

**MINUTES
WORK SESSION MEETING
TOWNSHIP OF MONROE
OCTOBER 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. Marino led the Assembly in the Pledge of Allegiance to the Flag.

ROLL CALL OF PUBLIC OFFICIALS

Cncl. Marvin Dilks		Excused
Cncl. Katherine Falcone	Present	
Cncl. Joseph Marino	Present	
Cncl. Cody Miller		Excused
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	
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		Excused
Police Chief James DeHart	Present	
Municipal Clerk, Aileen Chiselko	Present	

B.) RESOLUTIONS

- **R:237-2019** Resolution Authorizing Closed Executive Session Of The Township Council Of The Township Of Monroe To Discuss Matters Falling Under Potential Litigation Subject To Attorney-Client Privilege Pursuant To N.J.S.A. 10:4-12b(7)

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B.) RESOLUTIONS (cont'd)

Solicitor Trimble advised that there will not be any action taken at the conclusion of the Closed Executive Session. **Cncl. Marino** made a motion to approve Resolution R:237-2019. The motion was seconded by **Cncl. Wolfe** and unanimously approved by all members of Council in attendance.

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.

Sherrie Kennedy addressed Council to ask if an announcement can be posted on the Township's website and Facebook page updating the residents about Halloween and when it will be held. **Mayor DiLucia** stated that Halloween will be held on Halloween day, October 31st, rain or shine.

Glen Groves, 1464 N. Tuckahoe Road, thanked Council for hearing their ongoing concerns regarding the illegal and expanding continuing activity of Peach Country, located at 1463 N. Tuckahoe Road, specifically Lot 10. He said, it has been two months since he has addressed Council and he would like to know what steps have been taken. He mentioned that there is a large pond located in the back of the properties on Lots 9 and 10, it is evident that Peach Country against what they have been approved for, are taking water out of the pond. **Solicitor Trimble** advised that a meeting has been scheduled for this Wednesday with the principals of Peach Country to discuss the issues with their approvals and violations. Peach Country will have the opportunity to cure the violations and if a cure is not agreed upon, proper action will be taken. Mr. Groves asked that the Township please enforce on their violations and not just listen and make amends. **Cncl. O'Reilly** mentioned that Peach Country also has a Zoning Board Application that is being heard the next evening. **Solicitor Trimble** stated that the Zoning Board is aware of what is going on and the issues of expanding their use beyond Lot 10. He will ensure that the Zoning Board Solicitor, Richard Coe, is brought up to speed prior to the meeting. **Mayor DiLucia** said, the owner of Peach Country has asked to meet with him to plead his case on bringing revenue into the town. **Mayor DiLucia** advised the owner that when he complies with the requests to clean up his business, he will sit down to meet with him, but not until then.

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

D.) NEW BUSINESS

Cncl. Marino spoke regarding the Duffy House and the potentially large walking trail that Open Space is working on. He mentioned, last year, Council had approved Rodier Ebersberger Architects LLC to create a design for a snack stand on the first floor of the Duffy House at the Mary Mazza Duffy Park. He wants to poll Council to see what their thoughts are. **Cncl. Marino** believes there is a lot of promise to the Duffy House. The building is overall in good shape with a new roof, windows and doors, the inside has been gutted, so it is a black canvas to work with. He noted with winter coming, maybe it will provide the opportunity to work on some of the projects that need to be completed with our own staff. There is some money in an account which was part of a developer's contribution to put towards this project. **Cncl. Wolfe** expressed his concern with who will run the snack stand, the individual sports

