

**MINUTES  
COUNCIL WORK SESSION  
TOWNSHIP OF MONROE  
MAY 11, 2015**

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

The regular scheduled Work Session Meeting of the Monroe Township Council was called to order by **Council President Frank J. Caligiuri** at approximately **7:07 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. Walter Bryson	Present	
Cncl. Marvin Dilks	Present	
Cncl. Rich DiLucia	Present	
Cncl. Bob Heffner	Present	
Cncl. Bart McIlvaine	Present	
Cncl. Cody Miller	Present	
Cncl. Pres., Frank Caligiuri	Present	
Mayor, Daniel Teefy	Present	
Business Admin., Kevin Heydel	Present	
Solicitor, Charles Fiore	Present	
Engineer, Chris Rehmann, ARH	Present	
Dir. of Public Safety, Jim Smart	Present	
Dir. of Code Enforcement, George Reitz	Present	
Dir. of Public Works, Bob Avis		Excused
Deputy Mayor, Andy Potopchuk		Excused
Municipal Clerk, Susan McCormick	Present	

**B.) MATTERS FOR DISCUSSION**

**Cncl. Pres., Caligiuri** indicated there was nothing formally scheduled however just received were two (2) walk-on resolutions from the Solicitor's office.

**Solicitor Charles Fiore** then referenced a resolution which would authorize the sale of a Dodge Power Wagon, adding that Cncl. McIlvaine had brought this to his attention and based upon the immediate need of the Collings Lakes Fire Department he was requested to prepare a resolution and present it as a walk-on. (*Resolution Of The Township Of Monroe Authorizing The Sale Of A 1993 Dodge Power Wagon To The Collings Lakes Fire Department*)

This Resolution was then added to the Regular Council Meeting agenda for approval and for the record would be numbered Resolution R:98-2015.

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

Mr. Fiore then referred to the second proposed resolution, that being a resolution which would authorize the Mayor to execute a Shared Services Agreement with the County regarding the data base system for abandoned properties (*Resolution Of The Township Council Of The Township Of Monroe Authorizing The Mayor To Execute The Shared Services Agreement With The County Of Gloucester, New Jersey*). He added this is the last step in trying to finalize this matter. There was an issue with the county as to the amount of monies that were to be received by the township it seems Mr. Heydel's figures were correct and the county counsel corrected the figures to reflect what was represented at the meeting held for all the municipalities. **Cncl. Dilks** questioned the figures and what they actually were. Mr. Fiore explained they are contained within the resolution: *the Community Champions Corporation shall receive a flat fee of \$100.00 per house; the second \$100.00 shall be disbursed by Community Champions Corporation to the Township of Monroe; the County shall receive no more than \$100.00 per house and any registration fee amount in excess of \$300.00 shall be retained by the Township of Monroe.* Mr. Fiore explained in addition to that if there are any penalties/fines imposed against abandoned properties imposed through the court, the township will keep those monies. **Cncl. Bryson** questioned if there was any type of penalty imposed after the initial fine or a penalty in the second year. The solicitor advised that you are going to be fined under the ordinance and there is also a conditional second year registration. **Business Administrator, Kevin Heydel** explained there are different levels and the way the ordinance reads is in the first year there is a registration fee of \$500.00, the second year the registration fee is \$1,000.00 and the third year he believed the registration is \$1,500.00. Mr. Fiore added they must continue to cut the grass, if the property is vandalized they must pay to board it up, they must adhere to the ordinance and keep the property up to speed. **Dan Kozak** questioned a particular section included in the ordinance sent by the county dealing with access to properties that are being occupied but the properties are not being taken care of. He questioned if that was the cause for our ordinance to be changed. Mr. Pete Mercanti responded that he believed the only change to the ordinance was with the dollar amounts. Mr. Kozak felt that is why we were going to adopt the county ordinance because it also included that we would be able to go on those properties. Mr. Fiore responded, I don't know how you could go onto someone's property if they still own and are on the property. Mr. Kozak noted this company (*Community Champions*) advised they could do this. The solicitor then noted he will look into this. Mr. Heydel requested discussion take place on this at the next ordinance meeting.

