

**MINUTES
COUNCIL MEETING
TOWNSHIP OF MONROE
JANUARY 23, 2023**

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., 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. 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. Adams led the Assembly in the Pledge of Allegiance to Our Flag. **Cncl. Heverly** offered the Invocation.

ROLL CALL

Cncl. Denise Adams	Present
Cncl. Ronald Garbowski	Present
Cncl. Donald Heverly	Present
Cncl. Steven McKinney	Present
Cncl. Patrick O'Reilly	Present
Cncl. Vice-Pres. Chelsea Valcourt	Present
Cncl. Pres. Carolann Fox	Present
Mayor Gregory A. Wolfe	Present
Deputy Mayor, Joseph Kurz	Present
Solicitor, Louis Cappelli, Jr.	Present
Business Administrator, James V. DeHart, III	Present
Dir. of Code Enforcement, William Sebastian	Present
Dir. of Community Affairs, Donna Park	Present
Dir. of Community Development, Joseph Marino	Present
Dir. of Finance, Lorraine Boyer	Present
Dir. of Parks & Recreation, Brian Cope	Present
Dir. of Public Safety, Jon Rumpf	Present
Dir. of Public Works, Marvin Dilks	Present
Dir. of Real Estate, Jennifer Pesotski	Present
Police Chief Craig Monahan	Present
Municipal Clerk, Aileen Chiselko	Present

B.) SWEARING-IN CEREMONY

Vice-President of Council

- **Cncl. Chelsea Valcourt**

Mayor Wolfe administered the Oath of Office to **Cncl. Vice-Pres., Chelsea Valcourt**, while her mother held the Bible and members of her family and friends looked on.

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C.) MAYOR'S APPOINTMENTS

Mayor Wolfe made the following appointments:

**Seniors Commission – Meryl Murtha – 3-Year Term 12/31/2025
Seniors Commission – MaryAnn Nunes – 3-Year Term 12/31/2025
Seniors Commission – James O'Toole – 3-Year Term 12/31/2025
Seniors Commission – Mary O'Toole – 3-Year Term 12/31/2025
Seniors Commission – Patricia Adams – 3-Year Term 12/31/2025**

Municipal Alliance Commission – Anthony Vesper – 3-Year Term 12/31/2025

**ROLL CALL VOTE ON THE MAYOR'S APPOINTMENT TO THE
MUNICIPAL ALLIANCE COMMISSION, WHICH REQUIRES
ADVICE AND CONSENT OF COUNCIL**

7 AYES (Adams, Fox, Garbowski, Heverly, McKinney, O'Reilly, Valcourt)

Tally: 7 Ayes, 0 Nay, 0 Abstain, 0 Absent. Mayor's appointment to the Municipal Alliance Commission was duly approved by Council.

D.) PRESENTATIONS / PROCLAMATIONS – None

E.) MATTERS FOR DISCUSSION

Mayor Wolfe asked that the President of Council re-establish the Cannabis Committee, as several members of Council who previously served on the committee are no longer on Council. He stated that he would like to formerly schedule meetings with Administration, the Cannabis Committee, and Planning and Zoning Board Officials to ensure that everyone is on the same page with regard to where businesses, questions, and concerns are being directed. Mayor Wolfe asked that the Firehouse Committee also be re-established, as the new firehouse project is currently being worked on. He stated, he would like to formerly schedule meetings with Administration, the Firehouse Committee, CFO, Auditor, Solicitor and the Township Engineer in order to bring everyone up to speed and to begin moving the project forward.

Cncl. Pres. Fox said, the Cannabis Committee will include Cncl. Vice-Pres. Valcourt, serving as the Committee's Chairperson, along with Cncl. Adams and herself, Cncl. Pres. Fox.

Cncl. Pres. Fox said, the Firehouse Committee will include Cncl. O'Reilly, serving as the Committee's Chairperson, along with Cncl. Garbowski and Cncl. Heverly.

F.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED

Cncl. Pres. Fox advised, she will be removing Resolution R:48-2023 from this evening's Council Meeting Agenda.

