

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
DECEMBER 2, 2019  
CAUCUS-6:00 P.M.**

The caucus meeting was called to order at 6:05 p.n. by Mayor Marino with the following statement:

The December 2, 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: PRESENT  
Matthias: PRESENT Marino: PRESENT

Also present were Solicitor Alice, Administrator/Clerk DiBella, DOCD Blake, Chief Jaramillo and Travis Grieman, Engineer.

Those present saluted the American Flag.

Committeeman Battisti moved to open the meeting to public comment. Committeeman Frederick seconded. All were in favor.

Hearing no comment, motion was made by Committeeman Battisti and seconded by Committeewoman Santore to close the public portion. All were in favor.

The Director of Community Development provided a recap of remediation efforts at the Palladino property and the DEP's request for further delineation.

Mayor Marino added that the DEP was specific in stating one general area of concern. He noted that doing so will increase cost, but may be necessary in order to obtain a refund of certain costs from the state.

Mr. Blake noted that under the standards of site remediation, contaminant levels are appropriate for human contact. He feels that Green Acres is being overly cautious.

Mayor Marino suggested that the Solicitor be provided a prior letter from Green Acres stating that remediation was in conformance with regulations.

Committeeman Battisti asked what the difference would be to conduct the further investigation v. the amount of GA funds that could be left on the table. Deputy Mayor Matthias agreed. Mr. Blake advised that some items will be eligible for reimbursements beyond the remediation costs.

Mr. Blake will work with the Solicitor in attempts to address.

Mike Riley, Logan Township Superintendent of Public Works and Robert Cureton, Logan Trash/Recycling Coordinator were present to address any questions that the Committee may have regarding collection service which will begin on January 2.

Mayor Marino noted that regulations for collection will be a learning curb for residents and asked what the plan is to address those issues. He was informed that there will be a truck following behind for some time and will be able to address issues. The Logan rep's added that cart placement will be the biggest issue.

Discussion was conducted as to cart delivery and the need to agree as to requests for additional carts.

Mayor Marino asked their experience in getting everyone on board with the new rules and was told that consistency is key.

Committeeman Frederick asked if there is a cost for additional carts, and was told that there is but need must be demonstrated. They added that residents can also obtain temporary additional carts if they have a party etc.

Mayor Marino asked if missed trash is addressed and Mr. Riley said that they will work with residents.

It was added that collection days will remain the same.

Committeewoman Santore asked what holiday schedules would be and was informed that the days are typically pushed back one day.

Committeeman Frederick suggested the purchase of recycling stickers, and CFO Pine said that he will order.

Brief discussion was held as to bulk pickups and call-in process.

Ms. DiBella asked if they feel additional staff will be needed to handle call volume, and what the experience has been in other towns. Mr. Cureton and Mr. Riley highly suggested a dedicated person to answer all calls.

Mr. Riley and Mr. Cureton were thanked for attending and for their assistance during this transition.

The Committee then discussed a proposed Deed of Easement and Right of Way for the installation of a well on municipal building property to be used by new construction on building frontage.

Deputy Mayor Matthias asked if the township will have access to the well. Mayor Marino replied that the township would not want take any responsibilities for said well.

Mayor Marino then advised of receipt of grant funding in the amount of \$260,000 for High Hill Path Phase 3, which is the highest municipal allotment yet.

Committeeman Frederick asked of the project will be based off of current design. The engineer replied that there may be some flexibility.

The engineer also advised Committee that park expansion plans should be available for review in December.

Mr. Blake then advised the Committee of the TDR Task Force Report which has been submitted as approved. He advised that the report will be referred by the TC to the JLUB on a future agenda.

Mayor Marino said that he appreciated the work of those on the task force in providing a clear path forward with the Transfer of Development Rights Program.

Mr. Blake then advised that the township will be closing on the St. Clare preservation property on December 6<sup>th</sup> or 13<sup>th</sup>.

Mayor Marino asked the Police Chief the status of the department. The Chief responded that numbers are consistent and the department has done a great job in transitioning to provide service to S. Harrison Twp.

