

**MINUTES  
WORK SESSION MEETING  
TOWNSHIP OF MONROE  
FEBRUARY 26, 2018**

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

The regular scheduled Work Session Meeting of the Monroe Township Council was called to order by **Council President, Rich DiLucia** 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. Miller led the Assembly in the Salute to Our Flag.

**ROLL CALL OF PUBLIC OFFICIALS**

Cncl. Marvin Dilks	Present	
Cncl. Ronald Garbowski	Present	
Cncl. Bob Heffner		Excused
Cncl. Joe Marino	Present	
Cncl. Bart McIlvaine		Excused
Cncl. Cody Miller	Present	
Cncl. Pres., Rich DiLucia	Present	
Mayor, Daniel P. Teefy	Present	
Business Admin., Kevin Heydel	Present	
Solicitor, Louis Cappelli, Jr.	Present	
Eng., Kathryn Cornforth, ARH	Present	
Dir. of Finance, Karyn Paccione	Present	
Dir. of Public Safety, Jim Smart	Present	
Dir. of Public Works, Mike Calvello		Excused
Dir. of Comm. Dev/Code Enf. Rosemary Flaherty		Excused
Dir. of Parks & Rec, Jim Bonder	Present	
Deputy Mayor, Andy Potopchuk		Excused
Chief of Police, John McKeown	Present	
Twp. Clerk, Susan McCormick	Present	

**B.) MATTERS FOR DISCUSSION**

• **Nepotism Policy**

**Cncl. Pres., DiLucia** advised he had received a phone call from a Public Works employee notifying him that someone was hired as a Supervisor (*from the outside*) who is the nephew of an employee working in the department and would be under direct supervision of said hire. He noted although he has received nothing officially, he did some research and under our policy uncles, cousins, nephews are not allowed to either supervise or work with new hires. **Cncl. Pres., DiLucia** questioned **Mayor Teefy** if he had hired anyone recently that falls within

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

that category. **Mayor Teefy** responded last week there were interviews conducted with six (6) people, we went through the interview process and at that time decided to select the best candidate for the job, then finding out that the candidate's uncle works in the sanitation department. **Mayor Teefy** explained his uncle had requested (*a while back*) to be transferred to the road department, so we will honor his transfer and move him over. He added the employee has been notified he will be moved to the roads department and will not be supervised by the person. **Mayor Teefy** explained this person has not yet been hired but we are working on making an offer. **Cncl. Pres., DiLucia** noted just so we do not get into a situation where we hire someone and have to lay off them off because of the nepotism policy adding that he received a phone call from the individual/employee and knowing this matter was on the agenda he advised he would be present to speak for himself. **Cncl. Pres., DiLucia** indicated that employee advised him that his request for a transfer happened in 2016, not a current transfer, adding the employee can speak for himself as it is his decision what he wants to do. However, if he would elect to stay in that department because the request was 2 years old, **Cncl. Pres., DiLucia** felt that could create a problem. **Mayor Teefy** then noted under the direction of the mayor, I am able to move people within the Public Works department, so I can move anyone at any time to that position and that is what I chose to do. **Cncl. Pres., DiLucia** felt this was something where he would yield to the employee and the collective bargaining representative to make a decision on that. He did not know whether the contract allows unilateral transfers or not. He felt that was an issue the employee and his collective bargaining representative can handle, it's not my jurisdiction. He added for the record there have been problems with this nepotism policy and I have opposed a number of hires based on the fact that he felt they were violations of the nepotism policy. He noted there was all kinds of rationale for why we did not enforce it but this one, if, in fact this future employee is hired he can not supervise his uncle. He added clearly there is no dispute that our policy/ordinance addresses this accurately. **Mayor Teefy** advised we will follow that guideline and make sure that he does not supervise his uncle. **Cncl. Pres., DiLucia** spoke on if the employee in question stays in that department, that the future employee if hired can not supervise that employee. **Mayor Teefy** advised he would agree however he is being transferred. I am the Mayor and he will be transferred. **Cncl. Pres., DiLucia** noted there is a collective bargaining process and he would say that is up to his collective bargaining representatives, whether you can unilaterally transfer someone. Because it appears that the transfer is a result of getting around the nepotism policy but I will leave that up to his collective bargaining representative.