G.) QUESTIONS REGARDING ORDINANCES SCHEDULED – None

H.) APPROVAL OF MINUTES

Cncl. O'Reilly made a motion to approve the minutes as submitted of the Council Meeting of December 12, 2022 and the Council Reorganization Meeting of January 7, 2023. The motion was seconded by **Cncl. McKinney** and unanimously approved by all members of Council, except for **Cncl. Garbowski** and **Cncl. Vice-Pres. Valcourt**, who abstained from voting on the Council Reorganization Meeting Minutes of January 7, 2023, and **Cncl. Adams** and **Cncl. Heverly**, who abstained from voting on the Council Meeting Minutes of December 12, 2022.

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I.) CORRESPONDENCE

- Limousine License – Galloway Limousine Company, LLC

Cncl. Garbowski made a motion to approve a Limousine License for **Galloway Limousine Company, LLC**. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

J.) RESOLUTIONS

Cncl. Garbowski made a motion to open the public portion for Resolutions scheduled. The motion was seconded by **Cncl. McKinney** and unanimously approved by all members of Council. With no one wishing to speak, **Cncl. Heverly** 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.

Cncl. Garbowski made a motion to bracket for approval, by Consent Agenda, Resolutions R:40-2023 through R:47-2023 and Resolutions R:49-2023 through R:53-2023. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council.

**CONSENT AGENDA RESOLUTIONS R:40-2023 THROUGH R:47-2023
AND RESOLUTIONS R:49-2023 THROUGH R:53-2023**

R:40-2023 Emergency Temporary Resolution Prior to Adoption of the 2023 Budget for the Township of Monroe, County of Gloucester

R:41-2023 Resolution Approving the Bill List and Paid List for the Council Meeting of January 23, 2023

R:42-2023 Resolution Adjusting Township of Monroe Tax Records

R:43-2023 Resolution to Rescind a Petty Cash Account for the Township of Monroe in Gloucester County for the "Parks and Recreation"

R:44-2023 Resolution to Establish a Petty Cash Account for the Township of Monroe in Gloucester County for the Year 2023 "Department of Community Affairs"

R:45-2023 Resolution to Establish a Petty Cash Account for the Township of Monroe in Gloucester County for the Year 2023 "Various Departments"

R:46-2023 Resolution of the Township of Monroe Authorizing the Reduction of a Letter of Credit for Whitehall Gardens, Subdivision #1739, Section 3 Block 8001, Lot 28

R:47-2023 Resolution of the Township of Monroe Authorizing the Reduction of a Letter of Credit for Whitehall Gardens, Subdivision #1739, Section 4 Block 8001, Lot 28

R:49-2023 Resolution of the Township Council of the Township of Monroe, County of Gloucester, State of New Jersey Approving the Acceptance of Federal Funds and Participation in the 2023 Safe and Secure Communities Program with the State of New Jersey Federal Grant Program Administered by the NJ Department of Law & Public Safety, Office of the Attorney General

R:50-2023 Resolution of the Township of Monroe Authorizing an Award of Contract to South State, Inc. for the Monroe Township 2022 Road Program Project

R:51-2023 Resolution of the Township of Monroe Rejecting All Bids for Williamstown Fire Station Demolition Project

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J.) RESOLUTIONS (cont'd)

R:52-2023 Resolution Designating Lorraine Boyer as the Qualified Purchasing Agent for the Township of Monroe, County of Gloucester

R:53-2023 Resolution Appointing Fund Commissioner for the Gloucester, Salem, Cumberland Counties Municipal Joint Insurance Fund

Cncl. O'Reilly made a motion to approve Resolutions R:40-2023 through R:47-2023 and Resolutions R:49-2023 through R:53-2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

R:54-2023 Resolution Appointing an Alternate Member to the Monroe Township Board of Health (Unexpired Term – December 31, 2023)

Cncl. Garbowski made a motion to approve Resolution R:54-2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

Cncl. Adams nominated Sherrie Kennedy as Alternate Member to the Monroe Township Board of Health. **Cncl. O'Reilly** seconded the nomination. No other nominations were made.

Cncl. Adams made a motion to close nominations. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE NOMINATION OF SHERRI KENNEDY
AS ALTERNATE MEMBER TO THE MONROE TOWNSHIP BOARD OF HEALTH
7 AYES (Adams, Fox, Garbowski, Heverly, McKinney, O'Reilly, Valcourt)**

Tally: 7 Ayes, 0 Nay, 0 Abstain, 0 Absent. Sherri Kennedy was duly approved as Alternate Member to the Monroe Township Board of Health.

