

MINUTES  
REGULAR COUNCIL MEETING  
TOWNSHIP OF MONROE  
MAY 22, 2017

**A.) OPENING CEREMONIES**

**CALL TO ORDER**

The Regular Council Meeting of the Township of Monroe was called to order at approximately 8:00 PM by **Cncl. Pres., Bart McIlvaine** in the Court 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 (NJSA 10:4-6 thru 10:4-21). Notices were placed in the official publications for Monroe Township (i.e.: South Jersey Times, the 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.

**Cncl. Pres., McIlvaine** stated the Clerk has placed a sign-in sheet in the meeting room. If anyone would like to address Council please sign in and you will be recognized during the Public Portion. Kindly state your name for the record.

**SALUTE TO FLAG**

**Cncl. Heffner** led the Assembly in the Pledge of Allegiance to Our Flag and **Cncl. Miller** offered the Invocation.

**ROLL CALL OF PUBLIC OFFICIALS**

Cncl. Marvin Dilks	Present	
Cncl. Rich DiLucia	Present	
Cncl. Ron Garbowski	Present	
Cncl. Bob Heffner	Present	
Cncl. Joe Marino	Present	
Cncl. Cody Miller	Present	
Cncl. Pres., Bart McIlvaine	Present	
Mayor Daniel Teefy	Present	
Solicitor Charles Fiore	Present	
Business Administrator, Kevin Heydel	Present	
Engineer, Kathryn Cornforth	Present	
Dir. Of Finance, Karyn Paccione	Present	
Dir. Of Public Safety, Jim Smart	Present	
Dir. Of Public Works, Michael Calvello		Excused
Dir. Comm. Dev./Code Enf. Rosemary Flaherty	Present	
Dir. Parks & Rec, Jim Bonder	Present	
Deputy Mayor Andy Potopchuk	Present	
Police Chief, John McKeown	Present	
Municipal Clerk, Susan McCormick	Present	

**PRESENTATIONS**

• **Eagle Scout Certificate of Recognition**

**Mayor Teefy** and **Cncl. Pres., McIlvaine** presented **Brandon C. Taylor** of **Boy Scout Troop 234** with a Certificate of Recognition in acknowledgement of completing his Eagle Scout Project "Creation of New Walking Trails at Wilson Lake Park" and for attaining the highest and most coveted rank in scouting "Eagle Scout". **Brandon** explained his project started last May at Wilson Lake Park by making two new trails, five benches and trail markers. He noted he had a lot of fun and helped his town while completing his Eagle Scout Project and he thanked everyone for this recognition.

• **Outstanding Community Service Certificate of Recognition**

**Mayor Teefy** and **Cncl. Pres., McIlvaine** presented **Bobby Cimino** with a Certificate of Recognition in acknowledgement of his "Outstanding Community Service" in keeping our town clean. On behalf of the residents of Forest Hills Mr. Graber presented Bobby with gifts

MINUTES  
REGULAR COUNCIL MEETING  
TOWNSHIP OF MONROE  
MAY 22, 2017

PRESENTATIONS (cont'd)

from Walmart, Home Depot, Peter's Diner and WAWA in appreciation of his service. Mayor Teefy noted Bobby also helps keep the municipal building clean during the summer one day a week and he thanked him for his service.

- **Miss New Jersey International 2017 Certificate of Recognition**

Mayor Teefy and Cncl. Pres., McIlvaine presented Lindsey Johnston with a Certificate of Recognition in acknowledgement of being crowned Miss New Jersey International 2017 at the United Methodist Church in Milton, New Jersey. Lindsey explained her platform for the pageant was eating disorder awareness in honor of her younger brother Joey who suffered from anorexia and bulimia. Miss Johnston noted she attends various functions spreading awareness and will be competing in a national pageant in August against girls all over the world.

SPOTLIGHT ON BUSINESS

- **PhotoBliss, LLC - Quandell Iglesia**

Quandell Iglesia founder and president of PhotoBliss, LLC and a senior in Williamstown High School noted he launched his company when he was a junior in high school because he saw the need for photography while working with non-profit organizations such as the Williamstown Chamber of Commerce and the Main Street Committee. He noted he works out of his home and can be reached through his website PhotoBliss.com. He explained since he is still in school he is in the process of hiring photographers for times he is unavailable. Cncl. Miller noted Quandell has donated his time to many non-profit organizations. Quandell explained he has worked for the Volunteer Center of South Jersey and is the past president and past vice-president of the Williamstown Interacts Club, (the high school's version of the Rotary) and through there has been able to serve and give back to other people. He noted after graduation he will be attending the Antoneli Institute of Graphic Design & Photography in Erdenheim, PA. Mayor Teefy and Cncl. Pres., McIlvaine thanked Quandell and wished him the best of luck in his future endeavors.

