

**MINUTES  
COUNCIL MEETING  
TOWNSHIP OF MONROE  
NOVEMBER 8, 2021**

**A.) OPENING CEREMONIES**

**CALL TO ORDER**

The Council Meeting of the Township of Monroe was called to order at 7:00PM by **Cncl. Pres., Patrick O'Reilly** in the Courtroom 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.

**Cncl. Pres., Patrick O'Reilly** stated, the Clerk has placed a sign-in sheet in the rear of the meeting room. If anyone would like to address Council, please sign-in and raise your hand and you will be asked to come forward to the microphone. Kindly state your name and address for the record.

**SALUTE TO THE FLAG**

**Cncl. McKinney** led the Assembly in the Pledge of Allegiance to Our Flag. **Cncl. Vice-Pres. Wolfe** offered the Invocation.

**ROLL CALL**

Cncl. Katherine Falcone	Present	
Cncl. Carolann Fox	Present	
Cncl. Ronald Garbowski		Excused
Cncl. Steven McKinney	Present	
Cncl. Chelsea Valcourt	Present	
Cncl. Vice-Pres. Gregory Wolfe	Present	
Cncl. Pres. Patrick O'Reilly	Present	
Mayor Richard DiLucia	Present	
Deputy Mayor, Joseph DiLolle	Present	
Solicitor, John Trimble	Present	
Business Administrator, Jill McCrea	Present	
Dir. of Code Enforcement, Joseph Broderick	Present	
Dir. of Community Affairs, Brandee Derieux	Present	
Dir. of Finance, Lorraine Boyer	Present	
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	Present	(arrived @ 7:19pm)
Police Chief Craig Monahan	Present	
Municipal Clerk, Aileen Chiselko	Present	

**B.) MATTERS FOR DISCUSSION – None**

**C.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED**

**Cncl. Vice-Pres. Wolfe** spoke in reference to Resolution R:198-2021, questioning why funds are being transferred, to which the **Director of Finance, Ms. Boyer** informed Council that there are shortages in some of the accounts deriving from a very tight budget. **Cncl. Pres. O'Reilly** asked for the details regarding the \$10,000.00 listed for Solar, to which Ms. Boyer explained, the amount of work done on the solar exceeded the amount budgeted. Ms. Boyer explained the reason for each line item listed for transfer.

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

**Cncl. Vice-Pres. Wolfe** spoke in reference to Resolution R:199-2021, asking what changes were made to the Updated Personnel Policies and Employee Handbook, as it did not indicate where the changes were made. **Business Administrator, Jill McCrea** explained, the mandatory updates were taken from the JIF and rather than go through line by line and update, a new handbook was created which includes all of the JIF mandatory updates along with the current Township policies.

**Cncl. Vice-Pres. Wolfe** spoke in reference to Resolution R:201-2021, asking for clarification of where the \$1.9 million a year over three years will be allocated and used. **Business Administrator, Jill McCrea** explained, in order to be able to spend any of the money provided by the American Rescue Plan, a Resolution has to be passed approving same. **Director of Finance, Lorraine Boyer** stated, this Resolution is merely a "housekeeping" item. Ms. McCrea advised that some of the money will be used for reimbursement of revenue lost and even though the scope of use is limited, the Township will be able to use some of the money for stormwater management, which is a major problem throughout the town. She stated, if the money is not used within the narrow scope of what is allowed, the money will be lost.

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

**E.) APPROVAL OF MINUTES**

**Cncl. Fox** made a motion to approve the minutes as submitted of the Council Meeting of October 11, 2021. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance.

**F.) CORRESPONDENCE – None**

**G.) RESOLUTIONS**

**Cncl. Vice-Pres. Wolfe** made a motion to open the public portion for Resolutions scheduled. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance. With no one wishing to speak, **Cncl. Vice-Pres. Wolfe** made a motion to close the public portion for Resolutions scheduled. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

**Cncl. Valcourt** made a motion to bracket for approval, by Consent Agenda, Resolutions R:198-2021 through R:212-2021. The motion was seconded by **Cncl. Vice-Pres. Wolfe** and unanimously approved by all members of Council in attendance.

