

**MINUTES  
COUNCIL MEETING  
TOWNSHIP OF MONROE  
DECEMBER 12, 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. Pres., Gregory A. Wolfe** 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., Gregory A. Wolfe** 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. O'Reilly** led the Assembly in the Pledge of Allegiance to Our Flag. **Cncl. Vice-Pres. Fox** offered the Invocation.

**ROLL CALL**

Cncl. Katherine Falcone		Excused
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	Present	
Mayor Richard DiLucia		Excused
Deputy Mayor, Joseph DiLolle		Excused
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		Excused
Police Chief Craig Monahan	Present	
Municipal Clerk, Aileen Chiselko	Present	

**B.) PRESENTATIONS / PROCLAMATIONS**

**Cncl. Vice-Pres. Fox** presented a Certificate of Appreciation, along with a clock, to **Cncl. Pres. Wolfe** in recognition of his dedicated service to the Township of Monroe. **Cncl. Pres. Wolfe** extended his appreciation for the recognition and the support he has received during his years serving on Council. **Cncl. Pres. Wolfe** thanked the Clerk's Office for everything they do for the community, him and all of Council. He noted, he is looking forward to continuing to strive to do good things and make positive changes in the community and working with all of the members of Council, both new and old.

**C.) MATTERS FOR DISCUSSION – None**

**MINUTES  
COUNCIL MEETING  
TOWNSHIP OF MONROE  
DECEMBER 12, 2022**

**D.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED**

**Cncl. Pres. Wolfe** stated that Resolution R:232-2022 is being removed from this meeting's Agenda.

**Cncl. Pres. Wolfe** spoke in reference to Resolution R:224-2022, questioning an invoice received from Rodier Architects, for a line item in purchase order 22-03807 in the amount of \$12,044.28 and labeled as the red-bid for the Williamstown Fire Station. He stated, Resolution R:230-2022 is being presented this evening for approval to cancel the re-bid process due to the process not being properly followed with the changing of the date without the proper legal notice. He noted, when this matter was discussed in October, Council was assured it would cost approximately \$100 to \$200 to place the matter out for re-bid and instead an invoice in the amount of \$12,044.28 has been received for the cost of the re-bid. He questioned an invoice from Rodier Architects, which was on the previous bill list in the amount of \$6,460.00 for the revised drawings for the re-bid. He stated, the total amount between the two (2) invoices is in excess of \$18,500.00 to place the project out for re-bid, noting since the architect did not properly notice for the construction re-bid, it now has to be cancelled. He questioned if the Township will be responsible for the payment of the two invoices and what the revisions to the drawings were and who authorized the revisions, because when it was previously discussed, nothing had changed except for an estimate. **Cncl. Pres. Wolfe** advised that he will be voting "no" for the \$12,044.28 invoice and suggested that a discussion be held with Rodier Architects regarding the \$6,460.00 invoice, which was approved at the last Council Meeting. **Business Administrator, Jill McCrea** advised that she had held the invoices from Rodier Architects, because she had the same type of questions regarding the invoices. Ms. McCrea expressed her concerns with the invoices and how things have been performed with Rodier Architects. **Cncl. Pres. Wolfe** stated he would like the invoice listed in purchase order 22-03807 of the bill list to be removed at this time, in order to have a discussion with the architect and confirm the reason for the invoice, to which Director of Finance, Ms. Boyer agreed and noted she will pull the invoice and provide an amended bill list for the Resolution. **Cncl. Pres. Wolfe** polled the members of Council in attendance and all agreed to remove the invoice in the amount of \$12,044.28 and revise the bill list.

**Cncl. Pres. Wolfe** questioned the invoice for Rivell Solutions, Inc., purchase order 22-3780, in the amount of \$66,000.00, to which **Business Administrator, Jill McCrea** explained that the costs were for necessary services, which are covered under the operating and capital budget.