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D.) NEW BUSINESS (cont'd)

organizations or the Township. He believes only the football organization runs the snack stand at Owens Park. **Director of Community Affairs, Brandee Derieux** suggested having a business rent out the snack stand and take on the responsibility of running it and outfitting it to suit their needs. **Business Administrator, Jill McCrea** said, having a business rent out the stand would reduce the Township's risk and responsibility. She noted, it would have to go out for bid, with the sealed bid process being the fairest. **Cncl. Wolfe** asked if it should be first offered to the sports organizations. **Cncl. Marino** thinks sports organizations would have to work together and enter into a shared services agreement. **Cncl. O'Reilly** suggested, when putting the Duffy House snack stand out to bid, to include the snack stand at Owens Park. **Cncl. Wolfe** does not want to take away from the non-profit organizations that run the snack stand at Owens Park. A discussion ensued among the members present regarding the possible options of what can be done to the Duffy House. **Mayor DiLucia** likes the idea of leasing the stand out to an independent company to run, as it will alleviate a lot of problems and obligations for the Township. He said, with leasing, the Township may be able to derive some revenue which will help pay for the upkeep of the building. **Cncl. Marino** mentioned, this is a good project where we can involve Buildings and Grounds and the Parks and Recreation employees to work together this winter on the electric, plumbing and insulation. He said, this is an idea that he wanted to socialize with all of Council, nothing that needs to be voted on at this time. **Director of Parks and Recreation, Terry Bannister** said he will take the lead and schedule a time to meet with **Cncl. Marino** to tour the Duffy House, look at the plans and layout, and come up with a plan of what has to be done.

E.) OLD BUSINESS - None

F.) COMMITTEE REPORTS

Cncl. O'Reilly stated that he will bring everyone up to speed on the solar incentives during the Regular Council Meeting.

Cncl. Pres. Garbowski spoke regarding Affordable Monroe, stating that 500 Forest Drive is under contract and 321 Balsam Road has three potential bidders. **Mayor DiLucia** said there was an overrun on the original projected cost, with a \$70,000 shortfall due to higher than anticipated construction fees. **Solicitor Trimble** explained, under the Township's COAH obligations, the Township is required to provide some market to affordable and the initial idea was to purchase houses and rehab them. He noted, as discussed in a meeting earlier today, instead of the Township dealing with individual houses, let qualified borrowers find a house and then the Township will determine their subsidy instead of taking ownership of a possible bad property with unforeseen conditions. He said, with that, given the COAH obligations and the money that is in the Trust Fund, there will not be the unexpected problems that the Township is currently experiencing.

G.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED

Cncl. Falcone spoke regarding Resolution R:244-2019, awarding Neri's Construction the 2019-2020 Supplemental Snow Removal Services Bid. She said, there is no cost per labor or per hour listed. She asked if the rate per hour stated in the contract includes the operator or is without the operator. **Cncl. Marino** said the bid form is incomplete. **Business Administrator, Jill McCrea** suggested tabling the

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

Resolution, clarifying the information and adopting it at the next Regular Council Meeting. **Cncl. Marino** feels that language with regards to call response times needs to be added to the contract. A discussion ensued regarding the contract and the cost benefits. **Cncl. Pres. Garbowski** stated that Resolution R:244-2019 will be tabled at this evening's Regular Council Meeting pending clarification.

Business Administrator, Jill McCrea advised that after discussion with the Director of Public Works, Nicholas Mercado and Engineer, Kathryn Cornforth, she recommends tabling Resolution R:241-2019 at this evening's Regular Council Meeting. A Maintenance Bond that is effective the end of August, expiring in two years, will be requested. **Engineer, Kathryn Cornforth** explained, the date that is currently listed on the Maintenance Bond is the date of substantial completion. The difference between substantial completion and actual completion is the minor punch list that the contractor completed over the summer. **Cncl. Pres. Garbowski** stated that Resolution R:241-2019 will be tabled at this evening's Regular Council Meeting, pending a new Maintenance Bond.

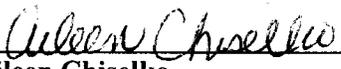
H.) QUESTIONS REGARDING ORDINANCES SCHEDULED - None

CLOSED EXECUTIVE SESSION

J.) ADJOURNMENT

After conclusion of the Closed Executive Session, with nothing further to discuss, **Cncl. Wolfe** made a motion to adjourn the Council Work Session of October 28, 2019. The motion was seconded by **Cncl. Marino** and unanimously approved by all members of Council in attendance.

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 October 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 11/25/19
Date _____