**CONSENT AGENDA RESOLUTIONS R:198-2021 THROUGH R:212-2021**

**R:198-2021** Resolution of the Township Council of the Township of Monroe Transferring Funds for the Budget Year 2021

**R:199-2021** Resolution Approving the Adoption of the Township of Monroe's Updated Personnel Policies and Employee Handbook

**R:200-2021** Resolution of the Township Council of the Township of Monroe Authorizing the Purchase of One (1) Service Body with Auto Crane HC-6 Mounted on a Ford F550 Under a National Cooperative Purchasing Agreement

**R:201-2021** Resolution Requesting Approval of Items of Revenue and Appropriation N.J.S.A. 40A:4-87 American Rescue Plan/2021 Local Fiscal Recovery Funds

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**G.) RESOLUTIONS (cont'd)**

**R:202-2021** Resolution Adjusting Township of Monroe Tax Records

**R:203-2021** Resolution Approving the Bill List and Paid List for the Council Meeting of November 8, 2021

**R:204-2021** Resolution of the Township of Monroe Authorizing the Mayor of the Township of Monroe to Enter into Developer's Agreement Between the Township of Monroe and 385 North Tuckahoe, LLC Concerning Real Property Identified as Block 12901, Lot 18

**R:205-2021** Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Performance Guarantee in the Amount of \$429,699.00 for Woodview Townhomes, Section 1, Subdivision #1829 (Block 12901, Lot 18)

**R:206-2021** Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Safety & Stabilization Guarantee in the Amount of \$11,452.00 for Woodview Townhomes, Section 1, Subdivision #1829 (Block 12901, Lot 18)

**R:207-2021** Resolution of the Township of Monroe Authorizing the Mayor of the Township of Monroe to Enter into Developer's Agreement Among the Township of Monroe, Philadelphia Suburban Development Corporation and Malaga Meadows, LLC Concerning Real Property Identified as Block 2702, Lots 11, 15, 17, 18, 40 and 41

**R:208-2021** Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Performance Guarantee in the Amount of \$1,336,876.20 for Malaga Road Tract (a/k/a Malaga Meadows), Section 1, Subdivision #1828 (Block 2702, Lots 11, 15, 17, 40 and 41)

**R:209-2021** Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Safety & Stabilization Guarantee in the Amount of \$28,640.66 for Malaga Road Tract (a/k/a Malaga Meadows), Section 1, Subdivision #1828 (Block 2702, Lots 11, 15, 17, 40 and 41)

**R:210-2021** Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Performance Guarantee in the Amount of \$431,995.80 for Malaga Road Tract (a/k/a Malaga Meadows), Section 2, Subdivision #1828 (Block 2702, Lots 11, 15, 17, 40 and 41)

**R:211-2021** Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Safety & Stabilization Guarantee in the Amount of \$11,499.91 for Malaga Road Tract (a/k/a Malaga Meadows), Section 2, Subdivision #1828 (Block 2702, Lots 11, 15, 17, 40 and 41)

**R:212-2021** Resolution of the Township of Monroe Releasing the Performance Guarantee for Cross Keys Monroe, LLC, Site Plan #472-SP PS-1, Block 101, Lot 3.07 for Certain Site Improvements "Daycare"

**Cncl. Valcourt** made a motion to approve Resolutions R:198-2021 through R:212-2021. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

**H.) ORDINANCES**

**Cncl. Vice-Pres. Wolfe** made a motion to open the meeting to the public for the Ordinances listed on the agenda for Second Reading and Public Hearing. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance. With no one wishing to speak on the Ordinances for Second Reading, **Cncl. Vice-Pres. Wolfe** made a motion to close the Public Hearing. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

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**H.) ORDINANCES (cont'd)**

**O:23-2021** An Ordinance of the Township Council of the Township of Monroe Authorizing the Sale of Township Owned Land

**Second Reading:** The above Ordinance was published in an official publication for the Township of Monroe. This portion was opened to the public.

