

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

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

Mayor Matthias made the following statement:

The May 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: PRESENT    McGovern: PRESENT  
Nocentino: PRESENT    Matthias: PRESENT

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

Those present saluted the American Flag.

Mayor Matthias has prepared a certificate of recognition for a local resident, Natasha Camy, but she is not present in the public.

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

Jordan Schlump, 10 Wilshire Blvd, had a question about the location and the scope of work that is need for resolution R-2024-150. Samantha Boonstra, Township Engineer answered his concerns and gave her the brief of the scope of the work needed to fix the sinking walkway in front of the Municipal Building. Mr. Schlump then gave his thoughts and concerns on ordinance 2024-15 for community cats.

Dawn Fenza, 714 Lois Drive, Williamstown, came forward to address the concerns of Mr. Schlump. She explained that the recue group does work with the residents and provides education to help keep the cats out of their yard.

No further public came forward. Motion to close to the public was made by Committeeman Frederick and seconded by Deputy Mayor Nocentino. All in favor.

Mayor Matthias noticed that Ms. Camy is now present in the public and she called upon her to come forward to present her with a certificate of recognition.

Natasha Camy thanked Mayor Matthias and all Committee members for recognizing her accomplishments.

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

**2024-13 An Ordinance Adding Cannabis Application and Licensing Process to Chapter 144, Entitled Resolution of Cannabis to Chapter 168, Taxation, Article IV**

|  |                  |              |
|--|------------------|--------------|
| Motion to open to the public hearing: Nocentino  | Second: McGovern | All in favor |
| Motion to close to the public hearing: Nocentino | Second: McGovern | All in favor |
| Motion to adopt: Nocentino                       | Second: McGovern |              |

Committeeman Frederick questioned if this Ordinance had to go in front of the Joint Land Use Board (JLUB) for review. Mayor Matthias answered since this is directly for taxation it does not need to go to JLUB for review.

**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:

**2024-14 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"**

Motion to introduce: McGovern

Second: Nocentino

No questions.

**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:

**2024-15 An Ordinance of the Township of Woolwich Authorizing the Implementation of a Community Cat Program (CCP) in the Township of Woolwich**

Motion to introduce: Nocentino

Second: McGovern

Committeeman McGovern wanted to address a concern he received about sponsorship. As the way the ordinance is currently written some of the sponsorships may not sponsor. He modeled this ordinance off another municipality and when researching about sponsorship, not all municipalities that participate in this program use the language for sponsors. Committeeman Frederick questioned if the County reviewed this ordinance. Committeeman McGovern stated they did not review but had many phone conversations about it. Township Solicitor Alice commented by saying the County may not want to get involved with the ordinance. The Committee had further discussion on the topic. Township Solicitor Alice recommended to the Committee to Table the ordinance to further the research.

Committeeman McGovern Amended his motion to table Ordinance 2024-14, seconded by Deputy Mayor Nocentino.

**Roll Call to Table Ordinance 2024-14:**

**Frederick: YES Minhas: YES McGovern: YES Nocentino: YES Matthias: YES 5/0**

**2024 Municipal Budget**

Mayor Matthias read the following Resolution by title only:

**R-2024-138 Township of Woolwich, County of Gloucester- Resolution to Read Budget by Title Only**

Motion was made by Committeewoman Minhas, seconded by Deputy Mayor Nocentino to adopt resolution R-2024-138- Read Budget by title only. All in favor.

**Public Hearing on 2024 Municipal Budget-** Open to the public.

No public came forward.

Motion to close the public hearing on the 2024 Municipal Budget was made by Deputy Mayor Nocentino and seconded by Committeeman McGovern. All in favor.

Mayor Matthias read the following Resolution by title only:

**R-2024-139 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey Adopting the 2024 Municipal Budget**

Motion to adopt: Nocentino

Second: McGovern

Committeeman Frederick wanted to comment on the revenue of the Pilots. He wanted express to the Committee the importance of reviewing the Pilots to keep track of the revenue either quarterly or annually. Mayor Matthias added a thank you to the CFO, Lois Yarrington as well as the Township Auditor with the suggestions of paying down on principals on some loans.

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

Mayor Matthias moved to motion for a consent agenda on resolutions R-2024-140 through R-2024-149.

Motion was made by Committeeman McGovern, seconded by Committeeman Frederick for a consent agenda on resolutions R-2024-140 through R-2024-149. All in favor.

Motion to adopt a consent agenda for resolutions **R-2024-140** through **R-2024-149** was made by Deputy Mayor Nocentino, seconded by Committeeman McGovern. All in favor.

