

**AGENDA
WOOLWICH TOWNSHIP COMMITTEE
APRIL 1, 2019**

Call to order:

The April 1, 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:

Flag Salute:

Public Portion/Agenda Items: The public is reminded to please stand and state their name and address for the record prior to addressing the Committee.

Resolutions:

R-2019-94 Resolution Amending Committee Liaison Appointments

R-2019-95 Resolution Authorizing the Woolwich Township Tax Collector to Transfer or Refund Overpayment of Taxes

R-2019-96 Resolution Endorsing the Findings and Determination Statement and Authorizing the Clerk to Submit an Application for an On-Site Raffle License and 50/50 License on Behalf of Ryan's 41319 Foundation

R-2019-97 Resolution Authorizing the Proposal of Remington and Vernick Engineers for Back Creek Road Contract Administration and Inspection in the Not to Exceed Amount of \$15,600.00

R-2019-98 Resolution Authorizing the Hiring of Victor Rodriguez as Part Time Seasonal Janitorial Staff-Locke Avenue Park

R-2019-99 Resolution Authorizing the Hiring of Doug Widener as Seasonal Employee/Summer Help within the Woolwich Township Department of Public Works

R-2019-100 Resolution of the Township of Woolwich Authorizing the Appointment of Henry Stanley to the Position of Electrical SubCode Official/Inspector

R-2019-101 Resolution of the Township of Woolwich Authorizing the Proposal of Eaise Design and Landscaping, Inc. for Various Landscaping Activities

R-2019-102 Resolution Authorizing the Proposal of Johnson Fun Factory Amusements to Provide Amusements During Fun Day in the Package Price of \$12,600.00

R-2019-103 Resolution Authorizing the Proposal of Celebration Fireworks to Provide Fireworks Display During Fun Day in the Amount of \$5,000 and Authorizing the Execution of Said Contract

R-2019-104 Resolution Authorizing Proposal of SLK Partners for Branding Development and Communications/Marketing Audit in the Not to Exceed Amount of \$9,800.00

R-2019-105 Resolution for Public Fireworks Display

R-2019-106 Resolution of the Township of Woolwich Authorizing the Endorsement of "Statement of Consent" Form-Tenby Chase at Weatherby

R-2019-107 Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions under Title VII of the Civil Rights Act of 1964"

Old Business:

New Business:

Position of Recreation Coordinator

R-2019-108 Resolution Appointing Shannon Kilpatrick to the Position of Recreation Coordinator

Public Works Position

R-2019-109 Resolution Authorizing Hiring of Shawn Allen within the Woolwich Township Department of Public Works

Bid Results/Improvements to Back Creek Road

R-2019-110 Resolution of the Township of Woolwich Authorizing Award of Public Bid to Arthur R. Henry, Inc. in the Amount of \$149,675.05 for the Project Known as Back Creek Road Improvements

2019 Municipal Budget Introduction

R-2019-111 2019 Municipal Budget Introduction Resolution

Monthly Meeting Schedule-Conversation regarding one meeting/month trial beginning in August

Public Portion: The public is reminded to please stand and state their name and address for the record prior to addressing the Committee. Please see regulations of participation noted above.

Approval of Bills and Purchase Orders:

Adjournment:

NOTICE PURSUANT TO N.J.S.A. 10:4-8(d)

The items listed on the tentative agenda of the Mayor and Township Committee of the township of Woolwich constitutes the agenda to the extent known at the time of posting. Since this agenda is tentative, items may be added and/or deleted prior to the commencement of the meeting. Formal action may or may not be taken regarding each item listed on the final agenda.

**RESOLUTION AMENDING COMMITTEE LIAISON APPOINTMENTS
R-2019-94**

WHEREAS, the Woolwich Township Mayor made appointments of Woolwich Township Committee members to serve as Departmental and Committee Chairs and Co-Chairs within the Township of Woolwich in the year 2019 via the adoption of Resolution R-2019-20 on January 7, 2019; and

WHEREAS, in the effort of efficiencies, the Woolwich Township Mayor has made certain amendments to said liaison positions:

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich that the following persons are designated as liaisons to the following departments and Committees/Boards hereby replacing those previously designated;

ASSIGNMENT	LEAD LIAISON	Alt LIAISON
MUNICIPAL SERVICES	DB	CF
BUILDINGS & GROUNDS		
CODE ENF		
CONSTR & ZONING		
PUB WORKS		
TRASH & RECYCLING	GMS	VM

