

**MINUTES
MUNICIPAL ALLIANCE COMMISSION
TOWNSHIP OF MONROE
OCTOBER 3, 2011**

The Regular Meeting of the Monroe Township Municipal Alliance Commission was called to order by Chairperson Jeanette Remsen at 7:00PM in the 2nd Floor Meeting Room of the Municipal Complex. Notice of this meeting was given as required by the annual notice of meetings.

Chairperson Jeanette Remsen led the Commission in the salute to our flag.

ROLL CALL

Present: Patricia Adams, Mary Brown, Cody Miller, Charlotte O'Brien, Colleen Reitz, Jeanette Remsen, Florence Schauer, Agnes Yocum, Cncl. Walter Bryson

Excused: Ptl. Ryan Borkowski

Unexcused: Lorna Fera, Kelly Fleming

APPROVAL OF MINUTES

Floss Schauer asked that before approval of the minutes, as submitted of the Municipal Alliance Commission Meeting of April 4, 2011, that she speak in reference to the Ice Cream Social that was discussed. Floss mentioned the discussion made at April's meeting in reference to the Ice Cream Social, when members spoke about St. Mary's School participating in the program and Victory Christian School not participating. A member had said that Victory Christian was approached in the past about participating, but the school did not have interest in participating. Floss spoke with the Principal of the school and the Principal was not aware of that comment and did not know who in the school would have told the Commission that and when they had said it. Floss said that the Principal said that the school wants to be included in anything with the township. Jeanette said she spoke with Mary Beth Monroe after April's meeting in reference to Victory Christian and Mary Beth said they weren't included because they are a private school. Floss noted that St. Mary's School is a private school. Jeanette said that Mary Beth said that St. Mary's School is to be included. Floss asked that it be on the record that the previous statement Mary Beth made about St. Mary's School is "prejudice". Jeanette will call Mary Beth that week. Floss asked that she receive a response about this matter.

Floss Schauer made a motion to approve the minutes as submitted of the Municipal Alliance Commission Meeting of April 4, 2011. The motion was seconded by Agnes Yocum and approved by all remaining members of the Commission in attendance, with an Abstain from Colleen Reitz and Cody Miller.

CORRESPONDENCE, REPORTS AND OTHER MATTERS

Chairperson Jeanette Remsen spoke in reference to the Commission's budget:

CORRESPONDENCE, REPORTS AND OTHER MATTERS (*cont'd*)

DARE has spent all their monies. Jeanette noted that she does not do their purchase orders.

Project Graduation – were allotted \$2,000.00, plus \$500 cash match. Project Graduation received their check for \$2,000.00.

National Night Out – all monies spent, plus cash match; paid for DJ, water ice, blow-up bounce, pony rides and Police Explorers for hot dogs/snacks/drinks.

Haunted High School – waiting on check to be cut; \$400.00 from County and \$200.00 cash match.

Jeanette asked Mary Brown to speak in reference to Red Ribbon Week - \$1,500.00 is available. Mary said that the assemblies with Motivation Productions are going to be during the first week of November. Jeanette said that \$5,800.00 is available for school assemblies. Jeanette asked Mary if she had an invoice to start a purchase order; Mary did not, but said she will have one the next day. Mary does not have anything for Red Ribbon Week, due to the school's schedules that week and also with the vendors. After discussing the prices of the assemblies, Jeanette asked the Commission if any members had any objections of using a part of the monies from Red Ribbon Week to go toward the assemblies, if they need more than the \$5,800.00 that is available. No objections by any members. Cncl. Bryson asked what these assemblies were. Mary explained that 3 Screens and Motivational Productions show screenings on screens similar to IMAX that cover issues such as bullying and drugs/alcohol awareness. Floss asked Jeanette to check into Victory Christian School participating in this program; Jeanette said she will. Mary wanted to note that, to her understanding and how it was explained to her, the schools that were covered by the assemblies or any other extra money the Alliance had, the schools that were covered by the DARE program, these assemblies and programs sponsored by the Alliance was a follow-up to what DARE was teaching in the schools and has been like that for as long as she's been on the Alliance. Pat Adams asked if there is DARE in Victory Christian and Floss said there is. To clarify, Mary asked Floss if the Monroe Township Police Department teaches DARE at Victory Christian; Floss said she will find out. Cncl. Bryson feels that they weren't deliberately left out. Jeanette said that it's been this way since before she was Chairperson.

