

**AGENDA
WOOLWICH TOWNSHIP COMMITTEE
FEBRUARY 20, 2024**

Call to order:

The February 20, 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:

2024-03 An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A:4-45.14) Public Hearing/Second Reading

2024-04 An Ordinance of the Township of Woolwich, County of Gloucester, State of New Jersey Amending Section 203-137 of the Township Code Public Hearing/Second Reading

2024-05 An Ordinance of the Township of Woolwich, County of Gloucester, State of New Jersey Adopting an Amendment to the Kings Landing Redevelopment Plan and Revised Zoning Map Introduction/First Reading

2024-06 An Ordinance of the Township of Woolwich Repealing Chapter 29 "Officers and Employees" Article VI "Department of Municipal Services" from the Woolwich Township Code Introduction/First Reading

Resolutions:

R-2024-61 Resolution Referring the 2024 Amendment to the Kings Landing Redevelopment Plan and Zoning Map to the Joint Land Use Board for Review and Consideration

R-2024-62 Resolution Making a Professional Services Appointment- Prosecutor

R-2024-63 Resolution Making a Professional Services Appointment- Special Counsel Redevelopment

R-2024-64 Resolution Making a Professional Services Appointment- Special Counsel COAH

R-2024-65 Resolution Making a Professional Services Appointment- Public Defender

R-2024-66 Resolution Making a Professional Services Appointment- COAH Administrative Agent

R-2024-67 Resolution of the Township of Woolwich Authorizing a Shared Service Agreement Between the Township of Woolwich and the County of Gloucester Regarding the Use of Certain Stage Units for Special Events

R-2024-68 Resolution Endorsing the Findings and Determination Statement and Authorizing the Clerk to Submit a Raffle License on Behalf of Kingsway Regional Band Boosters

R-2024-69 Resolution to Designate the Position of Qualified Purchasing Agent and to Make an Appointment to the Position

R-2024-70 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayment of Taxes

R-2024-71 Resolution Authorizing Totally Disabled Veteran Deduction

R-2024-72 Resolution Granting the Request for a Six-Month Extension for a Property that is In-Rem

R-2024-73 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

R-2024-74 Resolution of the Township of Woolwich Authorizing Corporate Resolution

R-2024-75- Resolution of the Township of Woolwich Authorizing Subdivision of Grant Applications

Reports-Month of December:

Administrator's Report: Monthly Report

Tax Collector: \$2,552,937.93 remitted

Woolwich Fire Company: Monthly Report

Swedesboro Fire Bureau 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: Accepting Letter of Resignation, Process for Filling positions/stipend, RFP- Special Counsel Cannabis

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.

Approval of Minutes: January 16, 2024 Regular Meeting and Closed Session
February 5, 2024 Regular 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.

**TOWNSHIP OF WOOLWICH
COUNTY OF GLOUCESTER
R-2024-03**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION
LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A.40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Township Committee of the Township of Woolwich in the County of Gloucester finds it advisable and necessary to increase its CY 2024 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Township Committee hereby determines that a 3.5% increase in the budget for said year, amounting to \$296,296.91 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Township Committee hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Woolwich, in the County of Gloucester, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2024 budget year, the final appropriations of the Township of Woolwich shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$296,296.91 and that the CY 2024 municipal budget for the Township of Woolwich be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within five days of introduction; and

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within five days after such adoption.

TOWNSHIP OF WOOLWICH

Natalie Matthias, Mayor

ATTEST:

Jane DiBella, Township 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 5th day of February 2024 and will be considered for final passage at a meeting of the Township Committee of the Township of Woolwich, to be held on the 20th day of February 2024 at 6:30 pm, at which time and place any interested party will be given the opportunity to be heard.

Jane DiBella, Township Clerk

CERTIFICATION OF ADOPTION

The foregoing Ordinance was adopted upon second reading and subsequent to a public hearing held on same, at a meeting of the Woolwich Township Committee held on the 20th day of February 2024.

Jane DiBella, Clerk

**TOWNSHIP OF WOOLWICH
GLOUCESTER COUNTY, NEW JERSEY
ORDINANCE NO. 2024 – 04**

**ORDINANCE OF THE TOWNSHIP OF WOOLWICH, COUNTY OF GLOUCESTER, STATE
OF NEW JERSEY AMENDING SECTION 203-137 OF THE TOWNSHIP CODE**

WHEREAS, the Mayor and Committee of the Township of Woolwich has determined that it is in the best interest of the Township of Woolwich to amend Section 203-137 of the Township Code in order to amend permitted and conditional use regulations within the Corridor Commercial (CC District).

NOW THEREFORE, BE IT ORDAINED, by the Mayor and Committee of the Township of Woolwich, in the County of Gloucester, State of New Jersey, as follows:

Section 1. Section 203-137.B, entitled “Permitted uses” shall be amended as follows:

- (1) Daycare establishments for children and adults.
- (2) Anchor or magnet stores, shopping centers, supermarkets, wholesale clubs, ~~lumber,~~ hardware/home improvement retail and garden centers.
- (3) Bakeries, confectioners.
- (4) Breweries, wineries and distilleries.
- (5) Business and household service uses including repair shops for business equipment, appliances and the shops of tradesmen such as plumbers and electricians.
- (6) Delicatessen/carryout.
- (7) Funeral homes and mortuaries.
- (8) Greenhouses, including retail sales.
- (9) Florists.
- (10) Health and fitness centers; dance and exercise studios.
- (11) Light industrial and assembly operations, located in buildings under 40,000 sf., which do not have characteristics which are noxious, injurious, offensive or hazardous to the health, safety or general welfare of the public.
- (12) Mechanical car wash.
- (13) Offices for administrative, executive, professional, business sales, government offices and similar uses, the normal attributes of which do not involve the storage, exchange or delivery of merchandise to the general public.
- (14) ~~Office of banks and loan associations not having drive through facilities for the transaction of business from motor vehicles.~~ Convenience stores (excluding service station and repair garages).
- (15) Office of banks and savings and loan associations having, with or without drive-through facilities ~~for the transaction of business from motor vehicles.~~
- (16) Office furniture and supplies, auto and rental equipment.
- (17) Outpatient medical, rehabilitation or dental facilities.
- (18) Personal service businesses including hair salons, tanning salons, nail salons, dry cleaning outlets, dressmaking or tailor shops, shoe repair shops and related uses except for tattoo studios and body piercing establishments.
- (19) Public transportation stations and shelters.
- (20) Recreational and sport facility, indoor and outdoor, commercial.
- (21) Rental halls for meetings and social occasions.

