

**MINUTES
COUNCIL MEETING
TOWNSHIP OF MONROE
NOVEMBER 22, 2021**

A.) OPENING CEREMONIES

CALL TO ORDER

The Council Meeting of the Township of Monroe was called to order at 7 p.m. 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. Valcourt led the Assembly in the Pledge of Allegiance to Our Flag. **Cncl. Fox** offered the Invocation.

ROLL CALL

Cncl. Katherine Falcone	Present	
Cncl. Carolann Fox	Present	
Cncl. Ronald Garbowski	Present	
Cncl. Steven McKinney	Present	
Cncl. Chelsea Valcourt	Present	
Cncl. Vice-Pres. Gregory Wolfe		Excused
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	(arrived @ 7:21pm)
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	
Deputy Police Chief Gene Sulzbach	Present	
Municipal Clerk, Aileen Chiselko	Present	

SPOTLIGHT ON BUSINESS

- Chamber of Commerce – “Flat Don”

Christine Feggans, Williamstown Chamber of Commerce, addressed Council to explain their “Flat Don” initiative. “Flat Don” helps promote businesses in town, who are a part of the Commerce, by giving them the chance to have “Flat Don” visit and do fun things with him. “Flat Don” is also “Don Around Town” (Don Kensey), who visits businesses in his limo to talk to them and encourage them to join the Williamstown Chamber of Commerce.

B.) MATTERS FOR DISCUSSION - None

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C.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED – None

D.) QUESTIONS REGARDING ORDINANCES SCHEDULED – None

E.) APPROVAL OF MINUTES

Cncl. Garbowski made a motion to approve the minutes as submitted of the Council Meeting of October 25, 2021. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance.

F.) CORRESPONDENCE – None

G.) RESOLUTIONS

Cncl. Garbowski 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. Fox** made a motion to close the public portion for Resolutions scheduled. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council in attendance.

Cncl. Garbowski made a motion to bracket for approval, by Consent Agenda, Resolutions R:214-2021 through R:227-2021. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance.

CONSENT AGENDA RESOLUTIONS R:214-2021 THROUGH R:227-2021

R:214-2021 Resolution of the Township of Monroe Releasing the Performance Guarantee for Cross Keys Monroe, LLC, Site Plan #472-SP PS-1, Block 101, Lot 3.06 for Certain Site Improvements “Restaurant”

R:215-2021 Resolution of the Township of Monroe Authorizing the Reduction of a Letter of Credit for Whitehall Gardens, Subdivision #1739, Section 2A, Block 8001, Lot 28

R:216-2021 Resolution of the Township of Monroe Authorizing the Reduction of a Letter of Credit for Whitehall Gardens, Subdivision #1739, Section 2B, Block 8001, Lot 28

R:217-2021 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 Morgan Development Group, LLC Concerning Real Property Identified as Block 13001, Lots 9, 10, 11, 11.01, 12 & 13

R:218-2021 Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Performance Guarantee in the Amount of \$1,409,103.60 for Holly Oaks Estates, Phase 1, Subdivision #1751 (Block 13001, Lots 9, 10, 11, 11.01, 12 & 13)

R:219-2021 Resolution of the Township Council of the Township of Monroe Authorizing a Lien Be Placed on Various Properties for Failure to Comply with Chapter 295 of the Code of the Township of Monroe

R:220-2021 Resolution of the Township Council of the Township of Monroe Authorizing the 2021-2022 Junkyard Licenses within the Township of Monroe

R:221-2021 Resolution Directing the Distribution of the Township of Monroe’s Net Returned Surplus Funds Held in Trust by the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund

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G.) RESOLUTIONS (cont'd)

R:222-2021 Resolution of the Township Council of the Township of Monroe Transferring Funds for the Budget Year 2021

R:223-2021 Resolution Adjusting Township of Monroe Tax Records

R:224-2021 Resolution Approving the Bill List and Paid List for the Council Meeting of November 22, 2021

R:225-2021 Resolution of the Township Council of the Township of Monroe Authorizing the Purchase of One (1) McNeilus XC 32 Cu. Yd. Rear Loader Refuse Collection System Under a National Cooperative Purchasing Agreement

R:226-2021 Resolution of the Township of Monroe Authorizing the Mayor to Execute a Settlement Agreement Between the Township of Monroe and Brandon Torres

R:227-2021 Resolution Authorizing Closed Executive Session of the Township Council of the Township of Monroe to Discuss Litigation

Solicitor Trimble asked that Resolution R:217-2021 be approved based on Solicitor review. He noted, the litigation mentioned in Resolution R:227-2021 is concerning the Torres v. Monroe Township matter.

Cncl. Garbowski made a motion to approve Resolutions R:214-2021 through R:227-2021. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance.

