

**MINUTES  
COUNCIL WORK SESSION  
TOWNSHIP OF MONROE  
DECEMBER 12, 2016**

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

The regular scheduled Work Session Meeting of the Monroe Township Council was called to order by **Council President, Cody D. Miller** at approximately **7:03 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. McIlvaine led the Assembly in the Salute to Our Flag.

**ROLL CALL OF PUBLIC OFFICIALS**

Cncl. Frank Caligiuri	Present	
Cncl. Marvin Dilks	Present	
Cncl. Rich DiLucia	Present	
Cncl. Ron Garbowski	Present	
Cncl. Bob Heffner	Present	
Cncl. Bart McIlvaine	Present	
Cncl. Pres., Cody D. Miller	Present	
Mayor, Daniel Teefy	Present	
Business Admin., Kevin Heydel	Present	(Arrived 7:15PM)
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, Mike Calvello	Present	
Dir. of Community Dev., Rosemary Flaherty	Present	
Deputy Mayor, Andy Potopchuk		Excused
Chief of Police, John McKeown	Present	(Arrived 7:30PM)
Municipal Clerk, Susan McCormick	Present	

**B.) MATTERS FOR DISCUSSION**

• **Open Space Advisory Committee Recommendations**

**Cncl. Pres., Miller** noted two (2) “draft” resolutions were sent to council members dealing with what the Open Space Committee is looking to do.

**Len Fritz, Chairman of the Open Space Committee** was in attendance to address council members on the memo previously submitted for their review. Mr. Fritz then spoke on the content included in the two (2) “draft” resolutions. One resolution was dealing with the allocation of funds for preservation of open space, the other for council’s support for

MINUTES  
COUNCIL WORK SESSION  
TOWNSHIP OF MONROE  
DECEMBER 12, 2016

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

preservation of open space. He noted how the resolutions dovetail into some of the recommendations for 2017 and what the Open Space Committee would like to do. Our main thrust over the last few years has been discussing ways to expand our existing parks and to address issues with some of our connections with respect to several parks (*Duffy Park, Owens Field area, etc.*) He then spoke of the Genova and Fera tracts located in the vicinity but still at a distance to the park. One of our recommendations was to try to link those parcels and in time we hope to make bicycle/pedestrian way connectivity throughout the township. For the past few years we have been trying to reach out to our neighboring communities to see what their plans and goals are and what their designations are as far as open space and or zoning relating to how it butts up to Monroe Township, this in an effort to coordinate with our neighbors. Mr. Fritz then advised he has been reaching out to different agencies such as a bicycle association and the county to see what type of plan they had as far as open space/recreation. In doing so, we have also included in our recommendations some things we hope will enhance and build upon things in place. Mr. Fritz then requested any suggestions and/or recommendations that council may have in order to help facilitate changes in the coming year.

**Engineer, Chris Rehmann** suggested if you are considering a purchase, a Green Acres loan could be a 50/50 purchase. You could match that with your Open Space funding so it wouldn't put the township in debt if you could work out the purchase price so that you have sufficient funding to do both. There has been new funding in the Green Acres program so there could be a priority with those types of things as to which ones you are interested in. We could, in the beginning of the year, submit for a Green Acres grant/loan and match the loan with our own Open Space fund, noting he was not sure how much was in the fund. Mr. Rehmann then noted we have a \$700,000.00 grant/loan for the development of the Genova tract over at the expansion of Owens. He felt the interconnections of the bike path (*Owens, Genova, Duffy, etc.*) would be advantageous and give the township a high priority when applying to Green Acres as they were impressed with the way the township was starting to put everything together. Mr. Rehmann noted we probably have one of the best bike path interconnections so far and hopefully we can do more. There was much discussion on the bike path. **Cncl. Pres., Miller** then commented the next step is to see how much we have in the fund and then have a committee established in the New Year to determine just what the priority action items are. **Director of Public Safety, Jim Smart** noted it was great to add new things but what are we doing to maintain the old stuff as we need to keep the infrastructure that we have operational. Somewhere we have to come up with the cash to maintain the bike trail as it is great and we use the living daylights out of it. It is very cool to follow it all the way through but we can't forget about what we have questioning if there is a plan in place for the maintenance. **Engineer, Chris Rehmann** responded, not that I am aware of at this point. To his knowledge there is nothing that is usually the fallacy of programs, they push just for capital expenses and not for the maintenance aspect. We have cooperated with the DVRPC (*Delaware Valley Regional Planning Commission*) on putting some counters out there and we will contact them to see if they have something where we could look to improve the maintenance aspect. **Cncl. Garbowski** advised that he dealt with "cycling groups" in the past and they actually will schedule up clean-up dates where they actually go in and clean up the paths. If possible Len could contact a group and get something this could be a great help.