R:55-2023 Resolution Appointing Member to the Monroe Municipal Utilities Authority (5-Year Term – January 31, 2028)

Cncl. Vice-Pres. Valcourt made a motion to approve Resolution R:55-2023. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council.

Cncl. Adams nominated Robert Simone as a member to the Monroe Municipal Utilities Authority. **Cncl. O'Reilly** seconded the nomination. No other nominations were made.

Cncl. Heverly made a motion to close nominations. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE NOMINATION OF ROBERT SIMONE
AS MEMBER TO THE MONROE MUNICIPAL UTILITIES AUTHORITY
6 AYES (Adams, Fox, Heverly, McKinney, O'Reilly, Valcourt), 1 NAY (Garbowski)**

Tally: 6 Ayes, 1 Nay, 0 Abstain, 0 Absent. Robert Simone was duly approved as a member to the Monroe Municipal Utilities Authority.

R:56-2023 Resolution Appointing Member to the Monroe Municipal Utilities Authority (Unexpired Term – January 31, 2024)

Cncl. Garbowski made a motion to approve Resolution R:56-2023. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council.

Cncl. Adams nominated Andrew Schwaiger as a member to the Monroe Municipal Utilities Authority. **Cncl. O'Reilly** seconded the nomination. No other nominations were made.

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J.) RESOLUTIONS (cont'd)

Cncl. Garbowski made a motion to close nominations. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE NOMINATION OF ANDREW SCHWAIGER AS A
MEMBER TO THE MONROE MUNICIPAL UTILITIES AUTHORITY
6 AYES (Adams, Fox, Garbowski Heverly, O'Reilly, Valcourt), 1 NAY (McKinney)**

Tally: 6 Ayes, 1 Nay, 0 Abstain, 0 Absent. Andrew Schwaiger was duly approved as a member to the Monroe Municipal Utilities Authority.

K.) ORDINANCES

Cncl. Valcourt 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. Garbowski** and unanimously approved by all members of Council. With no one wishing to speak on the Ordinance for Second Reading, **Cncl. Adams** made a motion to close the Public Hearing. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council.

O:01-2023 Calendar Year 2023 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14)

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

Cncl. Vice-Pres. Valcourt made a motion to approve Ordinance O:01-2023 for Second Reading and Public Hearing. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:01-2023 FOR SECOND READING
AND PUBLIC HEARING –
7 AYES (Adams, Fox, Garbowski, Heverly, McKinney, O'Reilly, Valcourt)**

Tally: 7 Ayes, 0 Nay, 0 Abstain, 0 Absent. Ordinance **O:01-2023** was duly approved for Second Reading and Public Hearing.

O:02-2023 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. Vice-Pres. Valcourt made a motion to approve Ordinance O:02-2023 for First Reading and Publication. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council.

O:03-2023 An Ordinance of the Township Council of the Township of Monroe to Amend Chapter 4 of the Code of the Township of Monroe, Entitled "Administrative Code"

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. Valcourt made a motion to approve Ordinance O:03-2023 for First Reading and Publication. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council.

L.) NEW BUSINESS – None

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M.) UNFINISHED BUSINESS

Cncl. Pres. Fox spoke regarding the Law / Tax Abatement Committee, clarifying that she previously made a mistake in naming the Chairperson of the Committee, advising the Chairperson of the Committee should be Cncl. O'Reilly.

N.) REPORTS AND OTHER MATTERS

Mayor Wolfe attended the NAACP Gloucester County Chapter's Reorganization Meeting on January 9th, which was hosted in the Courtroom, where he had the honor and pleasure of swearing-in some of their new officers. He offered his congratulations to Loretta Winters, a hometown resident and former Council Member, on once again being selected as the President of the NAACP. The Mayor attended a Ribbon Cutting Ceremony at the Cedar Grove Respiratory and Nursing Care on January 12th, alongside Cncl. Pres. Fox and Deputy Mayor Kurz. He noted, he looks forward to partnering with them in the future, wished them the best, congratulated them on a successful re-grand opening and thanked them for choosing Monroe Township. The Mayor noted, he has been able to attend some of the reorganization meetings for various Township Boards/Commissions, specifically the Planning Board, Economic Development Commission, and the Parks and Recreation Commission. He congratulated all of the officers elected to serve on each of the Boards and thanked them for volunteering their time to the Township. Mayor Wolfe noted, with the transition, he and his Administration have been extremely busy, and have met with all of the new Directors, who have begun their roles. He has also had meetings with various departments and department heads within the Township and plans on meeting with other department heads in the coming weeks, as well as some of the County and State Officials. Mayor Wolfe asked that everyone please remain patient when reaching out to his office, as they have a plan in place and are methodically moving through their processes.

