

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
WORK SESSION MEETING
FEBRUARY 1, 2016**

The meeting was called to order at 7:00 p.m. by Mayor Alan Schwager with the following statement: The February 1, 2016 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: 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 Rizzi and seconded by Committeeman Carleton to approve the following resolution.

R-2016-47 Resolution Making an Elevation Within the Woolwich Township Police Department
All were in favor.

Mayor Schwager administered the Oath of Office to Patrolman Curtis Rucker.

Mayor Schwager called for a brief recess at 7:03 p.m. and reconvened the meeting at 7:05 p.m.

Motion was made by Deputy Mayor Rizzi and seconded by Committeeman Carleton to open the meeting to public comment. All were in favor.

Since no public was present, motion was made by Deputy Mayor Rizzi and seconded by Committeeman Schlump to close the public portion. All were in favor.

Mayor Schwager read the following Ordinance by title only upon second 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 open public hearing: Rizzi Second: Carleton All in favor

No public comment

Motion to close public hearing: Rizzi Second: Schlump All in favor

Motion to adopt: Schlump Second: Carleton

Roll Call: Carleton: YES, Cavallaro: YES, Schlump: YES, Rizzi: YES, Schwager: YES

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

2016-02 Ordinance of the Township of Woolwich Amending the Fee and Review Escrow Schedule Related to the Township's TDR Program Motion to introduce: Carleton Second: Schlump
Roll Call: Carleton: YES, Cavallaro: YES, Schlump: YES, Rizzi: ABSTAIN, Schwager: YES

2016-03 An Ordinance of the Township of Woolwich Amending the Subdivision Checklist for Use Within the Woolwich Township Joint Land Use Board Motion to introduce: Carleton Second: Schlump
Roll Call: Carleton: YES, Cavallaro: YES, Schlump: YES, Rizzi: ABSTAIN, Schwager: YES

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

R-2016-48 Resolution Authorizing Issuance of Soil Removal Permit to RNR Contractors
Motion: Schlump Second: Carleton All in favor

R-2016-49 Resolution Authorizing Person to Person Transfer of Plenary Retail Distribution Liquor License #0824-44-004-003 Motion: Rizzi Second: Schlump All in favor

R-2016-50 Resolution of the Woolwich Township Committee Accepting the Annual Report of the Findings and Conclusions of the 2015 Zoning Board of Adjustment of the Township of Woolwich
Motion: Carleton Second: Schlump All in favor

R-2016-51 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes
Motion: Rizzi Second: Carleton All in favor

R-2016-52 Resolution Establishing Change Fund in the Finance Department
Motion: Schlump Second: Rizzi All in favor

R-2016-53 Woolwich Township 2015 Tonnage Grant Application Resolution
Motion: Rizzi Second: Schlump All in favor

R-2016-54 Resolution of the Township of Woolwich Authorizing a Shared Service Agreement With the County of Gloucester for Participation in a County-wide Registration Program for Abandoned Properties Motion: Carleton Second: Schlump

Deputy Mayor Rizzi questioned the termination clause within the agreement which allows either party to terminate with 30 days notice and wondered if that time frame should be extended. Solicitor Shoemaker replied that extending the termination time frame is not necessary and all that would have to be done would be to reassign duties.

Committeeman Schlump asked if the registration only had to do with bank or mortgaged properties and was told that it covers any property that falls under the definition of abandonment.
All were in favor.

R-2016-55 Resolution Appointing Conflict Personnel Attorney Motion: Carleton Second: Schlump
Committeewoman Cavallaro asked for an example of how this resolution would be necessary. Solicitor Shoemaker replied that the intent is to put someone in place for the pending approval of current labor council as Judge. All were in favor.

The Administrator/Clerk presented her report noting proposed changes in personnel due to recent resignations in the position of custodian and Joint Land Use Secretary. She noted proposed salary offers

for those positions and requested authority to make such offers. The Committee was in agreement as to her proposal. Committeeman Schlump suggested that she use the proposed salaries as a guide.

The Director of Community Development re-capped the TDR Reverse Auction public information meeting held on January 26th. He noted that an additional meeting will be held on February 17th.