**Cncl. Fox** made a motion to approve Ordinance O:23-2021 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:23-2021 FOR SECOND READING  
AND PUBLIC HEARING –**

**6 AYES (Falcone, Fox, McKinney, O'Reilly, Valcourt, Wolfe) 1 ABSENT (Garbowski)**

**Tally: 6 Ayes, 0 Nay, 0 Abstain, 1 Absent.** Ordinance **O:23-2021** was duly approved for Second Reading and Public Hearing.

**O:24-2021** An Ordinance of the Township Council of the Township of Monroe Repealing Ordinance O:03-2021

**First Reading:** A copy of this Ordinance was posted on the bulletin board at the Municipal Complex. Additional copies were made available to the public.

**Cncl. Vice-Pres. Wolfe** made a motion to approve Ordinance O:24-2021 for First Reading and Publication. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

**O:25-2021** An Ordinance of the Township Council of the Township of Monroe to Amend Chapter 175 of the Code of the Township of Monroe, Entitled "Land Management"

**First Reading:** A copy of this Ordinance was posted on the bulletin board at the Municipal Complex. Additional copies were made available to the public.

**Cncl. Vice-Pres. Wolfe** made a motion to approve Ordinance O:25-2021 for First Reading and Publication. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

**I.) NEW BUSINESS**

**Cncl. Vice-Pres. Wolfe** spoke regarding Sustainable Monroe, noting that Sustainable Monroe is not a Monroe Township entity or board, it is a non-profit within the Township that the Township has a relationship with because of various grants. He received a phone call from a resident who has requested copies of financials and by-laws from Sustainable Monroe and Sustainable Monroe has not been cooperative with said request. **Cncl. Vice-Pres. Wolfe** questioned how Council is to be involved with this since Sustainable Monroe is not a Township Board or Commission and what obligation does Sustainable Monroe have as a non-profit organization within the community to release that information to the residents. **Solicitor Trimble** believes, they are a private non-profit organization and in order for the town to have any leverage, they would have to make it a requirement that Sustainable Monroe must make their records public, if they are going to act as an agent of the town concerning various sustainable issues. **Cncl. Vice-Pres. Wolfe** asked if an Ordinance should be created stating requirements to the town, since there are grant monies involved, to which **Solicitor Trimble** agreed. **Solicitor Trimble** suggested adding this topic to the next Ordinance Committee Meeting Agenda for further discussion.

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**J.) UNFINISHED BUSINESS**

**Cncl. Vice-Pres. Wolfe** spoke in reference to the previous discussions regarding various contracts that were signed without the authorization of Council. He questioned where the contracts stand, if they were signed without Council authorization. **Solicitor Trimble** believes every contract that was referenced at the last Council Meeting had a Resolution accompanying it that was voted on by Council. **Business Administrator, Jill McCrea** explained, there was a situation this year, where right after an agreement was discussed, the Union asked Administration to hold off; however, other than that, all other contracts were ratified by Council. **Cncl. Vice-Pres. Wolfe** stated, he is specifically speaking about the last two (2) Captains' Contracts that were negotiated. **Mayor DiLucia** explained that the last contract, which was negotiated with a Captain, and at the time that Mr. Wolfe brought it forward for discussion, the contract had not yet been consummated, because the day after a stipulation of agreement was agreed on, a grievance was filed for a different interpretation and that grievance was just settled with the Union last week. The Mayor noted, before he places a contract before Council for approval, that contract needs to be complete and merged together with the completed stipulation of agreement, he does not put the stipulation of agreement before Council and then the contract, they need to be completed and merged together first. After the last meeting, he found that every signed contract, which has been negotiated since he has taken office, has a Resolution that was presented to Council attached to it, with the exception of the one, he just mentioned. Mayor DiLucia explained the Captains' Contracts and stipulation of agreements. A discussion between **Cncl. Vice-Pres. Wolfe** and Mayor DiLucia ensued regarding Captain Contracts and Collective Bargaining.

