

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
WORK SESSION MEETING  
APRIL 4, 2016**

The meeting was called to order at 8:01 p.m. by Mayor Alan Schwager with the following statement:

The April 4, 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: ABSENT 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 Committeeman Schlump to open the meeting to the public. All were in favor.

Mr. Paul Oswald of 121 Erica Court stated that he contacted the township in the past week regarding his neighbor's removal of several large trees. The Director of Community Development and Zoning Officer responded on site that day. He wished to thank the Township, particularly Mr. Blake and Mr. Fruits for their prompt response and action which halted the elimination of more trees.

Mayor Schwager thanked Mr. Oswald for taking the time to come to the meeting. He said that he was made aware of the problem, and that the resident will be planting some replacement trees.

Hearing no further public comment, Deputy Mayor Rizzi moved to close the public portion. Committeeman Carleton seconded. All were in favor.

The Committee heard from Eagle Scout prospect Tasos Kalfas who made a presentation to the Committee regarding his proposed Eagle Scout project for a picnic table and message board by the Community Garden. Mr. Kalfas presented a drawn site plan, and noted that the project will not cost taxpayer dollars, yet requires the permission of the Township.

Mayor Schwager asked Mr. Kalfas to describe the message board dimensions, noting it may be five to six feet tall. Committeeman Schlump added that it will be more like a kiosk.

Committeeman Carleton asked what type of material the picnic table would be made of. Mr. Kalfas replied that it would be made from a kit with recycled plastic made to withstand weather conditions and prevent water from rotting it.

Mayor Schwager questioned who would maintain the area. Mr. Kalfas replied that Boy Scouts of America does not require Eagle Scouts to continue to maintain projects, but added that he would assist. He also stated that he designed the project with low maintenance standards for this reason.

Mayor Schwager asked what Mr. Kalfas required from the Committee. He replied that he would need the Township to sign off on the project as beneficiary.

Motion was then made by Committeeman Schlump and seconded by Committeeman Carleton to accept the project and authorize the Mayor to sign off on the documentation. Committeeman Carleton seconded. All were in favor.

The Committee thanked Mr. Kalfas for his presentation.

Mayor Schwager read the following ordinance by title only upon second reading:

**2016-05 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 2016**

Open public hearing: Rizzi          Second: Schlump          All in favor

No comment

Close public hearing: Rizzi          Second: Carleton          All in favor

Motion to adopt: Rizzi          Second: Carleton

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

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

**2016-06 Ordinance of the Township of Woolwich Amending the Personnel Policies and Procedures Manual of the Township of Woolwich**

Motion: Schlump          Second: Carleton

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

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

**R-2016-92 Resolution Authorizing Hiring of PT Seasonal Janitorial Staff-Locke Avenue Park**

Motion: Schlump          Second: Carleton          All in favor

**R-2016-93 Resolution Authorizing Full Time Employment of Tara Simpkins**

Motion: Rizzi          Second: Schlump          All in favor

**R-2016-94 Resolution Authorizing Proposal of Fralinger Engineers for Construction Management and Inspection Services-Trailhead**

Motion: Rizzi          Second: Carleton          All in favor

**R-2016-95 Resolution Authorizing Cancellation of Various Improvement Authorization Balances**

Motion: Schlump          Second: Carleton          All in favor

**R-2016-96 Resolution Authorizing the Issuance of Street Opening Permits-22 Independence Court, 43 Licciardello Drive, 118 Palmer Place**

Motion: Carleton          Second: Schlump          All in favor

**R-2016-97 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes**

Motion: Schlump          Second: Carleton          All in favor

**R-2016-98 Resolution Authorizing Issuance of Peddlers License/Allied Construction**

Motion: Rizzi Second: Schlump All in favor

**R-2016-99 Resolution Rejecting Bids for Landscaping/Irrigation Project**

Motion: Carleton

Second: Schlump Committeeman Schlump asked if the project would be rebid and was told that it would. Solicitor Shoemaker added that the Township reserves the right to reject any and all bids if deemed in the best interest of the Township. He added that the first two low bidders did not provide proof of required certification, and the third lowest bidder was \$20,000 more than the low bid. He added that with proper language inserted into the bid specifications, the project would be re-bid.

Mayor Schwager asked the Committee if it would be best to re-bid causing a project delay or move forward in the interest of time. Mr. Blake acknowledged that survivability of the plant material may be a concern, but the concern is low risk based on irrigation abilities.

