

**AGENDA
WOOLWICH TOWNSHIP COMMITTEE
MAY 2, 2022**

Call to order:

The May 2, 2022 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:

Resolution R-2022-121 Resolution of the Township Committee of the Township of Woolwich Making Administrative Elevations to the Positions of Deputy Chief and Captain within the Woolwich Township Police Department

Oath of Office Administered to Deputy Chief Massing

Oath of Office Administered to Captain Daniels

Privilege of the Floor/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-2022-102 A Resolution of the Township Committee of the Township of Woolwich Authorizing the Adoption of the 2022 Gloucester County New Jersey Hazard Mitigation Plan Update Previously tabled

R-2022-115 Resolution Authorizing the Reduction of Letter of Credit #21-08 Posted for Four Seasons, Phase 3, Section 2B Tabled on 4-18-22

R-2022-122 Resolution of the Township of Woolwich Authorizing the Quote of Alaimo Group for Engineering Towards the FY2021 NJDOT Municipal Aid Project for Swedesboro Avenue in the amount of \$51,000

R-2022-123 Resolution of the Township of Woolwich Authorizing the Extension of the 2020 Lease Agreement for Concession Services

R-2022-124 Resolution of the Township of Woolwich Authorizing a Shared Service Agreement Between the Township of Woolwich and the County of Gloucester Regarding Family Entertainment

R-2022-125 Resolution for Public Fireworks Display-Wellshire Farms

R-2022-126 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes

**R-2022-127 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey
Authorizing Change Order #2 in the Amount of \$9,950.00 on the Project Known as Improvements to
Rainey and Viereck Road**

R-2022-128 Resolution Authorizing Substitute Electrical Inspector

Old Business:

Park Security (Update)

Vehicle Repair Facility (Quotes)

New Business:

Request for Relief from Construction Working
Hours-(Blk. 6, Lot 6)

Longleaf/Cottonwood Intersection

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

R-2022-129 Resolution for Closed Session

Personnel: Police Chief Contract
UCC Secretarial Position

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.

RULES AND REGULATIONS OF THE WOOLWICH TOWNSHIP COMMITTEE: These procedures are designed to ensure an orderly conduct of business and to allow the tape recording of the proceedings to record all comments made with accuracy.

Township Committee welcomes public comment on any governmental issue that a member of the public feels may be of concern to the resident of the municipality. There will be two (2) portions, up to thirty (30) minutes in duration or as determined by the Mayor or Deputy Mayor, set aside for such comment at every monthly meeting of the Committee. There will be no other public comment accepted unless directed by the Mayor or Deputy Mayor or by an approved motion of the Committee, such as a public hearing.

Comments relating to specific items that are scheduled for a public hearing can only be made at the time of the public hearing on the issue. In taking action on these items, the Township Committee will consider the comments presented at public hearing and any member of the committee can request the Mayor or Deputy Mayor designee for permission to question or address Township Committee.

Each person who wishes to speak shall raise his or her hand to be recognized before speaking. When recognized, the speaker must state their name, address and purpose of their comments. A second opportunity for the same individual to speak will only be allowed after all others have had their opportunity.

Individuals' comments will be limited to a maximum of five (5) minutes to allow as many residents to speak as possible. Other members of the Committee, municipal employees or Township professionals will respond only when requested by the Mayor or his/her designee.

No intra-audience dialogue is permitted during the open session of any meeting. Such behavior is disruptive and will not be permitted.

Speakers on both sides shall treat each other with courtesy and respect in both action and utterance. No personal attacks or "poisonous" rhetoric will be permitted. The Mayor or Deputy Mayor will give one warning of improper behavior or rhetoric to a speaker. On the next offense the speaker will be asked to relinquish the floor to another speaker.

Closed sessions of the Township Committee will normally be held at the end of the normal business part of any meeting. Exceptions to this may be made due to professional commitments or anticipated outcomes deemed of significant public interest.

