

**MINUTES
WORK SESSION MEETING
TOWNSHIP OF MONROE
JUNE 22, 2020**

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., Joseph P. Marino, III** 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*). Adequate notice was 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		Excused
Cncl. Katherine Falcone	Present	
Cncl. Ronald Garbowski	Present	
Cncl. Cody Miller	Present	
Cncl. Vice-Pres. Patrick O'Reilly	Present	
Cncl. Gregory Wolfe	Present	
Cncl. Pres. Joseph P. Marino, III	Present	
Mayor Richard DiLucia	Present	
Deputy Mayor, Joseph DiLolle	Present	
Solicitor, John Trimble	Present	
Business Administrator, Jill McCrea	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, Brent Salvadori	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.) MATTERS FOR DISCUSSION

- Williamstown Fire Company Presentation – New Fire Station Plans

Cncl. Pres. Marino explained, at last year's meeting the new fire station's plans were discussed and a budget was set for \$5 million in construction costs. **Leo Meade, Chairman of the Williamstown Fire Company Building Committee**, presented Council with the updated plans for the new fire station which will meet the needs of the Fire Department and the community presently and far into the future.

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B.) MATTERS FOR DISCUSSION (cont'd)

Architect, Dan Rodier (Rodier Ebersberger Architects, LLC) explained the layout of the new Williamstown Fire Station #1. He noted that with the design of the new building, approximately six parking spaces in the Municipal parking lot will be lost, however, there will be some first responder parking spaces added which will help alleviate some of the potential parking issues. Mr. Rodier stated, they are estimating \$300.00 a square foot with a total of \$4,740,000.00 for the main building, \$195,000.00 for the mechanical room, \$250,000.00 for the mezzanine and \$475,000.00 for the fourth bay. The total construction budget is \$5,978,625.00 with an 8% contingency which brings the grand total to \$6,456,915.00. **Cncl. Vice-Pres. O'Reilly** spoke regarding the possible loss of parking spots and the solar canopies that are going to be installed. **Cncl. Wolfe** noted that the building project was discussed with a \$5 million budget and questioned if the fourth bay could be considered an alternate or additional project. **Cncl. Pres. Marino** clarified what is being presented to Council this evening; if these additional projects should be bid out as alternates and see what the market can bear, or does Council need to increase the budget an additional \$1 million. A discussion followed regarding the alternate projects and why they are needed in the building design. **Cncl. Miller** expressed his support for the need of the new building and suggested bidding out the project with the alternates. He believes the Budget Committee needs to meet to discuss capital prior to deciding on the building project with the additional expenses. **Business Administrator, Jill McCrea** mentioned that she has spoken to the CFO regarding the Capital Budget, \$2 million has been allotted for Cecil Fire Company and she asked the CFO to add \$3 million, possibly more, to Williamstown Fire Company. She will work with the CFO to put together the figures for Council to review. **Director of Public Works, Mr. Mercado** questioned if the estimate included potential site plan improvements to which Mr. Rodier confirmed. **Cncl. Pres. Marino** polled the members of Council in attendance and all are still committed to moving forward with a new building, however, there are a few new caveats to discuss and decide on. **Michael Jacobi, Williamstown Fire Company Building Committee Member** addressed the Mayor and Council to explain the reasons for the changes to the building plans. **Cncl. Pres. Marino** explained that Council will need to meet with the Business Administrator and the CFO to discuss funds and then schedule a meeting with the Williamstown Fire Company Building Committee. **Mayor DiLucia** stated, as Mayor, he supports the idea of a new firehouse. The reality of the situation is that COVID-19 is going to turn the whole economic situation in the county upside down, which will have a negative impact on the municipality. The biggest unknown is how much the State will be providing in funding. Mayor DiLucia noted, he and Council would like to build the new firehouse, however, they need to ensure the money will be there at a reasonable rate. The Mayor suggests to move forward with the project quickly while the bond rates are low.

- Future In-Person Council Meetings – Following COVID-19 CDC Guidelines

Cncl. Pres. Marino stated that the setup for this evening's in-person meeting is not typically the way things are done, but everyone is making the best of the situation in order to have an in-person meeting. He noted, to conduct business for the Township, sometimes the meetings need to be in-person and all scheduled Work Sessions and Regular Council Meetings will take place in the Courtroom for the remainder of the year. **Cncl. Falcone** suggested a possible renovation to the Courtroom. **Cncl. Pres. Marino** noted, at this time, he is not in favor of spending money to renovate the Courtroom. He explained that the current setup was created to provide safety and to stay within the CDC guidelines. **Cncl. Miller** noted, he is in favor with the current plan and setup to hold in-person meetings. **Cncl. Pres. Marino** polled the members of Council and Directors in attendance and all were in favor of the current plan.