All were in favor of the motion.

**R-2016-100 Resolution Authorizing the Hiring of Summer Help within the Woolwich Township Dept. of Public Works**

Motion: Schlump Second: Carleton All in favor

**R-2016-101 Resolution of the Township of Woolwich Endorsing the Application for a Catering Permit- Botto's Italian Line Restaurant and Banquet Room**

Motion: Carleton Second: Schlump

The Deputy Mayor asked if this was for the Spring Fling event and was told that it is. All in favor

**R-2016-102 Resolution Endorsing the Finds and Determination Statement and Authorizing the Clerk to Submit an Application for Raffle License on behalf of F2D Elite Dance Company**

Motion: Schlump Second: Carleton All in favor

The Administrator presented her report. She noted that there was an electrical issue at the park concession stand and Krise Electric would be looking into it.

She also advised of flooding problems onto adjoining property from the Enclave at Stone Meeting House, and said that the Township Engineers have communicated with the bonding company.

Mrs. DiBella also updated the Committee on a meeting held on 4-1 with DEP officials who will be conducting well tests on some residences in Woolwich based on looking for PFNA from the Solvey Plant in West Deptford.

Mr. Blake presented his report.

He noted the success of the TDR Reversed Auction for which thirty one bids were received. He noted that six bidders were above the \$35,000 ceiling. He added that potentially, 306 credits could be qualified totaling just above the \$7 million allotted. He added that a deadline would be struck for agreement of sale, prior to title work commencing.

Mr. Blake advised of upcoming Master Plan dates.

He further advised the Committee of grant award for shared use path phase II in the amount of \$194,000.

The DOCD also advised that final judgment on the bankruptcy of two parcels is almost complete.

Committeeman Schlump questioned Mr. Blake on the public's access to the community garden through trails from Weatherby pending the upcoming plans that will go before the JLUIB. Mr. Blake advised him to review the submitted plans.

Motion was made by Committeeman Carleton and seconded by Committeeman Schlump to approve resolution **R-2016-103 Resolution for Closed Session**. All were in favor.

The Committee entered closed session at 8:40 p.m. for the purpose of discussing Litigation-COAH Matters.

The meeting reconvened at 9:22 p.m.

The Committee discussed:

Shared Service Agreement/Drainage Improvements/Salem County Railroad Rehab-Proposed drainage work at Salem Railroad Crossing and proposed shared service agreement with the County of Salem for cost share.

Discussion ensued whether this work will improve the flooding conditions at the intersection of Woodstown and Russell Mill Roads. Deputy Mayor Rizzi stated that he feels the railroad drainage is just one component of an overall problem.

Mayor Schwager suggested that the township's conflict engineer Fralinger be asked to review the submitted plans to provide his opinion.

Committeeman Rizzi then moved to table the issue until Fralinger Engineers reviews and makes suggestions. Committeeman Schlump seconded. All were in favor.

Deputy Mayor Rizzi made a motion to enter an agreement with consortium municipalities to retain Econsult, enter into a consortium agreement, and individual agreement to retain Econsult for COAH matters as recommended by COAH counsel in closed session, and to authorize funding in the amount of \$2,000 to retain Econsult. Committeeman Schlump seconded. All were in favor.

Under new business, Mr. Blake advised of bids received for the decontamination demolition project on township owned lands, noting that all bids well exceeded expectations. He recommended that the Committee reject all bids.

Motion was made by Committeeman Schlump and seconded by Committeeman Carleton to reject the bids, with a memorializing resolution to follow at the next meeting. All were in favor.

Committeeman Schlump prompted discussion about logging in the community and asked how best to communicate with the residents regarding rules governing the removal of trees. Discussion ensued regarding newsletter articles, social media etc. This then led to further discussion regarding tree removal approval and process. Mr. Blake suggested that the Ordinance be amended. This will be further vetted at the next code meeting.

Motion was made by Committeeman Schlump and seconded by Committeeman Carleton to approve the bills and purchase orders as presented by the finance officer, pending the final approval of the Mayor. All were in favor.

Having no further business, motion was made by Committeeman Carleton and seconded by Committeeman Schlump to adjourn the meeting. All were in favor.

The meeting adjourned at 9:52 p.m.

Respectfully submitted,

Jane DiBella  
Administrator/Clerk

Minutes not verbatim  
Audio recording on file