

**MINUTES  
WORK SESSION MEETING  
TOWNSHIP OF MONROE  
AUGUST 27, 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. Garbowski** 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	Present	
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	Present	
Engineer, Kathryn Cornforth, ARH	Present	
Dir. of Finance, Karyn Paccione		Excused
Dir. of Public Safety, Jim Smart	Present	(Arrived 7:30PM)
Dir. of Public Works, Mike Calvello	Present	
Dir. of Comm. Dev/Code Enf. Rosemary Flaherty	Present	
Dir. of Parks & Rec, Jim Bonder	Present	
Deputy Mayor, Andy Potopchuk		Excused
Chief of Police, John McKeown	Present	
Municipal Clerk, Susan McCormick	Present	

**B.) MATTERS FOR DISCUSSION**

• **Playgrounds/Tot Lots**

**Director of Parks & Rec, Jim Bonder** referred to a report “2018 Playground Review” which was distributed to all. He explained there was an analysis performed by himself and the committee appointed from council on all the tot lots. On page 2 of the report there was a cost to repair or replace the tot lots/playgrounds, this consisted of the

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

location of each lot, cost of materials, labor time to repair or remove and weekly labor time figures to maintain. A work sheet was prepared for each facility which consisted of items such as: hardware items, borders, fencing, tree removal, signage, cameras, electrical, maintenance along with a cost estimate for each tot lot/playground as well as photos of each. This plan includes, for all intents and purposes, from a material end he believed we could improve and bring everything up to snuff for approximately \$20,000.00. Now, this would not include all the labor and the labor will be done mostly by us. Mr. Bonder noted what he would like to do is to meet with **Director of Public Works, Mike Calvello** to put a plan together to start attacking the playgrounds. He noted he would be bringing two (2) guys with him and if Mike could give me two (2) guys we can take care of the plan. This could be done over the next few months, start at the first playground, refurbish it, I will bring the hardware in and have it re-installed and bring it up to the quality we all want. Mr. Bonder then recommended that moving forward Parks & Rec will begin taking care of all hardware repairs, hardware maintenance and keeping everything up to date. If the road department can continue cutting the grass and weed-whacking he felt with the plan we can take care of everything and there should be no back lash like we had over the last few years. This will be labor intensive and it will be on-going, taking at least 4 months (*weather permitting*). **Cncl. Pres., DiLucia** posed a question to Mr. Calvello, on his ability to do this, do you have the manpower to do this? **Mr. Calvello** advised the manpower is tight, but being done in the fall there are not as many detention basins to keep up with. A man or two, more toward the fall weather season I can dedicate a day or so for work on the playgrounds. Again, he stressed in the fall season, not in the middle of summer as it is much too difficult at that time. **Mr. Bonder** then advised he had some quotes from outside contractors and used the Kimberly West facility as an example, there is a repair that needs to be done and it would cost approximately \$1,000.00 for an outside contractor to come in, saw cut and patch and repair the cracks on the tennis court. However, over at Newbury Farms there is a large patch that needs repair (*asphalt*). The cost to repair this would be approximately \$8500.00 and it is just about the same from an outside contractor. This is a big problem as it is a large bird-bath, at least a square so in some cases we may use some outside contractors on the asphalt only. **Cncl. Miller** noted when we originally discussed this there were concerns about maintenance and the time frame and the fact we have so many tot lots. He spoke of two lots (*East Woods, Mink Lane*) that are basically not even being utilized right now. We have the ability to scale back on two tot lots that are not being used and actually improve on the others. He felt in general it is either take them out or try and improve them. The middle ground on this is there are two not being used and are being removed and now hopefully we can spend more time on all the others we deemed to be salvageable. **Cncl. Pres., DiLucia** questioned if the committee looked into securing the lots in terms of vandalism? **Cncl. Miller** responded many things can be done, especially in the Newbury Farms tot lot, currently there is no visibility and Mr. Bonder's suggestion was to remove the bottom of the trees. That way if a police car is in the area they shine a light and would be able to see everything. There is a similar problem at the Ward Lane location, it is constantly being vandalized and part of that is due to not being able to even see behind the trees there. The goal being if all the foliage is being removed perhaps people will not vandalize as much as the tot lots are going to be more visible. He felt with these minor things being done you could control a lot of issues.

