

**MINUTES
ORDINANCE COMMITTEE MEETING
TOWNSHIP OF MONROE
MARCH 6, 2019**

A.) OPENING CEREMONIES

CALL TO ORDER

The Ordinance Committee Meeting of the Township of Monroe was called to order at approximately 7:00 PM by **Ordinance Chairman, Cncl. Joe Marino** in the First Floor Meeting 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.

SALUTE TO THE FLAG

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

ROLL CALL OF PUBLIC OFFICIALS

| | | |
|--|---------|------------------|
| Cncl. Marvin Dilks | | Excused |
| Cncl. Katherine Falcone | Present | |
| Cncl. Pres. Ronald Garbowski | Present | |
| Cncl. Cody Miller | | Excused |
| Cncl. Patrick O'Reilly | Present | |
| Cncl. Gregory Wolfe | Present | |
| Cncl. Joseph Marino | Present | |
| Mayor Richard DiLucia | Present | |
| Solicitor, John Trimble | Present | |
| Business Administrator, Jill McCrea | Present | |
| Dir. of Code Enf./Comm. Dev., Ralph Manfredi | Present | (Arrived 7:05pm) |
| Dir. of Community Affairs, Brandee Derieux | Present | |
| Dir. of Parks & Recreation, Terrance Bannister | Present | |
| Dir. of Public Safety, Joseph Kurz | Present | |
| Dir. of Real Estate, Angie Matese | Present | (Arrived 7:05pm) |
| Police Chief John McKeown | Present | |
| Municipal Clerk, Aileen Chiselko | Present | |

B.) APPROVAL OF MINUTES

Cncl. Pres. Garbowski made a motion to approve the minutes as submitted of the Ordinance Committee Meeting of October 3, 2018. The motion was seconded by **Cncl. Wolfe** and unanimously approved by all members of Council in attendance.

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C.) PUBLIC PORTION

Cncl. Pres. Garbowski 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.

Tom Stalba, owner of AA Auto Salvage, addressed Council to ask why the expansion of tow lots and title work are being considered. He also asked if there has been issues brought up about this and why the Ordinance is being changed. **Solicitor Trimble** clarified, anything that is in bold is not listed as a change in the Ordinance but rather as a discussion item.

With no one else wishing to speak, **Cncl. Pres. Garbowski** made a motion to close the Public Portion. The motion was seconded by **Cncl. Wolfe** and unanimously approved by all members of Council in attendance.

D.) ORDINANCES FOR REVIEW

- **Chapter 162 “Housing Standards”**

Cncl. Wolfe made a motion to move forward Chapter 162 “Housing Standards” for First Reading at the Regular Council Meeting of March 11, 2019. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council in attendance.

At this time, **Cncl. Marino** advised Chapter 169 “Junkyards” and Chapter 262 “Towing” will be bracketed for discussion.

- **Chapter 169 “Junkyards” and Chapter 262 “Towing”**

Cncl. Wolfe questioned the recommendations listed. **Solicitor Trimble** stated, he would like to go into Closed Executive Session to discuss the requirements, requests and the recommendations made by Sgt. Burton.

E.) RESOLUTIONS

- R:83-2019 Resolution Authorizing Closed Executive Session Of The Township Council Of The Township Of Monroe To Discuss *Matters falling under Attorney-Client Privilege pursuant to N.J.S.A. 10:4-12(7)*

Solicitor Trimble asked for a motion to approve Resolution R:83-2019 to enter into Closed Executive Session to discuss Chapter 169 “Junkyards” and Chapter 262 “Towing”.

Cncl. Wolfe made a motion to enter into Closed Executive Session to discuss Chapter 169 “Junkyards” and Chapter 262 “Towing”. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council in attendance.

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E.) RESOLUTIONS (cont'd)

Solicitor Trimble read aloud Resolution R:83-2019 Resolution into the record.

ROLL CALL VOTE TO APPROVE RESOLUTION R:83-2019 Authorizing Closed Executive Session Of The Township Council Of The Township Of Monroe To Discuss Matters falling under Attorney-Client Privilege pursuant to N.J.S.A. 10:4-12(7)

**ALL AYES (TALLY: 5 AYES, 0 NEYS, 2 ABSENT)
RESOLUTION R:83-2019 WAS DULY APPROVED**

CLOSED EXECUTIVE SESSION

Solicitor Trimble advised that Council just concluded a Closed Executive Session discussing Chapter 169 "Junkyards" and Chapter 262 "Towing"

Solicitor Trimble noted the amendments made and asked for a motion to move the amended Junkyard Ordinance to the Regular Council Meeting of March 11, 2019.