This Resolution was then added to the Regular Council Meeting agenda for approval and for the record would be numbered Resolution R:99-2015.

**C.) PUBLIC PORTION**

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

**Pat Rizol, Forest Hills** resident approached council with her concerns related to the empty homes in her area, adding that the house next door to her has been empty for five (5) years and is falling apart and not maintained. She referred to an article that appeared in the Inquirer on the efforts other towns in the area were taking (*fines levied, etc.*) and

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**C.) PUBLIC PORTION (cont'd)**

questioned what, if anything, the township was doing to alleviate this problem. Ms. Rizol explained she lives in Forest Hills along Forest Drive and 1771, 1775, 1788, 1800 and 1812 are all empty, she lives at 1808 and her house is beautiful and my neighbors isn't. Her understanding, from a volunteer fireman, that a house located in Newbury Farms (*South Beecham*) had a gas leak sometime last summer. She felt this was dangerous and did not want to see that happen in her neighborhood. Ms. Rizol was glad to see the action that council was taking on the Shared Services agreement with the county and questioned if Forest Drive was ever going to be paved as the back part was never finished. **Mayor Teefy** explained we are looking into a road program that can be implemented in the next couple of years. He then questioned Engineer, Chris Rehmann on the status of a road survey that was to be done. Mr. Rehmann explained that it is underway but we will take note of the condition of Forest Drive. The mayor noted we will be putting together a priority list of roads and start on it and Forest Drive may be included (*at this time many people were speaking at once and the comments made were inaudible*). Ms. Rizol then questioned why there is no fine given to those who place bulk items at curbside for two weeks at a time and do not put it out according to the schedule. A question was posed if Ms. Rizol ever called it in to public works. She explained she has placed a copy of our ordinance and notes in mailboxes. **Cncl. Miller** noted if you contact the township they will have someone out there that will site them. The mayor explained public works will send violation notices, however you can help by accessing the township website to report matters of this kind. Ms. Rizol then displayed pictures of the homes she eluded to earlier.

**Carol Stevenson, 921 Lois Drive**, noted she also had a concern with the lack of lawn care and if the township had a regulation on how high the grass has to be before they would come out. It was noted the height of the grass would have to be at least one foot (12") high before it was addressed and a violation notice was generated by the township. She then advised the trash guys go on her street approximately some twenty times a day and yet there are still mattresses laying on the street for at least three weeks. She questioned if there were certain items that you must call on for pick-up. There was then discussion on bulk pick-ups and how it was scheduled. Ms. Stevenson then questioned if there were teenagers living in a house with no parental supervision, who would someone contact to report this. Mr. Fiore noted if the teenagers are over the age of 18 they could live in the house as long as they have permission to do so. She also referred to the basin problems located in the rear of her property and questioned who is responsible to maintain that basin. She noted it has been her understanding that the township does because we (*neighborhood*) don't have an association adding that in her 46 years of living there that maybe it has been cleaned out twice. **Engineer, Chris Rehmann** explained if the basin is on township property the township is responsible for it and we just have to schedule maintenance. Mr. Heydel noted, there is no basin there. Ms. Stevenson noted it is as big as about one half the size of this room and it all drains to the woods. Mr. Rehmann explained it is a way of slowing the velocity down and it happened that it was never designed as a way of disposing storm water in a development that was built before the township ever required storm water management to be done. He added we have a plan to design a basin and put it together and it is just a matter of funding

