

**MINUTES
WORK SESSION MEETING
TOWNSHIP OF MONROE
OCTOBER 23, 2017**

A.) OPENING CEREMONIES & ROLL CALL

The regular scheduled Work Session Meeting of the Monroe Township Council was called to order by **Council President, Bart McIlvaine** at approximately 7:00 PM in the Conference Room on the first floor of the Municipal Complex, located at 125 Virginia Avenue, Williamstown, New Jersey.

This meeting was advertised pursuant to the New Jersey Open Public Meetings Act (*NJSA 10:4-6 thru 10:4-21*). Notices were placed in the official publications for Monroe Township (i.e.: South Jersey Times, Courier Post and the Sentinel of Gloucester County). A copy of that notice has been posted on the bulletin board at the Municipal Complex.

SALUTE TO OUR FLAG – Cncl. Miller led the Assembly in the Salute to Our Flag.

ROLL CALL OF PUBLIC OFFICIALS

Cncl. Marvin Dilks		Excused
Cncl. Rich DiLucia	Present	
Cncl. Ronald Garbowski	Present	
Cncl. Bob Heffner		Excused
Cncl. Joe Marino	Present	
Cncl. Cody Miller	Present	
Cncl. Pres., Bart McIlvaine	Present	
Mayor, Daniel P. Teefy	Present	
Business Admin., Kevin Heydel	Present	(Arrived 7:10PM)
Solicitor, Charles Fiore	Present	
Eng., Kathryn Cornforth, ARH	Present	
Dir. of Finance, Karyn Paccione	Present	
Dir. of Public Safety, Jim Smart	Present	
Dir. of Public Works, Mike Calvello	Present	
Dir. of Comm. Dev/Code Enf. Rosemary Flaherty	Present	
Dir. of Parks & Rec, Jim Bonder	Present	
Deputy Mayor, Andy Potopchuk	Present	
Chief of Police, John McKeown	Present	
Twp. Clerk, Susan McCormick	Present	

B.) MATTERS FOR DISCUSSION

• **Tot Lot Proposals**

Cncl. Pres., **McIlvaine** noted he appreciated all the hard work **Director of Public Works, Mike Calvello** has done on the proposals for the tot lots however with both Cncl. Heffner and Cncl. Dilks not in attendance and Mr. Bonder unable to make the next scheduled council meeting (*November 13th*) he would like to schedule this matter for the next televised meeting taking place on November 27th.

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B.) MATTERS FOR DISCUSSION (cont'd)

- **Land Sale Properties**

Mayor Teefy reported on several parcels that had been included in the Township Land Sale and were not sold but since the township has received inquiries on purchasing certain properties.

Block 4301, Lot 3 (Malaga Road) he felt the price was fair, we had it at \$5,000.00 and the offer came in at \$2,950.00. He would like to have a letter prepared to send to the individual accepting that offer.

In addition, another property off of Flanagan Avenue **Block 15401, Lot 22 (Glassboro Road)**. The original minimum bid was set at \$12,500.00 and an offer came in at \$2,500.00. Mayor Teefy noted he would like to send a letter to the interested party with a counter offer in the amount at \$10,000.00.

Solicitor Fiore then referred to **Block 5301, Lot 3 (Broadlane Road/Huber)** this parcel was included in the Land Sale for \$5,000.00 and an offer came in at \$1,000.00. Mr. Fiore added this is an undersized, non-buildable lot but it is contiguous with this individual's property. Mayor Teefy felt we could move forward with this.

Mayor Teefy then spoke of a lot in the area of Danny's Farm Market (*Black Horse Pike*) which is a 12 foot wide access strip. Mr. Fiore noted someone tried to purchase this years ago and there was issue with this. He will review his file and follow up on this and report back at the next meeting.

- **Demolition - Main Street Property**

Engineer, Kathryn Cornforth advised that the Clerk had received notification from the Pinelands Commission in a letter dated October 13, 2017 that this matter is being placed on their November 3, 2017 agenda for approval. She added that tomorrow morning she would be sending out quotes for the asbestos removal as Mr. Heydel would like to do this separately. **Cncl. Marino** posed a question with regard to the demolition as there were some questions with regard to infilling the existing basement and how that gets done. **Mrs. Cornforth** advised in speaking with Mr. Heydel the intention is to do quotes for both of them (*asbestos removal, demolition*) in the hopes that by separating everything out and going directly to the company that will be handling it we would be under the bid threshold. There have been some preliminary quotes received but ARH will be putting all the technical specifications together, we did it for the asbestos removal and we will have it for the demolition and what they are required to do in terms of backfill, compaction, etc. This will be done similar to what was done on the old library site.

