

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
REGULAR MEETING
JULY 18, 2016**

The meeting was called to order by Mayor Schwager at 7:02 p.m. with the following statement:

The July 18, 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 Lavender: PRESENT Schlump: PRESENT
Rizzi: PRESENT Schwager: PRESENT

Also present on the dais were Michael Aimino, in place of Mark Shoemaker, Solicitor, Director of Community Development Matt Blake and Administrator/Clerk Jane DiBella.

Those present saluted the American Flag.

Mayor Schwager requested a moment of silence for police officers in Dallas and Baton Rouge as well as the victims in Nice, France and of other horrific events which have taken place over the past thirty days.

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

Natalie Spina, 265 Windsor Drive said that she was denied permission to access her rear yard through a township owned berm during installation of a pool. She stated that she feels strongly about using the berm because she does not want to be an inconvenience for her neighbors and for privacy reasons.

Mayor Schwager said that the berm is for privacy and noted that trees would have to be cut down. He added that side yard setbacks have been created between homes to allow for these types of situations. He added that the Township had experienced a similar situation wherein damage was done to township property and the township had to pursue legal action for remediation.

Ms. Spina said that she and the contractors are willing to take down and replace the trees and offered to put money in escrow.

Committeeman Lavender asked if Mrs. Spina had spoken to her neighbor about using the setback area and suggested that she do so.

Committeeman Schlump asked if replacement trees would be the same size as those taken out.

Mayor Schwager explained the escrow process and said such process may take at least four weeks.

Ms. Spina asked what next steps would be if she wished to pursue further, and was told to contact Mrs. DiBella about setting up escrow.

Gina Santore of 501 Lexington Mews approached the Committee thanking them for putting water at the community garden and for creating the garden in the first place, saying that it has been a great experience.

The public portion closed upon a motion by Deputy Mayor Rizzi, seconded by Committeeman Carleton and unanimously passed.

Motion was made by Deputy Mayor Rizzi and seconded by Committeeman Carleton to accept the following reports as submitted for the month of June. All were in favor.

Tax Collector:	\$202,387.53 remitted
Municipal Court:	\$13,366.24/Woolwich \$10.00/Swedeseboro
Police:	Monthly Activity
Park Director:	Monthly Activity
Woolwich Fire Company	Monthly Report

Mayor Schwager read the following Ordinances by title only upon first reading for the Committee's consideration:

2016-09 Bond Ordinance Providing for the Acquisition of Transfer Development Rights in the Township of Woolwich; By and In the County of Gloucester, State of New Jersey; Appropriating \$2,100,000 Therefor and Authorizing the Issuance of \$2,000,000 Bonds or Notes of the Township to Finance Part of the Cost
Motion to introduce: Carleton Second: Schlump
Roll Call: Carleton: YES, Lavender: YES, Schlump: YES, Rizzi: ABSTAIN, Schwager: YES

2016-10 Bond Ordinance Providing for Various 2016 General Capital Improvements, by and in the Township of Woolwich, in the County of Gloucester, State of New Jersey; Appropriating \$883,111 Therefor and Authorizing the Issuance of \$841,058 Bonds or Notes to Finance Part of the Cost
Motion to introduce: Rizzi Second: Carleton
Roll Call: Carleton: YES, Lavender: YES, Schlump: YES, Rizzi: YES, Schwager: YES

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

R-2016-149 Resolution Authorizing Agreement of Sale for Real Estate-Block 3-Lot 6

Motion: Carleton Second: Schlump

Committeeman Schlump questioned the need for environmental studies on the parcel. Mr. Blake replied that the process may have already commenced, and that the county is taking a risk. This resolution is simply to obtain green light approval to commence survey work. All were in favor.

R-2016-150 Resolution Authorizing Change Order #1 for the Contract with American Asphalt Company Inc. for the 2015 Local Road Program Mayor Schwager noted that this resolution will be contingent upon rescinding R-2016-105 as previously adopted by the Committee. Deputy Mayor Rizzi then moved to approve contingent upon rescinding R-2016-105. Committeeman Carleton seconded. All were in favor.

R-2016-151 Resolution Authorizing the Placement of Municipal Liens on Certain Woolwich Township Properties Motion: Lavender Second: Carleton All in favor

R-2016-152 Resolution Authorizing Bond Reduction on the Villages at Weatherby, Section 2.5A and 2.5A (Basin) Motion: Rizzi Second: Carleton All in favor

R-2016-153 Resolution of the Township of Woolwich Authorizing Renewal of Club Liquor License for Swedesboro Inc. Motion: Lavender Second: Rizzi All in favor

R-2016-154 Resolution Making an Appointment to the Woolwich Township Business Development Advisory Committee Motion: Schlump Second: Carleton All in favor

R-2016-155 Resolution Authorizing an Interlocal Services Agreement Between the Township of Woolwich and the Kingsway Regional High School District for School Resource Officer for the 2016-17 School Year Mayor Schwager requested holding this for discussion under new business.

