

**MINUTES  
MUNICIPAL ALLIANCE COMMISSION  
TOWNSHIP OF MONROE  
JANUARY 14, 2013**

The Reorganization Meeting of the Monroe Township Municipal Alliance Commission was called to order by 2012 Chairperson Cody Miller at 7:07pm in the 2<sup>nd</sup> Floor Meeting Room of the Municipal Complex. Notice of this meeting was given as required by the annual notice of meetings.

2012 Chairperson Cody Miller led the Commission in the salute to our flag.

**SWEARING IN**

Before the start of the meeting, 2012 Chairperson Cody Miller administered the Oath of Office to Anne Bracarello, Patricia Covington and Shawn Gassler.

**ROLL CALL**

Present: Patricia Adams, Anne Bracarello, Mary Brown, Patricia Covington, Kelly Fleming, Tory Fleming, Shawn Gassler, Cody Miller, Colleen Reitz, Jeanette Remsen, Jared Valdez

Excused: Rebecca VanDexter, Ptl. Ryan Borkowski, Cncl. Rich DiLucia

**NOMINATIONS & ELECTION**

As 2012 Chairperson of the Monroe Township Municipal Alliance Commission, Cody Miller conducted nominations and election. Cody asked for a motion to open the floor for nominations for the 2013 Chairperson. Jeanette Remsen made a motion to open the floor for nominations, seconded by Pat Adams. Pat Adams nominated Cody Miller as Chairperson, seconded by Mary Brown; no other nominations from the floor. Mary Brown made a motion to close the floor for nominations, seconded by Jeanette Remsen. All in favor, no oppositions, abstain from Cody. Cody Miller is the Chairperson of the Monroe Township Municipal Alliance Commission for 2013.

Chairperson Cody Miller asked for a motion to open the floor for nominations for the 2013 Vice-Chairperson. Mary Brown made a motion to open the floor for nominations, seconded by Pat Adams. Colleen Reitz nominated Jeanette Remsen as Vice-Chairperson, seconded by Pat Adams; no other nominations from the floor. Mary Brown made a motion to close the floor for nominations, seconded by Anne Bracarello. All in favor, no oppositions, abstain from Jeanette. Jeanette is the Vice-Chairperson of the Monroe Township Municipal Alliance Commission for 2013.

Chairperson Cody Miller asked for a motion to open the floor for nominations for the 2013 Treasurer. Mary Brown made a motion to open the floor for nominations, seconded by Colleen Reitz. Colleen Reitz nominated Jeanette Remsen as Treasurer, seconded by Pat Adams; no other nominations from the floor. Mary Brown made a motion to close the floor for nominations, seconded by Colleen Reitz. All in favor, no oppositions, abstain from Jeanette. Jeanette Remsen is the Treasurer of the Monroe Township Municipal Alliance Commission for 2013.

Chairperson Cody Miller appointed Anne Bracarello as Parliamentarian. Anne Bracarello is the Parliamentarian of the Monroe Township Municipal Alliance Commission for 2013.

**NOMINATIONS & ELECTION (cont'd)**

Chairperson Cody Miller opened the floor for nominations for the 2013 Associate Member. Mary Brown nominated Tory Fleming as Associate Member, seconded by Kelly Fleming; no other nominations from the floor. All in favor, no oppositions. Tory is an Associate Member of the Monroe Township Municipal Alliance Commission for 2013.

Chairperson Cody Miller opened the floor for nominations for the 2013 Secretary. Jeanette Remsen nominated Aileen Wojciechowski as the Secretary, seconded by Mary Brown; no other nominations from the floor. All in favor, no oppositions. Aileen is the Secretary of the Monroe Township Municipal Alliance Commission for 2013.

**APPROVAL OF MINUTES**

Jared Valdez made a motion to approve the minutes as submitted of the Municipal Alliance Commission Meeting of December 3, 2012. The motion was seconded by Colleen Reitz and approved by all members of the Commission in attendance; abstain by Mary Brown, who was not in attendance of the December meeting.

**CORRESPONDENCE, REPORTS AND OTHER MATTERS**

Chairperson Cody Miller noted that the Alliance Bylaws need to be revised, due to the Resolution passed by Council approving the reduction in members of the Alliance. Cody asked for a motion to revise "Article IV Membership, Section 4.01 1. Members" from '15 volunteer members' to '13 volunteer members'. Jeanette Remsen made a motion, seconded by Pat Adams; all in favor, no oppositions. Cody asked for a motion to revise "Article IV Membership, Section 4.01 3. Members" from '12 volunteer members' to '10 volunteer members'. Colleen Reitz made a motion, seconded by Colleen; all in favor, no oppositions.

Chairperson Cody Miller mentioned that the Alliance Informational Brochure needs to be revised, due to the addition of new members and Council Liaison. He also asked that if any members had any suggestions for changes to the brochure, to let him know.

Chairperson Cody Miller said that Patrolman Ryan Borkowski will continue to be the D.A.R.E. Officer for the Alliance. Ptl. Borkowski is not able to attend meetings, due to overtime not being allowed to attend the meetings. Jeanette said that Ptl. Borkowski was to send the Alliance updates/reports on the D.A.R.E. programs and usage of the budget, but only one was received a year ago.