ADMIN	VM	NM
FINANCE		
COURT		
JLUB		
TDR TASK FORCE		

PUBLIC SAFETY	VM	GMS
POLICE, FIRE, EMS	VM	GMS

ENVIRONMENTAL	CF	DB
SWEC		
GREEN TEAM		
SHADE TREE		
OPEN SPACE & AG DEV		

COMMUNITY SERVICES	N/A	N/A
RECREATION	NM	CF
BDAC	GMS	VM

MUNI ALLIANCE	DB	GMS
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EDUCATIONAL PARTNERS	NM	CF
KRHS		
S/W SCHOOLS		

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing Resolution was duly adopted by the Woolwich Township Committee at a Reorganization meeting held on the 1st day of April, 2019.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING THE WOOLWICH TOWNSHIP TAX COLLECTOR TO TRANSFER OR REFUND
OVERPAYMENT OF TAXES**

R-2019-95

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Woolwich, County of Gloucester, and State of New Jersey, that it hereby authorizes the Woolwich Township Tax Collector to process the following transfers from the 2018 tax year to 2019 tax year and/or process refunds as noted:

Block 42	Lot 2	Sorbello, Frank M & Jennie L	\$ 660.24 refund
Block 5	Lot 6	Corelogic/Haveriskio	2,436.23 refund
Block 56.01	Lot 3	Dream Home Abstract LLC/Finlaw	7,747.03 refund

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST:

Jane DiBella, Clerk

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich, at a meeting held on the 1st day of April, 2019.

Jane DiBella, Clerk

RESOLUTION ENDORSING THE FINDINGS AND DETERMINATION STATEMENT AND AUTHORIZING THE CLERK TO SUBMIT APPLICATION FOR AN ON-SITE RAFFLE LICENSE AND 50/50 LICENSE ON BEHALF OF RYAN'S 41319 FOUNDATION

R-2019-96

WHEREAS, an application has been made with the Township Clerk towards the issuance of An On-Site Raffle License and 50/50 License under identification number 115-5-41344 in accordance with NJAC 13:47.1 et seq.; and

WHEREAS, said application is for an event to take place on May 18, 2019 (Rain Date May 19, 2019) on the grounds of Kingsway Regional High School, located in Woolwich Township; and

WHEREAS, the applicant has submitted all necessary paperwork and fees in accordance with the rules promulgated by the State of New Jersey Legalized Games of Chance Control Commission (NJLGCC) as well as municipal fees required within Chapter 65-11 of the Woolwich Township Code; and

WHEREAS, the Woolwich Township Clerk has further reviewed the application and all submissions and has thereafter completed the "Findings and Determination" Statement as required by the NJLGCC and finds all to be in order; and

WHEREAS, by these determinations, the Township Committee of the Township of Woolwich finds no cause to deny such permit;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows:

1. That the application for an On-Site Raffle License and 50/50 License under Ryan's 41319 Foundation, I.D. #115-5-41344 be and is hereby approved for submission to the State of New Jersey for a fund raising event to be held on May 18, 2019 (Rain Date May 19, 2019), at Kingsway Regional High School located at 201 Kings Hwy., Woolwich Township, NJ to benefit the organization.
2. That the Woolwich Township Clerk be and is hereby authorized and directed to issue said license to the applicant at least fourteen (14) days after submission of the application to the New Jersey Legalized Games of Chance Control Commission in accordance with N.J.A.C. 13:47-1.1 et seq.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 1st day of April, 2019.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING THE PROPOSAL OF REMINGTON AND VERNICK ENGINEERS FOR
BACK CREEK ROAD CONTRACT ADMINISTRATION AND INSPECTION IN THE NOT TO EXCEED
AMOUNT OF \$15,600.00
R-2019-97**

WHEREAS, the Township of Woolwich received a proposal dated March 6, 2019 from Remington and Vernick Engineers to conduct Back Creek Road Contract Administration and Inspection in the "Not to Exceed" amount of \$15,600.00 for a project authorized in 2018 entitled "Back Creek Road Improvements" to repair roadway and drainage on Back Creek Road west of the municipal boundary with Harrison Township; and

WHEREAS, said proposal includes contract administration and construction inspection services; and

WHEREAS, this project is necessary towards the health, welfare and safety of the traveling public; and

WHEREAS, the Woolwich Township CFO has issued a Certification of Funds in this regard;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows:

1. That Remington and Vernick Engineers be and are hereby authorized and directed to conduct administration and inspections services for the project known as Back Creek Road Improvements per their proposal dated March 6, 2019 in the "Not to Exceed" amount of \$15,600.00.

