

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
WORK SESSION MEETING
SEPTEMBER 6, 2016**

The meeting was called to order by Mayor Alan Schwager at 6:01 p.m. with the following statement:

The September 6, 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 Lavender: 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 Deputy Mayor Rizzi and seconded by Committeeman Carleton to approve the following Resolution: **R-2016-181 Resolution for Closed Session**. All were in favor

The Committee entered closed session at 6:02 p.m. for the purpose of discussing Potential Litigation-Woolwich Adult Mediation Update.

The regular meeting reconvened at 7:06 p.m. upon a motion by Committeeman Schlump, seconded by Committeeman Carleton and unanimously passed.

Mayor Schwager presented a Proclamation to Joseph Glackin for his attainment of the rank of Eagle Scout.

The Committee heard a presentation from Carmine DeFalco and Glenn Kaye regarding a Property Tax Reward Program. The Program would allow residents to receive points from purchases made in participating businesses that could be turned into credits against their tax bills. The program would cost merchants \$10/month plus the initial cost of the machine. Cost to the municipality would be towards the payment cards, which can also be sponsored.

Committeeman Schlump asked if merchants would accept multiple offers, and Finn Credit said they most likely would not. They added that non-owners would receive rebate checks instead of tax rebates.

Deputy Mayor Rizzi asked who would arrange for card sponsor and was told the Township would. He questioned any hidden expenses and was told that the program was created knowing that municipalities have limited budgets.

Fin Credit continued by noting that shoppers from other towns could receive rebates also. It was also noted that merchants determine the percentage they would offer. New business would be handled by the Township. Deputy Mayor Rizzi asked what other towns participate and was told Glassboro, Voorhees locally, and that Haddonfield, Morrestown and Hammonton are in queue.

As to a question raised by Kim Jaworski, Tax Collector, Finn Credit said that the tax files are uploaded once per year for the period May 1st to April 30th and sent to the Township in the middle of June and applied to the tax bills.

Motion was made by Committeeman Carleton and seconded by Committeeman Lavender to pen the meeting to public questions regarding the program.

Anthony Ianucci of 147 Jockey Hollow Run asked what the incentives are to businesses and was told that it is an incentive in advertising alone.

Tasos Kalfas of 863 Ashburn Way questioned whether the program is voluntary and was told that it is. He then asked if there is documentation to back up the benefits to merchants through their participation. He was told that there is a great retention rate among participants.

Mayor Schwager asked what next steps will be. Committeeman Carleton said that the Business Development Advisory Committee (BDAC) will be taking steps necessary to continue to discuss participation in the program.

Sue O'Donnell, BDA Chair, who resides on Maple Grove Court added that BDAC will continue to discuss the program and report back as to their thoughts.

Mayor Schwager asked that a Resolution of the Township Committee be presented that the next meeting to authorize exploration of the program.

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

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

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

Open public Hearing: Lavender Second: Carleton All in favor Rizzi abstained

No comment

Close Public Hearing: Lavender Second: Carleton All in favor Rizzi abstained

Motion to adopt: Lavender Second: Schlump

Roll Call: Carleton: YES, Lavender: YES, Schlump: YES, Rizzi: ABSTAINED, Schwager: YES

The Following Ordinances remained on the table:

2016-11 An Ordinance of the Township of Woolwich, County of Gloucester, State of New Jersey Implementing Zoning Changes Necessary to Comply with the Duly Amended Master Plan

2016-12 An Ordinance Amending Chapter 177 of the Code of the Township of Woolwich Entitled "Trees"

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

2016-14 An Ordinance of the Township of Woolwich Amending Chapter 135 of the Woolwich Township Code Regarding Parks and Recreation "Prohibited Conduct"

Motion to introduce: Rizzi Second: Carleton

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

2016-15 An Ordinance of the Township of Woolwich, County of Gloucester, State of New Jersey Enacting a New Section 203-76.3 Entitled "Breweries, Distilleries and Wineries" in the Woolwich Township Code

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-2016-182 Resolution Endorsing the Findings and Determination Statement and Authorizing the Clerk to Submit Application for a Raffle License to Officer Down

Motion: Schlump Second: Carleton All in favor

R-2016-183 Resolution Amending Resolution R-2016-176 Regarding Interlocal Service Agreement Between the Township of Woolwich and Kingsway Regional High School District for School Resource Officer

Motion: Rizzi Second: Carleton All in favor Lavender abstained

R-2016-184 Resolution Authorizing Disposal of Certain Township Owned Equipment and Personal Property from the Fixed Asset List of the Township of Woolwich

Motion: Schlump Second: Rizzi All in favor

R-2016-185 Resolution Authorizing Insertion of Special Item of Revenue and Appropriation in the 2016 Municipal Budget of the Township of Woolwich

Motion: Rizzi Second: Carleton All in favor

R-2016-186 Resolution Authorizing Refund for C.O. Inspection

Motion: Rizzi Second: Carleton All in favor

R-2016-187 Resolution Authorizing Quotes of GEI Consultants for Environmental Activities Related to Block 5, Lot 3

Motion: Schlump Second: Carleton All in favor

R-2016-188 Resolution Authorizing Quote of Kris Electrical Contractors for Providing Electric Service to Two Buildings at the Locke Avenue Park

Motion: Rizzi Second: Carleton All in favor

R-2016-189 Resolution Authorizing Bid of the Yanuzzi Group Inc. for Decon and Demolition Services at Block 5, Lot 11

Motion: Carleton Second: Schlump

Deputy Mayor Rizzi noted that the resolution requires additional block/lot reference. He then moved to amend the resolution to include the additional block and lots. Committeeman Schlump seconded. All were in favor. Motion was then made by Committeeman Rizzi and seconded by Committeeman Carleton to approve the resolution as amended. All were in favor.

