

**AGENDA  
WOOLWICH TOWNSHIP COMMITTEE  
JANUARY 16, 2024**

Call to order:

The January 16, 2024 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:

**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.

**Ordinances:**

**2024-01 An Ordinance of the Township of Woolwich Amending the Code of the Township of Woolwich to Amend Chapter 192 of the Woolwich Township Code Entitled "Wedding and Civil Union Ceremonies"** Introduction/First Reading

**2024-02 An Ordinance of the Township of Woolwich Amending the Code of the Township of Woolwich to Amend Chapter 59 of the Woolwich Township Code Entitled "Animals"** Introduction/First Reading

**Resolutions:**

**R-2024-34 Resolution of the Township of Woolwich Making an Elevation within the Woolwich Township Police Department**

**R-2024-35 Resolution of the Township of Woolwich Amending Resolution 2024-14 to Add and/or Remove Building Inspectors**

**R-2024-36 Resolution Amending Resolution 2034-252 to Correct Name of Homeowner on Tax Refund**

**R-2024-37 Resolution Authorizing Totally Disabled Veteran Deduction**

**R-2024-38 Resolution Authorizing Totally Disabled Veteran Deduction**

**R-2024-39 Resolution Accepting Performance Bond on Behalf of Woolwich Housing Partners Towards the Issuance of a TCO for Property Located on Block 2.09, Lot 1.03**

**R-2024-40 Resolution of the Township of Woolwich Authorizing the Acceptance and Filing of Performance Bond #800129799 on the Behalf of DP1F3 NJ8 2057 Woolwich, LLC**

**R-2024-41 Resolution of the Township of Woolwich Authorizing the Acceptance and Filing of Letters of Credit that will Replace Current Cash Bonds for Private Improvements and Acceptance and Filing of**

**Letters of Credit Posted for Public Improvements for the Residential Development Known as Villages II at Weatherby, Sections 1.5 and 1.6**

**R-2024-42 Resolution of the Township of Woolwich Amending Resolution R-2024-21 Naming the 2024 Conflict Engineer**

**R-2024-43 Resolution of the Township of Woolwich Authorizing the Disposal of Certain Vehicles and Removal From Vehicle Fleet**

**R-2024-44 Resolution of the Township of Woolwich Authorizing the Endorsement of a "Statement of Consent" Form- Kings Meadow Residential**

**R-2024-45 Resolution of the Township of Woolwich Rescinding Resolution R-2023-272 Appointing and Hiring with Woolwich Township's Administrator's Office**

**R-2024-46 Resolution Authorizing the Tax Collector to Waive Interest**

**R-2024-47 Resolution Authorizing Budget Appropriations Transfers During the First Three Months of the Succeeding Year for the Township of Woolwich, County of Gloucester, State of New Jersey**

**R-2024-48 Resolution Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a**

**R-2024-49 Resolution Fixing the Salaries for Certain Officers and Employees of the Township of Woolwich in the County of Gloucester**

**Reports-Month of December:**

Administrator's Report:	Monthly Report
Tax Collector:	\$365,717.37 remitted
Woolwich Fire Company:	Monthly Report
Police:	Monthly Report
Township Engineer:	Monthly Report
Municipal Services:	Monthly Report

**Liaison Reports:**

Committeeman Frederick:	Special Projects, Municipal Services: (Buildings & Grounds, Code, UCC, Zoning, Public Works)
Committeeman McGovern:	Public Information (Social Media & OEM), Police, Parks and Recreation

Committeewoman Minhas: Solid Waste and Recycling, Health Department,  
Open Space Commission

Deputy Mayor Nocentino: SWEC, Education Partners (SWSD & KRSD)

Mayor Matthias: Administration (Finance, JLUB, Fire, Courts)

**Old Business:** Website Quotes

**New Business:** Advertisement to hire Township Administrator

**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-2024-50 Closed Session** Personnel: Police Interviews  
Contractual: Rt. 322 Development

**Approval of Minutes:** December 27, 2023 Close Out Meeting  
2024 January 2, 2023 Reorganization Meeting

**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.

**AN ORDINANCE OF THE TOWNSHIP OF WOOLWICH AMENDING THE CODE OF THE TOWNSHIP  
OF WOOLWICH TO AMEND CHAPTER 192 OF THE WOOLWICH TOWNSHIP CODE ENTITLED  
"WEDDING AND CIVIL UNION CEREMONIES"**

**2023-01**

**WHEREAS**, Chapter 192 of the Code of the Township of Woolwich entitled "Wedding and Civil Union Ceremonies" requires an amendment to Article I, section B entitled "Fees"; and

**WHEREAS**, the Township Committee of the Township of Woolwich wishes to amend said Code to address the fees to purchase certified vital records of birth, death and marriage, domestic partner, civil union and remarriage certificates;

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

**SECTION 1. Amendment**

Section 192-1B of the Code of the Township of Woolwich shall be amended to add the following section B (3).