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH MAKING ADMINISTRATIVE ELEVATIONS TO THE
POSITIONS OF DEPUTY CHIEF AND CAPTAIN WITHIN THE WOOLWICH TOWNSHIP POLICE
DEPARTMENT**

R-2022-121

WHEREAS, the Township of Woolwich wishes to make administrative elevations within the Woolwich Township Police department due to the retirement of Chief Richard Jaramillo and the elevation of Joseph Morgan to the position of Police Chief; and

WHEREAS, the Woolwich Township Police Department has an existing and approved succession plan in place and based upon said plan, the current Captain, Peter Massing is in line to assume the position of Deputy Chief of Police and the current Lieutenant Thomas Daniels is in line to assume the position of Police Captain; and

WHEREAS, based upon these factors, after considerable review and deliberation, the Township Committee of the Township of Woolwich, as the Appropriate Authority, is pleased to elevate Captain Peter Massing to the position of Deputy Chief and to elevate Lt. Thomas Daniels to the position of Captain effective this date; and

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

1. Pursuant to the Ordinances of the Township of Woolwich and the Woolwich Township Police Department Succession Plan, Peter Massing be and is hereby appointed as Deputy Chief of Police for the Township of Woolwich effective as of this date.
2. Pursuant to the Ordinances of the Township of Woolwich and the Woolwich Township Police Department Succession Plan, Thomas Daniels be and is hereby appointed as Captain of Police for the Township of Woolwich effective as of this date.
3. Terms of said employment in such positions, including annual salary, shall be as written in the effective "Employment Contract between Woolwich Township and Superior Officers" adopted on December 20, 2021 for the years 2022 through and including 2025.

Adopted this 2nd day of May, 2022

TOWNSHIP OF WOOLWICH

Craig Frederick, 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 2nd day of May, 2022.

Jane DiBella, Clerk

RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING THE REDUCTION OF LETTER OF CREDIT #21-08 POSTED FOR FOUR SEASONS, PHASE 3, SECTION 2B

R-2022-115

WHEREAS, the Township of Woolwich holds Letter of Credit #21-08 in the amount of \$200,204.00 for Public Facilities and Safety & Stabilization on the property known as Four Seasons, Phase 3, Section 2B; and

WHEREAS, a request has been received from the developer as to the reduction of the bonded amount; and

WHEREAS, Alaimo Group has conducted an inspection of the improvements in response to such request, and issued a letter dated March 21, 2022 in which recommendation has been made to authorize such reduction;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich that the letter of credit noted below, be and is hereby authorized for reduction to the recommended balance reflected:

Letter of Credit #	Current Amount	Reduced To
Performance LOC #21-08	\$200,204.00	\$67,191.80

BE IT FURTHER RESOLVED that the reduced amount represents progress to date and does not release the developer from any punch list or contract requirements for the improvements installed to date; and

BE IT FURTHER RESOLVED that the Woolwich Township Clerk is authorized and directed to remit a certified copy of this resolution to such developer, and to require submission of a rider in the reduced amount, to be attached to the original LOC.

Adopted this 2nd day of May, 2022

TOWNSHIP OF WOOLWICH

ATTEST: _____
Jane DiBella, Clerk

Craig Frederick, Mayor

CERTIFICATION The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 2nd day of May, 2022

Jane DiBella, Clerk

RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING THE QUOTE OF ALAIMO GROUP FOR ENGINEERING TOWARDS THE FY2021 NJDOT MUNICIPAL AID PROJECT FOR SWEDESBORO AVENUE IN THE "NOT TO EXCEED" AMOUNT OF \$51,000.

R-2022-122

WHEREAS, the Township of Woolwich has received a grant award through the FY 2021 Municipal Aid Program for roadway improvements to Swedesboro Avenue; and

WHEREAS, the Township is in receipt of a proposal dated April 13, 2022 in the "Not to Exceed" amount of \$51,000.00 from Alaimo Engineers for engineering and oversight services towards said project; 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 Alaimo Engineers be and are hereby authorized and directed to conduct the following work:
 - Design
 - Public Bidding
 - Construction Management
2. This proposal in the "Not to Exceed" amount of \$51,000.00 is hereby authorized.

