

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
JANUARY 7, 2019**

The meeting was called to order by Mayor Vernon Marino at 7:03 p.m.

Mayor Marino made the following statement:

The January 7, 2019 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 Frederick: PRESENT Santore: PRESENT
Matthias: PRESENT Marino: PRESENT

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

Those present saluted the American Flag.

Motion was made by Committeeman Battisti and seconded by Deputy Mayor Matthias to approve a consent agenda for resolutions R-2019-06 through and including R-2019-36.

Committeeman Frederick wished to remove resolutions R-2019-07 and R-2019-33 from the consent agenda.

Motion was made by Committeeman Battisti and seconded by Deputy Mayor Matthias to adopt resolutions R-2019-06 through R-2019-36 with the exception of R-2019-07 and R-2019-33.

- R-2019-06** Resolution Designating the Auditors for the Township of Woolwich
Bowman and Company
- R-2019-08** Resolution Designating the Prosecutor for the Township of Woolwich
Marla Gaglione, Esq.
- R-2019-09** Resolution Designating a Planning Consultant/COAH Planner in Holdover
Position for Thirty Days within the Township of Woolwich
Maser Consulting
- R-2019-10** Resolution Designating Municipal Court Positions for the Township of
Woolwich **Jordan Higgins, Deputy Court Administrator and Carol Millis,**
Court Recorder
- R-2019-11** Resolution Appointing Members and Alternate Members to the Woolwich
Township Joint Land Use Board
- R-2019-12** Resolution Designating Public Defender for the Township of Woolwich
DiNicola and DiNicola
- R-2019-13** Resolution Making Appointments to the Parks and Recreation Committee
- R-2019-14** Resolution Authorizing Cash Management Plan Within the Township of
Woolwich and Designating Depositories for Funds of the Township of Woolwich

- R-2019-15** Resolution of the Township of Woolwich Making Appointments to Annual Positions
- R-2019-16** Resolution Designating Newspapers Pursuant to the Open Public Meetings Act
Gloucester County Times & Courier Post
- R-2019-17** Resolution Authorizing Petty Cash Fund for Use by the Township Clerk, Construction Code Office and Police Department
- R-2019-18** Resolution Authorizing Change Fund for Use in the Office of the Clerk for the Issuance of Dog Licenses
- R-2019-19** Resolution Fixing Interest Rate on Delinquent Taxes
- R-2019-20** Resolution Making Committee Liaison Appointments
- R-2019-21** Resolution Making an Appointment to the Swedesboro/Woolwich Joint Environmental Commission **Ann Dorsett**
- R-2019-22** Resolution Making Appointments to the Woolwich Township Green Team
- R-2019-23** Resolution Appointing Conflict Engineers **Federici & Akin**
- R-2019-24** Resolution Appointing Conflict Solicitor **Mattleman, Weinroth & Miller**
- R-2019-25** Resolution Appointing Fund Commissioner and Alternate Fund Commissioner to Represent the Township of Woolwich in the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund **Jane DiBella, Fund Commissioner**
Anthony Bertino, Alternate Fund Commissioner
- R-2019-26** Resolution Awarding Professional Services Appointment-Labor Attorney
Zeller & Wieliczko
- R-2019-27** Resolution Authorizing a Professional Services Contract for Special Counsel (COAH Matters) in a Hold Over Position for Thirty Days within the Township of Woolwich **Surenian and Associates**
- R-2019-28** Resolution Authorizing Professional Services Appointment for Bond Counsel
McManimon, Scotland, Baumann (MS&B)
- R-2019-29** Resolution of the Township of Woolwich Appointing the Public Agency Compliance Officer for the Township of Woolwich for the Year 2019
Jane DiBella
- R-2019-30** Resolution Authorizing Professional Services Appointment for Public Utility Counsel **McManimon, Scotland, Baumann (MS&B)**
- R-2019-31** Resolution Authorizing Professional Services Appointment for Financial Advisor
Phoenix Advisors
- R-2019-32** Resolution Authorizing Professional Services Appointment for Economic Development Marketing Services **SLK Community Consulting**
- R-2019-34** Resolution Authorizing Professional Services Appointment for TDR Expert in a Hold Over Position for Thirty Days within the Township of Woolwich
Maser Consulting
- R-2019-35** Resolution Authorizing Professional Services Appointment for General Marketing Services **SLK Community Consulting**
- R-2019-36** Resolution Authorizing Alternate Prosecutors to Act on the Behalf of the Township of Woolwich in the Event that the Prosecutor is Unable to Attend Sessions of the Municipal Court

Committeeman Frederick wished clarification that resolutions R-2019-09, R-2019-27, R-2019-34 were being made for thirty days or until the Committee makes a decision on those positions. Said clarification was provided.

Mayor Marino requested a roll call vote:

Battisti: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES

Motion was made by Committeewoman Santore and seconded by Committeeman Battisti to adopt resolution **R-2019-07** Resolution Designating Engineers for the Township of Woolwich naming **Remington and Vernick**.

Committeeman Frederick inquired as to how the transition will take place with ongoing engineering projects.

Mayor Marino explained that a transition meeting will be held with both firms, a process that has taken place with past transitions. Projects near or at completion will receive sign off of the previous engineer. Projects partially completed may be transferable to the new firm. The Mayor further advised that Remington and Vernick will be attending meetings of the governing body.

Mayor Marino requested a roll call vote on R-2019-07.

Battisti: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES

Motion was made by Deputy Mayor Matthias and seconded by Committeeman Battisti to approve resolution **R-2019-33** Resolution Authorizing Professional Services Appointment for GIS Services naming **Adams, Rehmann & Heggan (ARH)**.

Committeeman Frederick inquired as to what type of GIS work will be needed, and noted that he did not see this service used in the past.