(3) Copies for certified birth, death and marriage, domestic partner, civil union and remarriage certificates:

(1) First copy: \$20.00

(2) Additional copies purchase on the same day: \$5.00

**SECTION 2. Effective Date:**

This Ordinance shall take effect immediately upon proper passage, publication in accordance with law and after final adoption as provided by law.

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Natalie Matthias, Mayor

ATTEST: \_\_\_\_\_  
Jane DiBella, Clerk

NOTICE

Notice is hereby given that the foregoing ordinance was introduced and passed on first reading at a meeting of the Township Committee of the Township of Woolwich, held on the 16<sup>th</sup> day of January, 2024 and will be considered for final passage at a meeting of the Township of

Woolwich, to be held on the 5<sup>th</sup> day of February, 2024 at 6:30 p.m. at which time and place any interested party will be given the opportunity to be heard.

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Jane DiBella, Clerk

CERTIFICATION OF ADOPTION

The foregoing Ordinance was adopted by the Township Committee of the Township of Woolwich upon second reading and subsequent to a public hearing conducted on said Ordinance at a meeting of the Woolwich Township Committee held on February 5, 2024

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Jane DiBella, Clerk

**AN ORDINANCE OF THE TOWNSHIP OF WOOLWICH AMENDING THE CODE OF THE TOWNSHIP OF WOOLWICH TO AMEND CHAPTER 59 OF THE WOOLWICH TOWNSHIP CODE ENTITLED "ANIMALS"**

**2024-02**

**WHEREAS**, Chapter 59 of the Code of the Township of Woolwich entitled "Animals" requires an amendment to Article I entitled "Licensing of Dogs" which sets forth regulations for License fees; and

**WHEREAS**, Section 59-1 "License required; fee" requires an amendment to change the sum of license fee; and

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

**SECTION I AMENDMENT**

Section 59-1 of the Code of the Township of Woolwich shall be amended to add the following provision:

Every person who shall own, keep or harbor any dog or dogs of licensing age with the limits of the Township of Woolwich shall obtain a dog license for each such dog and shall have the same registered and numbered with the Animal Control Officer, and for each such license shall pay the sum of \$8.80 as a license fee for each and every dog, which shall be in addition to the tag fee and any other fees required by New Jersey Statutes.

**SECTION II AFFECTIVE DATE**

This Ordinance shall take effect on April 1, 2024 upon proper passage, publication in accordance with law and after final adoption as provided by law.

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Natalie Matthias, Mayor

ATTEST: \_\_\_\_\_  
Jane DiBella, Clerk

**NOTICE**

Notice is hereby given that the foregoing ordinance was introduced and passed on first reading at a meeting of the Township Committee of the Township of Woolwich, held on the 16<sup>th</sup> day of January, 2024 and will be considered for final passage at a meeting of the Township of

Woolwich, to be held on the 5<sup>th</sup> day of February, 2024 at 6:30 p.m. at which time and place any interested party will be given the opportunity to be heard.

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

CERTIFICATION OF ADOPTION

The foregoing Ordinance was adopted by the Township Committee of the Township of Woolwich upon second reading and subsequent to a public hearing conducted on said Ordinance at a meeting of the Woolwich Township Committee held on February 5, 2024

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



**RESOLUTION OF THE TOWNSHIP OF WOOLWICH MAKING AN ELEVATION WITHIN THE  
WOOLWICH TOWNSHIP POLICE DEPARTMENT  
R-2024-34**

**WHEREAS**, Officer Mark Anthony DePasquale was hired by the Township of Woolwich on January 2, 2023 as a 9<sup>th</sup> Class Patrolman; and

**WHEREAS**, the effective Agreement between the Township of Woolwich and PBA Local 122 calls for the elevation in Class after one (1) year;

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

1. That Mark Anthony DePasquale be and is hereby elevated to 8<sup>th</sup> Class Patrolman within the Woolwich Township Police Department retroactive to January 2, 2024.
2. That in accordance with the Agreement between the Township of Woolwich and PBA Local #122, the salary for 8<sup>th</sup> Class Officer shall be \$50,651.01 in accordance with the effective bargaining agreement between the Township of Woolwich and PBA Local #122.

