

**MINUTES
ORDINANCE COMMITTEE MEETING
TOWNSHIP OF MONROE
FEBRUARY 2, 2022**

A.) OPENING CEREMONIES

CALL TO ORDER

The Ordinance Committee Meeting of the Township of Monroe was called to order at approximately 7:00 PM by **Ordinance Chairwoman, Cncl. Chelsea Valcourt** 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*). 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 is posted on the bulletin board at the Municipal Complex and on the Monroe Township website.

SALUTE TO THE FLAG

Cncl. McKinney led the Assembly in the Pledge of Allegiance to Our Flag.

ROLL CALL

Cncl. Katherine Falcone	Present	
Cncl. Ronald Garbowski		Excused
Cncl. Steven McKinney	Present	
Cncl. Patrick O'Reilly		Excused
Cncl. Chelsea Valcourt	Present	
Cncl. Vice-Pres. Carolann Fox	Present	
Cncl. Pres. Gregory Wolfe	Present	
Mayor Richard DiLucia	Present	
Solicitor, Katrina Register	Present	
Dir. of Public Safety, Joseph Kurz	Present	
Police Chief Monahan	Present	
Deputy Municipal Clerk, Jennifer Harbison	Present	

B.) APPROVAL OF MINUTES

Cncl. Vice-Pres. Fox made a motion to approve the minutes as submitted of the Ordinance Committee Meeting of October 6, 2021. The motion was seconded by **Cncl. Pres. Wolfe** and unanimously approved by all members of Council in attendance.

C.) RESOLUTIONS

Monroe Development Associates, LLC, Redevelopment Attorney, Mike Malinsky addressed Council and the Mayor to present and explain the Mink Lane Redevelopment Plan. He explained that they are looking to construct a 235,350 square foot last mile delivery distribution and warehouse along with constructing 39 single-family homes. The proposed

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C.) RESOLUTIONS (cont'd)

warehouse will be located on what is currently known as Lots 5, 6, 7 and 8 of the tax map and the proposed 39 single-family homes will be located on what is currently known as Lot 11 of the tax map. Mr. Malinsky explained, with this development, there is also a pump station located on Frederick Street that has outlived its' useful life, it is over fifty years old and was originally built as a temporary pump station. They are proposing to construct a new pump station on Lot 11 which will allow for several benefits, it will not only service both the single-family homes and the warehouse, but it will also service the existing development that the Frederick Street pump station currently services and allow for additional residential and commercial development in that area. As part of the redevelopment agreement, Monroe Development Associates, LLC will be incurring the cost of moving the water and sewer lines from the existing pump station to the proposed pump station. They anticipate with this proposed project, it will not only bring approximately 157 new jobs to Monroe Township but it will also serve as a commercial ratable with the approximate value of \$514,145.61. Mr. Malinsky advised, they are looking for Council to approve the Resolution and Ordinance that is on this evening's Agenda, which will adopt and approve the Redevelopment Agreement and the Redevelopment Plan which will allow the project to move forward. **Cncl. Falcone** asked what the value of the pump station will be, to which Mr. Malinsky advised it will be approximately \$850,000, which will be turned over to the Monroe Municipal Utilities Authority upon completion. **Cncl. McKinney** asked if the old pump station would be decommissioned, to which Mr. Malinsky confirmed and explained their agreement with the MMUA regarding the pump station. **Cncl. Pres. Wolfe** questioned the phases of the project, asking which phase will be done first, to which Mr. Malinsky explained, it is their intent to work on both phases simultaneously. A discussion followed regarding the Redevelopment Plan and the changes that were made and why they were made. **Cncl. Pres. Wolfe** asked if there is an urgency to have the Resolution and Ordinance approved this evening as opposed to discussing both and then presenting them for approval at the next scheduled Council meeting. Mr. Malinsky explained that the end user for the warehouse has been pressuring them to move on the project and get this project up and running as quickly as possible.

R:60-2022 Resolution of the Township Council of the Township of Monroe Authorizing and Approving a Redevelopment Agreement by and between the Township of Monroe ("Township") and Monroe Development Associates, LLC ("Redeveloper")

Cncl. McKinney made a motion to approve Resolution R:60-2022. The motion was seconded by **Cncl. Pres. Wolfe** and unanimously approved by all members of Council in attendance.