R-2016-156 Resolution of the Township of Woolwich Making Elevations within the Woolwich Township Police Department Motion: Schlump Second: Carleton All in favor

R-2016-157 Resolution of the Township of Woolwich Authorizing Payment of Settlement in the Matter of Swedes Development LLC v. Grasso Realty, the Township of Woolwich and Borough of Swedesboro
Motion: Rizzi Second: Carleton All in favor

R-2016-158 Resolution Authorizing Issuance of Street Opening Permit-14 Oak View Terrace
Motion: Schlump Second: Carleton All in favor

R-2016-159 Resolution Authorizing the Refund of Certain Payments
Motion: Carleton Second: Schlump All in favor

R-2016-160 Resolution Authorizing Totally Disabled Veteran Tax Deduction

Motion: Carleton Second: Lavender

Committeeman Rizzi noted a typo in the amount listed in the resolution for Block 27.02 Lot 3.
All were in favor.

R-2016-161 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes
Motion: Schlump Second: Carleton All in favor

R-2016-162 Resolution Authorizing Cancellation of Certain Taxes; Parcels Belonging to the Township of Woolwich Motion: Rizzi Second: Schlump All in favor

R-2016-163 Resolution to Enter an Urban Cooperation Agreement with the County of Gloucester for the Community Development Block Grant and Entitlement and Home Investment Partnership Program Funds Motion: Schlump Second: Carleton All in favor

R-2016-164 Resolution of the Township of Woolwich Authorizing the Expenditure Additional Funds Through the Local Municipal Group Agreement Regarding Fair Share Housing
Motion: Schlump Second: Carleton All in favor

R-2016-165 Resolution of the Township of Woolwich Authorizing the Endorsement of "Statement of Consent" Form TWA-1 for Auburn Road Development

Motion: Rizzi Second: Carleton Committeeman Lavender asked what project this is required for. The Administrator/Clerk replied the Conifer project. All were in favor.

R-2016-166 Resolution Authorizing Hiring Summer Help within the Woolwich Township Department of Public Works Motion: Schlump Second: Carleton All in favor

Mrs. DiBella presented her Administrator's report noting it as self explanatory. There were no questions.

The Director of Community Development presented his report, noting the following:
Discussed preservation of Chestnut Ridge. He noted the 34 acre tract has been in que since 2014, and is under review for green light approval. He asked the Committee to affirm their willingness to split the difference of what the state would have paid with the county.

Mayor Schwager noted that the project is back on radar, but suggested that it be tabled for now. In the meantime, if the Committee has questions on the project, they seek discussion with Mr. Blake.

Mr. Blake also advised that appraisals have been completed on the Township Line Road parcels and suggested that the Township meet to discuss issues and options.

The Engineer's monthly report was provided. Mayor Schwager asked Mrs. DiBella to notice the engineer to remove Scotts Glen from his report as the conflict engineer has taken over that project.

The following liaison reports were provided:

Committeeman Lavender: S/W School District; The State is faced with two competing school funding reforms. He urged the Committee to familiar themselves with the issue. Trash/Recycling: Signage is being enforced.

Committeeman Carleton: Municipal Court; No report. KRHS; Former Chief Marino resigned from the School Board. A replacement will be sought. BDAC; Pleased to have new member. Shop Local presentation will be made to the Committee the 1st meeting in Sept. Christmas Parade: Parade meeting was held and another is scheduled for August 9th.

Committeeman Schlump: Streets/Roads; Buildings and Grounds; P/W has attended safety training. Root 24 completed the pipe jetting. Engineer suggests that the pipe will have to be excavated and reset. Continue with cutting of open space, roadside mowing and park field work. Shade Tree Commission; No report. Environmental Commission; Kayaking event will be held on August 6th. The Borough is considering establishing its own community garden. The Borough is looking for funds to repair the trail steps at Lake Park. Green Team: No report.

Deputy Mayor Rizzi: JLUB; Recently heard an application for a minor subdivision with a bulk variance and extension of GDP approval. Finance; Tax Bills were received and mailed in a very timely manner. Township has spent about 57% of its 2016 budget. Open Space/Ag; May meet in the near future. Parks and Recreation; Nothing new. Fire/EMS; 52 calls month of June representing 32 in Woolwich, 9 in Swedesboro and 11 in Mutual Aid. Split seems to be 67%-33%.