Adopted this 16<sup>th</sup> day of January, 2024

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Natalie Matthias, 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 16<sup>th</sup> day of January, 2024.

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

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AMENDING RESOLUTION 2024-14 TO ADD AND/OR REMOVE BUILDING INSPECTORS**

**R-2024-35**

**WHEREAS**, the Township Committee of the Township of Woolwich adopted Resolution R-2024-14 on January 2, 2024 which approved the annual appointed positions; and

**WHEREAS**, it has come to my attention that some names on that list no longer work for Woolwich Township and need to be replaced with the correct names along with titles; and

**WHEREAS**, said correct names and titles are to be corrected via resolution to the Township Committee; and

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

Remove:

Jim Morrison  
John McClay

Substitute Electrical Inspector  
Substitute Electrical Inspector

Add:

Andy Holgen  
Richard Holloway  
Ed Blaylock

UCC Official  
Substitute Building and Housing Inspector  
Electrical Inspector

Adopted this 16th day of January, 2024

**TOWNSHIP OF WOOLWICH**

ATTEST: \_\_\_\_\_  
Jane DiBella, Clerk

\_\_\_\_\_  
Natalie Matthias, Mayor

**CERTIFICATION**

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 16th day of January, 2024.

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

**RESOLUTION AMENDING RESOLUTION R-2023-252 TO CORRECT NAME OF HOMEOWNER ON TAX  
REFUND**

**R-2024-36**

**WHEREAS**, the 2023 Woolwich Township Committee adopted Resolution R-2023-252 on December 4, 2023 which resolution authorized refund of overpayment of certain taxes; and

**WHEREAS**, the Resolution included a refund of \$250.00 for Blk. 2.25 Lot 16 with such refund made in the name of Allan Ferullo; and

**WHEREAS**, it has been found that Mr. Ferullo is deceased and said check should be made to Margot Ferullo;

**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 correction to R-2023-252 to correct Resolution R-2023-252

**CORRECT THE NAME FOR THE \$250.00 REFUND FROM ALLAN FERULLO SR. TO MARGOT FERULLO**

Adopted this 16<sup>th</sup> day of January 2024

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Natalie Matthias, Mayor

ATTEST:

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

**CERTIFICATION**

The foregoing resolution was duly adopted by the Township Committee of Woolwich, at a meeting held on the 16<sup>th</sup> day of January 2024.

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

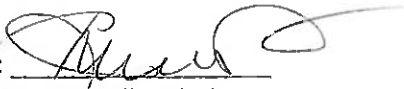
**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO TRANSFER, REFUND/CANCEL OVERPAYMENT OF TAXES**


**RESOLUTION 2023-252**

**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 refund/cancel/transfer as noted:

Block 28.37	Lot 9	Morgan, Austin & Bonser, Alexis	\$ 2,280.70 -refund
Block 28.54	Lot 27	CoreLogic	12,281.56 -refund
Block 28.40	Lot 10	Brinkman, Frank	250.00 -refund
Block 17.01	Lot 12	Perlis, Joseph	250.00 -refund
Block 2.25	Lot 16	Ferullo, Allan Sr.	250.00 -refund
Block 28.51	Lot 27	CoreLogic	6,138.00 -refund

Adopted this 4th day of December 2023

ATTEST:   
Jane DiBella, Clerk

**TOWNSHIP OF WOOLWICH**  
  
Craig Frederick, Mayor

**CERTIFICATION**

The foregoing resolution was duly adopted by the Township Committee of Woolwich, at a meeting held on the 4th day of December 2023.

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

**RESOLUTION AUTHORIZING TOTALLY DISABLED VETERAN DEDUCTION  
R-2024-37**

**WHEREAS**, certain disabled veterans are entitled to an exemption from payment of real estate taxes otherwise due pursuant to N.J.S.A. 54:4-3.30 et seq.; and

**WHEREAS**, the Gloucester County Tax Assessor has made a determination that **SEAN B. HUGHES** qualifies for said exemption;

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Woolwich, County of Gloucester, State of New Jersey, that it hereby authorizes the Woolwich Township Tax Collector to refund and /or cancel taxes as set forth below.

