

**AGENDA
WOOLWICH TOWNSHIP COMMITTEE
SPECIAL CLOSE-OUT MEETING
DECEMBER 29, 2021**

Call to order:

The December 29, 2021 Special Close-Out Meeting for the Year 2021 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:

Proclamation:

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

Resolutions:

R-2021-231 Resolution of the Township of Woolwich Appointing Edward Donahue to the Position of 9th Class Patrolman within the Woolwich Township Police Department

R-2021-232 Resolution of the Township of Woolwich Authorizing the Execution of Change Order No. 1 to the Contract Between the Township of Woolwich and Precision Land Development for Pump Station and Force Main Project (\$1.50)

R-2021-233 Resolution Authorizing the Application to the NJ Clean Energy Program Community Energy Planning Grant Program

R-2021-234 Resolution Authorizing Change in Scope of Work Performed by Remington and Vernick for the Woolwich/GCIA & Swedesboro Force Main Project

R-2021-235 Resolution Authorizing Change of Scope of Work on the Services Performed by Remington and Vernick Engineers for Locke Avenue Park Development-Phase 1

R-2021-236 Resolution Authorizing the Tax Collector to Transfer/Refund Overpayment of Taxes

R-2021-237 Resolution of the Township of Woolwich Making an Appointment to the Position of Treasurer

R-2021-238 Resolution of the Township of Woolwich Making an Appointment to the Position of UCC Secretary

R-2021-239 Resolution Authorizing Budget Appropriation Transfers During the Last Two Months of the Fiscal Year for the Township of Woolwich, County of Gloucester, State of New Jersey

R-2021-240 Resolution to Cancel Outstanding Checks Drawn on Accounts of the Township of Woolwich

Old Business:

New Business:

R-2019-___ Resolution for Closed Session (If Needed)

Any Other Business:

Approval of Minutes: December 20, 2021 and Closed Session

Approval of Bills and P.O.'s:

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 OF THE TOWNSHIP OF WOOLWICH APPOINTING EDWARD DONAHUE TO THE POSITION OF 9TH CLASS PATROL OFFICER WITHIN THE WOOLWICH TOWNSHIP POLICE DEPARTMENT
R-2021-231**

WHEREAS, the Woolwich Township Chief of Police has made recommendation to the Woolwich Township Committee as to the hiring of officers within the Woolwich Township Police Department; and

WHEREAS, said positions have been advertised and interviews were conducted with qualified candidates; and

WHEREAS, the Woolwich Township Chief of Police has recommended the hiring of Edward Donahue to the position of 9th Class Patrol Officer; and

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

1. That Edward Donahue be and is hereby appointed to the position of 9th Class Patrol Officer within the Woolwich Township Police Department effective this date.
2. That in accordance with the Agreement between the Township of Woolwich and PBA Local #122, the salary for said 9th Class Officer shall be \$41,917.72 prorated for the remainder of 2021 and that he shall be offered employee benefits per the policy of the Township of Woolwich and the effective bargaining agreement between the Township of Woolwich and PBA Local #122.

Adopted this 29th day of December, 2021

TOWNSHIP OF WOOLWICH

ATTEST: _____
Jane DiBella, Clerk

Vernon Marino, Mayor

CERTIFICATION

The foregoing Resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 29th day of December, 2021.

Jane DiBella, Clerk

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING THE EXECUTION OF CHANGE ORDER
NO 1 TO THE CONTRACT BETWEEN THE TOWNSHIP OF WOOLWICH AND PRECISION LAND
DEVELOPMENT FOR PUMP STATION AND FORCE MAIN PROJECT (\$1.50)
R-2021-232**

WHEREAS, the Township of Woolwich entered into a Contract with Precision Land Development in the amount of \$12,100,595.00 for the project known as Pump Station and Force Main Project; and

WHEREAS, a final adjustment requires a change order to said contract in the deduct amount of (\$1.50); and

WHEREAS, computation of the entire contract and change order follows:

Original Contract Amount:	\$12,100,595.00
Extra	\$765,808.50
Reduction (Deduct)	(\$765,810.00)
Final Contract:	\$12,100,593.50

WHEREAS, said change order document is attached hereto; and

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

1. That change order #1 to the contract between the Township of Woolwich and Precision Land Development for the project known as Pump Station and Force Main is hereby authorized.
2. That Change Order #1 is in the deduct amount of \$(1.50).
3. That the Woolwich Township Mayor and Clerk be and are hereby authorized and directed to execute said Change Order on the behalf of the Township of Woolwich.

