

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
WORK SESSION MEETING
APRIL 2, 2018**

The meeting was called to order at 7:00 p.m. by Mayor Schlump.

Mayor Schlump made the following statement:

The April 2, 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 Marino: PRESENT Santore: 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.

Angela Napoliello of 3 Brockton Court questioned resolutions on that evenings agenda.

R-2018-87-Questioned need to transfer into Planning Board S/W and what S/W stands for. Mrs. DiBella responded that the temporary budget adopted was based on the remaining funds left at years end as opposed to the line item as a whole. She further noted that S/W stands for Salary/Wage.

R-2018-82-Questioned the need to conduct a Phase 1 Study of the Nike Base. Mr. Blake replied that environmental regulations have changed since the property was acquired by the Township, and a Phase 1 Study is necessary in order to market the property.

R-2018-83-Questioned where the lights are being replaced and for what reason. Mr. Blake replied that the Township has responsibilities for the Weatherby entrances and that the entrance lighting is in need of replacement.

Carol Hample of 106 Maple Hill Drive wished to have an update on the drainage issues at the Shared Use Path site in the rear of her property.

Mr. Blake replied that he and the Mayor had conducted a site visit with the engineer. Future change orders will be considered in order to address the issues.

Mrs. Hample also advised the Committee of ponding issues at the development bust stop. She further asked what was being done with the installed retaining walls and the chance that the wood may rot over time. Mr. Blake advised that the Township will be responsible for maintenance of the retaining wall, and that the top beam will be removed as it is not necessary and is blocking the outflow.

With no further comments, the public portion closed upon a motion by Deputy Mayor Carleton, seconded by Committeeman Marino and unanimously passed.

Mayor Schlump read the following Ordinance by title only upon first reading:

2018-04 An Ordinance of the Township of Woolwich Amending Chapter 95 Section 8.4 of the Code of the Township of Woolwich Regarding Sign Variance Fees

Motion to introduce: Carleton Second: Battisti

Roll Call: Battisti: YES, Marino: YES, Santore: YES, Carleton: YES, Schlump: YES

The following Resolutions were presented:

R-2018-63 Resolution of the Township of Woolwich Authorizing Entering into a Facility Use Agreement with the County of Gloucester for Use of the Woolwich Township Municipal Building as a Point of Dispensing Site in the Event of a Public Health Emergency Previously Tabled 3-5-18

Motion was made by Committeeman Battisti and seconded by Deputy Mayor Carleton to remove Resolution R-2018-63 from the table. All were in favor.

Motion was made by Committeewoman Santore and seconded by Committeeman Battisti to adopt Resolution R-2018-63. All were in favor. 5/0

Deputy Mayor Carleton moved to approve a consent agenda for Resolutions **R-2018-81** through and including **R-2018-92**. Committeewoman Santore seconded. All were in favor. 5/0

Motion was made by Committeeman Battisti and seconded by Deputy Mayor Carleton to adopt Resolutions **R-2018-81** through and including **R-2018-92**. All were in favor. 5/0

R-2018-81 Resolution Authorizing the Hiring of Seasonal Employees as Summer Help Within the Woolwich Township Department of Public Works

R-2018-82 Resolution Authorizing the Quote of First Environment to Conduct a Phase 1 Environmental Site Assessment on Block 14, Lot 2 in the Not to Exceed Amount of \$3,500.00

R-2018-83 Resolution Authorizing Quote of Northeast Electrical Services for the Removal and Replacement of Electrical Lighting Fixtures in the Amount of \$15,247.00

R-2018-84 Resolution Authorizing 2017 Municipal Reimbursements to Pondview Apartments, the Oaks Apartments and Westbrook Apartments

R-2018-85 Resolution Endorsing the Findings and Determination Statement and Authorizing the Clerk to Submit a Raffle License on the Behalf of the Kingsway Education Foundation

R-2018-86 Local Government Resolution to Become a Member of the Fair Funding Action Committee

R-2018-87 Township of Woolwich County of Gloucester 2018 Emergency Temporary Budget NJSA 40A:4-20

R-2018-88 Resolution Authorizing Refund of UCC Fees

R-2018-89 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes

R-2018-90 Resolution Designating Substitute Crossing Guards

R-2018-91 Resolution Authorizing the Hiring of Part Time Seasonal Janitor Staff

R-2018-92 Resolution Authorizing Hiring Within the Woolwich Township Department of Public Works

The Committee reviewed and discussed a proposal from Maser, Township Planner in the amount of \$22,000 towards the preparation of the Kings Landing Town Center concept plan.

Mr. Blake explained that the plan will be a part of the Township's Master Plan, and will include various components of the Master Plan like the circulation element, open space plan, stormwater management plan etc. It will include housing types and densities, and once completed will be under review and discussion with the Court Master in the Woolwich Adult revised settlement.

Committeewoman Santore noted a page of hourly rates along with the lump sum costs, and suggested the Township proceed with a "Not to Exceed" cost.

Solicitor Shoemaker noted that the concept plan is presented as a lump sum in the amount of \$16,000 and others costs are allowances.

Motion was thereafter made by Deputy Mayor Carleton to authorize Maser to prepare the concept plan per proposal #18001536P in the not to exceed amount of \$22,000. Committeewoman Santore seconded. All were in favor.

The Committee reviewed and discussed a proposal from its engineering firm Alaimo to conduct work towards the 2018 NJDOT Mutual Aid project for Rainey and Viereck Roads in the amount of \$122,240.00 for design, bidding and construction oversight. The project estimate was given at \$555,500.

Motion was made by Committeeman Battisti and seconded by Committeeman Marino to approve proposal #MH-18-16. All were in favor.

The Committee acknowledged receipt of the 2017 Report of the Zoning Board of Adjustment per statute. No action was necessary.

Brief discussion was held regarding dog park planning efforts.

Motion was made by Committeeman Battisti, seconded by Committeeman Marino and unanimously passed to approve resolution **R-2018-93 Resolution for Closed Session**.

The Committee entered closed session at 7:29 p.m. for the purpose of discussing a Personnel-Disciplinary Matter.

The regular meeting reconvened at 8:15 p.m.
Mr. Blake was no longer present.

Committeeman Battisti moved to approve the bills and purchase orders presented by the finance office pending the Mayor's final review. Deputy Mayor Carleton seconded. All were in favor.

With no further business, motion was made by Committeeman Marino and second by Deputy Mayor Carleton to adjourn the meeting. All were in favor.

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim
Audio Recording on file