

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
FEBRUARY 4, 2019**

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

Mayor Marino made the following statement:

The February 4, 2019 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: 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.

Mayor Marino presented Certificates to Woolwich Fire Company Recruits Garrett Paoletti and Katie Tracy in recognition of their graduation from the Gloucester County Fire Academy.

Woolwich Fire Chief David Valichka provided an overview of the Fire Academy 1 training, noting that it is over a 22 week span. He advised the new members to be safe, listen to their senior man and told them that everyone has their back.

Mayor Marino congratulated the recruits and thanked their families for allowing their loved ones to serve in this capacity.

Motion was made by Committeeman Battisti, seconded by Deputy Mayor Matthias and unanimously passed to open the meeting to public comment on agenda items.

Gregory Donzuso of 11 Brighton Place requested permission to conduct a coin drop on April 26 and 27 at Paulsboro Road and Kings Hwy. on behalf of the Knights of Columbus.

The Committee was supportive of the coin drop. Committeewoman Santore suggested that the request be put through the Police Chief for coordination.

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

Mayor Marino read the following Ordinance by title only upon second reading:

2019-01 Ordinance of the Township of Woolwich Amending Chapter 59 of the Woolwich Township Code Entitled "Animals"

Motion to open public hearing: Battisti	Second: Santore	All in favor
No comment		
Motion to close public hearing: Santore	Second: Matthias	All in favor
Motion to adopt: Battisti	Second: Santore	

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

Mayor Marino read the following Ordinances by title only upon first reading:

2019-02 An Ordinance of the Township of Woolwich, County of Gloucester and State of New Jersey Establishing the Department of Municipal Services, the Position of Director of Municipal Services and the Position of Public Works Superintendent

Motion to introduce: Matthias Second: Battisti

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

2019-03 An Ordinance of the Township of Woolwich Amending Chapter 135 Entitled "Parks and Recreation", Amending Chapter 31 Entitled "Parks and Recreation Committee" and Amending Chapter 40 Entitled "Retirement" of the Code of the Township of Woolwich

Motion to introduce: Matthias Second: Santore

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

2019-04 An Ordinance of the Township of Woolwich Amending Article XII Entitled "Park Director" of Chapter 29 Entitled "Officers and Employees" of the Code of the Township of Woolwich

Motion to introduce: Santore Second: Matthias

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

2019-05 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A:4-45.14)

Motion to introduce: Santore Second: Battisti

Committeeman Frederick inquired as to the statutory process. CFO Will Pine responded from the audience that the funds are considered above the 2% budgetary CAP that the township is allowed to bank and raise in successive years if needed. Mr. Pine added that the township has yet to use this fund in prior budgetary years. Committeeman Frederick asked if the governing body would have to approve the use of the funds if needed and was told that it would.

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

Motion was made by Committeeman Battisti to approve a consent agenda for resolutions R-2019-48 through and including R-2018-55. Committeewoman Santore seconded.

Committeeman Frederick asked to remove resolution R-2019-55 from the consent agenda.

Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to adopt resolutions R-2019-48 through and including R-2019-54.

R-2019-48 Resolution Designating Planning Consultant/COAH Planner for the Township of Woolwich-J. Timothy Kernan, Maser Consulting Engineers

R-2019-49 Woolwich Township 2018 Tonnage Grant Application Resolution

R-2019-50 Resolution Authorizing the Issuance of a Street Opening Permit to South Jersey Gas Company-Ridge Court-Sycamore Lane Gas Main

R-2019-51 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-Jane DiBella, Mayor Marino

R-2019-52 Resolution of the Township of Woolwich Appointing Anthony Bertino as Acting Zoning Officer and Solid Waste/Recycling Coordinator

R-2019-53 Resolution Authorizing Cancellation of Municipal Certificate of Sale

R-2019-54 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

Committeeman Frederick questioned resolution R-2019-50 as to the clarification whether sod or seed would be utilized as a remediation method. The Township Engineer responded that he would review in the Township Code.

