

**MINUTES
REGULAR COUNCIL MEETING
TOWNSHIP OF MONROE
JANUARY 14, 2019**

A.) OPENING CEREMONIES

CALL TO ORDER

The Regular Council Meeting of the Township of Monroe was called to order at approximately 8:00PM by **Cncl. Pres., Ronald Garbowski** 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 (*N.J.S.A. 10:4-6 thru 10:4-21*). Notices were placed in the official publications for the Township of Monroe (i.e.: South Jersey Times, Courier Post and The Sentinel of Gloucester County). A copy of that notice is posted on the bulletin board at the Municipal Complex and on the Monroe Township website.

Cncl. Pres., Garbowski 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 THE FLAG

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

ROLL CALL OF PUBLIC OFFICIALS

Cncl. Marvin Dilks	Present
Cncl. Katherine Falcone	Present
Cncl. Joseph Marino	Present
Cncl. Patrick O'Reilly	Present
Cncl. Gregory Wolfe	Present
Cncl. Pres. Ronald Garbowski	Present

Mayor Richard DiLucia	Present
Solicitor, John Trimble	Present
Business Administrator, Jill McCrea	Present
Engineer, Kathryn Cornforth	Present
Dir. of Code Enf./Comm. Dev., Ralph Manfredi	Present
Dir. of Community Affairs, Brandee Derieux	Present
Dir. of Finance, Karyn Paccione	Present
Dir. of Parks & Recreation, Terrance Bannister	Present
Dir. of Public Safety, Joseph Kurz	Present
Dir. of Public Works, Nicholas Mercado	Present
Police Chief John McKeown	Present
Municipal Clerk, Aileen Chiselko	Present

APPROVAL OF MINUTES

Cncl. Marino made a motion to approve the minutes as submitted of the Council Work Session of December 10, 2018 and Regular Council Meeting of December 10, 2018. The motion was seconded by **Cncl. Falcone** and approved by members of Council with the exception of **Cncl. Falcone**, **Cncl. O'Reilly** and **Cncl. Wolfe** who abstained from voting as they did not serve on Council for the December 10, 2018 meeting.

B.) CORRESPONDENCE

• **Limousine Licenses**

Cncl. Dilks made a motion to approve Limousine Licenses for **A Buckingham Limo, LLC** and **Cross Keys Coach, LLC**. The motion was seconded by **Cncl. Marino** and unanimously approved by all members of Council.

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C.) RESOLUTIONS SCHEDULED – PUBLIC PORTION

Cncl. Wolfe made a motion to open Resolutions Scheduled Public Portion. The motion was seconded by **Cncl. Marino** and unanimously approved by all members of Council. With no one wishing to speak, **Cncl. Marino** made a motion to close Resolutions Scheduled Public Portion. The motion was seconded **Cncl. O'Reilly** and unanimously approved by all members of Council.

R:35-2019 Resolution Awarding A Contract For Professional Services To The Municipal Engineer For Landfill Compliance Monitoring For The Township Of Monroe, County Of Gloucester, State Of New Jersey For The Year 2019

Cncl. Dilks made a motion to approve Resolution R:35-2019. The motion was seconded by **Cncl. Marino** and unanimously approved by all members of Council.

R:36-2019 Resolution Of The Township Council Of The Township Of Monroe Authorizing A Lien Be Placed On Various Properties For Failure To Comply With Chapter 295 Of The Code Of The Township Of Monroe

Cncl. Wolfe made a motion to approve Resolution R:36-2019. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council.

R:37-2019 Resolution Of The Township Of Monroe, County Of Gloucester Changing The Petty Cash Fund Custodian For The "Township Clerk's Office"

Cncl. Falcone made a motion to approve Resolution R:37-2019. The motion was seconded by **Cncl. Wolfe** and unanimously approved by all members of Council.

R:38-2019 Resolution To Establish A Petty Cash Account For The Township Of Monroe In Gloucester County For The Year 2019 "Various Departments"

Cncl. Marino made a motion to approve Resolution R:38-2019. The motion was seconded by **Cncl. Wolfe** and unanimously approved by all members of Council.

R:39-2019 Resolution Adjusting Township Of Monroe Tax Records

Cncl. Dilks made a motion to approve Resolution R:39-2019. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council.

R:40-2019 Resolution Approving The Bill List And Paid List For The Council Meeting Of January 14, 2019

Cncl. Falcone made a motion to approve Resolution R:40-2019. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council.

R:41-2019 Resolution Appointing Safety Coordinator For The Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund

Cncl. Wolfe made a motion to approve Resolution R:41-2019. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council.

R:42-2019 Resolution Appointing Fund Commissioner For The Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund

Cncl. Wolfe made a motion to approve Resolution R:42-2019. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council.

R:43-2019 Resolution Awarding A Contract For Professional Services To A Municipal Bond Counsel For The Township Of Monroe For The Year 2019

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

Cncl. Marino made a motion to approve Resolution R:43-2019. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council.

