

**MINUTES
WORK SESSION MEETING
TOWNSHIP OF MONROE
DECEMBER 10, 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. McIlvaine** 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	Present	
Cncl. Cody Miller	Present	
Cncl. Pres., Rich DiLucia	Present	
Mayor, Daniel P. Teefy		Excused
Solicitor, Louis Cappelli	Present	
Business Admin., Kevin Heydel	Present	
Engineer, Kathryn Cornforth, ARH	Present	
Dir. of Finance, Karyn Paccione		Excused
Dir. of Public Safety, Jim Smart	Present	
Dir. of Public Works, Mike Calvello	Present	
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		Excused
Municipal Clerk, Susan McCormick	Present	

B.) MATTERS FOR DISCUSSION

Cncl. Pres., DiLucia spoke of an email he received that an offer had been made on a property located along the Black Horse Pike. He noted at the last meeting it had been agreed that no properties would be sold until next year as this would give us an opportunity to review all the township owned properties and get some determination on if there would be any buildable to the point where, if we are fortunate enough to get redevelopment here, that perhaps some of those properties could be useful for us to own and also place a reasonable value on them. He then requested that council members endorse that we not do anything until next year with the properties that we own. **Cncl. Garbowski** indicated he felt this matter should go before our Director of Real Estate for review, he felt we should

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B.) MATTERS FOR DISCUSSION (cont'd)

not move right away. It was the consensus of council members in attendance to hold off until next year on reviewing the properties.

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.

Director of Parks & Rec, Jim Bonder spoke to council with regard to a presentation he made at a previous meeting with regard to the needs at Owens Park for hockey along with basketball. He did a follow up and he spoke with ARH on this as well. He spoke of an Option 2 presentation he did some two weeks ago where we looked at a process at a cost of about \$350,000 that would meet everyone's needs. He advised he spoke with council president on this and he requested him to speak to the organizations involved to see what their contributions would be as money is tight. He added that one group had spoken several months ago indicating perhaps they would be donating a significant amount of money. Mr. Bonder met with both organizations and he was there to report there is no money/funds there. This is not a reflection on them, they do a wonderful job as do all our organizations. Quite frankly, as a 501C3 they are not allowed to accumulate money as a non-profit unless they have money dedicated for a project. **Cncl. Pres., DiLucia** questioned the three phases, with Phase 3 being the new rink. Does this mean that Phases 1 and 2 are not going to happen? Mr. Bonder responded that Phase 1 and 2 we were able to do combined, we did the repairs to the rink, the new roofs and the expansion on one area. These repairs amounted to approximately \$6,000 to \$7,000, explaining both the organizations and the township combined paid for the repairs. The big expense will be the new rink and if you look at their spread sheet it showed about a 30% participation on their end, 70% on our end. He felt this is not going to happen, they have a fund raiser coming up in hopes of raising \$8,000 to \$9,000 however those monies are put back into their organizations. Mr. Bonder did not want council to be misled that there is money out there and they will not be able to contribute.

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

D.) NEW BUSINESS - None

E.) OLD BUSINESS

Cncl. Miller spoke of problem at the substation with the heating in the engine bay and the second floor and questioned if those problems have been addressed. **Director of Public Works, Mike Calvello** reported the purchase order was signed and the contractor is in the process of ordering the heaters for the engine bay and work will be scheduled as soon as the heater comes in.

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F.) COMMITTEE REPORTS - None

