

**MINUTES
WORK SESSION MEETING
TOWNSHIP OF MONROE
JANUARY 28, 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 THE FLAG

Cncl. Pres. Ronald Garbowski led the Assembly in the Pledge of Allegiance to the Flag.

ROLL CALL OF PUBLIC OFFICIALS

Cncl. Marvin Dilks	Excused
Cncl. Katherine Falcone	Excused
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 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

• **Council Vacancy – Ward 2**

Cncl. Pres. Garbowski spoke in regards to the vacant Ward 2 Council Seat. He mentioned the letter that Council received from the Monroe Township Democratic Executive Committee, which was in reference to two candidates who applied. He advised Council that the applicants were interviewed by the Committee and rated in accordance with a set of questions.

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B.) MATTERS FOR DISCUSSION (cont'd)

Cncl. Pres. Garbowski introduced the two candidates, who were in attendance, and invited them to speak and allow Council to ask any questions they may have.

Candidate Cody Miller introduced himself and offered his background as a Councilperson who served with the Monroe Township Council the past four years. He said, he has had the pleasure of working with some of the members that are currently seated on Council. He said that Council was able to do a lot of positive things, such as zero percent tax increase for the last two years, working with and implementing programs with the Municipal Alliance Commission and also working with the Redevelopment Committee to try and entice commercial businesses to the Township. Mr. Miller said that his family has lived in Monroe Township for over one hundred years, he has gone through the school district and graduated from Rutgers with a Master's Degree in Public Administration. He has served on the Municipal Alliance Commission, Parks and Recreation Commission and he has served as a trustee at Rowan College of Gloucester County. He said, his life is the public sector and he looks forward to the opportunity to be able to serve the residents again. He said, this is his home and his heart has always been with the Township and if he is selected to fill the vacancy, he will work harder than anyone in the room. Mr. Miller thanked everyone for the opportunity to hopefully serve the residents once again.

Candidate Christine Gorham introduced herself. She said that she is not familiar with all of Council, but she appreciates the opportunity to speak with them. She has lived in Williamstown for over twenty years and her daughter went through the school system with nothing but positive experiences. She said that they love and take advantage of all of the amenities that are offered in the Township. She was a sportswear buyer for Burlington Coat Factory for seventeen years, traveling back and forth to New York, managing a budget of a hundred million dollars. She opened her own business, Sweet and Sassy Kid Salon, in Cherry Hill and she owns two stores in Pennsylvania. Ms. Gorham said she lives in the town, but has not been too involved because of her businesses. Her background is business. She said, she is a quick learner and willing to learn and share her experiences in the business world in order to serve the residents of Monroe Township.

Cncl. Pres. Garbowski advised that nominations will be made on the floor at the Regular Council Meeting. He wished both applicants the best of luck.

- **Waiver Property Tax Interest for Federal Employees**

Solicitor Trimble said that he has done research as to whether or not the Township can provide some relief to those residents affected by the Federal Government shutdown by waiving some of the potential interest that may accrue for them from not being able to pay their taxes in a timely fashion. He said there is no question that the Township can do it, however, how would we structure it. He said it is his understanding that there is a ten day grace period on taxes that are due and the current quarter taxes are not due until February 10, 2019. He understands these government employees may not have received their paycheck in over a month and there may be some other priorities they may be worrying about first. Solicitor Trimble said, if Council would like to craft some type of relief by way of Resolution, we can do that. He would like to talk to the Tax Collector and Tax Assessor to find out the best way to do this. **Cncl. O'Reilly** asked how this would impact the disbursement of the taxes. Solicitor Trimble advised that the Township can defer our portion, we cannot make decisions for the County or the School Board. **Mayor DiLucia** said he is in favor of

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B.) MATTERS FOR DISCUSSION (cont'd)

helping anybody, not just the Federal employees, however, he thinks if we are going to give the Federal employees this consideration, we are also opening up the possibility of other people who are laid off unrelated to the Government shutdown, but just as needy. He believes we are talking about 12% interest and one month represents 1%, 25% of that is the Township's, so you are talking about .025%, which is a very insignificant amount of tax money. He said, we would be setting a big precedent for very little return. He said he is not opposed to helping people, however, he thinks if Council is going to do this, we better be ready to extend this to anybody who has been out of work regardless of the reason. **Solicitor Trimble** said he will do the research, talk to the Tax Collector and will present his findings at the next Work Session.