Adopted this 29th day of December, 2021

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 29th day of December, 2021.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING THE APPLICATION TO THE NJ CLEAN ENERGY PROGRAM COMMUNITY
ENERGY PLANNING GRANT PROGRAM**

R-2021-233

WHEREAS, a sustainable community seeks to ensure that its environmental, economic and social objectives are balance and mutually supportive; and

WHEREAS, Woolwich Township strives to assure clean land, air and water for current and future generations; and

WHEREAS, New Jersey's Energy Master Plan: Pathway to 2050 ("EMP") established that community-level action is necessary to achieve the state's goal of 100% clean energy by 2050; and

WHEREAS, the New Jersey Board of Public Utilities has created a Community Energy Plan Grant program for municipalities to develop a community energy plan to meet the goals of the state's Energy Master Plan; and

WHEREAS, Woolwich Township is invested in developing a community energy plan to help the state achieve the goal of 100% clean energy by 2050; and

WHEREAS, the Community Energy Plan Grant program will help Woolwich Township to plan for and invest in renewable energy and to work towards a better environment for all residents by using the state's Energy Master Plan (EMP) as a guide to develop sustainable strategies that increase clean energy production, reduce energy use, and cut emissions.

THEREFORE, the Township Committee of Woolwich Township has determined that Woolwich Township should apply for the aforementioned Community Energy Plan Grant program; and

THEREFORE, Woolwich Township will commit to providing staff support for the duration of the Community Energy Planning process, including for gathering of relevant data and for convening at least two public meetings.

THEREFORE, BE IT RESOLVED, that Township Committee of the Township of Woolwich, State of New Jersey, authorizes the submission of the aforementioned application to the NJBPU Community Energy Plan Grant program.

Adopted this 29th day of December, 2021

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 29th day of December, 2021.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING CHANGE IN SCOPE OF WORK PERFORMED BY REMINGTON AND VERNICK
FOR THE WOOLWICH/GCIA AND SWEDESBORO FORCE MAIN PROJECT
R-2021-234**

WHEREAS, Remington and Vernick Engineers were authorized to conduct inspection services of the Woolwich Township force main project for sewer; and

WHEREAS, in an effort to accommodate Kingsway Regional High School during the seasonal closure of the district, said installation and therefore inspection services were performed outside of the firm's original scope of work; and

WHEREAS, the additional work included daily inspection activities are included in a letter dated December 20, 2021 as attached; and

WHEREAS, Remington and Vernick Engineer's propose a change of scope for the additional cost incurred in the amount of \$29,750.00; and

WHEREAS, the Woolwich Township CFO/QPA 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 the change of scope conducted by Remington and Vernick Engineers for oversight of inspection services described in their letter dated December 20, 2021, which resulted in additional cost of \$29,750.00, be and is hereby authorized.

Adopted this 29th day of December, 2021

Township of Woolwich

ATTEST: _____
Jane DiBella, Clerk

Vernon Marino, Mayor

CERTIFICATION

The foregoing Resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 29th day of December, 2021.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING CHANGE IN SCOPE OF WORK ON THE SERVICES PERFORMED BY
REMINGTON AND VERNICK ENGINEERS FOR LOCKE AVENUE PARK DEVELOPMENT-PHASE 1
R-2021-235**

WHEREAS, Remington and Vernick Engineers were authorized to conduct tasks associated with the Locke Avenue Park Development-Phase 1; and

WHEREAS, additional work has been conducted to date to comply with the requirements of NJDEP and the Green Acres Program; and

WHEREAS, in a letter dated December 20, 2021, Remington and Vernick Engineers have requested a change of scope to incorporate the unanticipated work at no cost to the Township and no change to the prior contract amount, provided that the construction inspection services be deleted from the original scope of work;

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

1. That the change of scope conducted by Remington and Vernick Engineers for additional work required as detailed within their letter dated December 20, 2021 is hereby approved at no additional cost to the Township.
2. That the construction inspection phase under the original proposal be and is hereby deleted from the original scope of work.

Adopted this 29th day of December, 2021

Township of Woolwich

ATTEST: _____
Jane DiBella, Clerk

Vernon Marino, Mayor

CERTIFICATION

The foregoing Resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 29th day of December, 2021.

Jane DiBella, Clerk

RESOLUTION AUTHORIZING THE TAX COLLECTOR TO TRANSFER/ REFUND OVERPAYMENT OF TAXES

R-2021-236

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 Tax Collector to process the following transfers/refunds to for the 2021 tax year as noted:

Block 57	Lot 6.09	Corelogic LLC	\$ 821.20 Refund AA Judgment
Block 48	Lot 11 Qfarm	Sailey, Virginia	27.25 Refund
Block 48	Lot 4.21	Jennings	42.98 transfer to 2022
Block 45	Lot 4.34	Burak	16.05 transfer to 2022
Block 45	Lot 4.28	McCain	22.58 transfer to 2022
Block 41	Lot 5.05 Qfarm	Volpe	13.73 transfer to lot 5.05 2022
Block 28.49	Lot 2	Genovese	39.22 transfer to 2022
Block 28.01	Lot 2Qfarm	Woolwich Gardens	61.20 transfer to Lot 2 2022
Block 28.01	Lot 2.01 Qfarm	Center Square Partners	48.04 transfer to lot 2.01 2022
Block 28.01	Lot 2.02 Qfarm	Center Square Partners	49.75 transfer to lot 2.02 2022
Block 46	Lot 8 Qfarm	Eliassen	176.53 Refund
Block 48	Lot 1 Qfarm	Avsec	29.17 Refund
Block 48	Lot 6 Qfarm	Mangano	77.00 Refund
Block 56	Lot 1	Russell Mill Investments	1,865.90 Refund
Block 32	Lot 3 Qfarm	Summit Ventures	920.22 Refund
Block 3.37	Lot 8	Rosa	1,447.01 transfer

Adopted this 29th day of December 2021

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 29th day of December 2021.

