

**MINUTES  
COUNCIL MEETING  
TOWNSHIP OF MONROE  
NOVEMBER 14, 2022**

**A.) OPENING CEREMONIES**

**CALL TO ORDER**

The Council Meeting of the Township of Monroe was called to order at 7 p.m. by **Cncl. Vice-Pres., Carolann Fox** 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. Vice-Pres., Carolann Fox** 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 and offered the Invocation.

**ROLL CALL**

Cncl. Katherine Falcone	Present	
Cncl. Vice-Pres. Carolann Fox	Present	
Cncl. Ronald Garbowski	Present	
Cncl. Steven McKinney	Present	
Cncl. Patrick O'Reilly	Present	
Cncl. Chelsea Valcourt	Present	
Cncl. Pres. Gregory Wolfe		Excused
Mayor Richard DiLucia	Present	
Deputy Mayor, Joseph DiLolle	Present	
Solicitor, John Trimble	Present	
Business Administrator, Jill McCrea		Excused
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		Excused
Deputy Police Chief Gene Sulzbach	Present	
Municipal Clerk, Aileen Chiselko	Present	

**B.) MAYOR'S APPOINTMENTS**

**Mayor DiLucia** made the following appointments:

**Environmental Protection Commission – Maryanne Chappell – Unexpired Term 12/31/2024**

**Environmental Protection Commission – Matthew Urquhart – Unexpired Term 12/31/2024**

**Environmental Protection Commission – John Piligno – Unexpired Term 12/31/2022**

**Environmental Protection Commission – Patricia Purdy – Unexpired Term 12/31/2024**

**Environmental Protection Commission, Alternate #1 Member – Carl Wise –  
Unexpired Term 12/31/2022**

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**C.) PRESENTATIONS / PROCLAMATIONS**

- Public Works Presentation – Reorganization of Sanitation & Recycling Routes

**Director of Public Works, Nicholas Mercado** introduced Supervisor of Public Works, Michael Calvello, and Steve DeFelice, of Public Works, to make the official presentation on the reorganization of the sanitation and recycling routes within the Township, which will be effective January 1, 2023. **Steve DeFelice** informed Council that the new consolidated sanitation and recycling routes were created to help save money, minimize the wear and tear on the vehicles and to make the routes more efficient. Mr. Mercado explained the new schedule, how it has come to fruition, noting in the last few years, there has been an increase in overtime, and how the consolidation will provide the Township a significant savings, approximately \$38,000.00 in the first year, increasing in the future, and has the potential to eliminate approximately 60-70% of the overtime expenses. **Cncl. Falcone** asked if GPS is installed in the trucks, to which Mr. Mercado confirmed. **Mayor DiLucia** advised that a lot of the overtime is unavoidable and will not be able to be eliminated, because under the Collective Bargaining Agreement, there are thirteen (13) holidays, which employees do not work and if they do, they are paid time and a half. These holidays are normally days that trash would be picked up, which then moves the trash day to a Saturday. Mr. Mercado stated, the residents will be notified of the routes and schedules changes by mailers, social media, and postings on the Township website. **Cncl. O'Reilly** suggested placing stickers on each trash can a few weeks prior to the implementation of the new schedule to help make the residents aware. Mr. Mercado informed Council that the targeted start date of the new routes is be January 1, 2023.

**D.) MATTERS FOR DISCUSSION**

- 2022 Best Practices Inventory Questionnaire

**Director of Finance, Lorraine Boyer** explained the questionnaire and that the Best Practice Inventory questions have been answered by her and the Business Administrator, Jill McCrea, along with the help of various departments.

**E.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED – None**

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

**G.) APPROVAL OF MINUTES**

**Cncl. Valcourt** made a motion to approve the minutes as submitted of the Council Meeting of October 24, 2022. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council in attendance except for **Cncl. Garbowski**, who abstained.

**H.) CORRESPONDENCE – None**

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

**Cncl. Valcourt** made a motion to bracket for approval, by Consent Agenda, Resolutions R:209-2022 through R:222-2022. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council in attendance.