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 in attendance.

Dan Kozak, 1907 Winslow Road addressed Council regarding the possible waiver of property tax interest. He explained which homeowners he believes this would affect and not affect.

Alan Dodd, 1619 Herbert Blvd. addressed Council regarding the possible waiver of property tax interest. He feels three weeks from now, we may be looking at the same situation again. He asked, once we set the precedence, what will it look like when they go back into shutdown in three weeks and how long will it last.

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

D.) NEW BUSINESS

Solicitor Trimble advised Council that Fox Hollow East has requested that the Township enter into a Reimbursement Agreement pursuant to the Municipal Services Act. He explained that some of the developments are tough for the Public Works Department to be able to get in and do the snow removal. The Township has made agreements in the past with a number of developments. He said the developments do not want us to do the work, they want to hire private landscapers to do the snow and ice removal and receive reimbursement. He said, the Act allows the town to reimburse the developments for the cost that we would have expended to perform the work. **Solicitor Trimble** said that **Mike Calvello** of the Public Works Department and Business Administrator, **Jill McCrea** has figured out the cost to the Township if we were to provide that service. He said it is a typical agreement and he would like permission from Council to be able to negotiate the agreement and present it to Council at the next meeting for approval. **Cncl. Marino** asked if Fox Hollow East has been doing their own snow and ice removal in the past or if the Township has been. He believes Fox Hollow West has an agreement for reimbursement. **Solicitor Trimble** confirmed that the Township has been performing the snow and ice removal for Fox Hollow East and that the Township is in agreement with Fox Hollow West. **Cncl. O'Reilly** asked what is driving their want for this agreement. **Solicitor Trimble** said with the condo developments, where everyone is jammed in with regards to parking, he said typically there is not enough room to plow and when Public Works goes

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D.) NEW BUSINESS (cont'd)

in trying to find a place to put the snow, they are not getting out and shoveling in between cars. **Solicitor Trimble** has spoken with Director of Public Works, Nick Mercado and Mike Calvello about this and they are both in agreement that this is a win for the Township. He said the reimbursement is not a big number at all in comparison to what the landscapers charge. He said the Township does not reimburse anything until there is a minimum of four inches and then there is a scale, eight to twelve inches is one cost and twelve inches and above is another cost. **Cncl. Wolfe** asked if Mr. Mercado thought it would be beneficial to the Township. **Dir. of Public Works, Nick Mercado** confirmed, it would be very beneficial, as in the fact that they may have to go back out two or three times to re-do the snow removal, if residents continue to keep putting the snow back into the roadway. The Council members in attendance are in favor of moving forward with this matter.

E.) OLD BUSINESS

Cncl. O'Reilly said, at the last Council Meeting, Cncl. Marino had spoken about Crown Castle. He asked Solicitor Trimble if he had a chance to review the contracts. **Solicitor Trimble** confirmed he has reviewed the contracts and he is ready to sit down and discuss them with the Committee. He said he will get the meeting scheduled with the Committee and make sure everyone is on the same page.

Engineer Kathryn Cornforth spoke in regards to Gloucester County's comments on Owens Park, where most of their comments dealt with the roadway widening that we had asked for relief from. She said the County wants the Township to officially, by Ordinance, restrict parking in front of the park because it is recreation. She said this is something that she will work on with Solicitor Trimble to possibly present at the next Ordinance meeting, to be able to get it updated. She said this needs to happen sooner than later, as the County will do a conditional approval and it will affect the overall approval. **Cncl. O'Reilly** asked Mrs. Cornforth to forward him the plans for the widening of Clayton Road, as he has never seen them. Mrs. Cornforth explained when we are working along a County road, the Master Plan calls for widening. She said, we have asked for relief, because half of the frontage of the Genova parcel is either wetlands or wetlands buffer. She said that the County did compromise and wants the widening two hundred feet from our proposed driveway, which keeps it outside of the buffer.

