

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
SEPTEMBER 3, 2019  
CAUCUS-6:00 P.M.**

The caucus meeting was called to order by Mayor Marino at 6:06 p.m.

Mayor Marino made the following statement:

The September 3, 2019 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 Frederick: PRESENT Santore: ABSENT\*  
Matthias: PRESENT Marino: PRESENT

\*Committeewoman Santore entered the meeting at 6:12 p.m.

Those present saluted the American Flag.

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

Michael Verdi of 16 Oakview Terrace and Brian Verdi of 66 Buckeye Road wished to address the lack of space for sports.

Mayor Marino advised that the complex will be expanded to add three more fields, a practice field, concession stand, additional parking and walk trails. He added that due to a change in engineering firms, the project was delayed.

Mr. Verdi said that this may be just a band aid with the residential growth. He noted issues with lack of lighting and said that basketball and tennis courts are also needed.

Mayor Marino advised that tennis courts are available at Kingsway High School and that basketball courts are available at High Hill Park. He added that the Township is aware of the needs and is moving as quickly as possible. The Township is further in talks with the schools about shared services for sports fields.

Mr. Brian Verdi asked what the timeline is and was told that it would be a twelve-month project from the start of construction. The Deputy Mayor said that much depends on grass stabilization, and added that there is a heavy price tag associated with the project and that prioritization must be considered.

Mr. Frank Paolini of Oakview Terrace asked where the township stands in regards to lack of basin management in the Chestnut Ridge Development.

Mayor Marino replied that he is aware the developer prematurely turned the basins over to the Chestnut Ridge HOA and that the Township is contesting that action. H acknowledged that the developer refuses to take on responsibility.

Mr. Paolini said that he is aware the developer has been issued numerous citations for soil erosion and that no C.O.'s are being issued, but asked the Township to look into a legal stop work order. The Mayor replied that he is embarrassed that this is being built in the towns and that the Township expects better of its developers.

Mr. Paolini asked why this hasn't been done before and the Mayor responded that the township wants to do it legally.

Committeewoman Santore asked if the HOA is represented by an attorney. Mr. Paolini responded that it is not, and that the HOA may not want to expend legal fees.

The Mayor advised that the Township will be meeting with the developer this month to discuss a drainage issue coming off of an adjacent parcel which the township wants corrected.

Mr. Paoli stated that the rear basin is not fenced in. The Mayor said he is aware of that fact and will speak with the engineer regarding fencing.

Mr. Odili, residing at 6 Oak View Terrace noted the lack of fencing at the rear basin and liability for both the township and HOZ.

Mayor Marino replied that he shares the concerns and aside from the violation notices issues to the developer, will instruct the engineer to address the basin fencing also.

Mr. Odili said that these issues should not be left to the HOA. Mayor Marino replied that the residents have his word that the township will work to have the items corrected.

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

Joe Henry, of Hardenberg Insurance presented the Safety Incentive Program of the Joint Insurance Fund, specifically noting its Wellness Program and the Township Administrations adherence to the Program.

Mayor Marino advised the Committee that letter has been received from the Gloucester County Planning Office approving Ordinance 2019-12 which was previously tabled pending county review. The Mayor read the letter into the record noting the County's approval for the Township to adopt the Ordinance.

The Mayor also advised the Committee that it will be considering appointment of Jeff Thompson as a Class III Officer as well as considering the Police Chief's recommendation for two additional patrol officers.

The Mayor also advised that a bond ordinance for the acquisition of solid waste carts will be considered for adoption.

He also advised that they will consider a resolution authorizing hiring two employees for the public works department subsequent to interviews conducted and recommendation made by the Administrator and Superintendent of Public Works.

Committeeman Frederick questioned the cost of waste carts and eventual savings to the Township through its Shared Service Agreement with Logan Township.

CFO Will Pine advised that the Township will realize a \$60,000 savings in its solid waste line item for the first five years of the agreement and \$100,000 thereafter.

Mayor Marino noted that the Committee will consider rejecting bids received for the Rainey and Viereck Roads NJDOT Project since bids exceeded the budgeted amount. He suggested splitting the roads and do at least one, and will have the Director of Municipal Service determine which is more needed.

Discussion was then held regarding the 2018 Municipal Audit as received. The CFO explained the Recommendations contained therein. Specific discussion took place regarding a repeat finding that the Township is not pursuing grant receivables.

The CFO responded that some receivables are for prior year grant projects that were not completed timely. He added that correction will be presented in the audit corrective action plan.