R-2016-190 Resolution Authorizing Hiring Full Time Public Works Laborer

Motion: Schlump Second: Carleton All in favor

R-2016-191 Resolution of the Township of Woolwich Authorizing the Endorsement of “Statement of Consent” Form TWA-1 for Villages II Section 1 and Tenby Chase at Weatherby

Motion: Carleton Second: Schlump All in favor

R-2016-192 Resolution Authorizing the Placement of Municipal Liens on Various Properties within the Township of Woolwich

Motion: Rizzi Second: Carleton All in favor

R-2016-193 Resolution Endorsing the Tax Collector to Transfer or Refund Overpayment of Taxes

Motion: Carleton Second: Rizzi All in favor

R-2016-194 Resolution of the Township of Woolwich Amending R-2016-142 to Remove a Municipal Lien on Block 57, Lot 4.10

Motion: Rizzi Second: Carleton All in favor

The Administrator presented her report as self explanatory. Deputy Mayor Rizzi noted for the record that he will once again reach out to Jim Farro regarding installation of the High Hill Park restroom facility.

The Director of Community Development Report presented his report at which time the following item was discussed:

Township Line Road Indian Branch preservation project-Discussed need to authorize additional studies in include historic pesticide sampling, with a ball park cost provided by GEI Consultants of between \$6,000-\$8,000. Mr. Blake advised that the information gathered will assist in determining any areas of concern. Mayor Schwager asked why the County feels it to be important to conduct such studies preliminarily. Mr. Blake replied that there is most always certain contaminates on farmland, and that the extent of such contamination must be determined. He added that it is also a Green Acres requirement.

Mayor Schwager stated that it seems to be a lot of money to spend on lands without any specific goals, and asked the Committee whether they should continue to go down this road knowing that there will also be further costs involved. The Administrator/Clerk suggested that the Township seek quotes competitive quotes to allow the Committee to make an informed decision.

Deputy Mayor Lavender then moved to authorize the solicitation of quotes. Committeeman Schlump seconded. All were in favor. Mayor Schwager opposed.

Under discussion items, the Committee reviewed and discussed a letter received from the Swedesboro CFO acknowledging that the Borough overbilled the Township for fire hydrant service from 2011 to present, totaling \$32,400.00 which the Borough requests being credited to the Township in future billings.

Discussion ensued regarding whether the Committee wishes allow an interest free credit or an immediate refund.

The Committee was in agreement to request a lump sum refund of the overpayment in a reasonable amount of time.

Motion was made by Deputy Mayor Rizzi to authorize the Administrator to send a letter to the Borough requesting a refund of the overpayment within thirty days, which would include a credit already applied for 2016. Committeeman Carleton seconded. All were in favor.

Under old business, the Committee discussed how best to move forward with an ordinance to regulate the use of jake brakes. Committeeman Schlump advised that he and the Solicitor discussed amending the township's noise ordinance to address the issue. He added that this would require expending some funds for signage. Solicitor Shoemaker added that the Township does already have provision in its code to prohibit the use of jake brakes, but only on Swedesboro-Paulsboro Road.

Deputy Mayor Rizzi questioned whether the ordinance could be enforced on county roads and the solicitor responded that it could because it would be enforcement of a noise ordinance.

Committeeman Schlump noted that he counted twenty five points of entry into the township, and the potential signage cost was discussed. It was determined that Committeeman Schlump discuss the cost of signage with public works, enforcement discussed with the police department, and a report provided back to the Committee.

Under new business, the Committee reviewed and discussed a proposal from Fralinger to survey wetland boundaries on township owned lands to determine wetland boundaries as required by NJDEP. Motion was thereafter made by Deputy Mayor Rizzi to approve a quote in the amount of \$7,000 to conduct survey to delineate wetlands on certain blocks and lots as referenced in the proposal dated August 17, 2016. Committeeman Carleton seconded. All were in favor.

The Committee then reviewed and discussed quotes received from four different appraisers to conduct appraisals on Block 41, Lots 1.01 through 7.23 as required for preservation green light approval. Mr. Blake noted that this project will be shared with the County and the State Board of Agriculture.

Deputy Mayor Rizzi moved to authorize the quotes of Hanson (\$2,400.00) and Molinari (\$2,500) as low bidders in this regard. Committeeman Carleton seconded. All were in favor.

Due to the award to the Yannuzzi Group for demo of buildings on the Palladino property, Mr. Blake explained that the Township administratively sought quotes for contract oversight and management, for which GEI quoted an amount not to exceed \$3,390.00. Solicitor Shoemaker advised the Committee that the quote is not truly "not to exceed" as there are further potential costs listed in their proposal. Deputy Mayor Rizzi asked if the language could be taken out of the proposal, and then moved to approve the quote of GEI in the amount of \$3,390.00 for oversight and management of the demo project with the Yannuzzi Group, with an updated proposal from GEI removing the possibility of any change orders. Committeeman Carleton seconded. All were in favor.

Mayor Schwager read a letter of appreciation from Bill Nickerson of Russell Mill Road, thanking the Committee for allowing the Woolwich VFW to hang a sign at the Locke Avenue Park.

Motion was made by Committeeman Carleton and seconded by Committeeman Schlump to re-enter closed session under the authority of resolution R-2016-181 for the same purpose as previously passed. All were in favor.

The Committee re-entered closed session at 8:32 p.m.

The regular meeting reconvened at 9:06 p.m. at which time motion was made by Committeeman Carleton and seconded by Committeeman Lavender to approve the bills and purchase orders as presented by the finance officer pending the Mayor's final review. All were in favor.

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

The meeting adjourned at 9:06 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim
Audio recording on file