- (22) Repair and maintenance of equipment and machines normally utilized in any of the uses permitted in this district.
- (23) ~~Restaurant, full service or fast food freestanding, no drive through. Reserved.~~
- (24) Restaurant, full service or fast food freestanding or in multitenant buildings, with or without drive-through or drive through only.
- (25) ~~Restaurant, full service or fast food in multitenant building, no drive-through. Reserved.~~
- (26) Brewpubs.
- (27) Retail sales and services, excluding sexually oriented adult entertainment, video, or book shops; service stations, cannabis sales and repair garages. including newspapers, gifts, novelties, tobacco products, drugs, food, clothing, spirits, confections, florist items, books and specialty merchandise, automotive supplies and services (exclusive of service stations and repair garages), including convenience stores.
- (28) Research, experimental or testing laboratories.
- (29) Veterinarian office and animal hospital.
- (30) Reserved.
- (31) Automobile dealerships for new cars and trucks.
- (32) Public and commercial garages.
- (33) Utility facilities, including telephone, water, sewer, electricity and gas.
- (34) Wireless telecommunications towers and antenna located entirely within an existing building or on the roof or side of a building or attached to an existing structure.

Section 2. Section 203-137.C, entitled “Customary accessory uses and accessory buildings incidental to the above permitted principal uses in the NC Zone, including:” shall be amended as follows:

- C. Customary accessory uses and accessory buildings incidental to the above permitted principal uses in the ~~NC~~ CC Zone, including:
 - (1) Flag poles; clock towers.
 - (2) Parking structures.
 - (3) Temporary building or yards for construction materials or equipment, both incidental and necessary to construction in the immediate area.
 - (4) Temporary construction trailers.
 - (5) Surface parking lots.
 - (6) Walls and fences.
 - (7) Signage.

Section 3. Section 203-137.D, entitled “Conditional uses”, shall be amended as follows:

D. Conditional uses.

- (1) ~~Service stations and repair garages subject to the special requirements of § 203-66.~~
Reserved.

Section 4. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 5. In the event any clause, section or paragraph of the Ordinance is deemed invalid or unenforceable for any reason, it is the intent of the Township Committee that the balance of the

Ordinance remains in full force and effect to the extent it allows the Township to meet the goals of the Ordinance.

Section 6. This Ordinance shall take effect after final adoption and publication according to law.

ATTEST:

TOWNSHIP OF WOOLWICH

Jane DiBella, Municipal Clerk

Natalie Matthias, Mayor

CERTIFICATION

The foregoing ordinance was introduced upon first reading by the Township Committee of the Township of Woolwich at a regular meeting held on the 5th day of February 2024. It will be further considered for final adoption upon a second reading and subsequent to a public hearing to be held on such ordinance at a meeting of the Township Committee at which time any interested person(s) may be heard. Said meeting to be conducted on the 20th day of February, 2024 at the Woolwich Township Municipal Building, 120 Village Green Drive, Woolwich Township, New Jersey, beginning at 6:30 p.m.

Jane DiBella, Township Clerk

NOTICE OF ADOPTION

Notice is hereby given that the foregoing ordinance was approved for final adoption by the Woolwich Township Committee at a meeting held on the 20th day of February, 2024.

Jane DiBella, Township Clerk

**AN ORDINANCE OF THE TOWNSHIP OF WOOLWICH, COUNTY OF
GLOUCESTER, STATE OF NEW JERSEY ADOPTING AN AMENDMENT TO THE
KINGS LANDING REDEVELOPMENT PLAN AND REVISED ZONING MAP
ORDINANCE 2024-05**

WHEREAS, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, et seq., as amended and supplemented (the “Redevelopment Law”), provides a process for municipalities to participate in the redevelopment and improvement of an area in need of rehabilitation or redevelopment; and

WHEREAS, in order to satisfy Woolwich Township’s affordable housing obligations, Fair Share Housing Center (“FSHC”) and the Township entered into a Settlement Agreement, dated December 27, 2018 (“Original Settlement Agreement”) setting forth compliance mechanisms and related obligations necessary to satisfy Woolwich Township’s Rehabilitation Obligation, Prior Round Obligations and Third Round Obligation; and

WHEREAS, on May 3, 2021, the Township entered into a Settlement Agreement (“Inclusionary Settlement Agreement”) with Woolwich Commons, LLC, Main Street at Woolwich, LLC, Woolwich Crossings, LLC, and Woolwich Residential, LLC, Fair Share Housing Development and Fair Share Housing Center (“FSHC”), as well as a separate First Amendment (“First Amendment”) to the Original Settlement Agreement between Woolwich Township and FSHC to adjust compliance mechanisms applicable to the Township’s Third Round Obligation (the Inclusionary Settlement Agreement and the First Amendment are collectively referred to as the “Mount Laurel Settlement Agreements”); and

WHEREAS, The Township Committee of the Township of Woolwich, is entitled to and has the power and authority to amend zoning ordinances; and

WHEREAS, in order to remain compliant with the Mount Laurel Settlement Agreements the Township must work with FSHD to draft and adopt zoning within the Kings Landing Redevelopment Plan that ensures a realistic opportunity for the development of the municipally sponsored FSHD project; and

WHEREAS, the proposed Affordable Housing Zoning District (AH) standards will provide an opportunity for affordable housing.

NOW THEREFORE, BE IT ORDAINED, by the Mayor and Committee of the Township of Woolwich, in the County of Gloucester, State of New Jersey, as follows:

Section 1. Block 18, Lot 4.03 is hereby rezoned from MLR to AH as indicated in an amended redevelopment plan prepared by Remington & Vernick, entitled “Kings Landing at Woolwich Township, Revised 2024 Amendment to Redevelopment Plan,” dated February 2024 and attached hereto as Exhibit A.

Section 2. Section 203-35 of the Township Code, entitled, “Zoning Map”, is hereby amended to replace the official “Zoning Map of the Township of Woolwich” with the map attached hereto as Exhibit B.

Section 3. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

Section 4. In the event any clause, section or paragraph of the Ordinance is deemed invalid or unenforceable for any reason, it is the intent of the Township Committee that the balance of the Ordinance remains in full force and effect to the extent it allows the Township to meet the goals of the Ordinance.

TOWNSHIP OF WOOLWICH

Natalie Matthias, Mayor

ATTEST:

Jane DiBella, Clerk

CERTIFICATION

The foregoing Ordinance was introduced upon first reading by the Township Committee of the Township of Woolwich at a meeting held on the 20th day of February, 2024. It will be further considered for final adoption upon a second reading and subsequent to a public hearing to be held on such ordinance at which time any interested person(s) may be heard. Said meeting is to be conducted on the 18th day of March, 2024, at the Woolwich Township Building, 120 Village Green Drive, Woolwich Township, New Jersey, beginning at 6:30 p.m.

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 the same, at a meeting of the Township Committee on the 18th day of March, 2024 and therefore becomes effective.

