

**MINUTES
WORK SESSION MEETING
TOWNSHIP OF MONROE
SEPTEMBER 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		Excused
Engineer, Kathryn Cornforth	Present	
Dir. of Code Enf./Comm. Dev., Ralph Manfredi		Excused
Dir. of Community Affairs, Brandee Derieux	Present	
Dir. of Finance, Lorraine Boyer		Excused
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	Present	
Police Chief James DeHart	Present	
Municipal Clerk, Aileen Chiselko	Present	

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B.) MATTERS FOR DISCUSSION

- **United States Census – Jeff T. Behler**

Jeff T. Behler, Director of the New York region of the US Census Bureau, presented a slide presentation regarding the 2020 US Census. He said, they are beginning the recruiting process as they will hire approximately 50,000 people throughout the state of New Jersey. The majority of these jobs are short-term, temporary jobs which can be done in addition to a full time job and will pay between \$16.50 and \$20.00 an hour along with mileage reimbursement. He referenced their website <https://2020census.gov/jobs> for more information about the job application process. Mr. Behler stated, in order for the census to be successful, it is important that it is conducted on the local level. He explained that the Census is safe, every piece of data that is collected is protected under Title 13, which is a Federal Law, put into place in the 1950's. Every household will receive in the mail the paper form to complete, however, for the first time ever, in 2020 residents can respond online or they can call their information in over the phone. In 2010, there was a 72% response rate from the households who completed and returned the paper form. This number needs to be increased, because this is the highest quality data that can be gathered at the lowest possible cost. In May of 2020, the Census team will begin knocking on the doors of those residents who have not returned their forms. Mr. Behler explained, it is very important to know that they will not ask for social security numbers, bank account or credit card information, and they never ask for money. He advised, if residents are asked for that information, it is a scam. Mr. Behler stressed the importance of the Census and all of the areas that are impacted based on the collection of Census data, such as the schools and the funding that is distributed, is based on this data. **Cncl. Falcone** thanked Mr. Behler for coming, offering the help of Economic Development Consultant, Shannon Morgan-Leonen. Mr. Behler said, in mid-March of 2020 they will be mailing out the packages to every household. **Solicitor Trimble** questioned the type of badge that the US Census employees will be wearing. Mr. Behler advised, the employees will have a photo ID and will be carrying some type of device like a laptop or smart phone to collect the information. He said that the US Census Bureau sends pictures of what the badges look like to every Police Department across the nation.

- **Basin at Estates at Federal Hill**

Mr. Haskins from the Estates at Federal Hill spoke regarding the issues with the basin located at the Estates at Federal Hill. He stated, the main issue is that the retention basin in the community holds water for an extended period of time, longer than the seventy-two hours required and in upwards of nine months to potentially over a year. He explained, the community was transitioned in 2017 and their understanding is that there is a maintenance bond being held until November of 2019, so they are presenting this issue to Council to ensure the basin is fixed prior to the builder closing the bond. **Mason DeFrank, Acting Engineer from T&M Associates**, noted that they performed a site visit earlier today and collected some information about the groundwater and soil conditions. They have reviewed the records and have found the original documents that were submitted when it originally went through the Planning Board process and was approved. They will be comparing the results of their earlier site visit and the original documents to try and find out where the situation originates. Mr. DeFrank said, in their

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B.) MATTERS FOR DISCUSSION (cont'd)