**Cncl. Pres. Wolfe** stated that he will be abstaining from line item/purchase order 22-03623 on Resolution R:224-2022.

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

**F.) APPROVAL OF MINUTES**

**Cncl. Garbowski** made a motion to approve the minutes as submitted of the Council Meeting of November 14, 2022. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council in attendance except for **Cncl. Pres. Wolfe**, who abstained.

**G.) CORRESPONDENCE – None**

**H.) RESOLUTIONS**

**Cncl. Valcourt** made a motion to open the public portion for Resolutions scheduled. 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. Garbowski** made a motion to close

**MINUTES  
COUNCIL MEETING  
TOWNSHIP OF MONROE  
DECEMBER 12, 2022**

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

the public portion for Resolutions scheduled. The motion was seconded by **Cncl. Vice-Pres. Fox** and unanimously approved by all members of Council in attendance.

**Cncl. Garbowski** made a motion to bracket for approval, by Consent Agenda, Resolutions R:223-2022 through R:231-2022 and R:233-2022. The motion was seconded by **Cncl. Vice-Pres. Fox** and unanimously approved by all members of Council in attendance.

**CONSENT AGENDA RESOLUTIONS R:223-2022 THROUGH R:231-2022  
AND R:233-2022**

**R:223-2022** Resolution of the Township Council of the Township of Monroe Transferring Funds for the Budget Year 2022

**R:224-2022** Resolution Approving the Bill List and Paid List for the Council Meeting of November 28, 2022

**R:225-2022** Resolution Adjusting Township of Monroe Tax Records

**R:226-2022** Resolution of the Township Council of the Township of Monroe Authorizing the 2022-2023 Junkyard Licenses Within the Township of Monroe

**R:227-2022** Resolution of the Township of Monroe, County of Gloucester, State of New Jersey Supporting the Drive Sober or Get Pulled Over 2022 Year End Holiday Crackdown

**R:228-2022** Resolution of the Township Council of the Township of Monroe Authorizing the Reduction of a Performance Guarantee for Woodview Townhomes, Sec. 1, Subdivision #1829 (Block 12901, Lot 18)

**R:229-2022** Resolution of the Township of Monroe, County of Gloucester, Accepting an Emergency Management Agency Assistance Program Grant

**R:230-2022** Authorization to Cancel the Township of Monroe's Bid for New Williamstown Fire Station No. 1 Project

**R:231-2022** Resolution and Notice of Council Meetings and Ordinance Committee Meetings of the Township of Monroe for the Year 2023

**R:233-2022** Resolution of the Township of Monroe Approving the Addendum to the Agreement Between the Township of Monroe and Property Registration Champions, LLC DBA Prochamps

**Cncl. Vice-Pres. Fox** made a motion to approve Resolutions R:223-2022 through R:231-2022 and R:233-2022. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance.

**I.) ORDINANCES**

**Cncl. Garbowski** made a motion to open the meeting to the public for the Ordinance listed on the agenda for Second Reading. 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 on the Ordinance for Second Reading, **Cncl. Garbowski** made a motion to close the Public Hearing. The motion was seconded by **Cncl. Vice-Pres. Fox** and unanimously approved by all members of Council in attendance.

**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

**MINUTES  
COUNCIL MEETING  
TOWNSHIP OF MONROE  
DECEMBER 12, 2022**

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

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

**Cncl. Garbowski** made a motion to approve Ordinance O:23-2022 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Vice-Pres. Fox** and unanimously approved by all members of Council in attendance.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:23-2022 FOR SECOND READING  
AND PUBLIC HEARING –**

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

**Tally: 6 Ayes, 0 Nay, 0 Abstain, 1 Absent.** Ordinance **O:23-2022** was duly approved for Second Reading and Public Hearing.

**J.) NEW BUSINESS – None**

**K.) UNFINISHED BUSINESS – None**

**L.) REPORTS AND OTHER MATTERS**

**Director of Finance, Ms. Boyer** reported that she has begun working on the 2023 Municipal Budget and is waiting for all of the directors to schedule their meetings to discuss their department needs. Ms. Boyer wished everyone a Merry Christmas.

