

**MINUTES
ORDINANCE COMMITTEE MEETING
TOWNSHIP OF MONROE
APRIL 3, 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. Wolfe 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. Pres. Ronald Garbowski	Present	
Cncl. Cody Miller	Present	
Cncl. Patrick O'Reilly		Excused
Cncl. Gregory Wolfe	Present	
Cncl. Joseph Marino	Present	
Mayor Richard DiLucia	Present	
Solicitor, John Trimble	Present	
Business Administrator, Jill McCrea	Present	
Dir. of Public Safety, Joseph Kurz	Present	
Police Chief John McKeown	Present	
Deputy Municipal Clerk, Jennifer Harbison	Present	

B.) APPROVAL OF MINUTES

Cncl. Pres. Garbowski made a motion to approve the minutes as submitted of the Ordinance Committee Meeting of November 18, 2018. The motion was seconded by **Cncl. Miller** and unanimously approved by all members of Council in attendance.

C.) PUBLIC PORTION

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

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C.) PUBLIC PORTION (cont'd)

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

D.) ORDINANCES FOR REVIEW

- **Chapter 175 “Land Management” – Performance Guarantee**

Solicitor Trimble spoke in regards to the amendment to Performance Guarantees, stating that the changes have been made in order to be in compliance with the new laws.

Cncl. Pres. Garbowski made a motion to move forward the Draft Ordinance regarding Chapter 175 “Land Management” – Performance Guarantee for First Reading at the Regular Council Meeting of April 8, 2019. The motion was seconded by **Cncl. Miller** and unanimously approved by all members of Council in attendance.

- **Chapter 262 “Towing”**

Solicitor Trimble explained that he has been asked to try and formulate a reasonable and rational basis for certain limitations for the towing licenses to be approved or offered. After reviewing a map of the Township, which was provided by Adams, Rehman and Heggan, he suggested creating an eight mile radius with the Police Department as the center point. He believes the reasonable and rational basis would be for public safety reasons, having a response time of twenty minutes and having an eight mile radius would be appropriate. A discussion among Council members present followed discussing same.

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

John Simmermon, owner of A-Jack’s Towing and Recovery, addressed Council to ask if the changes that are being presented have been previously challenged. He also asked why the response time of twenty minutes and an eight-mile radius were chosen. **Solicitor Trimble** clarified, the Township had to choose a rational basis and they chose the combined response time and an eight-mile radius which allows every tower in the town to be eligible to apply.

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

Cncl. Miller made a motion to move forward the Draft Ordinance regarding Chapter 262 “Towing” for First Reading, with the noted corrections on page 9G, at the Regular Council Meeting of April 8, 2019. The motion was seconded by **Cncl. Pres. Garbowski** and unanimously approved by all members of Council in attendance.

