

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
November 16, 2020  
6:00 p.m.**

The meeting was called to order by Mayor Marino at 6:01 p.m.

Mayor Marino made the following statement:

The November 16, 2020 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: Curran: PRESENT (telephonic) Frederick: PRESENT Nocentino: PRESENT  
Matthias: PRESENT (telephonic) Marino: PRESENT

Also present were Solicitor Alice, Engineer Greiman, Chief Marino, Dep. Chief Morgan and Administrator/Clerk DiBella.

Those present saluted the American Flag.

Mayor Marino noted that resolution **R-2020-187 Resolution of the Committee of the Township of Woolwich Ratifying the General Settlement Terms Reached in Mediation between the Township of Woolwich and the Wolfson Group and as Placed on the Record on August 27, 2020** would remain tabled.

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

Corrine Butler-Sellen of Kings Hwy., Mickleton, inquired as to the status of the Township's TDR program.

Mayor Marino replied that there has been no movement due to other pressing matters, but that the township continues to wait on word from the state subsequent to a meeting previously held to discuss the program status.

With no further comment, the public portion closed upon a motion by Committeeman Nocentino, seconded by Committeeman Frederick and unanimously passed.

Committeeman Frederick moved to approve a consent agenda for resolutions R-2020-211 through and including R-2020-214. Committeeman Nocentino seconded All were in favor.

**R-2020-211 Resolution of the Township of Woolwich Authorizing the Endorsement of a "Statement of Consent" Form-Four Seasons Phase 3, Section 2A and 2B**

**R-2020-212 Resolution of the Township of Woolwich Authorizing the Endorsement of a "Statement of Consent" Form- GCUA Wastewater/ GCIA Landfill Leachate Force Main System**

**R-2020-213 Resolution of the Township of Woolwich Authorizing the Quote of Remington and Vernick in the Not to Exceed Amount of \$350,000 for Sanitary Sewer Inspection Services**

**R-2020-214 Resolution Authorizing Award of an Emergency Repair Contract in a Not to Exceed Amount of \$427,756.00-Ogden Road**

Committeeman Frederick asked the engineer to clarify the Treatment works approvals in resolutions R-2020-211 and R-2020-212.

Mr. Greiman replied that R-2020-211 allows treatment for an additional 58 homes and R-2020-212 allows for treatment to service the Rt. 322 corridor and allow the project to move forward.

Committeeman Frederick then asked for the time it will take the engineering firm to inspect the sewer installation, referenced in R-2020-213. Mr. Grieman responded that his best guess is 2,000 hours to conduct physical inspections and oversight through project completion.

Mr. Frederick then asked for an engineer re-cap of the Ogden Road contract (R-2020-214).

Mr. Greiman advised that the bid came in lower than estimated due to a change in quantities, competition and the addition of pre-cast items will reduce on site construction time.

Committeeman Frederick questioned the project timeline.

Mr. Greiman replied that materials should be on site in 4-6 weeks and construction time will be an additional two weeks.

Motion was made by Deputy Mayor Matthias and seconded by Committeewoman Curran to adopt resolutions R-2020-211 through R-2020-214.

**Roll Call: Curran: YES, Frederick: YES, Nocentino: YES, Matthias: YES, Marino: YES** Motion carried.

Committeewoman Curran moved to approve a consent agenda for resolution R-2020-215 through and including R-2020-226. Committeeman Nocentino seconded. Committeeman Frederick asked to pull R-2020-221.

Motion was made by Committeeman Frederick and seconded by Committeeman Nocentino to adopt R-2020-215 through R-2020-226 with the exception of R-2020-221. All were in favor.

**R-2020-215 Resolution Authorizing an Increase in Salary for the Position of Deputy Municipal Court Administrator**

**R-2020-216 Resolution Authorizing the Release of Performance Bond #CM100159 as Posted for the Development Known as Villages, Section 2.5A-Basin**

**R-2020-217 Resolution Authorizing an Elevation Within the Woolwich Township Police Department-Kemp**

**R-2020-218 Resolution Authorizing an Elevation Within the Woolwich Township Police Department-Sturgis**

**R-2020-219 Resolution Authorizing the Proposal of Celebration Fireworks to Provide Holiday Fireworks Display in the Amount of \$5,200.00 and Authorizing the Execution of Said Contract**

**R-2020-220 Resolution Authorizing Hiring Per Diem Employees to Conduct Snow Removal**

**R-2020-222 Resolution Authorizing Cancellation or Refund of Certain Taxes due to Prior Amounts Assessed or Paid for 2020/21**

**R-2020-223 Resolution Authorizing Totally Disabled Veteran Deduction**

**R-2020-224 Resolution Authorizing Totally Disabled Veteran Deduction**

**R-2020-225 Resolution Authorizing Totally Disabled Veteran Deduction**

**R-2020-226 Resolution Authorizing Totally Disabled Veteran Deduction**

Committeeman Fredrick asked what the parking plan would be for the fireworks display (R-2020-219). Deputy Mayor Matthias replied that updated information would be forthcoming after an on-site meeting.