R:61-2022 Resolution Authorizing Closed Executive Session of the Township Council of the Township of Monroe

Cncl. Pres. Wolfe made a motion to approve Resolution R:61-2022. The motion was seconded by **Cncl. Vice-Pres. Fox** and unanimously approved by all members of Council in attendance.

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D.) ORDINANCES FOR REVIEW

O:02-2022 An Ordinance to Amend the Mink Lane/Landfill Redevelopment Plan of Monroe Township

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. Falcone made a motion to approve Ordinance O:02-2022 for First Reading and Publication. The motion was seconded by **Cncl. McKinney** and unanimously approved by all members of Council in attendance.

E.) MATTERS FOR DISCUSSION

- **Parking Restrictions on County Roadways**

Solicitor Register spoke regarding an email, which was provided to Council, from the Administrative Clerk of the Planning and Zoning Board, Ninette Orbaczewski, where the Zoning Board requested that she reach out to Council with regard to the no parking signs on Blue Bell Road. Ms. Register explained that this is a County roadway and it is up to Council, should they choose to move forward, an Ordinance can be adopted even though it is on a County roadway. The adopted Ordinance would have to be forwarded to the County to be placed on file and the County would not be responsible for purchasing, maintaining or installing any of the no parking signs, that would solely be a Township responsibility. There is a permit waiver that can be completed by the Township to be submitted to the County to waive the permit fee, however, it is up to Council if they would like to move forward with preparing an Ordinance. **Chief Monahan** said, he has not been made aware of many parking situations/complaints along Blue Bell Road in the area of the Blue Cork Winery and when they have events, they seem to have ample parking available. **Mayor DiLucia** said, the complaint stemmed from a one-day event, a 5K run where the patrons were not able to use the winery's field to park, noting he does not believe an Ordinance should be created for a one-day event, to which the members of Council in attendance agreed. **Cncl. Pres. Wolfe** said, if there is an issue during an event, the Police can address it.

- **Chapter 280-19 Animal Control "Trap Neuter Release (TNR) Program"**

Elisa Taylor, Director of HARTT Rescue (Humane Animal Rescue Trapping and Transport) and **Gina Megay, Board President of Pet Savers, Inc.** addressed Council regarding the Township's pilot TNR Ordinance and to explain why the Township should keep the program once the pilot expires. Ms. Megay provided information showing that since the County has adopted their TNR Resolution, the euthanasia rate of cats has dropped along with the intake rate. Ms. Megay spoke regarding some needed adjustments to the TNR Ordinance, if the Township decides to continue with the program after the pilot expires. She noted, the County's model Ordinance, which is what the Township followed upon adoption, requires that a cat colony be registered and there is not a clear registration process in Monroe Township. Ms.

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E.) MATTERS FOR DISCUSSION (cont'd)

Megay explained the definition of a cat colony, the registration process needed in order to keep the cats safe and the responsibilities of a care taker/sponsor. Ms. Megay provided statistics and examples about how the TNR Ordinance has helped Monroe Township along with the surrounding municipalities. **Kathy**, who volunteers with Ms. Taylor and Ms. Megay, spoke regarding how the TNR program works in Camden County and expressed her concerns with the registration process in Monroe Township. Ms. Taylor noted that she would like to see Monroe Township continue with the TNR Ordinance, however make some amendments especially with the registration process, to which Ms. Megay agreed. Discussion ensued with Ms. Taylor, Ms. Megay, Kathy, and the members of Council in attendance.

- **Hunting on Township Property**

Cncl. Pres. Wolfe spoke regarding hunting on Township property. He noted, he was approached by a resident who is concerned with people accessing Township property from the Mary Duffy Park area and continuing through the woods and hunting in the woods, which back up to the resident's property along with people hunting near the park. Another resident who lives between Corkery Lane and Malaga Road expressed his concerns with people hunting near the soccer fields. The residents have spoken with the Game Warden, who advised that he is unable to enforce anything because it is not posted property. The residents are asking if the Township can begin posting on the property that there is no hunting allowed to prevent people from hunting on Township property. **Solicitor Register** noted, she will review the Ordinance and determine whether or not the Township needs to post signs or what action needs to be taken.