Senior Awareness – Jeanette mentioned that the Municipal Alliance Commission did a luncheon last year for the seniors in conjunction with the Seniors Commission; she asked the Commission if they would like to do another luncheon this year. Charlotte noted that she and Jeanette were the ones from the Commission to work the luncheon last year. Jeanette told the Commission that they used Township Deli last year to cater the lunch. Jeanette also mentioned that Helen Venable from the Seniors Commission also helped with the luncheon. Jeanette asked the members if they had any suggestions to use a different caterer. The members agreed that they enjoyed the food and service from Township Deli. Jeanette passed around a menu and said they will charge the same price as the year before. They set up everything and cleaned up, and provided enough food. All members are in favor in using Township Deli for the Senior Luncheon this year. The Commission will have to purchase dinner plates, cake plates, cups, forks and spoons, coffee, sugar, creamer, salt and pepper. The date of the luncheon will be November 19, 2011 12:00pm-3:00pm at the Pfeiffer Community Center. Space will be limited to 96 people. A flyer will be given out with a slip on the bottom to be cut off and returned to Jeanette for reservation. Jeanette asked the members who can help with going to Sam's Club to get prices of items needed for an invoice for a purchase order. Pat said she will do it.

CORRESPONDENCE, REPORTS AND OTHER MATTERS (*cont'd*)

Community Gathering – Jeanette spoke with Mary Beth Monroe in reference to Community Gathering monies. Mary Beth said these monies need to be spent this year or will not be provided next year. Mary Beth told Jeanette these monies can be used at Parks & Recreation Commission sponsored events that are held throughout the year, such as the Main Street Music Festival, Easter Egg Hunt, Oktoberfest, Tree Lighting. Jeanette asked Mary Beth if Municipal Alliance can pay for a string band; Mary Beth said they can, as long as they get a bill. The grant money is to be used first, before township-budgeted monies. Jeanette asked the members what they would like to do with these monies. ROTC helps with setting up/running the Oktoberfest; the Parks and Recreation Commission pays for providing them with hot dogs, water and snacks. Jeanette was wondering if maybe the Alliance can pay for this, so monies will be spent towards the kids. Pat asked how much is available; \$2,180.00 is available in Community Gathering. Jeanette asked if there were any objections to feeding the ROTC at the Oktoberfest; no objections from the members in attendance. Cncl. Bryson suggested speaking with Jim Bonder of Parks & Recreation Department for suggestions on helping with community events. Jeanette will speak with Jim. Jeanette asked the Commission if they wanted to give all of the monies available to Parks & Recreation to use for the events; no further discussion on that suggestion. The events left for the year are the Oktoberfest, the Haunted High School and the Tree Lighting. Charlotte asked how much it would cost to feed the ROTC; they will get 100 hot dogs, 100 rolls, etc., so maybe a couple of hundred dollars they will use. Pat asked if they can throw out candy at the Halloween Parade; Jeanette said that can't be done, it's now allowed, due to safety reasons. Pat asked about candy being given to kids sitting at the curbs, not thrown into the street from a float; Jeanette will speak with Jim. Colleen Reitz and Cody Miller suggested buying pumpkins for the Oktoberfest. The Commission talked about Project Graduation; Charlotte suggested that monies be spent for the ROTC and the candy for the parade, and the rest of the monies going to Project Graduation. Monies need to be appropriated by November 1st. Jeanette will speak with Jim and then contact all the members. Mary Brown will take care of the schools, Red Ribbon Week. Jeanette also mentioned that Mary Beth asked who to send the quarterly reports to; they are to be sent to Kevin Heydel, Business Administrator.