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

**CONSENT AGENDA RESOLUTIONS R:209-2022 THROUGH R:222-2022**

**R:209-2022** Resolution of the Township Council of the Township of Monroe Transferring Funds for the Budget Year 2022

**R:210-2022** Resolution Approving the Bill List and Paid List for the Council Meeting of November 14, 2022

**R:211-2022** Resolution Adjusting Township of Monroe Tax Records

**R:212-2022** Resolution Authorizing the Execution of a Use Agreement Between the Township of Monroe and the County of Gloucester for the 2023 Nutrition Project at the Pfeiffer Community Center

**R:213-2022** Resolution of the Township Council of the Township of Monroe Authorizing the Mayor to Execute an Agreement with Virtua Health, Inc.

**R:214-2022** Resolution Authorizing the Township of Monroe to Solicit Bids for the 2022 Road Improvement Project

**R:215-2022** Resolution of the Township of Monroe Authorizing Support for Suitability of Cannabis Business – Cure Wellness NJ, LLC

**R:216-2022** Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Performance Guarantee, in the Form of a Cash Bond, in the Amount of \$10,512.00 for White Horse RV Center, Site Plan #493 (Block 1603, Lot 3)

**R:217-2022** Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Safety and Stabilization Guarantee, in the Form of a Cash Bond, in the Amount of \$5,000.00 White Horse RV Center, Site Plan #493 (Block 1603, Lot 3)

**R:218-2022** Resolution of the Township of Monroe Releasing the Performance Guaranty Posted in the Amount of \$108,948.00 for “Carriage Glen”, Subdivision #1696, Sec. 4, Block 10301, Lot 16 and Substituting a Maintenance Guaranty in the Amount of \$13,512.26

**R:219-2022** Resolution of the Township of Monroe Releasing the Performance Guaranty Posted in the Amount of \$320,237.00 for “Carriage Glen”, Subdivision #1696, Sec. 7, Block 10301, Lot 16 and Substituting a Maintenance Guaranty in the Amount of \$39,870.26

**R:220-2022** Resolution of the Township Council of the Township of Monroe Authorizing the Execution of the American Rescue Act Plan Funds Agreement Between the Township of Monroe and the Monroe Municipal Utilities Authority

**R:221-2022** 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:222-2022** Resolution Approving the Proposal to Provide Additional Professional Services Between the Township of Monroe and Collier Engineering & Design to Carry Out Revisions to the Township Master Plan

**Cncl. Garbowski** made a motion to approve Resolutions R:209-2022 through R:222-2022. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance.

**J.) ORDINANCES**

**O:23-2022** An Ordinance Providing for the Implementation in the Township of Monroe of the “Five Year Tax Exemption and Abatement Law” Pursuant to *N.J.S.A. 40A:21-1 Et Seq.* and Approving Property Tax Agreement Between the Township of Monroe and Negron Smith, LLC, Block 8812, Lot 100

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

**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. Garbowski** made a motion to approve Ordinance O:23-2022 for First Reading and Publication. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council in attendance.

**O:24-2022** An Ordinance of the Township Council of the Township of Monroe to Amend Chapter 162 of the Code of the Township of Monroe, Entitled "Housing Standards"

**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. Garbowski** made a motion to approve Ordinance O:24-2022 for First Reading and Publication. The motion was seconded by **Cncl. Falcone** and unanimously approved by all members of Council in attendance.

**K.) NEW BUSINESS – None**

**L.) UNFINISHED BUSINESS – None**

**M.) REPORTS AND OTHER MATTERS**

**Mayor DiLucia** congratulated Mayor-elect Wolfe and the three (3) newly elected members of Council. He extended his commitment to support the transition of office to them to ensure a smooth transition.

**Deputy Mayor DiLolle** attended the Veterans Memorial Ceremony on November 11<sup>th</sup>, noting it was very well attended considering the poor weather.

