

COUNTY OFFICES WITH RESTRICTED ACCESS

IN THE INTEREST OF PUBLIC HEALTH - EFFECTIVE MARCH 18, 2020 UNTIL FURTHER NOTICE GLOUCESTER COUNTY OFFICES WILL REMAIN OPEN; PUBLIC ACCESS IS RESTRICTED.

- All departments are prepared to deliver services to residents through phone, online, and/or email as well as making drop boxes available for required paperwork delivery.
- The drop-boxes will be available in the front of all buildings or in the secured vestibules.
- Please visit www.gloucestercountynj.gov for news updates

The respective departments can be reached by the following phone numbers:

Gloucester County Administration Building

2 South Broad Street, Woodbury, NJ 08096

- **Department of Administration**
Chad Bruner, Administrator
Phone: (856) 853-3275 Fax: 856-251-6794
cbruner@co.gloucester.nj.us
- **Treasury & Finance Operations**
Tracey Giordano, CFO
Phone: 856-853-3353 Fax: 856-251-6778
tgiordano@co.gloucester.nj.us

American Job Center

215 Crown Point Rd, Thorofare, NJ 08086.

Michelle Shirey, Executive Director - Workforce Development Board

Phone: (856) 384-6963 Fax: 856-384-6938

mshirey@co.gloucester.nj.us

Public access is closed until further notice. We will continue to assist clients through email, phone and Zoom conferencing.

Please visit our website at: <https://careerconnections.nj.gov/careerconnections/> or via phone at 856-384-3700.

Gloucester County Animal Shelter

1200 N Delsea Drive, Clayton, NJ 08312

Bill Lombardi, Director

Phone: 856-881-2828 Fax: 856-881-0538

blombard@co.gloucester.nj.us

Under the guidance of The Gloucester County Board of Chosen Freeholders, Health Department and the Office of Emergency Management the GCAS will temporarily stop in-person visits and will remain closed to the public until further notice.

- All of our animals will continue to be cared for and receive the same, great care during this time.
- The shelter is offering discounted adoption fees.
 - Pets 5 and younger are available at a \$35 fee.
 - Pets 6 and older are available with a waived adoption fee.
- Still accepting online adoption applications. Once your application is received, an employee will contact you with further direction.

The Gloucester County Animal Shelter can be reached at 856-881-2828 or by visiting our website at www.gloucestercountynj.gov.

Gloucester County Budd Boulevard Offices

115 Budd Blvd., West Deptford, 08096

- **Department of Economic Development**
Tom Bianco, Director
Phone: 856-384-6930 Fax: 856-384-6938
tbianco@co.gloucester.nj.us
- **Division of Senior Services**
Leona Mather, Director
Phone: 856-384-6900 Fax: 856-686-8343
lmather@co.gloucester.nj.us
- **Division of Human & Disability Services**
Lisa Cerny, Director
Phone: 856-384-6842 Fax: 856-384-6849
lcerny@co.gloucester.nj.us
- **Superintendent of Schools**
Ave Altersitz, Interim Executive County Superintendent of Schools
Phone: 856-686-8375 Fax: 856-686-8387
ave.altersitz@doe.state.nj.us

Gloucester County Clayton Complex Offices

1200 N Delsea Drive, Clayton, NJ 08312

- **Public Works Department**
Vince Voltaggio, Director
Phone: 856-307-6400 Fax: 856-307-6415
vvoltaggio@co.gloucester.nj.us
- **Tax Assessor**
Craig Black, Assessor
Phone: 856-307-6445 Fax: 856-384-6447
cblack@co.gloucester.nj.us

Gloucester County Clerk

In efforts to comply with CDC guidelines, protect public health, and protect our employees' health during the COVID-19 pandemic, the Gloucester County Clerk has put the following protocols into place regarding public access to services.

Old Courthouse - Public Access

The Old Courthouse at 1 North Broad Street in Woodbury is open to the public by appointment only. Please [click here](#) to make an appointment. Each person entering the Old Courthouse must maintain social distancing; face coverings are required. Please contact the County Clerk's Office for further information (856) 853-3259.

The County Clerk's 20/20 land record system is online, fully functional and free of cost to users. Go to www.uslandrecords.com and click on New Jersey.