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C.) PUBLIC PORTION

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

Joseph Paparo, 605 N. Main Street, addressed Council regarding his concerns with the appointment of the new Superintendent of the Monroe Municipal Utilities Authority, which took place at the May 20, 2020 Monroe Municipal Utilities Authority Board Meeting. He read aloud and provided a letter to the members of Council in attendance and the Municipal Clerk, expressing his concerns. **Cncl. Falcone** said that she would like to see an investigation into Mr. Paparo's concerns.

Mayor DiLucia approached Council and provided the Municipal Clerk, for the record, a copy of a letter received by the Mayor's Office from a concerned Monroe Township citizen, regarding their concerns with the Monroe Municipal Utilities Authority Board's appointment of their Superintendent. The Mayor expressed his concerns regarding the letter and spoke about the Monroe Municipal Utilities Authority Board May 20, 2020 meeting minutes. He would like to begin an inquiry into the selection process and appointment of the new Superintendent of the Monroe Municipal Utilities Authority. **Cncl. Wolfe** questioned who would investigate a matter with the MMUA. **Solicitor Trimble** will research the process bylaws and report back to the Mayor and Council.

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

D.) NEW BUSINESS

Cncl. Pres. Marino spoke in regards to an invoice for Bakey Energy Consulting, the Solar Consultant, which was received after the Bill List was distributed for approval. He would like to have this invoice included with the submitted Bill List for approval. **Cncl. Pres. Marino** polled the members of Council in attendance and all were in agreement to have the Bakey Energy Consulting invoice added to the Bill List.

E.) OLD BUSINESS – None

F.) COMMITTEE REPORTS

Cncl. Garbowski reported for the Tax Abatement Committee. The Committee has been asked to revisit Ordinance O:11-2020, regarding M3 Hotel Developers, LLC d/b/a Best Western Monroe Inn & Suites, which was recently adopted on May 26, 2020 for zero percent tax for one year. M3 Hotel Developers requested a five-year abatement; without the five-year tax abatement, they will be unable to receive their funding to expand their hotel. They are looking to spend approximately \$1.75 million to double their property size, which will provide another thirteen (13) jobs. They are asking for reconsideration to the five-year abatement. **Cncl. Wolfe** agreed to have this added to the July 1, 2020 Ordinance Committee Meeting Agenda for discussion.

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F.) COMMITTEE REPORTS (cont'd)

Cncl. Falcone reported for the Redevelopment Committee. She noted, the easement that the daycare was discussing, will be going back to the professionals for further discussion. **Cncl. Pres. Marino** would like to schedule a Redevelopment Committee meeting and invite the Pilot Abatement Consultant to attend. **Cncl. Falcone** will work on getting that meeting scheduled.

G.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED

Cncl. Wolfe reported that Resolution R:104-2020 needs to be amended to reflect the correct VIN number for the 2006 Dodge Durango, which is being donated to the Monroe Township Board of Education. **Solicitor Trimble** read the correct VIN number into the record to amend Resolution R:104-2020.

Cncl. Wolfe spoke regarding Resolutions R:108-2020 and R:109-2020, in reference to repaving. He said that he has been approached by several residents who live in the Scotland Run development, asking about having the roads in the development repaved. **Cncl. Wolfe** questioned what the proper process is, in order to have Scotland Run accessed for repaving. **Director of Public Works, Nicholas Mercado** advised that he has put together for review, projects to be listed in the 2020 Monroe Road Program and some of the roads in the Scotland Run Development are included in the 2020 Monroe Road Program. He will forward this to Council for review. A discussion ensued regarding the process of selecting roads to be included in the program. **Mayor DiLucia** mentioned that he, Nicholas Mercado and Administration are in constant contact in regards to the Road Program, as it is a change in situation all of the time. He suggested that in the future, if a resident has concerns about a specific road, have them first contact Administration, who will then bring it to Mr. Mercado for discussion and then a determination will be made in the best interest of the Township.

H.) QUESTIONS REGARDING ORDINANCES SCHEDULED

Cncl. Falcone urged Council to vote "yes" on Ordinance O:15-2020. A "yes" vote will allow the Township to collect revenue. This Ordinance has nothing to do with bringing in a cannabis dispensary, it is only about collecting the much-needed revenue.

I.) ADJOURNMENT

With nothing further to discuss, **Cncl. Wolfe** made a motion to adjourn the Council Work Session of June 22, 2020. The motion was seconded by **Cncl. Miller** and unanimously approved by all members of Council in attendance.

Respectfully submitted,



Aileen Chiselko, RMC
Municipal Clerk



Presiding Officer

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These minutes were prepared from excerpts of the recorded proceedings, as well as hand-written notes taken, of the Council Work Session of June 22, 2020 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 ADC
Approved as corrected _____

Date 7/27/20
Date _____