Committeewoman Santore replied that Township Planner Maser had provided GIS service during the past year for mapping layers for the website. Committeeman Frederick asked if GIS services are a specialty of ARH. Committeewoman Santore responded that it is.

Mayor Marino requested a roll call vote on R-2019-33.

Battisti: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES

Under new business, a proposal was submitted from Anthony Fisler to resolve the Townships flooding issues of ponds and basins and subsequent property damage by means of trapping beavers as authorized by NJ Fish, Game and Wildlife. The proposal was in the amount of \$100 per beaver not to exceed \$1,600.00.

Mayor Marino explained that under the state approved license and state statute for hunting and trapping, the township will be removed from any liability concerns. He further noted that it is the optimal time for beaver removal, which former Mayor Jordan Schlump confirmed from the audience.

Committeeman Frederick asked if there are any other areas to protect and the Mayor responded that the proposal will suffice. Committeeman Battisti asked if the proposal covers the disposal of the animal and was told that it does.

Deputy Mayor Matthias asked what types of traps would be used and if there should be signage warning the public that snares are in place. Mayor Marino replied that they should be marked for public safety. It was noted that leg holds are not allowed devices. Deputy Mayor Matthias stated that she is most concerned with pets being harmed.

Motion was made by Committeewoman Santore, seconded by Committeeman Frederick and unanimously passed to approve the proposal with a resolution to follow at the next meeting.

Also under new business, Committeeman Frederick advised that a Kingsway student inquired about placement of a STEM Library at the Municipal Building. Mayor Marino thought it to be a good idea. Committeeman Frederick noted that he will ask the student to provide a presentation of this idea at the next meeting of the Township Committee.

Committeeman Frederick then questioned the time frame of the Committee's receipt of agenda items. Mayor Marino advised that this process has been discussed in the past. The Clerk suggested that the draft agendas, resolutions and ordinances could be sent to the Committee on the Wednesday prior to meetings when transmitted to the solicitor for his legal review.

Further under new business, Deputy Mayor Matthias extended the invitation to all members to attend the annual Martin Luther King Ceremony on January 21st at noon in the Margaret C. Clifford School, noting that the ceremony is very nice and well attended.

Committeeman Frederick asked if there is a way to receive an events calendar. The Clerk replied that if given information, she would be happy to send out.

Under old business, Matt Blake, Director of Community Development, provided an update on a preexisting project approved in 2018 to have SPS Mechanical provide residential home energy audits, the results of which may allow residents the opportunity to receive substantial rebates for energy saving projects. He noted that this project was driven by the Townships Green Team, and that SPS Mechanical provided the most reasonable RFP for the audit at \$49.00 per residential home.

He advised that a public presentation is being planned for early February and that mailers will go out to all residents advising them of the project and meeting date, place and time. Mayor Marino noted that this is a valuable project for residents to take advantage of.

Motion was made by Committeeman Battisti, seconded by Committeeman Frederick and unanimously passed to open the meeting to public comment.

Christian Amato, residing at 12 Nicole Court questioned the appointment of SLK Community Consulting for Marketing Services. He noted that his firm had submitted an RFP and asked what criteria was used in making the selections.

Committeewoman Santore replied that SLK Community Consulting is known for working on the behalf of municipalities and that she has firsthand knowledge of working with the firm.

Mr. Amato provided information on his firm and asked why it was determined that it did not fit the bill.

Mayor Marino advised of the distance between Mr. Amato's firm in Princeton and that of SLK located in Haddonfield, as well as familiarity with the SLK firm.

Committeewoman Santore noted that distance is not a factor and that it is difficult to foresee what services may be needed.

Mr. Amato asked if there was a cost component taken into consideration. Committeewoman Santore replied there is not, and again noted she is aware of the work of SLK.

Mr. Amato stated that he would keep honoring his proposal if needed.

Joseph Kauffman, residing at 36 Wayne Drive made the Committee aware of safety concerns at the intersection of Rt. 322 and Garwin Road, particularly with school buses due to the sewer installation in that area.

Mayor Marino replied that the police department is aware of the construction and is monitoring the traffic. He added that he has spoken with the contractors and noted that letters should have been sent to residents in the construction area by the contractor.

Mr. Kauffman further noted safety concerns with trench boxes.

Committeeman Battisti suggested speaking with Kingsway transportation regarding alternate bus routes. Mayor Marino replied that this presents the opportunity to speak with the district regarding utilization of the back entrance of the school by buses.

With no further public comment, the public portion closed upon a motion by Committeewoman Santore, seconded by Committeeman Battisti and unanimously passed.

Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to approve resolution **R-2019-37 Resolution for Closed Session**. All were in favor.

The Committee entered closed session at 7:35 p.m. for the purpose of discussing contractual matters regarding Sewer.

The regular meeting reconvened at 8:34 p.m. upon a motion by Committeeman Battisti, seconded by Committeewoman Santore and unanimously passed.

Motion was made by Committeewoman Santore and seconded by Committeeman Marino to approve the following minutes of December 27, 2018 and January 2, 2019.

Mayor Marino, Committeewoman Matthias and Committeeman Frederick abstained on the minutes of 12-27-18. All were in favor of the 1-2-19 minutes.

Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to approve the bills and purchase orders.

Committeeman Frederick noted that his employer is Verizon and stated that he will abstain from payment approval for Verizon bills throughout the year. He further asked how he can obtain information regarding net gains or losses with events coordinated by parks and recreation. The Mayor said that the CFO would be able to provide the numbers.

Mayor Marino requested a roll call on the bill list:

Battisti: YES, Frederick: YES, (Abstain on Verizon Bills), Santore: YES, Matthias: YES, Marino: YES

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

The meeting adjourned at 8:39 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim
Audio recording on file