G.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED

Cncl. Marino questioned Resolution *R:229-2018 Resolution Approving The Bill List For The Council Meeting Of December 10, 2018*. He noted the bill list back in November contained the stuff (*shrubs, pots, etc.*) that was done along Main Street. These charges made sense in November however December's bill list contained more charges. Mr. Heydel explained this was when the actual bills came in. **Cncl. Marino** noted the total charges amounted to approximately \$10,900 and questioned what account was used for payment. Mr. Heydel responded that he believed \$5,000 came out of the *Main Street* budget and the balance came out of Jim Bonder's *Summer Camp* account. **Cncl. Pres., DiLucia** questioned if that *Summer Camp* account was something we can use for Main Street. Mr. Heydel noted in technical terms it shouldn't be. **Cncl. Marino** questioned if the total amount should have come out of the Main Street budget because it was for Main Street, would that be the right path. Mr. Heydel noted it was for Main Street, correct. **Cncl. Marino** then questioned again it all should have come out of the *Main Street* budget, would that be the right mechanism for payment. Mr. Heydel responded, yes, that would be the right mechanism. **Cncl. Pres., DiLucia** questioned if they have depleted their budget. Mr. Heydel advised they have perhaps \$1,000 - \$2,000 left (*if he remembered correctly*) maybe \$942.00. **Cncl. Pres., DiLucia** noted out of \$20,000 they have approximately \$1,000 left and we have plants that are dying to show for it. He then noted contained within the bill list there was a considerable amount of money for the tree lighting ceremony and questioned where those monies came from. Mr. Heydel noted most of that came out of the *Parks and Recreation Events Budget*. **Cncl. Pres., DiLucia** questioned how much money was in that account. Mr. Heydel was not exactly sure if it was \$60,000 or \$69,000 however we raised a substantial amount, probably made about \$10,000 in 2018 off the prior years. **Cncl. Pres., DiLucia** then questioned if that would cover all the events like the Music Fest, Arts Festival, etc. Mr. Heydel noted yes as well as tree lighting, Easter, Fall Festival, etc. It was noted this does not include the Arts Festival that is separate and falls under the Main Street budget. **Cncl. Marino** then noted when the ordinances were being reviewed that the payments/checks for the Arts Festival were payable to Parks & Rec not back to their fund, he felt this to be confusing. Mr. Heydel explained what happens is that money is going into the *Main Street Trust Account* itself. **Cncl. Marino** questioned, Main Street has a trust account? Mr. Heydel responded the Arts Festival, yes they do. **Cncl. Marino** then noted so there is a Main Street Trust and a Main Street and a Parks & Rec. Mr. Heydel noted, yes there are two different (*inaudible*). **Jim Bonder** noted we don't see that money we just help them out. Mr. Heydel explained, what happens is the money goes over to the staff in Jim Bonder's department and they just make the deposit but they make the deposit to the *Arts Fest Main Street Trust Account*. **Cncl. Marino** questioned if the Main Street Trust Fund was depleted. Mr. Heydel noted no, there is actually money in there. **Cncl. Marino** questioned, wouldn't that have gone towards anything on Main Street (*shrubs, etc.*). Mr. Heydel noted it could have but that money is basically used to help fund the expenses associated with the Arts Festival itself but technically could it be used for Main Street, yes it could. **Cncl. Marino** noted so the revenue that comes in for the Arts Festival goes into that trust from year to year. Mr. Heydel responded, yes.

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G.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED (cont'd)

Cncl. Marino questioned, so they operate in the black on that event. **Cncl. Miller** added if someone wants to donate to that fund for sponsorships or what have you, it gives them that ability. Mr. Heydel noted we actually have two (2) separate accounts in trust for Main Street. One is for the Arts Festival and things associated with that, the other is for sponsorships such as the banner program. **Cncl. Marino** then questioned if the Main Street committee was the entity that handles the appropriation of that money. Mr. Heydel noted, yes. He added in just looking at this he thought there was \$5,700 in the *Main Street Trust Account* as a balance. He added that he hoped he was not confusing this with the Music Fest but he did not think so. **Cncl. Pres., DiLucia** noted he would suggest to whomever from the council is going to be assigned to the budget committee that they get a full accounting of all these *trust funds* because I had no idea that these funds existed and I have been on council for 10 years. We sat and allocated \$40,000 per year between Main Street and the Economic Development Commission and we didn't know there was money there. Now to hear, there was money there and we put more money in when there is money (*inaudible*). Quite honestly, to put those plants up there during the winter, I don't know what we did. I am not a Monday morning quarterback put to buy mums and place them in November he didn't feel they would last very long. **Director of Parks & Rec, Jim Bonder** then explained that was part of the plan. The whole concept was to kind of rejuvenate Main Street to get people involved. It wasn't just mums, we got hanging plants, planters and a lot of things that we will reap a benefit from over the next couple of years. I can't tell you how many compliments we have received over the past weeks. We knew they were going to die, nobody was being naive to that but people took notice and pride that they were out there. That was the whole concept of working along with Main Street and the committee. It wasn't just the mums, the plants, the barrels we got a lot of support on this and it would have cost us a lot of money if we didn't get the support from Home Depot on the planters and everything that went into it. This was all done as a kick start for moving into the spring. He added everything was taken down today and the baskets were cleaned and made ready for the springtime. Again, I hope everyone is starting to take some pride because if anybody knows me I shoot from the hip and Main Street has been an embarrassment for a long time and people are starting to wake up. We are getting ready to build a pergola because woke up and now want to be part of it. Hopefully, we can do this pergola for no money, it is all going to be donated by Home Depot and by our volunteers. Once the pergola is built we will be able to bring vendors in on weekends to wake up Main Street. We have passion and pride and he hoped no one looks at this and says, mums they die. That wasn't what this was all about, there was a lot of passion that went into this work and a lot of people took notice that we are changing Main Street and we are going to continue to change. He added he has been talking with people that are willing to come into Main Street with a serious restaurant, this would wake the town up if we are able to do it.

