

**MINUTES
COUNCIL MEETING
TOWNSHIP OF MONROE
APRIL 24, 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		Excused
Cncl. Patrick O'Reilly		Excused
Cncl. Vice-Pres. Chelsea Valcourt	Present	
Cncl. Pres. Carolann Fox	Present	
Mayor Gregory A. Wolfe		Excused
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.) MAYOR'S APPOINTMENTS

Due to the absence of Mayor Wolfe, **Deputy Mayor Kurz** made the following appointments:

Parks & Recreation Commission – Julia Fasano – Unexpired Term 12/31/2026
Parks & Recreation Commission – Sherri McIlvaine – Unexpired Term 12/31/2025

Municipal Alliance Commission – Jennifer Panas – Unexpired Term 12/31/2024

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B.) MAYOR'S APPOINTMENTS (cont'd)

**ROLL CALL VOTE ON THE MAYOR'S APPOINTMENTS OF JULIA FASANO AND
SHERRI MCILVAINE TO THE PARKS & RECREATION COMMISSION AND
JENNIFER PANAS TO THE MUNICIPAL ALLIANCE COMMISSION, WHICH
REQUIRES ADVICE AND CONSENT OF COUNCIL**

5 AYES (Adams, Fox, Garbowski, Heverly, Valcourt), 2 ABSENTS (McKinney, O'Reilly)

Tally: 5 Ayes, 0 Nay, 0 Abstain, 2 Absents. Mayor's appointments of Julia Fasano and Sherri McIlvaine to the Parks & Recreation Commission and Jennifer Panas to the Municipal Alliance Commission were duly approved by Council.

C.) PRESENTATIONS / PROCLAMATIONS

- Mayor's Proclamations

Cncl. Pres. Fox, Cncl. Vice-Pres. Valcourt and Deputy Mayor Kurz presented a Certificate of Recognition to Municipal Clerk, Aileen Chiselko in recognition of the 54th Annual Professional Municipal Clerk's Week of April 30, 2023 through May 6, 2023.

Cncl. Pres. Fox, Cncl. Vice-Pres. Valcourt and Deputy Mayor Kurz presented a Certificate of Recognition to Deputy Municipal Clerk, Jennifer Harbison in recognition of the 54th Annual Professional Municipal Clerk's Week of April 30, 2023 through May 6, 2023.

- Certificate of Recognition – "Miss Harbor Shores 2023" – Amanda Peacock

Cncl. Pres. Fox, Cncl. Vice-Pres. Valcourt and Deputy Mayor Kurz presented a Certificate of Recognition to Amanda Peacock in recognition of earning the title of Miss Harbor Shores 2023.

- Certificate of Recognition – 2022-2023 "Gloucester County Teachers Recognition Program" Award Recipients

Cncl. Pres. Fox, Cncl. Vice-Pres. Valcourt and Deputy Mayor Kurz presented Certificates of Recognition to Rosa Torres of Williamstown High School, Stephanie Cowie of Williamstown Middle School, Juli Zavis of Holly Glen Elementary School, Michelle Basile of Oak Knoll Elementary School, Katherine Donio of Radix Elementary School and Josette Goins of Whitehall Elementary School for being recipients of the Gloucester County Teacher Recognition Program for the 2022-2023 School Year.

Cncl. Pres. Fox called a brief recess.

- Hardenbergh Insurance Group, Joe Henry – Safety on the Agenda

Joe Henry, Hardenbergh Insurance Group – Township Risk Management Consultants, provided a presentation of the annual "Safety on the Agenda", focusing this year on "Avoid Complacency & Manage Risk", which has been created by Hardenbergh Insurance Group along with the members of the Safety Committee, Pat Mason and Christine Scola.

D.) MATTERS FOR DISCUSSION – None

E.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED – None

F.) QUESTIONS REGARDING ORDINANCES SCHEDULED – None

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G.) APPROVAL OF MINUTES

Cncl. Garbowski made a motion to approve the minutes as submitted of the Council Meeting of April 11, 2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council in attendance.

H.) CORRESPONDENCE – None

I.) RESOLUTIONS

Cncl. Garbowski made a motion to open the public portion for Resolutions scheduled. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council. 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. Adams** and unanimously approved by all members in attendance.

Cncl. Garbowski made a motion to bracket for approval, by Consent Agenda, Resolutions R:111-2023 through R:118-2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council in attendance.

