

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
NOVEMBER 20, 2023**

The meeting was called to order by Mayor Frederick at 6:30 p.m.

Mayor Frederick made the following statement:

The November 20, 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: Matthias: PRESENT Minhas: PRESENT Nocentino: PRESENT  
Callahan: PRESENT Frederick: PRESENT

Also present on the dais were Solicitor DeMarcantonio and Administrator/Clerk DiBella. Deputy Administrator Marino and the Township Engineers were also present.

Those present saluted the American Flag.

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

Raymond Sweeten, 187 Westbrook addressed the Committee regarding maintenance of the storm water basin in the rear of his property and provided pictures of the basin showing a covering of algae. He stated that the problem has been ongoing.

Mayor Frederick asked the Township Engineer to look into the situation.

Deputy Administrator Marino agreed that the basin has been an ongoing problem and seems to be due to the basin being shallow and not receiving enough oxygen.

With no further public comment, the public portion closed upon a motion by Committeeman Nocentino, seconded by Committeewoman Minhas and unanimously approved.

Mayor Frederick read the following Ordinances by title only upon first reading. He further advised of the number of storm water related Ordinances necessary due to the Township elevation to a Tier A Municipality by the New Jersey Department of Environmental Protection.

**2023-32 An Ordinance of the Township of Woolwich, Amending Chapter 14 of the Code of the Township of Woolwich Entitled Defense and Indemnification**

Motion to introduce: Minhas Second: Matthias

**Roll Call: Matthias: YES, Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES** Motion Carried

**2023-33 An Ordinance of the Township of Woolwich Establishing Chapter 3 of the Code for a local Board of Health** Motion to introduce: Minhas Second: Callahan

Committeewoman Matthias questioned the purpose of the Board of Health. The Administrator/Clerk responded that municipalities are required to have a seated Board of Health that must meet at least once per year.

**Roll Call: Matthias: YES, Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES** Motion Carried

**2023-34 An Ordinance of the Township of Woolwich Amending Chapter 59 of the Code of the Township of Woolwich Entitled "Animals"** Motion: Minhas Second: Callahan

Committeeman Nocentino questioned enforcement of the Ordinance suggesting that it be modified. He then moved to amend the Ordinance to include the Director of Municipal Services or appointee. Mayor Frederick seconded. Motion to introduce as amended: Nocentino Second: Frederick

**Roll Call: Matthias: YES, Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES** Motion Carried

**2023-35 An Ordinance of the Township of Woolwich, County of Gloucester, State of New Jersey Adopting Requirements for the Storage of Salt and Other Solid De-Icing Materials**

Motion to introduce: Minhas Second: Callahan

Mayor Frederick noted that the Ordinance is associated with the elevation to Tier A storm water regulations and applies to residential units.

**Roll Call: Matthias: YES, Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES** Motion Carried

**2023-36 An Ordinance of the Township of Woolwich, County of Gloucester, State of New Jersey Revising the Woolwich Township Code to Delete Chapter 157 of the Code of the Township of Woolwich and Replacing with the Following**

Motion to introduce: Minhas Second: Callahan

The Engineer stated that this Ordinance is concise with the passage of NJ Department of Environmental Protection regulations and standards for Tier A municipalities. Committeeman Nocentino asked if we are ready for compliance. The Engineer stated that the Ordinance mainly pertains to compliance by developers and further advised that the deadline for adoption has been met.

**Roll Call: Matthias: YES, Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES** Motion Carried

Mayor Frederick requested a consent agenda for resolutions R-2023-226 through and including R-2023-242. So moved Callahan. Second: Minhas

Committeewoman Matthias requested that resolution R-2023-239 be removed from the consent agenda.

All were in favor.

Motion was then made by Committeewoman Minhas and seconded by Deputy Mayor Callahan to adopt resolutions R-2023-226 through R-2023-242 with the exception of r-2023-239.

Committeeman Nocentino questioned R-2023-233 as to which development project the resolution pertains to. Mayor Frederick replied that it pertains to "Little Northpoint" at Garwin and Rt. 322.

**R-2023-226 Resolution of the Township of Woolwich Authorizing the Acceptance and Filing of Performance Surety Bond #CM101212 that will Replace Current Letter of Credit #22-09 Filed on Behalf of Villages I, Section 4.2**

**R-2023-227 Resolution of the Township of Woolwich Authorizing the Acceptance and Filing of Performance Surety Bond #CM101211 that will replace Current Letter of Credit #22-08 Filed on Behalf of Villages II, Section 2.4**

**R-2023-228 Resolution of the Township of Woolwich Authorizing Public Works Department to Repair the Roofs Located at Locke Ave. Park for Dugouts A, B, and E. Not to Exceed \$4,000.**

**R-2023-229 Resolution Authorizing the Acceptance of a Cash Bond for the Issuance of a Temporary Certificate of Occupancy- 208 Rainey Road (Block 31.01, Lot 12)**

**R-2023-230 Resolution Authorizing an Agreement Between the Township of Woolwich and Omni Recycling LLC for End Market Recyclables**

