

**AGENDA  
WOOLWICH TOWNSHIP COMMITTEE  
JUNE 3, 2024**

Call to order:

The June 3, 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:**

**2024-14 An Ordinance of the Township of Woolwich Amending the Code of the Township of Woolwich to Amend Chapter 172-2A of the Woolwich Township Code Entitled "Duration of Permit"**

Public Hearing/Second Reading

**Resolutions:**

**R-2024-153 Resolution of the Township of Woolwich Memorizing the Hiring of Matthew Zacierka, Lane Owens, Pedro Serrano and Brock Saunders to the Position of Academy Recruit within the Woolwich Township Police Department**

**R-2024-154 Resolution Authorizing Cancellation of Municipal Certificate Due to the Property was Sold to the Township**

**R-2024-155 Resolution Authorizing the Release of Performance Bond #20-04 as Posted for the Development Known as Villages I, Section 6.3 – Pepper Farms**

**R-2024-156 Resolution Authorizing the Issuance of Street Opening Permit- 105 Heatherton Road**

**R-2024-157 Resolution Authorizing the Issuance of Street Opening Permit- 118 Jules Drive**

**Old Business:**

**New Business:**

**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 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 172-2A, OF THE WOOLWICH TOWNSHIP CODE ENTITLED "DURATION OF PERMIT"**

**2024-14**

**WHEREAS**, Chapter 172 of the Code of the Township of Woolwich entitled " Temporary Use Permit" requires an amendment to Section 2A, entitled "Duration of Permit"; and

**WHEREAS**, the Township Committee of the Township of Woolwich wishes to amend said Code to address the temporary use permit to be limited for a specified period of time;

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

Chapter 172-2A of the Code of the Township of Woolwich be and is hereby repealed and replaced with the following:

**172-2. Duration of permit:**

- A. A temporary use permit shall be limited for a specified period of time, not exceeding three (3) months.

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: \_\_\_\_\_  
Jessica Mignogna, 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 20th day of May, 2024 and will be considered for final passage at a meeting of the Township of Woolwich, to be held on the 3rd day of June, 2024 at 6:30 p.m. at which time and place any interested party will be given the opportunity to be heard.

\_\_\_\_\_  
Jessica Mignogna, 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 June 3, 2024

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Jessica Mignogna, Clerk

**RESOLUTION OF THE TOWNSHIP OF WOOLWICH AUTHORIZING THE HIRING OF MATTHEW ZACIERKA, LANE OWENS, PEDRO SERRANO, AND BROCK SAUNDERS TO THE POSITION OF ACADEMY RECRUIT WITHIN THE WOOLWICH TOWNSHIP POLICE DEPARTMENT  
R-2024-153**

**WHEREAS**, the Woolwich Township Chief of Police has made recommendation to the Woolwich Township Committee as to the hiring of officers within the Woolwich Township Police Department; and

**WHEREAS**, said positions have been advertised and interviews were conducted with qualified candidates; and

**WHEREAS**, the Woolwich Township Chief of Police has recommended the hiring of Matthew Zacierka, Lane Owens, Pedro Serrano and Brock Saunders to the position of Academy Recruit; and

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

1. That Matthew Zacierka be and is hereby appointed to the position of Recruit within the Woolwich Township Police Department effective as of August 5, 2024.
2. That Lane Owens be and is hereby appointed to the position of Academy Recruit within the Woolwich Township Police Department effective as of August 5, 2024.
3. That Pedro Serrano be and is hereby appointed to the position of Academy Recruit within the Woolwich Township Police Department effective as of August 5, 2024.
4. That Brock Saunders be and is hereby appointed to the position of Academy Recruit within the Woolwich Township Police Department effective as of August 5, 2024.
5. That in accordance with the Agreement between the Township of Woolwich and PBA Local #122, the salary for Academy Recruit shall be \$37,532.20 prorated for the remainder of 2024 and that they shall be offered employee benefits per the policy of the Township of Woolwich and the effective bargaining agreement between the Township of Woolwich and PBA Local #122.