Adopted this 18th day of March, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 18th day of March, 2019.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING THE HIRING OF PART TIME SEASONAL
JANITORIAL STAFF-LOCKE AVENUE PARK
R-2019-98**

WHEREAS, the Township has advertised, posted and conducted interviews for the position of part time seasonal janitorial staff within the Woolwich Township Park System; and

WHEREAS, Victor Rodriguez has held this position in prior years; and

WHEREAS, it is the recommendation of the Administrator/Clerk and the Director of Municipal Services, that the Woolwich Township Committee authorize Victor Rodriguez to serve in this aspect on an as-needed basis, as assigned by the Director of Municipal Services;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows:

1. That the employment of Victor Rodriguez in the position of Part-Time Seasonal Janitorial Staff within the Woolwich Township Park System be and is hereby authorized, effective April 6, 2019.
2. That the duties and work schedule of said position will be set at the discretion of the Woolwich Township Director of Municipal Services.
3. That payment for said position shall be \$10.50/hr., to be paid through funds generated through park permit fees.
4. That said position does not entitle the employee to be eligible to receive any benefits as offered to full time employees of the Township.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing Resolution was duly adopted by the Township Committee of the Township of Woolwich at a regular meeting held on April 1, 2019.

Jane DiBella, Township Clerk

**RESOLUTION AUTHORIZING HIRING OF DOUG WIDENER AS SEASONAL
EMPLOYEE/SUMMER HELP WITHIN THE WOOLWICH TOWNSHIP
DEPARTMENT OF PUBLIC WORKS
R-2019-99**

WHEREAS, the Woolwich Township Public Works Department was authorized to hire part time summer help; and

WHEREAS, said positions were advertised and interviews conducted with qualified applicants in accordance with Township hiring policies; and

WHEREAS, the Director of Municipal Services has recommended that the Township offer a position to Doug Widener, who has worked in this position for the past number of years; and

WHEREAS, Doug Widener shall be compensated at \$12.50/hr.;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows:

1. That the employment of Doug Widener as summer help, be and is hereby authorized at a rate of \$12.50/hr. beginning as of April 2, 2019.
2. That the work and duty schedule of Doug Widener shall be set by the Director of Municipal Services in conjunction with the Supervisor of Public Works.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 1st day of April, 2019.

Jane DiBella, Clerk

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING THE APPOINTMENT OF HENRY
STANLEY TO THE POSITION OF ELECTRICAL SUBCODE OFFICIAL/INSPECTOR
R-2019-100**

WHEREAS, the Woolwich Township Construction Code office is in need of An Electrical SubCode Official/Inspector due to the retirement of Joseph Heitman; and

WHEREAS, Henry Stanley has been authorized as a substitute electrical inspector since December 18, 2017; and

WHEREAS, the position was advertised in accordance with township policy at which time Henry Stanley was the only applicant; and

WHEREAS, the Woolwich Township UCC SubCode Official has recommended that Henry Stanley, holding NJ Electrical SubCode HHS inspector Lic. #10837 be appointed to fill the vacant position on a permanent basis;

NOW THEREFORE BE IT RESOLVED that the Township Committee of the Township of Woolwich hereby authorizes the following:

1. That Henry Stanley be and is hereby appointed to the position of Electrical SubCode Official/Inspector within the Woolwich Township Construction Code Office effective this date.
2. That the salary for said position is hereby set at \$55,000 prorated for the remainder of 2019, with a portion of said salary to be reimbursed by East Greenwich Township per the terms of the current Shared Service Agreement for said service.
3. That no benefits shall be offered for this position which is considered to be part-time.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

Certification

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 1st day of April, 2019.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING PROPOSAL OF EASE DESIGN AND
LANDSCAPING, INC. FOR VARIOUS LANDSCAPING ACTIVITIES**

R-2019-101

WHEREAS, the Township of Woolwich is responsible for maintenance of various open space parcels within the Weatherby development(s) which include the entrances at Center Square and Valley Forge Drives, Center Square and Pine Drive, Center Square and Holly Drive and Township Line and Ardmore Drive, as well as landscaping and maintenance at its park and municipal complex; and

