

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
REGULAR MEETING
September 18, 2017**

The meeting was called to order by Mayor Alan Schwager at 7:01 p.m. with the following statement:

The September 18, 2017 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: Battisti: PRESENT Carleton: 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 Battisti and seconded by Committeeman Carleton to open the meeting to public comment. All were in favor.

Constance Cardillo, residing at 21 Russell Mill Road requested permission to post Horse Crossing signs on opposite sides of the road on her property. She distributed handouts showing location as well as a sample sign.

Mayor Schwager asked if the crossing would be for walking or riding horses, and she replied both. The Mayor then asked the Solicitor his opinion.

Mr. Shoemaker asked if Russell Mill Road is under county or township jurisdiction and was told it is a township road. Mr. Shoemaker then asked what the purpose of the signage would be. Ms. Cardillo replied that she intended it as a warning to motorists.

Mr. Shoemaker said that the Manual for Uniform Traffic Control applies state wide, and may not apply in this instance.

Ms. Cardillo said she sought the permission of the zoning officer and was told to come before the Township.

Ms. Cardillo said that she could place the signs in the right of way. Mr. Shoemaker asked if the signs were placed outside of the Right of Way would it serve the same purpose. Ms. Cardillo said it would and said she would place them wherever she is told.

The Mayor asked for the input of Captain Lewis who was in the audience. The Captain offered to meet on site to map out the area and make suggestions as to sign location.

The Mayor was in agreement, and arrangements will be made for this purpose through the police department.

Committeeman Schlump asked if this would have to go through the Joint Land Use Board. Mr. Shoemaker replied that Ms. Cardillo has farm rights issued by the County which would supersede.

Jacob Mitchell residing at 3 Pheasant Court asked the Committee's blessing on his intended Eagle Scout Project to construct horseshoe pits within the township's park system. He noted that the dimensions would be regulation length. He added that location has been discussed with the Park Director.

Deputy Mayor Rizzi asked if the pits would be sand based, and was told that they would be.

Mayor Schwager asked that the pits be constructed away from other public uses for safety reasons. Mr. Mitchell said that he had previously received the permission of the former park director to construct them near the swing set, but that the current park director suggested behind the basketball courts at High Hill Park West.

The Committee had no objection to Mr. Mitchell proceeding and offered to supply a letter stating such that can be provided to the Boy Scout Council.

Hearing no further public comment, the public portion closed upon a motion by Deputy Mayor Rizzi, seconded by Committeeman Carleton and unanimously approved.

The Committee then heard from Paul Miola, Executive Director of the Gloucester, Salem and Cumberland Counties Municipal Joint Insurance Fund.

Mr. Miola thanked the municipality for renewing their membership in the Joint Insurance fund (JIF). He noted that the various safety programs and benefits offered through the JIF and those that participate on the behalf of the Township.

He then explained the JIF's retro program, which was instituted for towns with a high loss ratio, and stated that the retro program has worked to the benefit of Woolwich.

Deputy Mayor Rizzi asked if there are other JIF's that offer the same types of programs. Mr. Miola replied that they do not. They would raise their premiums as opposed to instituting programs like the retro program.

Having concluded his presentation and with no further questions, the Mayor thanked Mr. Miola for coming out.

The following reports for the month of August were approved upon a motion by Committeeman Battisti, seconded by Committeeman Carleton and unanimously passed:

Tax Collector:	\$10,188,578.29 remitted
Municipal Court:	\$14,574.51/Woolwich \$10.00/Swedeseboro
Police:	Monthly Activity
Park Director:	Monthly Report
DOCD Report:	Monthly Report
Woolwich Fire Company	Monthly Report
Engineer's Report:	Monthly Report
Administrator's Report:	Bi-Monthly Report

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

Resolutions:

R-2017-202 Resolution Authorizing the Execution of a Shared Services Agreement and Lease Agreement Between the Township of Woolwich and the County of Gloucester for Emergency Medical Services (Previously Tabled)

Motion was made by Deputy Mayor Rizzi, seconded by Committeeman Carleton and unanimously passed to remove the above resolution from the table.