APPROVAL OF MINUTES

Cncl. Garbowski made a motion to approve the minutes as submitted of the Council Work Session and Regular Council Meeting of May 8, 2017 and the Special Council Meeting of May 15, 2017. The motion was seconded by Cncl. Marino and approved by all members of Council with the exception of Cncl. Miller who **Abstained** on the minutes of the Special Council Meeting and Cncl. Dilks who **Abstained** from the minutes of the May 8, 2017 meetings.

**B.)** CORRESPONDENCE

- **Carnival Permit - St. Mary's Church/Our Lady of Peace Parish**

Cncl. Miller made a motion to approve the Carnival Permit for St. Mary's Church/Our Lady of Peace Parish. The motion was seconded by Cncl. Garbowski and unanimously approved by all members of Council.

- Amusement Licenses

Hospitality Creek Campground	Rockin' Jump
John & Doug's Liquors	Sharky's Sports Bar & Grill
Mirarchi's Williamstown Inn	Trio Tavern (Removed paperwork received late, no inspection conducted by meeting)
Rack's Pub & Grill	

Cncl. Dilks made a motion to approve the Amusement Licenses for the above listed facilities. The motion was seconded by Cncl. Miller and unanimously approved by all members of Council.

MINUTES  
REGULAR COUNCIL MEETING  
TOWNSHIP OF MONROE  
MAY 22, 2017

**C.) RESOLUTIONS SCHEDULED - PUBLIC PORTION**

**Cncl. Garbowski** made a motion to open the Resolutions Scheduled-Public Portion. The motion was seconded by **Cncl. DiLucia** and unanimously approved by all members of Council. With no one wishing to speak **Cncl. Miller** made a motion to close the Resolutions Scheduled-Public Portion. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council.

**Cncl. Garbowski** made a motion to bracket for Consent Agenda Resolutions R:147-2017 through R:158-2017. The motion was seconded by **Cncl. Miller** and unanimously approved by all members of Council in attendance.

**R:145-2017** Resolution Of The Township Council Of The Township Of Monroe Awarding A Contract For Professional Services To The Municipal Engineer For Final Design/Public Bid And Construction Administration/Inspection Services For The Resurfacing Of The Owens Park Tennis Court Within The Township Of Monroe

**Cncl. Dilks** made a motion to approve Resolution R:145-2017 as amended by the deletion of the paragraph dealing with "30 Days". The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council.

**CONSENT AGENDA**

**R:147-2017** Resolution Awarding A Contract For Professional Services To Adams, Rehmann & Heggan Associates, Inc. For Dam Inspection And Report With Respect To The Lower Victory Lakes Dam For The Township Of Monroe, County Of Gloucester, State Of New Jersey

**R:148-2017** Resolution Approving The Bill List For The Council Meeting Of May 22, 2017

**R:149-2017** Resolution Awarding A Contract For The Purchase Of A Toro Groundmaster 4000-D And Accessories To Turf Equipment & Supply Company

**R:150-2017** Resolution Of The Township Council Of The Township Of Monroe Authorizing The Mayor To Execute A Shared Services Agreement Between The County Of Gloucester And The Township Of Monroe New Jersey (*Family Movie Entertainment Monroe Township Library*)

**R:151-2017** Resolution Of The Township Council Of The Township Of Monroe Awarding Bid To Granturk Equipment Co., Inc. For Supply And Delivery Of Parts And Accessories For Labrie And Leach Refuse Collection Vehicles As Specified In The Bid Specifications For The Township Of Monroe, Department Of Public Works, Gloucester County And Authorizing The Proper Township Officials To Execute The Required Documentation

**R:152-2017** Resolution Adjusting Township Of Monroe Tax Records

**R:153-2017** Resolution Of The Township Council Of The Township Of Monroe Releasing The Maintenance Guaranty Posted For "Cross Keys Pavilion (Apartment Improvements)", Site Plan #444-SP, Block 101, Lots 3-6 In The Amount Of \$346,528.50