**R-2023-231 Resolution Authorizing the Release of Safety and Stabilization Performance Bond # 800046662 Filed on Behalf of DPIF3 NJ5 2062 Woolwich LLC**

**R-2023-232 Resolution Authorizing the Release of Temporary Certificate of Occupancy Cash Bond as Posted for Liberty Commodore I Urban Renewal, LLC**

**R-2023-233 Resolution Authorizing the Acceptance of Performance Surety Bond # 17251866 for Private Improvements Filed on Behalf of Northpoint Investments, LLC (Block 10, Lot 4)**

**R-2023-234 Resolution Authorizing Hiring Per Diem Employee to Conduct Snow Removal**

**R-2023-235 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey Authorizing Change Order #1 in the Amount of (\$5,703.37) on the Project Known as "Swedesboro Avenue Roadway Improvements"**

**R-2023-236 Resolution of the Township of Woolwich Authorizing a Hold Harmless Agreement with Retired Deputy Chief Peter Massing for the Release of his Township Issued Service Firearm and Requirements for Subsequent Registration and Responsibilities**

**R-2023-237 Resolution Recommending Appointment of Woolwich Joint Municipal Court Judge Pursuant to N.J.S.A. 2B:12-4(b)**

**R-2023-238 Resolution of the Township of Woolwich Making an Elevation within the Woolwich Township Police Department**

**R-2023-240 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-2023-241 Resolution Authorizing the Acceptance of Performance Surety Bond No. 800070178 for the Issuance of a Temporary Certificate of Occupancy-121 High Hill Road (Block 5, Lot 7.03)**

**Roll Call on resolutions R-2023-226 through R-2023-242 with the exception of R-2023-239  
Matthias: YES, Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES Motion Carried**

**R-2023-239 Resolution of the Township of Woolwich Authorizing Purchase of Light Structure Systems for Pickle Ball Court Lighting Under State Contract Number 041123-MSL**

Motion: Callahan      Second: Minhas

Committeewoman Matthias acknowledged that there is funding in place for any overages in costs through the developer Redevelopment Agreement. She inquired what is intended for restroom facilities at the pickle ball court. She further noted that she would like to see a site plan of the facility. Mayor Frederick stated that at this time there is no plan to construct restroom facilities and that a port-a-pot will be onsite and that restrooms can be used when the Municipal Building is open. The engineer said that he will provide the site plan to Committeewoman Matthias. Further discussion ensued.

**Roll Call: Matthias: NO Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES      Motion Carried**

The following reports were provided for the month of October.

Tax Collector: \$3,682,790.50 remitted/ Tax Sale two property liens sold

Woolwich Fire Company:

In the absence of the Fire Chief, Mayor Frederick reported that the fire company's 125<sup>th</sup> Anniversary Dinner was very nice and that he was surprised by the number of multigenerational company volunteers. He further added a follow-up to the October 16<sup>th</sup> meeting saying that he has reached out to the Chief in hopes of scheduling a meeting to discuss the company's funding needs, and hopeful that such a meeting will occur. The Mayor noted that the fire company has received a budgetary increase of 5% over the past few years, with additional funding towards repairs to the fire house. The Township continues to await requested funding information from the fire company in order to analyze its needs.

Police:

Captain Daniels advised that the department is still in promotional and hiring process. He further noted the Christmas Parade scheduled for Saturday, November 25<sup>th</sup>.

Township Engineer:

Jake Schwartz, Alaimo Engineers noted that the Swedesboro Avenue project is complete. Applications for NJDOT funding for improvements to Russell Mill and Back Creek Roads have been submitted. High Hill trail plan development is ongoing. NJDOT submitted the approval to award the Viereck Road project and a pre-construction meeting is scheduled for November 29<sup>th</sup>. NJDOT has further advised of award of funding in the amount of \$316,851 for Garwin Road improvements from Rt. 322 to the train tracks. Tier A compliance is ongoing as well as the pickle ball court construction.

Administrator's Report:

The Administrator provided her report as self-explanatory. There were no questions.

Deputy Administrator's Report:

Deputy Administrator Marino advised that the Public Works Department has repaired the roofs of 4 out of 6 dugouts at the park. He advised that he is in process of developing a spreadsheet of quotes to address website needs. Dep. Administrator Marino also advised that the Kingsway School Zone flasher project has resulted in savings, advising that his legwork resulted in a quote of \$7,900 for a savings of approximately \$30,000 over the original estimate. County permits have been received. He further advised that the CFO has been meeting with banks and that she is requesting that First Bank be designated as depository of township funds. He noted that First Bank offers 3.83% interest compared to

that of Fulton Bank at 1-1.5%. First Bank has no fees and offers a courier for deposit pick up. Dep. Mayor Marino also suggested that the township develop an intern policy for summer of 2024.

The Dep. Mayor also advised that crosswalks have been installed on Township Line Road and will be speaking with Logan Township regarding purchase of solar flashers at the crosswalks possibly through a Shared Service Agreement with Logan Township. Follow up to be provided at the 12-4 meeting. Extension of sidewalks and ADA access were installed by Summit Ventures.

