

**MINUTES  
ORDINANCE COMMITTEE MEETING  
TOWNSHIP OF MONROE  
AUGUST 1, 2018**

**A.) OPENING CEREMONIES**

**CALL TO ORDER**

The Ordinance Committee Meeting of the Township of Monroe was called to order at approximately 7:00 PM by **Ordinance Chairman, Cncl. Joe Marino** in the First Floor Meeting Room 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 (*N.J.S.A. 10:4-6 thru 10:4-21*). Notices were placed in the official publications for the Township of Monroe (i.e.: South Jersey Times, Courier Post and The Sentinel of Gloucester County). A copy of that notice is posted on the bulletin board at the Municipal Complex and also on the Monroe Township website.

**SALUTE TO THE FLAG**

**Cncl. Miller** led the Assembly in the Pledge of Allegiance to Our Flag.

**ROLL CALL OF PUBLIC OFFICIALS**

Cncl. Marvin Dilks	Present	
Cncl. Rich DiLucia	Present	
Cncl. Ron Garbowski	Present	
Cncl. Bob Heffner		Excused
Cncl. Bart McIlvaine	Present	
Cncl. Cody Miller	Present	
Ord. Chairman, Cncl. Joe Marino	Present	
Solicitor, Lou Cappelli, Jr.	Present	
Engineer, Ray Jordan	Present	
Dir. of Public Works, Mike Calvello	Present	
Deputy Chief of Police, Stephen Farrell	Present	
Deputy Municipal Clerk, Aileen Chiselko	Present	

**B.) APPROVAL OF MINUTES**

**Cncl. Miller** made a motion to approve the minutes as submitted of the Ordinance Committee Meeting of July 11, 2018. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council in attendance, with the exception of **Cncl. McIlvaine** who Abstained.

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

**D.) ORDINANCES FOR REVIEW**

- **Chapter 4-93.3.4 “Administrative Code” – Department of Parks and Recreation - Criminal history background checks concerning township-sponsored or cosponsored recreation and sports programs**

**Deputy Police Chief Farrell** confirmed he and Police Chief McKeown are satisfied with the changes made to the Ordinance, which include the State laws and regulations of criminal history background checks. **Cncl. Garbowski** made a motion to move the Ordinance forward for First Reading at the August 27, 2018 Council Meeting. The motion was seconded by **Cncl. Miller** and unanimously approved by members of Council in attendance.

- **Chapter 175 “Land Management” (Pinelands Comprehensive Management Plan (CMP) Amendments)**

**Solicitor Cappelli** explained that the new rules and regulations were incorporated into the Ordinance, as required by the Pinelands Commission. **Cncl. Marino** clarified this was brought before the Planning Board and there were no comments. **Cncl. Garbowski** made a motion to move the Ordinance forward for First Reading at the August 27, 2018 Council Meeting. The motion was seconded by **Cncl. Miller** and unanimously approved by members of Council in attendance.

**E.) MATTERS FOR DISCUSSION**

- **Proposed Ordinance O:18-2018 – Objection to Chapter 175 “Land Management” – Article XI “Guarantees, Inspections, Acceptance of Improvements” (MLUL Amendments)**

**Solicitor Cappelli** explained a letter of objection was received from the Builder’s League of South Jersey, represented by Robert Washburn, Esquire. Mr. Cappelli said we are still in the process of reviewing some of these objections and does not think Mr. Washburn has made any substantial objections that we absolutely need to eliminate, that we proposed in our Ordinance, though he may need more time to negotiate with Mr. Washburn and fine-tune one or two items. Mr. Cappelli explained this Ordinance came about, because Governor Christie signed a legislation stating municipalities could no longer require performance bonds for most projects,

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

and further explained that we decided to work with our engineers to add some teeth to our own Ordinance. He clarified, what we are proposing is in accordance with, and will be permitted by, New Jersey law. **Solicitor Cappelli** said he will provide another Draft Ordinance for the September Ordinance Committee Meeting.

- **Right-Of-Ways – Vacation of Streets**

**Engineer Jordan** explained ARH was asked to look at the vacation of 40 streets, due to fallen trees and people using the paper streets as driveways, which are mostly grass or gravel. He suggested a committee be formed to review these streets and be involved in the process; someone from Council, ARH, and the MUA, in case there are utilities in any of these streets. **Dir. of Public Works, Mike Calvello** said he came up with the list of streets to be vacated, which are streets that go nowhere and he gets phone calls about, but wanted it to be a group effort with professionals instead of a sole decision made by himself. **Cncl. Pres. DiLucia** asked what the advantage is of vacating these streets. Mr. Calvello said the advantage is to get rid of paper streets that are now cutting through people's properties. He explained, basically, when a street is vacated, each adjacent homeowner would take half of the property. He gave an example of a tree falling on a paper street and residents calling the Township to remove it, because it is a Township street. **Cncl. Pres. DiLucia** clarified these are useless grounds and in some instances, the Township has to maintain it as a result of it being identified as belonging to the Township. The advantage would be to close the road and give it away to adjacent homeowners to resume the responsibility. **Solicitor Cappelli** explained, as the Township developed through the years, since these streets were first created through the Master Plan, things have changed and now there has been development in accordance with subsequent Master Plans, but those paper streets were left behind. Mr. DiLucia said the closest committee he could come to without forming a new one, would be the Redevelopment Committee. **Cncl. Marino** asked **Mrs. Chiselko** to send an email to the MUA with the information on the streets to review. **Cncl. Garbowski** asked what happens if an adjacent homeowner says they do not want it. Mr. Jordan said that would be a legal situation. **Cncl. Marino** said the Committee will meet, review the information and will make a recommendation to Council.

