

**MINUTES
WOOLWICH TOWNSHIP COMMITTEE
MARCH 18, 2024**

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

Mayor Matthias made the following statement:

The March 18, 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: PRESENT McGovern: PRESENT
Nocentino: PRESENT Matthias: PRESENT

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

Those present saluted the American Flag.

Mayor Matthias presented Administrator/Municipal Clerk, Jane DiBella a proclamation recognizing her twenty-six (26) years of service to Woolwich Township.

Jane DiBella gave her gratitude and an emotional speech for her years of service to the Township.

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

Jordan Schlump, 10 Wilshire Blvd., thanked Jane DiBella for her years of service. He also mentioned that working with her was a pleasure and she truly looked out for not only her employees but the residents of Woolwich Township.

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

Mayor Matthias read the following Ordinance by title only upon 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

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

No public comment.

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

Motion to adopt: McGovern Second: Nocentino

Committeeman Frederick asked if anyone seen the update zoning map. Mayor Matthias pulled out the updated map for his review.

No other comments.

Roll Call: Frederick: YES Minhas: YES McGovern: YES Nocentino: YES Matthias: YES 5/0

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

2024-07 An Ordinance of the Township Committee of the Township of Woolwich, County of Gloucester, State of New Jersey Establishing a New Chapter Entitled "Parapet Wall Placards"

Motion to open to the public hearing: Frederick Second: McGovern All in favor
 No public comment.
 Motion to close the public hearing: McGovern Second: Frederick All in favor
 Motion to adopt: Frederick Second: Nocentino
Roll Call: Frederick: YES Minhas: YES McGovern: YES Nocentino: YES Matthias: YES 5/0

Mayor Matthias read the following Ordinance by title only upon second reading:
2024-08 An Ordinance of the Township of Woolwich Amending Chapter 140 of the Woolwich Township Code to Add a New Section Regarding Food Trucks

Motion to open to the public hearing: McGovern Second: Frederick All in favor
 Jordan Schlump, 10 Wilshire Blvd., What foods can the concession stand provide?
 Mayor Matthias answered this ordinance is only on the food trucks, not the concession stand.
 Mr. Schlump questioned where will the food trucks park and how many food trucks are permitted?
 Mayor Matthias answered in the parking lots and the number of food trucks are approved by the association per the new application that has to be filled out and then approved by the Committee.
 Motion to close the public hearing: Frederick Second: Nocentino All in favor
 Motion to adopt: Nocentino Second: McGovern
 Committeeman Frederick commented that he liked that the updated redline version was given out to see the changes and complemented the committee on working together on this.
Roll Call: Frederick: YES Minhas: YES McGovern: YES Nocentino: YES Matthias: YES 5/0

Mayor Matthias read the following Ordinance by title only upon second reading:
2024-09 An Ordinance of the Township of Woolwich Amending the 2024 Salary Ordinance of the Township of Woolwich

Motion to open to the public hearing: McGovern Second: Nocentino All in favor
 No public comment.
 Motion to close the public hearing: Nocentino Second: McGovern All in favor
 Motion to adopt: Nocentino Second: McGovern
Roll Call: Frederick: YES Minhas: YES McGovern: YES Nocentino: YES Matthias: YES 5/0

Mayor Matthias read the following Ordinance by title only upon first reading:
2024-10 An Ordinance of the Township of Woolwich Amending the 2024 Salary Ordinance of the Township of Woolwich

Motion to introduce: McGovern Second: Nocentino
 Mayor Matthias stated that this ordinance is for the updated stipend positions only.
 Committeeman Frederick had a few comments. JIF as a whole position was handled by the current Administrator and wanted to know why the newly appointed Deputy Administrator is not taking the position over.
 Mayor Matthias replied that these positions are annually appointed and can be changed yearly. This position is broken down into two positions, given to the two (2) employees that understand how JIF works. Once the new Administrator gets familiar with JIF it can be changed.
 Committeeman Frederick asked if the ordinance can be amended to add the descriptions of each job under the title prior to second reading. Committee agreed to this.
 Committeeman Frederick next question is under the parks and recreation field scheduler resolution R-2024-91. The position lists pavilion, disc golf and pickle ball courts, but it leaves out the seasonal field schedule. Mayor Matthias replied that field scheduling does include all seasonal scheduling.
 Committeeman Frederick wanted to know as a budgetary point for field scheduler what budget line will