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**C. PUBLIC PORTION (cont'd)**

and priorities, however it is the township's responsibility to maintain as far as he knew. Ms. Stevenson questioned, if in fact, it is the township's responsibility how often are they required to address it. She also added that she would hope as a person paying taxes for 46 years here, that we do concentrate on the trash throughout the township however she felt it sounded like we were going in the right direction. Ms. Stevenson added she had been away for some 4½ months and since her return found it to be very discouraging (*trash on streets*), especially in the older parts of town. Our taxes are going toward trash and she would like to see that handled, she felt the money is going in other directions that are not necessities or our wants and she felt we need our necessities back again, to make the town look good and make the people (*inaudible*). **Mayor Teefy** then advised that he has had several meetings with departments throughout the township and public works was the department where he would really like to sit down with and go over their schedules and look at their resources to see where we can improve things (*streets, trash, etc.*). Ms. Stevenson suggested the trash bulk pick-up go back to the day after your regular trash pick-up. **Cncl. Heffner** added that sometimes some of the responsibility has to fall back on the homeowners. Just because a worker is driving down the road doesn't mean he is going to stop and pick the stuff (*trash*) up. The homeowner does have the responsibility to call and schedule a pick up for some of this stuff. He noted he has seen this, the trash will be out there, it is picked up and the very next day after bulk pick up somebody cleans their house out, throws a lot of trash out there and sits there for days and days and right away the first thing I hear is the township isn't picking up the trash. **Cncl. Heffner** added there is only so much I can do and unfortunately the public works employees take the brunt of this and he felt it was unfair to those employees; as it seems people are always eager to say it is their fault. He again noted sometimes it is up to the homeowners to take some responsibility. If you see piles of trash out there, make the phone call.

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

**D.) NEW BUSINESS - None**

**E.) OLD BUSINESS**

**Cncl. Bryson** noted he had two issues to speak of one being that he spoke of a phone call he received from a resident in the Carriage Glen development, adding that the residents had posted some signs on the curve at Carriage Drive in an effort to slow down traffic. This has not worked and the traffic speeds are still a problem and there are many children in the area. **Cncl. Bryson** questioned if there was a way we could get at least the police to patrol this particular section. **Director of Public Safety, Jim Smart** explained these streets have not been dedicated to the township and you *cannot* write anything. He noted he could have the traffic speed sign board placed out there but we can't enforce anything. **Solicitor Fiore**

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noted warnings could be given out. There was some discussion on local enforcement, damages, Title 39 enforcement etc. **Engineer, Chris Rehmann** advised that he can request the developer to give us permission to enforce Title 39. The solicitor added we did this in the Amberleigh development. **Cncl. Bryson** then noted this development has been out there for some eight to ten years and this guy (*developer*) has not had anything dedicated. Mr. Fiore explained he has bonds in place and the development is not built out yet. Usually what happens is when they dedicate the streets the bonds are released but only if the engineer is satisfied that the roads have been constructed in conformance with the approval and to date that has not happened. **Kathryn Cornforth (ARH)** explained there are certain sections where all the houses are built but they do not have surface course paving everywhere, this is due mainly because the main drag (*Carriage Drive*) is not complete. **Cncl. Bryson** noted this particular part of Carriage Drive is complete, it is finished. It was noted the top course paving on this street is not complete. **Engineer, Chris Rehmann** explained what we try to do is where there is construction and construction equipment going into a development we don't want to accept the roads until they are done so we don't get damage on the roads. The way the development was approved by the Planning Board was that Carriage Drive was the main access. **Cncl. Bryson** noted I hear what you say but I also can go back on some of our township notes and the part of Carriage Drive, where they are, if you come in to Carriage Glen on the first drive coming in it goes off to the left then off to the right. On the right it is still under construction. He questioned why we are not releasing the left side to be paved? It should be because that would help us immensely. Kathryn Cornforth explained that Carriage Glen consists of seven (7) sections and the section being discussed, she believed, was Section 1 and 2. Section 2 is completely top course paved, Section 1 was never top course paved because it actually includes that section of Carriage Drive located right off Malaga Road. The section on the back along the curve is Section 6 and all the houses are built however there is no top course paving. As much as I would love to sit here and tell a developer that you have to come in and pave you can't force him to pave the streets right now, we can ask him to but we can't necessarily force him to because he is current with his bonds and he is actively building other sections. **Cncl. Bryson** noted in other words every time we approve a bond release that is because the builder himself says OK, I want you to release this bond. Kathryn Cornforth added that our office must agree that all the improvements are acceptable to the township. **Cncl. Bryson** questioned, if you as engineers ever ask those people to complete the development because if it is never completed and they go bankrupt, and that place has almost gone bankrupt a couple of times, do you know who is responsible to fix those roads, that would be the bonding company and this township. I would think as a township engineer you would want to expedite those things to be done. **Mr. Rehmann** noted if you would like us to go to the developer and ask him to release Carriage Glen from a couple of the sections, go back to the Planning Board modify their phasing diagram so that they can do this and then go to the Bonding Company and make sure that they are in agreement, we will do that. What we try to do is keep as much pressure on the developer and estimate the smallest amount we can release so we can keep the largest amount/part of the bond possible. Mr. Rehmann then emphasized that we will meet with him (*developer*) and report back at the next meeting. **Cncl. Bryson** then posed another question to Mr. Rehmann, in your eyes who is more important the developer or the citizen?