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

The only issue is the in Forest Hills because that is the one that is not necessarily visible, it is located behind people's homes. Perhaps we could place some type of camera at that location. **Cncl. Pres., DiLucia** spoke of a camera system where you place an app on your phone and you can actually look and move the cameras so you can have almost a 360 degree radius scanned, adding this type camera is relatively inexpensive. There would have to be a discussion with the Chief of Police on the possibility of having this installed on police department phones. There was continued discussion on the vandalism taking place, the locations where it is happening and some recommendations on how best to deal with securing these locations. **Cncl. Marino** questioned at the Forest Hills location did that include the old basketball court? Mr. Bonder noted the concrete there I would just clean up, it is there and actually it is better than grass as you don't have to cut it. **Cncl. Marino** requested some clarification with regard to Parks & Rec handling the hardware and on-going maintenance. **Mr. Bonder** responded inspections will be done monthly and if things need to be repaired or replaced we will take care of it and make sure it is on-going. **Cncl. Marino** then noted with Mr. Bonder taking care of that end of it and Public Works taking care of the grass and weeding, he questioned if we would bring on some additional summer help that could start in May instead of June to give these guys some additional resources. Mr. Bonder noted that is what we are doing now, public works and buildings and grounds are cutting the properties now and we are not going to change that. Parks & Rec does not do the cutting and the only thing I would like to see is that Mike talk to council about is the frequency. The grass gets high and that is what causes the complaints. It is a different world today, people expect entitlement and expect things to be nice and quite frankly they should be. If we are going to take care of this, let's do it right. **Cncl. Miller** noted these areas are considered parks and his question was why are we allocating more of our resources for public works to do it when they have other responsibilities and these are technically considered parks? He wanted to make sure we have the ability and manpower and the resources to be able to do it because I know all the work they must do day in and day out. The basins alone are a big task. This is kind of getting into whether this is the responsibility of Parks & Rec or of Public Works because some areas have basins. He requested some clarity on this. Mr. Bonder responded, Buildings and Grounds and the Road Department always cut the properties. He noted everyone was more than welcome to come to his office and he will show the man hours for the number of people we have, we couldn't do it. If we are going to take care of it and it comes under our department I want to do it right. I don't want the grass 12-15 inches high or weeds along the sidewalks. We must do it right if it is to come under our tutelage. **Cncl. Miller** noted we have done a phenomenal job of cutting and consolidating costs with a lot of retirements but I think at some point in time we have to have an honest conversation on manpower because we are getting larger so if we are to do this right we need to figure out if there is adequate manpower to continuously maintain the areas. He then noted the expansion of Owens Park which will require additional manpower, time and resources. **Cncl. Pres., DiLucia** thought we did not need to have that discussion immediately as Mr. Calvello noted he can get through the fall season. He felt we will have a better understanding of it as we go forward. When the budget is prepared for 2019 that will be part of the discussion as it relates to additional manpower or subcontract it. He then questioned Mr. Heydel if funds were available in the current budget.

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

Mr. Heydel responded no, however you could always take the money out of developer's funds but the more you deplete that the less you are going to have in order to support the property on Clayton Road. If we could wait until November he could look into possibly transferring funds. **Cncl. Pres., DiLucia** felt we could possibly start with just cleaning up the areas and the other discussion we can address during next year's budget process. **Mr. Bonder** then made a suggestion, explaining the budget for the tennis courts at Owens Park was \$60,000.00 going into 2018. Repairs were just done at a cost of \$1,600.00 and to do the coating it will cost another \$16,000.00, questioning if we could take some of these funds for playground repairs. Mr. Heydel explained he would have to contact Bond Counsel on this to see what the impact would be. Mr. Bonder then spoke on the access to electric power in the area of the playgrounds/tot lots. There was a brief discussion on the use of cameras and how best to install them, if a determination was made to install them. Mr. Bonder also spoke on signage and notification to the area residents especially in the East Woods and Mink Lane areas. Mr. Bonder also spoke with regard to the common area at the Pfeiffer Center and how there is approximately an acre or so that may be able to be utilized as a walking path if council wanted to move in that direction.

It was the consensus of council members to proceed with the recommendation which was to keep the ones (*tot lots*) that are salvageable and the ones not being utilized (*Mink Lane and East Woods*) that we remove them. **Cncl. Heffner** spoke on the recommendation that included taking away two parks. He noted he was in agreement to clean up the other tot lots but he was not going to vote for anything that eliminates two parks, it's either going to be all or none. He did not feel we could sit here and pick what development we are not going to take care of. In the meantime, if you want to clean them up, that's fine but I am not in favor of eliminating anything. **Cncl. Pres., DiLucia** advised after we are done cleaning up these areas, if the residents in those areas (*Mink Lane and East Woods*) feel they would like to have those two parks we can revisit this again. **Cncl. Marino** noted what he would like to see is signage placed at each park that is being removed, indicating what our intentions are. Mr. Bonder then noted that East Woods would be an easy fix if council decides to stay with it, at a cost of approximately \$500.00 to make repairs. Mink Lane is in such a condition that he felt the residents would like to get rid of it.