H.) ORDINANCES

Cncl. Fox 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. McKinney** made a motion to close the Public Hearing. The motion was seconded by **Cncl. Pres. O'Reilly** and unanimously approved by all members of Council in attendance.

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

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

Cncl. Valcourt made a motion to approve Ordinance O:24-2021 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Pres. O'Reilly** and unanimously approved by all members of Council in attendance.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:24-2021 FOR SECOND READING
AND PUBLIC HEARING –**

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

Tally: 6 Ayes, 0 Nay, 0 Abstain, 1 Absent. Ordinance **O:24-2021** was duly approved for Second Reading and Public Hearing.

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"

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

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H.) ORDINANCES (cont'd)

Cncl. Fox made a motion to approve Ordinance O:25-2021 for Second Reading and Public Hearing. The motion was seconded by **Cncl. McKinney** and unanimously approved by all members of Council in attendance.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:25-2021 FOR SECOND READING
AND PUBLIC HEARING –
6 AYES (Falcone, Fox, Garbowski, McKinney, O'Reilly, Valcourt) 1 ABSENT (Wolfe)**

I.) NEW BUSINESS – None

J.) UNFINISHED BUSINESS

Mayor DiLucia questioned why Resolution R:228-2021 was removed from this evening's Agenda. **Cncl. Pres. O'Reilly** explained, he would like Cncl. Vice-Pres. Wolfe to have the opportunity to be present and have further dialogue when Resolution R:228-2021 is presented.

K.) REPORTS AND OTHER MATTERS

Mayor DiLucia spoke in reference to the Resolution that was approved and forwarded to the County regarding the Route 322 and Fries Mill Road project. He noted that he has received a letter from the County stating that they would be taking control of the intersection and that they would in-fact proceed with the project with an anticipated start date of spring 2022. The County has advised that they will be reaching out to the town in the future and that there may be some cost associated with the project. The Mayor noted, as the project moves forward, he will be able to identify if there will be any costs associated, however, currently there is \$9.5 million of State funding set aside for the project and as things develop, he will continue to provide a report.

Deputy Mayor DiLolle attended, alongside the Mayor, the Williamstown Fire Company's installation of officers. On November 21, 2021, he filled-in for the Mayor at the Faith Bible Church on Malaga Road, with Pastor Wilson. Faith Bible Church is breaking ground today with the hopes of having their church completed within the year.

Solicitor, Mr. Trimble reported on what his firm has been working on. They are finalizing the paperwork from the September Land Sale, preparing all of the deeds, and communicating with the buyers in order to present to Council to authorize the Mayor to sign those agreements and deeds. They are diligently working on the December 8th Land Sale, along with the Clerk's Office, the Director of Real Estate, the Tax Collector's Office, and the Zoning Officer. Mr. Trimble spoke regarding the letter the Mayor received from the County in reference to the Route 322 and Fries Mill Road project. In the letter, they spoke about certain work product that they were not sure had been completed. The Solicitor's office approximately two (2) weeks ago, forwarded to the County all of the work that his office had done in the last two and a half (2 ½) years showing the preparation work for the County to be able to move forward with construction, and as of today, he has not received any communication from the County requesting to schedule a meeting. Solicitor Trimble stated, he is ready, when the County is ready, to schedule a meeting in order to get that project moving and completed.

Director of Finance, Ms. Boyer wished everyone a Happy Thanksgiving.

Director of Parks & Recreation, Mr. Salvadori reported that the Main Street Express, the Reverse Parade, will be held on December 4th on Main Street beginning at 6 p.m. at the CVS parking lot. Radio Channel 97.7 is the station to tune into to be able to follow along with during the parade.

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K.) REPORTS (cont'd)

Director of Public Safety, Mr. Kurz stated, with the holidays quickly approaching, the Police Department is asking that the residents be more cautious on the roads. Mr. Kurz welcomed the four (4) new officers who are graduating the academy next Monday and wished them the best. He reported that both of the volunteer fire departments have been extremely busy lately and are both doing an outstanding job with the workload. The EMS personnel are also doing an excellent job and are always in need of more help, noting, if anyone is interested in serving, to please visit the Township website for more information. Williamstown Fire Company's Annual Christmas Tree Sale will begin Monday, November 29th behind their station. Mr. Kurz thanked the Mayor for attending the Installation of Officers' Banquet on November 5th and swearing-in the new officers. He congratulated all of the new officers of the Williamstown Fire Company for the year 2022.

Director of Public Works, Mr. Mercado announced that the Recycling Coach App, which began over a year ago, now has over 4,000 subscribers. A system to alert and notify residents as to any changes regarding pick-ups have been implanted within the app. The app is located on the Public Works section of the Township website for anyone that would like additional information. He encouraged the residents to download the app. Mr. Mercado noted, there has been discussion in reference to resuming Saturday openings for bulk drop-off and he will have more to report on this at the next Council Meeting.