Jane DiBella, Clerk

AN ORDINANCE OF THE TOWNSHIP OF WOOLWICH REPEALING CHAPTER 29 "OFFICERS AND EMPLOYEES" ARTICLE VI "DEPARTMENT OF MUNICIPAL SERVICES" FROM THE WOOLWICH TOWNSHIP CODE

2024-06

WHEREAS, the Woolwich Township Director of Municipal Services has resigned from said position and it is difficult to replace the position with all of the requirements and job descriptions therein; and

WHEREAS, the Township Committee of the Township of Woolwich finds it to be in its best interest to repeal said Article VI of Chapter 29 of the Township Code in order to split job responsibilities for transition of the office; and

WHEREAS, it is necessary to repeal Article VI "Department of Municipal Services" of Chapter 29 "Officers and Employees" of the Code of the Township of Woolwich; and

WHEREAS, it is further necessary to remove all references to the "Director of Municipal Services within various section of the Township Code:

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

SECTION 1 Repeal

Article VI "Department of Municipal Services" of Chapter 29 "Officers and Employees" of the Code of the Township of Woolwich be and is hereby repealed in its entirety.

SECTION 2 Amendments

Allocation of Fields and Facilities shall be amended as follows:

A.

The fields/facilities use a schedule created by the ~~Director of Municipal Services~~ that will establish the opening and closing dates for field/facilities use, as well as the period of time affected by that schedule. The schedule will serve as a permit for use of the facility named. Responsible officials within the Township (police, emergency services, Public Works Department, and others) will receive a copy of the fields/facilities schedule.

[Amended 2-19-2019 by Ord. No. 2019-03]

B.

Communication is the key to efficient maximization of use of scarce recreational facilities. Consistent with that goal, any assigned user must notify the Designated Township Official~~Director of Municipal Services~~ ~~or the Director's designee~~, of expected nonuse of a particular facility, at a particular time. Every effort should be made to do so at least seven calendar days in advance. This nonuse policy does not apply to weather cancellations.

[Amended 2-19-2019 by Ord. No. 2019-03]

C.

Notes concerning scheduling.

(1)

Priority of assignment is made based upon the categories established above. Priority is given within a particular sport's designated season. In-season sports have equal status to each other; out-of-season sports have equal status to each other. Recognizing that most sports have some program on more than an in-season basis, consideration should be made to accommodate the out-of-season sport's minimum necessary allocation for games as a first priority and practices as a second priority. Assignment of particular fields will be done with an effort towards accommodating such use rather than simply on a preference basis; efficient, coordinated use is the goal.

(2)

Game delays. Youth sports activities are often subject to delays due to late-arriving opponents and/or officials, or emergencies. In such cases, use may extend beyond the normal time. Likewise, overtime and extra innings can require additional time. Other users take their starting time subject to previous team's right to complete their games and with the knowledge that termination of the activity is not solely within the control of the representative. However, practices may not delay the start of the next user session.

(3)

Field closings due to weather. Fields may be closed to all users for an extended period time of more than one day by the Department of Public Works and, at times, Director of Municipal Services. These conditions include, but are not limited to, field under water, severe damages that make it unsafe/unplayable, field reconstruction and the need to rest fields. Information on field closings can be accessed by the Superintendent of Public Works Director of Municipal Services. It is the responsibility of league presidents and athletic directors to notify their coaches and players. Destruction or damage done to any playing field due to use in unsatisfactory conditions may be cause for forfeiture of permit at the discretion of the Township of Woolwich.

[Amended 2-19-2019 by Ord. No. 2019-03]

135-11 Field Modifications shall be amended as follows:

Any proposed changes to fields or parks should be submitted to the Superintendent of Public Works Director of Municipal Services to consider impact upon facility use. Those requested changes, along with a recommendation, will then be forwarded to the Woolwich Township Committee for consideration. This would include the development of active recreation areas from property not currently used for that purpose. It may include the installation of fields, fences, structures, scoreboards, permanent stands and permanent and temporary lighting. It would not include the replacement of any current structure (an old backstop with a new one of roughly the same size) or the repair or replacement of existing fencing. These types of items will be the responsibility of the Township Committee. The placement location of all movable

items (portable bases, soccer goals, batting cages, blocking sleds, temporary fencing, etc.) will be the responsibility of the league, organization or club using the facility.

SECTION II REPEALER

All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION III EFFECTIVE DATE

This Ordinance shall take effect after final adoption and publication according to law.

TOWNSHIP OF WOOLWICH

ATTEST: _____
Jane DiBella, Clerk

Natalie Matthias, Mayor, Mayor

CERTIFICATION

The foregoing ordinance was introduced upon first reading by the Township Committee of the Township of Woolwich at a regular meeting held on the ~~17th day of July, 2023~~ 20th day of February, 2024. It will be further considered for final adoption upon a second reading and subsequent to a public hearing to be held on such ordinance at a meeting of the Township Committee at which time any interested person(s) may be heard. Said meeting to be conducted on the ~~21st day of August, 2023~~ 4th day of March, 2024 at the Woolwich Township Municipal Building, 120 Village Green Drive, Woolwich Township, New Jersey, beginning at 6:30 p.m.

Jane DiBella, Township Clerk

Chapter 29. Officers and Employees

Article VI. Department of Municipal Services

[Adopted 2-19-2019 by Ord. No. 2019-02^[1]]

[1] *Editor's Note: This ordinance also repealed former Art. IV, Solid Waste and Recycling Program Coordinator, adopted 5-5-1997 by Ord. No. 97-13.*

§ 29-15. Department established.

There is hereby established the Department of Municipal Services.

§ 29-16. Director of Municipal Services.

There is hereby established the position of "Director of Municipal Services" whose duties are set forth herein. Compensation for the position of "Director of Municipal Services" shall be set annually in the Woolwich Township Salary Ordinance.

§ 29-17. Department of Municipal Services Functions.

- A. The Department of Municipal Services shall encompass administrative duties in planning and organizing the programs and activities of a comprehensive public works department, and the Director shall be considered the Department Head of the Department of Public Works.
- B. The Department of Municipal Services shall receive all applications for zoning permits, and its Director shall issue or deny permits. The Director shall examine the working plans of proposed buildings for compliance with state, county, and local zoning laws, ordinances, rules, and regulations and conduct field work to ensure compliance with zoning regulations.
- C. The Department of Municipal Services shall be the Department responsible to develop, implement and coordinate the trash and recycling program of the Township, file all necessary related reports with the proper person or agency, make recommendations as to the potential improvement of service, work closely with the Certified Financial Officer to develop the annual solid waste/recycling budget, file monthly reports with the solid waste/recycling coordinator liaison of the Woolwich Township Committee, and communicate with residents and haulers to respond to resident questions and concerns and other related duties as required.

