

**MINUTES  
WORK SESSION MEETING  
TOWNSHIP OF MONROE  
JANUARY 14, 2019**

**A.) OPENING CEREMONIES**

**CALL TO ORDER**

The Work Session Meeting of the Township of Monroe was called to order at approximately 7:00PM by **Cncl. Pres., Ronald Garbowski** 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 (*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 has been posted on the bulletin board at the Municipal Complex and on the Monroe Township website.

**SALUTE TO OUR FLAG**

**Cncl. Falcone** led the Assembly in the Pledge of Allegiance to Our Flag.

**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		Excused
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	

**B.) MATTERS FOR DISCUSSION**

• **Closing of the Monroe Township Landfill**

**Engineer, Kathryn Cornforth** was in attendance to report on the closing of the Monroe Township Landfill. According to the NJDEP from a paperwork standpoint, the landfill was not properly closed back in the 1980's when the Township stopped disposal of trash at the landfill site. In 2016, Monroe Township made it to the top of the NJDEP's list in terms of getting the landfill closed. Adams, Rehmann & Heggan was contracted in 2017 to obtain a closure permit along with all other permits

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

necessary to close the landfill, which have been obtained, simultaneously due to the costs to perform the closure activities. For example, some of the cap where there has been settlement needs to be adjusted, the slide slope with tree growth needs to be removed, along with other related site work. To help offset the costs, ARH has started pursuing a grant through HSDRF to designate the property redevelopment and obtain a solar purveyor. The grant will provide 75% grant monies with a 25% Township match. Mrs. Cornforth confirmed that they have all of the closure permits in hand and they are going through the process of obtaining the grant, with the last step being the redevelopment process. On February 14, 2019, there will be a public hearing with the Planning Board. ARH will make their presentation of the area that is in need of redevelopment and are hopeful that the Planning Board will approve their presentation. After approval from the Planning Board, it will come back to the Council to be accepted and then ARH will be able to do the actual redevelopment plan. They hope to have everything approved in April/May so that it can go out to RFP to have a solar purveyor on site by June. Once that is in place, they will go back to the funding source for distribution of funds and the landfill can be properly closed. At the end of the day, we will have a solar facility that will help generate income for the Township.

**Engineer, Kathryn Cornforth** also spoke in reference to Route 322 & Fries Mill Road. She reported in June of 2018, the most recent submission has been made to the NJDOT by the design engineer. The NJDOT issued a review letter that indicated a number of comments that needed to be addressed, which ARH just received this past week. At this point, they need to get the comments addressed from the design engineer to keep the project moving forward as everyone would like to see this intersection improved.

**C.) PUBLIC PORTION**

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

**Open Space Advisory Committee Chariman, Len Fritz** approached Council to ensure that they had all received the list of recommendations for the year 2019 and ask if they had any questions. He explained that while reading the Williamstown Sun Newspaper, he read an article that stated the Township is having some issues with trash collection and that the recycling is getting kicked back, due to contamination. He questioned how people in town are being made aware of this situation as he does not believe that everyone receives the Williamstown Sun Newspaper. He feels that something should be done to inform the whole town. Mr. Fritz suggested having a bulk rate mailing be sent out to the entire town to ensure everyone received the information. **Mayor DiLucia** said he appreciated the suggestion of a mailer and he will find out what the cost would be, should they go that route. He stated that we can also utilize the Township website and Facebook page to help spread the word. **Business Administrator, Jill McCrea** suggested, if we choose the bulk mailing option, we could possibly use the Recycling Trust to pay the cost of advertising. She will research the available funds in the account. **Cncl. Marino** advised Mr. Fritz that at the February 6, 2019 Ordinance Committee Meeting, the Open Space recommendations and Ordinance changes will be discussed, which has been distributed to Council for review.

**Sherrie Kennedy, 375 Bryn Mawr Drive** addressed Council regarding the Salary Ordinance that is on the agenda to be voted on. She did not see the Parks & Recreation Director on the Ordinance, it only listed the Community Affairs Director. **Business Administrator, Jill McCrea** stated, she had

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**C.) PUBLIC PORTION (cont'd)**

simply cut and paste from the previous Salary Ordinance and that she would make any and all changes prior to it being scheduled for Second Reading. **Mayor DiLucia** stated that the Parks & Recreation Director position had been vacant for a long period of time, however, it is a department and this is the first time that we have had an official Parks & Recreation Director. He said previously, the Parks & Recreation person had put "Director" on their business cards, but was never formally appointed "Director of Parks & Recreation". He confirmed, from this point forward it will be two separate departments, which will be Parks & Recreation and Community Affairs. Ms. Kennedy stated, her concern, since it was being voted on at this Council Meeting, she felt that it should be listed. Ms. McCrea confirmed that since it is scheduled for First Reading, it only has to be listed by title, however, she wanted to have the full document available and she will make the changes prior to the Second Reading.

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

**D.) NEW BUSINESS - None**

**E.) OLD BUSINESS**

**Cncl. Falcone** asked for an update from Engineer, Kathryn Cornforth regarding the Dog Park. **Kathryn Cornforth** advised, the last piece that is needed before they can seek authorization from Green Acres is approval from the Gloucester County Planning Board. The submission for approval was made last month and today she received the Gloucester County Planning Board's comments in the mail. She said, the bulk of their comments related to us asking for a waiver from having to do the widening along the main road frontage due to the environmental impact, we have wetlands and or a wetlands buffer for almost half of the frontage. The County came back and said that they want the widening roughly 200 feet on either side of the driveway, so we need to revise our plans to show the widening along the road and make a resubmission.

**F.) COMMITTEE REPORTS**

**Cncl. Marino** stated, that he would like to combine the Telecommunication Committee and the Solar Committee into one joint committee and rename it the Technology Committee. He asked **Cncl. Pres., Garbowski** for his approval, which was given. **Cncl. Marino** suggested the Committee members consist of himself, **Cncl. Pres., Garbowski** and **Cncl. O'Reilly**. **Cncl. O'Reilly** agreed to chair the Committee. **Cncl. Marino** said the Telecommunication Committee met with Crown Castle last year. Once the Solicitor has the chance to review all of their contracts and communications from Crown Castle, they will set up a meeting with the Committee and the Solicitor to discuss projects going forward.

**Mayor DiLucia** thanked everyone that was responsible for the snow removal this past weekend. He said, he knew when he was sworn-in that it was going to snow, and it did. He pointed out that the Public Works Department had about 12 or 13 vehicles moving snow and ice, and the MUA had 4 or 5 vehicles moving snow. He stated that he only had one complaint that morning from the whole town that a street was missed. He said, when you are talking about 38 square miles and only one street was missed, he feels that is pretty good. **Mayor DiLucia** thanked everyone for their efforts.

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G.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED – None

H.) QUESTIONS REGARDING ORDINANCES SCHEDULED – None

I.) ADJOURNMENT

With nothing further for discussion, **Cncl. Marino** made a motion to adjourn the Council Work Session of January 14, 2019. The motion was seconded by **Cncl. Falcone** and was unanimously approved by all members of Council.

Respectfully submitted,

  
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Aileen Chiselko, RMC  
Municipal Clerk

  
\_\_\_\_\_  
Presiding Officer

*These minutes were prepared from excerpts of the recorded proceedings, as well as hand-written notes taken, of the Council Work Session 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 \_\_\_\_\_