Cncl. Pres., DiLucia noted he sat here four years and I was one of the ones that were opposed to putting the kind of money that we did to redevelop Main Street. He felt this was the least possible place to bring business in and \$160,000 later, because over those four years we gave \$80,000 to the Economic Development Commission and \$80,000 to the Main Street Committee, all we have to show for it is mums. I don't have a problem with making Main Street look nice but I can tell you, and a lot of people share this with me

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if we are going to move forward and bring developers in here we are going to bring them in and try to convince them that the Black Horse Pike is the place for business.

This is for two reasons, one being there is more traffic along the Black Horse Pike and the other is it brings no tax revenue in order to bring businesses into Main Street because they are not new buildings, if it is a building being rented out they are paying the same tax they would if it was a business. If we are going to bring revenue into this town we have to bring brick and mortar in to go along the Black Horse Pike where there is ground so that hopefully we can get some builders to come in and build to house businesses. His concern was that the tax payers are stretched to the limit, they can't spend no more and they are at the breaking point. We have to make sure that every dollar we spend is to be spent wisely and within our ability to afford it. However, when I go down Main Street it looks nice and all but when I look at the bill list and see how much money we spent just this month it bothers me. It bothers me that we just rented a tent for \$4,000 and I could go on and on but next year with a new council coming in I am hoping that the direction of this town toward redevelopment goes to where we stand the best chance of getting more bang for our buck. **Cncl. Pres., DiLucia** noted there is nothing wrong with going along Main Street and trying to clean it up and make it look nice but as far putting all our energy into trying to bring developers in for Main Street, I don't see it happening. I could be wrong and only time will tell. He also spoke of another problem that being he has a problem when it comes to his attention that workers for the township are working on that (*Main Street*) when I asked approximately two months ago that the tot lots get cleaned up one in particular and it hasn't been done yet. I have been sitting patient but it bothers me when I get a call that we are hanging lights on private property, which is illegal by the way. We are not allowed to do work for private entities. Our crews that we are paying a hourly rate to we have them doing work that is not our responsibility and things that are our responsibility we are not doing. **Cncl. Pres., DiLucia** noted he did not have a problem with the mums, the issue is what is the money being spent for? Is it being spent prudently and is there any control over anything? I have a problem when I find out there are trust funds that I was not aware of, we are giving \$40,000 a year to two committees and they have their own money. There is something wrong here questioning if any other council member knew of these funds. I certainly was not aware of it. **Cncl. Marino** noted his issue was not so much about the Main Street issue however we are elected to be stewards of the tax payer dollars and with the Main Street Committee I see no oversight there as council does not appoint the members so if we don't appoint we have no oversight and we are giving them \$20,000-\$25,000 and he had no idea how those people were appointed to sit on the committee. **Cncl. Miller** advised it was an ad hoc committee and council gave them a budget for it. There are no appointments it is strictly voluntary. **Cncl. Marino** noted it is his understanding that many people have resigned from this committee and the new people that come in or just re-appointed by whomever is in charge. **Cncl. Miller** clarified that there are no appointments, the people are not appointed. **Cncl. Marino** again stressed his concern that there is \$25,000 out there that is with a club or a group of people that are getting together to meet and discuss how to spend money that, to me, is a problem. **Mr. Heydel** explained that trust fund money is what is collected from the fees that vendors pay for a specific space (*\$25.00 per space*). Because of the fact that they have a budget and

