

**AGENDA  
WOOLWICH TOWNSHIP COMMITTEE  
OCTOBER 3, 2022**

Call to order:

The October 3, 2022 regular 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:

Planning Presentation-Master Plan Reexamination Process

**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-2022-224 Resolution of the Township of Woolwich Authorizing the Execution of a Mutual Aid and Assistance Agreement with the County of Gloucester**

**R-2022-225 Resolution Authorizing the Issuance of Street Opening Permit(s) to South Jersey Gas-15 Nicole; 112 Delaware Crossing; 23 Georges Landing**

**R-2022-226 Resolution Amending R-2022-214 to Include Block 11, Lot 6.03 to the Joint Land Use Board Investigation and Determination Towards a Non-Condemnation Redevelopment Area**

**R-2022-227 Resolution Authorizing a Professional Services Contract to Urban Partners for Transfer of Development Rights Expert Services**

**R-2022-228 Resolution of the Township of Woolwich Authorizing an Addendum to the Agreement Between the Township of Woolwich and Prochamps for Participation in an Abandoned Property Registration Program**

**R-2022-229 Resolution Requesting 4 Month Extension of Time for Award of a Construction Contract for the NJDOT FY2021 Municipal Aid Grant Funded Project**

**R-2022-230 Resolution Authorizing the Issuance of Street Opening Permit(s) to Buckley Cable on the Behalf of Comcast-Variou locations along Holly, Juniper, Spruce**

**R-2022-231 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes**

**Old Business:** Warrington Mill Dam

**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-2022-232 Resolution for Closed Session**

Personnel: Police Matters

Contractual Matters: Northpoint Redevelopment

**New Business:**

Halloween/Trick or Treat Date/Time

**Approval of Bills:**

**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 AUTHORIZING THE EXECUTION OF A MUTUAL AID ASSISTANCE AGREEMENT WITH THE COUNTY OF GLOUCESTER**

**R-2022-224**

**WHEREAS**, in 2017, the Township of Woolwich entered into a Countywide All Hazards Mutual Aid Agreement with the County of Gloucester; and

**WHEREAS**, said Agreement addresses the need for response and assistance by mutual aid participants in the event of a county declared state of emergency; and

**WHEREAS**, it is necessary and prudent that said Agreement be renewed for FY2023-2027 per the terms contained within the Agreement attached hereto and made a part of this resolution by reference;

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

1. That the Township Committee of the Township of Woolwich hereby authorizes the entering into of a Countywide Mutual Aid Assistance Agreement with the County of Gloucester for years FY2023-2027, as attached hereto and incorporated within the body of this resolution by reference.
2. That the Woolwich Township Mayor be and is hereby authorized and directed to execute said Agreement on the behalf of the Township of Woolwich.

Adopted this 3<sup>rd</sup> day of October, 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 conducted on the 3<sup>rd</sup> day of October, 2022.

\_\_\_\_\_  
Jane DiBella, Clerk

**RESOLUTION AUTHORIZING STREET OPENING PERMIT(S) TO SOUTH JERSEY  
GAS-15 NICOLE STREET; 112 DELAWARE CROSSING; 23 GEORGES LANDING  
R-2022-225**

**WHEREAS**, a Street Opening Permit application has been filed by South Jersey Gas Company for a street opening permit to install gas service at 15 Nicole Street; 23 Georges Landing and 112 Delaware Crossing; and

**WHEREAS**, the Township Engineer has reviewed the application and accompanying documentation and has issued a response as attached hereto which authorizes the issuance of said permit with certain conditions; and