WHEREAS, the Township is desirous to conduct certain landscaping and maintenance activities for which quotes were received from Eaise Design and Landscaping, Inc. per the attached; and

WHEREAS, a Certification of Funds has been executed by the Woolwich Township Certified Purchasing Agent; and

WHEREAS, the Township Committee of the Township wishes to award the quotes of Eaise Design and Landscaping, Inc., per the following:

- Weatherby entrances and common area maintenance and seasonal pest and fertilizer applications is \$5,400.00 plus per hour for irrigation upkeep.
- Municipal Complex maintenance and seasonal pest and fertilizer applications is \$3,680.00, plus per hour for irrigation upkeep and new flowers for 9/11 Memorial
- Locke Ave treatments for giant X-Mas tree is \$415.00

Total Cost \$9,495.00

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows;

1. That the quotes submitted by Eaise Design and Landscaping, be and are hereby awarded per the attached for landscaping activities as described.
2. This resolution memorializes action previously taken by the Woolwich Township Committee on March 18, 2019.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

**RESOLUTION AUTHORIZING THE PROPOSAL OF JOHNSON FUN FACTORY AMUSEMENTS TO
PROVIDE AMUSEMENTS DURING FUN DAY IN THE PACKAGE PRICE OF \$12,600.00
R-2019-102**

WHEREAS, the Township's annual "Fun Day" is to be held on June 1, 2019; and

WHEREAS, the Township sought quotes from companies available to provide amusement rides and entertainment, and received a package proposal from Johnson Fun Factory Amusements in the amount of \$12,600.00 as attached; and

WHEREAS, the Woolwich Township CFO has issued a Certification of Funds in this regard;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows:

1. That Johnson Fun Factory Amusements be and is hereby authorized and directed to provide amusement rides at the Township's annual Fun Day to be held on June 1, 2019 per their proposal in the amount of \$12,600.00 as attached hereto, subject to conformance with the rules and regulations of the Township's insurer and approval of same by the insurer.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 1st day of April, 2019.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING THE PROPOSAL OF CELEBRATION FIREWORKS TO PROVIDE
FIREWORKS DISPLAY DURING FUN DAY IN THE AMOUNT OF \$5,000 AND AUTHORIZING THE
EXECUTION OF SAID CONTRACT
R-2019-103**

WHEREAS, the Township's annual "Fun Day" is to be held on June 1, 2019; and

WHEREAS, the Township sought quotes from companies available to provide fireworks, and received a proposal and Contract from Celebration Fireworks in the amount of \$5,000.00 as attached; and

WHEREAS, the Woolwich Township CFO has issued a Certification of Funds in this regard; and

WHEREAS, Celebration Fireworks further provided the Township with a Contract as attached hereto; and

WHEREAS, it is the purpose of this resolution to authorize the proposal of Celebration Fireworks and to further authorize the contract between the Township of Woolwich and Celebration Fireworks as attached;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows:

1. That Celebration Fireworks and is hereby authorized and directed to provide fireworks during the Township's annual Fun Day, scheduled for June 1, 2019 per their proposal in the amount of \$5,000 as attached hereto, subject to conformance with the rules and regulations of the Township's insurer and approval of same by the insurer.
2. That the Woolwich Township Mayor or his designee is hereby authorized to execute said contract between the Township of Woolwich and Celebration Fireworks as attached hereto.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 1st day of April, 2019.

Jane DiBella, Clerk

RESOLUTION AUTHORIZING PROPOSAL OF SLK PARTNERS FOR BRANDING DEVELOPMENT AND COMMUNICATIONS/MARKETING AUDIT IN THE NOT TO EXCEED AMOUNT OF \$9,800.00

R-2019-104

WHEREAS, the Township of Woolwich has sought the services of SLK Partners for marketing services and received a quote for the following:

Branding Development \$4,200.00

Communications/Marketing Audit \$5,600.00

WHEREAS, said proposal is more fully set forth as attached hereto and approved via motion second and duly passed at a meeting conducted on March 18, 2019; and

WHEREAS, it is the intent of this resolution to memorialize such action previously taken; and

WHEREAS, a Certification of Funds has been executed by the Woolwich Township Certified Purchasing Agent; and

WHEREAS, the Township Committee of the Township wishes to award the quote of SLK Partners:

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows;

1. That the quote submitted by SLK Partners, be and is hereby approved as described above in the not to exceed amounts of \$4,200-Branding Development and \$5,600-Communications/Marketing Audit.
2. This resolution memorializes action previously taken by the Woolwich Township Committee on March 18, 2019.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 1st day of April, 2019.

