

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
WORK SESSION MEETING
FEBRUARY 5, 2018**

The meeting was called to order at 7:01 p.m. by Mayor Schlump who made the following statement:

The February 5, 2018 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: Battisti: PRESENT Santore: PRESENT Marino: PRESENT Carleton: PRESENT
Schlump: PRESENT

Also present on the dais were Solicitor Shoemaker and Administrator/Clerk 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.

Richard Cetkowski of 302 Briarwood Lane approached the Committee regarding the Township's noise Ordinance.

Mr. Cetkowski advised that he has experienced problems with the volume and duration of music from a neighboring property. He sought guidance from the Police Department and was told that it is not a violation of the Township's noise ordinance.

He proposed that the Committee consider a more objective noise ordinance and presented examples from Swedesboro, Logan, Glassboro, Woodbury, Paulsboro and Carney's Point which he feels are easier to interpret and enforce.

Mayor Schlump thanked Mr. Cetkowski for providing the samples and stated that the Committee may apply some of the changes.

Committeeman Marino noted that he is familiar with the Ordinances from Swedesboro and Paulsboro.

Committeewoman Santore told Mr. Cetkowski that she is sorry for the disruptions.

Angela Napoliello of 3 Brockton Court recommended the Committee enact changes to the agenda and links to the resolutions on the website to allow the public better transparency to residents. Brief discussion was held as to coming changes to the Township website.

With no further public comment, the public portion closed 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-2018-44 Resolution of the Township of Woolwich Appointing Members to Serve on the Woolwich Township Municipal Alliance and Approving the Alliance Budget Motion: Carleton Second: Battisti Motion was then made by Committeewoman Santore to table the resolution. Committeeman Marino seconded.

Committeewoman Santore stated that she has questions on the resolution regarding membership notwithstanding the alliance budget. She added that there seems to be a lack of widespread knowledge in seeking membership, and that the proposed membership does not speak to anyone with expertise and that more deliberation should be given as to membership.

Mayor Schlump noted that there seems to be a February deadline to meet as to the alliance.

Committeeman Marino added the proposed membership is not as diverse as the alliance is set up for, and that all that is being asked is to come up with a more diverse group.

Deputy Mayor Carleton noted that these are interesting points, but asked how it is known that the membership does not include anyone with a background in the subject matter.

Committeewoman Santore asked again to have the resolution tabled in an effort to be more deliberate.

Solicitor Shoemaker explained that in prior years, the Alliance was joint with the Borough of Swedesboro, and said that he does not see a reason why the proposed membership cannot be supplemented.

Committeewoman Santore responded that the S/W District Superintendent was not consulted and that three school board members and one staff member were placed on the Committee without her knowledge.

Deputy Mayor Carleton expressed concern with losing out on a funding opportunity.

Committeewoman Santore asked that the Committee revisit membership at the next meeting.

Mayor Schlump asked if she is withdrawing her motion.

Committeewoman Santore then withdrew her motion to table.

Committeewoman Santore then moved to amend the membership section only in order to add members with subject matter in a timely fashion. Committeeman Marino seconded. Vote on the amendment-All in favor. 5-0

Township Committee will consider adding to the membership in a timely fashion.

R-2018-45 Resolution of the Township of Woolwich Authorizing the Purchase of a Training Prop for Use by the Woolwich Volunteer Fire Company Motion: Carleton Second: Battisti All in favor 5-0

R-2018-46 Resolution of the Township of Woolwich Authorizing Alaimo Engineering Proposal A-290-032-002 for Shared Use Path Phase II Motion: Carleton Second: Battisti All in favor 5-0

R-2018-47 Woolwich Township 2017 Tonnage Grant Application Resolution

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

R-2018-48 Resolution Authorizing Refund of Escrow Motion: Carleton Second: Battisti All in favor 5-0

R-2018-49 Resolution Authorizing Budget Appropriation Transfers During the First Three Months of the Succeeding Year for the Township of Woolwich, County of Gloucester, State of New Jersey

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

R-2018-50 Township of Woolwich, County of Gloucester, 2018 Emergency Temporary NJSA 40A:4-20 Budget Amendment Motion: Carleton Second: Battisti Committeewoman Santore requested information on the amendment. Ms. DiBella advised that it is necessary for the Tax Program

Maintenance Line Item. All in favor 5-0

R-2018-51 Resolution of the Township of Woolwich Amending Resolutions R-2018-20 and R-2018-21 Relating to the Woolwich Township Business and Development Advisory Committee

Motion: Carleton Second: Battisti

Committeewoman Santore expressed displeasure in how the Township is handling the Business Development Advisory Committee and said that her intent was not to have Committeeman Battisti off of the BDAC.