CONSENT AGENDA RESOLUTIONS R:111-2023 THROUGH R:118-2023

R:111-2023 Resolution Approving the Bill List and Paid List for the Council Meeting of April 24, 2023

R:112-2023 Resolution Adjusting Township of Monroe Tax Records

R:113-2023 Resolution of the Township Council of the Township of Monroe In Support of the Location and Operation of a Class 5 Cannabis Retail Facility by ReLeaf Cannabis LLC

R:114-2023 Resolution of the Township Council of the Township of Monroe In Support of the Location and Operation of a Class 5 Cannabis Retail Facility by Green Leaf Wellness Solutions LLC

R:115-2023 Resolution of the Township of Monroe Authorizing the Mayor to Execute a Shared Services Agreement with the County of Gloucester and the Township of Monroe (Family Movie Entertainment)

R:116-2023 Resolution of the Township Council of the Township of Monroe Authorizing Participation in a Shared Services Agreement with the County of Gloucester for Transportation Vehicle Use

R:117-2023 Resolution of the Township Council of the Township of Monroe Authorizing the Participation in the COPE Program to Enhance and Support Response to Certain Behavioral Health Crisis Calls

R:118-2023 Resolution of the Township of Monroe, County of Gloucester, State of New Jersey, Supporting a Waiver of NJDOT Level of Service Violations

Cncl. Garbowski made a motion to approve Resolutions R:111-2023 through R:118-2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council in attendance.

J.) ORDINANCES

Cncl. Garbowski made a motion to open the meeting to the public for the Ordinances listed on the agenda for Second Reading. The motion was seconded by **Cncl. Vice-Pres.**

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J.) ORDINANCES (cont'd)

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

O:17-2023 An Ordinance of the Township Council of the Township of Monroe to Amend Chapter 280 of the Code of the Township of Monroe, Entitled "Animal Control"

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:17-2023 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Adams** and unanimously approved by all members of Council in attendance.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:17-2023 FOR SECOND READING
AND PUBLIC HEARING –
5 AYES (Adams, Fox, Garbowski, Heverly, Valcourt), 2 ABSENTS (McKinney, O'Reilly)**

Tally: 5 Ayes, 0 Nay, 0 Abstain, 2 Absents. Ordinance **O:17-2023** was duly approved for Second Reading and Public Hearing.

O:18-2023 An Ordinance of the Township Council of the Township of Monroe, Authorizing the Acceptance of a Donation of Real Property Known and Designated as Tax Block 4301, Lot 26 on the Tax and Assessment Map of the Township of Monroe

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:18-2023 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council in attendance.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:18-2023 FOR SECOND READING
AND PUBLIC HEARING –
5 AYES (Adams, Fox, Garbowski, Heverly, Valcourt), 2 ABSENTS (McKinney, O'Reilly)**

Tally: 5 Ayes, 0 Nay, 0 Abstain, 2 Absents. Ordinance **O:18-2023** was duly approved for Second Reading and Public Hearing.

O:19-2023 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.

Cncl. Garbowski made a motion to approve Ordinance O:19-2023 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Adams** and unanimously approved by all members of Council in attendance.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:19-2023 FOR SECOND READING
AND PUBLIC HEARING –
5 AYES (Adams, Fox, Garbowski, Heverly, Valcourt), 2 ABSENTS (McKinney, O'Reilly)**

Tally: 5 Ayes, 0 Nay, 0 Abstain, 2 Absents. Ordinance **O:19-2023** was duly approved for Second Reading and Public Hearing.

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J.) ORDINANCES (cont'd)

O:20-2023 An Ordinance of the Township Council of the Township of Monroe to Amend Chapter 65 of the Code of the Township of Monroe, Entitled "Personnel Policies"

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:20-2023 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Adams** and unanimously approved by all members of Council in attendance.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:20-2023 FOR SECOND READING
AND PUBLIC HEARING –**

5 AYES (Adams, Fox, Garbowski, Heverly, Valcourt), 2 ABSENTS (McKinney, O'Reilly)

Tally: 5 Ayes, 0 Nay, 0 Abstain, 2 Absents. Ordinance **O:20-2023** was duly approved for Second Reading and Public Hearing.

K.) NEW BUSINESS

Cncl. Garbowski spoke in reference to the conditions of the Public Works Department, expressing his concerns with the conditions of the building and the amount of traffic that is coming and going without a safe passage way. He asked for the Mayor and Council's support for the Township to obtain an architect engineering firm to look at the future of Public Works. The Township is expanding very rapidly and it will continue to do so, and in order to accommodate the expansion, Public Works will also need to expand.

Cncl. Garbowski spoke regarding the parking along Main Street. He noted, the Township has been donated the parking area located behind Newfield Bank along with all of the ground located behind the existing restaurants and businesses along Main Street that connect to the parking area. He would like the Township to obtain an engineering firm to research what is entailed in potentially rehabbing and expanding the area. **Cncl. Garbowski** believes, if the area is expanding and rehabbed, it will allow for a lot more traffic to come to Main Street. **Business Administrator, Jim DeHart** advised, he has recently spoken with Triad, the Township's Grant Writer, noting he has placed the parking area located behind Newfield Bank on a target list to research for any available possible grants to help fund the project.