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Mr. Rehmann responded, the law. Mr. Rehmann then said I serve the people of Monroe Township, I serve the people who live in this township and I hope I have served them well over the years. Unfortunately, the developers have had the Residential Site Improvements Standards (*RSIS*) adopted which do not fit well with this township. He added, for example, Amberleigh was one where we had the developers go bankrupt coupled with an awful housing market for the last three or four years and we are staying on top of things like this because of what you (*Bryson*) just said, it becomes a township and the bonding companies responsibility to clean up their messes. Mr. Rehmann then went on to advise council that currently we have a mess in Willow Woods where they paved a road and we advised the developer not to pay the contractor because we are not going to accept it and now we are going to have a legal battle. He went on to explain that a driveway contractor was used to do a road and he did not have the right equipment for the job. **Cncl. Bryson** then went on to say, in this situation how does that builder select his paving company and who would inspect that as he is going along. Mr. Rehmann then emphasized that we told him to stop however I have no authority with the contractor. Solicitor Fiore noted we are governed under the MLUL and added a comment on one of the things you may want to look at prospectively and all of you are familiar with the concept of "*phasing*" where a developer will come in building 800 homes and he will get the approval but in "phases". The whole idea of doing that is he gets particular financing but in phases. He added that both Mr. Rehmann and he talked on this previously and it is something perhaps the Planning Board may want to look at and that is putting a sunset provision in their Resolutions of Approval. He explained for example, if a particular developer has five phases, he will build out all five phases and at the end of a certain period everything must be done and released. **Cncl. Bryson** then noted Carriage Glen has been around for ten years, all construction had stopped at one time and what happened then? Someone else came in and took over that development. Mr. Rehmann noted that Paparone sold individual improved lots to Ryan Homes. The solicitor explained Paparone still maintained the bonds as Ryan Homes is not a developer, they build houses, they come in and buy approved lots, they are not land developers like Paparone. Mr. Fiore indicated that Mr. Rehmann will draw up a letter to Mr. Paparone requesting that he allow the enforcement of Title 39 in the Carriage Glen development. Mr. Rehmann then advised that where he is the Planning Board Engineer in other towns, we say to them you cannot start a new section until the old section is complete or at least  $\frac{3}{4}$  complete and if you have not met the requirements of the inspection you can't move forward with the next section however all this must be put into the Resolution of Approval and there has to be a (*inaudible*) agreement between the developer and the Planning Board to say, I agree to these terms and conditions so there is something other than an arbitrary approval given, there needs to be an acceptance to the approval. He then spoke of "developer's agreements" and what would be contained within the agreement. Mr. Rehmann went on and spoke on his personal business that in 2007 we completed the design and approvals of somewhere between 1500 and 2000 housing units throughout various towns in the state of New Jersey. Last year we didn't do 200 due to the housing market. He noted there is a delicate balance and he can feel the frustration of **Cncl. Bryson**. He will put together some ideas that could possibly be put before the Planning Board as to how they can use their authority on things not specifically outlined in the MLUL. In conclusion, Mr. Rehmann indicated he will work with our solicitor on the