§ 29-17.1. Duties and responsibilities of Director of Municipal Services.

The Director of Municipal Services shall have the following duties and responsibilities, which shall include related duties necessary to administer the Department not expressly stated herein:

- A. Act as the overall Department Head of the Department of Public Works.
- B. Assist the Township Administrator in any and all disciplinary actions of public works employees.
- C. Conduct annual performance evaluation of the Public Works Superintendent.
- D. Execute and plan for the effective utilization of available funds, personnel, equipment, materials, and supplies.
- E. Prepare the operating and capital budgets in conjunction with the Public Works Superintendent.

- G. Establish and maintain cooperative working relationships with contracting, engineering, and state agencies.
- H. Prepare reports for the county interlocal salt shed usage.
- I. Research, evaluate, and plan for the long-term needs of the Public Works Department.
- J. Develop suitable work programs for the varied functions of the department.
- K. Establish and supervise the maintenance of essential records and files.
- L. Prepare plans and specifications or assist in same for work performed by private contractors and follow through on public works projects undertaken by private contractors to ensure that such work is completed properly and in compliance with terms of contract.
- M. Communicate to the Township Committee liaison and Township Administrator the activities and needs of the Department on a monthly basis.
- N. Prepare and file annual state reports.
- O. Plan, coordinate, and develop the recycling program for the efficient collection and disposal of recyclable material.
- P. Receive requests from residents for special item pickup and respond to said requests.
- Q. Prepare, oversee and conduct reporting responsibilities to NJ Department of Environmental Protection regarding the Township's stormwater management plan and activities.
- R. Monitor, prepare and oversee all municipal services agreements in conjunction with the Township Administrator.
- S. Receive and review all applications for zoning permits and issue permits or denials when applicable.
- T. Consult with property owners, developers, professionals, and contractors on compliance issues.
- U. Conduct field inspections to ensure compliance with zoning regulations, and property maintenance requirements and initiate appropriate enforcement actions against violators.
- V. Interact with athletic leagues and the public at large related to scheduling, field supplies, field usage, pavilion usage, lighting requests, and tournaments to enforce Township policies.
- W. Ensure compliance of park events with local, state, and federal legislation, rules, and regulations.
- X. Coordinate with the Public Works Department pertaining to park improvements and maintenance.
- Y. Administer closing the park due to inclement conditions.

§ 29-17.2. Required certifications.

The Director of Municipal Services shall hold and maintain the following certifications:

- A. Certified Public Works Manager (CPWM) issued by the New Jersey Department of Community Affairs.
- B. Certified Zoning Official issued by the Center for Government Services.
- C. Certified Recycling Professional issued by the Center for Government Services.
- D. A candidate for this position must possess at least two of the three required certifications when hired and must possess all three within one year from the date of hire.

§ 29-17.3. Public Works Superintendent.

- A. There is hereby established the position of Public Works Superintendent whose duties are set forth herein. Compensation for the position of "Public Works Superintendent" shall be set annually in the Woolwich Township Salary Ordinance.

programs and activities of a comprehensive public works department, oversees and supervises Department of Public Works employees, develops working plans and assigns same within the department, investigates and responds to complaints, schedules employees for ice and snow removal while also conducting snow and ice removal, inspects equipment and oversees maintenance of same, assists in annual department budgeting, and any other duties that may be required.

C. Duties and responsibilities. The job responsibilities for the Public Works Superintendent shall include, but are not necessarily limited to the following:

- (1) Execute and plan for the effective utilization of available funds, personnel, equipment, materials, and supplies.
- (2) Plan and execute maintenance needs within the park system, road system and municipally owned open space areas, and assign applicable personnel to those duties.
- (3) Assist the Director of Municipal Services in preparing department budget and maintain balances each year.
- (4) Assist the director in preparing annual capital improvement budgets.
- (5) Give assignments and instructions to individuals and groups and supervise their work.
- (6) Conduct annual public works employee evaluations.
- (7) Communicate any and all personnel issues to the Director of Municipal Services and make recommendations concerning disciplinary measures, promotions, and hiring of employees.
- (8) Supervise employees engaged in various job duties within the Public Works Department.
- (9) Receive after hour phone calls from county dispatch, police and emergency services and schedule employees as needed to address immediate needs.
- (10) Implement safety programs as per insurance safety guidelines and PEOSHA regulations and ensure that proper safety precautions are taken by employees at all times.
- (11) Operate equipment, perform maintenance, and assist in labor as needed.
- (12) Schedule employees for snow and ice removal.
- (13) Operate snow and ice removal equipment during storms.
- (14) Obtain, store, safeguard, and supervise use of needed equipment, materials, and supplies.
- (15) Keep and maintain essential records and files.
- (16) Record pesticide and fertilizer use in the park system.
- (17) Maintain necessary involvement and communication with concession stand operations.
- (18) Supervise the park ranger position.

D. Requirements. The Public Works Superintendent shall have at a minimum three years of supervisory experience in the public works or construction field. In addition, he/she:

- (1) Shall possess and maintain a current New Jersey driver's license.
- (2) Shall possess or work towards obtaining a CDL license within six months.
- (3) Shall obtain and maintain certification as a certified public works manager (CPWM) issued by the New Jersey Department of Community Affairs within a reasonable period of time as decided by the Township Administrator with the approval of Township Committee.

**RESOLUTION REFERRING THE 2024 AMENDMENT TO THE KINGS LANDING
REDEVELOPMENT PLAN AND ZONING MAP TO THE JOINT LAND USE BOARD
FOR REVIEW AND CONSIDERATION**

R-2024-61

WHEREAS, the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1, et seq., as amended and supplemented (the “Redevelopment Law”), provides a process for municipalities to participate in the redevelopment and improvement of an area in need of rehabilitation or redevelopment; and

WHEREAS, in order to stimulate redevelopment, on October 20, 2014, pursuant to Resolution R-2014-217, the Mayor and Committee of Woolwich Township (the “Township Committee”), upon review of the Preliminary Investigation Report for Determination of Need for Regional Center East and the recommendations of the Joint Land Use Board (“Planning Board”) as set forth in Resolution 2014-20, designated Block 16, Lot 5Q; Block 18, Lots 2, 3.02, 4Q, 4.01, 4.02, 5, 5.01, 6Q, 6.01, & 7; Block 22, Lots 2Q, 2.01, 4Q, & 4.01; Block 57, Lots 3Q, 3.02, 5Q, 8Q, 9Q, & 10Q; Block 58, Lot 1; Block 60, Lots 1Q, 2Q, 5.01, 5.02, 6, 6.01, 6.02, 7, 7.01, 7.02, 7.08 & 8; and Block 61, Lots 1Q, 2Q, 3, 4, 4.01, 5, 6Q, 6.01, 7Q & 9 on the official tax maps of Woolwich Township as a non-condemnation redevelopment area in accordance with the Redevelopment Law (“Regional Center East Redevelopment Area”); and

