

**MINUTES  
COUNCIL WORK SESSION  
TOWNSHIP OF MONROE  
FEBRUARY 24, 2014**

**A.) OPENING CEREMONIES & ROLL CALL**

The regular scheduled Work Session Meeting of the Monroe Township Council was called to order by **Council President, Ronald Garbowski** 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. Daniel Teefy led the Assembly in the Salute to Our Flag.

**ROLL CALL OF PUBLIC OFFICIALS**

Cncl. Walter Bryson	Present	
Cncl. Frank Caligiuri	Present	(Arrived 7:10PM)
Cncl. Marvin Dilks	Present	
Cncl. Richard DiLucia	Present	
Cncl. William Sebastian	Present	
Cncl. Daniel Teefy	Present	
Cncl. Pres., Ronald Garbowski	Present	
Mayor, Michael Gabbianelli	Present	
Business Admin., Kevin Heydel	Present	
Solicitor, Charles Fiore	Present	
Engineer, Dave Cella, ARH	Present	
Dir. of Finance, Jeff Coles	Present	
Dir. of Public Safety, Jim Smart	Present	
Dir. of Code Enforcement, George Reitz		Excused
Dir. Of Public Works, Bob Avis	Present	
Municipal Clerk, Susan McCormick	Present	

**B.) MATTERS FOR DISCUSSION**

• **Stockton Run**

A brief discussion took place, with the Mayor noting that Public Works has been working long hours with all the snow. He also advised of an on-going problem with the gas company and the issuance of street opening permits. He noted they (*gas company contractor*) screwed up Winslow Road and screwed up many developments, he referred to a report submitted by the engineer and in speaking with Mike Calvello, Supervisor of Roads, we are not issuing permits. We have been going around and around with this and he was sure that Mr. Calvello has been on top of the situation. The Mayor did note one

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**B.) MATTERS FOR DISCUSSION (cont'd)**

problem as it relates to the street opening permits is that Crown Pipe is the main subcontractor for the gas company. He then noted he has requested, many times, that the Ordinance Committee look into the concrete pipe (*RCCP*) issue adding that we must amend our ordinance, we have to protect the township. Mayor Gabbianelli went on to speak of the costs associated to fix a problem in the Preserves development. He did explain that the state allows the use of the High Density Polyethylene Pipe; however, we can say it is *not* OK and amend the Land Use Ordinance with respect to it. The mayor noted when someone comes before the Planning Board he has been advising that if they intend to use the plastic pipe you will need an inspector there 24/7 as they are not backfilling it correctly. He also mentioned it is much cheaper for the developers to use the HDP pipe. **Cncl. Sebastian** did advise that he did have an email conversation with Chris Rehmann about setting up a meeting to find out specifics on what must be changed in the existing ordinance as it relates to the concrete/plastic pipe. There was mention of Stockton Run and the mayor advised a report, in some form, would be forthcoming.

**C.) PUBLIC PORTION**

**Cncl. Richard DiLucia** made a motion to open the Public Portion. The motion was seconded by **Cncl. Daniel Teefy** and unanimously approved by all members of Council in attendance.

**Dominic Burgese - B&B Auto Repair** posed a question if a new towing committee had been established. **Cncl. Pres., Garbowski** advised the committee members are Sebastian, DiLucia, and Dilks. **Cncl. Sebastian, Chairman of the Towing Committee** advised that a notice would be sent to all the towers about the committee. After that, we will set up a committee meeting, as we wanted input from those towers for anything they would like to see changed on the ordinance. We will then, as a committee, take that input review it and then call the towers in to discuss the information.

**Cncl. Marvin Dilks** made a motion to close the Public Portion. The motion was seconded by **Cncl. Walter Bryson** and unanimously approved by all members of Council in attendance.