Mayor Marino then advised the Committee that he and Mr. Pine attending a meeting in S. Harrison Twp. at which time a public forum was presented to S. Harrison residents regarding the Police Shared Service Agreement. He advised that the meeting went well and that the S. Harrison Committee was unanimously supportive of the plan as were most residents that attended.

The Mayor further advised that resolutions must be adopted by the Township, Borough of Swedesboro and Township of S. Harrison recommending the appointment of Judge Golden in the Municipal Court Agreement.

Discussion was then held regarding the need for additional court personnel and the Court Administrator's request for a part-time employee.

Mayor Marino advised that through the agreement, the township will retain the revenue from court. As for the police agreement, S. Harrison will keep their records clerk on staff. A 4-6 month records transition will be conducted. It is anticipated that S. Harrison will adopt the agreement at their 9-11 meeting and the Office of Administrative Courts has been brought up to speed. The CFO added that the financial terms in the police agreement are the closest the township has ever gotten to true cost.

Discussion then commenced regarding shared service agreements with the SW and KRHS Districts for Class III Officers and SRO's.

Committeeman Frederick questioned wording in resolution R-2019-202. The Mayor suggested that his questions be clarified prior to adoption during the regular meeting.

Mayor Marino noted that the Committee will consider a change order to the Garwin Road drainage repair emergency contract for costs that were not anticipated in the contract.

With no further discussion, the caucus adjourned at 6:58 p.m.

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
SEPTEMBER 3, 2019  
REGULAR MEETING-7:00 P.M.**

The meeting was called to order by Mayor Vernon Marino at 7:05 p.m.

Mayor Marino made the following statement:

The September 3, 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 John Alice and Administrator/Clerk DiBella.

Those present saluted the American Flag.

Mayor Marino requested a moment of silence in honor of long time resident and former member of the Planning Board Vernon Barbagallo.

Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to approve resolution **R-2019-197 Resolution of the Township of Woolwich Appointing Jeff Thompson to the Position of Class III Officer within the Woolwich Township Police Department.**

**Roll Call: Battisti: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES** Motion carried

Mayor Marino administered the Oath of Office to Class III Officer Jeff Thompson.

Officer Thompson thanked all for the opportunity to serve and said that he is looking forward to working in the school system.

Motion was made by Committeeman Battisti and seconded by Committeeman Frederick to open the floor to public comment for agenda items only.

Angela Napoliello-Ivory, 3 Brockton Court, asked for more detail regarding the shared service agreement with South Harrison Township for police service.

Mayor Marino advised that the service will be no different than the current agreement to provide those same services to Swedesboro. He added that additional staff will be added to ranks and additional officers will be on shift.

Ms. Napoliello-Ivory then asked if the same would be enacted for municipal court services and was told that it will.

Jordan Schlump, 10 Wilshire Blvd. Asked if the agreement with S. Harrison was done legally and whether the agreement was struck by lawyers or members of the respective committees. He questioned the average breakout of salary including benefits.

Mayor Marino replied that S. Harrison is paying for everything and that salaries are irrelevant, that they are coming in at base rate.

Mr. Schlump noted the relationship between both Mayors and asked why Mayor Marino did not recuse himself.

Mayor Marino replied that the agreement was drafted by the lawyers of both towns.

Solicitor Alice said he sees no conflict of interest.

Mr. Schlump stated that there was a town hall meeting for the residents of S. Harrison in regards to the police service and asked why the same wasn't made available to the residents of Woolwich. Mayor Marino replied that he did not feel one was needed.

Mr. Schlump asked if the payment schedule includes police service for special events. The Mayor replied that special events were considered in ancillary items. He added that the service was coordinated keeping the best interest of both municipalities in mind.

Beth Sawyer, 1807 Lexington Mews, stated that a town hall meeting would have provided better transparency.

Hearing no further comment, the public portion was closed upon a motion by Deputy Mayor Matthias, seconded by Committeewoman Santore and unanimously passed.

Motion was made by Committeewoman Santore and seconded by Deputy Mayor Matthias to remove Ordinance 2019-12 from the table. All were in favor.

Mayor Marino noted that the public hearing was conducted at the 8-5 meeting.