Charlotte asked Jeanette if the Halloween decorations that the Alliance had bought a few years ago for a Halloween Dance they sponsored at the Pfeiffer Community Center were found; they have been missing. The missing decorations are 2 big 7 ft./8 ft. spiders, a mummy, battery-operated candles, a decoration in a cage, including some other decorations. Jeanette said that no one knows where they disappeared to.

Jeanette noted that Lorna Fera has not attended any meetings in 2011. She has spoken to her personally and said that if she was not interested in being a member on the Commission, to send the Mayor a resignation letter. A letter has not yet been received. Due to the Bylaws stating "All Members must attend at least 70% of all meetings to remain a member of the Commission as outlined in the Township Ordinance", a certified letter will be mailed to Lorna in reference to her attendance and removal as a member of the Municipal Alliance Commission. Jeanette asked for a motion to remove Lorna Fera as a member of the Monroe Township Municipal Alliance Commission. Charlotte O'Brien made a motion, seconded by Floss Schauer; all in favor, no opposition.

Charlotte spoke and asked the Secretary that the following be verbatim:

"I want to bring up the fact that last month's meeting was cancelled and the Mayor is well aware of what happened. Jeanette got sick and had to go to the hospital. She called Kevin Heydel. He cancelled this meeting. He had no authority and he shouldn't have done it. Co-chair runs the meeting. If she or he is not available, the

CORRESPONDENCE, REPORTS AND OTHER MATTERS (cont'd)

Secretary runs the meeting. The Mayor knows about it, he's upset about it. He had no authority, at all. So, Jeanette did apologize, because she didn't call me. But, I want it on record that Kevin Heydel put his nose in something he shouldn't have done and he was told by the Mayor; this meeting should never have been cancelled."

Jeanette said that due to her illness, she would not be able to go to work for two days and that when she called, she didn't think it was right that if she couldn't go to work, to have a meeting. She said that she called her work and the Secretary right away that morning and called Kevin. Jeanette said that she called Kevin and she said "he never said 'no, you can't do it'". Charlotte and Floss asked Jeanette why she didn't call Charlotte; she said because she called the Secretary. Jeanette said she did not make the decision to cancel the meeting. Charlotte agreed that she didn't and that Kevin did. Charlotte reiterated that Kevin had no right to change that meeting; the Mayor was totally upset. Jeanette said that he turned around and blamed her. Charlotte wants everyone to know that this is what happened and that's why this meeting was cancelled last month and it never should have been done.

In response to Charlotte's comment about the Secretary running the meeting, the Secretary noted that the Monroe Township Municipal Alliance Bylaws states that (2) officers must be present in a quorum to hold a meeting; a quorum shall be present to constitute any official transaction of business. The Secretary noted that the Secretary is not an officer. *As a note, Secretary Aileen, later reviewed the Bylaws and it does in fact note that the Secretary is one of the (5) officers; Chairperson, Vice-Chairperson, Treasurer, Secretary and Parliamentarian.* For future meetings, the Secretary asked that it be explained what to do if this situation ever arises again: if a quorum is present with (2) officers in attendance, and neither being Chairperson or Vice-Chairperson, the Secretary will run the meeting. Charlotte said that the Mayor said the only reason a Municipal Alliance Commission meeting can be cancelled is if there is no quorum.

ADJOURNMENT

With no further business to discuss, Chairperson Jeanette Remsen asked for a motion to adjourn. Floss made a motion to adjourn the Monroe Township Municipal Alliance Commission Meeting of October 3, 2011. The motion was seconded by Agnes; all in favor. Meeting adjourned at 8:22pm.

Respectfully submitted,

Aileen Wojciechowski, Secretary

These minutes were prepared from excerpts of the tape-recorded proceedings of the Regular Municipal Alliance Commission Meeting of October 3, 2011 and serve as only a synopsis of the proceedings.

Approved as submitted _____ Date _____
Approved as corrected _____ Date _____