**D.) NEW BUSINESS**

• **New Liquor License - Plenary Retail Distribution**

Mayor Gabbianelli then spoke on this noting that he felt nobody would buy this. He added this was discussed before however if council chooses to put this up for sale with a minimum bid, we can but he again stressed that he was unsure if anyone would purchase it with Canal's, Williamstown Discount Liquors and Richard's being strictly retail. **Cncl. Pres., Garbowski** indicated his idea was to put it up with a minimum bid

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**D.) NEW BUSINESS (cont'd)**

as he felt perhaps some of the developers in town may show an interest. The solicitor then noted the costs associated with going out for public bid would be minimal, the cost of advertising and some administrative costs. He explained a resolution would have to be drafted, a public notice is required, and a minimum bid must be established. It was the consensus of council members that this matter be further researched with discussion again at the next work session regarding setting a minimum bid and establishing the criteria needed to move along with public bid/RFP.

**E.) OLD BUSINESS - None**

**F.) COMMITTEE REPORTS**

**Cncl. Bryson** reported on two Public Safety Committee (*Bryson, Caligiuri, Sebastian*) meetings that were held this month. One meeting was with the fire department representatives of Cecil (*Ferguson*) and Williamstown (*Jacobi*). The other meeting was with the Monroe EMS representative, Chief Tom Accoglio. There was discussion on their concerns and needs as well as them presenting their requests for capital and other expenditures to be included in the 2014 budget. The budget information was passed on to administration for review.

**Cncl. Bryson** then reported on the 2014 Municipal Budget Committee (*Bryson, DiLucia, Dilks*) meeting who met formally with the Business Administrator, Kevin Heydel and the CFO, Jeff Coles. A first draft on the budget was presented, which initially had an increase of 5.97% due substantially to the second round of the Gloucester County Compliance Plan and a small increase in the actual budget. As a result, of the meeting the initial budget figure was reduced to a final increase of 4.94%, broken down as 3.22% from the devaluation or compliance plan and 1.72% from the budget itself. Cncl. Bryson continued saying it was important to note that the departments concerned with public safety such as Cecil Fire, Williamstown Fire, Williamstown EMS and our Police Department had increases and accommodations made for new officers to replace those retiring and additional staff being hired. Mr. Heydel has taken the capital inputs from all departments, including those interviewed at our Public Safety meetings, and incorporated them into a five (5) year plan. Cncl. Bryson requested that Mr. Heydel distribute the information to all council members for review and comment before agreeing to future capital expenditures. He went on to note this is a total five (5) year plan as it covers everything.

**Business Administrator, Kevin Heydel** explained an expenditure for \$67,000.00 for Mobile Data Terminals. He reported at the ordinance committee meeting in January on a need to replace thirty (30+) plus computers in the police department costing approximately \$33,000.00. Mr. Heydel elaborated on this need, as Windows XP is no longer going to be supported by Microsoft, so you can't get any security enhancements and when you are dealing with public safety you want to make sure you have the security

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**F.) COMMITTEE REPORTS (cont'd)**

out there, in place. These are the computers for use internally, but you also have the MDT which Joe Varalli, MIS Coordinator did a fantastic job in bringing down the price on these. Normally, the cost is approximately \$4,000.00 a piece and right now we are at a cost of \$2,300.00 a piece because we are getting semi-ruggedized tablets as opposed to ruggedized tablets because they sit in the police vehicles. Mr. Heydel noted that was a cost that we really did not anticipate and we get a lot of mileage out of our technology equipment. **Cncl. Sebastian** posed a question on the software and if this would be running with Windows 7. Mr. Heydel indicated, yes we are going with Windows 7 as there is still some difficulty with Windows 8 and the touch screen has some flaws.


**G.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED - None**

**H.) QUESTIONS REGARDING ORDINANCES SCHEDULED - None**

**I.) ADJOURNMENT**

With nothing further for discussion, **Cncl. Frank Caligiuri** made a motion to adjourn the Council Work Session of February 24, 2014. The motion was seconded by **Cncl. William Sebastian** and was unanimously approved by all members of Council in attendance.

Respectfully submitted,

  
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**Susan McCormick, RMC**  
**Municipal Clerk**

  
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**Presiding Officer**

*These minutes were prepared from the tape-recorded proceedings and the hand written notes of the Council Work Session of February 24, 2014 and serves only as a synopsis of the proceedings. Portions of the official tape may be heard in the Office of the Township Clerk upon proper notification pursuant to the Open Public Records Law.*

Approved as submitted AmJ Date 3/10/14  
Approved as corrected \_\_\_\_\_ Date \_\_\_\_\_