**Director of Parks & Recreation, Mr. Salvadori** reported, the reverse Christmas Parade was held on December 3, 2022. He noted, the turnout for the event was lower than normal, which he believes was due to the advertisement not being distributed to the schools earlier; however, it was still a very nice event. He thanked the Police Department for all of their help with the event. Mr. Salvadori reported, the construction of the playgrounds at Owens Park and Newbury Farms Development will begin tomorrow, noting it is a little late in the year for the project to begin; however, because of the supply lines, they were unable to begin the project earlier. Mr. Salvadori wished everyone a Merry Christmas and a safe, healthy and prosperous New Year.

**Director of Public Works, Mr. Mercado** mentioned that the grand opening for the Dog Park will be held on Friday, December 16<sup>th</sup>. He reported, the basketball courts will be completed and ready for use by Friday, December 16<sup>th</sup>, with only the fencing needing to be completed.

**Police Chief Monahan** reported, he is allowing the police officers to continue with “No Shave November”, which is now being called “Double Down December”. He explained that the officers who donate jackets, which are in turn donated to the members of the community in need, are allowed to keep their facial hair until the end of the year. On November 23<sup>rd</sup>, several police officers volunteered their time working with the Williamstown Middle School’s Builders Club to deliver turkeys and other Thanksgiving goodies to families in need. On December 6<sup>th</sup>, the Monroe Township Police Department graduated three (3) new police officers, Officer Shain Gallo, Officer Dacoda Leech and Officer Matthew Gordon. On December 7<sup>th</sup>, Chief Monahan had the honor of attending Pearl Harbor Day on the Battleship New Jersey, which Pam Pontano, who organizes the Honor Flights, was honored along with the Williamstown High School students and staff for everything they do for the Honor Flight Program. On December 10<sup>th</sup>, the Police Department volunteered their time alongside the Williamstown Fire Department to escort Santa Around Town on the firetrucks. Also, on December 10<sup>th</sup>, he attended, alongside several police officers who volunteered their time assisting with “Shop with a Hero”, a program for underprivileged children with officers from Franklin Township and Newfield Borough. Police Chief Monahan noted, it was a nice last few weeks, with the police department interacting with the community. He thanked all of the officers who volunteered their time for these events and wished everyone a happy holiday and a Merry Christmas.

**MINUTES  
COUNCIL MEETING  
TOWNSHIP OF MONROE  
DECEMBER 12, 2022**

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

**Cncl. Garbowski** recognized a local Girl Scout, Lilly Laboy, who had approached the Library Board in reference to a Civil Awards Project to build and install a Little Free Library Box. Lilly was able to raise donations and obtain sponsors to not only construct one (1) box, but enough to complete three (3) Little Free Library Boxes. He thanked all of the sponsors and everyone who donated to the project, noting that Lilly truly deserves the Civil Awards Project for the construction and the installation of the three (3) Little Free Library Boxes, which are located at the old library site on Main Street, at the Cecil Fire House and at the Center for Family Services on the Black Horse Pike. Cncl. Garbowski wished all of the Township employees, Mayor, Council and all of the residents a very Merry Christmas and a Happy New Year.

**Cncl. McKinney** reported that the Environmental Protection Commission met on November 21<sup>st</sup> and there was a significant turnout with a lot of good discussion and good ideas moving forward. The Bike Rack Project, which started as a Commission project and was transitioned to an Eagle Scout Project, is now complete. The Historical Society would like to announce that the Ireland-Hofer House will be open for holiday tours on December 15<sup>th</sup>, December 19<sup>th</sup> and January 5<sup>th</sup> from 10:00am to 3:00pm. If additional dates are needed, the Society can be reached at 856-318-1877. Cncl. McKinney wished everyone a safe and happy holiday.