Director of Community Affairs, Mrs. Park reported, the construction is underway at the Pfeiffer Community Center, which means the building will be closed for rentals for the next sixty (60) days and the Gloucester County lunch program is now being held at the Ambulance Hall. Anyone that would like to attend the lunch, will need to call the day before and reserve their spot. The games that take place after lunch will be held back at the Pfeiffer Community Center in Rooms A and B. Mrs. Park stated, they are still looking for vendors for the March 25th Arts and Crafts Fair. She reported, the Seniors Commission ran a successful bus trip on January 18th to the Crab Trap for lunch and then proceeded to Harrah's Casino. **Mayor Wolfe** spoke regarding the construction that is taking place at the Pfeiffer Community Center, stating that the initial plan was to raise a portion of the room at a time to be able to perform concrete work underneath; however, he did not feel that it would be safe for anyone to occupy that room, so the tough decision was made, to close the entire room for (60) sixty days.

Director of Public Works, Mr. Dilks thanked Council for the approval of Resolution R:50-2023, regarding the Road Improvement Program for 2023. He expressed his concerns if there is still a moratorium for five (5) years to repave various streets throughout the township, specifically the section of Radix Road, where Sicklerville Road ends at Mink Lane. **Cncl. O'Reilly** mentioned that the moratorium is still in effect. Mr. Dilks noted, the Fries Mill Road and Route 322 project will begin on January 30, 2023 and it will be a 230-day project.

Cncl. Adams attended the Economic Development Commission's Reorganization Meeting on January 14th, where Tony Iovino was elected as Chairman and Lynda Kerr was elected as Vice-Chairwoman. She noted, it was a very productive meeting and she is looking forward to working with the members going forward. Cncl. Adams reported that the Municipal Alliance Commission's Reorganization Meeting was rescheduled to February 6, 2023.

Cncl. Garbowski apologized for missing the Council Reorganization Meeting. He welcomed the new Council Members and Directors, and congratulated Mayor Wolfe.

Cncl. Heverly attended the Parks and Recreation Commission Reorganization Meeting on January 11th. He congratulated Matt Scardino for being appointed Chairman and Donna Park

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N.) REPORTS AND OTHER MATTERS (cont'd)

on being appointed Vice-Chairwoman. He attended the Zoning Board of Adjustment Reorganization Meeting on January 9th. He congratulated Brian Cumiskey for being appointed Chairman and Dominick Colavita for being appointed Vice-Chairman. Cncl. Heverly reported that the Sports Advisory Board also held their meeting on January 9th. He was not able to attend, but he congratulated Frank Copa on being appointed President and Mike Scott on being appointed Vice-President.

Cncl. McKinney attended the Environmental Protection Commission Reorganization Meeting prior to this evening's Council Meeting, noting he was very encouraged with the attendance, as there is some renewed interest. The Commission is already discussing their plans and ideas for this year. Cncl. McKinney invited anyone that is interested in getting involved to reach out to him or the Chairman, Mr. Dan Kozak for more information.

Cncl. O'Reilly attended the Monroe Municipal Utilities Authority Meeting on January 18th, where they thanked Council for the Township's partnership in the American Rescue Act Plan funds. He believes it was approximately \$280,000.00, which the MMUA has already begun to put to good use by updating a number of outdated waterlines, as well as extending water to additional services for residents who were still using a well. Cncl. O'Reilly spoke in reference to the Road Improvement Program and the benefits of the Township and the MMUA working together on various portions of the program.