Adopted this 2nd day of May, 2022

TOWNSHIP OF WOOLWICH

Craig Frederick, 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 2nd day of May, 2022.

Jane DiBella, Clerk

RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING THE EXTENSION OF THE 2020 LEASE AGREEMENT FOR CONCESSION STAND SERVICES

R-2022-123

WHEREAS, the Township of Woolwich publically bid and thereafter awarded Locke Avenue Park concession services to D & J Catering in the year 2020 via the adoption of R-2020-92; and

WHEREAS, due to the COVID health pandemic in 2020, the park was closed to sports play and said concession services were not utilized as intended; and

WHEREAS, the lease agreement allows for an extension of the Lease Agreement for the second and third years pursuant to the approval of the Woolwich Township Committee; and

WHEREAS, D & J Catering has agreed to continue concession services under the terms of the 2020 lease agreement, which proposal was approved by voice vote of the Woolwich Township Committee at a meeting held on the 18th day of April, 2022; and

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

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich that it does hereby agree to the extension of the 2020 Lease Agreement between the Township of Woolwich and D & J Catering for the lease and operation of the Locke Avenue Park concession stand per the terms of the lease agreement approved for the year 2020 as bid.

Adopted this 2nd day of May, 2022

TOWNSHIP OF WOOLWICH

Craig Frederick, 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 2nd day of May, 2022.

Jane DiBella, Clerk

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING A SHARED SERVICE
AGREEMENT BETWEEN THE TOWNSHIP OF WOOLWICH AND THE COUNTY OF
GLOUCESTER REGARDING FAMILY ENTERTAINMENT
R-2022-124**

Be it resolved by the Mayor and Township Committee of the Township of Woolwich, that:

WHEREAS, The County of Gloucester intends to provide a Shared Service for the provision of a family movie entertainment night; and

WHEREAS, the Township of Woolwich and the County of Gloucester desire to enter into an agreement for this purpose, said Agreement describing the nature of such service to be provided and the relationship in this context of the parties, consistent with the terms and provisions of N.J.S.A. 40A:65-1 et seq., which specifically authorizes local government units, including counties and municipalities to enter into shared service agreements; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Township Committee of the Township of Woolwich, that the Township of Woolwich does authorize entering into a shared services agreement with the County of Gloucester per the terms of said Agreement attached hereto and incorporated within the body of this resolution by reference.

Adopted May 2, 2022

TOWNSHIP OF WOOLWICH

Craig Frederick, Mayor

ATTEST: _____
Jane DiBella, Clerk

Certification

I, Jane DiBella, Municipal Clerk of Woolwich Township, do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Committee at its meeting of May 2, 2022.

Jane DiBella, Clerk

RESOLUTION FOR PUBLIC FIREWORKS DISPLAY

R-2022-125

WHEREAS, Wellshire Farms has made application for a fireworks display to be conducted on their property located at 509 Woodstown Road in Woolwich Township New Jersey on June 28, 2022; and

NOW THEREFORE BE IT RESOLVED on this 2nd day of May, 2022 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 Gloucester County Fire Marshal's Office and all other rules and regulations..

Adopted this 2nd day of May, 2022

TOWNSHIP OF WOOLWICH

Craig Frederick, 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 2nd day of May, 2022.

Jane DiBella, Clerk

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

R-2022-126

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 transfer/cancel/transfer as noted:

Block 2.22 Lot 12 Janton, MichaelTDV \$951.44 refund homestead rebate

Adopted this 2nd day of May, 2022

TOWNSHIP OF WOOLWICH

Craig Frederick, 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 2nd day of May, 2022.