**C.) PUBLIC PORTION**

**Cncl. Miller** made a motion to open the Public Portion. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council in attendance. With no one wishing to address council, **Cncl. Miller** made a motion to close the Public Portion. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council in attendance.

**D.) NEW BUSINESS - None**

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**E.) OLD BUSINESS**

**Cncl. Marino** spoke with regard to an RFP done last year relative to the Fire House Renovations. The committee as well as our solicitor met regarding this on February 7<sup>th</sup>. There were some changes and some things were clarified dealing with the renovation of both Cecil and Williamstown Fire House. As it stands now most of the changes have been completed however Mr. Cappelli wanted to take a bit more time on "Exhibit 1" which is the actual bid form so that every item is clearly identified and there are no more discrepancies on how the bid is done. We will circulate that before the next council meeting. There will be a pre-bid walk through scheduled approximately two weeks prior to the bid due date with Mr. Heydel being the contact person on that. **Kathryn Cornforth, ARH** advised that Mr. Cappelli had just sent the most recent RFP and she will get her comments out on the civil site engineering so that council can decide how they want to deal with it as there must be coordination with the architect and the site civil engineer.

**F.) COMMITTEE REPORTS**

**Cncl. Miller** reported the Tax Abatement Committee met with regard to the tax abatement application for South Jersey Storage as there was an issue regarding their paperwork and the eligibility for a tax abatement. To date, we have received all their paperwork therefore there should be something at the next council meeting approving the tax abatement. He spoke on an issue with Walgreens and their Fire Suppression System, this is a county tax assessment issue and that has been deferred to the county tax assessor's office. **Cncl. Miller** advised there will be a Redevelopment Committee meeting after the next regular council meeting where we will discuss a budget for the redevelopment committee this year in addition to the redevelopment projects that are priority items we will be pursuing. Also, discussion on cleaning up some of the language contained in the current tax abatement ordinance. Right now it doesn't read well, it is confusing to someone who wants to look at that ordinance. **Solicitor Cappelli** advised he would like to put together a memo on this so that council understands what you currently have on your books. He felt it should be made to more readable because it is confusing and he would like to clean it up. This matter will be scheduled for the March 7<sup>th</sup> Ordinance Committee Meeting.

**Cncl. Pres., DiLucia** noted the Business Administrator contacted him with respect to the fire house and police budgets. **Cncl. McIlvaine** is Chairman of that committee and upon his return he will be setting up a committee meeting on this. **Cncl. Pres., DiLucia** advised that he would not be prepared to call a budget committee meeting until he receives some specific information on some things that were reported on last month dealing with exposure for work that was done on abandoned properties that we may not get paid for. So, before we can put a budget together we will have to know our exposure on this matter. He was sure that Mr. Heydel would be getting that information to him promptly at which time we can talk on the budget.

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

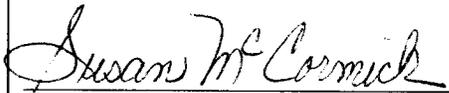
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H.) QUESTIONS REGARDING ORDINANCES SCHEDULED - None

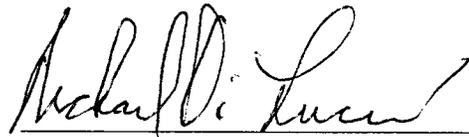
I.) ADJOURNMENT

With nothing further for discussion, Cncl. Miller made a motion to adjourn the Council Work Session of February 26, 2018. The motion was seconded by Cncl. Garbowski and was unanimously approved by all members of Council present.

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 February 26, 2018 and serves as only 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 3/26/18  
Date \_\_\_\_\_