**R:154-2017** Resolution Awarding A Contract For Professional Services To Adams, Rehmann & Heggan Associates, Inc For Services Associated With The Survey And Design Services For The Completion Roadway Improvements Within The Township Of Monroe, County Of Gloucester, State Of New Jersey

**R:155-2017** Resolution Of The Township Council Of The Township Of Monroe Authorizing The Person To Person Transfer Of The Plenary Retail Consumption License Number 0811-33-004-004, From Bittles & Sippins, Inc. To AAD Monroe, LLC

**R:156-2017** Resolution Authorizing An Emergency Appropriation Under 3% Pursuant To N.J.S.A. 40A:4-48

MINUTES  
REGULAR COUNCIL MEETING  
TOWNSHIP OF MONROE  
MAY 22, 2017

**C.) RESOLUTIONS SCHEDULED - PUBLIC PORTION (cont'd)**

**R:157-2017** Resolution Authorizing Closed Executive Session Of The Township Council Of The Township Of Monroe To Discuss *Empire TF4 Jersey Holdings, LLC Et Al. V. Community Champions, Et Al.* Litigation; *S&F Gas Works And Block 1703, Lot 6* Potential Litigation; *Chapter 65-17 Extension Of Disability Benefits A Personnel Issue*

**R:158-2017** Resolution Of The Township Council Of The Township Of Monroe Approving The Addition And Deletion Of Bus Stop Locations Within The Township Of Monroe, County Of Gloucester Recommended By The New Jersey Department Of Transportation

**Cncl. Garbowski** made a motion to approve Resolutions R:147-2017 through R:158-2017. The motion was seconded by **Cncl. Marino** and unanimously approved by all members of Council.

**D.) ORDINANCES**

**Cncl. Pres., McIlvaine** turned this portion of the meeting over to **Ordinance Committee Chairman, Cncl. Heffner**. **Cncl. Garbowski** made a motion to open the Public Hearing for Ordinances listed on the agenda for Second Reading and Public Hearing. The motion was seconded by **Cncl. Miller** and unanimously approved by all members of Council. With no one wishing to speak **Cncl. Garbowski** made a motion to close the Public Hearing. The motion was seconded by **Cncl. Dilks** and unanimously approved by all members of Council.

**O:21-2017** An Ordinance Of The Township Council Of The Township Of Monroe To Amend Chapter 94 Of The Code Of The Township Of Monroe, Entitled "Emergency Number Registration"

**Second Reading:** The above ordinance was published in an official publication for the Township of Monroe. This portion was opened to the public.

**Cncl. Garbowski** made a motion to approve Ordinance O:21-2017 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Miller**.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:21-2017 FOR SECOND READING AND PUBLIC HEARING - ALL AYES**

**Tally: 7 Ayes, 0 Nays, 0 Abstain, 0 Absent.** Ordinance O:21-2017 was duly approved for Second Reading and Public Hearing.

**O:22-2017** An Ordinance Of The Township Council Of the Township Of Monroe To Amend Chapter 175 Of The Code Of The Township Of Monroe, Entitled "Land Management" (Chapter 175-89 "Accessory Buildings")

**Second Reading:** The above ordinance was published in an official publication for the Township of Monroe. This portion was opened to the public.

**Cncl. Miller** made a motion to approve Ordinance O:22-2017 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Dilks**.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:22-2017 FOR SECOND READING AND PUBLIC HEARING - ALL AYES**

**Tally: 7 Ayes, 0 Nays, 0 Abstain, 0 Absent.** Ordinance O:22-2017 was duly approved for Second Reading and Public Hearing.

**O:23-2017** An Ordinance To Amend Chapter 65 Of The Code Of The Township Of Monroe Entitled "Personnel Policies"

**Second Reading:** The above ordinance was published in an official publication for the Township of Monroe. This portion was opened to the public.

**Cncl. Miller** made a motion to approve Ordinance O:23-2017 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Garbowski**.

MINUTES  
REGULAR COUNCIL MEETING  
TOWNSHIP OF MONROE  
MAY 22, 2017

D.) ORDINANCES (cont'd)

**ROLL CALL VOTE TO APPROVE ORDINANCE O:23-2017 FOR SECOND READING  
AND PUBLIC HEARING - ALL AYES**

**Tally:** 7 Ayes, 0 Nays, 0 Abstain, 0 Absent. Ordinance O:23-2017 was duly approved for Second Reading and Public Hearing.