Mayor DiLucia explained that it has come to his and Jill McCrea's attention that the DiNovi building is in terrible condition. He said, they researched it today, and it should have been closed ten years ago. He received a phone call from the employees that have been working in there, saying the walls were coming down. He told the workers not to go in there anymore and to shut it down. He said that they will have to make a decision as to what to do with it, because we cannot let people go in there, he does not want anyone to get hurt. Mayor DiLucia said the DiNovi building was supposed to be shut down and he is not sure why it was reopened. He said that he checked with Mr. Calvello and it was confirmed that the bearing walls are falling down. Mayor DiLucia also advised Council that the building we were forced to purchase for \$740,000, PC Helpers, has a leak in the roof and it is full of mold. He said he has not been over there, however, he was recently told about it. He has asked Mr. Calvello to go over and take a look at it; apparently, it has mold all throughout the building and it has been leaking and no one has addressed it. Mayor DiLucia said, the Parks and Recreation Commission uses this building for storage. He said he is not as concerned with it being used for

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E.) OLD BUSINESS (cont'd)

storage, however, he told the workers not to go in there anymore until we are able to take a look at the mold and see how bad it is. **Mayor DiLucia** said that Mr. Calvello is going to try and find the leak and close it up, so we can stop any further damage. He said the DiNovi building is where all of the Christmas decorations are stored and he is concerned for the workers' safety. **Cncl. Wolfe** said he had a meeting with the Director of Parks and Recreation and the Supervisor on the jobsite, which is when they discovered the conditions and forwarded the information to Mrs. McCrea. Mayor DiLucia said he had received a phone call from one of the workers and he advised them to not go back into the building, he does not want anyone to get hurt. Cncl Wolfe asked, if we have items being stored in the PC Helpers building, do we have other storage elsewhere so we can get things removed or can we have someone remediate the mold, get the things cleaned and store it somewhere else so the mold does not start growing on those things. Mayor DiLucia said he just found out about all of this and as soon as we can get a report from Mr. Calvello to see what needs to be done, we can make a better assessment. He suggested putting up on Township property a tin type shelter and for storage in a centralized location. He said his biggest concern is someone getting hurt. He said we have a \$740,000 investment sitting there, at some point we need to do something with it, either by fixing it or selling the property as-is. **Business Administrator, Jill McCrea** asked which departments use the building. **Dir. of Parks and Recreation, Terry Banister** said that he believes it is just the Parks and Recreation Department as far as he knows that uses it for storage. **Cncl. Marino** questioned if the DiNovi building was historical. **Mayor DiLucia** said, no, it is not registered as historical. **Cncl. O'Reilly** said it does not qualify as a historical building, it was built in the 1950's or 1960's and it would also be tough to qualify under the as-is condition.

F.) COMMITTEE REPORTS – None

G.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED – None

H.) QUESTIONS REGARDING ORDINANCES SCHEDULED

Cncl. O'Reilly asked about the First Reading of Ordinance O:02-2019. **Solicitor Trimble** clarified that items were added and deleted, so there were substantial changes, which did not allow for it to move forward for Second Reading.

I.) ADJOURNMENT

With nothing further for discussion, **Cncl. Wolfe** made a motion to adjourn the Council Work Session of January 28, 2019. The motion was seconded by **Cncl. O'Reilly** and was unanimously approved by all members of Council in attendance.

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Respectfully submitted,

Aileen Chiselko
Aileen Chiselko, RMC
Municipal Clerk

Ronald T. Darbowski
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 28, 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 3/11/19
Date _____