Block 28.46 Lot 4	HUGHES, SEAN B. TDV	\$ 3,733.85 cancel 4 <sup>th</sup> qtr. 2023
		4,640.88 cancel 1 <sup>st</sup> qtr. 2024
		4,640.86 cancel 2 <sup>nd</sup> qtr. 2024

**Approved as of October 19, 2023**

Adopted this 16<sup>th</sup> day of January 2024

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Natalie Matthias, 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 16<sup>th</sup> day of January 2024.

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

**RESOLUTION AUTHORIZING TOTALLY DISABLED VETERAN DEDUCTION  
R-2024-38**

**WHEREAS**, certain disabled veterans are entitled to an exemption from payment of real estate taxes otherwise due pursuant to N.J.S.A. 54:4-3.30 et seq.; and

**WHEREAS**, the Gloucester County Tax Assessor has made a determination that **WENDY S. BOS** qualifies for said exemption;

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Woolwich, County of Gloucester, State of New Jersey, that it hereby authorizes the Woolwich Township Tax Collector to refund and /or cancel taxes as set forth below.

Block 28.51 Lot 10	BOS, WENDY S. TDV	\$ 2,224.07 refund & cancel 4 <sup>th</sup> qtr. 2023
		3,827.67 cancel 1 <sup>st</sup> qtr. 2024
		3,827.66 cancel 2 <sup>nd</sup> qtr. 2024

**Approved as of September 22, 2023**

Adopted this 16<sup>th</sup> day of January, 2024

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Natalie Matthias, 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 16<sup>th</sup> day of January 2024.

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

**RESOLUTION ACCEPTING PERFORMANCE BOND ON BEHALF OF WOOLWICH HOUSING ASSOCIATES TOWARDS THE ISSUANCE OF A TCO FOR PROPERTY LOCATED ON BLOCK 2.09, LOT 1.03**

**R-2024-39**

**WHEREAS**, the Woolwich Township Engineer has issued a letter dated December 27, 2023 as to the issuance of a Temporary Certificate of Occupancy (TCO) for the housing project located on Block 2.09, Lot 1.03 by Woolwich Housing Associates, LLC subject to certain conditions; and

**WHEREAS**, Chapter 149-25A.(9) of the Code of the Township of Woolwich allows developer to seek a TCO upon the furnishing of a "temporary certificate of occupancy" guarantee; and

**WHEREAS**, the Township of Woolwich is in receipt of Performance Bond #ES00015938 in the amount of \$254,736.00; and

**WHEREAS**, the Township Committee of the Township of Woolwich authorizes the acceptance of Performance Bond #ES00015938 and the issuance of a TCO on said project subject to the conditions noted:

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

1. That it does hereby authorize the acceptance of Performance Bond #ES00015938 and the issuance of a TCO on said project located on Block 2.09, Lot 1.03 subject to all of the conditions noted within the letter from Alaimo Group dated December 27, 2023 as attached hereto and incorporated within the body of this Resolution by reference.

Adopted this 16<sup>th</sup> day of January, 2024

**WOOLWICH TOWNSHIP**

ATTEST: \_\_\_\_\_  
Jane DiBella, Clerk

\_\_\_\_\_  
Natalie Matthias, Mayor

**CERTIFICATION**

The forgoing Resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 16<sup>th</sup> day of January, 2024

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

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING THE ACCEPTANCE AND FILING OF PERFORMANCE BOND #800129799 ON THE BEHALF OF DP1F3 NJ8 2057 WOOLWICH, LLC**

**R-2024-40**

**WHEREAS**, project known as DP1F3 NJ8 2057 Woolwich, LLC has submitted Performance Bond #800129799 in the amount of \$84,059.10 as Stormwater Management Maintenance Guarantee for project located on the Woolwich Township Tax Maps as Block 12, Lot 3; and

**WHEREAS**, the Township Committee of the Township of Woolwich wishes to accept said funds for said purpose;

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

1. That the Woolwich Township Clerk be and is hereby authorized and directed to accept and maintain on deposit within the Woolwich Township Clerks Office, Performance Bond #800129799 as a Stormwater Management Maintenance Guarantee as posted for the project located on Block 12, Lot 3 on the Woolwich Township Tax Map.

