

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

Mayor Matthias called the meeting to order at 6:30 p.m.

Mayor Matthias made the following statement:

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: Frederick: PRESENT Minhas: ABSENT McGovern: PRESENT
Nocentino: ABSENT Matthias: PRESENT

Also present on the dais were Solicitor Alice, Administrator/Clerk, DiBella and Deputy Clerk, Mignogna.

Those present saluted the American Flag.

Motion was made by Committeeman McGovern and seconded by Committeeman Frederick to open the meeting to the public. All were in favor.

Dawn Fenza, 714 Lois Drive, Williamstown, came in tonight in case there were any questions for the trap-neuter-return (TNR) ordinance.

Committeeman McGovern thanked Dawn for coming out tonight. He has been in touch with her about getting educated in the TNR program and expressed his concerns.

Ms. Fenza summarized the program TNR to the Township Committee and answered his questions. Committee had a brief discussion on the topic.

Dean Stiles, 128 Garwin Road, questioned what is happening on the south side of Rt. 322 by the railroad tracks.

Mayor Matthias answered his question.

Jordan Schlump, 10 Wilshire Blvd., raised his concerns about feral cats and what happens to the colonies after the cats are released from the TNR.

Mayor Matthias answered his question.

Stephanie Byrwa, 32 Spring Hill Dr., also had a question about Garwin Road after receiving information from the school's superintendent about the detour in December.

Committeeman Frederick answered part of her question about the road detour.

Her second question was about the field use for soccer and why the scheduling is done on March 4th, yet the first soccer game is scheduled for March 5th with no time for the kids to practice.

Mayor Matthias answered her question.

A resident, Woolwich Township, wanted an update on what is happening on the corner of Oldman's Creek Road. Also, wanted updates about the truck routes on County Roads.

Mayor Matthias answered her question and asked the Township Engineer to give an update on truck routes.

Motion was made by Committeeman McGovern and seconded by Committeeman Frederick to close the meeting to public. All were in favor.

Mayor Matthias read the following Ordinance by title only upon second reading:

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)

Motion to open to the public hearing: McGovern Second: Frederick All in favor

No public comment.

Motion to close the public hearing: McGovern Second: Frederick All in favor

Motion to adopt: McGovern Second: Frederick

Roll Call: Frederick: YES McGovern: YES Matthias: YES

Mayor Matthias read the following Ordinance by title only upon 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

Motion to open to the public hearing: McGovern Second: Frederick All in favor

A resident wanted more clarification of this ordinance.

Mayor Matthias read the ordinance and gave the changes that were being amended.

Motion to close the public hearing: McGovern Second: Frederick All in favor

Committeeman Frederick questioned if the JLUB reviewed the Ordinance at their last meeting.

Mayor Matthias answered they had and passed a resolution to accept the amendments.

Motion to adopt: McGovern Second: Frederick

Roll Call: Frederick: YES McGovern: YES YES Matthias: YES

Mayor Matthias read the following Ordinance by title only upon first 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

Motion to introduce: McGovern Second: Frederick

Mayor Matthias gave a summary of the changes in the Kings Landing Redevelopment Plan and explained the zoning district change from Mount Laurel Residential (MLR) to Affordable Housing Zoning District (AH).

Roll Call: Frederick: YES McGovern: YES Matthias: YES

Mayor Matthias read the following Ordinance by title only upon 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

Motion to introduce: McGovern Second: Matthias

Mayor Matthias stated the Township received a resignation. The position of Municipal Services will be split up into different positions with further discussion under new business. Committeeman Frederick question how many positions Municipal Services will be broken down into. Mayor Matthias answered five (5) positions which are zoning, trash and recycling, clean communities, JIF Coordinator and athletic scheduling.

Committeeman Frederick had an amendment under letter A, update the Director of Municipal Services to designed Township Official, seconded by Mayor Matthias.

Roll Call: Frederick: YES McGovern: YES Matthias: YES

Motion was made by Mayor Matthias to move to approve a consent agenda for resolutions R-2024-61 through R-2024-75. Committeeman McGovern seconded. Committeeman Frederick motioned to remove from consent agenda resolutions R-2024-62 through R-2024-66, R-2024-72 and R-2024-75.

Motion was made by Mayor Matthias and seconded by Committeeman McGovern to approve consent agenda for resolutions R-2024-61, R-2024-67 through R-2024-71 and R-2024-73 through R-2024-74. All in favor.

Motion was made by Committeeman McGovern and seconded by Committeeman Frederick to adopt resolutions R-2024-61, R-2024-67 through R-2024-71 and R-2024-73 through R-2024-74.