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

Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to approve resolution **R-2019-55 Township of Woolwich, County of Gloucester 2019 Emergency Temporary Budget NJSA 40A:4-20.**

Committeeman Frederick asked where the additional funds transferred to the emergency temporary budget comes from. The CFO replied that it comes from collected taxes and will be adjusted when doing the final budget.

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

Under old business, Committeeman Frederick asked if the language used by Deputy Mayor Matthias in approving the agreement with Curb My Clutter had been added into the Agreement. He was told that Curb My Clutter provided more thorough language. He asked that motions be taken into consideration going forward.

For the benefit of the present public, Mayor Marino explained that Ordinance 2019-02 introduced that evening establishes a Municipal Services Director and sets forth the duties and responsibilities of said position. Due to that, the Committee feels the need to recreate the position, duties and responsibilities of the Park Director position, changing it to Recreation Coordinator. The Mayor added that splitting various duties into the two positions will be more efficient. He explained that the Director of Municipal Services will be hands on with park fields, scheduling and public works and the Recreation Coordinator will take care of events.

Deputy Mayor Matthias added that Chapter 135-2 of the Township Code delineates the responsibilities of Parks and Recreation and states that it does not control or maintain township parks. She added that is under the authority of Public Works. The Deputy Mayor further stated that these changes are being made to better designate responsibilities.

Mayor Marino advised that all are welcomed to apply or reapply for the position of Recreation Coordinator. The Mayor then added that included in the Ordinance is a change to the fee schedule for use of facilities, adding that the Committee does not feel that residents should have to pay a fee for the use of the pavilion.

Under discussion items, Committeewoman Santore addressed the issue of feral cats, and discussion ensued regarding a proposed ordinance regarding Trap, Neuter, Vaccinate and Release (TNVR) Program. A Sample Ordinance from County Animal Control was provided.

Committeewoman Santore stated that this program would ensure that feral cats are spay/neutered and vaccinated and released back to the care of colony care givers. The program results in controlled population. She explained that the opposite of allowing colony care givers to exist is capture and euthanize.

Committeeman Battisti asked if any rights are provided to residents who do not wish to live next door to a colony.

Committeewoman Santore responded that is a common concern, but that steps can be taken by care givers to ensure the colonies are maintained in a safe and inoffensive manner.

Committeeman Battisti questioned liability concerns. Solicitor Alice suggested that the current township code be reviewed as to any animal limitation and licensing requirements. He was told that the township ordinance does not license or limit the number of cats.

Mayor Marino stated that it was a good conversation and suggested looking at the code and adding wording.

The Director of Community Development advised of a \$1,410. Quote from West Jersey Title to perform title work for a potential farmland preservation easement acquisition. Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to authorize the quote. All were in favor.

The Committee was advised of the notice of retirement from code inspector Joseph Heitman effective April 1, 2019.

The Committee was also notified of the resignation of Peggy Battaglia from the Business Development Advisory Committee. Deputy Mayor Matthias acknowledged that there is an active application for BDAC and suggested that such replacement appointment be made.

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

Michelle VanDiehl, 4 Alexis Court requested clarification of whether there are now two Township Committee liaisons to the Parks and Recreation Committee and was told that there are co-liaisons.

Ms. VanDiehl then questioned the organization of the officers of the Parks and Recreation Committee and stated there are discrepancies in the Code and the Parks and Rec Bylaws. Deputy Mayor Matthias replied that the Code takes precedence. Mayor Marino added that any changes to the parks and

recreation committee duties or organization will be provided to the parks and recreation committee by the administrator upon adoption of the ordinance.

Ms. VanDiehl then discussed the process for closing fields due to weather which is proposed to be a duty of the Director of Municipal Services according to ordinance 2019-02. She asked what will happen after hours and on weekends during bad weather and was told that the Director of Municipal Services will handle that.

Ms. VanDiehl stated that she does not see the change in duties to be efficient.

Ms. VanDiehl asked when publication of the Recreation Coordinator position opening will take place. Mayor Marino replied that it will be taken after ordinance adoption. She then asked what will happen during the transition period and was told that staff will see that everything runs correctly.

Mayor Marino stated intent that as parks and activities increase, the Department of Municipal Services will become an umbrella over parks and recreation. He added that the Recreation Coordinator will see that recreation activities continue.