**Cncl. O'Reilly** wished everyone a Happy Holiday.

**Cncl. Valcourt** wished Mayor DiLucia success in the future and thanked him for his service to Monroe Township during his time serving as Mayor. She wished everyone a Happy Holiday and wonderful and safe New Year.

**Cncl. Vice-Pres. Fox** wished Cncl. Pres. Wolfe best wishes, noting she is looking forward to working together in the future. Cncl. Vice-Pres. Fox wished everyone a Happy, Merry Christmas and a safe and Happy New Year.

**Cncl. Pres. Wolfe** noted that the previous Council Meeting of November 28<sup>th</sup> was cancelled and he had missed the meeting prior to that, as he was out of the country on vacation. He expressed his appreciation to all of the Monroe Township residents for exercising their right to vote on Election Day, noting he truly appreciates those who supported his campaign and elected his team. He mentioned that he has spoken with and met with the Mayor and his administration on several occasions and thanked them for these meetings to ensure a smooth transition moving forward. Cncl. Pres. Wolfe attended the Parks and Recreation Commission Meeting on November 9<sup>th</sup>, where the members were preparing for the Polar Express down Main Street. On November 11<sup>th</sup>, he attended an event at Holiday City recognizing the veterans in that community along with an event at the VFW, which was located at the monument on Main Street. On December 3<sup>rd</sup>, the Parks and Recreation Commission hosted the annual Polar Express Down Main Street, noting unfortunately, the turnout was not what they hoped for due to the closure of the schools the week prior. He expressed his appreciation to all of the Commission members for all of their hard work with the events and for volunteering their time. Cncl. Pres. Wolfe thanked the Monroe Township Police Department, the Williamstown Fire Department and Cecil Fire Department for all of their dedication to the community, noting they have been extremely busy within the community. He explained, when the officers are out in the community distributing the Thanksgiving baskets and escorting Santa around town, they are volunteering their time and the Firemen are all volunteers. Cncl. Pres. Wolfe thanked Mayor DiLucia for the smooth transition, for his many years of service to the community as a member of Council and the Mayor and wished him nothing but the best in the future. He wished everyone a happy, safe and healthy holiday season.

**M.) 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.

**MINUTES  
COUNCIL MEETING  
TOWNSHIP OF MONROE  
DECEMBER 12, 2022**

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

**Theresa McMahon, 173 Palomino Place** addressed Council to express how impressed she is with the Police Department. She congratulated everyone who won the election, noting there will be changes in the future, but the newly elected have her support and offered any assistance they may need. Ms. McMahon encouraged everyone to attend the Council Meetings, so they will know what is going on in the town. She thanked all of Council for their time and wished everyone a Merry Christmas, Happy Holidays and a safe and healthy New Year.

**Diana Salvadori, 1153 S. Beecham Road** addressed Council to state that on a Saturday in November, the Township leaf truck came to the Newbury Farms Development and the two (2) Township employees, Matt and Dave, spent the whole day on her road in Newbury Farms, cleaning the road, going above and beyond to ensure the job was done and done right. Mrs. Salvadori congratulated the members of Council remaining, those members who have been elected to serve and the Mayor-Elect. She thanked everyone who has served the last four (4) years, the Mayor, members of Council, and Directors for making a big difference in the town.

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

**N.) ADJOURNMENT**

With nothing further to discuss, **Cncl. Garbowski** made a motion to adjourn the Council Meeting of December 12, 2022. The motion was seconded by **Cncl. Valcourt** and unanimously approved by all members of Council in attendance.

Aileen Chiselko  
**Aileen Chiselko**  
**Municipal Clerk**

Case Fox  
**Presiding Officer**

*These minutes were prepared from excerpts of the recorded proceedings, as well as hand-written notes taken, of the Council Meeting of December 12, 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 Act.*

Approved as submitted ROC  
Approved as corrected \_\_\_\_\_

Date 11/23/2023  
Date \_\_\_\_\_