Motion was then made by Committeeman Battisti and seconded by Committeeman Carleton to adopt **R-2017-202.**

Mayor Schwager noted that the shared service agreement was not a topic of discussion, however, the lease agreement was. He noted that all concerns were addressed and corrected, and a final agreement was provided by County Counsel, which the solicitor agrees to. All were in favor.

R-2017-230 Resolution Approving and Authorizing Use of Revised Park and Field Use Forms

Motion: Rizzi Second: Carleton

Committeeman Schlump noted his concern with rental of the pavilion, and any conflict with ball games and other activities which would therefore be precluded from use. Brief discussion ensued. Deputy Mayor Rizzio noted that it is up to the Park Director to use judgment.

All were in favor. Schlump opposed.

R-2017-231 Resolution Endorsing the Finding and Determination Statement and Authorizing the Clerk to Submit Application For Raffle License on Behalf of Gloucester County Hero Scholarship Fund

Motion: Schlump Second: Carleton All in favor

R-2017-232 Resolution Authorizing Purchase Under State Contract/Police Vehicles

Motion: Rizzi Second: Carleton All in favor

The following liaison reports were provided:

Deputy Mayor Rizzi:

JLUB; Heard one variance application for a deck that was approved. Finance; Budget is just at 70% which is on target. Open Space Ag.; No meetings were held. Parks and Recreation; Farmers Market is held every Thursday and continues to improve. Night Out is scheduled for Sept. 20th. P & R is working with the Police to coordinate the event. High Hill Block Party is scheduled for October 14th. Tickets to go on sale. The first park community day was a huge success with work that included painting trim and dugouts and color coding fields. More of these events will be held. Fire/EMS: Numbers were presented, and stand at 68% Woolwich, 32% Swedesboro. Fire Prevention Open House is scheduled for October 12th.

Committeeman Battisti: S/W School District; No update. BDAC; Shade Tree Commission; No update. Environmental Commission; ERI kickoff meeting was held on Sept. 12th, which included a tour of natural resources in Woolwich with members and the DVRPC. Green Team: Was unable to attend the Green Team kick off meeting. Hope to receive Certification at the League of Municipalities conference. Good members have stepped up to assist towards that goal.

Committeeman Carleton: KRHS; Start of school with 2726 students enrolled, up from 2691 last year. BDAC; Continues to plan the business event scheduled for late October. Hoping for participation in the event from the Committee. Christmas Parade: Meeting will be held the week of the 25th. The parade is scheduled for Sat., Dec. 2nd.

Committeeman Schlump: Streets and Roads; 1.5 tons of asphalt used. Collecting vegetation bi-weekly. Spillways and drainage areas have been addressed on Kirschling Drive. Buildings and Grounds; Continue to mow and maintain residential lots that are abandoned. 6 properties received notices of violations last month. Brian Hughes was medically cleared for duty after his WC injury. James Tarriero has resigned effective as of the end of September. He will be missed. Trash/Recycling: Bids are out for 2018.

Mayor Schwager: Aside from his report, the Mayor advised that resident Gino Postorivo spearheaded relief efforts for hurricane ravaged Texas, collecting for both humans and animals, then transporting the donations to Texas. The Mayor noted it is good to have residents such as this. Construction and Zoning Code Enforcement; Discussed monthly permit numbers. TDR Task Force; No meeting. Police; Noted the annual first responders night. The Mayor also noted the new administration and new Department Chief have made positive changes in the department. He thanked the Committee for their patience during transition. The Mayor also noted positive comments from Swedesboro Mayor Fromm as reported in the NewTown Press, saying he foresees smooth sailing ahead, and the departments good relationship with the Borough continuing. He called on Captain Lewis who provided a review of changes made with the Crossing Guards and their use of the flashing crossing lights. The Captain noted that the change in procedures were made to ensure that the Borough is satisfied with the police service provided. Municipal Court: No report.