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

1. That the Woolwich Township Committee hereby authorizes the issuance of a street opening permit to South Jersey Gas Company, per said application filed and in accordance with the Engineer's comments for the installation of gas service at **15 Nicole Street; 112 Delaware Crossing; 23 Georges Landing** subject to the following conditions:
  - Applicant shall provide 48 hour notice to the Township Engineer.
  - All asphalt paving openings must be restored with the following specifications:
    - Two inch (2") thick. Hot Mixed Asphalt (HMA) 9.5M64, which replaces the Marshall mix design, top course. All top course paving must be completed 48 hours after installing stabilized base paving.
    - Six inch (6") thick HMA 19M64 stabilized base course.
    - 20:1 sand/cement subbase.
    - Provide tack coat on all surfaces before paving.
  - All non-asphalt pavement restorations (ie: lawns, etc.) shall be completed within 30 days as weather allows. All lawns should be restored with sod. The Township Engineer shall approve all other restorations.
  - Inspection escrow must be posted with the Township prior to the start of construction.
  - The applicant shall provide all outside agency approvals, as required.
  - Contractor will notify all residents along proposed pipeline path prior to construction start. Along with this notification, homeowners will be asked to notify the contractor of any items of concern that relate to their property (underground private structures (such as sprinklers), property markers, septic and wells etc. along with landscaped areas).
  - Contractors shall attempt to meet with residents during the construction project to address concerns they might have.
  - Contractor will videotape area where pipeline is to be installed prior to construction start for documentation purposes.
  - Proposed pipeline will be installed by a combination of bore, plow and open-cut methods. Bore and plow are the preferred means of construction, but when open

cutting of trenches occurs during construction project, the contractor will make every effort to keep disturbance to a minimum.

- Contractor will restore all areas disturbed to same conditions and all non-vegetated areas must be re-seeded.
- South Jersey Gas contractor must use the bore method of installation at all Township roads and paved driveways unless approved by the Township Engineer.

Adopted this 3<sup>rd</sup> day of October, 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 3<sup>rd</sup> day of October, 2022.

\_\_\_\_\_  
Jane DiBella, Clerk

**RESOLUTION MAKING A PROFESIONAL SERVICES APPOINTMENT-TRANSFER  
OF DEVELOPMENT RIGHTS EXPERT SERVICE  
R-2022-227**

**WHEREAS**, there exists a need for the services of an expert in the Transfer of Development Rights Program within the Township of Woolwich; and

**WHEREAS**, the Township of Woolwich advertised and received Requests for Proposals (RFP's) from one (1) respondent, Urban Partners on September 27, 2022; and

**WHEREAS**, said service includes work required for the Township's Master Plan Reexamination and update to the Township's Real Estate Market Analysis (REMA) to determine the current value of TDR credits among other tasks more fully set forth within the RFP; and

**WHEREAS**, Urban Partners proposes to conduct such work at the billable hour cost of \$249.00 Not to Exceed \$19,650.00; and

**WHEREAS**, funds are available for this purpose; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.), require that the Resolution authorizing the award of Contracts for "Professional Services" without competitive bids must be publicly advertised; and

**WHEREAS**, this appointment is being made under a "Fair and Open Process" and in accordance with the provisions of Ordinance 2005-38 of the Township of Woolwich;

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

1. That James Harling of Urban Partners is hereby appointed Transfer of Development Rights Expert for the Township of Woolwich to aid in the Reexamination of the Woolwich Township Master Plan and update the Real Estate Market Analysis and other tasks fully set forth within the RFP Packet, and that the Mayor and the Township Clerk on behalf of the Township of Woolwich are hereby authorized and directed to execute an agreement in this regard.

2. This Contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid services encompasses Professional Services recognized, licensed and regulated by Law, and are of a nature where it is not possible to obtain competitive bids.

3. A copy of this Resolution or a summary thereof shall be published by the Township Clerk as required by Law.

4. A copy of this Resolution and the Agreement are on file and are available for public inspection in the Office of the Clerk of Woolwich Township.

Adopted this 3<sup>rd</sup> day of October, 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 3<sup>rd</sup> day of October, 2022.