Jane DiBella, Clerk

RESOLUTION FOR PUBLIC FIREWORKS DISPLAY

R-2019-105

WHEREAS, the Township of Woolwich is making an application for a fireworks display to be conducted at Locke Avenue Park located at 56 Locke Avenue in Woolwich Township New Jersey between the approximate hours of 9:00-10:00 p.m. on June 1, 2019 for its annual Fun Day Celebration;

NOW THEREFORE BE IT RESOLVED on this 1st day of April, 2019 by the Township Committee of the Township of Woolwich that permission is granted to hold said fireworks display at the above stated time and in accordance with its application conditioned upon issuance of the necessary Fire Code permit by the office of the Gloucester County Fire Marshal.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 1st day of April, 2019.

Jane DiBella, Clerk

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING THE
ENDORSEMENT OF "STATEMENT OF CONSENT" FORM- TENBY CHASE AT
WEATHERBY
R-2019-106**

WHEREAS, the Woolwich Township Committee previously authorized the execution of a Treatment Works Approval (TWA) permit application through the adoption of resolution R-2016-191 on September 6, 2016; and

WHEREAS, the Township is in receipt of a letter dated March 19, 2019 from Consulting Engineer Services advising that said permit has expired and further requesting that an endorsement be approved by the current Woolwich Township Committee and executed by the Mayor towards an extension of said prior approval; and

WHEREAS, no changes related to sewer installation have occurred since the previous endorsement; and

WHEREAS, it is requested by the applicant that the Township endorse the application and execute the TWA-1 Form of the applications, "Consent by Governing Body" which will, accomplish said extension; and

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows:

1. That the Woolwich Township Mayor be and is hereby authorized and directed to execute the attached WQM-003 "Statement of Consent" Form on behalf of the Township of Woolwich towards approval for a treatment works application extension for Tenby Chase at Weatherby.
2. That upon execution, the Woolwich Township Clerk is authorized and directed to forward a fully executed application and a certified copy of this resolution to the applicant for such permit.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 1st day of April, 2019.

Jane DiBella, Clerk

RESOLUTION 2019-107
GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment
Decisions Under Title VII of the Civil Rights Act of 1964"

Form of Resolution

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Committee of the Township of Woolwich, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

TOWNSHIP OF WOOLWICH

VERNON MARINO, MAYOR

ATTEST:

JANE DIBELLA, ADMINISTRATOR/CLERK

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON APRIL 1, 2019.

JANE DIBELLA, ADMINISTRATOR/CLERK

GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY
COUNTY OF Gloucester

We, members of the governing body of the Township of Woolwich being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Committee of the Township of Woolwich in the County of Gloucester;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____

Sworn to and subscribed before me this
_____ day of _____
Notary Public of New Jersey

Clerk

The Municipal Clerk shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

RESOLUTION APPOINTING SHANNON KILPATRICK TO THE POSITION OF RECREATION COORDINATOR

R-2019-108

WHEREAS, the position of Recreation Coordinator was established via the adoption of Ordinance 2019-04 on February 19, 2019 which Ordinance further sets forth the duties and responsibilities of said position; and

WHEREAS, the Township advertised for the position and interviews for said position were conducted by the Township Committee liaison to Parks and Recreation and the Township Administrator; and

WHEREAS, based on those interviews, it is recommended that the Township offer said position to Shannon Kilpatrick;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows:

1. That Shannon Kilpatrick be and is hereby appointed to the position of Recreation Coordinator, effective as of this date.
2. That the salary for said part time position shall be determined to be \$12,500 prorated for the remainder of the year 2019, to be included within the 2019 Municipal Budget and Salary Ordinance.
3. That as a part time employee, no benefits shall be offered in this position.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting conducted the 1st day of April, 2019.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING HIRING SHAWN ALLEN WITHIN THE WOOLWICH
TOWNSHIP DEPARTMENT OF PUBLIC WORKS
R-2019-109**

WHEREAS, the Township of Woolwich is in need of one full time employee within the Department of Public Works in the position of laborer/operator; and

WHEREAS, the Township advertised and conducted interviews with qualified applicants in accordance with the Woolwich Township Personnel Policy; and

WHEREAS, upon the recommendation of the Woolwich Township Administrator/Clerk, the Director of Municipal Services and the Supervisor of Public Works, the Woolwich Township Committee wishes to authorize the extending of an offer to hire to Shawn Allen as the result of those interviews;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows:

1. That Shawn Allen be and is hereby hired within the Woolwich Township Public Works Department and shall be paid at the rate of \$15.50/hr.
2. That as a full time employee, Shawn Allen will be entitled to employee benefits as offered by the Township of Woolwich.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 1st day of April, 2019.

