

**MINUTES  
WOOLWICH TOWNSHIP COMMITTEE  
APRIL 1, 2024**

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

Mayor Matthias made the following statement:

The April 1, 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: ABSENT    Matthias: PRESENT

Also present on the dais were Solicitor Alice, Administrator Waston and Clerk Mignogna.

Those present saluted the American Flag.

Mayor Matthias read the following Resolution by title.

**R-2024-105 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey  
Making an Appointment to the Position of Municipal Clerk**

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

**Roll Call: Frederick: YES    Minhas: YES    McGovern: YES    Matthias: YES**

Mayor Matthias administered the oath of office to Jessica Mignogna for the position of Municipal Clerk.

Mayor Matthias welcomed Girl Scout Troop 60162. The Girl Scouts came in to speak about a rain barrel proposal for the Community Garden. Each girl scout spoke about how they learned the importance of having running water. They learned that thirty percent (30%) of our water usage is for outdoors use. Mayor Matthias questioned the young ladies on how the rain barrel collects the rainwater. They answered by the rain spouts and the water will run through a mesh on top of the rain barrel to filter out debris.

Mayor Matthias asked the Girl Scout Troop leader the timeframe and the supplies needed to complete the project. The troop will use their own supplies and weather permitting, can have the rain barrel installed within a month. The Township Committee agrees to approve their project.

Mayor Matthias welcomed Gregory Cook, President/Owner of Hometown Press, to discuss the Township Newsletter. Mr. Cook explained the newsletter is at no cost to the Township for them to print and put together the information sent in. The only cost is the postage for mailing to each resident, and he believes in bulk mail it can cost roughly thirty-three cents (\$0.33) apiece.

Mayor Matthias thanked Mr. Cook for his presentation. This topic will be moved to New Business for further discussion.

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

Jordan Schlump, 10 Wilshire Blvd., had a question on Resolution R-2024-113 that references the elevated water tower. His question was where the location would be. Mayor Matthias responded that the location is off Pancoast Road.

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

Mayor Matthias read the following Ordinance by title only upon second reading:  
**2024-10 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: 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   Minhas: YES   McGovern: YES   Matthias: YES**

Mayor Matthias read the following Ordinance by title only upon second 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 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   Minhas: YES   McGovern: YES   Matthias: YES**

Mayor Matthias moved to approve a consent agenda for resolutions **R-2024-106 through R-2024-114**. Committeeman McGovern motioned to consent agenda for resolutions **R-2024-106 through R-2024-114**, Committeeman Frederick seconded. All in favor.

Committeeman Frederick questioned resolution R-2024-109 about having vendors give the Township Committee to have on record that their employees were all background checked. His concern is not for the food vendors, but for the vendors whose employees are in direct contact with children. Solicitor Alice answered his concern and then stated the Committee can request this information from the vendor if choose to do so.

Committeeman Frederick questioned resolution R-2024-114 about the appointment of the special counsel cannabis. Mayor Matthias answered his question and confirmed that Nova Farms is setting up an escrow to pay for any services needed by the special counsel.

Motion was made by Committeeman McGovern and seconded by Committeeman Frederick to adopt consent agenda for resolutions **R-2024-106 through 2024-114**.

**Roll Call: Frederick: YES   Minhas: YES   McGovern: YES   Matthias: YES**

**R-2024-106   Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey Making an Appointment to the Position of Deputy Municipal Clerk**

**R-2024-107   Resolution of the Township of Woolwich Making Appointments to the Position of Registrar of Vital Statistics and Deputy Registrar of Vital Statistics**

**R-2024-108   Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey Making an Appointment to the Position of Administrator**

**R-2024-109 Resolution of the Township of Woolwich Authorizing Contracts for Certain Items/Equipment/Services for 2024 Fun Day**

**R-2024-110 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-2024-111 Resolution Making an Appointment to the Swedesboro/Woolwich Joint Environmental Commission**

**R-2024-112 Resolution of the Township of Woolwich Authorizing the Acceptance and Filing of Maintenance Surety Bonds #800171989, #800129703, And #800129704 Filed on Behalf of DPIF3 NJ4 Woolwich 322, LLC – Block 6, Lot 6**

**R-2024-113 Resolution of the Township of Woolwich Authorizing the Acceptance and Filing of a Cash Bond for Route 322 Elevated Water Tank Filed on Behalf of Aqua 190 Kings Highway- Block 60, Lot 1**

**R-2024-114 Resolution Authorizing Professional Services Appointment for Special Counsel Cannabis**

Under old business, Committeeman McGovern gave an update on the ordinance for TNVR. He contacted the County Animal Control about the enforcement section of the ordinance. The County is very resourceful and would be willing to look over the ordinance prior to introduction. Mayor Matthias mentioned that the ordinance will need to mirror the County's ordinance. Committeeman McGovern will follow up and hopes to get the ordinance ready for introduction within the next couple of months.

Committeeman Frederick questioned if there are any new updates on TDR. Mayor Matthias responded that herself, Administrator Watson and Solicitor Alice have an in person meeting in Trenton on April 16th.

Under new business, Mayor Matthias will invite CFO, Lois Yarrington, to speak and answer any questions about the upcoming introduction to the budget at the next Township Committee meeting.

Mayor Matthias would like a resolution to memorized to move forward with Hometown Press on the newsletter.

Mayor Matthias motioned to reintroduce the Township newsletter using Hometown Press to do two publications a year and to form a contract with Hometown Press. Seconded by Committeeman McGovern.

Committeeman Frederick wanted to wait for the budget numbers prior to memorializing a resolution. Mayor Matthias amended the motion to enter into a contract negotiation and finding out the total cost of newsletter and bring the said cost back to the Committee prior to finalizing a contract with Hometown Press. Seconded by Committeeman McGovern.

**Roll Call: Frederick: YES Minhas: YES McGovern: YES Matthias: YES**

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

No public came forward.

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

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

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

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

The meeting was adjourned at 7:06 p.m.

Respectfully submitted,



Jessica Mignogna  
Municipal Clerk

Minutes not verbatim.  
Audio recording on file.