Mayor Marino thanked Remington and Vernick Engineers for providing a new Christmas Tree at the park, adding that the Tree Lighting and Holiday Village were a success. He also thanked Sun Valley Orchards and Creamy Acres for use of their tractor equipment, Grace Church for help and sponsorship and thanks to the Police Department and the many volunteers.

Committeeman Battisti moved to open the meeting to public comment. Committeeman Frederick seconded. All were in favor.

Mark Ressa, 125 Tara Run, noted that trash was not picked up at his home and those of his neighbors after the Thanksgiving holiday.

Mayor Marino said that it has been an ongoing problem with Waste Management and the Township is working to get all remaining trash collected.

Ann Dorsett, 169 Russell Mill Road, asked what the process will be to enact the changes to the TDR Program recommended by the task force and was informed that the township will be working towards adoption and amendments to the TDR Ordinance, a process that will go into 2020.

Dean Stiles, 158 Garwin Road, advised the Committee that in 2016 Master Plan maps, his property shows a street going through his property and noted that may affect future sale of his property.

Mayor Marino advised that what is shown is a paper street connecting Gilchris. Mr. Blake added that Master Plan documents have no legal teeth and that ordinances are laws of the town.

Committeewoman Santore asked if it is necessary to keep a paper street on a map. Mr. Blake acknowledged that nothing is written in stone.

Mr. Stiles asked that the Committee continue to look into this matter.

Committeeman Battisti moved to adjourn the caucus meeting at 7:11 p.m. Committeewoman Santore seconded. All were in favor.

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
REGULAR MEETING  
DECEMBER 2, 2019**

The regular meeting was called to order by Mayor Marino at 7:13 p.m. with the following statement:

The December 2, 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 Committeeman Frederick to open the meeting to public comment for agenda items only. All were in favor.

Hearing no public comment, motion was made by Committeewoman Santore, seconded by Committeeman Battisti and unanimously passed to close the public portion.

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

**2019-24 An Ordinance of the Township of Woolwich Amending the Submission Checklist for Use Within the Woolwich Township Joint Land Use Board**

Motion to open public hearing: Santore Frederick: All in favor

No public comment

Motion to close the public hearing: Santore Second: Matthias All in favor

Motion to adopt: Santore: Second: Battisti

**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-2019-279 through R-2019-295, with the exception of R-2019-284. All were in favor.

**R-2019-279 Resolution Authorizing a Street Opening Permit to S. Jersey Gas-156 Homestead Court**

**R-2019-280 Resolution Authorizing Disposal of Certain Township Owned Equipment and Personal Property from the Fixed Asset List of the Township of Woolwich**

**R-2019-281 Resolution of the Township Committee of the Township of Woolwich Referring a Proposed Amendment to the Woolwich Township Master Plan to the Joint Land Use Board and Instructing the Board to Review and Consider for Passage Said Amendments**

**R-2019-282 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes**

**R-2019-283 Resolution Authorizing Totally Disabled Veteran Exemption**

**R-2019-285 Resolution of the Township of Woolwich Authorizing a Deed of Easement Between the Township of Woolwich and Aqua New Jersey, Inc. and Authorizing the Mayor to Execute Same on the Behalf of the Township of Woolwich**

Motion was made by Committeeman Battisti and seconded by Committeewoman Santore to adopt resolutions R-2019-279 through R-2019-295, with the exception of R-2019-284.

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

The following reports were presented for the month of November:

Tax Collector:	\$6,653,128.23
Police Chief:	Monthly Report
Township Engineer:	Monthly Report
DOCD Report:	Monthly Report
Administrator's Report:	Monthly Report
Municipal Services:	Monthly Report

Mayor Marino noted that the distribution of trash carts began that day. He noted that 65 gallon recycling carts will be able to be trade for a 95 gallon cart. A sample of the cart was provided for viewing.