WHEREAS, in order to stimulate further redevelopment, on April 17, 2017, pursuant to Resolution R-2017-120, the Township Committee, upon review of the Preliminary Investigation Report Determination of Need for Regional Center West and the recommendations of the Planning Board as set forth in Resolution 2017-15, designated Block 6, Lots 5 & 6; Block 7, Lots 4, 4.01, 4.02, 5 & 5.01; Block 8, Lots 1 & 2; Block 9, Lots 1, 2, 3, 4, 5, 5.01 & 6; Block 10, Lots 2, 3, 4, 5.01, 6, 6.01 & 7; Block 11, Lots 6, 6.01, 6.02, 6.04, 7, 9, 10, 11, 11.01, 12, 12.01, 12.02, 13, 14, 15, 16 & 29; Block 12, Lots 1, 2, 2.01, 3, 3.01, 3.02 & 4.01; Block 14, Lots 1.01, 1.02, 1.03, 1.04, 1.05, 1.06, 1.07, 1.08, 1.09, 1.10, 1.11, 1.12, 1.13, 3, 3.01, 3.02, 14, 15, 15.01, 16 & 17; Block 15, Lot 2, 3, 3.01 & 3.02; Block 57, Lots 1, 2, 2.01 & 3.01 on the official tax maps of Woolwich Township as a non-condemnation redevelopment area in accordance with the Redevelopment Law (“Regional Center West Redevelopment Area”); and

WHEREAS, a single redevelopment plan was prepared by Maser Consulting, P.A. for both the Regional Center East Redevelopment Area and the Regional Center West Redevelopment Area, entitled Kings Landing Redevelopment Plan, Route 322 Corridor, dated June 2017, which was adopted by the Township Committee on July 17, 2017 pursuant to Ordinance 2017-12 (“2017 Kings Landing Redevelopment Plan”); and

WHEREAS, on August 5, 2019, pursuant to Resolution R-2019-194, the Township Committee, upon review of the Preliminary Investigation Determination of Need Report, dated July 2019, and the Planning Board’s recommendations as set forth in Resolution 2019-194, designated Block 10, Lots 5, 5.02 & 5.03; Block 11, Lots 17, 18, 19, 20 & 21; Block 12 Lots 5 & 9; Block 14, Lots 5.01 & 5.02; Block 16, Lots 1, 2, 3, 4, & 4.01; Block 59, Lots 6, 6.01, 6.02, 7

(part of), 8 & 10; and Block 62, Lots 2 & 3 as a non-condemnation redevelopment area (“Expanded Regional Center Redevelopment Area”); and

WHEREAS, an amendment to the 2017 Kings Landing Redevelopment Plan was prepared by Maser Consulting, P.A., entitled “2019 Amendment to the Kings Landing Redevelopment Plan, Route 322 Corridor,” dated December 2019 (“2019 Kings Landing Redevelopment Plan”) to facilitate redevelopment of a combined area encompassing the Regional Center East Redevelopment Area, the Regional Center West Redevelopment Area and the Expanded Regional Center Redevelopment Area (collectively referred to as the “Redevelopment Area”), and was adopted on December 30, 2019 by way of Ordinance 2019-25; and

WHEREAS, in order to satisfy Woolwich Township’s affordable housing obligations, Fair Share Housing Center (“FSHC”) and the Township entered into a Settlement Agreement, dated December 27, 2018 (“Original Settlement Agreement”) setting forth compliance mechanisms and related obligations necessary to satisfy Woolwich Township’s Rehabilitation Obligation, Prior Round Obligations and Third Round Obligation; and

WHEREAS, on May 3, 2021, the Township entered into a Settlement Agreement (“Inclusionary Settlement Agreement”) with Woolwich Commons, LLC, Main Street at Woolwich, LLC, Woolwich Crossings, LLC, and Woolwich Residential, LLC, Fair Share Housing Development and Fair Share Housing Center (“FSHC”), as well as a separate First Amendment (“First Amendment”) to the Original Settlement Agreement between Woolwich Township and FSHC to adjust compliance mechanisms applicable to the Township’s Third Round Obligation (the Inclusionary Settlement Agreement and the First Amendment are collectively referred to as the “Mount Laurel Settlement Agreements”); and

WHEREAS, in order to comply with its obligations as set forth in the Mount Laurel Settlement Agreements, an amendment to the 2017 Kings Landing Redevelopment Plan and the 2019 Kings Landing Redevelopment Plan was prepared by Remington & Vernick Engineers, entitled “Kings Landing at Woolwich Township, 2021 Amendment to Redevelopment Plan, dated September 20, 2021, (“2021 Kings Landing Redevelopment Plan”) which stated that it superseded and replaced both the 2017 Kings Landing Redevelopment Plan and the 2019 Kings Landing Redevelopment Plan and sets forth the Township’s goals, objectives and standards governing the redevelopment of the Redevelopment Area, which was adopted on September 20, 2021 by way of Ordinance 2021-21; and

WHEREAS, in order to comply with the New Jersey Cannabis Regulatory, Enforcement Assistance and Marketplace Modernization Act adopted on February 22, 2021 as P.L. 2021, c.16 (“CREAMM Act”), the Township Committee amended the Kings Landing Redevelopment Plan to add certain classes of cannabis facilities as permitted uses within certain areas within the Redevelopment Area, by way of Ordinance 2021-15 adopted on August 16, 2021 (“Cannabis Amendment”); and

WHEREAS, on December 19, 2022, by way of Ordinance 2022-16, another amendment to the 2021 Kings Landing Redevelopment Plan was prepared by Remington & Vernick Engineers for the purposes of cleaning up certain elements of that plan, as set forth in the redevelopment plan amendment entitled, “Kings Landing at Woolwich Township, 2022 Amendment to Redevelopment Plan,” dated November 2022 (“2022 Kings Landing Redevelopment Plan”); and

WHEREAS, pursuant to N.J.S.A. 40A:12A-7, a governing body may adopt, revise or amend a redevelopment plan; and

WHEREAS, in order to stimulate redevelopment of the Redevelopment Area, the Township Committee has determined that it is in the best interest of the Township to consider an additional amendment to the 2022 Kings Landing Redevelopment Plan to revise the zoning and land uses set forth in the 2022 Kings Landing Redevelopment Plan, and Remington & Vernick Engineers prepared an amendment to the 2022 Kings Landing Redevelopment Plan entitled, “Kings Landing at Woolwich Township, 2023 Amendment to Redevelopment Plan,” dated February 2023 (“2023 Kings Landing Redevelopment Plan”); and

