

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
REGULAR MEETING  
JANUARY 19, 2016**

The meeting was called to order by Mayor Alan Schwager at 7:00 p.m. with the following statement:

The January 19, 2016 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: Carleton: PRESENT Cavallaro: PRESENT Schlump: PRESENT  
Rizzi: PRESENT Schwager: 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 Committeeman Carleton and seconded by Committeewoman Cavallaro to open the meeting to public comment. All were in favor.

Damon Suriani of 122 Laurel Trail congratulated the newly seated members of Committee, the Deputy Mayor and Mayor.

He noted the willingness of SJ Warriors Baseball League to continue to assist with projects within the park system, noting that they recently donated cyclone fencing for Logan Baseball fields, and offered to do the same for the Woolwich football practice fields. He reiterated his willingness to assist in any way with manpower and donation of time and money for field repairs.

Additionally, Mr. Suriani questioned the Committee's intention for the lease of the park concession stand in the coming year. He asked that the Committee consider extending his current lease for an additional year and offered an increase in rent.

Mayor Schwager replied with thanks for his offer to assist with the park. He added that the Committee will take the concession stand request under advice.

With no further public comment, the public portion closed upon a motion by Committeeman Schlump, seconded by Committeeman Carleton and unanimously passed.

The following reports were presented for the month of December. It was noted for the record that the reports include a year end report of the Woolwich Fire Company.

Tax Collector:	\$328,586.74 remitted
Municipal Court:	\$12,110.27/Woolwich \$10.00/Swedeseboro
Police:	Monthly Activity
Park Director:	Monthly Activity
Woolwich Fire Company	Monthly Report

Motion was made by Deputy Mayor Rizzi and seconded by Committeeman Carleton to accept the reports. All were in favor.

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

**2016-01 Ordinance to Exceed the Municipal Budget Appropriation Limits and Establish a CAP Bank (N.J.S.A. 40A:4-45.14)** Motion to introduce: Rizzi Second: Schlump  
**Roll Call: Carleton: YES, Cavallaro: YES, Schlump: YES, Rizzi: YES, Schwager: YES**

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

**R-2016-38 Resolution Making an Appointment to the Woolwich Township Joint Land Use Board**  
Motion: Schlump Second: Carleton All in favor

**R-2016-39 Resolution Authorizing Retaining Econsult for COAH Fair Share Housing Numbers**  
Motion: Rizzi Second: Carleton All in favor

**R-2016-40 Resolution Authorizing RFP from Warner Real Estate and Auction Company for TDR Auction Services** Motion: Schlump Second: Carleton All in favor Rizzi abstained

**R-2016-41 Resolution of the Township of Woolwich Adopting a Policy Prohibiting Members from Engaging in Cell Phone Communication during Public Meetings** Motion: Carleton Second: Rizzi  
Committeewoman Cavallaro stated that she is in favor of restricting cell phone usage for texting between other committee members or the public during meetings, but that she thinks prohibiting contact with third parties is unfair. She provided an example that if an emergency arose with her mother, she would like to be able to receive and respond to a text.

Ms. Cavallaro further said that there is no accountability included in the Ordinance; that it is too broad and too vague. She opined that the resolution seems unfair and unnecessary and that all should use good judgment.

Mayor Schwager replied that there has been discussion in past Mayor's meetings about this topic and that the County Freeholder Board has adopted a similar resolution.

Committeewoman Cavallaro asked what the consequence would be for violation of the policy.

Solicitor Shoemaker replied that there is no consequence built in and that he does not know if there could be one. He added that if the resolution is passed, a Committee member could still leave the dais to use their phone. He added that from a legal standpoint, a committee person could not be removed from committee for any violation of this policy.

Committeewoman Cavallaro said that she likes the idea for transparency purposes but would like to see "refrain" used in place of "prohibit." She added that the proposed resolution is too restrictive. Solicitor Shoemaker asked if there is other language she would like to be used. Committeewoman Cavallaro responded that she would look to the Solicitor for that.

Mayor Schwager suggested that the resolution be tabled to allow an opportunity for Committeewoman Cavallaro to bring something to the table.

The motion was allowed to die.

Motion was then made by Committeeman Carleton and seconded by Committeewoman Cavallaro to table resolution R-2016-41 until the next regular meeting of the Committee on February 1<sup>st</sup>. All were in favor.

**R-2016-42 Resolution of the Township of Woolwich Rescinding Resolution R-2015-153 and Declaring Plenary Retail Consumption License #0824-33-003-001 Inactive**

Motion: Schlump      Second: Carleton      All in favor

**R-2016-43 Resolution of the Township of Woolwich Authorizing the Former Woolwich Township Police Chief Russell Marino to Retain his Service Weapon Upon his Retirement**

Motion: Cavallaro      Second: Schlump      All in favor

**R-2016-44 Resolution Authorizing Placement of Municipal Liens on Various Properties Within the Township of Woolwich**

Motion: Carleton      Second: Rizzi      All in favor

**R-2016-45 Resolution Authorizing Budget Appropriation Transfers During the First Three Months of the Succeeding Year for the Township of Woolwich, County of Gloucester, State of New Jersey**

Motion: Rizzi      Second: Carleton      All in favor

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

The Director of Community Development presented a verbal report regarding the upcoming TDR reverse auction and public comment sessions.

The monthly report of Alaimo Engineers was also presented. There were no questions.

The following liaison reports were provided:

**Committeewoman Cavallaro:** S/W School District; Audit has been completed with minor recommendations. Enrollment maintains steady. Commencing with the new budget. No state aid numbers have been received as yet. Trash/Recycling: No report.