R:44-2019 Resolution Authorizing The Township Of Monroe To Release Of The Performance Guarantee Of Paparone Homes Of New Jersey, Inc. Regarding Carriage Glen, Section 6, Subdivision #1696

Cncl. Falcone made a motion to approve Resolution R:44-2019. The motion was seconded by **Cncl. Wolfe** and unanimously approved by all members of Council.

R:45-2019 Resolution Authorizing The Township Of Monroe To Award The Bid Submission For The Construction Of The Owens Park Irrigation Well To A.C. Schultes, Inc. And Authorization To Enter Into A Contract

Cncl. Dilks made a motion to approve Resolution R:45-2019. The motion was seconded by **Cncl. Wolfe** and unanimously approved by all members of Council.

R:46-2019 Resolution Appointing Alternate #1 Member To The Monroe Township Economic Development Commission

Cncl. Falcone made a motion to open nominations. The motion was seconded by **Cncl. Marino** and unanimously approved by all members of Council.

Cncl. Falcone nominated **Shannon Morgan-Leonen** as Alternate #1 Member of the Economic Development Commission. The nomination was seconded by **Cncl. Pres., Garbowski**. No other nominations were made.

Cncl. Marino made a motion to close nominations. The motion was seconded by **Cncl. Dilks** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE – R:46-2019 NOMINATION OF
SHANNON MORGAN-LEONEN
AS ALTERNATE #1 MEMBER TO THE MONROE TOWNSHIP ECONOMIC
DEVELOPMENT COMMISSION – ALL AYES**

R:47-2019 Resolution Of The Township Council Of The Township Of Monroe Authorizing The Township Of Monroe To Enter Into A Contract With Triad Advisory Services, Inc. For Affordable Housing Administrative Agent Services For The Township Of Monroe, County Of Gloucester

Cncl. Marino made a motion to approve Resolution R:47-2019. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council.

R:48-2019 Resolution Authorizing The Execution Of A Contract With Brown & Connery, LLP As Special Labor Counsel For The Township Of Monroe For The Year 2019

Cncl. Falcone made a motion to approve Resolution R:48-2019. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council.

R:49-2019 Resolution Of The Township Council Of The Township Of Monroe Appointing Emergency Management Coordinator

Cncl. Wolfe made a motion to approve Resolution R:49-2019. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council.

R:50-2019 Resolution Authorizing Closed Executive Session Of The Township Council Of The Township Of Monroe To Discuss *Personnel Matter – Chief Financial Officer Position*

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C.) RESOLUTIONS SCHEDULED – PUBLIC PORTION (cont'd)

Cncl. Marino made a motion to approve Resolution R:50-2019. The motion was seconded by **Cncl. Wolfe** and unanimously approved by all members of Council.

D.) ORDINANCES

Cncl. Pres., Garbowski turned this portion of the meeting over to **Ordinance Committee Chairman, Cncl. Marino**.

O:02-2019 An Ordinance Fixing And Establishing The Salaries And Compensation Of The Officers And Employees Of The Township Of Monroe, In The County Of Gloucester, State Of New Jersey (**First Reading & Publication**)

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.

Business Administrator, Jill McCrea spoke regarding several amendments that were discussed at the Work Session Meeting. She explained the Chief Financial Officer position should indicate Chief Financial Officer/QPA, as this should be a combined position. With regards to the Director of Community Affairs, the range that was listed was different from some of the other directors, as that was copied and pasted from last year, this will be deleted along with the \$6,000 that will now be in the column where the others are. In addition, the Parks and Recreation Director will be added, that position had been vacant for some time. There is also a typo in the Deputy Chief of Police salary range, it shows an extra "1" and that will be edited to reflect the appropriate amount. **Mayor Richard DiLucia** stated, with regards to the Police Officers, the range identifies as Police Officer/Detective, this would have to be listed separately as Police Officer and Detective. Police Officers are under the collective bargaining agreement and are identified, he believes, at a starting rate of approximately \$39,000.00. He said, there was a rush to have this Ordinance ready for First Reading for this meeting and he stated that all of the amendments will be made before the Second Reading. **Cncl. Wolfe** said that the Detectives should be a stipend and it would be the same as the Patrol Officers. Ms. McCrea added, in Section 2, all of the contractual positions were listed with the ranges; however, some of the ranges were not consistent with the contract. The Human Resource Director went through the list to make sure that every position in the contract is listed and any positions that were not in the contract were taken out. Ms. McCrea said the language was used that these are covered under the Collective Bargaining Agreement and said we can either leave all of them in or we can leave them out, they do not have to be in the Salary Ordinance. **Cncl. Marino** asked if the Collective Bargaining Agreement supersedes the Salary Ordinance, to which Ms. McCrea confirmed. She stated the reason she presented it this way was because she did not want to just come in and make big changes and this way, there are no inconsistencies with the agreement and it can be listed in the Ordinance referencing the agreement or it can be taken out altogether. Mayor DiLucia clarified that the Collective Bargaining Agreement has rates for every job and the only difference is that they do not have ranges, they have longevity increases from year 1 to year 5. However, they found that there are a number of people, because of the length of time that they have worked here, for whatever reason, are above the contractual rates, which he calls "red circling". He went on to clarify, so that no one gets nervous, this would not be a cut, some people make more than what is identified in the Collective Bargaining Agreement. He said, for easier understanding, the Collective Bargaining Agreement prevails for all new employees and anyone that is above the collective bargaining rate is a "red circle grade". For example, he ran across a job during the review where a Secretary/Clerk 2 is making above a Secretary/Clerk 3 rate in her pay, but the contract has her as a Secretary/Clerk 2. Mayor DiLucia said, rather than cut anyone, they have been "red circled" and it will go forward. Ms. McCrea stated that the contracts are available for public inspection.