Adopted this 16<sup>th</sup> day of January, 2024

**WOOLWICH TOWNSHIP**

ATTEST: \_\_\_\_\_  
Jane DiBella, Clerk

\_\_\_\_\_  
Natalie Matthias, Mayor

**CERTIFICATION**

The foregoing Resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 16<sup>th</sup> day of January, 2024

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



**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING THE ACCEPTANCE AND FILING OF LETTERS OF CREDIT THAT WILL REPLACE CURRENT CASH BONDS POSTED FOR PRIVATE IMPROVEMENTS AND ACCEPTANCE AND FILING OF LETTERS OF CREDIT POSTED FOR PUBLIC IMPROVEMENTS FOR THE RESIDENTIAL DEVELOPMENT KNOWN AS VILLAGES II AT WEATHERBY, SECTIONS 1.5 AND 1.6**

**R-2024-41**

**WHEREAS**, project known as Villages II at Weatherby Section 1.5 and 1.6 (located on Block 28, Lots 6.01, 15 and 16) has filed various Letters of Credit in accordance with their development approvals and engineering estimates provided; and

**WHEREAS**, the developer has already submitted two (2) cash bonds for private improvements and would like to replace said cash bonds with Letters of Credit #24-04 and #24-02; and

**WHEREAS**, the Performance Bonds are noted as follows:

Section 1.5

Release:

Private Improvements Cash Bond in the amount of \$13,842.30. Replace with LOC #24-04

Accept:

Private Improvements LOC #24-04 in the amount of \$13,842.30

Public Improvements LOC #24-03 in the amount of \$1,183,874.20

Section 1.6

Release:

Private Improvements Cash Bond in the amount of \$13,572.09. Replace with LOC #24-02

Accept:

Private Improvements LOC #24-02 in the amount of \$13,572.09

Public Improvements LOC #24-01 in the amount of \$946,612.60

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

1. That the Woolwich Township Clerk be and is hereby authorized and directed to accept and maintain on deposit within the Woolwich Township Clerks Office, Letters of Credit # 24-01 and 24-02 for public improvements and release the two (2) Cash Bonds posted for private Improvements and replace them with Letters of Credit #24-04 and #24-02 as posted for the project located on Block 28, Lots 6.01, 15 and 16, on the Woolwich Township Tax Map.

Adopted this 16<sup>th</sup> day of January, 2024

**WOOLWICH TOWNSHIP**

ATTEST: \_\_\_\_\_  
Jane DiBella, Clerk

\_\_\_\_\_  
Natalie Matthias, Mayor

CERTIFICATION

The foregoing Resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 16<sup>th</sup> day of January, 2024

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

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AMENDING RESOLUTION R-2024-21 NAMING THE  
2024 CONFLICT ENGINEER**

**R-2024-42**

**WHEREAS**, the Township Committee of the Township of Woolwich made appointments to various professional services at their Reorganization Meeting conducted on January 2, 2024; and

**WHEREAS**, Resolution R-2024-21 made an appointment to the position of Conflict Engineers; and

**WHEREAS**, the named designee for the firm is incorrect; and

**WHEREAS**, it is necessary to amend said resolution accordingly;

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

1. That item 1. In Resolution R-2024-21 be and is hereby amended to read as follows:

“That the firm of Pennoni, Joseph Raday, Designee, be and is hereby appointed as conflict engineer for the Township of Woolwich effective January 1, 2024 nunc pro tunc and expiring on December 31, 2024.

Adopted this 16<sup>th</sup> day of January, 2024

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Natalie Matthias, Mayor

ATTEST: \_\_\_\_\_  
Jane DiBella, Clerk

**CERTIFICATION**

The foregoing Resolution was duly adopted by the Township Committee of the Township of Woolwich on the 16<sup>th</sup> day of January, 2024.