The County Clerk's Office allows title searchers access to the Old Courthouse by appointment only. Title searchers may make appointments for searching between the hours of 8:30am and 4:00pm. Appointments must be made with the Chief of Staff (phone 856-853-3212 or email msauter@co.gloucester.nj.us).

County Store - Public Access

The Deptford Mall management has restricted public hours to 11:00am to 7:00pm. Appointments are encouraged. Please [click here](#) to make an appointment. Walk-ins are accommodated if time permits. Each person entering the County Store must maintain social distancing; face coverings are required. Please contact the County Store for further information (856) 686-6013.

Public Access – Election Division

The Election Division at 550 Grove Road in West Deptford is open and operating 8:30am to 4:30pm (M-F). Staff will assist the public at the front door. The interior of the building is restricted to the public. Each person must maintain social distancing; face coverings are required. Please contact the Election Division for further information (856) 384-4530.

Gloucester County Superintendent of Elections/Board of Elections

550 Grove Road, West Deptford 08066
Stephanie Salvatore, Superintendent
Phone: (856) 384-4500 Fax: 856-251-1645
ssalvatore@co.gloucester.nj.us

Open with restricted public access

Gloucester County Libraries

389 Wolfert Station Road
Mullica Hill, NJ 08062
Ralph Bingham, Director
Phone: 856-223-6000 Fax: 856-223-6039
reference@gcls.org

All GCLS branch libraries are open to the general public:

- Monday and Wednesday: 10:00 am - 9:00 pm
- Tuesday and Thursday: 11:00 am - 9:00 pm
- Friday: 10:00 am - 5:00 pm
- Saturday:
 - Glassboro, Greenwich, Logan, and Swedesboro: 10:00 am - 2:00 pm
 - Mullica Hill: 10:00 am - 5:00 pm
- Sunday: Closed

We have set aside time specifically for seniors (ages 65 and up) and for those with special health considerations.

- Tuesdays and Thursdays: 10:00 am - 11:00 am

Masks are required and you must practice social distancing while browsing for your book selections.

There is a one-hour limit at all computers.

There are occupancy limits in place at this time.

- Glassboro: 15
- Greenwich: 15
- Logan: 20
- Mullica Hill: 35
- Swedesboro: 10

All five branches of the Gloucester County Library System will continue contactless pickup service for library cardholders.

Library patrons can request items by using the online catalog at www.gcls.org, by sending an email to reference@gcls.org or by calling your branch. When your items are ready, you will receive a notice. Then go to the www.gcls.org/pickup to schedule an appointment to pick up your library material. A labeled bag containing the items checked out to you will be placed near the door at your appointment time.

The library book drops are now open. **Any items that you wish to return must be placed in the book drop.** Please remember that picking up items requires an appointment.

The staff at GCLS is happy to be able to serve you once again. Please contact us if you have any questions.

For more information, please visit www.gcls.org.

Gloucester County Parks (Atkinson, Redbank Battlefield, and Scotland Run)

254 County House Road, Clarksboro, NJ 08020

Phone: 856-251-6710 Fax: 856-251-6749

crose@co.gloucester.nj.us

Gloucester County parks are open to the public including access to courts.

All Gloucester County Parks will be open from sunrise to 8 p.m. daily.

More information is available on our website: <http://www.gloucestercountynj.gov/depts/p/parks/default.asp>

Gloucester County Board of Social Services

400 Hollydell Drive Sewell, NJ 08080

Katie Doyle Director

Phone: 856-582-9200 Fax: 856-582-6587

kdoyle@co.gloucester.nj.us

- County residents who want to apply for SNAP food assistance, or cash assistance under the Work First New Jersey program can do so online at <https://www.njhelps.org/>. We will be conducting interviews by phone, so you do not need to come into the office to apply for benefits.
- Work First New Jersey cash assistance clients who are due for their case to be reviewed in March or April automatically will get a 60-day extension. You do not need to come into the office.
- If you are a Work First New Jersey cash assistance client or a SNAP food assistance client, work activity requirements are temporarily suspended. If your activity is still open and you still want to attend, you may continue to do so. If you were not assigned an activity or your activity is no longer available or accessible due to the public health situation, you will not lose cash assistance or food assistance for not going to your work activity. This includes the GA 28-day protocol. If you are in the middle of your protocol, you do not need to continue to attend your work activity.
- After agency hours, **call 2-1-1** if you need to find an emergency shelter, avoid homelessness, or find help staying in your home.
- **If you still need to come into the office for an appointment or to drop off documents, we are still open, but we recommend that, if possible, you apply online and do not come to the office.** If you need to drop off paperwork, we have a drop box available in the front of the Division of Social Services at 400 Hollydell Drive Sewell, NJ.
- The following additional phone lines and email accounts have been set up to make for a smooth transition:

Agency Contact Phone Numbers:

SNAP, TANF and General Assistance Applications and General Questions: 856-256-2146

SNAP, TANF, and General Assistance Renewals: 856-256-2195

New Jersey Familycare: 856-256-2221

ABD Medicaid (Age, Blind, Disabled): 856-256- 2290

Emergency Services: 856-256-2113

Work First New Jersey: 856-256-2285

Child Support: 856-256-2227

Recovery/Investigations: 856-256-2237

Agency Email Addresses:

To submit information for a SNAP Application: snapinitial@gloucestercountynj.gov

To submit information for a TANF OR GA Application: tanfgainitial@gloucestercountynj.gov

To submit information for a SNAP, TANF OR GA Renewal: snaprecert@gloucestercountynj.gov

To submit information for NJ Familycare: familycare@gloucestercountynj.gov

To submit information for ABD Medicaid (Aged, Blind, Disabled): adultmedicaid@gloucestercountynj.gov

Gloucester County Surrogate Court

17 North Broad Street, Woodbury, NJ 08096

Giuseppe Chila, Surrogate

Phone: 856-853-3283

Fax: 856-853-3311

surrogate@co.gloucester.nj.us

The Gloucester County Surrogate are here to serve the public during these difficult times. Although the Courthouse is temporarily closed to the public, the Surrogate Court Hours of Operation are still being maintained by the staff from 8:30 AM - 4:30 PM.

- In person applications are suspended until further notice.
- Pursuant to the direction from Chief Justice Stuart Rabner and the County Administrator, the Court is limiting physical interactions in the courts to protect the public and to ensure the safety of court staff.
- During this time the Surrogate Court will continue daily operations of business for the public by telephone, fax, mail and email. Emergency situations will be handled on a case by case basis. Intake forms are available on our website and can be printed out for your convenience. Additionally a drop box for incoming mail and inquiries will be provided for the public.
- All search inquiries should be done by phone, fax or email.
Telephone: 856-853-3282
Fax: 856-853-3311
Email: surrogate@co.gloucester.nj.us
Mail: PO Box 177, Woodbury, NJ 08096
- [CLICK HERE](#) for COVID-19 Operating Procedures

Gloucester County Office of Veterans Affairs

The Gloucester County Offices at Five Points

211 County House Road Sewell, New Jersey 08080

Duane T. Sarmiento, Director

Phone: (856)401-7660

Fax: (856)232-1836

vets@co.gloucester.nj.us

Open with restricted public access

Gloucester County VA Clinic

211 County House Road, Sewell, NJ 08080

1-877-823-5230

Business Hours: Monday through Friday 8 am - 4:30 pm (appointments are required)

OPEN TO THE PUBLIC NO RESTRICTIONS

Pitman Golf Course

501 Pitman Road, Sewell, NJ 08080

Orist Wells, Manager

856-589-6688

gccgolf@co.gloucester.nj.us

The Pitman Golf Course will close at 8 pm each night, all golfers must be off the course.

Tee Times: Available to book online or by phone (pro shop, 856-589-6688), up to 7 days in advance, foursomes and shared carts now allowed. • Upcoming change to our system...for reservations beginning on July 6th, golfers can call or book online starting at 6am seven days in advance. As an example, reservations for Monday, July 6th begin at 6 am on Monday, June 29th.

Check In: Arrive no sooner than 30 minutes before your scheduled tee time, golfers now can proceed inside the Pro Shop - please remember to follow social distance guidelines and wear your face cover when entering the building.

Food & Beverage: Snack cart will be available daily starting at 9 am, weather permitting. Bogeys will begin outdoor dining starting on Monday, June 15th, Tuesday through Sunday. Due to the demand, reservations will be highly recommended and can be made easily at the following link; [CLICK HERE](#) for OpenTable Reservation Link

Please remember to review our complete guidelines prior to making a reservation in order to better understand "what to expect" during our current phase for golf; [CLICK HERE](#)