

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
REGULAR MEETING  
JANUARY 16, 2018**

The meeting was called to order by Mayor Jordan Schlump at 7:02 p.m.

Mayor Schlump made the following statement:

The January 16, 2018 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: Marino: PRESENT Santore: PRESENT Battisti: PRESENT  
Carleton: PRESENT Schlump: 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 Deputy Mayor Carleton to open the meeting to public comment. All were in favor.

Hearing no comment, motion was made by Deputy Mayor Carleton, seconded by Committeeman Marino and unanimously passed to close the public portion.

The following reports were provided for the month of December:

Tax Collector:	\$1,756,853.24 remitted
Municipal Court:	\$9,585.64/Woolwich \$0/Swedeseboro
Police:	Monthly Activity
Woolwich Fire Company:	Monthly Report
Township Engineer:	Monthly Report
DOCD Report:	Monthly Report
Administrator's Report:	Monthly Report

Mr. Blake advised that he and the Engineer have sought approval from High Hill Road residents as to the Township obtaining easements for Phase II of the Shared Use Path. He noted that favorable responses were received. He then suggested that a conference call with the Engineer and Solicitor be conducted in order to discuss the easement language.

Ms. DiBella reported as to the status of the new Township Website.

The reports were accepted upon a motion by Deputy Mayor Carleton, seconded by Committeeman Battisti and unanimously passed.

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

**R-2018-34 Resolution Establishing Change Fund in the Finance Department**

Motion: Battisti      Second: Carleton      All in favor      5/0

**R-2018-35 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes**

Motion: Carleton      Second: Battisti      All in favor      5/0

**R-2018-36 Resolution Authorizing Totally Disabled Veteran Deduction**

Motion: Carleton      Second: Battisti      All in favor      5/0

**R-2018-37 Resolution Authorizing Totally Disabled Veteran Deduction**

Motion: Carleton      Second: Battisti      All in favor      5/0

**R-2018-38 Resolution Authorizing Totally Disabled Veteran Deduction**

Motion: Carleton      Second: Battisti      All in favor      5/0

**R-2018-39 Resolution Authorizing the Issuance of Street Opening Permit-20 Kings Court**

Motion: Carleton      Second: Battisti      All in favor      5/0

**R-2018-40 Resolution of the Township of Woolwich Making an Elevation within the Woolwich Township Police Department**

Motion: Carleton      Second: Battisti      All in favor      5/0

**R-2018-41 Resolution of the Township of Woolwich Designating Contact Person(s) for the Employment Practices Liability Attorney Consultation Service – Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund**

Motion: Carleton      Second: Battisti      All in favor      5/0

**R-2018-42 Resolution Authorizing Reduction of Performance Bond-Villages at Weatherby-Section 6**

Motion: Battisti      Second: Carleton      All in favor      5/0

Mayor Schlump made a statement that it is the purpose of being a liaison to be the contact person to ensure concerted action and cooperation.

Ms. Santore replied that if the Mayor is in the building, he may be able to answer questions from the public and handle matters onsite.

Mr. Shoemaker advised that it should be made known who the proper contact person is.

The following liaison reports were then provided:

Committeeman Battisti:      Finance; Met with the CFO. Budget talks will be taking place over the next few weeks. KRHS District (Co-Liaison); Referred report to Deputy Mayor Carleton. Municipal Court; Noted that the Dep. Court Administrator is seeking her accreditation. Police; No outstanding issues within the department. 2018 found the township eclipsing 20,000 calls for the first time in history. Municipal Alliance; Municipal Alliance will convene to discuss planning initiatives. BDAC (Co-Liaison): Referred report to Deputy Mayor Carleton.

- Committeeman Marino: Buildings and Grounds; Open Space/Ag; Held a meeting with the DOCD and discussed park planning. Meeting will be held to review and discuss future park concept layout. A 2018 preservation project will be directed under the authority of the county. Parks and Recreation; Noted the report of the Park Director included in the agenda packet. Upcoming events are the Father/Daughter Dance, Pool Party and Egg Hunt. Meetings will be held on the 2<sup>nd</sup> Wed. monthly. Mrs. Gahrs, Swedesboro liaison and he will work together in the future. Streets and Roads: Public Works has spread 290 tons of salt during recent weather events, worked 218 total overtime hours and loaded 1100 tons of salt for the co-op. They continue to work replacing stop signs and repairing equipment. Work is also being performed on the HVAC heating units. Committeeman Marino noted that he is attempting to schedule a meeting with the county to review speed limit concerns.
- Committeewoman Santore: Shade Tree Commission; No report. S/W School District; Contacts have been provided and she will be scheduling a meeting. Trash/Recycling: Discussed the department with Mark Fruits, and he shared some concerns with the current hauler. The 2018 bid with Waste Management represents a 32% increase over 2017. Long and short term options will be explored.
- Dep. Mayor Carleton: BDAC (CO-Liaison); No meeting was held in December, but the Committee will meet on January 24<sup>th</sup>. Christmas Parade: Will begin planning efforts in March or April. Fire/EMS; Fire Chief provided an excellent year-end report. Noted that the Chief is cognizant of saving tax dollars, and the department is in good hands. Work commences on a plan to address the future needs of the community. JLUB; Reorganization is scheduled for Jan. 18<sup>th</sup>. KRHS (Co-Liaison): Mayor and he attended a press conference in Trenton on the school funding issue, announcing the filing of legal action regarding the lack of fair funding. He noted that this is a very important issue and he will keep the Committee informed moving forward.
- Mayor Schlump: Construction and Zoning Code Enforcement; Code meeting was held and permit numbers were discussed. The Mayor noted that there are currently 175 registered vacant properties. 444 zoning permits were issued in 2018. Environmental Commission; Meeting was held and Dorothy Ross was sworn in as a new member. Carolyn Grasso was named Chair. 2018 plans include the Glen Echo Boat Dock, and kayak events. Green Team; Did not meet due to member conflicts. TDR Task Force; Will work closely with Matt Blake on TDR.