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Title 39 enforcement in Carriage Glen, suggesting that perhaps a speed survey be conducted just to get an idea of what the range or frequency is. **Director of Public Safety, Jim Smart** spoke of problems associated with the parking in the Amberleigh development, adding our efforts have been successful. If you drive through there you will see how everyone has figured out how to get the cars off the road. There was continued discussion on this and how well the situation was handled. **Mayor Teefy** then questioned if the police could go into a development and pull a car over and give them a "warning"? Mr. Fiore responded certainly. The mayor added we can't give them a ticket however a warning can be issued. He requested that Mr. Smart contact both the Chief and traffic division to send a few officers in (*Carriage Glen*) and pull people over and give them a warning. That is one way to let the residents know this is being watched. At the Planning Board level we have had discussion the last few meetings that Chapter 175 (*Land Management*) needs to be reviewed, we need the Master Plan done. We need to really rework this and bring some of the ideas that Mr. Rehmann has as well as other items forward, this may cost some money but it is needed as our Land Management ordinance is very confusing. **Cncl. Pres., Caligiuri** felt we need to rework the developer's agreement and put a cap on the infrastructure, then if a developer completes a phase within the infrastructure and damages it then he would have to redo it. That would kind of force the developers hand to finish the project before the infrastructure. **Director of Public Safety, Jim Smart** advised one thing with the Carriage Glen development is that there is only one ingress/egress for construction equipment so it would make sense not to finish the roads.

**Cncl. DiLucia** advised that he received a call from Mr. Morrison who resides on Saybrook Avenue, this resident has a leak in his basement walls and apparently there is substantial damage and now the steps are starting to erode. They have resided there for some thirty (30) years and never had a problem. He (*Morrison*) said he was given a diagnosis that this was caused from a pipe running, I guess, adjacent to his house. Cncl. DiLucia noted before we run into a situation we should be taking a look at this and make a decision on whether this is our responsibility or the resident's responsibility. Mr. Morrison is quite frustrated now and Cncl. DiLucia felt we should be really proactive, make sure that we are on top of this thing before it gets ahead of us. **Engineer, Chris Rehamnn** advised there was a gentleman by the name of Fred McClennan who used to be an engineer (*both township & county*) and we have his records and we searched back through those records to try to find what had happened relative to this location. He explained there is a road parallel to Saybrook called Lindale Avenue and there is a low point at Lindale & Saybrook and what someone did, he did not know who but sometime back even earlier than the 1950's, they put two inlets on Lindale put a pipe between Lindale & Saybrook and a couple of inlets there ran the pipe down Saybrook to Main Street where they have an inlet that actually is lower than any of the other inlets and they siphoned the water to Main Street (*gutter line of Main St.*). The pipe then always holds water so we thought well, this is an old metal pipe and it is probably broken. We went out and had a contractor clean and jet the pipe and then we videoed the pipe expecting to find holes and we *did not* find any holes in the pipe. Mr. Rehmann then noted that it is our recommendation at least what we should do because of a potential lawsuit is that we line the pipe from Saybrook to Lindale. The reason for this as opposed to taking it