WHEREAS, in order to remain compliant with the Mount Laurel Settlement Agreement, the Township of Woolwich must work with Fair Share Housing Development to draft and adopt zoning within the Kings Landing Redevelopment Plan that ensures a realistic opportunity for the development of the municipally sponsored FSHD project; and

WHEREAS, the Township Committee hereby refers the 2023 Kings Landing Redevelopment Plan to the Woolwich Township Joint Land Use Board for a review and determination of the rezoning of Block 18, Lot 4.03 from MLR to AH as indicated in an amended Redevelopment Plan prepared by Remington and Vernick Engineers entitled “Kings Landing at Woolwich”, Revised 2024 Amendment to Redevelopment Plan dated February, 2024;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Committee of the Township of Woolwich, County of Gloucester, and State of New Jersey as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. Pursuant to N.J.S.A. 40A:12A-7 of the Redevelopment Law, the Township Committee does hereby authorize the Joint Land Use Board, acting as the Township’s Planning Board to review the 2023 Kings Landing Redevelopment Plan and to report its findings to the Township Committee within forty-five (45) days hereof.
3. This Resolution shall take effect immediately.

Adopted this 20th day of February, 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 conducted on the 20th day of February, 2024

Jane DiBella, Clerk

**RESOLUTION MAKING A PROFESSIONAL SERVICES APPOINTMENT-
PROSECUTOR
R-2024-62**

WHEREAS, there exists the need for the appointment of Municipal Prosecutor within the Township of Woolwich for the year 2024; and

WHEREAS, the Township of Woolwich advertised and received “Requests for Qualifications” in accordance with a Fair and Open process; and

WHEREAS, the Township Committee of the Township of Woolwich wishes to solicit additional “Requests for Qualifications” prior to award of said services for the year 2024; and

WHEREAS, “Requests for Qualifications” for Professional Services were received by the Woolwich Township Clerk on January 24, 2024; and

WHEREAS, upon review, the Township Committee of the Township of Woolwich wishes to award such Contract to Brendan Moles, designee KGM Law Group; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of a contract for “Professional Services” without competitive bids must be publicly advertised; and

WHEREAS, this appointment if further being made under a “Fair and Open” process;

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

1. Brendan Moles, Designee, KGM Law Group be and is hereby awarded the Contract for Prosecutor within the Township of Woolwich effective February 20, 2024 nunc pro tunc and expiring on the 31st day of December, 2024.
2. That the Mayor and Township Clerk are authorized and directed to execute the agreement on behalf of the Township of Woolwich.
3. This Contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contract law because the aforesaid services encompass professional services recognized by the, licensed and regulated by law, and are of nature where it is not possible to obtain competitive bids.
4. A copy of this Resolution or a summary thereof shall be published by the Township Clerk as required by law.
5. A copy of this Resolution and the agreement attached hereto are on file and are available for public inspection in the office of the Woolwich Township Clerk.

Adopted this 20th day of February, 2024

TOWNSHIP OF WOOLWICH

ATTEST: _____
Jane DiBella, Clerk

Natalie Matthias, Mayor

**RESOLUTION MAKING A PROFESSIONAL SERVICES APPOINTMENT-SPECIAL
COUNSEL REDEVELOPMENT
R-2024-63**

WHEREAS, there exists the need for the appointment of Special Counsel Redevelopment within the Township of Woolwich for the year 2024; and

WHEREAS, the Township of Woolwich advertised and received "Requests for Qualifications" in accordance with a Fair and Open process; and

WHEREAS, the Township Committee of the Township of Woolwich wishes to solicit additional "Requests for Qualifications" prior to award of said services for the year 2024; and

WHEREAS, "Requests for Qualifications" for Professional Services were received by the Woolwich Township Clerk on January 24, 2024; and

WHEREAS, upon review, the Township Committee of the Township of Woolwich wishes to award such Contract to Albert Marmero, Marmero Law, LLC; and

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

WHEREAS, this appointment if further being made under a "Fair and Open" process;

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

1. Albert Marmero, Marmero Law, LLC be and is hereby awarded the Contract for Special Counsel Redevelopment within the Township of Woolwich effective February 20, 2024 nunc pro tunc and expiring on the 31st day of December, 2024.
2. That the Mayor and Township Clerk are authorized and directed to execute the agreement on behalf of the Township of Woolwich.
3. This Contract is awarded without competitive bidding as "Professional Services" under the provisions of the Local Public Contract law because the aforesaid services encompass professional services recognized by the, licensed and regulated by law, and are of nature where it is not possible to obtain competitive bids.
4. A copy of this Resolution or a summary thereof shall be published by the Township Clerk as required by law.
5. A copy of this Resolution and the agreement attached hereto are on file and are available for public inspection in the office of the Woolwich Township Clerk.

Adopted this 20th day of February, 2024

TOWNSHIP OF WOOLWICH

ATTEST: _____
Jane DiBella, Clerk

Natalie Matthias, Mayor

**RESOLUTION MAKING A PROFESSIONAL SERVICES APPOINTMENT-SPECIAL
COUNSEL COAH
R-2024-64**

WHEREAS, there exists the need for the appointment of Special Counsel COAH within the Township of Woolwich for the year 2024; and

WHEREAS, the Township of Woolwich advertised and received “Requests for Qualifications” in accordance with a Fair and Open process; and

WHEREAS, the Township Committee of the Township of Woolwich wishes to solicit additional “Requests for Qualifications” prior to award of said services for the year 2024; and

WHEREAS, “Requests for Qualifications” for Professional Services were received by the Woolwich Township Clerk on January 24, 2024; and

WHEREAS, upon review, the Township Committee of the Township of Woolwich wishes to award such Contract to Mike Jedziniak, Scarinci | Hollenback; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of a contract for “Professional Services” without competitive bids must be publicly advertised; and

WHEREAS, this appointment if further being made under a “Fair and Open” process;

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

1. Michael A. Jedziniak, Designee, Scarinci | Hollenback Attorney at Law be and is hereby awarded the Contract for Special Counsel COAH within the Township of Woolwich effective February 20, 2024 nunc pro tunc and expiring on the 31st day of December, 2024.
2. That the Mayor and Township Clerk are authorized and directed to execute the agreement on behalf of the Township of Woolwich.
3. This Contract is awarded without competitive bidding as “Professional Services” under the provisions of the Local Public Contract law because the aforesaid services encompass professional services recognized by the, licensed and regulated by law, and are of nature where it is not possible to obtain competitive bids.
4. A copy of this Resolution or a summary thereof shall be published by the Township Clerk as required by law.
5. A copy of this Resolution and the agreement attached hereto are on file and are available for public inspection in the office of the Woolwich Township Clerk.