immediate findings they did find groundwater approximately sixteen to twenty inches below the bottom of the basin which is higher than what was anticipated. **Cncl. Wolfe** questioned if the consensus is that there is standing water in the basin. **Mr. DeFrank** confirmed that there is a layer of confining soil right at the surface, perhaps from things just being washed in over the years. It is his understanding that the basin was not operating properly when it transitioned from the developer to the homeowners' association, so he is seeking additional records from that transition to find out if all of the work that is required was done and what maintenance was done during the construction of the subdivision, which should have been maintained to make sure the basin operates properly for years to come. **Cncl. Wolfe** asked how the dry weather affects the tests. **Mr. DeFrank** said, even with the dry weather, when they tested earlier today there was an inch of water, which should not be there. **Cncl. Marino** questioned the timeline for the research, as November is fast approaching, with the scheduled release of the maintenance bond. **Mr. DeFrank** said, they will review the records over the next week. He feels that with this issue being raised and known prior to the November timeline, it should raise a red flag. **Cncl. Marino** asked if the builder has been put on notice and what is the history. **Mr. Haskins** confirmed that when it was originally transitioned, they had a third party, Kipcon perform a Transition Study and there were several issues found besides the basin, however, the basin is the main issue. The builder's response was basically that it was approved by the Township, so they are not going to do anything. **Cncl. Pres. Garbowski** asked when Council can expect to hear back with the results of the research. **Mr. DeFrank** said that he intends to have the comparison of today's site visits reviewed with the records that were pulled from the archives review by the of end next week. **Cncl. Dilks** asked, regarding the construction of the basin, if K4/K5 sand was placed in the bottom of the basin. **Mr. DeFrank** said, he cannot confirm what was in the design plans, however, from his visit earlier most of the soil seems to be really good sand. It seems there was a layer of course sand placed on top, which is intended to drain. He only found small pockets of clay, not a layer that would be preventing anything from draining.

- **Land Sale**

Solicitor Trimble spoke regarding the Land Sale that took place on September 18, 2019. He said, the assessed values of the properties was approximately \$688,000.00 and approximately \$65,000.00 in properties were sold. **Director of Real Estate, Ms. Matese** mentioned that there were twenty-five different properties that were sold. **Solicitor Trimble** noted, he will be meeting with **Ms. Matese**, the Tax Collector, **Joanne Potopchuk**, **Dawn Farrell** and **Cncl. Marino** on Thursday to go through the list to make sure they can recommend that Council accept or reject any of the bids. He said, he has received phone calls and letters from individuals saying they missed the Land Sale and would like to still make an offer on certain properties. He has advised all of the interested individuals to send a letter to the Municipal Clerk stating their interest in a piece of property and it will brought before Council to make a decision. **Solicitor Trimble** advised that any sale of land has to be done by way of Ordinance. He mentioned, there will be a Resolution regarding In-Rem Foreclosures discussed later this evening about moving forward with certain In-Rem Foreclosures for people who have not paid their taxes. He explained, this is

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B.) MATTERS FOR DISCUSSION (cont'd)

how most of these properties ultimately came into ownership of the town, because taxes were not paid.

Cncl. Pres. Garbowski mentioned Resolution R:221-2019 regarding the Rehabilitation Zone, which was emailed to all of Council prior to the meeting for their review. He explained that it was received at the last minute and it is very important that it be added to this evening's Regular Council Meeting Agenda. **Cncl. Pres. Garbowski** polled Council and all were in favor of moving Resolution R:221-2019 forward to the Regular Council Meeting Agenda.

C.) PUBLIC PORTION

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

Marlene McMann, President of the Friendly Village/Summerfield Home Owners Association, addressed the Mayor and Council on behalf of herself and the many residents of Friendly Village/Summerfields to voice their objection to the plans to build an Alternate Treatment Center on the Black Horse Pike between Malaga Road and Whitehall Road. She stated some of their reasons for objections to that site are, Whitehall Elementary School, the communities around the area that will be affected, the increase in traffic that will occur on the Black Horse Pike, the crime rate will go up due to the influx of the people the facility will bring in, it will add a burden to the Police Department and the value of homes which have been going up over the past few years will now go down. They are aware that both Bellmawr and Egg Harbor Township also have this type of center, however, their centers are located within their industrial parks and not in the areas that would affect and impact their residents. Ms. McMann noted, Monroe Township has an industrial park and there are also miles of undeveloped areas which she feels would be better suited for this type of facility. **Cncl. Falcone** and **Cncl. Miller** helped to clarify some of Ms. McMann's questions and concerns, by explaining that the business has begun the application process with the State, but they have not yet been approved for a license. There are twenty-four licenses issued within the State of New Jersey and only one license is sited to be issued within the entire South Jersey region. **Cncl. Miller** added that they will still need to abide by all of the local Planning Board Laws and go before the Planning Board for approval. **Solicitor Trimble** explained there are zoning laws in place that say where commercial properties can be located. Ms. McMann stated that they, as the people, request that Council put a referendum up so that the people of Monroe Township have the opportunity to vote on this, because the people should have a say. She currently has two petitions being passed around, one showing the residents' opposition to where the facility is being built and one that states whoever is running for re-election and voted "yes" to the facility does not get re-elected. **Solicitor Trimble** questioned if their desire is to not have any form of cannabis, medical or otherwise, in Monroe Township or do they only want it in certain areas. Ms. McMann clarified that as a group, they agree that if it helps people, it is a good thing, however, it should be in the Township's industrial park as it is in Bellmawr and Egg Harbor Township. She believes that if