Jane DiBella, Clerk

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH MAKING AN APPOINTMENT TO THE POSITION OF
TREASURER**

R-2021-237

WHEREAS, effective as of January 1, 2022, the Township of Woolwich will have a vacancy in the position of Treasurer; and

WHEREAS, said position was opened to current employee's at which time interviews were conducted; and

WHEREAS, the Woolwich Township Administrator recommended the transfer of Britni Beecken from the UCC office to said position; and

WHEREAS, Britni Beecken has accepted the position at the salary offer of \$45,000 annual;

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

That Britni Beecken be and is hereby appointed to the position of Treasurer within the Woolwich Township Finance Office effective as of January 1, 2022, and that the salary for said position is determined to be \$45,000.

Adopted this 29th day of December, 2021

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 29th day of December, 2021.

Jane DiBella, Clerk

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH MAKING AN APPOINTMENT TO THE POSITION OF
UCC SECRETARY**

R-2021-238

WHEREAS, effective as of January 1, 2022, the Township of Woolwich will have a vacancy in the position of UCC Secretary; and

WHEREAS, said position was opened to current employee's at which time interviews were conducted; and

WHEREAS, the Woolwich Township Administrator recommended the transfer of Kathleen Barbato from PT Clerk of the Woolwich Township Court Office to FT UCC Secretary; and

WHEREAS, Kathleen Barbato has accepted the position at the salary offer of \$35,000 annual;

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

That Kathleen Barbato be and is hereby appointed to the position of FT UCC Secretary within the Woolwich Township Construction Code Department effective as of January 1, 2022, and that the salary for said position is determined to be \$35,000.

Adopted this 29th day of December, 2021

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 29th day of December, 2021.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING BUDGET APPROPRIATION TRANSFERS
DURING THE LAST TWO MONTHS OF THE FISCAL YEAR FOR THE
TOWNSHIP OF WOOLWICH, COUNTY OF GLOUCESTER,
STATE OF NEW JERSEY**

R-2021-239

WHEREAS, the provisions of N.J.S.A. 40A:4-58, permit the transfer of appropriations during the last two months of a fiscal year and

WHEREAS, from time to time it becomes necessary to transfer funds for various reasons in order to operate the Township on a sound financial basis

NOW THEREFORE BE IT RESOLVED, that the Township Governing Body agrees to said transfer of budget appropriations below:

Department	Account Number	To	From
Medical Surgical Insurance	1-01-23-220-000	\$15,000.00	
HRA Reimbursement	1-01-23-225-299		\$15,000.00
Totals		\$15,000.00	\$15,000.00

This resolution will become effective immediately.

Adopted at a meeting of the Township of Woolwich Committee held on December 29, 2021.

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 on the 29th day of December, 2021.

Jane DiBella, Clerk

**RESOLUTION TO CANCEL OUTSTANDING CHECKS DRAWN ON
ACCOUNTS OF THE TOWNSHIP OF WOOLWICH
R-2021-240**

WHEREAS, the attached list of checks drawn on accounts of the Township of Woolwich remain outstanding and are now stale dated;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Woolwich that the attached listing of outstanding checks issued from accounts of the Township be cancelled.

Adopted this 29th day of December, 2021

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 29th day of December, 2021.

Jane DiBella, Clerk

Account	Date	Check #	Amount	Payee
Payroll	4/28/2020	24695	1396.40	AFLAC
General Disbursement	8/6/2018	32820	31527.27	Verizon
General Disbursement	2/4/2019	33804	3654.92	CoreLogic
General Disbursement	3/18/2019	34050	500.00	Fox and Hounds
General Disbursement	3/18/2019	34052	3862.10	Hunter Title
General Disbursement	6/17/19	34455	85.50	Eaise Design
General Disbursement	11/4/2019	35139	2000.00	Treasurer, State of NJ
General Disbursement	4/20/2020	36027	450.00	Edward O'Neil
General Disbursement	7/13/2020	36325	400.00	DiNicola & DiNicola
General Disbursement	7/23/2020	36391	18.28	610 Russell Mill Rd., LLC
General Disbursement	8/3/2020	36465	156.63	SJ Gas
General Disbursement	9/8/2020	36593	250.00	James Morrison
General Disbursement	10/19/2020	36763	160.55	Angelo Fatiga