Adopted this 20th day of February, 2024

TOWNSHIP OF WOOLWICH

ATTEST: _____
Jane DiBella, Clerk

Natalie Matthias, Mayor

**RESOLUTION MAKING A PROFESSIONAL SERVICES APPOINTMENT-PUBLIC
DEFENDER
R-2024-65**

WHEREAS, there exists the need for the appointment of Public Defender within the Township of Woolwich for the year 2024; and

WHEREAS, RFP's for Professional Services were received by the Woolwich Township Clerk on January 24, 2024 and from the RFP's received the RFP from Steven Slotnick, Slotnick & Schwartz, met all requirements; and

WHEREAS, funds are available for this purpose; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A11-1 eq seq.) requires that the Resolution authorizing the award of Contracts for "Professional Services" without competitive bids must be publicly advertised; and

WHEREAS, this appointment is further being made under a "Fair and Open" process and in accordance with 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. Steven Slotnick, designee, Slotnick & Schwartz be and is hereby appointed Public Defender of the Township of Woolwich, commencing as of this February 20, 2024 and ending December 31, 2024.
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 encompass Professional Services recognized, licensed, and regulated by Law, and are of a nature where it is not possible to obtain competitive bids.
3. The Public Defender shall be compensated at \$250.00 -\$500.00/Session.
4. A copy of this Resolution or a summary thereof shall be published by the Township Clerk as required by Law.
5. A copy of this Resolution is on file with the Office of the Woolwich Township Clerk and is available for public inspection.

Adopted this 20th day of February, 2024

TOWNSHIP OF WOOLWICH

ATTEST: _____
Jane DiBella, Clerk

Natalie Matthias, Mayor

**RESOLUTION MAKING A PROFESSIONAL SERVICES APPOINTMENT-COAH
ADMINISTRATIVE AGENT
R-2024-66**

WHEREAS, there exists the need for the appointment of COAH Administrative Agent within the Township of Woolwich for the year 2024; and

WHEREAS, the Township of Woolwich advertised and received "Requests for Qualifications" in accordance with a Fair and Open process; and

WHEREAS, upon review, the Township Committee of the Township of Woolwich wishes to award such Contract to the firm of Triad Associates; and

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

WHEREAS, this appointment is further being made under a "Fair and Open" process;

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

1. That the firm of Triad Associates be and is hereby awarded the Contract as COAH Administrative Agent within the Township of Woolwich effective February 20, 2024 nunc pro tunc and expiring on the 31st day of December, 2024.
2. That the Mayor and Township Clerk are authorized and directed to execute the agreement on behalf of the Township of Woolwich.
3. This Contract is awarded without competitive bidding as "Professional Services" under the provisions of the Local Public Contract law because the aforesaid services encompass professional services recognized, licensed and regulated by law, and are of a nature where it is not possible to obtain competitive bids.
4. A copy of this Resolution or a summary thereof shall be published by the Township Clerk as required by law.
5. A copy of this resolution and the agreement are on file and are available for public inspection in the office of the Woolwich Township Clerk.

Adopted this 20th day of February, 2024

TOWNSHIP OF WOOLWICH

ATTEST: _____
Jane DiBella, Clerk

Natalie Matthias, Mayor

RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING A SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF WOOLWICH AND THE COUNTY OF GLOUCESTER REGARDING THE USE OF CERTAIN STAGE UNITS FOR SPECIAL EVENTS

R-2024-67

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

WHEREAS, the Township of Woolwich may from time to time require the use of staging units for community events; and

WHEREAS, the County of Gloucester Improvement Authority (GCIA) owns and maintains two (2) mobile stage units which they offer for rental through a Shared Services Agreement; 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

WHEREAS, the Township of Woolwich would be willing to make payment to the GCIA for the use of such stage(s) per the terms of such Agreement attached hereto and included with the body of this resolution by reference; and

WHEREAS, the Township of Woolwich is sponsoring the rental for the County Stage for the Juneteenth Celebration by HELP, Inc.;

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich, the Township of Woolwich does authorize entering into a shared services Agreement with the County of Gloucester Improvement Authority for the use of mobile stage unit per the terms of said Agreement attached hereto and incorporated within the body of this resolution by reference.

Adopted this 20th day of February, 2024

TOWNSHIP OF WOOLWICH

ATTEST: _____
Jane DiBella, Clerk

Natalie Matthias, Mayor

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 Township Committee at its meeting on February 20, 2024.

Jane DiBella, Clerk

RESOLUTION ENDORSING THE FINDINGS AND DETERMINATION STATEMENT AND AUTHORIZING THE CLERK TO SUBMIT A RAFFLE LICENSE ON BEHALF OF KINGSWAY REGIONAL BAND BOOSTERS INC

R-2024-68

WHEREAS, application has been made with the Township Clerk towards the issuance of a Raffle License under identification number 565-4-40681 in accordance with N.J.A.C. 13:47.1 et seq; and

WHEREAS, the applicant has submitted all necessary paperwork and fees in accordance with the rules promulgated by the State of New Jersey Legalized Games of Chance Control Commission (NJLGCCC) as well as municipal fees required within Chapter 65-11 of the Woolwich Township Code; and

WHEREAS, the Woolwich Township Clerk has further reviewed the applications and all submissions and has thereafter completed the "Findings and Determination" Statement as required by the NJLGCCC and finds all to be in order; and

WHEREAS, by these determinations, the Township Committee of the Township of Woolwich finds no cause to deny such permit;

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

1. That the application for a raffle license under Kingsway Regional Band Boosters INC, I.D. #565-4-40681 be and is hereby approved for submission to the State of New Jersey for a fund raising events to be held through the following dates: March 7, 2024 – April 7, 2024 at Kingsway Regional High School, 213 Kings Highway, Woolwich Township, NJ with a raffle drawing to take place on April 7, 2024 at 5:00pm to benefit the organization.
2. That the Woolwich Township Clerk be and is hereby authorized and directed to issue said license to the applicant at least fourteen (14) days after submission of the application to the New Jersey Legalized Games of Chance Control Commission (NJLGCCC) in accordance with N.J.A.C. 13:47-1.1 et seq.

Adopted this 20th day of February, 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 20th day of February, 2024.

Jane DiBella, Clerk

**RESOLUTION TO DESIGNATE THE POSITION OF QUALIFIED PURCHASING AGENT
AND TO MAKE AN APPOINTMENT TO THE POSITION**

R-2024-69

WHEREAS, P.L. 2009, c. 166, codified as N.J.S.A. 40A:11-2 et seq., supplementing and amending Chapter 11 of Title 40A of the New Jersey Statutes allows local contracting units in New Jersey to create the position of Purchasing Agent; and

WHEREAS, the Township of Woolwich desires to create the position of Purchasing Agent and to make an appointment to the position;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Woolwich that the position of Purchasing Agent is hereby created for the Township of Woolwich; and

BE IT FURTHER RESOLVED that Lois Yarrington, Woolwich Township CFO holds the credentials as a Qualified Purchasing Agent, is hereby appointed as the Woolwich Township Qualified Purchasing Agent.