Motion was made by Committeewoman Santore and seconded by Committeeman Battisti to adopt Ordinance **2019-12 Ordinance of the Township of Woolwich, County of Gloucester, State of New Jersey, Amending Chapter 203 of the Code of the Township of Woolwich Entitled "Zoning"**.  
**Roll Call: Battisti: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES** Motion carried

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

**2019-14 Bond Ordinance Providing for the Acquisition of Trash Carts in and by the Township of Woolwich, in the County of Gloucester, New Jersey Appropriating \$600,000 Therefor and Authorizing the Issuance of \$570,000 Bonds or Notes of the Township to Finance Part of the Cost Thereof**

Motion to open public comment: Battisti                      Second: Santore

No public comment

Motion to close public comment: Santore                      Second: Battisti

Motion to adopt: Battisti                      Second: Matthias

**Roll Call: Battisti: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES** Motion carried

Mayor Marino advised that the agreement with Logan Township for solid waste/recycling collection will save the Township \$60,000/year and that once the carts are paid, the Township will realize \$100,000 in savings.

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

**2019-15 An Ordinance of the Township of Woolwich Amending Chapter 23 Entitled “Joint Land Use Board” of the Code of the Township of Woolwich, Specifically Section 23-11 “Furnishing of List of Property Owners”**

Motion to introduce: Matthias Second: Santore

**Roll Call: Battisti: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES** Motion carried

Motion was made by Committeewoman Santore and seconded by Committeeman Battisti to approve a consent agenda for resolutions R-2019-198 through and including R-2019-207.

Committeeman Frederick moved to amend the first line of resolution R-2019-203 to exclude “the Township of Woolwich” in the first line. Committeewoman Santore seconded. All were in favor.

Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to adopt resolutions R-2019-198 through and including R-2019-207.

**Roll Call: Battisti: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES** Motion carried

**R-2019-198 Resolution Authorizing Placement of Municipal Liens-Property Maintenance**

**R-2019-199 Resolution of the Township of Woolwich Authorizing the Purchase of Residential Automated Waste Carts via a Nationally Recognized Co-Op with HGAC-Buy from Innovative Packaging Leaders in the Amount of \$553,334.40**

**R-2019-200 Resolution Authorizing Street Opening Permit to South Jersey Gas-16 Meadowlark Drive**

**R-2019-201 Resolution Endorsing the Findings and Determination Statement and Authorizing the Clerk to Submit a Raffle License on Behalf of the Gloucester County Hero Scholarship Fund**

**R-2019-202 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey Authorizing the Execution of an Agreement with the County of Gloucester for Participation in the Governor’s Council on Alcohol and Drug Abuse Fiscal Grant Cycle for the Period of July 1, 2019 (Nunc Pro Tunc) to June 30, 2020**

**R-2019-203 Resolution Authorizing an Agreement to Pay Delinquent Taxes by Installment**

**R-2019-204 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes**

**R-2019-205 Resolution of the Township of Woolwich Rejecting Bids for 2018 NJDOT Municipal Aid Program-Rainey and Viereck Roads**

**R-2019-206 Resolution of the Township of Woolwich Authorizing a Change Order to the Proposal of Remington and Vernick Engineers in the Not to Exceed Amount of \$21,000.00 in Regards to the Emergency Repair of Garwin Road**

**R-2019-207 Resolution Authorizing Hiring within the Woolwich Township Department of Public Works**

The following reports were presented:

<b>Reports:</b>	Month of July/August
Tax Collector:	\$272,158.87 remitted (July) Certification of Tax Bill Mailings
Woolwich Fire Company:	Monthly Report
Police Chief:	Monthly Report
Township Engineer:	Monthly Report
DOCD Report:	Monthly Report
Administrator's Report:	Monthly Report
Municipal Services:	Monthly Report

Mr. Blake noted that he is assisting in obtaining grant reimbursements on the Palladino property remediation project in which the township can realize up to \$300,000 in reimbursement.

Mr. Blake also advised the update to the Environmental Resource Inventory has been accomplished and that he will submit to Sustainable Jersey for credit. He suggested that the report be recommended to the Joint Land Use Board for adoption as an element of the Master Plan.

He then presented a draft sign that the State Agriculture Development Board provided to be posted on properties preserved through the township's TDR reverse auction. He requested authorization to work with the Director of Municipal Service for pricing on the signs.

Committeewoman Santore said that she would like more time to review and suggest changes to the sign.

Committeeman Frederick questioned plans to update the township's Farmland Preservation Plan.

Mr. Blake replied that it is an involved effort that requires work with a consultant. He added that similarly as done with the ERI, the Township can look for subsidized pricing through Delaware Valley Regional Planning Commission.