**O:24-2017** An Ordinance Of The Township Council Of The Township Of Monroe To Amend Chapter 74 Of The Code Of The Township Of Monroe, Entitled "Fees"

**Second Reading:** The above ordinance was published in an official publication for the Township of Monroe. This portion was opened to the public.

**Cncl. Miller** made a motion to approve Ordinance O:24-2017 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Dilks**.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:24-2017 FOR SECOND READING AND  
PUBLIC HEARING - ALL AYES**

**Tally:** 7 Ayes, 0 Nays, 0 Abstain, 0 Absent. Ordinance O:24-2017 was duly approved for Second Reading and Public Hearing.

**O:25-2017** An Ordinance Of The Township Council Of The Township Of Monroe To Amend Chapter 162 Of The Code Of The Township Of Monroe, Entitled "Housing Standards"

**Second Reading:** The above ordinance was published in an official publication for the Township of Monroe. This portion was opened to the public.

**Cncl. Garbowski** made a motion to approve Ordinance O:25-2017 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Miller**.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:25-2017 FOR SECOND READING AND  
PUBLIC HEARING - ALL AYES**

**Tally:** 7 Ayes, 0 Nays, 0 Abstain, 0 Absent. Ordinance O:25-2017 was duly approved for Second Reading and Public Hearing.

**O:26-2017** An Ordinance Of The Township Council Of The Township Of Monroe Appropriating A Sum Not To Exceed \$20,000.00 For Professional Services Related To The Resurfacing Of The Tennis Court(s) At Owens Park Within The Township Of Monroe

**First Reading:** A copy of this ordinance was posted on the bulletin board at the Municipal Complex. Additional copies were made available to the public.

**Cncl. Heffner** questioned since ARH reduced the cost to \$15,000.00 should the amount in this ordinance be changed to reflect that. **Business Administrator, Kevin Heydel** replied no, the \$5,000.00 will be cushion for the project. He suggested removing the language "not to exceed \$20,000.00" because this money is a partial of the overall cost of the project. These funds will be used for the construction of the project not for the engineering fees. Mr. Heydel went on to explain Parks and Recreation submitted a construction estimate of \$54,000.00 to resurface the tennis courts but that did not include the engineering which initially came in at \$19,000.00. That amount was brought down to \$14,500.00 but there was no money for engineering so he used funds from Capital to cover those cost and this money will be used to supplement the construction costs.

**Cncl. Miller** made a motion to approve Ordinance O:26-2017 for First Reading and Publication. The motion was seconded by **Cncl. Dilks** and unanimously approved by all members of Council.

E.) REPORTS AND OTHER MATTERS

**Cncl. DiLucia** reported he attended the MMUA Meeting and the Board approved their 2017 budget.

MINUTES  
REGULAR COUNCIL MEETING  
TOWNSHIP OF MONROE  
MAY 22, 2017

**E.) REPORTS AND OTHER MATTERS (cont'd)**

**Cncl. Garbowski** extended best wishes for a safe and happy Memorial Day and urged everyone to attend the Memorial Day Parade on Monday, May 29<sup>th</sup>.

**Cncl. Heffner** reported he attended the Holiday City Veteran's Memorial Day Ceremonies on May 13<sup>th</sup>. The attendance was light but he assumed that was because it was raining heavily. He added hopefully people will attend the Memorial Day Parade to show the veterans we appreciate their service. He reported the Music Festival will be held Saturday, June 3<sup>rd</sup> beginning at 5:00 PM. There will be vendors, rides for the kids and some great music with the "Heartbeats" as headliner. Cncl. Heffner reported on May 9<sup>th</sup> a hellacious motor vehicle accident occurred on the Black Horse Pike across from him so he and his son were the first ones there. Five people were involved in the accident and unfortunately two of them did not survive. Cncl. Heffner praised the amazing response from Cecil Fire, Monroe Ambulance, Williamstown Fire and the Police Department. He noted sometimes we criticize slow response times but we had four ambulances there and just to watch the professionalism from all the entities made him proud. He added the money spent for these volunteer organizations is very well spent and these ladies and gentlemen deserve every accolade they get and he could not have been any prouder of their performance that night.