**K.) REPORTS AND OTHER MATTERS**

**Solicitor, Mr. Trimble** reported that the County has not gotten back to the Township with their agreement to have Route 322 and Fries Mill Road reconstructed at no cost to the town.

**Director of Real Estate, Ms. Matese** spoke regarding the Land Sale scheduled for December 8<sup>th</sup>. She advised that there are one hundred thirty-eight (138) parcels of land included in the sale, thirty (30) of which are from the previous Land Sale, one hundred eight (108) are newly foreclosed properties, with forty (40) of those on the public list and ninety-eight (98) on the private list. The public list represents approximately over \$15 million in taxes and the private list represents approximately \$5 million in taxes. **Solicitor Trimble** explained that the private list is for those properties that are not developable pursuant to the Township's Zoning Codes and they have contiguous property owners. The contiguous property owners are neighbors of the listed property that have first right to purchase the property. At the Land Sale, there is no bid on the property from a contiguous owner, then it is opened to the public to sell the property. **Solicitor Trimble** stated, the winning bidder is required to pay a deposit of 10% of the minimum bid price at the Land Sale in the form of cash or certified check, no personal checks are accepted. **Cncl. Vice-Pres. Wolfe** suggested creating a video to post on the town's social media platforms to help promote the Land Sale and explain what it is and the process to the residents. Ms. Matese thanked everyone involved in preparing for the Land Sale.

**Police Chief Monahan** stated that he and many members of the Police Department are entering into the "No Shave November" fundraiser. The officers involved in this fundraiser will be donating to the F.O.P. 125 which in turn, at the end of the month, will be donating to the Atlantic Care Treasure the Moment Fund. Chief Monahan sadly announced the passing of Records Clerk, Deb Schubert after a long battle with cancer.

**Cncl. Fox** reported, the Municipal Alliance Commission has six (6) vacant positions. She invited anyone who is interested in joining the Commission to complete a Citizen Leadership Form.

**Cncl. Valcourt** asked if blank Citizen Leadership Forms can be placed in the rear of the Courtroom for residents who are interested in applying for a certain Board or Commission, to which Municipal Clerk, Aileen Chiselko agreed.

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**L.) GENERAL PUBLIC DISCUSSION**

**Cncl. Vice-Pres. Wolfe** made a motion to open the General Public Discussion. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance.

**Brooke Rivello** stated, she had submitted an application for the Economic Development Commission and asked who she should follow up with. **Cncl. Valcourt** explained at the bottom of the Citizen Leadership Form there is a portion that asks for the applicants education and experience and that portion of Ms. Rivello's form was left blank. **Cncl. Valcourt** asked Ms. Rivello to complete the form and resubmit to the Municipal Clerk, Aileen Chiselko for review. **Cncl. Falcone** expressed her concerns with previous Citizen Leadership Forms that were left blank and were passed onto Boards and Commissions.

**Fernando Powers** addressed Council to ask what was done with Ms. Rivello's Citizen Leadership Form. **Cncl. Vice-Pres. Wolfe** advised that the Municipal Clerk had forwarded the form to all of Council for their review and explained the process of nominations to Boards and Commissions. Mr. Powers asked if Ms. Rivello can address Council to tell them about herself and her qualifications rather than resubmitting a new form. **Cncl. Falcone** made a motion to appoint Brooke Rivello to the Economic Development Commission. **Cncl. Valcourt** asked that the Citizen Leadership Form be completed prior to any appointments being made. **Municipal Clerk, Aileen Chiselko** advised, appointments to the Economic Development Commission are done by Council and a Resolution is prepared that authorizes the appointment. **Cncl. Pres. O'Reilly** suggested Ms. Rivello complete the Citizen Leadership Form and he will place her appointment on the next Council Meeting Agenda. A discussion followed regarding creating a qualification process to be followed when Citizen Leadership Forms are received.