Mr. Blake was authorized to seek quotes for the Farmland Preservation Plan.

Committeeman Battisti advised that the ERI is posted on the Township Website and is interesting to read.

The Engineer provided his report. He stated that the form will work to break down the Rainey Viereck Roads bid into alternates.

The Engineer also advised that a preconstruction meeting will be held for the Shared Use Path Phase 2 project on 9-5-19.

Committeeman Frederick asked the engineer's opinion as to which road is recommended and whether there were (Viereck or Rainey) and whether stop gap measures would be recommended for the road not chosen. The engineer replied that based on traffic volume, Rainey Road may be more important, and that budgetary consideration should be made as to temporary repairs to Viereck Road. The engineer estimated that the revised bid may be ready for award in early October.

Chief Jaramillo reported that planning is in place for school opening, and that there will be added police presence moving forward. Mayor Marino added that planning is also in place for bus control during the Rt. 322/Kings Hwy. construction project.

Deputy Mayor Matthias asked the Chief what the public response to National Night Out was. Chief Jaramillo responded that there was positive support from the community.

In the absence of Woolwich Fire Company Chief Dave Valichka, Committee woman Santore reported that the department responded to 58 calls in July and 38 calls in August. The department has stepped up training and planning has begun to conduct a company meal. Fire Prevention Night will be held on October 8<sup>th</sup>.

Committeeman Frederick asked why the fire house kitchen repairs are not being done. Committeewoman Santore replied that funds are being expended to make the building usable is a priority over kitchen repairs.

The following liaison reports were provided:

Committeeman Battisti:

Municipal Services; (Blds./Grounds/Code/UCC/Zoning/Public Works); Welcome to new employees in Public Works. Code: 63 new permits and 23 code violation notices were issued. P/W is painting crosswalks for school opening. Municipal Alliance: Will have a booth at the Taste of Woolwich Event. Committeeman Battisti also noted that the Woolwich Community Garden has been chosen for voting in the People's Choice Award Category.

Committeeman Frederick:

Environmental: (SWEC, Green Team, Shade Tree, Open Space/Ag); The Environmental Commission will Have a booth at the Taste of Woolwich event. The EC is also discussing a plastic bag ban and holding recycling assemblies in the schools. They are requesting committee feedback as to number of assemblies and grades. Discussion then led to the need to properly communicate with residents regarding recycling efforts and rules. Committeeman Frederick also said that the Shade Tree Commission look to partnering with the schools for shade tree's. Mayor Marino stated that the schools would have to guarantee that water would be available to the plantings. As to the recycling assemblies, Committeeman Battisti suggested targeting one grade level. Deputy Mayor Matthias noted that the recycling information is likewise important to parents.

Committeewoman Santore:

BDAC; Reminded of the BDAC Event "Taste of Woolwich" planned for 9-13 at the municipal complex. Trash/Recycling: Recycling numbers continue to decline. Recycling loads are being rejected due to



plastic bag contamination. 45 calls for service were received. The cost of trash/recycling is the highest this year and the township is looking to savings through the coming agreement with Logan Township. Looking forward to the purchase of trash carts, and thanked the CFO for his work and being a liaison with Logan Township.

Dep. Mayor Matthias:

Educational Partners; (KRHS and SWSD); Noted the following day as the first day of school. The KRHS District awarded a \$2.4 million dollar bid for the stadium track. The project will begin in two weeks and construction is expected to last 120 days. Home football games will be played at Rowan due to the construction. Back to school dates have been posted on the district websites. Recreation: Tree lighting will take place on November 30<sup>th</sup>, the same day as the Swedesboro Christmas Parade. Swedesboro Tree Lighting will be at 5:00 p.m. Holiday Village will be at Locke Avenue afterwards.

Mayor Marino:

Administration: (Finance; Court; JLUB, TDR Task Force); Public Safety. None provided.

There was no old business.

Under new business, motion was made by Committeewoman Santore and seconded by Committeeman Battisti to authorize advertisement for a court clerk for 20 hours/week.

The Committee reviewed and discussed Remington and Vernick's Proposal for Park Expansion Engineering Services.

Mr. Staszewski advised that a response from Green Acres regarding potential funding is awaited. He further advised that the project was not far enough in design by the former engineer as had been thought and that there was no response from the former engineer to provide various plans and documents. This scope of work is needed to proceed with planning.

Prior to consideration of the proposal for further engineering services, it was suggested that the engineer list what documentation and tasks have been provided by Alaimo and what is still outstanding.