**Cncl. Marino** reported he attended the Economic Development Committee Meeting on May 15<sup>th</sup>. A representative from the Economic Development Authority was in attendance to let everyone know how businesses established for at least a year could receive funding. Restaurants are not recommended for the program but any other businesses can apply through the Gloucester County Economic Development Authority website. The Committee also discussed moving forward the Tax Card Program and the RFP to try to hire someone to handle the program. Cncl. Marino also reported attending the Board of Education Meeting where Arawak was awarded a vending contract.

**Cncl. Miller** reported he and the Mayor had the opportunity to attend two ribbon cutting ceremonies, one for Pho City, located on Berlin Cross Keys Road serving traditional pho and Vietnamese food and Anytime Fitness located on Route 322. Cncl. Miller also reported he attended along with Deputy Mayor Potopchuk a Shop Rite Ceremony honoring six local heroes/veterans and that on Saturday June 24<sup>th</sup> the Williamstown Fire Company will be holding a fund raiser to benefit Max Janofsky and his family to help with their ongoing medical bills. He reported the Municipal Alliance Commission is holding "Hidden in Plain Site" at the Williamstown High School on May 23<sup>rd</sup>. The Alliance Commission has been taking this program to other communities and he extended appreciation to Michelle Perez and the other volunteers for providing information to parents regarding drug abuse. Cncl. Miller reported attending the Bloom Festival at the Autumn Lake Winery, which just received approval for a 3700 square foot facility/tasting room that should be opening sometime in the fall.

**Mayor Teefy** reported during the Rt. 322 repaving project the State has put in handicap curbing that goes nowhere at the intersection of Rt. 322 and Fries Mill Road. They did this without telling the township or county and no one agrees with it. Senator Madden is fighting it from his end and residents can call the State at 856-905-1946 to object to this. The township is still moving forward with our plans to widen the intersection and that would take out the curbs they are putting in. A meeting is scheduled Wednesday at 8:00 am with the engineers and the MMUA to review the final specs of the plan and hopefully they will be submitted to the State for their final approval within the next two weeks. Senator Madden and Senator Sweeney are helping us with this project so money will be coming from the State to get this project moving hopefully by fall. The Mayor reported May 22<sup>nd</sup> through May 26<sup>th</sup> is National EMS Week and the Monroe Township Ambulance Association will be holding EMS Night on Tuesday, May 23<sup>rd</sup>. The Mayor commended the emergency service organizations for the outstanding job they did at the motor vehicle accident on the pike. He reported Anytime Fitness located on Route 322 is open all hours so people can workout at any time. The facility has security cameras and is being monitored by COPS Monitoring, which is across the street. He wished everyone a Happy Memorial Day and urged everyone to come out and support the veterans during the parade.

**Cncl. Pres., McIlvaine** pleaded with residents who normally attend the Halloween Parade to come out and support our veterans on Memorial Day.

MINUTES  
REGULAR COUNCIL MEETING  
TOWNSHIP OF MONROE  
MAY 22, 2017

F.) GENERAL PUBLIC DISCUSSION

Cncl. Miller made a motion to open the General Public Discussion. The motion was seconded by Cncl. Garbowski and unanimously approved by all members of Council. With no one wishing to speak Cncl. Garbowski made a motion to close the General Public Discussion. The motion was seconded by Cncl. Marino and unanimously approved by all members of Council.

CLOSED EXECUTIVE

Solicitor Fiore reported Council just completed a Closed Executive Session where discussion took place regarding pending litigation and no action will be taken on that matter. Action will be taken by resolution extending disability benefits to Thomas Schofield. The formal resolution will be prepared for the next Council Meeting but based upon the time constraints involved it is necessary for Council to take action on the verbal resolution that has been placed on the record.

Cncl. Miller made a motion to approve the verbal resolution granting extended disability benefits to Thomas Schofield. The motion was seconded by Cncl. Garbowski and unanimously approved by all members of Council.

G.) ADJOURNMENT

With nothing further to discuss Cncl. Miller made a motion to adjourn the Regular Council Meeting of May 22, 2017. The motion was seconded by Cncl. Marino and unanimously approved by all members of Council in attendance.

Respectfully submitted,



Susan McCormick, RMC  
Township Clerk



Presiding Officer

*These minutes were prepared from excerpts of the tape-recorded proceedings of the Regular Council Meeting of May 22, 2017 and serve as only a synopsis of the proceedings. 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 6/19/17  
Date \_\_\_\_\_