**Solicitor Trimble** congratulated Mayor-elect Wolfe and all the newly elected members of Council and the Board of Education. He thanked all the veterans for their service.

**Director of Code Enforcement, Mr. Broderick** advised that he has completed all the required 2023 license renewal inspections of the Township junkyards, noting he will be submitting those reports to the Township Clerk.

**Director of Community Affairs, Ms. Derieux** stated, there will be a senior citizen luncheon held on Friday, November 18<sup>th</sup> from 12:30pm to 2:00pm at the Pfeiffer Community Center. She noted, she is working alongside the Senior Commission to host a Senior Christmas Party at the Estates of Monroe. The first county line dancing class will be offered on Friday, November 18<sup>th</sup> from 7:00pm to 10:00pm at the Pfeiffer Community Center. Ms. Derieux noted, the classes are free to residents, however sign-ups are required.

**Director Finance, Ms. Boyer** recognized the veterans for all their service. She noted, she is already working on the 2023 Municipal Budget.

**Director of Parks & Recreation, Mr. Salvadori** informed, the annual Christmas tree lighting ceremony and reverse Christmas parade will take place on December 3, 2022, beginning at 6:00pm. Mr. Salvadori congratulated Mayor-elect Wolfe, Cncl. O'Reilly and all the newly elected members of Council on a successful election.

**Director of Public Safety, Mr. Kurz** reported, the EMS squad has taken possession of the new ambulance, which was purchased in 2021 and has replaced the 1996 ambulance.

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**M.) REPORTS AND OTHER MATTERS (cont'd)**

**Director of Public Works, Mr. Mercado** congratulated the newly elected officials and thanked the veterans for their service.

**Cncl. Garbowski** thanked the Public Works Department for their efforts with the revamping of the sanitation and recycling schedules, noting it shows that they are dedicated to helping save the Township money. Mr. Garbowski thanked all the veterans for their service and congratulated the newly elected officials, both new and returning.

**Cncl. McKinney** thanked all the veterans for their service. He congratulated the newly elected officials, noting he is looking forward to working with everyone next year.

**Cncl. O'Reilly** thanked all the veterans for their service. He thanked Nick Mercado, Mike Calvello and Steve DeFelice for their hard work on the sanitation and recycling upgrades.

**Cncl. Valcourt** thanked all the veterans for their courage and patriotism. She congratulated Cncl. Pres. Wolfe and Cncl. O'Reilly and the two (2) newly elected members of Council, noting she is looking forward to working with everyone to continue to make Monroe Township a better place.

**Cncl. Vice-Pres. Fox** thanked all the veterans for their service. She thanked everyone for their patience this evening during her first time running a Council Meeting.

**N.) 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.

**Veronica Woods, 552 School House Road** addressed Council to express her and her neighbors' concerns with Ordinance O:02-2022 and Resolution R:60-2022, approved in February 2022, relating to the redevelopment of Sicklerville Road, near Mink Lane. **Solicitor Trimble** advised Council not to comment and/or answer any questions on this matter, since there is a pending application before the Planning Board, it would be completely inappropriate for Council to address any issues regarding the pending application.

**Crystal Fox, 544 Wright Loop** addressed Solicitor Trimble asking him to define in detail Ordinance O:24-2022 "Housing Standards" that was presented for First Reading at this evening's Council Meeting. **Solicitor Trimble** explained, Ordinance O:24-2022 is regarding short-term rentals within the Township. Ms. Fox requested that Solicitor Trimble read aloud Ordinance O:24-2022 in whole, to which Solicitor Trimble advised, copies of the Ordinance have been provided for public review.


**Ms. Andre, president of the local non-profit Haitian Community Center** addressed the Mayor and Council to introduce herself.

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

**O.) ADJOURNMENT**

With nothing further to discuss, **Cncl. Garbowski** made a motion to adjourn the Council Meeting of November 14, 2022. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance.

  
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**Aileen Chiselko**  
Municipal Clerk

  
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**Presiding Officer**