Deputy Mayor Matthias asked what this delay does to timing of the expansion project. The engineer replied that he hopes to proceed in the spring with an aggressive schedule.

Also under new business, Mayor Marino advised that the township will continue to attempt to get Fernmoor Homes to address the issues in Chestnut Ridge.

Committeeman Battisti asked where the township stands legally. Mayor Marino replied that the developer has responsibility.

Committeeman Battisti requested status of feedback from SLK Partners for branding services.

Committeewoman Santore responded that several concepts have been developed by SLK and input will be gathered from the community at the Taste of Woolwich event.

Motion was made by Committeeman Frederick and seconded by Committeeman Battisti to open the floor to public comment. All were in favor.

Beth Sawyer, 1807 Lexington Mews asked the Committee if proper developer bonds are in place within Chestnut Ridge and was told that there are bonds in place.

Angela Napoliello-Ivory asked what ERI stands for and was told Environmental Resource Inventory. She then asked for an update on the Shop Rite project. Mayor Marino replied that the project is in litigation. She further said that there is poor lighting at Garwin Rd, and Rt. 322. Mayor Marino said that the township has no jurisdiction since it is a state highway.

Jordan Schlump, 10 Wilshire Blvd. asked why the township allows plastic bags to be put in recycling. He further noted concerns he has with busing in the area of Garwin and Rt. 322 and suggested that parents not be allowed to use Garwin Road for drop off. Mayor Marino responded that with the amount of construction, the township cannot stop traffic on Garwin Road.

Ms. Sawyer asked how the township can communicate the plastic bag issue to residents. She was told that information has been posted on the website and social media and the newsletter.

Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to close the public portion. All were in favor.

Committeewoman Santore moved to approve resolution **R-2019-208 Resolution for Closed Session**. Deputy Mayor Matthias seconded. All were in favor.

The Committee entered closed session at 8:39 p.m. for the purpose of discussing the following matters:

Contractual Agreements: Proposed PILOT  
School District SRO Agreements  
Police Shared Service  
Woolwich Joint Municipal Court  
Personnel-Police Hiring Recommendation  
Enclave at Stone Meeting House Bond Settlement  
Professional Services

The meeting resumed at 10:39 p.m. upon a motion by Committeeman Frederick, seconded by Committeewoman Santore and unanimously passed.

Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to approve resolution **R-2019-209 Resolution of the Township of Woolwich Authorizing Hiring Zachary Burnham and Jonathan Nastasi to the Position of 9<sup>th</sup> Class Patrol Officers within the Woolwich Township Police Department**.

**Roll Call: Battisti: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES** Motion carried

Motion was made by Committeewoman Santore and seconded by Deputy Mayor Matthias to approve resolution **R-2019-210 Resolution Authorizing a Shared Service Agreement Between the Township of Woolwich and the Kingsway Regional High School District for the Services of School Resource Officer and Two Class III Officers During the 2019-20 School Year**.

**Roll Call: Battisti: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES** Motion carried

Motion was made by Committeeman Frederick and seconded by Committeewoman Santore to approve a consent agenda for resolutions R-2019-211 through and including R-2019-213. All were in favor.

Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to adopt resolution R-2019-211 through and including R-2019-213.

**Roll Call: Battisti: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES** Motion carried

**R-2019-211 Resolution Authorizing a Shared Service Agreement Between the Township of Woolwich and the Swedesboro/Woolwich School District for the Provision of Two Class III Officers During the 2019-20 School Year**

**R-2019-212 Resolution Authorizing a Shared Service Agreement Between the Township of Woolwich and South Harrison Township for the Provision of Police Service**

**R-2019-213 Resolution Authorizing a Shared Service Agreement Between Woolwich Township, The Borough of Swedesboro and South Harrison Township to Establish a Joint Municipal Court**

Mayor Marino administered the Oath of Office to Patrolman Zachary Burnham.

Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to approve the minutes of August 5, 2019, Caucus; Regular Meeting; Closed Session. All were in favor.

Motion was made by Committeewoman Santore and seconded by Committeeman Battisti to approve the bill list and purchase orders presented by the finance officer.

**Roll Call: Battisti\*: YES, Frederick: YES, Santore: YES, Matthias: YES, Marino: YES** Motion carried  
**\*Abstain on Verizon Bills.**

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

The meeting adjourned at 10:44 p.m.

Respectfully submitted,

Jane DiBella  
Administrator/Clerk

Minutes not verbatim  
Audio recording on file