Ms. VanDiehl asked what effect these changes will have on the budget. Mayor Marino responded that since the Recreation Coordinator will have less responsibilities, the salary will not be the same.

Shirley Carter, Joanne Grace and Mrs. Jamison, residing within The Oaks at Weatherby approached the Committee regarding their Aqua water/sewer bills which they say are high and keep increasing. They added that they also have low pressure and stained clothing.

Mayor Marino suggested that they provide copies of their bills to the Administrator and she will contact Aqua.

Joan Robinson, residing at 109 Somerfield Road said that she pulled up the agenda on the Township website and asked how residents can obtain the resolutions. Mrs. DiBella responded that anyone can request copies of the resolutions by contacting her.

Christian Amato, residing at 12 Nicole Court stated that this is the 6th week that he is seeking answers to the Township's process for award of professional services RFP's and that he has gotten the perception that there has not been adequate review and ranking prior to award, and that answers he has been given point to collusion.

Solicitor Alice advised that he sent a response letter to Mr. Amato. Mr. Amato responded that the letter did not advise how the selections were made.

Mr. Alice replied that the Township Committee made their selections in accordance with law and that Mr. Amato seems to be upset that his marketing firm was not chosen and that it seems Mr. Amato is finding that hard to accept.

Mr. Amato replied that he can appreciate the Committee's decision making, but said that he is interested in how those decisions are made.

Mr. Alice replied that the question was answered the first night that Mr. Amato appeared before the committee.

Mr. Amato said that he is not upset about losing the bid, but rather asking how it was decided. He stated that when he first asked, he was told that it was because of familiarity and proximity.

Mr. Amato said that there should be a ranking process to determine award. Mayor Marino thanked Mr. Amato for his comments and said there is nothing further to discuss.

Mr. Amato then asked for clarification as to having two positions for the same job. Deputy Mayor Matthias clarified that there will be two new positions created and that duties will be split.

Liz Cheshire, 40 Viereck Road addressed the committee on the behalf of the parks and recreation committee. She asked what is going to happen to the planned events that are coming up and said that as a committee, they are not able to do things by themselves. She asked what the process will be in the meantime and was told that it will be directed through the Administrator.

Ms. Cheshire asked if parks and rec will now become the recreation committee.

Deputy Mayor Matthias advised that the parks and recreation committee has a long history and was founded with a trust attached to it entitled Swedesboro/Woolwich Parks and Recreation. She added that over the years it has become recreation only and that the committee will still be handling recreational activities. She added that if an event is being held, coordination with the Director of Municipal Services will be needed.

Ms. Cheshire asked how the parks and recreation budget will be handled and was told that the Recreation Coordinator will be handling the purchase order process.

Ms. Cheshire asked why the parks and recreation ordinance was not changed to include all officers of the parks and recreation committee to include President, Vice President, Recording Secretary and Communications Coordinator in accordance with the Parks and Recreation Bylaws. Deputy Mayor Matthias responded that can be changed.

Jordan Schlump, 10 Wilshire Blvd. said that he has a comment on cats. He noted that his community has a problem with feral cats and that when you start feeding them, it brings them closer to the houses. He asked who came up with the need for the need for this type of ordinance.

Committeewoman Santore said that these types of ordinances exist in communities across the United States.

Mr. Schlump inquired as to the need for this ordinance and Committeewoman Santore responded that this type of ordinance decreases the costs of euthanasia.

Mr. Schlump added that residents are concerned with animals coming into their yards.

Committeewoman Santore stated that the ordinance would require and allow the control of population and handling the animals in a responsible manner.

Mr. Schlump noted potential problems of what happens to the colony when the caregiver moves.

Sue O'Donnell, 4 Maple Grove Court stated that there are many things to consider with this type of Ordinance noting that the colony may become the responsibility of the Township if a caregiver leaves.

Mayor Marino said that he understands the concerns.

Ms. O'Donnell then addressed the RFP selection process, asking if there is criteria used. She added that there are specific concerns in her development due to the change in engineering firms and improvement inspections. She asked if the public is allowed to see the criteria used for selection. The Solicitor responded that selection is ultimately up to the Township Committee.