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

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING THE DISPOSAL OF CERTAIN VEHICLES  
AND REMOVAL FROM VEHICLE FLEET**

**R-2024-43**

**WHEREAS**, the Township of Woolwich owns certain vehicles for use within the Woolwich Township Police Department that are no longer operable and have no value; and

**WHEREAS**, the Woolwich Township Police Department has requested to dispose of the following:

2012 Dodge Charger VIN# 2C3CDXAT2CH288073

2007 Dodge Durango VIN# 1D8HB38N27F584974

**WHEREAS**, upon disposal, the vehicles shall be removed from the Woolwich Township Vehicle Fleet and Fixed Asset Inventory;

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

1. The Woolwich Township Police Department be and is hereby authorized to dispose of the following vehicles that are no longer operable;
2. 2012 Dodge Charger VIN# 2C3CDXAT2CH288073  
2007 Dodge Durango VIN# 1D8HB38N27F584974
3. That any funds for the sale of said vehicles for parts shall immediately be turned over to the Woolwich Township CFO for deposit on the behalf of Woolwich Township.
4. That the Woolwich Township Clerk be and is hereby directed to remove said vehicles from the Woolwich Township vehicle fleet and Fixed Asset Inventory.

Adopted this 16th day of January, 2024

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Natalie Matthias, 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 16<sup>th</sup> day of January, 2024.

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

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING THE  
ENDORSEMENT OF A “STATEMENT OF CONSENT” FORM-  
KINGS MEADOW RESIDENTIAL  
R-2024-44**

**WHEREAS**, the Township of Woolwich has received and reviewed a Treatment Works Approval permit application form for the kings Meadow Residential Development; and

**WHEREAS**, Aqua New Jersey has reviewed and signed off on said application; and

**WHEREAS**, it is requested by the applicant that the Township endorse and execute the TWA-1 Form of the application, “Consent by Governing Body”;

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

1. That the Woolwich Township Mayor be and is hereby authorized and directed to execute the attached “Statement of Consent” Form on behalf of the Township of Woolwich towards approval for a treatment works application for Kings Meadow Residential.
2. That upon execution, the Woolwich Township Clerk is authorized and directed to forward a fully executed application and a certified copy of this resolution to the applicant for such permit.

Adopted this 16<sup>th</sup> day of January, 2024

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Natalie Matthias, 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 16<sup>th</sup> day of January, 2024.

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

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH RESCINDING RESOLUTION R-2023-272  
APPOINTING AND HIRING WITHIN WOOLWICH TOWNSHIP'S ADMINISTRATOR'S OFFICE  
R-2024-45**

**WHEREAS**, the Woolwich Township Administrator/Clerk, Jane DiBella, has formally submitted to Township Committee her intention to retire March 31<sup>st</sup>, 2024; and

**WHEREAS**, with the Township's operational, statutory, and legal responsibilities it was thought prudent to create the position of Deputy Administrator, if needed, to insure a smooth transition to a new Township Administrator; and

**WHEREAS**, Township Committee created the position of Deputy Administrator in 2023 and appointed Vernon R. Marino in September of 2023 as Deputy Administrator at R-2023-200 for the remainder of 2023 working up to 30 hours per week at a designated hourly rate, however his appointment was not renewed for 2024 leaving the position presently vacant; and

**WHEREAS**, Resolution 2023-272 prospectively hired Vernon R. Marino to Administrator when the position was not available and crossing jurisdictional lines by imposing a decision on an administration that would not be formed until January 2, 2024 and is therefore contrary municipal government operation and therefore needs to be rescinded so that a search for a successor Administrator may be conducted in 2024 unimpeded; and

**NOW THEREFORE BE IT RESOLVED** by the Township Committee of the Township of Woolwich as follows: Township Committee hereby rescinds Resolution #2023-272 appointing and hiring Vernon R. Marino as Deputy Administrator and by extension successor Administrator.

Adopted this 16<sup>th</sup> day of January, 2024

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Natalie Matthias, 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 16<sup>th</sup> day of January, 2024.

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

**RESOLUTION AUTHORIZING THE TAX COLLECTOR TO WAIVE INTEREST  
R-2024-46**

**WHEREAS**, electronic payment of taxes was made by a resident for the 3<sup>rd</sup> Q taxes and credited in their error to a neighboring property located on Block 3.07, Lot 49 which was thereafter payment stopped; and

**WHEREAS**, notice of stopped payment was never received in the Tax Office; and

**WHEREAS**, the Woolwich Township Tax Collector noticed the overpayment on said wrong property Block 3.07, Lot 49 and issued a refund with the remainder being credited to 4<sup>th</sup> Q taxes; and

**WHEREAS**, when the mistake was discovered, the payment was backed out of the system for the said wrong property Block 3.07, Lot 49 and that homeowner and mortgage company was notified of the error; and

**WHEREAS**, the said property Block 3.07, Lot 49 now has an open balance on both 3<sup>rd</sup> and 4<sup>th</sup> Q taxes with interest; and