**MINUTES  
COUNCIL WORK SESSION  
TOWNSHIP OF MONROE  
DECEMBER 12, 2016**

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

**Mayor Teefy** noted that we have to look at where we would like to extend the bike path, at one end or the other. Mr. Fritz advised we would like to connect to Scotland Run Park and some of our suggestions are to purchase lots which are off Glassboro at the old railroad bed. He already spoke with the county and they seem to be amenable to helping us with the purchase of some lands there. He then mentioned the possibility of acquiring an easement through there to do so (*connect to Scotland Run Park*). He then spoke on the connectivity of the parks. Mr. Fritz then noted on a local level he would imagine that connectivity through the parks would be a priority however for a broader use and to also get to bicycle groups and other interested parties the connection to Scotland Run Park would be viable. Mr. Rehmann then noted we will put into the development of Genova a path from Clayton Road to the back and we may be able to do this with the grant we presently have. The mayor noted right now we are coming across the high school and connecting over to Owens Park. Then taking that connection and running that into the new park at Owens. Mr. Rehmann advised that was correct actually running it all the way down to Clayton Road, so Duffy Park is not that far away. Mr. Fritz then advised of the improvements the county is considering to bring the bike trail up to the end of the county limits. They also proposed to bring the rest of the bike path up Tuckahoe Road which would bring it up to Washington Township. **Mayor Teefy** then noted we are sitting on \$1.2 million in that fund and he felt we need to concentrate on extending the bike path out to Scotland Run Park and take a look at the properties in that area (*as noted in recommendations from Open Space Committee*) to see if we can purchase or buy easements, cautioning that there are some Wetlands in that area. Further discussion took place.

**Cncl. Pres., Miller** noted with all the information brought forward he felt the best course of action would be in the coming year getting a committee of council appointed to meet with Administration, Open Space Committee and the Director of Public Works to sit and determine what would be our best options, what will this require and seeing if grant funding is available for what we deem is necessary. He noted the new council president will be scheduling this. **Cncl. Heffner** requested that Director of Public Works, Mike Calvello reach out to the county as they had talked about reconfiguring the intersection of Clayton Road and Corkery Lane as they may have some ideas of a cross-walk or something going across there due to the possibility of bike trails going across there. **Director of Community Development, Rosemary Flaherty** requested to be placed on the committee as referenced above. She noted she was in Washington Township when they created the forest path and that was done through a grant, through the recreation fund. She then spoke on the maintenance issues with the bike path and suggested that someone should reach out to the Tacony Palmyra Bridge Commission as they have a full maintenance package they use for everything. They hyperlink all the contracts for all the equipment they buy for various different areas. **Cncl. Pres., Miller** extended his thanks to Mr. Fritz for his efforts and looked forward to working with him next year.

- **R:242-2016 Resolution Of The Township Council Of The Township Of Monroe Consenting To The Proposed Water Quality Management (WQM) Plan Amendment Entitled Smithfield Estates, Program Interest No. 435433, Activity No. 130007, Gloucester County Utilities Authority Wastewater Management Plan Proposed Amendment To The Tri-County Water Quality Management Plan.**

**MINUTES  
COUNCIL WORK SESSION  
TOWNSHIP OF MONROE  
DECEMBER 12, 2016**

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

**Solicitor Fiore** explained a correspondence was received by the mayor from Gary Civalier of Civalier Engineering, requesting on behalf of his client, Smithfield Estates the proposed amendments to the Tri-county Water Quality Management Plan. Mr. Fiore noted he simply drafted the resolution and requested to have the matter be scheduled for discussion purposes. This is strictly up to the council members if they wish to move it forward for approval. What is interesting about this is they are asking that the 203 plan be expanded which will expand the sewer service area to service Smithfield Estates, which is a 111 home subdivision off of Glassboro/Cross Keys Road. He explained they are asking council and the township to approve something with limited information. Mr. Fiore went on and noted in looking at this again he would suggest inviting Mr. Civalier or the applicant to the next meeting to explain what this is. He noted it is a growing area and perhaps there is way to expand the service to the entire area, rather than by piece meal. **Engineer, Chris Rehmann** explained what the Water Quality Management Plan does is set where you are allowed to run sanitary sewer based on the capacity of the treatment plant which is substantially greater than the capacity that they are using. The plan is designed for 27 million gallons per day and they are using on average 17.25, so there is sufficient capacity. You cannot put sanitary sewer in an area that is not approved by the Water Quality Management Plan. He then spoke on added assessments and revenue coming into the town that helps your budgetary process. Mr. Rehmann felt this was good, to go larger than this would take a fair amount of study and obviously Smithfield Estates has paid for this so far. Mr. Fiore noted that he understood Mr. Rehmann's point he was just trying to look at the entire picture because he believed there was another subdivision approved that was a zoning overlay on the other side of Glassboro/Cross Keys Road. He thought there was an issue and that the sewer service area wasn't extended there. He added, if council has enough information I did prepare the resolution and they could move it forward. Mr. Rehmann suggested the thing you could do is refer it to the Planning Board for their recommendation back to council. Mr. Fiore felt this was a good idea as this would help us see how it fits into our Master Plan. It was the consensus of council to refer this matter back to the Planning Board for their review and recommendation. **Cncl. Pres., Miller** noted that Resolution R:242-2016 scheduled for approval on the regular council meeting agenda was removed.