- **Township of Monroe**  
Solicitation, Curfew, License Restrictions & Fees

**Solicitor, Louis Cappelli** advised council on receiving a letter from a law firm in Dallas, Texas. After doing some research on the firm he explained what they do is to go around and sue municipalities for, what they view to be, constitutional violations on licensing and solicitation ordinances. They must monitor such ordinances nationally and his concern was with what is called a fee shifting case so if this organization did sue the township and it went to federal court and we did loose, we would be paying the legal fees for the plaintiff. Mr. Cappelli advised that we are doing our own internal analysis of the cases they have cited but we also asked them for some recommended changes which we have not yet received. When we do receive a response we will bring those back to the governing body to see if they are acceptable to change our ordinance and perhaps avert some litigation.

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

• **2090 Malaga Road, Block 9402, Lot 2**

**Solicitor Cappelli** explained this was a lot that previously was under some DEP clean up and there is a "No Further Action" letter on it. There is a neighbor who would like to purchase the 39.60 acres for \$39,600 (\$1,000.00 per acre). It was his understanding this is developable land and if we want to place this on the land sale list then we sell it at auction. That would be his recommendation, it is council's decision as to what they would like to do. Mr. Cappelli noted we are in the process of preparing a list of all the properties that could be subject to a public sale and this property could be added to the list. It was the consensus of council to include this property on the list for the township land sale.

• **Block 6601, Lot 1**

**Solicitor Cappelli** referred to a letter dated August 22, 2018 with regard to interest in purchasing the above referenced parcel (5.5 acres vacant land). **Mayor Teefy** questioned if this should be done at a public land sale or private land sale as they may be the only ones interested in this property. He noted the offer of \$300.00 is low but if they made an offer closer to the assessed value what would be the correct way to go. Mr. Cappelli believed this would have to go up for public auction as this is not an area in need of redevelopment.

**Cncl. Pres., DiLucia** spoke with regard to the Police Officers Contract scheduled for approval under **R:166-2018 Resolution Of The Township Council Of The Township Of Monroe Authorizing The Mayor To Execute Agreement Between The Township Of Monroe and Monroe Township Police Officers Association**. He advised the committee met on this and would recommend adoption. However, the attorney for the police officers association made a recommendation that language be included that the insurance could only be changed if it was substantially the same or better. That verbiage would be an amendment to the contract. Council received copies of the additional language.

**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 address council members, **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**

**Cncl. Miller** spoke with regard to Resolution **R:167-2018 Resolution Of The Township Council Of The Township Of Monroe Rescinding Resolution R:142-2018 Designating The Redevelopment Area As "Condemnation Redevelopment Area" (Route 322 & Tuckahoe Road)** scheduled for approval on the Regular Council meeting agenda.

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**D.) NEW BUSINESS (cont'd)**

Currently, there are two live resolutions dealing with the study of the preliminary investigation for condemnation and non-condemnation and based on the people that have contacted us and based on what we feel a resolution is being put forward to rescind the condemnation route, redevelopment. Therefore, we directed the Planning Board to conduct the study and what will happen is that the live resolution concerning eminent domain will no longer be applicable. It will be to conduct a study and determining if the area is in need of redevelopment pursuing non-condemnation. **Mayor Teefy** questioned if the redevelopment committee met with any of the residents in that area. **Cncl. Miller** noted he will be in attendance at the next meeting to address the resident's concerns, if they have any and if they would to talk with council. Furthermore, I spoke with Rosemary and advised her to give them my personal contact information and my email address so that they could contact me with their concerns. He went on to note there were several people he had responded to as well as meeting with representatives from Camp n Sun. Council has been fielding calls from concerned residents. **Cncl. Pres., DiLucia** noted, for the record, a planning board meeting has been scheduled for Thursday, September 20<sup>th</sup>. He encouraged anyone on council to attend this special meeting.

**E.) OLD BUSINESS - None**

**F.) COMMITTEE REPORTS - None**

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

**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 August 27, 2018. The motion was seconded by **Cncl. Garbowski** 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 August 27, 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 Am  
Approved as corrected \_\_\_\_\_

Date 9/24/18  
Date \_\_\_\_\_