Mayor Schlump replied that anyone at any time can support membership of any group unless it creates a quorum of Township Committee members.

Committeeman Battisti thanked Committeewoman Santore for her concern but stated that he does not feel like he is being kicked off, and that her question prompted a new look at the Committee. He added that she can feel free to help out with the Committee.

Mayor Schlump requested a vote on the resolution. All were in favor. 5-0

R-2018-52 Resolution Authorizing the Issuance of a Street Opening Permit-142 Tara Run

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

The Committee reviewed and discussed a proposal for change orders from Suasion Communications towards their work on the new website as follow:

Data basing Short Form Build a 3-field form into the Footer of the website to capture and database e-mail addresses for future e-mail marketing \$300

Changes to Approved Primary and Secondary Navigation Add Employee Internet Navigation and Pages to Secondary Navigation throughout site \$300

E-Mail Marketing System Email Marketing System Initial Account Installation/Set Up Assistance (MailChimp) Self-Editing E-Mail Template Library -Template Design & Training \$450 \$350

Mrs. DiBella detailed the proposals and suggested the Committee consider the change order for site navigation only.

Discussion ensued regarding the ability and content of resident e-mail blasts. Mrs. DiBella advised that she will coordinate a meeting with Kingsway IT to better understand and navigate the iconcontact blast system.

Motion was made by Committeeman Marino and seconded by Committeeman Battisti to approve the quote in the amount of \$300 towards navigational changes to the proposed new website. All were in favor.

The Committee also reviewed and discussed a proposal by Township Engineer Alaimo to conduct a Letter of Interpretation (LOI) on Block 3, Lot 6 in the amount of \$15,300.00. The Administrator/Clerk briefly discussed and noted that the amount would be payable through the Open Space Trust.

Committeewoman Santore noted that the proposal also references an additional \$5,000 for NJDEP's review.

Motion was made by Deputy Mayor Carleton, seconded by Committeeman Battisti and unanimously passed to authorize \$15,300 to Alaimo on proposal #MH-18-001.

Under old business, Committeewoman Santore requested the Mayor's follow up to her request for correspondence regarding Mr. Johnson. The Mayor replied that he has spoken with the County Administrator and awaits a response.

Motion was made by Committeeman Battisti and seconded by Deputy Mayor Carleton to approve resolution **R-2017-53 Resolution for Closed Session**. All were in favor.

The Committee entered closed session at 7:39 p.m. for the purpose of discussing the following:
Contractual Matters-LTMUA Escrow/Rt. 322 Update
Litigation-Craig v. Woolwich
Potential Litigation

The meeting resumed at 8:44 p.m. upon a motion by Deputy Mayor Carleton, seconded by Committeeman Battisti and unanimously passed.

Motion was made by Committeeman Carleton to approve an escrow in the amount of \$40,000 to form an escrow account to study LTMUA Pump Station #1. Committeeman Battisti seconded. All were in favor.

The Mayor presented a retirement resignation letter from Housing Inspector Ron Mertz, and noted the difficulties being experienced with recruitment of UCC Inspectors. The lack of certified inspectors may force the Township to look for other methods towards replacement.

Motion was made by Committeeman Battisti to accept the retirement resignation of Ron Mertz with regret. Deputy Mayor Carleton seconded. All were in favor.

Motion was made by Deputy Mayor Carleton, seconded by Committeeman Battisti and unanimously passed to approve the bills and purchase orders submitted by the finance office.

With no further business, motion was made by Committeeman Battisti and seconded by Committeeman Marino 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.