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C.) PUBLIC PORTION

Cncl. Garbowski made a motion to open the Public Portion. The motion was seconded by **Cncl. Miller** and unanimously approved by all members of Council in attendance. With no one wishing to speak **Cncl. Miller** made a motion to close the Public Portion. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council in attendance.

D.) NEW BUSINESS

Mayor Teefy advised that a Clerk 1 position has been posted and advertised for a position in the Clerk's Office. He suggested that since this position would be working directly with council members that perhaps a council representative should be involved with the interview process. **Cncl. Garbowksi** and **Cncl. Miller** will be the representatives from council.

Mayor Teefy then advised there was a meeting on Wednesday, October 18th with regard to Route 322/Fries Mill Road. He explained it has gotten to the point where we have three of the properties ready to finally pay Larry DiVietro of Land Dimensions Engineering with regard to the four corner properties, the amount being approximately \$28,000.00 per piece. Everyone involved signed off with the exception of one property owner (*Hargrove*) who did not. The mayor indicated he would like to move forward with a spending ordinance for the remaining \$28,000 to get this matter signed off and finalized so we can move forward to the state. For clarification the mayor advised there are four (4) separate property owners, they all went out and joined in with one (1) engineer to design the intersection improvements and he has since done work totaling approximately \$28,000 per piece. This work is necessary to move forward with the project and have it submitted to the state. Three of the four corner property owners have agreed with the fourth one not wishing to pay. He felt in order to move this forward the township could put up the money, with a spending ordinance and assessment of benefit (*lien on this property*) so as we move forward we would get our money back in time. Mr. Heydel explained we would have to outlay the money and 5, 10, 15 years down the road when they decide to develop that corner at that time it will come before the Planning Board and that is when we add an assessment of benefit based upon the outlay of money. Once they approve that intersection that would add value to that property. **Solicitor Fiore** questioned, possibly moving forward the engineering cost and we also have to address (*with Hargrove*) the right-of-way as he was going to donate that. **Cncl. Marino** questioned the Mayor with regard to the three property owners and if they were ironclad and that they will not come and also ask us to pay the money. The mayor responded, they are in agreement. **Cncl. Marino** then noted after December when other expenses may happen are we going to be then paying for every expense on that lot. Also, he questioned if we will be accruing interest on that money or is it just \$28,000. Mr. Heydel explained that you would have present value calculations. The mayor again stressed, no we are not putting any more money toward it. This is it. **Cncl. DiLucia** questioned if Hargrove never sells the property, we never get our money, is that correct? They mayor indicated that was a possibility. **Cncl. DiLucia** noted then he gets the benefit of the improvement and as long as he keeps that for his business, he

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D.) NEW BUSINESS (cont'd)

pays nothing. Is that the scenario? Mayor Teefy explained, he has already paid in to it, it's not like he never paid into it he has already paid in some \$37,000. **Cncl. DiLucia** questioned why he does not want to pay into this. They mayor felt he has no plans to do anything with the property right now. The mayor explained two (2) of the other corners (*Paparone/Schatz, Cassidy Tract*) they are ready to go, they have people. **Cncl. DiLucia** noted, this money that we lay out, we can't recover until he does something with the property, like sell it. The solicitor noted then we would see if he challenges the assessment of benefits ordinance. He then explained we have been dealing with this for some time and it is miraculous that all three are at the table. He is a very, very smart businessman and he is not going to do anything until he is pushed. He noted there is \$2 million from Corzine that has been sitting in Trenton and there is the additional funding that the county got through the state and that could potentially be pulled. He mentioned some additional problems one of which may be that the county may have to take over as the applicant due to the costs associated with moving the poles which is approximately \$800,000. If the township is the applicant we pay, if the state is the applicant they pay but the county may have some sort of deal where if they are the applicant they do not pay. Mayor Teefy then explained moving into next year they (*state*) are going to evaluate the older projects and we are going to get stuck at the bottom of the list where currently we are up there but if we don't move and get something up to the state they will push us to the bottom and it will be another ten (10) years. **Cncl. Pres., McIlvaine** noted he felt we should move this forward even at the risk of \$28,000, he felt it was a very small price to pay to try and get something done. It was the consensus of council members present to move forward with drafting a spending ordinance.

Cncl. Garbowski extended his thanks for the work that was done on the Hall Street School. The roof has been completed and hopefully now we can move on to the rest of the building.

Cncl. Pres., McIlvaine as budget time is approaching he intended to speak with the building committee (*Marino, Dilks, Garbowski*) on their progress with inspecting our facilities however this will be an agenda item for the November 13th meeting. He then noted we need to start moving forward on taking care of all the township buildings/facilities.