Cncl. Wolfe made a motion to approve the amended Junkyard Ordinance to move forward for First Reading at the Regular Council Meeting of March 11, 2019. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council in attendance.

Solicitor Trimble asked for a motion to table the Towing Ordinance.

Cncl. Wolfe made a motion to Table the Towing Ordinance. The motion was seconded by **Cncl. Pres. Garbowski** and unanimously approved by all members of Council in attendance.

F.) MATTERS FOR DISCUSSION

• **Tax Abatement Letter to Timber Lakes and Victory Lakes Homeowners**

Cncl. Marino advised, a letter to the Timber Lakes and Victory Lakes Homeowners Associations has been created with the help of the Solicitor. He said, they are thinking about placing this letter in both Associations' newsletters instead of doing a mailer as there are over 1,000 residents in both Associations. He polled the Council members in attendance and all were in favor to approve the letter created for distribution to the residents.

• **Social Media Policy**

Cncl. Marino mentioned that he had received an email from Cncl. Miller who was not able to attend the meeting, voicing his concerns of how information is being distributed to the public via social media and who controls the flow of said information. Cncl. Miller suggested a

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F.) MATTERS FOR DISCUSSION (cont'd)

committee be formed to deal directly with the Social Media Policy. **Cncl. Wolfe** said he has concerns regarding topics on social media with the public and the discussion that goes back and forth in the comment section. He does not feel these comments are in the best interest of the Township. **Solicitor Trimble** advised that anything that is posted on Social Media needs to be approved. **Cncl. Falcone** stated, currently there are four Facebook pages for the Township out there and according to statistics, each page is a liability to the Township, currently she and Cncl. Miller are the administrators to every site and they are working together on what to post and how to answer posts, most of which are directed back to the Township website. She suggested only having one Facebook page, instead of multiple. Solicitor Trimble advised, all social media posts should be for informational purposes only, should not be for discussion, and any concerns should be directed to the appropriate department, there should be no engaging in discussion with the public regarding Township business on social media. **Cncl. O'Reilly** suggested having a designated communications officer who approves and handles all posting on social media. Cncl. Marino said, as elected officials, they need guidelines even with regards to personal social media pages as things can be deemed political. **Detective Sulzbach** advised, in 2014, the Police Department created a Facebook page and linked their Twitter account to that. He said, it works pretty well for the Department from an investigative standpoint, however, they turn off all comments. **Police Chief McKeown** clarified they simply turned the comments off and made it a one way push, essentially it is like a website where they are able to get information out to the public. He explained, when they post something, they include contact information for the particular officer handling the case for direct contact. There is a Public Information Officer designated in the Department who is also the Custodian of Records and this officer leads the subcommittee who reviews anything that is being put forth on social media. Council was in agreement that the Township Social Media pages need to be informational only.

- Chapter 4 "Administrative Code"

Cncl. Marino spoke in reference to the creation of the position of the Director of Community Development, the overlap with the position of the Director of Code Enforcement, and the changes that have been made to both positions. **Cncl. Wolfe** mentioned, in the Township Code, Parks and Recreation is listed with a department head and not a director, which needs to be updated. **Solicitor Trimble** will work on the proposed Ordinance changes and will present them at the next Ordinance Committee meeting.

G.) NEW BUSINESS

Cncl. Falcone is interested an Ordinance pertaining to businesses and redevelopment on Main Street,. **Cncl. Marino** advised, it is his understanding that as buildings are up for resale, the first floor becomes store-front and the upper levels stay residential. **Solicitor Trimble** said, he will research this and present his findings at the next Ordinance Committee meeting.

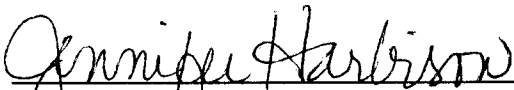
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H.) **OLD BUSINESS** – None

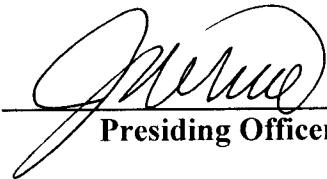
I.) **ADJOURNMENT**

With nothing further to discuss, **Cncl. Pres. Garbowski** made a motion to adjourn the Ordinance Committee Meeting of March 6, 2019. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council in attendance.

Respectfully submitted,



Deputy Municipal Clerk, Jennifer Harbison



Presiding Officer

These minutes were prepared from excerpts of the recorded proceedings and hand-written notes taken during the Ordinance Committee Meeting of March 6, 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 Law.

Approved as submitted _____  _____ Date 6/6/19
Approved as corrected _____ Date _____