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because of the fact that council had approved an increase in that budget I have not touched those trust accounts. If I remember correctly, those trust accounts had to be passed via resolution. There was back and forth discussion on the number of trust accounts. **Cncl. Pres., DiLucia** noted he had posed a question to Mr. Heydel with regard to where the money was coming from to buy these things and he responded from a trust fund and I try to keep the trust fund at no less than \$75,000. Mr. Heydel noted that is the *Summer Camp Trust Fund*. **Cncl. Pres., DiLucia** then questioned again, did that money come out of the Summer Camp Trust Fund. Mr. Heydel explained some of the money came from that account in order to pay for the improvements on Main Street. **Cncl. Pres.**, questioned who approved that? Mr. Heydel noted that was, I would guess, Jim and the Mayor. I was not in any of the meetings concerning that. **Cncl. Pres., DiLucia** stressed next year when the budget committee sits down, and I will certainly sit with them as the Mayor, I will have some recommendations because I feel anytime there is money out there and Joe (*Cncl. Marino*) is right that we have an obligation to the tax payer to make sure this money is spent wisely. Mr. Heydel then advised that \$75,000 in the *Summer Camp Trust Fund* is profit from the camp from 2007 until current. He advised that balance is never going to be below \$75,000 because someday if the summer camp doesn't make it and we have expenses you want to have a bump in the funds there to be able to rely upon just in case your expenses outweigh your revenues. **Cncl. Pres., DiLucia** noted that with every trust fund there should a mechanism and oversight before anyone takes money and transposes it into an area that it was not dedicated for, questioning if that was correct. Mr. Heydel replied yes. **Cncl. Pres., DiLucia** then noted we should have a process that someone with the proper authority says either yes or no and it should come back to this governing body when it is done. The point is if there is a trust fund that is allocated to do a certain thing and there is a variance from that, this board should know about it. **Mr. Heydel** noted that he agreed with that but in technical terms, and don't take this the wrong way, trust accounts fall under the purview of the mayor and administration, it does not fall under the purview of council because the funds that are generated to go into such accounts are not tax dollars. **Cncl. Pres., DiLucia** added when you have money that this being used by a committee and that committee also gets subsidized with a budget the governing body has an absolute right and obligation to know that. For me to sit here for ten years and not know that, it's my fault but no one ever reported this and I was never aware of it. Certainly, as Chairman of the Budget Committee for several years that \$160,000 that was doled out of tax payer's money would have had a bearing on knowing there was money there to be used, they weren't depleted and they were growing. He voiced several concerns on the way this was handled.

Director of Parks & Rec, Jim Bonder then responded with regard to the tent issue. He noted you need to be out there to appreciate what that event is, we have outgrown the Pfeiffer Center that is why the \$5,000 tent was there. We were so far over the number of the Fire Marshal code we had to, over the past five years we have grown to a larger tent because of the number that attend the event. If we did not have the larger tent we would have to turn people away. Can you imagine what it would be like if are turning people away, does anyone want to take that responsibility. When you go with a tent that large it necessitates heaters, etc. Mr. Bonder added he was not happy that we had to spend

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\$5,000 but that is what it takes to put that event on. You can't make a judgment unless you come out to the event to see, you can't make that judgement sitting in this office. **Cncl. Pres., DiLucia** spoke of other options to do what most tree lightings are, that is to be out in the open on a baseball field or in front of a town hall. **Mr. Bonder** noted that couldn't be done, this is a tradition I inherited and they sit with Santa for two and a half hours, there is arts and crafts, story time, balloon making, etc. You have to see the volunteers, these people put passion and energy into making Monroe great for one night and we are sitting here complaining. This is a wonderful event. **Cncl. Pres., DiLucia** noted no one is debating this but there are some smart things to do and then some not so smart things to do. For instance, the Music Fest when everyone said it was going to pour rain, that there would be torrential downpours and winds we went ahead with the event. There was some discussion back and forth with several people speaking. **Cncl. Miller** then noted in the New Year I think what everyone needs to do is based on the information that has been received, that we reassess this matter along with the money that has recently been spent. **Mr. Bonder** spoke on the number of emails he has sent and do you know how many responses from council I have received in the last year, probably 3 of about 20 emails. The emails advise what is going on and some of the problems we had or if he required some help. Now, we are sitting in a meeting and we are calling Parks & Rec to task. We bust our humps every, single day and this is absolutely a shame. No one wants to stand up, everyone wants to bury their head in the sand and not one of you stood up for Parks & Rec this evening. Again, he stressed that he sent correspondence out saying, please if anybody is unhappy please call me, I will set up a meeting and be happy to share with you what we did and why we did it. We are trying to help the town and received no replies to his request, not one person. **Cncl. Pres., DiLucia** noted the reason he did not reply is exactly because of what is going on now. Because every time someone questions you, you take it personally. **Mr. Bonder** responded he does take it personal because we work very hard and not one phone call from you. **Cncl. Pres., DiLucia** noted he received phone calls from residents asking me to stop you (*Bonder*) from putting lights on private properties. I did not do that because there was a call put into the Mayor to stop it. **Mr. Bonder** noted that he did stop it, almost immediately, again communication. **Cncl. Pres., DiLucia** added that **Mr. Bonder** should have had his crew do the tot lots if they were not doing the lights. He continued and said my problem is that if I ask you to do one thing because the residents of this town are suffering as a result of it you ignore it because it is not something (*inaudible*). **Mr. Bonder** then spoke saying he has spoken with **Mr. DiLucia** one time in ten years. **Cncl. Pres., DiLucia** noted no you spoke to me twice, once after an email (*many people speaking at one*). **Mr. Bonder** then said and you are going to be running the town, this is sad. **Cncl. Pres., DiLucia** noted he did not have to listen to this. **Mr. Bonder** then responded, and neither do I because I work hard every single day 24 hours available and you are making it sound like we misrepresent funds instead of being happy that you have a crew that takes a lot of passion and lot of pride towards their work. **Cncl. Pres., DiLucia** noted he was not directing this toward the crew, you are the Director and I don't think it is being directed right. **Mr. Bonder** responded then call me and I will try to share with you what we do. **Cncl. Pres., DiLucia** noted he certainly will. **Mr. Bonder** then spoke with regard to the playgrounds and noted when he came to council some two months ago with his concerns about Main Street and he questioned on how best to make a presentation.