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E.) MATTERS FOR DISCUSSION

- Backyard Chicken Pilot Program

Patrick McDevitt, Sustainable Monroe, addressed Council to discuss the proposed Backyard Chicken Pilot Program. He distributed a sample Ordinance from Delran Township for Council's review. The maximum number of chickens allowed per household would be six chickens, no roosters, however, if the resident has never owned chickens it is suggested they start with only four chickens. **Cncl. Wolfe** questioned the application process. Mr. McDevitt clarified, it will be advertised, interested parties will apply and it will be on a first come first serve basis, with the total number of twenty-five issued licenses. Twenty-five is the highest number to be used in any of the chicken pilot programs and it has never been reached. **Cncl. Marino** asked if there have been other towns who have adopted the full Ordinance once their pilot program expired. Mr. McDevitt confirmed that all of the neighboring towns that they have researched, have turned their pilot programs into a full Ordinance, with Woodbury being the closest neighboring town. He mentioned there would be an advisory board created, with members appointed by the Mayor and Council, to oversee all of the applicants and participants in the program. He stated that applicants within an HOA will be required to receive written approval from their HOA prior to submitting their application for the pilot program. **Cncl. Marino** questioned if there will be any required involvement with the Board of Health. Mr. McDevitt explained, during their research there has not been any Board of Health involvement or weigh-in with the program. **Solicitor Trimble** asked, if the pilot program fails, will the chicken owners be grandfathered in and allowed to keep their chickens. He is not sure how that will be enforced. He also questioned who will the complaints be directed to and how will they be handled. Mr. McDevitt confirmed the advisory board will handle all complaints and will delegate them if further enforcement is required. **Cncl. Miller** will contact neighboring towns to see how they handle the language of livestock in their Ordinances with regards to backyard chickens. **Cncl. Wolfe** asked, with the size of Monroe Township, would twenty-five licenses be enough. Mr. McDevitt noted that none of the other towns have reached their maximum number of available licenses. He said, ultimately, this is a pilot program and it can be updated if needed. **Cncl. Marino** polled the members of Council in attendance and all were in favor that upon further research by the Solicitor, a Draft Ordinance will be forwarded to the May Ordinance Committee Meeting. He also asked the Solicitor, while he is preparing the draft Ordinance for the May Ordinance Committee Meeting, if he will be able to contact the Board of Health and research how this Ordinance will affect other parts of the Township Code.

- Social Media Policy

Business Administrator, Jill McCrea, spoke regarding the need to have a Social Media Policy in place. She explained the need to have control over the Township's social media posts with a designated point person to handle what is posted. Typically, everything goes through Administration, but currently there is not one specific point person. **Cncl. Marino** said, he wants to make sure it does not become a political page as it has in the past. He feels we should mimic the Township's social media account to that of the Police Department's, which is information based only, and does not have the ability to show comments. **Chief McKeown** stated, after talking with Washington Township's Police Department, they shut down the comments section. He said, simply by not allowing comments and referring people to their crime tips hotline, has helped tremendously. **Cncl. Falcone** asked, what needs to be done with all of the random Facebook pages that are currently active. **Solicitor Trimble** advised, all of the random pages, other than the main Township Facebook

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E.) MATTERS FOR DISCUSSION (cont'd)

Page, needs to be shut down. **Solicitor Trimble** advised, anyone that holds an appointment within the Township is subject to the Township's social media policy and if they do not adhere to the policy when posting on social media, they will be at risk of losing their appointment. **Cncl. Miller** referred to Washington Township's policy which it states that the Business Administrator has the ability to designate a point person if it is not the Business Administrator. **Mayor DiLucia** feels the Township's Facebook page should be strictly an informational page, similar to that of a newspaper, where we control the flow of information. It is not a debate page and we should not accept any responses, if someone wants to contact the Township, they need to contact the Township offices directly. He said, we need to figure out who the point person is going to be, it has to be someone who is going to follow the direction of the Business Administrator and the Mayor in terms of what can be posted and what cannot. **Cncl. Pres. Garbowski** suggested contacting the Library to see how they control their social media presence. **Cncl. Marino** polled the members of Council in attendance and all were in favor of having all social media posts approved and handled through Administration.

F.) NEW BUSINESS - None

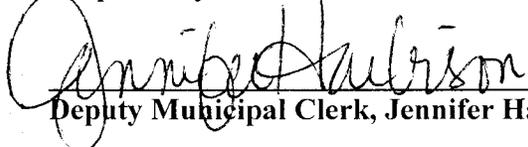
G.) OLD BUSINESS

Cncl. Falcone mentioned that she has chosen the group picture of all of Council that looks the best to be framed and hung in the courtroom.

H.) ADJOURNMENT

With nothing further to discuss, **Cncl. Pres. Garbowski** made a motion to adjourn the Ordinance Committee Meeting of April 3, 2019. The motion was seconded by **Cncl. Miller** 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 April 3, 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 _____
Approved as corrected _____



Date _____
Date _____

7/10/19