**Brooke Rivello** addressed Council to provide her background and experience which she feels would make her a good candidate to serve on the Economic Development Commission. She stated that she will also come in to the Clerk's Office and complete the Citizen Leadership Form. **Cncl. Falcone** made a motion to appoint Brooke Rivello to the Economic Development Commission. The motion was seconded by **Cncl. McKinney**.

**ROLL CALL VOTE TO APPROVE NOMINATION OF BROOKE RIVELLO  
AS MEMBER TO THE ECONOMIC DEVELOPMENT COMMISSION  
6 AYES (Falcone, Fox, McKinney, O'Reilly, Valcourt, Wolfe), 1 ABSENT (Garbowski)**

**Tally: 6 Ayes, 0 Nay, 0 Abstain, 1 Absent.** Nomination of **Brooke Rivello** as Member to the Economic Development Commission was duly approved.

**Solicitor Trimble** clarified that the motion was a motion to name Brooke Rivello to the Economic Development Commission. **Municipal Clerk, Aileen Chiselko** advised with that passed vote, Resolution R:213-2021 will be prepared and added to this evening's Agenda and she will provide a copy of the Resolution to Ms. Rivello.

**Anthony Bundi, 301 Ireland Terrace**, addressed Council to follow up on his concerns with the speeding issues, which were discussed at the last Council Meeting. He addressed Police Chief Monahan regarding the Ordinance that was previously referenced in regards to children playing basketball in the streets. Mr. Bundi spoke in reference to Owens Park and Ward Park and expressed his concerns with the conditions of the parks, asking if Parks and Recreation could clean up the parks, to which **Cncl. Vice-Pres. Wolfe** advised, it has been discussed and Parks and Recreation will be addressing the concerns at the various tot-lots and parks throughout the town. Mr. Bundi asked about having some of the cut-throughs closed down, to which Chief Monahan addressed the volume of traffic throughout the streets located on Sicklerville Road. Mr. Bundi asked about having the stationary radar signs and traffic counters placed on Ireland Terrace and Princeton Place, to which Chief Monahan informed him that they are currently being used on Grandview Avenue, however, within the week, they will be moved to Ireland Terrace and Princeton Place.

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**L.) GENERAL PUBLIC DISCUSSION (cont'd)**


**Jack Luby, 1664 Silver Birch Road**, thanked the Director of Parks and Recreation, Brent Salvadori for being the first Director to come down and tour the Forest Hills Recreation area in over twenty (20) years. Mr. Luby said that it is the 1<sup>st</sup> anniversary since all of the trees have been removed in the entrance way of Forest Hills. He expressed his concerns with the entrance of Forest Hills and noted that he will be at every Council Meeting until something is done. **Solicitor Trimble** stated, with Council's approval he will research the situation and report back.

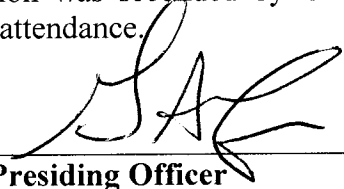
**Christine Focht, 131 Princeton Place**, addressed Council to show her support of Anthony Bundi and to express her concerns with the excessive speeding on Princeton Place and Ireland Terrace and the safety concerns involved. She noted, as a softball coach, she has a calibrated radar gun and she has found the average speed is 46 mph.

With no one else wishing to speak, **Cncl. Vice-Pres. Wolfe** made a motion to close the General Public Discussion. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

**M.) ADJOURNMENT**

With nothing further to discuss, **Cncl. Vice-Pres. Wolfe** made a motion to adjourn the Council Meeting of November 8, 2021. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance.

  
\_\_\_\_\_  
**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 Meeting of November 8, 2021 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 1/24/2022  
Date \_\_\_\_\_