Mayor Teefy reported that he and Director of Public Works, Mike Calvello picked up a new 2017 township bus, it passed inspection today and it is ready to hit the road. We now have four (4) buses, 2 being run as the main vehicles with 2 back-ups mostly utilized for events such as the Music Festival. The funding for the bus came from a grant through the county, it was a 50/50 match with the township paying half and the county paying half.

Cncl. Garbowski reported that the Historical Society is trying to set up a program for the fourth graders where they will be transporting them to the historic buildings around town, in an effort to help them learn more about local history. One thing they requested was help with transporting the students. **Cncl. Garbowski** questioned if there was a possibility that the small bus could be utilized to assist with transporting the students.

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D.) NEW BUSINESS (cont'd)

Director of Parks & Rec, Jim Bonder noted there should be no problem as long as they are advised of the dates, number of students, etc. well in advance this could be coordinated through his office.

E.) OLD BUSINESS

Business Administrator, Kevin Heydel advised council members on the health insurance specifically with regard to the out- of-pocket expenses that Christine Scola reported on at the last work session. Mrs. Scola sent for a follow-up on this today with the State Health Benefits Plan. He then advised the SHBP is in the process of issuing reimbursement checks to the individuals who satisfied their out- of-pocket expenses.

Cncl. DiLucia posed a question with regard to the retiree's health benefits, adding that as he understood they have a higher threshold (\$1300.00) then do the active employees (\$400.00). When an employee retires for instance currently they have a \$10.00 copay for medical and the prescription benefit is whatever, questioning exactly what they were responsible for. **Mr. Heydel** explained, if they were to retire today, depending upon the contract, if you look at Local 1360 anyone who retires prior to December 31, 2017 they would be in the program for the reimbursement. The \$400.00 threshold is where they are today (*active employee*) when they retire they will revert back to the \$10.00 copay and have a zero dollar copay for mail-in prescriptions, they will be grandfathered into that retirement program. Anyone outside of 1360, right now, will be paying the normal copay that comes along with the retirement plan. **Cncl. DiLucia** questioned, if someone retires now do they have to pay the first \$1300.00 or are they reimbursed after \$400.00? **Mr. Heydel** responded, no they go to the \$1300.00. **Cncl. DiLucia** noted he was under the impression that under the SHBP you get the same benefit that you had. **Mr. Heydel** noted active and retirees are different. **Cncl. DiLucia** noted, so anyone who retires now or who is retired gets their old benefit. **Mr. Heydel** indicated yes, but only Local 1360, supervisors do not and the police do not. **Cncl. DiLucia** noted for clarification, someone who is presently retired regardless of what their benefit was at the time of retirement (*whatever that was as it will vary*) what is their threshold, \$1300.00 or is it \$400.00? **Mr. Heydel** noted, it is \$1300.00. **Cncl. DiLucia** questioned if anyone knew that. **Mr. Heydel** responded that he believed so as we gave out all the documents during contract negotiations. **Cncl. DiLucia** requested a copy of the document indicating there is a \$1300.00 threshold for retirees because I was never aware of that, in fact the first time I heard of the \$1300.00 figure was in this conference room. **Mr. Heydel**, responded he would get that information to him as they had created comparative sheets that were given out. **Cncl. DiLucia** noted he would not speak for anyone else but that he had asked the question numerous times and he was told there was a \$400.00 maximum out-of-pocket combined for everybody, irrespective of what 1360 negotiated because they negotiated a grandfather provision. But, at the time, there was never discussion from anybody about anything that exceeded \$400.00, including those things that happened down in the court room. I never heard of the \$1300.00 figure and I really got deeply involved in it because I wanted to make sure that it was an equal or better plan other than the 10% copay that was capped. **Cncl. DiLucia** questioned if the retirees from 10 years ago have a \$1300.00 threshold now. **Mr. Heydel** responded, yes.

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E.) OLD BUSINESS (cont'd)

Cncl. DiLucia questioned if they knew this. **Mr. Heydel** went on to explain with what they are getting, they will never hit it with the reimbursement because mail-in prescriptions are at zero and the co-pay is at \$10.00. He added the coinsurance plan is just for active personnel while they have a different retiree plan for prescriptions. Everything else on the benefits are exactly the same except for the prescription part. Discussion and questions were posed as to the amounts retirees pay out for prescriptions. **Cncl. DiLucia** stressed nowhere on any piece of literature, when we voted on this plan, was there a \$1300.00 threshold provision. It was a \$400.00 threshold. In fact, people were not even receiving reimbursement from that until we raised the issue and forced the company to do it. **Cncl. DiLucia** questioned would you agree there is a difference between being capped at \$400.00 as opposed to \$1300.00 in potential costs and was that ever presented in any form. **Mr. Heydel** responded, yes and it was presented to retirees. **Cncl. DiLucia** noted it was not presented to council and I will speak for myself but anybody sitting here on council did not hear that. I'm not saying that anyone did that deliberately but that is something that no one ever heard. That certainly would have been part of the issue because right now what we have is one union that was smart enough to negotiate a grandfather provision and the other two that really didn't. Now, there are people going to be severely affected by that. This is all the more reason why we should re-visit that whole thing for the people who are here now.