**WHEREAS**, the Woolwich Township Tax Collector requested to give said property Block 3.07, Lot 49 to pay 3<sup>rd</sup> and 4<sup>th</sup> Q taxes current no later than January 29<sup>th</sup>; and

**WHEREAS**, the Woolwich Township Tax Collector seeks authorization to cancel interest if payment is made by January 29<sup>th</sup>;

**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 waive the interest on 3<sup>rd</sup> and 4<sup>th</sup> Q taxes for Block 3.07, Lot 49 provided that said payment is received no later than January 29, 2024; and

**BE IT FURTHER RESOLVED** that said interest shall be reinstated should payment come after January 29, 2024.

Adopted this 16<sup>th</sup> day of January 2024

TOWNSHIP OF WOOLWICH

\_\_\_\_\_  
Natalie Matthias, 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 16<sup>th</sup> day of January 2024

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Jane DiBella, Clerk



**RESOLUTION AUTHORIZING BUDGET APPROPRIATION TRANSFERS  
DURING THE FIRST THREE MONTHS OF THE SUCCEEDING YEAR FOR THE  
TOWNSHIP OF WOOLWICH, COUNTY OF GLOUCESTER,  
STATE OF NEW JERSEY**

**RESOLUTION R-2024-47**

**WHEREAS**, the provisions of N.J.S.A. 40A:4-59, permit the transfer of appropriations during the first three months of a succeeding 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
Police S&W	3-01-25-240-010		\$6,000.00
Snow Removal S&W	3-01-26-290-011		\$5,000.00
Snow Removal OW	3-01-26-290-014		\$2,439.32
Fire Hydrants	3-01-31-445-000	\$ 3,000.00	
Vehicle Maintenance-Police	3-01-26-315-030	\$ 3,000.00	
Snow/Storm Trust Fund	T-23-00-100-299	\$ 7,439.32	
<b>Totals</b>		<b>\$ 13,439.32</b>	<b>\$ 13,439.32</b>

This resolution will become effective immediately.

Adopted at a meeting of the Township of Woolwich Committee held on January 16, 2024.

\_\_\_\_\_  
Natalie Matthias, Mayor

Attest:

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

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE  
CONTRACT VENDORS FOR CONTRACTING UNITS  
PURSUANT TO N.J.S.A. 40A:11-12a  
R-2024-48**

**Whereas**, the Township of Woolwich, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

**Whereas**, the Township of Woolwich has the need on a timely basis to purchase goods or services utilizing State contracts; and

**Whereas**, the Township of Woolwich intends to purchase two (2) Ford Utility Interceptors with options from Winner Ford Cherry Hill, 250 Haddonfield-Berlin Road, Cherry Hill NJ 08034 through this resolution, which shall be subject to all the conditions applicable to the current State contracts;

**Now, Therefore, Be It Resolved**, that the Township of Woolwich authorizes the Purchasing Agent to purchase certain goods or services from approved New Jersey State Contract Vendors, pursuant to all conditions of the individual State contracts; and

**Be It Further Resolved**, that the governing body of the Township of Woolwich pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer in the following accounts:

Off Duty Trust Fund- Off Duty-Vehicle	\$81,908
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**Be It Further Resolved**, that the purchase between the Township of Woolwich and Winner Ford Cherry Hill under NJ State Contract 20-FLEET-01189 shall be made before the contract expiration date.

**ADOPTED** at a regular meeting of the Borough Council of the Township of Woolwich, in the County of Gloucester, and State of New Jersey, held on January 16, 2024.

Dated: January 16, 2024

Attest:

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

\_\_\_\_\_  
Natalie Matthias, Mayor

CERTIFICATION

I, Jane DiBella, Township Clerk, hereby certify that the foregoing Resolution was duly adopted by the Township Committee of the Township of Woolwich, in the County of Gloucester and State of New Jersey at a Regular Meeting held January 16, 2024.