it be paid out of. Mayor Matthias replied she believes all stipend positions are coming out of the operating budget line, except for Clean Communities which has its own budget line. Mayor Matthias will investigate all stipend salaries and find out where they will pay out of prior to second reading. Last comment by Committeeman Frederick is about the stipend position for trash/recycling scheduling and management. This position currently is much needed, but in the future when the position can be turned into an automated mostly position, the Committee should revisit the amount of stipend.

Roll call: Frederick: NO Minhas: NO McGovern: YES Nocentino: YES Matthias: YES 3/2

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

2024-11 An Ordinance of the Township of Woolwich Amending the Code of the Township of Woolwich to Amend Chapter 135 of the Woolwich Township Code Entitled "Parks and Recreation"

Motion to introduce: McGovern

Second: Nocentino

Mayor Matthias stated that this ordinance is only to be amended to add Pickleball courts.

Committeeman Frederick commented that under item H, it reads: "Category VIII use of Pickleball Courts. Swedesboro/Woolwich – based residents", since these courts are in Woolwich, he asked that Swedesboro be strike from the ordinance. Mayor Matthias commented that the whole Chapter 135 has Swedesboro/Woolwich joint, by removing Swedesboro under item H, could cause the whole Chapter to be amended.

Roll Call: Frederick: YES Minhas: YES McGovern: YES Nocentino: YES Matthias: YES 5/0

Mayor Matthias to move to approve a consent agenda for resolutions **R-2024-90 through R-2024-101**.

Deputy Mayor Nocentino motioned to consent agenda for resolutions **R-2024-90 through R-2024-101**

Committeeman McGovern seconded.

Committeeman Frederick motioned to remove resolutions R-2024-91, R-2024-95 and R-2024-96.

Motion was made by Mayor Matthias and seconded by Committeeman McGovern to approve consent agenda for resolutions **R-2024-90, R-2024-92 through R-2024-94, and R-2024-97 through R-2024-101**.

Motion to adopt consent agenda for resolutions **R-2024-90, R-2024-92 through R-2024-94, and R-2024-97 through R-2024-101** was made by Deputy Mayor Nocentino, seconded by Committeeman McGovern. Committeeman Frederick asked to amend resolution R-2024-101 to add the block and lot into the title.

Roll Call: Frederick: YES Minhas: YES McGovern: YES Nocentino: YES Matthias: YES 5/0

R-2024-90 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey Making an Appointment to the Position of Deputy Administrator

R-2024-92 Resolution of the Township of Woolwich Authorizing Resolution of Corporation

R-2024-93 Resolution of the Township of Woolwich Appointing Peter Massing to the Position of Class III Officer within the Woolwich Township Police Department

R-2024-94 Resolution Authorizing the Issuance of Street Opening Permit-227 Glen Haven Court

R-2024-97 Resolution Authorizing Totally Disabled Veteran Deduction

R-2024-98 Resolution of the Township of Woolwich Amending the Field Usage Application to Add a Category for the Use of Pickleball Courts

R-2024-99 Resolution Authorizing Part Time Substitute Electrical Subcode Inspector

R-2024-100 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey Supporting the Prohibition of Left-Hand Turns at the Route 322 Driveway Locations onto US Rt. 322 from the Oak Grove Road Urban Renewal Project Located on Block 11, Lots 6, 6.01, 6.02, 6.03 6.04, 7, 11 and 11.01

R-2024-101 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey Prohibiting Left Turns at the Project Located at 2057 U.S. Route 322- Block 12, Lot 3

Mayor Matthias read the following resolution by title:

R-2024-91 Resolution of the Township of Woolwich Designating and Making Appointments to Various Stipend Positions

Motion: Nocentino

Second: McGovern

Committeeman Frederick questioned why the resolution is being adopted prior to the second reading of the ordinance. Mayor Matthias responded that the positions were done with the current administrator and also the stipend amounts were approved with the CFO. Administrator DiBella stated that the resolution can be adopted prior to second reading of the ordinance.

