

**MINUTES
WORK SESSION MEETING
TOWNSHIP OF MONROE
NOVEMBER 13, 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. Marino led the Assembly in the Salute to Our Flag.

ROLL CALL OF PUBLIC OFFICIALS

Cncl. Marvin Dilks		Excused
Cncl. Ronald Garbowski	Present	
Cncl. Bob Heffner	Present	
Cncl. Joe Marino	Present	
Cncl. Bart McIlvaine	Present	
Cncl. Cody Miller		Excused
Cncl. Pres., Rich DiLucia	Present	
Mayor, Daniel P. Teefy		Excused
Solicitor, Steve Boraske	Present	
Business Admin., Kevin Heydel	Present	
Engineer, Kathryn Cornforth, ARH	Present	
Dir. of Finance, Karyn Paccione		Excused
Dir. of Public Safety, Jim Smart	Present	(Arrived 7:08PM)
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	Present	
Chief of Police, John McKeown	Present	
Municipal Clerk, Susan McCormick	Present	

B.) MATTERS FOR DISCUSSION

Cncl. Pres., DiLucia noted there were “No Matters for Discussion” scheduled on the formal agenda. He then referred to the *“Engineer’s Report”* dated November 13, 2018 and requested an update on the dog park. Kathryn Cornforth, ARH advised that they received comments from Gloucester County SCD regarding three (3) minor items that have since been addressed and a resubmission was done on Friday of last week. The approval on this should be arriving shortly. Mrs. Cornforth explained that we still have to go to Gloucester County and our intention is to make sure we are submitted on or before the very beginning of December. Also, once we receive county approval the last item would be to submit everything to Green Acres then we should be good to go.

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B.) MATTERS FOR DISCUSSION (cont'd)

Cncl. Pres., DiLucia then spoke on the timeframe of the grant adding that Dave Cella, ARH had advised he was under the impression that as long as we start the project by June or July that we would be okay on that grant. Mrs. Cornforth indicated that is correct as she spoke with Bruce at Green Acres and he confirmed that. Cncl. Pres., DiLucia then noted he thought we pretty much directed the engineers to go with Concept #2 which was the least expensive option or closest to Green Acres funding. He noted the other option was \$1 million over and that absolutely was not doable. He then questioned if there was any possibility we could revisit and take a look at the other conceptual plan, perhaps at the next council meeting. Mrs. Cornforth indicated that could be done and one of the things we can do (*in the option being discussed*) as the way it is presented is just as a base bid we could put a couple of alternates on it and if we get good pricing hopefully we will be able to do more scope. Cncl. Pres., DiLucia noted he would like to take a look at the conceptual plan as it has been approximately four (4) years since he last saw it, he would like to take a look at it now and see whether that conforms to what he believes we are looking to do. Cncl. Marino requested PDF files of the plan be emailed. Mrs. Cornforth advised she could do that, she will be sending the entire plan.

C.) PUBLIC PORTION

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

D.) NEW BUSINESS - None

E.) OLD BUSINESS

Cncl. Marino referred to the contract for the Williamstown Fire Station adding that as of today Rodier has not received this. Business Administrator, Kevin Heydel advised he received a copy and he will send this to Rodier. Cncl. Marino noted he wanted to make sure the contract gets into his hands so he can review it, make any comments and get back to us.

Cncl. McIlvaine questioned Mr. Heydel on the dollar amount of \$100,000 that was budgeted for the installation of windows in town hall. Mr. Heydel responded, yes that was the correct amount. Cncl. McIlvaine questioned if we would be doing this anytime this year. Mr. Heydel noted we have to figure out who and how we will be able to do this. Cncl. McIlvaine noted he felt we need to start moving on something, start pushing some of these issues forward. He added he would like to see something done at the threshold where the carpets are coming up, this is not only unattractive but it is a safety issue. Cncl. Pres., DiLucia noted next year during the budget process we should take inventory of all the township buildings and identify what the needs are and start allocating some money towards addressing the issues.