**R-2024-140 Resolution of the Township of Woolwich Authorizing the Endorsement of a “Statement of Consent” Form- 2024 Oak Grove Woolwich LLC**

**R-2024-141 Resolution of the Township of Woolwich, County of Gloucester, Authorizing the Execution of a Commodity Resale Agreement Between the Township of Woolwich and the Borough of Swedesboro for the Purchase of Fuel**

**R-2024-142 Resolution Authorizing the Tax Collector to Transfer or Refund Overpayments of Taxes**

**R-2024-143 Resolution Authorizing Renewal of Plenary Retail Consumption Liquor License #0824-33-002-008 to Earl C Rode Jr Inc**

**R-2024-144 Resolution Authorizing Placement of Municipal Liens- Property Maintenance**

**R-2024-145 Resolution of the Township of Woolwich Making an Elevation within the Woolwich Township Police Department**

**R-2024-146 Resolution Authorizing Renewal of Plenary Retail Distribution Liquor License #0824-44-004-004 to JSSB, LLC**

**R-2024-147 Resolution of the Township of Woolwich Authorizing the Release of Performance Bond #BDTO-610248-023 Filed on Behalf of Columbia Gas Transmission Project**

**R-2024-148 Resolution of the Township of Woolwich, County of Gloucester, State of New Jersey Authorizing the Change in Custodians of Petty Cash Funds**

**R-2024-149 Resolution of the Township of Woolwich Authorizing the Release of Maintenance Bond #CM101025M Filed on Behalf of Villages I, Section 6.2 – Pepper Farms**

Mayor Matthias read the following resolution by title.

**R-2024-150 Resolution Authorizing Award of Bid to Landberg Construction LLC in the Amount of \$28,495.05 for Project known as Municipal Building Crosswalk Washout Repair**

Motion to adopt: Nocentino Second: Matthias

Mayor Matthias asked the Township Engineer to explain the one (1) bid that was received on this project and give a briefing on how the scope of work was done. Samantha Boonstra, Township Engineer, gave her investigation report on what they believe is the source of the washout of the crosswalk. The scope of the work includes replacing the brick with asphalt since it is a highly traffic area. The scope also includes the still unknown if the washout is more intense than what appears. She is confident that there is a sixty percent (60%) chance that there will not be an unknown, in that case RVE will strike line item

from the quote. Committeeman Frederick questioned the timeline for this to be repaired. Ms. Boonstra stated it should be a one-day (1) turnaround. Mayor Matthias questioned if this could be rebid for an hourly job, there are too many unknowns as the bid currently is scoped.

Mayor Matthias stated to the Committee the motion is currently standing to award the bid and to adopt resolution R-2024-150

**Roll call to adopt resolution:**

**Frederick: NO Minhas: NO McGovern: NO Nocentino: NO Matthias: NO 5/0**

Mayor Matthias read the following resolution by title.

**R-2024-151 Resolution of the Township of Woolwich Authorizing the Acceptance and Filing of Maintenance Bond #SU1197876 for Landscape Buffer and Maintenance Bond #SU1197877 for Stormwater Management Filed on Behalf of Somerset Woolwich Urban Renewal LLC (Block 4, Lot 4)**

Motion to adopt: Nocentino

Second: McGovern

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

The following reports were provided for the month of April:

**Administrator's Report:**

Jim Watson provided the Committee with a briefing on his report. He added an update on the Led Leadership meeting with the department heads that he will continue on a monthly basis.

**Tax Collector: \$2,376,988.30 remitted**

**Woolwich Fire Company:**

Chief David Valichka read through his April report. Mayor Matthias asked the Chief to brief the Committee on the request from Inspira. He was reached by the Inspira Medics with the request to use the Fire Station on Kings Highway, since they are losing their current location. Inspira is looking to get a new EMS building built in the Beckett section of Logan Township in future. Chief said the Fire House has no more room, but the Sub-Station in Woolwich may be able to accommodate. Mayor Matthias mentioned to the Committee that Inspira Medics does not compete with the County EMS. The Committee had a brief discussion and agreed if the Sub-Station has room then it can be leased out to Inspira Medics.

**Swedesboro Fire Bureau**

Fred Locke read his monthly report.

**Police:**

Chief Morgan announced thirty (30) youth police camp applications came in and all thirty (30) applicants were approved for camp. He asked if the Committee had any questions on his monthly report. No questions from the Committee.

**Township Engineer:**

Samantha Boonstra gave the Committee some updates on top of her monthly report. The truck route ordinance is still waiting for a response back from South Harrison Township. The municipal clerk verified it will be on her next Township meeting's agenda. No bids came in for Moravian Church Road. They will rebid the project along with the Municipal crosswalk washout.

Zoning Officer Report and Trash and Recycling:  
Reports are submitted as self-explanatory.