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Jane DiBella, Township Clerk

**A RESOLUTION FIXING THE SALARIES FOR CERTAIN OFFICERS AND EMPLOYEES OF THE  
TOWNSHIP OF WOOLWICH IN THE COUNTY OF GLOUCESTER**

**R-2024-49**

WHEREAS, the Mayor and Township Committee of the Township of Woolwich, County of Gloucester and State of New Jersey, need to establish salaries for the following employees for the Township of Woolwich:

<b>2024 Salary &amp; Compensation Officer or Employee Title</b>	<b>Effective Date</b>	<b>Ending Date</b>	<b>Rate of Pay</b>	
Mayor	1/1/2024	until changed	\$10,000	per year
Deputy Mayor	1/1/2024	until changed	\$9,000	per year
Township Committee Members	1/1/2024	until changed	\$8,000	per year
Administrator	1/1/2024	until changed	\$20,769	per year
Township Clerk	1/1/2024	until changed	\$101,348	per year
Deputy Township Clerk	1/1/2024	until changed	\$53,481	per year
Chief Financial Officer	1/1/2024	until changed	\$88,992	per year
QPA/Temp Purchasing Agent	1/1/2024	until changed	\$5,000	per year
Tax Collector	1/1/2024	until changed	\$76,755	per year
Registrar	1/1/2024	until changed	\$9,075	per year
Deputy Registrar	1/1/2024	until changed	\$1,669	per year
Joint Land Use Board Secretary	1/1/2024	until changed	\$39,467	per year
Prosecutor	1/1/2024	until changed	\$26,045	per year
Municipal Court Judge	1/1/2024	until changed	\$30,264	per year
Municipal Court Administrator	1/1/2024	until changed	\$63,173	per year
Municipal Court Deputy Administrator	1/1/2024	until changed	\$41,275	per year
Police Office Clerk	1/1/2024	until changed	\$55,620	per year
Emergency Management Coordinator	1/1/2024	until changed	\$5,000	per year
Deputy Emergency Management Coord.	1/1/2024	until changed	\$2,781	per year
Director of Municipal Services	1/1/2024	until changed	\$98,461	per year
Public Works Director	1/1/2024	until changed	\$83,296	per year
Public Works/Maintenance/Mechanic	1/1/2024	until changed	\$65,520	per year
Public Works Laborer 1	1/1/2024	until changed	\$52,000	per year
Public Works Laborer 2	1/1/2024	until changed	\$59,291	per year
Public Works Labor 3 Parks Maintenance	1/1/2024	until changed	\$58,240	per year
Public Works Building Maintenance	1/1/2024	until changed	\$42,640	per year
Construction Code Official/Building Subcode	1/1/2024	until changed	\$155,736	per year
Building Subcode	1/1/2024	until changed	\$83,430	per year
Electrical Subcode	1/1/2024	until changed	\$40,645	per year
Fire Subcode	1/1/2024	until changed	\$16,207	per year
Plumbing Subcode	1/1/2024	until changed	\$42,758.	per year
Construction Code Secretary	1/1/2024	until changed	\$50,000	per year
Clerical Assistant	1/1/2024	until changed	\$40,314	per year

Secretarial Support	1/1/2024	until changed	\$66,744	per year
<b>Part-time Employees</b>				
Special Police Officers (Class II)	1/1/2024	until changed	\$35.00	per hour
Special Police Officers (Class III)	1/1/2024	until changed	\$35.00	per hour
Parks & Recreation Secretary	1/1/2024	until changed	\$14,538	per year
Class II Police Officer	1/1/2024	until changed	\$35.00	per hour
Part-time Police Clerk	1/1/2024	until changed	\$19.28	per hour
School Crossing Guards	1/1/2024	until changed	\$31.00	per hour
Court Recorder	1/1/2024	until changed	\$100.00	per court session
Interpreter	1/1/2024	until changed	\$200.00	per court session
Records Manager	1/1/2024	until changed	\$19.06	per hour

**WHEREAS**, the salaries, wages and compensations of the respective officers and employees of the borough of Woodstown, effective January 1, 2024 or as otherwise noted are hereby fixed at the above rates and amounts.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Woolwich that the salary resolution be hereby adopted and take effect immediately.

**ADOPTED** at a regular meeting of the Borough Council of the Borough of Woodstown, in the County of Salem, and State of New Jersey, held on January 16, 2024.

Dated: January 16, 2024

Attest:

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

\_\_\_\_\_  
Natalie Matthias, Mayor

**CERTIFICATION**

I, Jane DiBella, Township Clerk, hereby certify that the foregoing Resolution was duly adopted by the Township Committee of the Township of Woolwich, in the County of Gloucester and State of New Jersey at a Regular Meeting held January 16, 2024.

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Jane DiBella, Township Clerk