**Committeeman Carleton:** Municipal Court; Discussed December and year end court numbers and types of court cases. KRHS; Attended first Vision 2019 future planning meeting on January 13<sup>th</sup>. Discussed Kingsway Points of Pride. Future meetings are February 4<sup>th</sup>-Expectations for the Future and March 9<sup>th</sup>-Creation of an Action Plan. 4<sup>th</sup> Annual Toast of the Town Event is planned. Proceeds will benefit the Kingsway Education Association. BDAC; No Report. Christmas Parade: No Report

**Committeeman Schlump:** Streets/Roads; Buildings and Grounds; P/W has held safety meetings on fall protection and fire safety. The department has been working on stormwater basins, repaired erosion of a storm pipe on Back Creek Road and have gotten a quote for removal of a dead tree on Spruce Trail. Dobson contract has concluded work on Field I at Locke Ave. Park. PEOSH followed up and all violations have been abated. Shade Tree Commission; No Report. Environmental Commission; Green Team : Met and welcomed a new member. Will be discussing stewardships and guardianships. EC Budget was presented. Green Team will reconvene after the first public TDR Meeting

**Deputy Mayor Rizzi:** JLUB; Reorganization Meeting scheduled for Jan. 22<sup>nd</sup>. Finance; CFO closed 2015 books. Work commenced on AFS and ADS to meet filing deadlines. Budget subcommittee meetings will

be scheduled shortly. Open Space/Ag; Committee will meet within the next few weeks. Parks and Recreation; Three events were held in December. Swim Party held in January at Riverwinds was sold out. Next event will be the Mother and Son Meatball Dinner. Deputy Mayor Rizzi noted that he has requested the Park Director discuss planning for a future event after liaison reports conclude. Fire/EMS: Discussed call numbers listed in report.

**Mayor Schwager:** Police: New Police Chief hit the ground running. One Special Officer has submitted his resignation. TDR Task Force; Crunch time with TDR. Construction and Zoning Code: Discussed permit numbers for December and year end.

Park Director Natalie Matthias then prompted discussion with the Committee regarding an adult only Parks and Rec Activity "Spring Fling" being planned for April 30<sup>th</sup> at High Hill Park. She presented a hand out to the Committee including planning to date. The event would have live bands, food trucks, beer, wine and malt beverages. She further provided estimates as to the potential generation of funds from the event. She noted that proceeds could be earmarked to special park projects. She then opened the issue for committee discussion.

Mayor Schwager asked who would sell the beer and wine. The Park Director responded that they have spoken with Botto's who could obtain a special event permit and discussion is also being held as to inviting local wineries.

Deputy Mayor Rizzi said that it is a great idea to have parking at Locke Avenue and have folks walk through the bridge to High Hill Park for purposes of check point.

Committeewoman Cavallaro said that she supports the idea noting that anytime the township holds an event, it is very well attended and regulated.

Deputy Mayor Rizzi asked if there would be any interference with sports schedules. Mrs. Matthias replied that the Locke Avenue fields will remain open and that only three baseball fields will be closed.

Mayor Schwager asked Mrs. Matthias to check the hourly police off duty fees.

Deputy Mayor Rizzi asked if there were any Green Acres regulations against this type of event. The Director of Community Development said he would look into that.

Committeeman Schlump questioned event pricing and calculation of profit. Mrs. Matthias replied that they are looking for a percentage back from all sales. Discussion was also held regarding preventing people from bringing coolers. Committeewoman Cavallaro suggested weaving that into the ticket language.

Solicitor Shoemaker noted that any profits made would have to be directed back to the park trust account.

The Park Director asked that any further questions or comments be directed to her via e-mail.

Upon a motion by Deputy Mayor Rizzi, seconded by Committeeman Carleton and unanimously passed to approve resolution **R-2016-46 Resolution for Closed Session**, the Committee entered closed session at 7:44 p.m. for the purpose of discussing contractual matters: Woolwich Fire Company Shared Service Agreement and litigation: Morgan v. Woolwich Township and Ogden Road matter.

The regular meeting reconvened at 9:18 p.m.

Under new business:

Motion was made by Deputy Mayor Rizzi and seconded by Committeeman Carleton to accept the resignation of SLEO II Chad Lago with regret and wishing him well. All were in favor.

In lieu of discussion regarding re-bid or renewal of concession stand lease, Mayor Schwager suggested that the Committee hold off on action to allow further review. The Administrator/Clerk was asked to circulate the existing contract for lease extension language. Mr. Suriani will be advised that no action has been taken and that he is welcome to discuss this further with the Township.

Motion was made by Deputy Mayor Rizzi and seconded by Committeewoman Cavallaro to authorize the Solicitor to enter into an agreement regarding Ogden Road per the terms discussed by the Committee in closed session. All were in favor.

Motion was made by Deputy Mayor Rizzi to authorize the Solicitor to extend a counter offer regarding the extension of a shared services agreement with the Borough of Swedesboro per terms discussed in closed session. Committeeman Schlump seconded. All were in favor. Cavallaro abstained.

Motion was made by Deputy Mayor Rizzi and seconded by Committeewoman Cavallaro to approve the following minutes:

December 28, 2015 Close Out Meeting

January 1, 2016 Reorganization Meeting

January 4, 2016 Work Session Meeting

All were in favor. Committeeman Schlump and Committeeman Carleton abstained from the minutes of December 28, 2015.

Motion was made by Deputy Mayor Rizzi and seconded by Committeeman Schlump to approve the bills and purchase orders as presented by the finance officer pending the Mayor's final review. All were in favor.

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

The meeting adjourned at 9:23 p.m.

Respectfully submitted,

Jane DiBella  
Administrator/Clerk

Minutes not verbatim  
Audio recording on file