Dave Glanfield, 132 Saratoga Lane asked how many calls the township receives regarding cats. Committeewoman Santore replied that the discussion item is not based on the number of calls coming in.

Mr. Glanfield said that there are a lot of things going on in the township, and the committee is worried about cats.

Committeewoman Santore said that she can obtain data from animal control.

Mr. Glanfield then said that he has served on the Parks and Recreation Committee for a number of years and asked how the decision was reached to split job duties related to parks.

Mayor Marino responded that it was the collective thought that by splitting duties, a more efficient process would be realized.

Mr. Glanfield asked when the position of Director of Municipal Services was developed and was told that the idea was formed in fall of 2018.

Beth Sawyer, 1807 Lexington Mews said that the committee was elected by the residents under a theme of transparency, and yet a resident was shut down and shown arrogance.

She also stated that the Park Director worked very hard and that it seems like there is a personal score being settled. She asked that Committeemen Battisti and Frederick do the right thing.

Melanie Grubb, 1 Oaks Drive questioned the status of spring field scheduling. Deputy Mayor Matthias replied that everything should be in place prior to second reading of the Ordinance.

Ms. Grubb stated that the Park Director has done a fabulous job and has done everything for the kids in the community.

Hearing no further public comment, motion was made by Committeewoman Santore, seconded by Deputy Mayor Matthias and unanimously passed to close the public portion.

Motion was made by Committeeman Battisti and seconded by Deputy Mayor Matthias to approve resolution **R-2019-56 Resolution for Closed Session**. All were in favor.

The Committee entered closed session at 8:21 p.m. for the purpose of discussing the following:

Litigation-Woolwich Adult LLC
Contractual Matters-
 Proposed Interlocal Agreement/Trash/Recycling
 RFP Process

The meeting reopened at 9:55 p.m.

Committeewoman Santore moved to authorize CFO Will Pine to continue discussions regarding a potential Interlocal Agreement with Logan Township for trash/recycling collection service. Committeeman Battisti seconded. All were in favor.

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

Committeeman Frederick asked if there is a way to print the HRA reimbursement list without the name to avoid any possible HIPPA violations. Response was provided that the only thing showing is the name and reimbursement amount, not date of service, reason, doctor etc.

Committeeman Frederick noted that the charge from Bellia for the mailer regarding the resident energy meeting seemed like a lot of money. He was told that South Jersey Gas subsidized a portion of cost.

Committeeman Frederick questioned payroll costs bi-weekly and suggested consideration be given to twice monthly. Further, he questioned professional service payment to Jeffrey Surenian asking who the provider is and was told special COAH counsel. The CFO responded to his question on a bill regarding solar, and it was also explained that the check for DJ for the Daddy Daughter Dance would be provided to the DJ the night of the event.

All were in favor to approve the bills and P.O.'s. Committeeman Frederick abstained from bills to Verizon.

Discussion ensued regarding a request by Summit Ventures to have the conflict engineer conduct inspections due to past litigation with Remington and Vernick.

Mayor Marino suggested that the committee consider allowing the conflict engineer to inspect noting that Summit Ventures has been good to the township.

Committeeman Battisti expressed concern with setting precedent.

Deputy Mayor Matthias suggested that the decision should be quantified. The Solicitor noted that it is extraordinary circumstances.

Committeeman Battisti asked if the township engineer would have a problem if jobs were given to the conflict engineer.

Committeewoman Santore suggested speaking with the firm prior to decision.

Solicitor Alice noted that at the end of the day, the priority is the township.

Mayor Marino again suggested allowing transfer to the conflict engineer. Committeewoman Santore had concerns and noted that the issue is not a conflict on the part of the township engineer.

The Administrator/Clerk was advised to notify the code official that Federici and Akin would be handling the inspections for Summit Ventures properties.

With no further business, motion was made by Committeeman Battisti and seconded by Committeewoman Santore to adjourn the meeting.

The meeting adjourned at 10:13 p.m.

Respectfully submitted,

Jane DiBella
Administrator/Clerk

Minutes not verbatim
Audio recording on file