He further advised Verizon can provide air cards for internet to security camera's at \$45/month unlimited service for up to thirty camera's. The project should be ready for approval at the 12-4 meeting.

The Dep. Administrator also advised of the following: A meeting was conducted to discuss replacement of the court sound recorder and a quote should be received within a few weeks; sewer is pumping through the new system; OEM received a \$10,000 grant which will be used to outfit the small conference room as an OEM operations center.

Mayor Frederick noted and thanked Mr. Marino for his report noting that it a large list of items. He also advised Committee of the googledoc which lists pending projects.

Committeewoman Matthias asked if we have looked into government management software for the website. The Mayor agreed it may be something to look at.

Municipal Services:

To be discussed with liaison reports.

The following Committee liaison reports were provided:

Committeewoman Matthias:

Solid Waste/Recycling: Month of October saw 29 extra cardboard collections, 88 metal pick-ups and 206 bulk pick-ups. 81 bags of trash/recycling were collected during Clean Community Day 96% of recycling is being rejected due to plastic contamination. Brief discussion was held as to community awareness of plastic contamination.

Committeewoman Minhas:

Municipal Alliance; No report. Recreation: December activities include holiday movie night and family bowling party. Tickets are also being sold to a Sixers game on 1-27. Committeeman Nocentino added that parks and recreation will have a float in the Christmas Parade.

Committeeman Nocentino:

Municipal Services; Public Works continues general maintenance and winterization activities. Env. Commission; October meeting was cancelled. Social Media/IT; No report

Deputy Mayor Callahan:

Educational Partners (SWSD/KRSD); Noted that the S/W School Superintendent is leaving and the district has begun the search for his replacement. Resident Communications; NO Report. Park Utilization: Meeting scheduled to meet with sports teams to plan 2024 field times and space.

Mayor Frederick:

Administration; Planning to work on a financial analysis and refine PILOT amounts. The analysis will be necessary over the next few years. Public Safety; No report JLUB; JLUB heard two applications in October, one of which was the Auburn Road warehouse which was denied on 11-16. Special Projects; Covered earlier in the meeting.

Under Old Business, the Committee discussed re-bid of two Plenary Retail Consumption Liquor Licenses. Discussion ensued regarding bid terms and minimum bid and whether to consider a closed or open bid process. Committeewoman Matthias suggested seeking feedback as to interest. Mayor Frederick asked the Committee to think about it for follow-up discussion on 12-4.

Under New Business, the Committee acknowledge receipt of a resignation from the Police Department.

Mayor Frederick further advised that the township is working with the developer of DM Woolwich on High Hill Road and Kingsway art students to create a mural on the outside wall of the warehouse. The developer has agreed to contribute \$10,000 towards the project and \$10,000 towards continuation of the walkpath into the park.

Committeeman Nocentino asked if there are any cost estimates for the project. The engineer responded that cost estimates have been created and will be e-mail to him for review.

Mayor Frederick moved to authorize the purchase of the flashing beacons at Kings Highway fronted the high school per the quote of \$7783.00 not to exceed \$8000. Deputy Mayor Callahan seconded.

**Roll Call: Matthias: YES, Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES** Motion Carried

Committeeman Nocentino moved to open the meeting to public comment. Committeewoman Minhas seconded. All were in favor.

Jordan Schlump, 10 Wilshire Blvd. requested status of the Nova Farms cannabis project. Mayor Frederick responded that it has not received approval adding that any action requires ordinance reviews and state discussions.

Mr. Schlump further questioned status of Oliphants Mill dam. Mayor Frederick replied that the township awaits NJDEP permitting. Mr. Schlump asked if there is cost sharing and was informed that will be step two once permitting is received.

Mr. Schlump also requested status of Warrington Mill Dam. The Solicitor said that a meeting with NJDEP Dam Safety will be scheduled to discuss procedures.

Committeeman Nocentino moved to approve resolution **R-2023-242 Resolution for Closed Session**. Committeewoman Minhas seconded. All were in favor.

The Committee entered closed session at 7:45 p.m. for the purpose of discussing police matters and to conduct interviews for promotions.

The regular meeting reconvened at 8:46 p.m.

Deputy Mayor Callahan moved to authorize the hiring of Patrolman Andre Oulette effective on November 22<sup>nd</sup> as 5<sup>th</sup> Class Officer. Committeeman Nocentino seconded.

**Roll Call: Matthias: YES, Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES** Motion Carried

Motion was made by Committeewoman Minhas and seconded by Dep. Mayor Callahan to approve the minutes of October 16, 2023 regular meeting and executive session. Committeewoman Matthias requested two amendments to the minutes which were noted by the Clerk. All were in favor.

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

**Roll Call: Matthias: YES, Minhas: YES, Nocentino: YES, Callahan: YES, Frederick: YES (abstain from Verizon** Motion Carried

With no further business, motion was made by Committeewoman Minhas and seconded by Deputy Mayor Callahan to adjourn the meeting. All were in favor.

The meeting adjourned at 8:58 p.m.

Respectfully submitted,

Jane DiBella  
Administrator/Clerk

Minutes not verbatim  
Audio recording on file