Adopted this 3<sup>rd</sup> day of June, 2024

**TOWNSHIP OF WOOLWICH**

ATTEST: \_\_\_\_\_  
Jessica Mignogna, Clerk

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

**RESOLUTION AUTHORIZING CANCELLATION OF MUNICIPAL CERTIFICATE DUE TO  
THE PROPERTY WAS SOLD TO THE TOWNSHIP**

**R-2024-154**

**WHEREAS**, Certificate of Sale #08-7 was issued to the municipality of Woolwich Township for delinquent taxes on Block 5 Lot 6.01 (106 Locke Ave) assessed to PMC Co. Inc.. at a tax sale held on November 6, 2007; and

**WHEREAS**, the assessed owner, PMC Co. Inc. had sold the property to Woolwich Twp on 3/22/07 and the property is tax exempt.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Municipal Clerk of the Municipality of Woolwich Township are hereby authorized to endorse Certificate of Sale #08-7 for cancellation to N.J.S.A.54:5-111 et seq.

Adopted on the 3rd day of June, 2024

**TOWNSHIP OF WOOLWICH**

ATTEST: \_\_\_\_\_

Jessica Mignogna, Clerk

\_\_\_\_\_

Natalie Matthias, Mayor

**RESOLUTION AUTHORIZING THE RELEASE OF PERFORMANCE BOND #20-04 AS POSTED FOR  
THE DEVELOPMENT KNOWN AS VILLAGES I, SECTION 6.3- PEPPER FARMS  
R-2024-155**

**WHEREAS**, the Township of Woolwich holds Performance Bond #20-04 posted on Villages I, Section 6.3 "Pepper Farms" in the previously reduced amount of \$196,751.43; and

**WHEREAS**, a request has been received for the release of said Performance Bond; and

**WHEREAS**, the Woolwich Township Engineer, in response to said request, performed an inspection of the property and issued a letter dated May 17, 2024 in which recommendation is given for the release of said Bond; and

**WHEREAS**, the Township of Woolwich finds no objection to the release of said Performance Bond, subject to the below conditions:

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

1. That the Woolwich Township Clerk be and is hereby authorized to return Performance Bond #20-04 in the reduced amount of \$196,751.43 issued by First Indemnity of America Insurance Company to the applicant, subject to the posting of the following two-year Maintenance Bonds in the amount of \$49,103.55 for Public Facilities, amount of \$7,983.00 for Landscape Buffering and amount of \$500.00 for Stormwater Management in a form acceptable to the Township.
2. That the release of the Performance Bond is further contingent upon payment of all-outstanding vouchers to the Township Engineer.

Adopted this 3rd day of June, 2024

**TOWNSHIP OF WOOLWICH**

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

ATTEST: \_\_\_\_\_  
Jessica Mignogna, Clerk

**CERTIFICATION**

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 3rd day of June, 2024.

\_\_\_\_\_  
Jessica Mignogna, Clerk

**RESOLUTION AUTHORIZING THE ISSUANCE OF STREET OPENING PERMIT-  
105 HEATHERTON ROAD  
R-2024-156**

**WHEREAS**, A Street Opening Permit application has been filed by South Jersey Gas Company for a street opening permit to install gas service to **105 Heatherton Road** per the attached application; and

**WHEREAS**, the Township engineer has reviewed the application and accompanying documentation and has issued a response as attached hereto which authorizes the issuance of said permits with certain conditions; and