Mayor Schwager: Police; New Police Clerk is working well. The Department is making progress with new leadership. National Night Out is being planned. Chaplain Program is being brought back. TDR Task Force; Bond Ordinance introduction brings the township closer to settling on the TDR Auction properties. Second Meeting in August will entertain TDR Ordinance amendments. Construction and Zoning Code; 5 new home permits issued month of June; 56 total permits and 35 zoning permits issued. 194 township properties are in various stages of foreclosure.

Motion was made by Committeeman Carleton, seconded by Committeeman Schlump and passed to approve **R-2016-167 Resolution for Closed Session**. The Woolwich Township Committee entered closed session at 7:53 p.m. for the purpose of discussing contractual matters related to the Woolwich Fire Company.

The meeting reconvened at 8:28 p.m. Mayor Schwager noted that there is no formal action coming out of the closed session.

Under old business, the Committee discussed a change order to the landscaping contract with Eaise to add additional landscaping and water treatment system, as held from the last meeting. The DOCD advised the Committee as to the methods used in the treatment system to prevent rust staining.

Deputy Mayor Rizzi asked if there would be a discharge and was told that it is an injection system.

Mayor Schwager stated that he knew going into the project that water treatment would be necessary, and that the Committee really has no other options but to approve the change order.

Motion was then made by Deputy Mayor Rizzi to accept the change order for water treatment in the amount of \$4,495.00 along with training for the public works department, with written resolution at the next meeting. Committeeman Schlump seconded. All were in favor.

Discussion ensued regarding the second change order for additional landscaping. The Committee questioned whether this would increase the bid above 20% of base.

Motion was then made by Committeeman Lavender and seconded by Committeeman Carleton to approve the second change order subject to it being below the 20% threshold. All were in favor.

The Committee reviewed and discussed the Engineer's estimates for base bid and alternates for 2016 road project overlay of Gentry Drive.

Upon the conclusion of such discussion, motion was made by Deputy Mayor Rizzi to approve the base bid and alternates A and B in the estimated amount of \$373,000 and the engineering quote for base bid A and b in the amount of \$75,000. Committeeman Schlump seconded. All were in favor.

Discussion regarding Engineer's quote for shared use path was removed from the agenda as it had been discussed and approved at the prior meeting.

Under new business, Mr. Blake advised of quotes received from title companies to conduct title work on the 19 properties purchased at the TDR Reverse Auction, noting that West Jersey Title submitted the lowest quote. Motion was then made by Committeeman Lavender and seconded by Committeeman Carleton to approve the quote of West Jersey Title with a written resolution at the next meeting. All were in favor. Rizzi abstained.

Deputy Mayor Rizzi requested that the committee remove Electric to Press Box from the agenda.

The Deputy Mayor then presented two quotes for screening stock piled topsoil for use within the park system and recommended the Committee authorize the quote of Quinton Sand and Gravel to rent a screener for \$2,000.

Deputy Mayor Rizzi then moved to accept the quote of Quinton Sand and Gravel contingent upon a certification of funds to be followed by a resolution at the next meeting. Committeeman Schlump seconded. All were in favor.

The Committee reviewed and discussed a request from the local VFW to hang a sign at Locke Avenue Park. Deputy Mayor Rizzi suggested hanging the sign on the concession stand assuming there is ample space. Motion was made by Committeeman Lavender and seconded by Deputy Mayor Rizzi to allow the sign and to have to have the VFW work with the Director of Public Works to decide on placement. All were in favor.

The Committee also reviewed and discussed prohibiting jake brakes within the Township. Mr. Aimino suggested the Committee research county and state regulations prior to any enactment of legislation.

Motion was made by Deputy Mayor Rizzi to authorize the Township Solicitor to move forward with an investigative process in order to potentially pass legislation prohibiting use of jake brakes in the Township. Committeeman Schlump seconded. All were in favor.

Motion was made by Committeeman Carleton and seconded by Committeeman Schlump to allow a block party on Windsor Drive subject to proper notification of emergency services. All were in favor.

The Committee then revisited discussion on the Interlocal Agreement with Kingsway High School for Resource Officer.

Mayor Schwager noted that it would be proper for Committeeman Lavender to participate in discussion, but not any action.

Committeeman Lavender then asked how the fee is calculated, and was told that it was based on calendar months/ total cost of employ at 10/12 split.

He then noted that the Resource Officer is only used at the school during the 181 school calendar days. Discussion then commenced regarding how the pro rate share should be calculated.

Upon the conclusion of such discussion, the Committee agreed to have the CFO conduct a cost analysis to determine the split taking into consideration days and hours of service.

Motion was made by Deputy Mayor Rizzi and seconded by Committeeman Carleton to approve the meeting minutes of the June 20, 2016 regular meeting. All were in favor. Lavender abstained.

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 subject to the final approval of Mayor Schwager. 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 9:32 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim. Audio recording on file