Jane DiBella, Clerk

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH, COUNTY OF GLOUCESTER, STATE OF NEW JERSEY
AUTHORIZING CHANGE ORDER #2 IN THE AMOUNT OF \$9,950.00 ON THE PROJECT KNOWN AS
IMPROVEMENTS TO RAINEY AND VIERECK ROADS
R-2022-127**

WHEREAS, the Township of Woolwich awarded a contract to Arawak Paving Co., Inc. on August 3, 2020 in the amount of \$361,699.38 for the project known as "Improvements to Rainey Road" under an NJDOT FY2018 Municipal Aid Project; and

WHEREAS, Change Order No. 1 was approved by the Woolwich Township Committee on April 19, 2021 in the amount of \$34,655.00 due to the need to replace a subgrade pipe; and

WHEREAS, in order to close out the project, Change Order No. 2 in the amount of \$9,950.00 is required due to price adjustments for asphalt and fuel and repair of a guiderail terminal

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

Change Order #1	\$34,655.00
Change Order #2	\$9,950.00
Amended Contract Amount:	\$406,304.38

WHEREAS, said change order has been reviewed by the Township Engineer as submitted by the Contractor; and

WHEREAS, said change order document is attached hereto; and

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

WHEREAS, the Woolwich Township Committee deems it to be in the best interest of the Township to authorize said Change Order; and

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

1. That change order #2 to the contract between the Township of Woolwich and Arawak Paving Co., Inc. for Change Order #2 to the Contract for the FY2018 NJDOT project known as Improvements to Rainey and Viereck Road in the amount of \$9,950.00 is hereby authorized.
2. 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.
3. That Certificate #4 Final is authorized for payment to Arawak Paving Company.

Adopted this 2nd day of May, 2022

TOWNSHIP OF WOOLWICH

Craig Frederick, 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 2nd day of May, 2022.

Jane DiBella, Clerk

RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING SUBSTITUTE ELECTRICAL INSPECTOR

R-2022-128

WHEREAS, it is sometimes necessary to utilize the services of substitute inspectors within the Woolwich Township Uniform Construction Code Office; and

WHEREAS, the UCC Code Official has requested the addition of Theodore H. P. Smith to the substitute list; and

WHEREAS, Theodore H. P. Smith holds the proper licensure to perform the duties of Electrical Inspector;

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

That Theodore H. P. Smith, be and is hereby authorized to conduct electrical inspections within the Woolwich Township UCC Office as a substitute electrical inspector.

Adopted this 2nd day of May, 2022

TOWNSHIP OF WOOLWICH

Craig Frederick, 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 2nd day of May, 2022.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING A CLOSED SESSION OF THE TOWNSHIP
COMMITTEE OF THE TOWNSHIP OF WOOLWICH
PERSONNEL POLICE CHIEF CONTRACT; UCC SECRETARIAL POSITION
R-2022-129**

WHEREAS, the Township Committee of the Township of Woolwich is subject to the requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq.; and

WHEREAS, the Open Public Meetings Act of the State of New Jersey generally requires that all meetings of public bodies be open to the public; and

WHEREAS, the Open Public Meetings Act further provides that a public body may exclude the public from a portion of a meeting at which the public body discusses items enumerated in the Open Public Meetings Act at N.J.S.A. 10:4-12b, which items are recognized as requiring confidentiality; and

WHEREAS, it is necessary and appropriate for the Woolwich Township Committee to discuss certain matters in a meeting not open to the public consistent with N.J.S.A. 10:4-12b;

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

1. The Woolwich Township Committee shall hold a closed meeting from which the public shall be excluded on **May 2, 2022**
2. The general nature of the subject to be discussed at said closed meeting shall be;

Personnel: Police Chief Contract
UCC Secretarial Position

The minutes of said closed meeting shall be available for disclosure to the public consistent with N.J.S.A. 10:4-13, when the items which are the subject of the closed session discussion are resolved and a reason for confidentiality no longer exists.

Adopted on the 2nd day of May, 2022

ATTEST:

TOWNSHIP OF WOOLWICH

Jane DiBella, Clerk

Craig Frederick, Mayor