\_\_\_\_\_  
Jane DiBella, Clerk

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**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING AN ADDENDUM TO THE AGREEMENT  
BETWEEN THE TOWNSHIP OF WOOLWICH AND PROCHAMPS FOR PARTICIPATION IN AN ABANDNED  
PROPERTY REGISTRATION PROGRAM  
R-2022-228**

**WHEREAS**, the Township of Woolwich entered into an Agreement with Prochamps for a community based Property Registration System through its participation with the County of Gloucester in a Shared Service Agreement for said service; and

**WHEREAS**, certain changes incurred by New Jersey legislation via P.L. 2021 Chapter 444 require the vendor to fully remit collected fees, which is in conflict with the terms of service in the original agreement; and

**WHEREAS**, it is therefore necessary to add an addendum to the Agreement that complies with the payment/remittance process set forth in the original agreement; and

**WHEREAS**, said Addendum is attached hereto and incorporated within the body of this resolution by reference; and

**WHEREAS**, the Township Committee of the Township of Woolwich hereby agrees to the terms of said addendum;

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

1. That the Township Committee of the Township of Woolwich hereby agrees with the addendum to its contract with Prochamps through a Shared Service Agreement with the County of Gloucester in order to comply with P.L. 2021 Chapter 444 as to the payment/ remittance process set forth.
2. That the Woolwich Township mayor be and is hereby authorized and directed to execute the Addendum to the Agreement, and forthwith file with Prochamps and the County of Gloucester.

Adopted this 3<sup>rd</sup> day of October, 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 3<sup>rd</sup> day of October, 2022.

\_\_\_\_\_  
Jane DiBella, Clerk



**RESOLUTION REQUESTING A 4-MONTH EXTENSION OF TIME  
FOR AWARD OF A CONSTRUCTION CONTRACT FOR THE  
NJDOT FY2021 MUNICIPAL AID GRANT FUNDED PROJECT.  
R-2022-229**

**WHEREAS**, the Township of Woolwich submitted Application MA-2021-Swedesboro Avenue Rehabilitation-00607 to the New Jersey Department of Transportation, Division of Local Aid and Economic Development (“NJDOT”) requesting \$290,000.00 for resurfacing of Swedesboro Avenue from Asbury Station Road (CR #684) to the Township Limit at Pargey Creek;

**WHEREAS**, the New Jersey Department of Transportation (NJDOT) awarded FY2021 Municipal Aid grant funding in the amount of \$215,000.00 for resurfacing of Swedesboro Avenue from Asbury Station Road (CR #684) to the Township Limit at Pargey Creek;

**WHEREAS**, the deadline for award of a construction contract for the FY2021 Municipal Aid project is November 16, 2022;

**WHEREAS**, the Governor of New Jersey issued several executive orders continuing the state of emergency related to COVID-19 and its variants during calendar years 2021 and 2022, which directly impacted the ability of the municipality to complete the design and to award the contract;

**WHEREAS**, the Township of Woolwich appointed a new Township Engineer during calendar year 2022 after the New Jersey Department of Transportation (NJDOT) awarded the FY2021 Municipal Aid grant funding;

**WHEREAS**, during the design process the Township Engineer determined that guiderail was needed at the bridge over Pargey Creek, and that the existing road was not twenty feet (20’) wide as indicated on the application, which resulted in the need for additional survey and design work;

**WHEREAS**, the Township of Woolwich submitted a request for an incidental modification to the original scope/limits of the project to offset the unanticipated cost associated with the installation of guiderail. The original limits of the Swedesboro Avenue project were from Asbury Station Road (CR #684) to the Township Limit at Pargey Creek. The proposed limits of the Swedesboro Avenue project would be from approximately 630 feet east of Asbury Station Road (CR #684) to the Township Limit. The portion of Swedesboro Avenue between Asbury Station Road (CR #684) and the proposed paving limit was paved in December 2015 and is in satisfactory condition. The original scope called for the road to be twenty feet (20’) wide. The proposed width is eighteen feet (18’), which matches the pavement width from the 2015 project and meets the AASHTO minimum width for the roadway design speed and volume for a local road in a rural area;

**WHEREAS**, additional time is needed for award of a construction contract for the above reasons;

**NOW, THEREFORE BE IT RESOLVED** that the Township Committee of the Township of Woolwich, Gloucester County, New Jersey, hereby requests a four (4) month extension of time to award a construction contract for the FY2021 funded project, or until March 16, 2023.

