C. Rode Jr. Inc. Motion: Rizzi Second: Cavallaro All in favor

R-2015-178 Resolution Authorizing Shared Service Agreement Between the Township of Woolwich and the Township of East Greenwich for the Provision of Electrical Subcode Official Services
Motion: Fein Second: Rizzi All in favor

R-2015-179 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes-Correction Motion: Fein Second: Rizzi All in favor

R-2015-180 Resolution Authorizing the Tax Collector to Transfer/Refund Overpayment or Cancel Taxes for a Totally Disabled Veteran Motion: Rizzi Second: Cavallaro All in favor

R-2015-181 Resolution Awarding Bid for 2015 Local Road Program Motion: Fein Second: Rizzi
The Administrator/Clerk noted this resolution to be contingent upon certification of funds from the CFO. All were in favor.

The Administrator/Clerk presented her report noting the following:

- 9-11 Memorial project is underway and will be completed in time for the 9-11 ceremony
- Bids received for 2015 road improvement project. American Asphalt was low bidder at \$301,920.00
- Township Engineer in conjunction with Urban Engineers will break out phasing of the pedestrian/bikeway path on High Hill Road and make application under NJDOT Bikeway Program 2015 Grant cycle for phase 2 of the project.
- Meeting conducted with Atlantic Electric regarding proposed sub-station on Rt. 538 and High Street

- Noted communication from 3rd Legislative District in response to a resident who had questioned environmental concerns of the Maple Hill storm water basin. The District referred the issue back to the Township. Mrs. DiBella asked for guidance as to response.

Discussion commenced regarding the basin as to design, functionality, and the HOA's responsibilities. It was suggested that the Township look into the HOA documents to determine maintenance responsibilities.

The Deputy Mayor also questioned the status of the Public Works Building lot line adjustment. The Solicitor replied that he needs to prepare JLUB application.

The Deputy Mayor also asked if a response from Columbia Gas was ever received regarding drainage concerns at Oldmans Creek Road due to the pipeline project. He was told that no response was received.

The Deputy Mayor called a two minute recess.

The meeting resumed at 8:19 p.m.

Committeeman Rizzi asked the Administrator the status of the restroom quotes for High Hill Park West. She referred the question to Park Director Natalie Matthias who was present in the audience.

Mrs. Matthias replied that she has received three quotes and is trying to determine the best option and making sure that the decision reached will be the best for the township.

Deputy Mayor Schwager questioned the status of Four Seasons lack of escrow and asked the Solicitor what next steps would be necessary. The Solicitor replied that developer K Hovnanian could be put on notice to call the bonds.

The Director of Community Development reported on the following:

- NJDOT Meeting was held to discuss the Rt. 322/Kings Hwy. intersection improvements.
- ACE Sub Station project will be big and will require pole replacements. Committeeman Fein asked if this project will address numerous power outages that residents have been experiencing and was told that it possibly could.
- Discussed branding trademark and whether one is needed. Discussion commenced. The DOCD was instructed to evaluate risks with its consultant, Suasion.
- Discussed improvement needed for drainage at the intersection of Russell Mill Road and Woodstown Road. Public Works cut back a berm and seemed to prove a benefit during a recent rain event. Gloucester County has begun milling of shoulder areas. Discussion commenced as to what will be the best resolve for this problem area.
- Noted that the County will commence repairs to Kings Hwy. between Rt. 322 and Pancoast Road.

The report of Alaimo Engineers was noted and questioned referred to Mrs. DiBella. The Committee had no questions.

Deputy Mayor Schwager requested the following liaison reports:

Committeeman Rizzi: Finance; No report. Library System; No report. Open Space/Ag: No report

Committeewoman Cavallaro: Municipal Court; Reviewed ticket numbers for July. S/W School District; Open houses to be conducted the week of the 24th. School begins Sept. 2nd. Parks and Rec: Movie Night scheduled for Sept. 16th. Conducted a pool event at Chestnut Run Pool in Woodstown. Will review tournament fees with the Park Director after liaison reports.

Committeeman Fein: Streets and Roads, Buildings and Grounds; Public Works Dept. completed the regarding of Russell Mill and Woodstown Road, continue roadside mowing and painted no parking curbs in Westbrook at Weatherby. Lexington Hill flagpole has been replaced. Noted the JIF report and that township loss ratio's have dropped significantly. P/W Storage Building construction is ongoing. Field work is being undertaken in preparation for the soccer season. Business Development Advisory Committee; BDAC met and discussed Shop Local Program and plans for Swedesboro-Woolwich Day. Shade Tree Commission; No report. JLUB: No report.

Deputy Mayor Schwager: Construction and Zoning Code Enforcement; Held meeting and discussed permit numbers for July. Environmental Commission; 2nd Kayak Event had over 40 participants. Trash/Recycling; No report. TDR Task Force: Issues with the TDR Program mount and will be discussed in closed session.

The Committee then entertained Park Director Natalie Matthias regarding tournament fees, levels of service and commiserate costs. Discussion commenced regarding flat fees v. menu item costs. After much discussion, it was decided that Committeeman Rizzi, Committeewoman Cavallaro and Mrs. Matthias would meet in subcommittee to review and discuss the issue and agree as to a recommendation for the Committee.

Motion was made by Committeeman Rizzi and seconded by Committeeman Fein to approve the following resolution: **R-2015-182 Resolution for Closed Session.** All were in favor.

The Committee entered closed session at 9:16 p.m. for the purpose of discussing the following: Potential Litigation/TDR

The regular meeting resumed at 9:52 p.m.

The Administrator/Clerk asked that discussion on PW Building Change Orders #5 and #6 be held to allow her further review.

The following minutes were approved upon a motion by Committeeman Fein and seconded by Committeeman Rizzi. All were in favor. Committeewoman Cavallaro abstained from the minutes of July 20th and August 5th.

July 20, 2015 Regular Meeting
August 3, 2015 Work Session and Closed Session
August 5, 2015 Special Meeting

Motion was made by Committeeman Fein and seconded by Committeeman Rizzi to approve the bills and purchase orders presented for payment by the Finance Officer pending the final review by the Deputy Mayor. 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 9:54 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim
Audio recording on file