Roll call: Frederick: NO(votes yes on all stipend except for the two (2) positions for JIF)

Minhas: NO(votes yes on all stipend except for the two (2) positions for JIF)

McGovern: YES Nocentino: YES Matthias: YES

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Mayor Matthias read the following resolution by title:

R-2024-95 Resolution Appointing Fund Commissioner and Alternate Fund Commissioner as Representative of the Township of Woolwich to the Gloucester, Salem and Cumberland Counties Municipal Joint Insurance Fund in the Year 2024

Motion: Nocentino

Second: McGovern

Roll call: Frederick: NO(previously stated objections) Minhas: NO McGovern: YES

Nocentino: YES Matthias: YES

3/2

Mayor Matthias read the following resolution by title:

R-2024-96 Resolution Appointing Claims Coordinator for the Township of Woolwich to the Gloucester, Salem and Cumberland Counties Municipal Joint Insurance Fund in the Year 2024

Motion: Nocentino

Second: McGovern

Roll call: Frederick: NO(previously stated objections) Minhas: NO McGovern: YES

Nocentino: YES Matthias: YES

3/2

Mayor Matthias moved to untable resolutions **R-2024-86 through R-2024-88.**

Motion was made by Deputy Mayor Nocentino, seconded by Committeeman McGovern to untable resolutions **R-2024-86 through R-2024-88.** All in favor.

Mayor Matthias moved to a consent agenda for resolutions **R-2024-86 through R-2024-88 and R-2024-102 through R-2024-104.**

Motion was made by Committeeman Frederick, seconded by Committeeman McGovern to a consent agenda for resolutions **R-2024-86 through R-2024-88 and R-2024-102 through R-2024-104.**

Committeeman Frederick questioned both resolutions R-2024-87 and R-2024-88 under item number six (6) has the calculation owed and wants to know how the five thousand (5,000) discount reduction was made. Mayor Matthias answered it was set during the settlement of that agreement.

Committeeman Frederick commented resolution R-2024-102, the previous Deputy Administrator was concerned that the settlement agreement has money would be used from the fair shared housing fund to pay for it. He wanted to know if the Township can request it from the developer to pay for it. Mayor Matthias said the Township can always ask the developer. She also mentioned there was a change in scope of the sewer lines, which added to the cost.

Committeeman Frederick then questioned that there are no certification funds for this resolution. Mayor Matthias stated that is covered under resolution R-2024-104.

Motion was made by Committeeman McGovern and seconded by Deputy Mayor Nocentino to adopt consent agenda for resolutions **R-2024-86 through R-2024-88 and R-2024-102 through R-2024-104.**

Roll Call: Frederick: YES Minhas: YES McGovern: YES Nocentino: YES Matthias: YES 5/0

R-2024-86 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey, Amended Resolution of Need- Township of Woolwich/Fair Share Housing Development, Phase 1 & 2

R-2024-87 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey, Amended Tax Abatement Resolution Fair Share Housing Development, INC. Phase I (66 Units)

R-2024-88 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey, Tax Abatement Resolution Fair Shair Housing Development, INC. Phase II (66 Units)

R-2024-102 Resolution Authorizing Woolwich Township to Award an Affordable Housing Trust Fund Grant to Fair Share Housing Development, INC. (FSDH) in the Amount of One Million Five Hundred and Fifty Thousand and Nine Hundred and Ten Dollars (\$1,550,910) for the Development by FSDH of a Sewer Pumping Station and Sewer and Water Lines on Block 18, Lot 4.03 to Connect to the Forced Main Sewer System and Water Lines on Kings Highway as Part of FSDH's 132 Unit Affordable Housing Development on Block 18, 4.03

R-2024-103 Resolution Authorizing Woolwich Township to Amend the February 7, 2022 Developer's Agreement Among Woolwich Township, The Joint Land Use Board (JLUB) of the Township of Woolwich, and Fair Share Housing Development, INC. for the Development of 132 Affordable Family Units on Block 18, Lot 4.03

R-2024-104 Resolution Authorizing Woolwich Township to Amend its Affordable Housing Trust Fund Spending Plan

The following reports were provided for the month of February:

Administrator's Report:

No report this month. She thanked everyone and will make sure the Deputy Administrator is up to date prior to her last day.