**NOW THEREFORE BE IT RESOLVED** on this 3rd day of October, 2022, by the Township Committee of the Township of Woolwich, County of Gloucester, State of New Jersey, that:

1. The Township of Woolwich hereby respectfully requests an extension of time for the FY2021 grant for the Swedesboro Avenue Roadway Improvements Project (also identified as MA-2021- Swedesboro Avenue Rehabilitation Improvements-00472), so that the date by which the Project is to be awarded is extended until March 16, 2023.

Adopted this 3<sup>rd</sup> day of October, 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 3<sup>rd</sup> day of October, 2022.

\_\_\_\_\_  
Jane DiBella, Clerk

**RESOLUTION AUTHORIZING THE ISSUANCE OF A STREET OPENING PERMIT  
TO BUCKLEY CABLE ON THE BEHALF OF COMCAST-HOLLY, JUNIPER AND  
SPRUCE**

**R-2022-230**

**WHEREAS**, a Street Opening Permit application has been filed by Buckley Cable on the behalf of Comcast for areas located on Holly, Juniper and Spruce; and

**WHEREAS**, the Township Engineer has reviewed the application and accompanying documentation and has issued a response as attached hereto which authorizes the issuance of said permit with certain conditions; and

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

1. That the Woolwich Township Committee hereby authorizes the issuance of a street opening permit to South Jersey Gas Company, per said application filed and in accordance with the Engineer's comments for the installation of gas service on **Holly, Juniper and Spruce** subject to the following conditions:
  - Applicant shall provide 48 hour notice to the Township Engineer.
  - All asphalt paving openings must be restored with the following specifications:
    - Two inch (2") thick. Hot Mixed Asphalt (HMA) 9.5M64, which replaces the Marshall mix design, top course. All top course paving must be completed 48 hours after installing stabilized base paving.
    - Six inch (6") thick HMA 19M64 stabilized base course.
    - 20:1 sand/cement subbase.
    - Provide tack coat on all surfaces before paving.
  - All non-asphalt pavement restorations (ie: lawns, etc.) shall be completed within 30 days as weather allows. All lawns should be restored with sod. The Township Engineer shall approve all other restorations.
  - Inspection escrow must be posted with the Township prior to the start of construction.
  - The applicant shall provide all outside agency approvals, as required.
  - Contractor will notify all residents along proposed pipeline path prior to construction start. Along with this notification, homeowners will be asked to notify the contractor of any items of concern that relate to their property (underground private structures (such as sprinklers), property markers, septic and wells etc. along with landscaped areas).
  - Contractors shall attempt to meet with residents during the construction project to address concerns they might have.
  - Contractor will videotape area where pipeline is to be installed prior to construction start for documentation purposes.

- Proposed pipeline will be installed by a combination of bore, plow and open-cut methods. Bore and plow are the preferred means of construction, but when open cutting of trenches occurs during construction project, the contractor will make every effort to keep disturbance to a minimum.
- Contractor will restore all areas disturbed to same conditions and all non-vegetated areas must be re-seeded.
- Contractor must use the bore method of installation at all Township roads and paved driveways unless approved by the Township Engineer.

Adopted this 3<sup>rd</sup> day of October, 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 3<sup>rd</sup> day of October, 2022.

\_\_\_\_\_  
Jane DiBella, Clerk

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

**R-2022-231**

**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/refund as noted:

Block 27.01    Lot 26            BCHH INC                            \$ 139.24 refund -TDV

Adopted this 3<sup>RD</sup> day of October, 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 3<sup>rd</sup> day of October 2022.

\_\_\_\_\_  
Jane DiBella, Clerk

**RESOLUTION AUTHORIZING A CLOSED SESSION OF THE TOWNSHIP  
COMMITTEE OF THE TOWNSHIP OF WOOLWICH  
PERSONNEL: POLICE MATTERS AND CONTRACTUAL MATTERS;  
NORTHPOINT REDEVELOPMENT AGREEMENT  
R-2022-232**

**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 **October 3, 2022**
2. The general nature of the subject to be discussed at said closed meeting shall be;

Personnel: Police Matters

Contractual Negotiations: Northpoint Redevelopment Agreement

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 3<sup>rd</sup> day of October, 2022

ATTEST:

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Jane DiBella, Clerk

\_\_\_\_\_  
Craig Frederick, Mayor