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C.) PUBLIC PORTION (cont'd)

this facility gets built on the Black Horse Pike, there will not be any new businesses wanting to come into the Township. **Cncl. Miller** stated, Council has amended the Zoning Code to permit it within certain areas, because they do not want any business to have carte blanche with where they want to set up these facilities. **Cncl. Falcone** stated that the Cannabis Committee has not met with or spoken with the applicant and explained that the applicant completes their own application with the State and they have their own attorney, so the Cannabis Committee has nothing to do with their application. Ms. McMann thanked the Mayor and Council for listening to their concerns.

Cheryl Hughes, 587 Starlight Lane, asked if there is any probability that the proposed medical facility will expand into a general facility where anyone can purchase. **Cncl. Miller** explained, the State does not have the support to be able to legalize recreational marijuana.

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

D.) NEW BUSINESS

Cncl. Wolfe stated that Triad Associates have advised him of a matching grant, the Baseball Tomorrow Grant, that is available through the Youth Development Foundation, however, it has to be applied for and submitted by October 1st. It can only be used for the Little League to expand the organization to encourage disadvantaged children in the community to get involved with baseball. After discussing the grant with **Cncl. Marino** and **Cncl. O'Reilly**, they feel there are a few things that can be utilized to make the baseball program better such as the lighting at Duffy Park, increasing and updating the batting cages and possible updates toward the Duffy House. Triad and Associates have advised that if Council applies for the grant with the lighting project, chances are the grant will be awarded. **Cncl. Wolfe** said, if Council is going to consider applying for the grant, we have to act fast, by first authorizing the spending for the project and second to have the engineer or a company like Musco come out and provide an estimate on the cost of the lighting. **Mayor DiLucia** believes Council should not go toward a lighting project, because the last time the Township installed lights, it cost half a million dollars. **Cncl. Miller** said, it is his understanding that when it comes to Duffy Park, we are very limited about the type of lighting, because there is a protected endangered species there. **Engineer, Kathryn Cornforth** noted, the advantage of Musco Lighting is that you are able to purchase off of state contract as opposed to having to go out to bid. Mayor DiLucia suggested, since this is a grant with matching funds, Council should apply and if it is received, they can decide what project to do. **Solicitor Trimble** suggested that Council pass a Resolution at this evening's Regular Council Meeting, not to exceed \$5,000.00 for Triad Associates to apply for the grant. Mrs. Cornforth said, she can itemize the possible expenses needed for the grant application. **Solicitor Trimble** noted, Resolution R:222-2019 will be walked on to this evening's Regular

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D.) NEW BUSINESS (cont'd)

Council Meeting Agenda, which will authorize the Mayor to enter a contract with Triad Associates for grant writing for MLB not to exceed \$5,000.00.

E.) OLD BUSINESS - None

F.) COMMITTEE REPORTS - None

G.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED - None

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 September 23, 2019. The motion was seconded by **Cncl. Marino** and was unanimously approved by all members of Council.

Respectfully submitted,



Aileen Chiselko
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 September 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 *abc*
Approved as corrected _____

Date 10/30/19
Date _____