Committeeman Frederick wanted to clarify resolution R-2024-74 for Fulton Bank.

Mayor Matthias answered it is to update signatures on file so checks can be signed and sent out on time.

Roll Call: Frederick: YES McGovern: YES Matthias: YES

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-2024-67 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-2024-73 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

Mayor Matthias read the following resolution R-2024-62 by title:

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

Committeeman McGovern motion to adopt resolution R-2024-62.

Committeeman Frederick motion to table resolutions R-2024-62 through R-2024-66 due to the paperwork was not available for him to review. No seconded.

Mayor Matthias questioned Ms. DiBella if the RFPs were received for each of these appointments. Ms. DiBella answered yes, but the paperwork was moved and could not be reviewed in time for Committeeman Frederick.

Main motion to adopt resolution R-2024-62, seconded by Mayor Matthias.

Committeeman Frederick wanted a clarification from Solicitor, Alice that these positions were held over for ninety (90) days that takes till March 31st, but the resolutions are appointing these positions affective tonight.

Solicitor Alice answered his question.

Roll Call: Frederick: ABSTAIN McGovern: YES Matthias: YES

Mayor Matthias read the following resolution by title:

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

Motion was made by Committeeman McGovern and seconded by Mayor Matthias to adopt.

Committeeman Frederick had a concern with TDR and if the new appointee will be able to transition.

Mayor Matthias answered this will be something discussed in the transition meeting.

Roll Call: Frederick: NO McGovern: YES Matthias: YES

Mayor Matthias read the following resolution by title:

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

Motion was made by Committeeman McGovern and seconded by Committeeman Frederick to adopt.

Roll Call: Frederick: YES McGovern: YES Matthias: YES

Mayor Matthias read the following resolution by title:

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

Motion was made by Committeeman McGovern and seconded by Mayor Matthias to adopt.

Roll Call: Frederick: ABSTAIN McGovern: YES Matthias: YES

Mayor Matthias read the following resolution by title:

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

Motion was made by Committeeman McGovern and seconded by Committeeman Frederick to adopt.

Roll Call: Frederick: YES McGovern: YES Matthias: YES

Mayor Matthias read the following resolution by title:

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

Motion was made by Committeeman McGovern and seconded by Mayor Matthias to adopt.

Committeeman Frederick wanted comment that this resolution is to memorize the discussion at the last meeting, and he voted no to the extension.

Roll Call: Frederick: NO McGovern: YES Matthias: YES

Mayor Matthias read the following resolution by title:

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

Motion was made by Committeeman McGovern and seconded by Mayor Matthias to adopt.

Mayor Matthias commented that this resolution is time sensitive to apply for this grant application on time.

Mayor Matthias motion to amend the resolution to add line number three (3) this will be completed by Reminton & Vernick, engineers and not to exceed (NTE) filing fees of \$3,500.00, seconded by Committeeman McGovern.

Committeeman Frederick wanted to clarify where the walking path begins and ends.

Mayor Matthias answered his question.

Roll Call: Frederick: YES McGovern: YES Matthias: YES

The following departmental reports were provided for the month of January.

Administrator's Report: Monthly Report

The Administrator presented her report as self-explanatory, unless there were any questions from the committee. Committeeman Frederick questioned about Winsor and the snow policy since he did not see it in report. Administrator, DiBella, said these were attached to the email sent out. Committeeman Frederick mentioned that the committee should investigate memorizing the sidewalks at a future meeting. Lastly, Committeeman Frederick wanted to confirm if any bids for Plenary Retail Consumption License. Mayor Matthias answered his question.

Tax Collector: \$2,552,937.93 remitted

Woolwich Fire Company: Monthly Report
Chief Valichka read his monthly report to the committee.

Swedesboro Fire Bureau Monthly Report

Fred Lock read his first report to the committee. All applications are on both the Woolwich Township and Swedesboro websites. These applications can be dropped off to either municipality to schedule inspections.

Police: Monthly Report

Chief Morgan wanted to add to his monthly report that the department is hiring. Application deadline is till February 29, 2024.

Township Engineer: Monthly Report

Remington & Verick advise that letters are being sent out to the surrounding municipalities requesting a resolution in support of the truck routes. Locke Ave Park the permits under review. The application was withdrawn and will be resubmitting this week. Municipal Aid regarding Garwin Road is still reviewing the transition documents received from Alaimo, this is the same for High Hill Road trail.