- **Sustainable Monroe By-Laws / Requiring Entities Receiving Monroe Township Funds to Disclose Financials**

Cncl. Pres. Wolfe explained, this was previously discussed with Solicitor Trimble after a resident had requested a copy of Sustainable Monroe's by-laws and financial documents and were denied such documents from Sustainable Monroe, which raised a question with Council. The Township is in a partnership with Sustainable Monroe for use of various Township properties, they are recognized by the Township and the Township receives grant money from the State which is given to Sustainable Monroe to utilize as part of their non-profit status. **Cncl. Pres. Wolfe** considers Sustainable Monroe to be similar to that of the Sports Advisory Board as they are both non-profit organizations. He noted, in the Ordinance pertaining to the Sports Advisory Board, it states that the Township has the right to request financials at any time that the Township sees fit and he feels the same should apply to Sustainable Monroe. He said that Council received an email prior to this evening's meeting from the Acting Chair of Sustainable Monroe, stating that they are no longer going to partner with Monroe Township, but they would still like to continue their community volunteerism and use the Township property for their events. **Cncl. Valcourt** suggested creating a general Ordinance which addresses any non-profit organization who receives funds through or from the Township will be required to disclose their financials if requested, to which **Cncl. Falcone** agreed. A discussion ensued regarding the need to create an Ordinance to address the need for non-profit entities to disclose their financials to the

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E.) MATTERS FOR DISCUSSION (cont'd)

Township if requested, along with allowing Sustainable Monroe to use the Township properties. **Cncl. Pres. Wolfe** asked Solicitor Register if she can create an Ordinance similar to that of the Sports Advisory Board.

- **Update Backyard Chicken Pilot Program License Renewal Process**

Deputy Municipal Clerk, Jennifer Harbison addressed Council regarding the license renewal process for the Backyard Chicken Pilot Program, as it is not clearly stated in the Ordinance. She asked if the current license holders need to have their coops re-inspected and have their licenses renewed, should the licenses be amended to state the expiration date is the end of the pilot program or should they be treated similar to an Alarm License where it is a permanent license with no expiration date. Ms. Harbison explained her and Municipal Clerk, Aileen Chiselko's concerns with the current licenses that have now expired, the renewal process itself which is not explained in the Ordinance and the responsibility of the Clerk's Office. **Cncl. Pres. Wolfe** stated that Sustainable Monroe plays a large part in the Backyard Chicken Advisory Committee and expressed his concerns with that given the earlier email from Sustainable Monroe wanting to absolve their relationship with the Township. A discussion ensued regarding the Backyard Chicken Program and the Chicken Advisory Committee. **Cncl. Valcourt** suggested forwarding the licenses that are up for renewal to the Chicken Advisory Committee to contact the license holders regarding re-inspections and renewals. **Solicitor Register** suggested reaching out to the Chicken Advisory Committee to confirm the renewal process.

F.) NEW BUSINESS - None

G.) UNFINISHED BUSINESS - None

H.) PUBLIC PORTION

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

Solicitor Register advised that Council will be going into Closed Session to discuss Resolution R:61-2022 relating to potential litigations relating to vacant property registration fees. Formal action will not be taken.

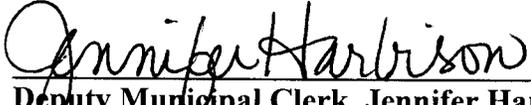
CLOSED EXECUTIVE SESSION

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I.) ADJOURNMENT

With nothing further to discuss, **Cncl. Pres. Wolfe** made a motion to adjourn the Ordinance Committee Meeting of February 2, 2022. The motion was seconded by **Cncl. Vice-Pres. Fox** and unanimously approved by all members of Council in attendance.

Respectfully submitted,



Deputy Municipal Clerk, Jennifer Harbison



Presiding Officer

These minutes were prepared from excerpts of the recorded proceedings and hand-written notes taken during the Ordinance Committee Meeting of February 2, 2022 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 Law.

Approved as submitted _____  _____ Date 3/2/2022
Approved as corrected _____ Date _____