Captain Lewis then expounded on the new crossing guard procedures and use of the flashing crossing signs. He stated that the changes were beneficial and working very well. He also noted that the department contacted the county to change timing of the red light at Glen Echo Ave. and Kings Hwy. at the request of the Borough. He said that Borough officials have given nothing but good accolades and

the department hopes to continue to meet the needs of the Borough.

Mayor Schwager said that he has spoken to Council members and that they seem satisfied.

Motion was made by Committeeman Battisti and seconded by Committeeman Carleton to approve resolution **R-2017-233 Resolution for Closed Session**. All were in favor.

The Committee entered closed session at 7:49 p.m. for the purpose of discussing Contractual Matters/Municipal Alliance.

The regular meeting resumed at 8:12 p.m.

There was no old business.

Under new business, Deputy Mayor Rizzi moved to withdrawal from the Swedesboro-Woolwich Municipal Alliance and make application to create a Woolwich Municipal Alliance. Committeeman Battisti seconded. All were in favor.

Discussion then ensued regarding the lack of Group Ten Builders to perform under their developer responsibilities at the Enclave at Stone Meeting House. The Solicitor said that thirty day notice is required to take action against the Performance Bond, and asked the Clerk to forward a copy of the bond and other documents to him.

Mayor Schwager said that he spoke with the President of the Homeowners Association and was told that Group Ten sent a letter to the HOA advising them that they would not be completing the improvements. The Mayor informed him that it may take some time, but that the Township will try to get the work done.

Mr. Shoemaker further asked the Clerk to advise of escrow and provide latest improvement punch list.

Deputy Mayor Rizzi then moved to authorize the Solicitor to provide a thirty day notice to the developers of the Enclave at Stone Meeting House. Committeeman Battisti seconded. All were in favor.

Discussion then commenced regarding complaints of Kingsway High School students parking on Wayne Drive. Mayor Schwager said that he discussed this issue with the Police Chief, but that there is no enforcement since street parking is allowed.

Committeeman Schlump asked if anyone has approached Superintendent Lavender, and it was stated that he has no jurisdiction to prevent students from parking on the street. It was also noted that with the street parking, there is limited safe access for emergency vehicles.

Discussion then was held to introduce an Ordinance at the next meeting to prohibit parking on Wayne Drive, with it being determined to only be effective between the hours of 10 a.m.-2:00 p.m.

The Committee then reviewed quotes from Eaise Design and Landscape for various projects, including Weatherby entrances.

Deputy Mayor Rizzi moved to approve the quote in the amount of \$39,975 for the Weatherby entrances subject to CFO certification of funds. Committeeman Battisti seconded. All were in favor.

The Deputy Mayor moved to authorize the proposal in the amount of \$4,250 for tree removal and replacement subject to the certification of the CFO. Committeeman Battisti seconded. All were in favor.

The Committee then began to discuss a quote in the amount of \$5,140 to clean up and maintain trees along Township Line Road.

Discussion was then held as to purchasing laws and aggregation. Mayor Schwager suggested hitting pause on remaining projects until answers are given by the CFO/QPA or in the alternative to wait for the projects until 2018.

Motion was made by Committeeman Battisti and seconded by Committeeman Carleton to approve the minutes of August 21, 2017 Regular and Closed Session. All were in favor.

Motion was made by Committeeman Battisti and seconded by Committeeman Carleton to approve the minutes of the September 5, 2017 Work Session and Closed Session. All were in favor.

Motion was made by Committeeman Battisti and seconded by Committeeman Carleton to approve the bills and purchase orders submitted by the finance officer, pending the final review of the Mayor. All were in favor.

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

The meeting adjourned at 8:47 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim
Audio recording on file