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It was noted that his concerns should be shared with the mayor. He did this and the mayor directed him to Ernie Carbone and we put a plan together to help make Main Street better. We didn't do anything more than that. We shared the information with all of council and we had 65 people come out to volunteer. We had no one from council, no email response from council, no phone calls from council giving support.

Cncl. Marino then noted this started with the bill list, with me questioning something from the bill list that had nothing to do with your work. He felt his guys do a great job but it had nothing to do with that, it had to do with the oversight of the Main Street Committee with the dollars. Council has not been able to be involved with that committee (*Main Street Committee*) and what they do and they are using dollars. **Mr. Bonder** indicated that he went to Kevin and said Ernie (*Carbone*) is willing to put X amount of dollars out and this is what the costs will be, I would like to donate money from the Summer Camp fund. I was told I could do it. He then spoke on the camp fund and how it originated adding the \$75,000 plus that is in the fund, emphasizing that \$25,000 of that comes out for his salary. I don't know any other employee where money that they raised is used toward their salary. **Cncl. Miller** noted no one was talking on this, it was strictly a question on the money. **Mr. Bonder** noted we are very frugal, then went on to speak on the Owens Park project that was started some 12 years ago. **Cncl. Miller** again noted no one is questioning that all that is being questioned are the dollars spent on Main Street from that fund; that was it. Discussion continued. **Cncl. Pres., DiLucia** noted the last time he questioned **Mr. Bonder**, he was told by the mayor that he supervised you and I have honored that. People approached me to come to you and I said, no I will not, that is up to the mayor to do whatever. So, now you did some things and you found out that it was not right such as hanging lights on people's private property is against the law. **Mr. Bonder** responded that he would have shared what we were trying to do. **Cncl. Pres., DiLucia** added I would have been glad to talk with you except that every time I do this happens. **Mr. Bonder** again noted that he spoke with **Cncl. Pres., DiLucia** only one time in ten years.

Jack Luby then noted that he started the tree lighting ceremony during his term as mayor, and since then it has grown by monumental proportions. He suggested that it may be more appropriate to talk on matters like this in closed session (*just his suggestion*). He then distributed to council members an OPRA request concerning the entranceway to Forest Hills. **Solicitor Cappelli** then questioned **Mr. Luby** on the OPRA request and advised the request would be submitted to the Clerk as there is a process that must be followed. **Mr. Luby** wished to make this a public record, which he felt he was allowed to do. He then advised that somebody screwed up on this and there is nothing in here (*prior information received*) that suggests there was any money spent or allocated on that entrance to Forest Hills. I have spoken with people that say that may have cost some \$50,000 - \$100,000 and I would like a response and even though **Mr. Teefy** is not here I am still going to hold him responsible and I would like to make it very clear that I intend to take this to the attorney general office if I do not receive a proper response.

H.) QUESTIONS REGARDING ORDINANCES SCHEDULED – None

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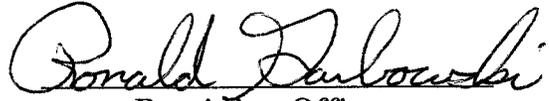
I.) ADJOURNMENT

With nothing further for discussion, **Cncl. Miller** made a motion to adjourn the Council Work Session of December 10, 2018. The motion was seconded by **Cncl. Dilks** 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 10, 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 asc
Approved as corrected _____

Date 1/14/19
Date _____