Cncl. Vice-Pres. Valcourt spoke in reference to a resident's concerns, which she presented last year, regarding the portion of Whitehall Road, from Whitehall Gardens to Coles Mill Road, asking if the repaving and restriping of the roads have been completed. **Cncl. O'Reilly** mentioned that Whitehall Gardens is still in the middle of heavy construction, so the repaving will not be completed until the construction is complete. **Director of Public Works, Mr. Dilks** explained that this time of the year is not an appropriate time to repave; however, he will look into the area and report back.

Cncl. Pres. Fox congratulated Cncl. Chelsea Valcourt on becoming Council Vice-President, noting it is an honor to serve beside her, noting that now there are two (2) women serving as Council President and Council Vice-President. Cncl. Pres. Fox attended the Ribbon Cutting Ceremony at Cedar Grove Respiratory and Nursing Care. She noted that she looks forward to seeing everything the future has in store for them.

O.) GENERAL PUBLIC DISCUSSION

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

Dr. Barbara Chamberlain, 1618 White Cedar Lane informed Council that she serves as the Vice-President of the Board of Education and in that capacity, she thanked everyone who attended the Board of Education's Reorganization Meeting. She noted, she also serves on the Library Board and in that capacity, she invited everyone to attend the Library Board Meetings to see what the Board does. She noted, some of the upcoming events at the Library, are a class on how to prepare a budget, a trivia night, book sales, and book club meetings, just to name a few. Dr. Chamberlain expressed her concerns with the intersections of Fries Mill Road and Route 322, and Corkery Lane and the Black Horse Pike, suggesting possibly installing a delayed greenlight at both of the intersections. **Mayor Wolfe** noted, with regard to the Fries Mill Road and Route 322 intersection, that project is scheduled to begin on January 30th and will be completed within two hundred (200) days. With regard to the intersection located at Corkery Lane and the Black Horse Pike, there was a traffic study done by the State previously and he will follow up with Lt. Burton and report back. Dr. Chamberlain expressed her concerns with the speeding that takes place on her street by drivers coming from White Cedar Court, which enters onto her street. She also spoke regarding the recent Planning Board approval to subdivide the section of woods at the end of her street into four (4) parcels, which will mean more traffic and

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O.) GENERAL PUBLIC DISCUSSION (cont'd)

potentially more accidents. She suggested having signs installed at the court where it intersects with White Cedar Lane, alerting the residents to slow down. Mayor Wolfe asked the Director of Public Works to look into having signs created and installed.

Timothy Brown, 327 Holly Parkway addressed the Director of Public Works, Mr. Dilks, asking when the remainder of Forest Hills will be repaved, and expressed his concerns with the large potholes that are located close to his residence. **Mr. Dilks** said that he will look into the matter of the potholes throughout Forest Hills. **Mayor Wolfe** noted that the Road Improvement Program was just approved earlier this evening. He will review the list of streets and will communicate with Mr. Brown on when the streets will be repaved.

Marianne Clark, 1675 Lakeside Drive addressed the Mayor and Council to express her concerns with the dam loan repayment that was put into place and co-signed by Monroe Township in 2006, asking Council to review the previously adopted Ordinance. **Solicitor Cappelli** advised, the Mayor, Council and Administration are aware of the situation and asked that Ms. Clark forward all of the documents and information she has for his review.

Nick Iacovone, 1421 Third Avenue expressed his concerns regarding that the residents in the dam loan area are limited to a thirty-five (35) day restriction to reply to the complaint. He asked that Council make this matter a priority, so that the residents will know how to move forward with the matter.

Matthew Spina, 2551 Sunnyhill Avenue expressed his concerns with the dam loan repayment, noting he would like to see the Township oversee the payments for the loan, as opposed to the association.

Michael Silvestro, 1032 Myrtle Avenue expressed his concerns with the dam loan repayment and Friends of Victory Lakes Association issues, noting the association is not to be trusted. He spoke in reference to the Board of Health violations against the association and the excessive spending by the association.

Tony Milosek, 1116 Birch Avenue stated, he has lived on Birch Avenue for forty-two (42) years and has never been asked to co-sign for a loan nor informed of the dam, noting he does not participate with anyone in the area.

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.


P.) ADJOURNMENT

With nothing further to discuss, **Cncl. Garbowski** made a motion to adjourn the Council Meeting of January 23, 2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

Respectfully submitted,



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 January 23, 2023, 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.

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Approved as submitted Asc
Approved as corrected _____

Date 2/13/2023
Date _____