Committeeman Frederick questioned the concerns with Locke Ave Park. Mayor Matthias agreed that if no response after thirty (30) days from the resubmittal, then a follow up meeting will need to be set up with DEP.

Committeeman Frederick questioned what the holdup is for the warehouse located at 280 Locke Ave to receive a temporary certificate of occupancy (TCO). Administrator, DiBella believes the hold up is with the stormwater. The engineer will investigate the hold up for the issuance of TCO.

Committeeman Frederick wanted to make sure the transition of engineers discussed the Colony Place, since this is ongoing from July 2023. Mayor Matthias answered his question.

Municipal Services: Monthly Report

Mayor Matthias noted any questions reach out to Anthony.

The following Committee liaison reports were provided:

Committeeman Frederick:

Trash/recycling highlights. 262 bulk trash collections. Still trying to set up an automated system. 32 zoning permits were issued in January, with number one (1) being new construction and number two (2)

5 roof top solar panels. 1 code violation for a trailer parked in the street. Building/grounds starting the beginning of getting everything prepared for the opening of the season. 900 tons of salt were received. Update on the pickleball courts. When the weather warms up lines will be painted, and the next Parks & Rec meeting will be on March 6th where he will be in attendance for any further questions.

Committeeman McGovern:

Parks & Rec: Over the weekend an event featuring mini golf, over 200 residents came out. Summer camp connections on February 22nd and the daddy daughter dance will be on March 2nd. All the details are online along with a posted video with these updates. Parks & Rec/Police: security system/cameras in Locke Ave Park. The site was surveyed with public works, mayor, himself, police department and IT. All the work can be done in-house.

Mayor Matthias:

Finance: report under treasurer; Fire: heard the chief's report. Courts: Report was given last month JLUB: Agenda packet had their yearly report. Lastly, received a report from Gloucester County, which a road list on road projects that will be milled and paved.

Under old business, website quotes were sent out with a summarized list of all the vendors. Deputy Mayor Nocentino also sent over additional notes to narrow down that summarized list. The next step is to have a discussion on narrowing down the list to at least two (2) vendors to get this project moving. Committeeman Frederick gave feedback and main feedback concern is that at in the end who owns the website.

Under new business, acknowledge the letter of resignation from Anthony Bertino. Thank him for his twenty-one (21) years of service.

Motion was made by Committeeman McGovern and seconded by Committeeman Frederick to accept with regrets Anthony Bertino's letter of resignation. All in favor.

Anthony's position will be broken down into five (5) roles and by adding a stipend to these roles have them offered in house.

Committeeman Frederick agrees that the position should be broken down and offered in house. He mentioned that the trash hopefully by next year will become more automated to match what East Greenwich's system does.

Mayor Matthias added to the trash and recycling position. Part of that position requires a certificate, which is why a shared service with Logan Township will be needed.

A motion will be needed for go out for bid for Request for Professional services on special counsel for cannabis.

Motion was made by Mayor Matthias and seconded by Committeeman McGovern to go out to bid on special counsel for cannabis.

Roll Call: Frederick: YES McGovern: YES Matthias: YES

Motion was made by Committeeman McGovern and seconded by Committeeman Frederick to open the meeting to the public. All were in favor.

Jordan Schlump, 10 Wilshire Blvd., complemented the Committee on a great discussion tonight. He also wanted to question more on the extended walking path and if the committee knows if part of this extended path will go into public property.

Tamara McGovern, 193 Maple Hill Dr., questioned why the Township going to spilt up Anthony's position into many roles instead of hiring someone to replace him.
Mayor Matthias answered her question.

Hearing no further comment, motion was made by Committeeman McGovern, seconded by Committeeman Frederick and unanimously passed to close the public portion.

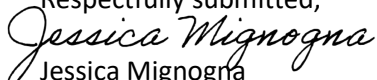
Motion was made by Committeeman McGovern and seconded by Committeeman Frederick with the approval of minutes amended for regular meeting of January 16, 2024, approval of closed session for January 16, 2024 and approval of regular minutes for February 5, 2024. All were in favor.

Motion was made by Committeeman McGovern and seconded by Committeeman Frederick to approve the bills and purchase orders.

Roll Call: Frederick: YES (Abstain from Verizon) McGovern: YES Matthias: YES

With no further business, motion was made by Committeeman McGovern and seconded by Committeeman Frederick to adjourn the meeting. All were in favor.

The meeting was adjourned at 8:01 p.m.

Respectfully submitted,

Jessica Mignogna
Deputy Clerk

Minutes not verbatim.
Audio recording on file.