Jane DiBella, Clerk

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING AWARD OF BID TO ARTHUR R. HENRY,
INC. IN THE AMOUNT OF \$149,675.05 FOR THE PROJECT KNOWN AS BACK CREEK ROAD
IMPROVEMENTS**

R-2019-110

WHEREAS, the Township of Woolwich authorized bids for a project known as Back Creek Road Improvements; and

WHEREAS, bids were received in accordance with NJSA 40A:11-1 et seq. on March 20, 2019 at which time bids were received from the following and in the amounts shown:

Contractor	Address	Total Amount Bid
Arthur R. Henry, Inc.	3031 Ocean Heights Ave., Egg Harbor Twp. NJ	\$149,675.05
Ricky Slade Construction	54 Slade Ave., Bridgeton, NJ	\$158,042.51
Paving Plus, LLC	P.O. Box 508. Franklinville, NJ	\$165,692.90
Think Pavers Hardscaping	125 Kings Hwy., Mt. Royal, NJ	\$200,000.00
NJB NJ Contractors	18 Lange Court, Mullica Hill, NJ	\$217,170.53
Diamond Construction	35 Beaverson Blvd., Brick, NJ	\$317,478.00

And:

WHEREAS, Arthur R. Henry, Inc. is determined to be the low bidder having submitted a total bid in the amount of \$149,675.05; and

WHEREAS, the Woolwich Township Engineer has recommended that award of contract be made; and

WHEREAS, the Woolwich Township Solicitor has reviewed the bid for legal compliance; and

WHEREAS, the Woolwich Township CFO and Purchasing Agent has issued a Certification of Funds that funds are available and unencumbered in the amount of \$149,675.05; and

WHEREAS, by these determinations, the Township Committee of the Township wishes to award said bid to Arthur R. Henry, Inc. for their bid in the total amount of \$149,675.05;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich as follows;

1. That the bid submitted by Arthur R. Henry, Inc. in the amount of \$149,675.05 be and is hereby approved for the Woolwich Township Road Project Known as Back Creek Road Improvements.
2. That execution of said contract by the Mayor and Administrator/Clerk of Woolwich Township be and is hereby authorized.
3. That the Woolwich Township Clerk is authorized and directed to return the bid bonds of the unsuccessful bidders.

Adopted this 1st day of April, 2019

TOWNSHIP OF WOOLWICH

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

2019 MUNICIPAL BUDGET INTRODUCTION RESOLUTION

R-2019-111

BE IT RESOLVED that the statements of revenues and appropriations as contained within the 2019 municipal budget shall constitute the Municipal Budget for the year 2019; and

BE IT RESOLVED that the 2019 Municipal Budget of the Township of Woolwich shall be read by title only; and

BE IT FURTHER RESOLVED that said budget be published in the official newspaper of the Township of Woolwich no later than ten (10) days prior to May 6, 2019; and

BE IT FURTHER RESOLVED that the Township Committee of the Township of Woolwich does hereby approve the Budget as presented for the year 2019:

RECORDED VOTE

AYES

Nays

Abstentions

Absent

Notice is hereby given that the Budget and Tax Resolution was approved by the Township Committee of the Township of Woolwich, County of Gloucester on the 1st day of April, 2019.

A Hearing on the Budget and tax resolution will be conducted at the Woolwich Township Municipal Building, 120 Village Green Drive, Woolwich Twp., New Jersey on the 6th day of June, 2019 at 7:00 p.m. at which time and place objections to said Budget and Tax resolution for the year 2019 may be presented by taxpayers or other interested persons.

Vernon Marino, Mayor

ATTEST: _____
Jane DiBella, Clerk

CERTIFICATION

The foregoing Resolution was duly adopted by the Township Committee of the Township of Woolwich on the 1st day of April, 2019.

Jane DiBella, Clerk