Secretary Aileen provided a copy of Resolution MAC/R:01-13 in reference to the Municipal Alliance Commission 2013 Meeting Dates. Cody asked for a motion to approve Resolution MAC/R:01-13. Jared Valdez made a motion, seconded by Pat Adams; all in favor, no oppositions.

Cody told the Commission that he has been working with Acme Lingo in reference to the banner to hang over Main Street, advertising National Night Out Against Crime. They have the outline of what the banner is to look like, but need a final date for the event. Discussion was held, speaking about midget football; Pat Adams will ask the coach if practice could be cancelled on August 1<sup>st</sup> and to start on August 2<sup>nd</sup>, so that those children and families can attend the event. Cody asked Pat to contact him in reference to this matter. Anne Bracarello made a motion to hold National Night Out on the 1<sup>st</sup> Thursday of August,

seconded by Mary Brown; all in favor, no oppositions. The Monroe Township National Night Out Against Crime will be held on Thursday, August 1, 2013 6:00pm-9:00pm. Jeanette suggested asking the vendors for the event to be there by 5:30pm to setup their tables and equipment. Cody would like to make sure that lighting will be available outside; it was not available last year.

Cody spoke in reference to wrapping up the 2012 Red Ribbon Week. He and Mary Brown suggested that other members help Mary with this event for 2013. Colleen, Kelly and Anne will be helping Mary with the 2013 Red Ribbon Week and school assemblies. Jeanette said that the mats ordered for Red Ribbon Week, Mary Beth Monroe didn't approve of them as prizes to students, so the mats will be given to the schools to use from the Alliance. Cameras weren't allowed to be bought for prizes for the students, so with monies left over in Community Gathering, Mary Beth suggested that they buy water bottles. The prize packets for the students in elementary school who win the drawing will contain a water bottle, t-shirt, pens, in a bag. For the high school students, Cody is going to donate (2) \$25.00 gift cards to Barnes and Noble Book Store.

Jeanette started the Treasurer's Report and said that as far as she knows, the 2013 budget for the Alliance will be the same as the 2012 budget. Jeanette spoke in reference to D.A.R.E. She said that when she went to process the purchase order for the Scared Straight program, she knew that there was enough money in the line item, but found out the line item did not have enough funds available. The CFO told Jeanette that the Police charged items they bought to the Alliance's budget and that D.A.R.E.'s account was overdrawn \$666.00. The Alliance is returning \$124.00 of the budget to the County. Pat asked if Police is allowed to go into the Alliance's accounts to charge to. Cody and Jeanette both mentioned that they have repeatedly asked that copies of purchase orders of purchased items go to Jeanette. Anne asked why they have access to their accounts and mentioned that when she was Chairperson of the Alliance in previous years, Police/D.A.R.E. gave invoices to the Alliance and the Alliance processed the purchase orders. Anne suggested that processing of purchase orders for D.A.R.E. come back under the jurisdiction of the Alliance. Cody asked if Jeanette would mind having the responsibilities of having the D.A.R.E. purchase orders back under the jurisdiction of the Alliance; Jeanette doesn't mind and would like to process those purchase orders, also. The members feel that they have the responsibility to take care of the budget lines and that only the Treasurer have access to the budget line items and not Police/D.A.R.E. Mary Brown suggested that Jeanette and Cody speak with Mary Beth Monroe to confirm and take care of the situation and make the determination of how the D.A.R.E. purchase orders are to be handled.

Jeanette suggested for the 2013 National Night Out, that due to more residents probably attending this year because of the advertising with the banner on Main Street, more should be purchased for water ice, soft pretzels and D.A.R.E.'s food. Jeanette asked Kelly about her previous suggestions of having a photo booth at the event, something for older kids to be able to take advantage of instead of the younger kids' games and rides. Kelly will find out information on photo booths. Aileen mentioned that she knew of someone that owns a photo booth rental business; she will supply Kelly with the information to have along with the information she gets.

Mary asked if a letter could be sent to the schools in reference to Red Ribbon Week, letting them know that the awards will be coming in the near future. Cody will write the letter and send it.

**ADJOURNMENT**

With no further business to discuss, Chairperson Cody Miller asked for a motion to adjourn. Jared Valdez made a motion to adjourn the Monroe Township Municipal Alliance Commission Meeting of January 14, 2013. The motion was seconded by Colleen Reitz; all in favor. Meeting adjourned at 8:57pm.

Respectfully submitted,

Aileen Wojciechowski, Secretary

The next scheduled Monroe Township Municipal Alliance Commission meeting is Monday, February 4, 2013 at 7:00pm.

*These minutes were prepared from excerpts of the tape-recorded proceedings of the Reorganization Municipal Alliance Commission Meeting of January 14, 2013 and serve as only a synopsis of the proceedings.*

Approved as submitted \_\_\_\_\_ Date \_\_\_\_\_  
Approved as corrected \_\_\_\_\_ Date \_\_\_\_\_