Tax Collector: \$9,691,309.07 remitted/Annual Tax Report

Mayor Matthias stated that the Tax Collector is one of the top collectors in the County based off her collection rate.

Committeeman Frederick had a question in her annual report on what the miscellaneous amounts cover. Mayor Matthias asked him to reach out to the collector by email to get his question answered.

Woolwich Fire Company:

Chief David Valichka read through his February report. He also thanked Mayor Matthias, Deputy Mayor Nocentino and Committeeman McGovern for reaching out and attended the live burn training. If anyone else is interested to reach out to him to get on the next live burn schedule.

Swedesboro Fire Bureau:

Fred Lock went through his February report. He mentioned that he was in contact with sixty-five (65%) percent of the businesses and will continue to reach out to the rest of the businesses. The Township's website has a built-in form that will go directly to his email address. He also stated that food trucks must have permits and that would go directly through the Swedesboro Fire Bureau.

Police:

Chief Joe Morgan stated that they received about twenty-nine (29) applications. The interviews will start by the beginning of next week and hopefully to hire for the April 1st meeting. Mayor Matthias wanted to congratulate the two (2) officers mentioned in the report under officer commendations. Committeeman Frederick questioned if the Township should be concerned about the numbers reported under sex offenses for the first two (2) months exceeded the sex offenses for the whole year of 2023. Chief Morgan stated no concerns they were random.

Township Engineer:

Samantha Boonstra read her status report for the month of February. She noted her office is still waiting on three (3) resolutions showing support to the truck route maps. She then gave an update on the following projects: Locke Avenue Park Improvements Phase I design, FY2024 NJDOT Municipal Aid for both Garwin Road and High Hill Trail Phase III and last Center Square Road walking trail grant application.

Committeeman Frederick asked about the FY2024 NJDOT Municipal Aid for Garwin Road. He wanted to know if this grant still only covers the train tracks and if there will be future talks about getting the whole road paved. Ms. Boonstra answered his question and mentioned that her office will reapply for a grant to get more of Garwin Road paved.

Committeeman Frederick had a question for the High Hill Trail Phase III Municipal Aid. He wanted to be sure he was reading it correctly that RVE is asking for over \$174,000 over the grant amount. Ms. Boonstra said she apologized for the wording in her report and clarified the first amount did not cover the full design. She will double check the amount.

Committeeman Frederick commented the decommissioned of the Warrington Mill Road Dam. Ms. Boonstra said in her last meeting with the County Engineer they stated that they are working on decommissioning the dam. She will follow up and will provide the Committee with the updates.

Committeeman Frederick last comment was about Lexington Mews and the need for escrow. He stated that the last discussions were with the developer and the HOA. The road is their road and not a Township's Road so the Township was removed from the project all together. Ms. Boonstra will remove this comment from the report.

Zoning Officer:

This is the first report from the zoning officer and the report looks different from the previous reports due to the transition.

Trash and Recycling:

This is the first report on trash and recycling and the report looks different from the previous reports due to transition.

The following Committee liaison reports were provided:

Committeeman Frederick:

Municipal Services: Township Line Road crosswalks are done for pedestrians to cross the roadway.

Special Projects: KRHS will have a mural designed and painted by fourteen (14) art students. This will be painted on the warehouse side facing Locke Ave Park by ballfield I.

Committeeman McGovern:

Public Information: The Township Committee started producing short videos on what's happening in Woolwich. These videos are up on the Township's social media page and YouTube. Parks and Recreation: Mother/Son Mixer on March 22nd doors open at 6:30pm. Open to all elementary school grades through six graders. Police: The security cameras were installed and are live up at Locke Ave. Park.