**Roll Call: Curran: YES, Frederick: YES, Nocentino: YES, Matthias: YES, Marino: YES** Motion carried.

Motion was made by Committeeman Nocentino and seconded by Deputy Mayor Matthias to adopt resolution **R-2020-221 Resolution of the Township of Woolwich Authorizing the Lease of Five Vehicles Via a Nationally Recognized Co-Op with Sourcewell From Enterprise Fleet Management**. All were in favor.

Committeeman Frederick asked if these are in addition to existing vehicles. Mayor Marino replied that the vehicles would be added to the fleet, replace damaged vehicle and will be paid through 2021 shared service agreement funds. He added that an administration vehicle is also included in the lease.

**Roll Call: Curran: YES, Frederick: YES, Nocentino: YES, Matthias: YES, Marino: YES** Motion carried.

The following monthly reports were provided for the month of October:

Tax Collector: \$3,676,565.89

Woolwich Fire Company: Monthly Report

In the absence of Chef Valichka, Mayor Mario reported that Inspira has inquired with the Township regarding the use of the Woodstown Road substation to conduct COVID-19 screening. He said that Chief Valichka was on board. Inspira has offered to pay \$3,000/month for rental of the space. Discussion ensued among the Committee regarding actual cost of utilities.

Police Chief: Monthly Report

Chief Jaramillo and Deputy Chief Morgan reported on arrests made in car burglaries.

Township Engineer: Monthly Report

Mr. Greiman reported on various township projects, noting that Oliphants Mill Road is currently in a holding patterning post meeting with county and state Division of Dam Safety. Mayor Marino asked if the work on Hunters Run could be added to the contract for Ogden Road in place of waiting to include with the Oliphants Mill Road project. Mr. Greiman said that he would inquire with the Ogden Road contractor. The engineer noted that work with the Enclave at Stone Meeting House is complete. Committeeman Frederick asked if there has been any word on 2021 NJDOT municipal aid award. Mr. Greiman replied that word should be received at any time. Brief discussion was held regarding the slippery surface at the High Hill Rd. bridge. The vendor will supply an agent to remove a chemical substance, which should resolve the problem. Signage has been posted at the bridge. Deputy Mayor Matthias asked Mr. Greiman if the hydraulic dam vendor would prove any recourse for the Oliphants Mill dam failure. Mr. Grieman replied that any system should be designed for a 100 year flood.

Administrator's Report: Monthly Report

Administrator DiBella noted her report as self-explanatory, but added that due to the spike in COVID-19 classes, she has reduced staffing levels and restricted building use. Committeeman Frederick inquired as to the status of the 2019 audit. Ms. DiBella responded that she has been in touch with the auditor and it should be received soon. Deputy Mayor Matthias noted the need to adopt the SAM policy as required by the township insurer and asked if the township can do in-house background checks. Chief Jaramillo responded that we could.

Municipal Services: Monthly Report

The following liaison reports were provided:

Committeeman Frederick:

Municipal Services; (Blds./Grounds/Code/UCC/Zoning/Public Works); Provided monthly permit numbers for new construction and zoning as well as 4 code violations issued. Public Works replaced rail fencing and placed 100 tons of rock throughout the park parking lot along with playground mulch. ½ ton of asphalt was used on streets. Committeeman Frederick reported on plans to begin a basketball pick-up league at the High Hill Park court with tentative date to begin of 11-30. , noting that the community has been engaged in the league's creation and numerous volunteers will be representing the various ages. Committeewoman Curran expressed COVID concern and taking away court time from those just wanting to use the court. Committeeman Frederick said that there is no more concern than with any other outdoor play, but that plans have been put in place. Discussion was held regarding the use of portable lights. Committeeman Frederick said that light towers will be shared with Logan Township. Discussion then ensued regarding who will pay fuel costs. Cost to be absorbed in park budget. Deputy Mayor Matthias expressed concern with exposure. Committeeman Nocentino expressed concern with lighting and was told that the units are locked. Environmental Commission: Met via Zoom and discussed 2021 initiatives.