The following Committee liaison reports were provided:

Committeeman Frederick: Pickleball is up and running along with the form for group play. To date the group play received 165 applicants, 92 of those applicants are Woolwich and Swedesboro residents. 23 people signed up to host as a volunteer. Mural update- he asked the redevelopment counsel to reach out and they too did not receive any feedback. The project may have to wait until the fall when school starts back up again.

Committeeman McGovern: Parks and Recreation: Family Fun Day was held on Saturday with all the rain. He thanked each member for their hard work putting together a great day. They will be discussing in the future about adding a rain date. Pickleball clinic starts on June 3<sup>rd</sup> and will continue through the month of June. June 26<sup>th</sup> – here at the municipal building a free movie night. The movie will begin at 7pm. In the month of August, a corn hole tournament will take place on the DiBella Winery property.

Committeewoman Minhas: Solid Waste and Recycling: 42 extra cardboard collections, 125 metal collections scheduled, 265 bulk collections. 17.89 tons of bulk collected.

Deputy Mayor Nocentino: SWEC: was not able to attend the last meeting. Still looking for one (1) more member to join on the Woolwich side. SWSD & KRSD: has a two million dollar increase in their budget.

Mayor Matthias: Administration: will be looking again at the court recording system upgrade and gathering quotes.

Under old business, Mayor Matthias brought up Rev. Sherry Hall who asked the Committee for contributions towards their Juneteenth celebration. Currently, the Township does not have any policies or procedures in place to donate or give funds to outside organizations. Rev. Hall asked for contributions towards the small stage that costs six hundred dollars (\$600.00) and towards the rental of tables and chairs that cost roughly twelve hundred dollars (\$1,200.00). The Committee has already agreed to pay for the rental of the small stage but did not discuss the agreement regarding the tables and chair rental. Mayor Matthias is looking for an agreement from the Committee to contribute five hundred dollars (\$500.00) this year and an agreement to set up a fund for future years. The Committee were all in agreement to contribute the funds. Mayor Matthias will be putting together a policy for the Committee to look over in the upcoming month.

Under new business, Deputy Mayor Nocentino received an email from the chairperson of the 2024 Swedesboro/Woolwich Day that is requesting assistance from both the Township and the Borough's Department of Public Works and Police Department with this event and the Dragon Run that proceeds it. Next, Deputy Mayor Nocentino addressed the Chief of Police, about a traffic counter that was just placed on Gentry Drive. Chief Morgan is not aware of this and will investigate. Lastly, Deputy Mayor Nocentino wanted to address the Chief of Police in having a new traffic study done on Balsam and Hasel. Chief Morgan requested Deputy Mayor Nocentino to provide the location on the set up.

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

Christina Trautz, 1 Sunset Court, took pictures of the set up of the traffic counter on Gentry Drive. Chief Morgan confirmed that it is not his set up and will investigate. Ms. Trautz asked about the agriculture meeting in zoned 5A. Township Administrator, Watson answered her question.

Jordan Schlump, 10 Wilshire Blvd., was not able to make the meeting held by the developers and had questions on trucks currently being directed on Google Maps to come up on Asbury Station Road to get to Pancoast Road. Committeeman Frederick answered that the software for those types of driving applications will be updated to remove Asbury Station Road as driving route.

No further public comments. Motion to close the floor to the public was made by Mayor Matthias, seconded by Committeeman McGovern. All in favor.

Mayor Matthias read the resolution by title.

**R-2024-152 Resolution Authorizing a Closed Session of the Township Committee of the Township of Woolwich; Personnel: Police Interviews; Contractual Matters: PILOT; Contractual Matters: Lock Ave Park**

Motion to adopt: Nocentino  
All in favor.

Second: McGovern

Township Committee entered closed session at 7:46 p.m.

Motion to come out of closed session: Nocentino  
All in favor.

Second: McGovern

Township Committee resumed at 9:34 p.m.

Motion was made by Deputy Mayor Nocentino, seconded by Committeewoman Minhas to approve the amended minutes of April 15 regular meeting, and approve April 15 closed session and May 6 regular meeting as is. All in favor.

Motion was made by Committeeman McGovern, seconded by Deputy Mayor Nocentino for approve the bills and purchase orders.

**Roll Call: Frederick: YES(Abstain Verizon bills) Minhas: YES McGovern: YES Nocentino: YES Matthias: YES**

Committeeman McGovern motion to make offers of employment for five in total, first four will be offered the position Recruit; Matthew Zacierka, Lane Owens, Pedro Serrano, and Brock Saunders. Fifth hire, Edwin Lesama will be offered at 6<sup>th</sup> Class Patrolman.

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

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

The meeting was adjourned at 9:37 p.m.

Respectfully submitted,

Jessica Mignogna

*Jessica Mignogna*  
Municipal Clerk

Minutes not verbatim.  
Audio recording on file.