

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
SEPTEMBER 5, 2023**

The meeting was called to order by Mayor Craig Frederick who made the following statement:

The September 5, 2023 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: Minhas: PRESENT Nocentino: PRESENT Callahan: PRESENT Frederick: PRESENT

Also present on the dais were Solicitor DeMarcantonio and Administrator/Clerk DiBella.

Those present saluted the American Flag.

Committeewoman Minhas moved to open the floor to the public for agenda items. Deputy Mayor Callahan seconded. All were in favor.

Hearing no public comment, motion was made by Deputy Mayor Callahan and seconded by Committeewoman Minhas to close the public portion. All were in favor.

Mayor Frederick presented a Proclamation to Ryan Duffy for his exceptional achievements at the USA Track and Field Youth National Championships where he was presented with four National Titles.

Mayor Frederick also presented a Proclamation to Ann Dorsett for her contributions to the Township in many capacities throughout her time as a Township resident.

Mayor Frederick read the following Ordinances by title only upon second reading:

**2023-24 An Ordinance of the Township of Woolwich Amending Chapter 203-62 of the Code of the Township of Woolwich Entitled "Livestock, Animals and Fowl" to Delete the Reference to Bees**

Motion to open public hearing: Nocentino      Second: Minhas      All in favor

There were no public comments.

Motion to close the public hearing: Nocentino      Second: Minhas      All in favor

Motion to adopt: Callahan      Second: Nocentino

**Roll Call: Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES**      Motion carried

**2023-25 An Ordinance of the Township of Woolwich Amending Chapter 109 of the Code of the Township of Woolwich Entitled "Grading Plans", Specifically Section 109-7 Entitled "Permit and Review Fees"**

Motion to open public hearing: Callahan      Second: Minhas      All in favor

There were no public comments.

Motion to close the public hearing: Callahan      Second: Minhas      All in favor

Motion to adopt: Minhas      Second: Callahan

**Roll Call: Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES**      Motion carried

Mayor Frederick read the following Ordinances by title only upon first reading:

**2023-26 An Ordinance of the Township of Woolwich Creating the Position of Deputy Administrator**

Motion to introduce: Callahan                      Second: Minhas

Mayor Frederick advised that the Ordinance is created to assist towards transition upon the 2024 retirement of the Administrator/Clerk.

**Roll Call: Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES**                      Motion carried

**2023-27 An Ordinance of the Township of Woolwich Amending the 2023 Salary Ordinance of the Township of Woolwich**

Motion: Minhas                      Second: Callahan

**Roll Call: Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES**                      Motion carried

**2023-28 An Ordinance of the Township of Woolwich Adopting Revisions to the Personnel Policy and Procedures Manual for the Township of Woolwich**

Motion: Minhas                      Second: Callahan

**Roll Call: Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES**                      Motion carried

Motion was made by Deputy Mayor Callahan and seconded by Committeewoman Minhas to approve a consent agenda for resolutions R-2023-187 through and including R-2023-197. All were in favor.

Motion was made by Committeewoman Minhas and seconded by Deputy Mayor Callahan to adopt resolutions R-2023-187 through and including R-2023-197.

**R-2023-187 Resolution Authorizing Cancellation/Refund Amendment to Resolution R-2023-171**

**R-2023-188 Resolution Authorizing Totally Disabled Veteran Deduction**

**R-2023-189 Resolution Authorizing Totally Disabled Veteran Deduction**

**R-2023-190 Resolution of the Township of Woolwich Making Elevations within the Woolwich Township Police Department**

**R-2023-191 Resolution of the Township of Woolwich Authorizing In Rem Foreclosure Action**

**R-2023-192 Resolution Amending R-2023-157 Regarding In-Rem Foreclosure Costs**

**R-2023-193 Resolution Authorizing Contract with MuniReg to Conduct Vacant Property Registration**

**R-2023-194 Resolution Authorizing Bond Reductions on Villages II, Sections 1.2 and 1.3**

**R-2023-195 Resolution Making an Appointment to the Woolwich Township Joint Land Use Board to Fill a Vacancy**

**R-2023-196 Resolution Authorizing the Release of Maintenance Bond #CM100313M as Posted for Villages I, Section 2.5B, Basin F-Maintenance**

**R-2023-197 Resolution Authorizing Totally Disabled Veteran Deduction**

Mayor Frederick explained that resolutions R-2023-191 and R-2023-192 deal with the process towards In-Rem Foreclosure actions. He further added that resolution R-2023-195 appointing Deputy Mayor Callahan to the Joint Land Use Board is to fill the unexpired term of former Committeeman Marino on the Board.

**Roll Call on Resolutions R-2023-187 through R-2023-197:**

**Roll Call: Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES** Motion carried

Under old business, Mayor Frederick advised that the COAH Compliance Hearing was held on August 22 at which time the Judge ruled towards compliance. There are a few minor items to address, but the Township is compliant with its affordable housing until the next compliance round in 2025.

Also under old business, Mayor Frederick advised that the Township is still looking at vendors to update its website and improve communication to the residents. One quote is currently under review.

Under new business, Mayor Frederick advised that he would like to schedule the next quarterly town hall meeting for early October with the subject being parks and recreation.

Also under new business, Mayor Frederick advised that subsequent to the Committee choice of Adam Taliaferro to replace Vernon Marino on Committee, Mr. Taliaferro declined the appointment. It was determined that the party chair be asked to submit a third name from which to choose.

Deputy Mayor Callahan moved to open the meeting to public comment. Committeeman Nocentino seconded. All were in favor.

Hearing no public comment, Deputy Mayor Callahan moved to close the public comment period. Committeeman Nocentino seconded. All were in favor.

Committeewoman Minhas moved to approve resolution **R-2023-198 Resolution for Closed Session**. Deputy Mayor Callahan seconded. All were in favor.

The Committee entered closed session at 6:52 p.m. for the purpose of discussing the following matters:

Contractual Matters: Rt. 322 Development  
Potential Litigation: Lexington Mews  
Personnel: Police Matter

The meeting reconvened at 7:49 p.m. upon a motion by Deputy Mayor Callahan, seconded by Committeewoman Minhas and unanimously passed.

Mayor Frederick noted that resolution **R-2023-169 Resolution Authorizing Execution of Redevelopment Agreement with 2024 Oak Grove Road, LLC for Block 11, Lots 6, 6.01, 6.02, 6.03, 6.04, 7, 11, and 11.01** (Previously Tabled) will remain tabled.

Deputy Mayor Callahan made a motion to amend the suspension of Officer Collins from “suspended with pay” to “suspended without pay” effective as of September 8<sup>th</sup>. Committeewoman Minhas seconded. All were in favor.

Motion was made by Committeewoman Minhas and seconded by Deputy Mayor Callahan to approve the bills and purchase orders.

**Roll Call: Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES** Motion carried

With no further business, Committeewoman Minhas moved to adjourn the meeting. Deputy Mayor Callahan seconded. All were in favor.

The meeting adjourned at 7:55 p.m.

Respectfully submitted,

Jane DiBella  
Administrator/Clerk

Minutes not verbatim  
Audio recording on file