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

1. That the Woolwich Township Committee hereby authorizes the issuance of a street opening permit to South Jersey Gas Company, per said application filed and in accordance with the Engineer's comments for the installation of service to **105 Heatherton Road** subject to the following conditions:
  - Applicant shall provide 48 hour notice to the Township Engineer.
  - All asphalt paving openings must be restored with the following specifications:
    - Two inch (2") thick. Hot Mixed Asphalt (HMA) 9.5M64, which replaces the Marshall mix design, top course. All top course paving must be completed 48 hours after installing stabilized base paving.
    - Six inch (6") thick HMA 19M64 stabilized base course.
    - 20:1 sand/cement subbase.
    - Provide tack coat on all surfaces before paving.
  - All non-asphalt pavement restorations (ie: lawns, etc.) shall be completed within 30 days. All lawns should be restored with sod. The Township Engineer shall approve all other restorations.
  - Inspection escrow must be posted with the Township prior to the start of construction.
  - The applicant shall provide all outside agency approvals, as required.
  - Contractor will notify all residents along proposed pipeline path prior to construction start. Along with this notification, homeowners will be asked to notify the contractor of any items of concern that relate to their property (underground private structures (such as sprinklers), property markers, septic and wells etc. along with landscaped areas).
  - Contractors shall attempt to meet with residents during the construction project to address concerns they might have.
  - Contractor will videotape area where pipeline is to be installed prior to construction start for documentation purposes.
  - Proposed pipeline will be installed by a combination of bore, plow and open-cut methods. Bore and plow are the preferred means of construction, but when open

cutting of trenches occurs during construction project, the contractor will make every effort to keep disturbance to a minimum.

- Contractor will restore all areas disturbed to same conditions and all non-vegetated areas must be re-seeded.
- South Jersey Gas contractor must use the bore method of installation at all Township roads and paved driveways unless approved by the Township Engineer.

Adopted this 3rd day of June, 2024

**TOWNSHIP OF WOOLWICH**

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

ATTEST: \_\_\_\_\_  
Jessica Mignogna, Clerk

**CERTIFICATION**

The foregoing resolution was duly adopted by the Township Committee of the Township of Woolwich at a meeting held on the 3rd day of June, 2024.

\_\_\_\_\_  
Jessica Mignogna, Clerk

**RESOLUTION AUTHORIZING THE ISSUANCE OF STREET OPENING PERMIT-  
118 JULES DRIVE  
R-2024-157**

**WHEREAS**, A Street Opening Permit application has been filed by South Jersey Gas Company for a street opening permit to install gas service to **118 Jules Drive** per the attached application; and

**WHEREAS**, the Township engineer has reviewed the application and accompanying documentation and has issued a response as attached hereto which authorizes the issuance of said permits with certain conditions; and

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

1. That the Woolwich Township Committee hereby authorizes the issuance of a street opening permit to South Jersey Gas Company, per said application filed and in accordance with the Engineer's comments for the installation of service to **118 Jules Drive** subject to the following conditions:
  - Applicant shall provide 48 hour notice to the Township Engineer.
  - All asphalt paving openings must be restored with the following specifications:
    - Two inch (2") thick. Hot Mixed Asphalt (HMA) 9.5M64, which replaces the Marshall mix design, top course. All top course paving must be completed 48 hours after installing stabilized base paving.
    - Six inch (6") thick HMA 19M64 stabilized base course.
    - 20:1 sand/cement subbase.
    - Provide tack coat on all surfaces before paving.
  - All non-asphalt pavement restorations (ie: lawns, etc.) shall be completed within 30 days. All lawns should be restored with sod. The Township Engineer shall approve all other restorations.
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  - The applicant shall provide all outside agency approvals, as required.
  - Contractor will notify all residents along proposed pipeline path prior to construction start. Along with this notification, homeowners will be asked to notify the contractor of any items of concern that relate to their property (underground private structures (such as sprinklers), property markers, septic and wells etc. along with landscaped areas).
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cutting of trenches occurs during construction project, the contractor will make every effort to keep disturbance to a minimum.

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- South Jersey Gas contractor must use the bore method of installation at all Township roads and paved driveways unless approved by the Township Engineer.

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Natalie Matthias, Mayor

ATTEST: \_\_\_\_\_  
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Jessica Mignogna, Clerk