- **Tax Lien Certificate – Block 8101, Lot 64 (Whitehall Road)**

**Cncl. Pres., Miller** referred to a correspondence received from an interested party to purchase the tax lien certificate from Monroe Township. The amount due to the township is approximately \$12,084.00. He explained, basically doing this is giving the township all outstanding taxes and it saves our attorney from foreclosing on the lien in the future, which could cost the township money. Looking at the property and speaking with Mr. Heydel we really don't think that the property is of any value to the municipality. It was the consensus of council to have the solicitor prepare the necessary paperwork and draft a resolution for the next regular council meeting.

**MINUTES  
COUNCIL WORK SESSION  
TOWNSHIP OF MONROE  
DECEMBER 12, 2016**

**C.) PUBLIC PORTION**

**Cncl. Garbowski** made a motion to open the Public Portion. The motion was seconded by **Cncl. Caligiuri** and unanimously approved by all members of council in attendance.

**Jack Simmermon – A-Jack’s Towing** questioned Mr. Fiore on any update with regard to title work for some 25 vehicles at his facility. The solicitor responded that a meeting has been scheduled with both the Chief of Police and Officer Burton to resolve this issue.

**Cncl. McIlvaine** made a motion to close the Public Portion. The motion was seconded by **Cncl. Caligiuri** and unanimously approved by all members of council in attendance.

**D.) NEW BUSINESS**

**Cncl. Garbowski** noted that when the Walmart store was approved as a part of the planning process Concord Drive was to have two speed tables installed. To date, they have not been installed. He requested to have someone look into this. **Solicitor Fiore** noted hopefully it was included in the Resolution of Approval and there is a developer’s agreement that references that because the bonds may have been released. **Cncl. Garbowski** noted he thought the money was transferred to the township adding that he has been receiving complaints from the residents. **Kathryn Cornforth, ARH** advised that she believed such work would be included in the off-site bond and she was not sure if that bond was ever released. The Clerk will check on the status of the bond. **Mayor Teefy** noted we must check on this as the township has not installed speed humps or any traffic calming device in quite some time and we have to make sure we are doing this right and that it was included in the approvals. **Business Administrator, Kevin Heydel** noted what you may find is that they may have given us money as Ron said but the township has taken a stance on not putting in speed bumps. **Cncl. Garbowski** then noted but you can’t do that, the residents went to the Planning Board and as part of the condition of approval you agreed to install them. **Cncl. Caligiuri** noted that he attended that Planning Board meeting, which went well into the night, and I kind of remember exactly what **Cncl. Garbowski** was saying. However, there was some talk that this may have been on an as needed basis. Now, who was to determine whether it is as needed or not, you may want to take a look at the verbiage contained in the approvals, etc.

**E.) OLD BUSINESS**

**Cncl. Heffner** requested an update on the meeting with regard to the gas lights in Forest Hills. **Cncl. Pres., Miller** indicated the meeting had not been scheduled but he will be having one in the near future. **Cncl. Heffner** then advised that the gas company has put in an application to conduct a compliance job on Laurel Avenue and the entire length has to be replaced. This has been authorized by the state and when the state says it is getting done, it gets done. Currently, we counted 48 road openings, Mr. Calvello has denied the permit because we want them to asphalt the whole road and there are 6 or 7 lights on that road. **Cncl. DiLucia** questioned just exactly how the asphalt job interacts with the gas lights. **Cncl. Heffner** explained once you asphalt that road then public works will have a major problem because there will be a moratorium on that road. The gas company will be responsible for repaving the road.

**MINUTES  
COUNCIL WORK SESSION  
TOWNSHIP OF MONROE  
DECEMBER 12, 2016**

**F.) COMMITTEE REPORTS - None**

**G.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED**

**Cncl. DiLucia** questioned Resolution **R:241-2016** *Resolution Of The Township Council Of The Township Of Monroe Authorizing The Mayor To Execute The Safe And Secure Communities Grant Program SFY2017 Application For Funding For Additional Law Enforcement Personnel Within The Township Of Monroe.* He noted the application lists two names, are they presently on the force or are they anticipated hires. Mr. Heydel explained we have this grant every year and the Chief does an assignment of two personnel. It is police officers currently employed.

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

**I.) ADJOURNMENT**

With nothing further for discussion, **Cncl. Heffner** made a motion to adjourn the Council Work Session of December 12, 2016. The motion was seconded by **Cncl. Caligiuri** 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 December 12, 2016 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*          

Approved as corrected \_\_\_\_\_

Date           11/9/17          

Date \_\_\_\_\_