There was no old business.

Mayor Schlump suggested continuing with new business prior to entering closed session, to allow

discussions regarding a request to purchase fire company apparatus.

Chief Valichka made a brief presentation regarding a forcible entry door prop. The Fire Chief noted that this type of equipment is not readily available to the department. If purchased, the prop can be used for hands on training purposes. The Chief noted that the purchase is expensive, but will provide a lifetime of service. He added that the department could potentially conduct training for a fee which would go back into the training budget.

Committeewoman Santore inquired as to the equipment cost and was told just over \$9,000. She further asked if the department has instructors and was told yes.

Solicitor Shoemaker wished to clarify that the department is asking for \$9,000 above and beyond what was budgeted in 2017. Chief Valichka replied that the funds remained in the 2017 budget. Mr. Shoemaker further clarified that the leftover funds were those contributed by both Woolwich and Swedesboro to which the Chief agreed.

Mayor Schlump said that he has spoken with the CFO who confirmed that funds remain in the Fire Company's 2017 budget, and asked if there was a motion to authorize the expenditure.

Committeewoman Santore moved to approve the payment amount of approximately \$9,100 for the Woolwich Fire Company. Deputy Mayor Carleton seconded. All were in favor.

A resolution to memorialize such action will be placed on the 2-5-18 agenda.

Motion was made by Deputy Mayor Carleton and seconded by Committeeman Marino to approve resolution **R-2018-43 Resolution for Closed Session**. All were in favor.

The Committee entered closed session at 7:34 p.m. for the purpose of discussing contractual matters-KRHS SRO.

The regular meeting resumed at 7:53 p.m. upon a motion by Deputy Mayor Carleton, seconded by Committeeman Battisti and unanimously passed.

Motion was made by Committeewoman Santore to authorize the Deputy Mayor to initiate conversations with the Kingsway Regional District regarding the School Resource Officer. Committeeman Battisti seconded. All were in favor.

Also under new business, the Committee reviewed and discussed a proposal from the township engineer for planning, bidding and construction management of the High Hill Road Shared Use Path, associated costs in the amount of \$129,000.

Mr. Blake advised that Phase II constitutes the largest phase of the project, and includes a pedestrian bridge and elevated boardwalk. He added that this phase utilizes \$194,000 in NJDOT grant funds, the terms of which require the township to award the project this spring. Mr. Blake recommended the Committee authorize the quote as there is an urgency to move forward.

Committeeman Marino moved to move forward and authorize quote #A-290-032-002 in the amount of \$129,000. Committeeman Battisti seconded. All were in favor. This action will be memorialized at the 2-5 meeting.

Also under new business, Committeewoman Santore stated that she had a request regarding department liaisons. Noting that there are appointed co-liaisons, she requested that either Deputy Mayor Carleton or Committeeman Battisti relinquish and allow her to serve on the Business Development Advisory Committee. She added that she wishes to apply herself in this area and that she has contacts with the County and State that may assist in this role.

Deputy Mayor Carleton added that by way of background, there were co-liaisons to the BDAC in 2017. He then said that he appreciates Committeewoman Santore's willingness to be a part of BDAC, but that he does not wish to relinquish his role, as this is his third year serving and he would like to see some of the projects completed.

Committeeman Battisti stated that he is willing to switch.

Solicitor Shoemaker noted that there should be nothing official undertaken at this meeting as the position is a mayoral appointment, and that as a courtesy, the Committee would need to vote on it.

Committeeman Battisti asked if two members of Committee were present at a meeting, could a third attend as a member, and was told that would constitute a quorum.

Mayor Schlump said that he has heard what has been said and will take the matter under consideration.

The following minutes were approved upon a motion by Committeeman Battisti, seconded by Deputy Mayor Carleton and unanimously approved:

January 2, 2018 Reorganization

January 2, 2018 Work Session Meeting

Motion was made by Deputy Mayor Carleton to approve the bills and purchase orders pending the Mayor's final review. Committeeman Battisti seconded. All were in favor.

Having no further business, motion was made by Committeeman Battisti, seconded by Deputy Mayor Carleton and unanimously approved to adjourn the meeting.

The meeting adjourned at 8:03 p.m.

Respectfully submitted,

Jane DiBella  
Administrator/Clerk

Minutes not verbatim  
Audio recording on file