Cncl. Wolfe made a motion to approve Ordinance O:02-2019 (with amendments as previously noted) for First Reading and Publication. The motion was seconded by **Cncl. Dilks** and unanimously approved by all members of Council.

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E.) REPORTS AND OTHER MATTERS

Cncl. Falcone announced that January 22, 2019 will be the Economic Development Commission Reorganization Meeting, after that time, she will have more to report.

Cncl. Marino reported that he attended the School Board Reorganization Meeting and there are a few changes; Fred Powell is President of the School Board and Jeff Simpler is Vice-President.

Cncl. O'Reilly reported that he attended the Open Space Committee Reorganization Meeting last week, there are some member vacancies as well as a couple of Alternate member vacancies, if anyone wishes to get involved. He is really looking forward to what they are going to be doing this year, because they have a lot of great ideas and they are working with the County on a lot of financial opportunities for grants.

Cncl. Wolfe reported that he attended the Parks and Recreation Meeting Commission on January 9, 2019. He congratulated Donna Park on being elected Chairperson and Brent Salvadori on being elected Vice-Chairperson.

Mayor DiLucia reported that he attended the Planning Board Reorganization Meeting; Andy Schwaiger was elected Chairperson and Obie O'Brien was elected Vice-Chairperson. Mayor DiLucia thanked Mike Calvello and Nick Mercado for the excellent job removing the snow for the residents of this town. As he has previously said, we are going to get a lot more cooperation with snow removal and we did, as the MUA assisted Public Works with the snow removal. He believes that we had about 15 vehicles out moving snow and he only received one complaint saying that we missed one street. Mayor DiLucia said a great job was done by everyone and hopefully we will not get any more snow, but with his luck, it will snow tomorrow.

Business Administrator, Jill McCrea had nothing specific to report, other than she has been getting acclimated for the past week. She thanked everyone for making her feel very welcome and she hopes to be an asset. She stated that they have accomplished a lot in the past week.

Director of Code Enforcement/Community Development, Ralph Manfredi stated that they are making their transition in Code Enforcement. Rosemary, Tara and Dan have been a big help showing him around the office with the "do's and don'ts". He is making some changes and it is going alright, it will take a little time, but they will get there.

Director of Community Affairs, Brandee Derieux stated that she is scheduled to take a tour of Glassboro's Community Office where they take care of their senior citizens. She would like to see if she can implement some of their programs, as they have a very extensive seniors program. Also, she has three different cleaning companies coming out to give quotes to get the Pfeiffer Community Center cleaned and detailed.

Director of Public Works, Nicholas Mercado thanked everyone for their kind words and inspiration, they are very much appreciated. He said, Mike Calvello did a great job with the crew, they have isolated some problem spots and they will try and get better the next time around. They used 150 tons of salt, which they have already put on order to replace. Hopefully, the next snow storm will not be for a while.

Cncl. Pres., Garbowski welcomed everyone and said he can see that everyone is working very hard and moving very quickly. He feels that we are going to accomplish quite a bit this year. He thanked everyone for all of their hard work.

F.) GENERAL PUBLIC DISCUSSION

Cncl. Marino made a motion to open the General Public Discussion. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council.

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F.) GENERAL PUBLIC DISCUSSION (cont'd)

With no one wishing to speak, **Cncl. Dilks** made a motion to close the General Public Discussion. The motion was seconded by **Cncl. Dilks** and unanimously approved by all members of Council.

Solicitor Trimble advised that Council will be going into Closed Session to discuss a personnel matter and there will be no action taken on it.

CLOSED EXECUTIVE SESSION

Solicitor Trimble advised that Council just concluded a Closed Executive Session discussing the CFO Position and a potential candidate for that position. There was no action taken.

G.) ADJOURNMENT

With nothing further to discuss **Cncl. Wolfe** made a motion to adjourn the Regular Council Meeting of January 14, 2019. The motion was seconded by **Cncl. Dilks** and unanimously approved by all members of Council.

Respectfully submitted,



Aileen Chiselko, RMC
Township Clerk



Presiding Officer

These minutes were prepared from excerpts of the recorded proceedings, as well as hand-written notes taken, of the Regular Council Meeting of January 14, 2019 and serve only as a synopsis of the proceedings. The official recording may be heard in the Office of the Township Clerk upon proper notification, pursuant to the Open Public Records Act.

Approved as submitted *asc*
Approved as corrected _____

Date *2/25/19*
Date _____