Committeewoman Minhas:

Solid Waste/Recycling: department is transitioning. Provided monthly collection statistics.

Deputy Mayor Nocentino:

SWEC: Was not able to attend the last meeting. The community garden is getting ready for the upcoming season. The Commission is still looking for members. Educational Partners (SWSD/KRSD): Dr. Lavender writes a very detailed monthly newsletter for the school district, and he encourages residents to read it. March 14th was the school board meeting where it was announced that the school hired a new head varsity girls lacrosse coach.

Mayor Matthias:

Administration: Introduction of the budget will be coming out within the next two (2) weeks. JLUB: two items on the agenda. Ferber warehouse given preliminary and final approval. Another big thank you to Jane DiBella and a welcome to the new deputy administrator, Jim Watson. Lastly, two (2) communities trash days will be moved to different zones. These changes are available on Twp's social media, including the monthly video, and was published in the local newspaper. Next Committee meeting a small presentation on Twp.'s newsletter.

Under old business, Committeeman Frederick followed up on with the old counsel for redevelopment for TDR. They mention that they will be happy to assist with any future TDR. Mayor Matthias stated she has a meeting in the upcoming week with the new redevelopment counsel and will follow up with the committee.

Under new business, Committeeman McGovern is looking for comments and suggestions from the committee on the ordinance for TNR (Trap-Neuter-Return). He spoke with Ms. Fenza and her organization, who are the experts in this program, to help draft the preliminary ordinance. There were some pending areas of the ordinance that need updating, especially under enforcement. He asked that Ms. Fenza come forward to answer any questions from the committee.

Dawn Fenza, 714 Lois Drive, Williamstown, asked the committee that once the ordinance is passed, to send out the information on social media. She gave more information about the program. Committeeman McGovern has a concern if a private citizen does the trapping and getting the cat(s) neutered/spayed on their own. Ms. Fenza stated there are checks done at the county level that would prevent this from happening.

Gina McKay, Mantua Township, head of the organization for TNR came forth to give the committee estimate numbers on feral cats in Woolwich Township. Mayor Matthias questioned the enforcement being the animal control officer and Woolwich Township's animal control officer is the County.

Committeeman McGovern will follow up with the County on the enforcement part of the ordinance.

Motion was made by Deputy Mayor Nocentino, seconded by Committeeman McGovern to open the floor to the public. All in favor.

Gina McKay, Mantua Township, wanted to follow up on her previous conversation that Gloucester County redacted their ordinance on assisting municipalities with the spaying/neutering of cats.

Melaney Grub, Woolwich Township, wanted the committee to be aware of the cats located in Locke Ave. Park.

Jordan Schlump, 10 Wilshire Blvd., questioning about the concession stand and gave scenarios of outsiders selling food or sporting equipment and asking who will enforce this ordinance. Mayor Matthias answered his question and solicitor Alice followed up with his option.

Motion was made by Deputy Mayor Nocentino, seconded by Committeeman McGovern to close the floor to the public. All in favor.

Motion was made by Committeeman McGovern and seconded by Mayor Matthias to approve the following minutes:

- February 12, 2024 Town Hall meeting
- February 20, 2024 Regular meeting
- March 4, 2024 Regular and Closed Session meeting

Committeeman Frederick asked for the future in the minutes include a brief summary of responses to the questions asked.

**Roll call: Frederick: YES (all) Minhas: ABSTAIN (February 12 & February 20) YES (March 4th)
McGovern: YES (all) Nocentino: ABSTAIN (February 20) YES (February 12 & March 4)
Matthias: YES (all)**

Motion was made by Committeeman McGovern and seconded by Deputy Mayor Nocentino for the approval of bills and purchase orders:

**Roll call: Frederick YES (Abstain from Verizon) Minhas: YES McGovern: YES
Nocentino: YES Matthias: YES**

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

The meeting was adjourned at 8:03 p.m.

Respectfully submitted,

Jessica Mignogna
Jessica Mignogna
Deputy Clerk

Minutes not verbatim
Audio recording on file