BE IT FURTHER RESOLVED as follows: Lois Yarrington, Woolwich Township CFO be and is hereby appointed by the Township Committee of the Township of Woolwich as a Qualified Purchasing Agent; and

1. Lois Yarrington possesses a valid Qualified Purchasing Agent certificate, as issued by the New Jersey Division of Local Government Services, Department of Community Affairs; and
2. This appointment is being made for a period of three (3) years effective as of this date and expiring on December 31, 2026.
3. The Purchasing Agent shall have the authority, responsibility and accountability for the purchasing activity for the Township of Woolwich, to prepare public advertising for bids and to receive bids and requests for proposals for the provision or performance of goods, services and construction contracts on behalf of the Township of Woolwich, and to award contracts permitted through New Jersey statutes and in accordance with the regulations, forms and procedures promulgated by state regulatory agencies in the name of the Township of Woolwich, and conduct any activities as may be necessary or appropriate to the purchasing function of the Township of Woolwich.

Adopted this 20th day of February, 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 20th day of February, 2024.

Jane DiBella, Clerk

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

R-2024-70

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 28.51	Lot 10	Wendy Bos TDV	\$3, 827.67 refund
Block 3.11	Lot 3	CoreLogic	2,251.57 refund

Adopted this 20st day of February, 2024

TOWNSHIP OF WOOLWICH

ATTEST: _____
Jane DiBella, Clerk

Natalie Matthias, Mayor

CERTIFICATION

The foregoing resolution was duly adopted by the Township Committee of Woolwich, at a meeting held on the 20th day of February 2024.

Jane DiBella, Clerk

**RESOLUTION AUTHORIZING TOTALLY DISABLED VETERAN DEDUCTION
R-2024-71**

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 **JEREMY J. MERCK** 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 17	Lot 5.14	Lereta	\$ 1,753.04 refund & cancel 1 st qtr. 2024 2,848.69 cancel 2 nd qtr. 2024
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Approved as of February 5, 2024

Adopted this 20th day of February 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 20th day of February 2023.

Jane DiBella, Clerk

**RESOLUTION GRANTING THE REQUEST FOR A SIX-MONTH EXTENSION FOR A PROPERTY THAT
IS IN-REM**

R-2024-72

WHEREAS, the Woolwich Township Tax Collector has prepared an In Rem Foreclosure list and has certified the same to the Governing Body; and

WHEREAS, the Woolwich Township Committee adopted resolution R-2023-157 on July 17, 2023 authorizing a contract to GMS Law to conduct the In Rem Foreclosure action on certain properties the Tax Collector prepared; and

WHEREAS, GMS Law sent notice to said properties starting the In Rem Foreclosure process; and

WHEREAS, the property owner Robert Oberfrank, 120 Moravian Church Road sent in a letter addressed to the Township Committee on January 24, 2024 requesting a six-month extension to the In Rem Foreclosure action; and

WHEREAS, the Township Committee discussed the said letter at the February 5, 2024 meeting and a motion by Deputy Mayor Nocentino and seconded by Mayor Matthias to grant the request for a six-month extension to August 5, 2024 with a voice vote of 3 to 2;

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

1. The Township Committee discussed, and a motion was made with a seconded to grant the six-month extension to August 5, 2024 with a voice vote of 3 to 2.
2. The property owner Robert Oberfrank, 120 Moravian Church Road, will pay the said open taxes along with current taxes before or on August 5, 2024.
3. The property 120 Moravian Church Road will only be granted to have one (1) payment plan with the Woolwich Township Tax Collector. No other payment plan for said property will be granted.
4. The property 120 Moravian Church Road is not paid in full by said date, GMS Law will continue with the In Rem Foreclosure process.

Adopted this 20th day of February, 2024

TOWNSHIP OF WOOLWICH

ATTEST: _____
Jane DiBella, Clerk

Natalie Matthias, Mayor

**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-2024-73

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
Administrator S&W	3-01-20-100-011		\$6,840.77
Clerk Salary & Wage-Deputy Clerk	3-01-20-120-013		\$2,940.91
Div Treasurer S/W	3-01-20-130-011		\$10,000.00
Buildings & Grounds S/W	3-01-26-310-011		\$16,433.85
Clerk Salary & Wage-Reg Mun Clerk	3-01-26-120-012	\$5,545.04	
Tax Collector S/W	3-01-20-145-011	\$2,650.02	
Planning Board S/W	3-01-21-180-011	\$1,073.53	
Zoning Board S&W	3-01-21-185-011	\$61.81	
Office of Emergency Management S/W	3-01-25-252-012	\$200.00	
Prosecutor S/W	3-01-25-275-011	\$886.44	
Board of Health S/W	3-01-27-330-011	\$30.63	
Parks & Rec S/W	3-01-28-375-011	\$397.70	
Street Lighting	3-01-31-435-000	\$15,000.00	
Social Security System	3-01-36-472-000	\$10,370.36	
Totals		\$ 36,215.53	\$ 36,215.53

This resolution will become effective immediately.

Adopted at a meeting of the Township of Woolwich Committee held on February 20, 2024.

Attest:

Natalie Matthias, Mayor

Jane DiBella, Clerk

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING CORPORATE RESOLUTION
R-2024-74**

WHEREAS, the Township of Woolwich holds funds in Fulton Bank; and

WHEREAS, Woolwich Township Administration has changed, requiring a change in those who may sign checks and other documents on the behalf of the Township;

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

1. That the Township of Woolwich hereby authorizes the execution of the Fulton Bank Corporate Resolution as attached.
2. That Lois Yarrington, Natalie Matthias, Michael Nocentino and Jane DiBella be and are hereby designated as authorized signatories for Fulton Bank.

Adopted this 20th day of February, 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 20th day of February, 2024.

Jane DiBella, Clerk

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING SUBDIVISION OF GRANT
APPLICATIONS
R-2024-75**

WHEREAS, The Township of Woolwich desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately, \$72,000.00 to carry out a project to rehabilitate the existing multi-use trail along Center Square Road expanding from Lexington Mews to Poplar Point.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Woolwich, in the County of Gloucester, State of New Jersey:

1. That the Township of Woolwich does hereby authorize the application for such a grant; and,
2. That recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of agreement between the Township of Woolwich, and the New Jersey Department of Community Affairs.

NOW THEREFORE BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

(signature)

(type or print)

(title)

(signature)

(type or print)

(title)

Adopted this 20th day of February 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 conducted on the 20th day in February 2024.

Jane DiBella, Clerk