Cncl. Pres., McIlvaine questioned the status of the Tax Card Program. Mayor Teefy advised administration did meet with an interested party however there was a difference with the dollar amount offered. **Director of Community Development, Rosemary Flaherty** noted where we left this matter was in discussion with Human Resources to evaluate the closest title for this type of position. There was discussion to have this individual come to an Economic Development Meeting however that did not come to fruition as there was a scheduling issue. Still awaiting a response from Human Resources.

At this time, **Director of Parks & Rec, Jim Bonder** reported on an article that was in the Philadelphia Inquirer with regard to a contest being conducted on "Vote Your Main Street" adding there is \$2 million in grants to be given out in segments of \$150,000. He went on to explain the criteria in making application for this. He will get copies of the article to mayor and council members in the hopes that perhaps we could take advantage of this. Deadline for submissions is October 31st.

Mr. Bonder then reported on the great success of the annual Fall Festival held on Saturday, October 21st at Owens Park. It was phenomenal, we gave out over 900 pumpkins and over 800 bags of popcorn along with hay rides pony rides and games. He then went on to highlight some of the events that took place along with all the hard work on behalf of the Parks & Rec Commission that went into making this a success. Mr. Bonder added the day culminated with the fantastic Halloween Parade down Main Street. There was discussion back and forth on the merits of the parade and the awesome job done by all involved.

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F.) COMMITTEE REPORTS

Cncl. Marino reported on the pre-bid (*Architectural and Engineering Services for Renovation to Existing Cecil Firehouse or Design of New Cecil Firehouse and Renovation and Expansion of Williamstown Firehouse*) walk thru with the architects and engineers, with approximately a dozen or so professionals in attendance between Williamstown Fire and Cecil. Mr. Heydel noted that he received questions on the project however he forwarded some of them to the solicitor to look at before he responded. **Cncl. Marino** noted in the pre-bid walk through the deadline for questions was set for today however October 25th is going to be the deadline for any questions and we will circulate that to anyone bidding on the project. Mr. Heydel noted he answered some of the questions but some he did send to Mr. Fiore, giving some examples of the questions and verbiage included in the contract. **Cncl. Marino** then noted that included in the original RFP was to have twice weekly inspections/site visits to be performed by the architects. He felt that was a bit too much, the same thing with weekly job site meetings. Therefore we might branch that off into bi-weekly job site meetings and then weekly inspections. **Cncl. Pres., McIlvaine** questioned if there would be a project manager, who is going to represent the township on a daily basis. **Cncl. Marino** noted we spoke on this and **Cncl. Garbowski** has experience with this size and type of this project, if not, bigger, and if he is willing to do it I feel very comfortable with that, he can deal with the architects also and be a liaison for them as well, this is good way to use our resources. **Cncl. Garbowski** agreed that he could be out there on site. **Cncl. Pres., McIlvaine** expressed his thanks to members of the committee (*Marino, Garbowski, Heffner*). He added that the members of both fire companies appreciate it as well. **Cncl. Marino** noted once we get this under control, then we concentrate on the township buildings. **Cncl. Garbowski** noted Mr. Heydel sent him a list of facilities and with this information maybe we can go out and inspect them. **Cncl. Pres., McIlvaine** offered his assistance with anything the committee may need. **Director of Public Safety, Jim Smart** noted with **Cncl. Garbowski** taking on the part of the GC, should there be something drawn up on this so that those people know what Ron is doing there and just what his authority may be. He felt this might be something to think about. **Cncl. Marino** noted it wouldn't be a bad idea to have something once a selection is made with the architectural firms. **Cncl. Garbowski** noted the solicitor can actually put something in the contract. Mr. Fiore advised that could be done, it could be part of the contract and Ron will be designated as the contact person for the township.

Business Administrator, Kevin Heydel advised at the next council meeting he would be presenting a resolution to authorize us to participate in the "Direct Install Program" program through the NJ Clean Energy Program. Our submission has been approved by the state and he received a call today advising they would be coming down tomorrow to take a look at the units to be replaced. He felt we would be replacing two (2) units and the overall project cost is roughly \$75,000 and we will be paying \$25,000.

G.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED - 10/23/17

Cncl. Marino posed a question to **Kathryn Cornforth, ARH** with regard to them meeting with solar companies. Mrs. Cornforth advised that is just for the landfill because as part of the landfill remediation we went after a 75% grant - 25% loan with the whole purpose