Director of Real Estate, Ms. Matese advised, the next Land Sale is scheduled for December 8, 2021 beginning at 10 a.m. in the Courtroom. The list of the properties included as well as Ordinance O:23-2021 is published on the Township website.

Deputy Police Chief Sulzbach announced that Captain Eric Lewis will be retiring and his last day will be Wednesday, November 26, 2021, with his final call being held at 1:30 p.m.

Cncl. Fox congratulated the new officers and wished everyone a Happy Thanksgiving.

Cncl. Garbowski advised that the next Ordinance Committee Meeting is scheduled for December 1, 2021, however, as of right now, there is not a lot on the agenda, so it may be cancelled. He wished everyone a happy, healthy and safe Thanksgiving.

Cncl. McKinney spoke regarding the historic train station which was discussed at the last Council Meeting, advising that it has been determined that the train station does not belong to Monroe Township. The train station belonging to Monroe Township was destroyed many years ago when the lot where it was located was cleared. Cncl. McKinney attended the November 7th MMUA Board Meeting where they held their public hearing for the water and connection fee increases, however, there was no one in attendance wishing to speak. The MMUA approved the increase of water connection fees from \$3,300.00 to \$3,981.00 for water and an increase of sewer connection fees from \$3,100.00 to \$3,181.00 for service. The MMUA Board is actively advertising that Executive Order 229, which prevents utilities from being shut off, late payments and interest accruing, expires on December 31st of this year. Cncl. McKinney wished everyone a happy holiday.

Cncl. Valcourt reported that on November 16th, she met with a resident who expressed his concerns with the section of Whitehall Road, spanning from Jackson Road down to Coles Mill Road. Cncl. Valcourt agrees with the resident's concerns, noting how dangerous it is, with no visible lines on the road, the overgrowth on the sides of the road and minimal street lights. She asked if there was anyway to have that section of the road re-stripped. **Director of Public Works, Nicholas Mercado** advised, the development is responsible for a lot of the repair work. They have restored some of the roadway, but it has not been done properly. He will reach out to the developer to review the situation and to the Township's engineer to ensure the repairs are done in a timely manner.

Cncl. Pres. O'Reilly spoke in reference to where the Township stands with the Dog Park, asking if it is the County or the Pinelands that is holding up the project. **Mayor DiLucia** advised that the Pinelands was the hold up, however, it was discovered that the town has some

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K.) REPORTS (cont'd)

additional grant money that can be used to place a walking trail around the park, so currently that is the hold up. **Director of Public Works, Nicholas Mercado** confirmed the additional grant money and explained how the town has petitioned the State to incorporate more of the dog path with its walking paths, some stormwater management facilities, and have the bulk of that paid under this funding source which would save the town money on the Green Acres Fund. He noted, once approval is received from the State, the project will be put out for bid, hopefully in the beginning of 2022. Cncl. Pres. O'Reilly spoke regarding possibly cancelling the final Council Meeting scheduled for December 27th. He polled Council and all were in agreement to cancel the final Council Meeting scheduled for December 27, 2021, to which all members present were in agreement.

L.) GENERAL PUBLIC DISCUSSION

Cncl. Garbowski 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.

Lieutenant Helen Hart-Magobet addressed Council to discuss having someone in the Community lead a Martin Luther King Day of Service Event. **Director of Community Affairs, Brandee Derieux** provided Lt. Hart-Magobet with her email so that they can communicate further. **Business Administrator, Jill McCrea** suggested this project may be something better suited for the schools, to which Ms. Derieux advised she is going to reach out to Superintendent Finke after she speaks further to Lt. Hart-Magobet. **Cncl. Garbowski** suggested also getting the Library involved with the project, to which Ms. Derieux stated, she is going to contact the Historical Society as well.

Fernando Powers, Chestnut Green, addressed Council regarding campaign signs that were posted during the General Election.

With no one else wishing to speak, **Cncl. Garbowski** 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.

Solicitor Trimble advised that Council will be going into Closed Session to discuss litigation relating to the Brandon Torres matter.

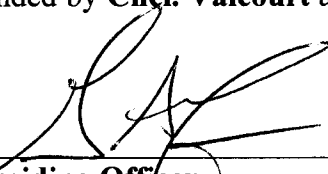
CLOSED EXECUTIVE SESSION

M.) ADJOURNMENT

With nothing further to discuss, **Cncl. McKinney** made a motion to adjourn the Council Meeting of November 22, 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 22, 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 _____
Approved as corrected _____

Date 1/24/2022
Date _____