The following liaison reports were provided:

Committeeman Battisti:

Municipal Services; (Blds./Grounds/Code/UCC/Zoning/Public Works); 35 zoning permits were issued. Committeeman Battisti noted that it has been a pleasure to serve as liaison to the code department and public works departments. Municipal Alliance: In process of scheduling meeting. Volunteers are needed to fill vacant committee seats on the alliance.

Committeeman Frederick:

Environmental: (SWEC, Green Team, Shade Tree, Open Space/Ag): Committeeman Frederick noted that most committees have current vacancies that need to be filled and suggested some type of volunteer advertising. He further noted that the Environmental Commission continues to work on a plastic bag ban ordinance.

Committeewoman Santore:

BDAC; Trash/Recycling: Many missed stops post-Thanksgiving holiday. Looking forward to improved service to residents through the shared service with Logan Township. Fire: No full fire report was provided, but thanked the fire company for being a partner in the parade. Noted that the fire company will be selling Christmas trees and delivery is available.

Dep. Mayor Matthias:

Educational Partners; (KRHS and SWSD); Kingsway Board approved the general board list. S/W District approved its 2020-21 school calendar. Conferences will be held the week of 12-9 S/W had developed an equity team and will develop a strategy plan for same. Winter concert dates are listed on school calendar. Recreation: Thanks to SWBA for a terrific parade. Thank you to the Recreation Coordinator and Grace Church for the work on the successful Christmas Village and Tree Lighting. Thank you to Remington and Vernick for providing the tree. Bowling Party is scheduled for 12-30.

Mayor Marino:

Administration: (Finance; Court; JLUB, TDR Task Force); Public Safety Finance purchases have been delayed until the start of the year. Budget packets have been distributed. JLUB will meet on the 5<sup>th</sup>. TDR Task Force has completed its review and recommendation. The report will be forwarded to JLUB for review and comment. The police department is doing well with providing service to S. Harrison.

There was no old business.

Under new business, Mayor Marino advised of the need to execute a Deed of Easement and Right of Way for the construction of a well on municipal property for use by commercial property on adjoining ground.

Also under new business, the Mayor reported that the township received notification of a Municipal Aid Grant in the amount of \$260,000 which is the highest award in the state. It is targeted to be used on the High Hill Road Shared Use Path, Phase 3.

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

Jordan Schlump, 10 Wilshire Blvd. questioned resolution R-2019-285 asking what it is for.

Mayor Marino replied that it authorizes a Deed of Easement for the construction of a well.

Mr. Schlump asked why the developer is not placing the well on their property saying that last year the JLUB directed them to do so.

Mayor Marino responded that Summit Ventures asked for the assistance of the Township and felt it to be common courtesy to be a good partner.

Mr. Schlump said the developer has plenty of land on which to place a well.

Mayor Marino said they asked, and the township said yes.

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

Motion was made by Committeewoman Santore and seconded by Deputy Mayor Matthias to approve resolution **R-2019-284 Resolution for Closed Session**. All were in favor.

The Committee entered closed session at 7:34 p.m. for the purpose of discussing Personnel: Police.

The regular meeting resumed at 7:57 p.m. upon a motion by Committeewoman Santore, seconded by Committeeman Battisti and unanimously passed.

Committeewoman Santore moved to authorize Chief Jaramillo to hire Brandon Lopez as a FT Patrol Officer beginning December 12, 2019. Committeeman Battisti seconded.

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

Motion was made by Committeeman Frederick and seconded by Committeeman Battisti to approve the following minutes:

November 4, 2019 Caucus and Regular Meeting]

November 18, 2019 Regular Meeting and Closed Session

All were in favor. Deputy Mayor Matthias abstained from the minutes of November 4, 2019.

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

**Roll Call: Battisti: YES, Frederick: YES (abstain on Verizon bills), Santore: YES, Matthias: YES, Marino: YES** Motion carried

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

The meeting adjourned at 7:58 p.m.

Respectfully submitted,

Jane DiBella  
Administrator/Clerk

Minutes not verbatim  
Audio recording on file