Committeeman Nocentino:

Municipal Alliance; No report. Solid Waste and Recycling: advised of number of exchanged recycle carts and successful Clean Community clean up. He advised that the Committee may want to increase the number of vegetative collection days in 2021.

Committeewoman DeLuca-Curran:

BDAC: Received positive feed back of including small business ads for dining establishments in weekly social media videos. The Committee will not meet again until 2021.

Dep. Mayor Matthias:

Educational Partners; (KRHS and SWSD); S/W District is seeking a superintendent. Volunteers will be conducting "guest reading" sessions. Kingsway will go virtual until after Thanksgiving. Recreation: Will be holding Virtual Trivia event on Dec. 6<sup>th</sup>. Drive-In Fireworks Display will be held on December 5<sup>th</sup>.

Mayor Marino:

Administration: (Finance; Court; JLUB, TDR Task Force); Waiting on 2019 Audit. Ogden Road remediation has been awarded. Oliphants Mill and Hunters Run projects remain. Court heard 1,599 cases as of the end of October. JLUB has approved the 3<sup>rd</sup> warehouse for Rt. 322. The Rt. 322/Oak Grove Road intersection will be perfected with this project and another at Rt. 322 and Locke Avenue. Public Safety: Committee will discuss police promotions in closed session.

Mayor Marino advised that the Director of Municipal Services submitted proposals for surface materials for an ADA play area. He suggested that this be incorporated into the park expansion project.

Under old business, the Township Engineer presented options to address the park expansion project due to an area of deed restriction. He explained the difference in the options as considering short term and long term, but recommended that no decision be reached at this time. He added that the concepts will only be relevant if we find we cannot incorporate lot 7 into the plan due to restrictions. Further information will be provided at the Dec 7<sup>th</sup> meeting.

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

Kathy Butler-Clark asked for a status update on the Townships TDR plan.

Mayor Marino replied that there is no update, due to litigation and the State's COVID slow down.

Committeeman Nocentino advised that the Committee is constantly discussing the status of the TDR\$ plan.

With no further comment, the public portion closed upon a motion by Committeeman Nocentino, seconded by Committeeman Frederick and unanimously passed.

Committeeman Frederick oved to approve resolution **R-2020-227 Resolution for Closed Session**. Committeeman Nocentino seconded. All were in favor.

The Committee entered closed session at 7:24 p.m. for the purpose of discussing the following matters:

- Kirschling Drive Potential Litigation
- Personnel-Police Promotions
- Woolwich Adult Litigation Update
- Municipal Court Judge Interviews

The regular meeting reconvened at 8:21 p.m. upon a motion by Deputy Mayor Matthias, seconded by Committeeman Nocentino and unanimously passed.

Under New Business, the Committee authorized advertisement for 2021 lease of municipally owned farmland.

Committeeman Frederick inquired as to the status of 2021 Professional Services. Ms. DiBella advised that the RFP's have been advertised.

Motion was made by Committeeman Frederick and seconded by Committeeman Nocentino to approve resolution **R-2020-228 Resolution of the Township of Woolwich Recommending Appointment of Municipal Court Judge of the Woolwich Joint Municipal Court Pursuant to N.J.S.A. 2B:12-4(b)** naming Kelly Conroy.

**Roll Call: Curran: YES, Frederick: YES, Nocentino: YES, Matthias: YES, Marino: YES** Motion carried.

Committeeman Nocentino moved to support Chief Jaramillo in his recommendation as to the positions of Sgt. and Cpl. To be sworn into office at the December 7, 2020 meeting. All were in favor.

Committeeman Frederick moved to approve the minutes of October 19, 2020 and Closed Session. Committeeman Nocentino seconded. All were in favor.

Motion was made by Committeeman Nocentino and seconded by Deputy Mayor Matthias to approve the bills and P.O.'s presented by the Finance Officer.

**Roll Call: Curran: YES, Frederick: YES (abstain on Verizon), Nocentino: YES, Matthias: YES, Marino: YES** Motion carried.

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

The meeting adjourned at 8:26 p.m.

Respectfully submitted,

Jane DiBella  
Administrator/Clerk

Minutes not verbatim  
Audio recording on file