Mayor Schwager asked the DOCD to provide information regarding the request for submission of a DEP LOI Application for township owned properties.

Mr. Blake advised the Committee that under the authority of the Township, Fralinger Engineers has spent time looking at various undeveloped township owned open space sites, and have flagged wetland delineations and conducted fly overs for a topographic map. The next step is to submit an application to the DEP for an LOI, which will be needed at the time the township decides to move forward with park site plans. The proposal is in the amount of \$24,700.00 and includes all sites with the exception of waterfront. He further advised that the LOI will be good for a period of five years, and that it is very easy to get an extension of time. He added that the ground includes 273 acres over five parcels, but does not include the land on High Hill Road designated as a trail head.

Committeeman Rizzi asked if the LOI can be extended for an indefinite period of time. Mr. Blake replied that it could possibly be extended for ten years, but perhaps not indefinitely.

Motion was then made by Committeeman Rizzi to authorize the submission of an application to NJDEP by Fralinger Engineering for an LOI on the blocks and lots discussed and to expend the necessary application fee. Committeeman Schlump seconded. All were in favor.

Discussion ensued regarding renewal of the current concession stand lease to D & J Catering at Locke Ave. Pak. Committeeman Rizzi reported on a meeting held with the lessee who has expressed interest in extending the existing agreement at an increased fee for 2016. Discussion was also held regarding hours of operation and repairs to the stand.

Committeeman Schlump asked if those repairs would be paid by the lessee and Committeeman Rizzi replied that they would be.

Mayor Schwager stated that he agrees with extending the lease for another year.

Motion was then made by Committeeman Rizzi and seconded by Committeeman Schlump to extend the 2016 lease of the concession stand to D & J Catering at a rate increase from \$260/month to \$335/month. All were in favor.

Committeeman Carleton provided information on the upcoming Kingsway High School \$12 million referendum on March 8th. He noted that if passed, the bond will go towards improvements to and expansion of the track, conversion of fields from grass to artificial turf, Expansion of bleachers and existing field house and a new field house for track and marching band, and bus garage/parking. He noted that the referendum is broken into two questions; one question authorizing \$9.9 million for the track, turf field, bleacher expansion and bus garage, and \$1.97 million to expand the field house and construct a new field house. He noted that the district is designated as a Group IV school, but facilities are lagging. He added that there is good information on the school's website including a tax impact

calculator. He reported that if passed, the referendum would mean an increase of \$80-\$100/year to the average assessed Woolwich property.

Committeewoman Cavallaro said that she realizes that this project is needed, as the school sports program now has no competitive advantage. She added that looking at the larger tax implication wherein Woolwich taxes have risen 258% in a decade, the majority of that increase being on behalf of the school districts, has to do with the school funding issue. She noted that if this issue is not addressed, we will continue to have this conversation over and over again. She added that the towns and school districts need to come together and work as a unit towards addressing the funding issue. She stated that she would like to continue following this issue at the state level on the behalf of the Committee.

Under old business, motion was made by Committeeman Schlump and seconded by Committeeman Carleton to remove resolution **R-2016-41 Resolution of the Township of Woolwich Adopting a Policy Prohibiting Members from Engaging in Cell Phone Communication during Public Meetings** from the table. All were in favor.

Motion was made by Committeeman Schlump and seconded by Committeeman Carleton to approve R-2016-41.

Committeewoman Cavallaro stated that the Committee is considering enacting something that has no ability to truly enforce and handcuffing an entire governing body.

Committeeman Schlump replied that it is important for the Committee to be focused on business at hand. Committeewoman Cavallaro replied that she utilizes her cell phone in every aspect of her life and will continue to do so.

Committeeman Carleton stated that he understands Committeewoman Cavallaro's concern about communication in the instance of a family emergency, but that regular use of a cell phone during meetings is a distraction.

Mayor Schwager requested a roll call:

Carleton: YES, Cavallaro: NO, Schlump: YES, Rizzi: YES, Schwager: YES

Motion was made by Deputy Mayor Rizzi and seconded by Committeeman Carleton to approve the bills and purchase orders as presented by the finance officer pending the final review by the Mayor. 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 7:41 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim. Audio recording on file.