L.) UNFINISHED BUSINESS – None

M.) REPORTS AND OTHER MATTERS

Deputy Mayor Kurz attended along with the Mayor and several other Township officials, the Ribbon Cutting Ceremony at Nicoletto's on Main Italian Restaurant on April 12th. He congratulated the new owners, wishing them the best of luck in their new venture. On April 20th, he attended with the Mayor and several other Township officials, the return of the Honor Flight at Williamstown High School. Mr. Kurz offered the veterans a large thank you.

Director of Code Enforcement, Mr. Sebastian reported, for the month of March, the Construction Department has performed 357 building inspections, 99 fire inspections, 340 electrical inspections, 240 plumbing inspections, and 111 mechanical inspections, for a total of 1,147 inspections. The Housing Department has performed 156 inspections and the Zoning Department had 94 applications reviewed, for a grand total of 1,397 inspections and year to date, through March a grand total of 3,875 inspections.

Director of Community Affairs, Mrs. Park reported, the Easter Egg Hunt, which was scheduled for April 1st, was rescheduled to April 2nd due to the inclement weather, noting there

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

was a great turnout regardless of the change of date. On April 22nd, Community Affairs held the Annual Autism Awareness Day event, noting this was the first event to be held at the Pfeiffer Community Center since the construction has begun. The Township Senior Bus Trip to Smithville took place on April 13th. Community Affairs has a bus trip to the casinos and a Kenny Rogers impersonator show scheduled for Thursday, April 27th. The Seniors Commission has a bus trip to Tomasello Winery scheduled for May 9th. Tickets are still available and residents may call 856-728-9841 for further information.

Director of Public Safety, Mr. Rumpf reported that the Police Department handled 5,087 calls for service for the month of March, with a grand total of 15,420 calls year to date. Williamstown Fire Department reported 48 calls for service in March along with 4 attended training drills. Cecil Fire Department reported 23 calls for service in March. There is no report for the Monroe EMS at this time.

Police Chief Monahan attended the Honor Flight at Williamstown High School on April 20th, noting that it is an honor for him and the Police Department to be a part of the Honor Flight and to show their appreciation to the veterans. He said, the Police Department escorts the veterans all the way to the Delaware Memorial Bridge. Chief Monahan thanked his officers for their dedication and service to this fantastic event, which takes place twice a year.

Cncl. Adams attended the Municipal Alliance meeting this month, where they are working on an art contest with the middle school to help raise awareness of the dangers of drug abuse and usage. The Commission is also preparing for National Night Out, which will be held on August 1st. The Commission has plans to work alongside the Seniors Commission, as they were presented with the numbers of overdoses in the town, where it showed that 1/3 of the overdoses were due to unintentional medication overdose by seniors. Cncl. Adams noted, she had the honor of attending the Honor Flight. She thanked everyone involved in the event. Cncl. Adams commended all of the Directors for all of their hard work, noting it was a busy weekend around town, with the autism awareness event at the Pfeiffer Community Center, the annual shredding event at Public Works, and Opening Day at the Little League Fields.

Cncl. Garbowski attended the Library Board meeting on April 19th, where they announced that the Friends of the Library raised \$1,588 from their book sale. He thanked everyone for participating with the event. Cncl. Garbowski invited everyone to visit the "Out and About" section at the Library, which provides information on the various events taking place in and around Monroe Township.

Cncl. Vice-Pres. Valcourt stated that the Open Space Advisory Committee is interested in receiving wildflower donations and wanted to know if it is appropriate to accept the donations. **Solicitor Cappelli** advised, he will look into this matter and inform Cncl. Vice-Pres. Valcourt his findings.

Cncl. Pres. Fox attended the Ribbon Cutting Ceremony at Nicoletta's on Main. She congratulated the owners and wished them the best of luck. Cncl. Pres. Fox attended the Honor Flight and it was an honor to see the veterans. She invited everyone to attend the Honor Flight event in the future, noting it is a very emotional experience. She thanked Director of Community Affairs, Donna Park for the update pertaining to the Seniors Commission's upcoming trip. Cncl. Pres. Fox invited all of the residents to visit the Seniors Commission section of the Township's website to see all of the events that are scheduled and will be scheduled shortly.

Municipal Clerk, Aileen Chiselko thanked Council and the Mayor, on behalf of herself and Deputy Municipal Clerk, Jenn Harbison, for the proclamation. She expressed her appreciation for the recognition and noted that she could not perform her job without the assistance of her team, Jenn Harbison, Lisa Christman and Gabby Bates, of the Clerk's Office.

N.) GENERAL PUBLIC DISCUSSION

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

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N.) GENERAL PUBLIC DISCUSSION (cont'd)

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

O.) ADJOURNMENT

With nothing further to discuss, **Cncl. Heverly** made a motion to adjourn the Council Meeting of April 24, 2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council in attendance.

Respectfully submitted,

Aileen Chiselko
Aileen Chiselko
Municipal Clerk

Carole 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 April 24, 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.

Approved as submitted Asc
Approved as corrected _____

Date 5/8/2023
Date _____