- **Federal Hill – Parking Prohibited/Permit Parking**

**Deputy Police Chief Farrell** confirmed Police Chief McKeown supports the recommendation of prohibiting parking during certain hours in the Federal Hill development. He said, if we do this, the Police Department would start a campaign at the beginning of the school year to inform the students and get the message out about the new parking regulations. **Cncl. McIlvaine** explained this matter arose due to concerns from residents about students parking in their development that is next to Williamstown High School, to avoid the cost of a parking permit and being subjected to the search and seizure rules at the high school. He said we had this same issue on Prince Avenue, so this parking restriction was implemented, which brought the issue over to Federal Hill. He had a meeting with several people from Federal Hill's association, they agreed to implement a time limit parking and not permit parking as what was suggested to

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

them. He said Sgt. Mark Burton will meet with members of the association to try to determine the best time limit to set. **Cncl. Pres. DiLucia** asked where the students will park after this parking restriction is implemented. **Cncl. McIlvaine** said Deputy Chief Farrell believes there is plenty of parking at the school. **Cncl. Pres. DiLucia** asked why the students do not want to park at the school. **Cncl. Miller** said there is parking at the school and some students do not want to pay the fee for parking at the school or do not want to deal with the school bus traffic at the entrance of the school and the nearby traffic light. **Cncl. Pres. DiLucia** is concerned about denying a licensed driver the right to park on a public street. He is also concerned about residents in the development who work during the night, asking where they will park. **Cncl. McIlvaine** said the police have the ability to run license plates to find out if it is a resident, and Sgt. Burton assured him they will not be there to harass the residents nor the students. He said the police believes, once this message gets out, there will no longer be a problem. An Ordinance will be drafted for first reading for the Council Meeting of August 27, 2018, so that it can have second reading at the Council Meeting of September 10, 2018, in time for the start of the new school year.

• **Paperless Meeting Packets – Planning Board and Zoning Board of Adjustment**

**Solicitor Cappelli** reported, after reviewing the Code in reference to meeting packets for Council, it will be changed to reflect that the packets can be emailed instead of mailed. **Cncl. Marino** said, currently, the Construction Official is delivering meeting packets for the Planning Board and Zoning Board of Adjustment. **Solicitor Cappelli** said there is currently no requirement that the meeting packets must be delivered, so they can be emailed. **Cncl. Garbowski** said (16) iPads, with no air cards, are being ordered for members of the Planning Board and Zoning Board of Adjustment for \$5,800.

**F.) OLD BUSINESS**

**Cncl. Marino** mentioned the permit fee in the Dumpster Ordinance that went into effect in April. He was under the impression the dumpster permit would be tied to the building permit. He thought, if someone is applying for a building permit, the clerk will ask if they are doing demolition, and if so, they will be told there is a Dumpster Ordinance. Instead, this Ordinance is requiring a dumpster permit for anyone who is utilizing a dumpster, such as someone who is cleaning out their house and using a dumpster instead of putting it all out to the curb for bulk pickup by the Township. If the person wants to put a dumpster in their driveway, which would help the Township by not having to do a pick up, they are being charged a \$75 fee. He feels people are being penalized if they want to put a dumpster on their property to cleanout old household items. He thinks this dumpster permit should be tied to a building permit or construction being done. He also thinks the fee should be less than \$75. **Cncl. McIlvaine** said he thought it was explained to Council that the fee would be reimbursed upon receipt of the dump slip, once there was proof the dumpster was taken away. **Cncl. Marino** said this language did not make it into the Ordinance. Also, a survey requirement was another issue with it,

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**F.) OLD BUSINESS (cont'd)**

because the notice that went out to the residents stated a survey was required, but this language was not actually in the Ordinance. **Cncl. Pres. DiLucia** asked if this incorrect notice has been corrected and **Cncl. Marino** replied he was not aware of it yet being corrected, and **Cncl. Miller** said it is still on the social media page. **Cncl. Pres. DiLucia** asked what the difference is between the dumpster being in the street and not in the street. **Cncl. Miller** explained it is a safety issue. **Solicitor Cappelli** said a dumpster should be in the street only if there is no room on the private property in a residential zone.

**G.) ADJOURNMENT**

With nothing further to discuss **Cncl. Miller** made a motion to adjourn the Ordinance Committee Meeting of August 1, 2018. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council in attendance.

**Respectfully submitted,**

  
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Deputy Municipal Clerk, Aileen Chiselko, RMC

  
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Presiding Officer

*These minutes were prepared from excerpts of the recorded proceedings and hand written notes taken during the Ordinance Committee Meeting of August 1, 2018 and serve only as a synopsis of the proceedings. The official recording may be heard in the Office of the Township Clerk upon proper notification pursuant to the Open Public Records Law.*

Approved as submitted asc Date 9/5/18  
Approved as corrected \_\_\_\_\_ Date \_\_\_\_\_