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out and replacing is because we may create pressure by excavating and collapse the wall. What we would like to do is coat the inside with a thermal plastic that will cure in place. The question is do we also go down Saybrook to Main and line both sections. Kathryn Cornforth noted we ran a quick estimate to do only Lindale to Saybrook (400 feet) and you are probably looking at in the \$20,000 to \$30,000 range just for construction due to how much it costs just to line the pipe. Mr. Rehmann advised it probably would be a little more than double to go all the way down to Main Street as this is twice as long. The inlet would probably have to be reconstructed along Saybrook Avenue because that is in bad shape. **Cncl. DiLucia** then spoke on Mr. Rehmann's recommendation and if that is the problem that the pipe somehow has a leak in it or pressure builds up in a joint this will resolve it. If it doesn't resolve it, then there is a problem somewhere else that is no longer our problem. Mr. Rehmann responded, yes and what his suggestion to Mr. Fiore was that before we move forward with this we need an easement for the pipe. He could not distinguish if the township owns the pipe as it is on private property and we need a Hold Harmless Agreement as well to try to protect the township from something in the future. Further discussion took place on this as well as other problems with infrastructure throughout the township. **Cncl. DiLucia** questioned the period of time for this to be done, from getting the easement forward. Mr. Rehmann responded that we could have the plans and specifications on the street in approximately two weeks. **Cncl. DiLucia** noted he would speak with Mr. Morrison and see if he could alleviate some of the tension because he is really uptight now, he will attempt to see if he can get him to understand that something is going to be done and hopefully this will resolve his problem. Mr. Rehmann advised that he has been in Mr. Morrison's basement as I believe I need to have much access to people when they have a question, especially something as serious as this. Mike Calvello and I have been out there adding that there are sump pumps in the basement. There is a strange wall facing in direction of the pipe, it is made of old sand stone it is not a concrete block wall as this is an older home. **Cncl. Bryson** questioned Mr. Rehmann, as a civil engineer what would you say, is it an imminent situation that it may collapse. Mr. Rehmann noted, for the record, he would not say that. Mr. Fiore noted from a liability standpoint we have to be very concerned having him give an opinion like that. **Cncl. DiLucia** again noted he would speak with the gentleman tomorrow and explain the situation and what happened here tonight and assure him that we will be moving forward on it. Mr. Rehmann advised this should be included in the capital portion of your budget or you would have to start to put together a bond ordinance. **Business Administrator, Kevin Heydel** advised I have a down payment in there for what we projected for our capital for this year, which is the six year plan. I sent an email out to council president, ordinance chairman and the chairman for the public safety committee to get together so we could start moving on what we will be doing with respect to the capital for this year. With this particular project we have money left over from last year's road program which is now road program and other infrastructure. There is enough money in there that can last us until we do a new bond ordinance but that is the emergency funding as it is going to be to the tune of some \$30,000 for the design fees.

**Engineer, Chris Rehmann** noted if you would authorize Mr. Fiore to prepare the necessary documents, the hold harmless agreement and the easement descriptions we can

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get started on that. **Mayor Teefy** advised that he has already directed this, to move ahead and get this done we can't let this linger.

F.) **COMMITTEE REPORTS** - None

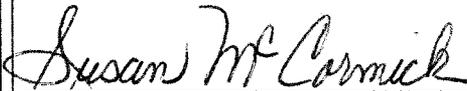
G.) **QUESTIONS REGARDING RESOLUTIONS SCHEDULED - 5/11/2015** - None

H.) **QUESTIONS REGARDING ORDINANCE SCHEDULED - 5/11/2015** - None

I.) **ADJOURNMENT**

With nothing further for discussion, **Cncl. Miller** made a motion to adjourn the Council Work Session of May 11, 2015. The motion was seconded by **Cncl. Dilks** and was unanimously approved by all members of Council in attendance.

**Respectfully submitted,**



**Susan McCormick, RMC  
Municipal Clerk**



**Presiding Officer**

*These minutes were prepared from the tape-recorded proceedings and the hand written notes of the Council Work Session of May 11, 2015 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 \_\_\_\_\_ pmj \_\_\_\_\_  
Approved as corrected \_\_\_\_\_

Date \_\_\_\_\_ 6/22/15 \_\_\_\_\_  
Date \_\_\_\_\_