

**MINUTES  
WORK SESSION MEETING  
TOWNSHIP OF MONROE  
APRIL 23, 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. Falcone** led the Assembly in the Pledge of Allegiance to the Flag.

**ROLL CALL OF PUBLIC OFFICIALS**

Cncl. Marvin Dilks	Present	
Cncl. Katherine Falcone	Present	
Cncl. Joseph Marino	Present	
Cncl. Cody Miller	Present	
Cncl. Patrick O'Reilly	Present	
Cncl. Gregory Wolfe	Present	
Cncl. Pres. Ronald Garbowski	Present	
Mayor Richard DiLucia	Present	
Deputy Mayor, Joseph DiLolle	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	
Director of Finance, Lorraine Boyer	Present	
Dir. of Parks & Recreation, Terrance Bannister	Present	
Dir. of Public Safety, Joseph Kurz	Present	
Dir. of Public Works, Nicholas Mercado	Present	
Dir. of Real Estate, Angelina Matese		Excused
Police Chief John McKeown	Present	
Municipal Clerk, Aileen Chiselko	Present	

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**B.) MATTERS FOR DISCUSSION**

**Engineer Mrs. Cornforth** spoke regarding the CDBG Grant Applications and presented Council with a map for their review. She stated, the Community Development Block Grant, which is a federal grant that is administered through Gloucester County is out for application. The Township usually receives \$50,000 a year from the grant. Last year, it was used to install the handicap ramps on Main Street, which supplemented the NJDOT funds. In the past, funds have been used for the paving of roads and bringing the Pfeiffer Center up to ADA compliance. The caveat for doing projects through the grant is, they must be in one of the eligible census blocks noted on the map. She advised, anything in yellow on the map is in the eligible census block. The applications are due in May and once awarded, the funds will not be dispersed until January next year. Mrs. Cornforth advised, a Resolution will have to be passed that states what the Township wants to apply for, this is a typical Resolution that goes with funding applications. She said, other CDBG projects are technically senior centers and unfortunately the Pfeiffer Center does not qualify for upgrades other than ADA compliance because it is not solely a senior center. She has discussed this with the CDBG and they advised that the Township would have to officially re-designate the Pfeiffer Center as strictly a senior center and not a general community center as it currently is. Once it is re-designated the funds can be used for any project at the Pfeiffer Center. **Solicitor Trimble** will research whether it can be re-designated as a senior center continue to use the facility as it is currently used.

**Cncl. Pres. Garbowski** spoke regarding Resolution R:120-2019 which is on the Regular Council Meeting Agenda. He explained, this Resolution is regarding a Grant that is available through the Pinelands for \$3,962,000.00, everything is in the works to complete the application and all that is needed is the Resolution be passed this evening. He said, the Pinelands are passing out Grants for infrastructure improvements, which the Township is moving forward with as well. This grant application is for the redevelopment area of the Black Horse Pike between Corkery Lane and Main Street which will enhance the Route 322 corridor. The other grant application is for the MUA, for a sewer and water extension from Whitehall Road towards the Hospitality Creek area.

**C.) PUBLIC PORTION**

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

**Jack Luby, 1664 Silver Birch**, addressed Council regarding the left-hand lane at Cross Keys Road and the Black Horse Pike. He also discussed the Landfill and the 1975 Road Program. He presented the Mayor and Council with a bound copy of a response he received from a previous OPRA request that he had filed regarding the front entrance of Forest Hills. Mr. Luby submitted new OPRA requests to the Township Clerk to be processed.

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

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

**D.) NEW BUSINESS – None**

**E.) OLD BUSINESS**

**Cncl. Falcone** spoke regarding the Social Media Policy and the posting on the Township of Monroe Facebook Page when supporting various non-profit organizations. **Cncl. Miller** clarified, dealing with Township organizations for example, Fire, EMS or Police which are non-profit, we can post their Township related events. When posting on social media, it needs to be Township specific. **Business Administrator, Mrs. McCrea** advised, there can be no picking or choosing of which organizations as to not show any favoritism. **Cncl. Miller** explained, that the City of Angels is an outside non-profit organization, however, we never post their events because they partner with the Municipal Alliance Commission and they post all of their own events. **Cncl. Marino** said, he feels that all social media posts should first go through the Business Administrator for approval. **Mrs. McCrea** suggested making an announcement on the Township Facebook page that the page is making a change and will from this point forward be a strictly informational based page without the ability to comment. **Cncl. Marino** would like to see the Township's Facebook page mimic that of the Police Department's Facebook page.

**Business Administrator, Mrs. McCrea** spoke regarding the energy audit. She stated, there is one application in particular that requires Public Works to tediously input fourteen months' worth of electric and gas bills. She said that there was discussion about having a vendor perform an audit on the Library separately because their electric and gas bills are high. **Cncl. O'Reilly** mentioned that the Energy Consultant RFI has been made public and responses are due back on May 1, 2019.

**F.) COMMITTEE REPORTS**

**Cncl. Pres. Garbowski** stated that the Budget Committee has met and are planning on meeting again within the upcoming week.

**G.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED**

**Cncl. Marino** asked about an invoice from 2018 that is listed on the present Bill List for Rocco Campbell Law in the amount of \$5,505.67. **Director of Finance, Lorraine Boyer** said

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

she will provide Cncl. Marino with a vendor report for 2018 and 2019 which will show a breakdown of everything that has been billed and paid.

**Solicitor Trimble** had concerns about Resolution R:121-2019, regarding executing an Shared Services Agreement with the Gloucester County Improvement Authority to rent a small stage for the event "Jam on the Dam" sponsored by Friends of Victory Lakes Association, and requested that it be removed from the Regular Council Meeting Agenda.

**H.) QUESTIONS REGARDING ORDINANCES SCHEDULED – None**

**I.) ADJOURNMENT**

With nothing further to discuss, **Cncl. Miller** made a motion to adjourn the Council Work Session of April 23, 2019. The motion was seconded by **Cncl. Marino** 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 April 23, 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 axc  
Approved as corrected \_\_\_\_\_

Date 6/24/19  
Date \_\_\_\_\_