

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
SPECIAL CLOSE-OUT MEETING
DECEMBER 27, 2018**

The meeting was called to order by Mayor Jordan Schlump at 5:00 p.m.

Mayor Schlump made the following statement:

The January 27, 2018 Special Close-Out Meeting for the Year 2018 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: ABSENT Santore: ABSENT*
Carleton: PRESENT Schlump: PRESENT

*Committeewoman Santore entered the meeting at 5:05 p.m.

Also present were Matt Blake, Director of Community development and Jane DiBella, Administrator/Clerk.

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.

Beth Sawyer, 1807 Lexington Mews presented a written complaint against Committeewoman Santore to the Clerk.

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

Motion was made by Committeeman Battisti and seconded by Deputy Mayor Carleton to approve a consent agenda for the following resolutions. All were in favor.

R-2018-308 Resolution Authorizing Refund of UCC Fees

R-2018-309 Resolution Authorizing Change Order to Contract Between the Township of Woolwich and Maser Consulting for Sanitary Sewer Extension Project in the Amount of \$21,050.00

R-2018-310 Resolution Authorizing Release and Closure of Certain Escrow Accounts

R-2018-311 Resolution Authorizing the Issuance of a Street Opening Permit to South Jersey Gas-331 Forrest Lane

R-2018-312 Resolution of the Township of Woolwich Authorizing the Lease of a Vehicle Via a Nationally Recognized Co-Op with Sourcewell from Enterprise Fleet Management

R-2018-313 Resolution to Cancel Outstanding Checks Drawn on Accounts of the Township of Woolwich

R-2018-314 Resolution Authorizing Budget Appropriation Transfers During the Last Two Months of the Fiscal Year for the Township of Woolwich, County of Gloucester, State of New Jersey

Motion was made by Committeeman Battisti and seconded by Deputy Mayor Carleton to adopt resolutions R-2018-308 through and including R-2018-314. All were in favor.

There was no old business.

There was no old business.

Under new business, Mayor Schlump prompted discussion regarding removal of municipal board/committee/commissions due to absenteeism in accordance with Chapter 4 of the Woolwich Township Code.

The yearly attendance sheet of the Environmental Commission was provided, however, there was no attendance record kept for the Business Development Advisory Committee.

It was noted that Paula Hasenauer has missed more than three consecutive meetings of the Environmental Commission and that Jeremiah Hawkins has missed more than three consecutive meetings of the Business Development Advisory Committee.

Mayor Schlump raised that Mr. Hawkins was listed as being a member of the Committee in campaign material, and Deputy Mayor Carleton stated that he did not attend one meeting in 2018.

Committeewoman Santore noted that the Ordinance establishing the Environmental Commission states that members are entitled to a hearing if removed from office, and noted that to be in conflict with Chapter 4.

Mayor Schlump replied that the Environmental Commission Ordinance refers to "removal for cause" which would mean some type of serious written charges, and that this removal is for absenteeism.

Discussion was then held regarding the need to see that all committees keep accurate attendance records, and that Township Committee liaisons be aware of this. The Administrator/Clerk said that she would send another memo to committee chairs after they are established for the new year.

Motion was made by Committeeman Battisti and seconded by Deputy Mayor Carleton to remove from membership as discussed, based on lack of attendance. All were in favor. Committeewoman Santore opposed. Motion carried.

Motion was made by Deputy Mayor Carleton and seconded by Committeeman Battisti to approve the minutes of December 17, 2018 Regular Meeting and Closed Session. All were in favor.

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

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

The meeting adjourned at 5:18 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim
Audio recording on file