

**MINUTES  
ORDINANCE COMMITTEE MEETING  
TOWNSHIP OF MONROE  
JULY 12, 2023**

**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 Chairman, Cncl. Donald Heverly** 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. Denise Adams	Present	
Cncl. Ronald Garbowski		Excused
Cncl. Donald Heverly	Present	
Cncl. Steven McKinney	Present	
Cncl. Patrick O'Reilly	Present	
Cncl. Vice-Pres. Chelsea Valcourt	Present	
Cncl. Pres. Carolann Fox		Excused
Solicitor, Sandra Graise	Present	
Business Administrator, James V. DeHart, III	Present	
Dir. of Code Enforcement, William Sebastian	Present	
Dir. of Community Affairs, Donna Park	Present	
Dir. of Parks & Recreation, Brian Cope	Present	
Deputy Municipal Clerk, Jennifer Harbison	Present	

**B.) APPROVAL OF MINUTES**

**Cncl. O'Reilly** made a motion to approve the minutes as submitted of the Ordinance Committee Meeting of June 8, 2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council in attendance with the exception of **Cncl. Adams**, who Abstained.

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**C.) ORDINANCES FOR REVIEW**

- **An Ordinance of the Township Council of the Township of Monroe Providing for the Implementation 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 Charles Street Developers, LLC, 2612 Highland Road, Block 9008, Lot 1**

**Cncl. O’Reilly** stated, he would like the rental clause language included in the Draft Ordinance prior to being presented for First Reading at the next scheduled Council Meeting. **Cncl. McKinney** questioned the rental clause language, to which **Cncl. O’Reilly** explained that even though the property is located within the rehabilitation zone and fully qualifies for a Tax Abatement under the Township Code, historically the Council has agreed that the properties not be used as a rental during the time of the abatement. He spoke regarding another applicant, Keith Mayo, a local resident who is also applying for a tax abatement on a property that he has purchased and is renovating to sell. **Cncl. O’Reilly** noted, he would like to bring the topic out of committee to see if Council is okay with Mr. Mayo’s upcoming application, assuming everything is in order with his application, that an Ordinance can be prepared. **Cncl. Adams** made a motion to move forward the Draft Ordinance regarding the Implementation of the “Five Year Tax Exemption and Abatement Law” between the Township of Monroe and Charles Street Developers, LLC, 2612 Highland Road, Block 9008, Lot 1 with the added rental language for First Reading at the Council Meeting of July 24, 2023. The motion was seconded by **Cncl. O’Reilly** and unanimously approved by all members of Council in attendance.

- **An Ordinance of the Township Council of the Township of Monroe Authorizing the Purchase of Block 6001, Lot 19 from the Gloucester County 4H Association**

**Business Administrator, Jim DeHart** explained, the Gloucester County 4H Association has reached out to Administration to advise that they are no longer able to maintain the property and would like to return the property back to the Township at the cost of \$1.00, as it is stated in the deed. He noted, with the improvements to the property that were made by the 4H Association, the property will be enticing for interested parties at a future land sale. **Solicitor Graise** clarified, previously in 2010, Lots 19 and 20 were given to the Gloucester County 4H Association by the Township, however, since then Lot 20 has been given to the New Jersey Department of Environmental Protection. She noted, it is her understanding that the Township is only taking back ownership of Lot 19. **Cncl. Vice-Pres. Valcourt** made a motion to move forward the Draft Ordinance regarding the Authorization of Purchase of Block 6001, Lot 19 from the Gloucester County 4H Association for First Reading at the Council Meeting of July 24, 2023. The motion was seconded by **Cncl. O’Reilly** and unanimously approved by all members of Council in attendance.

- **Chapter 74 “Fees” – Various Departments**

**Cncl. McKinney** spoke regarding the cannabis fees listed in Section 74-57, asking if the fees are comparable to those fees in the neighboring municipalities, to which **Business**

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**C.) ORDINANCES FOR REVIEW (cont'd)**

**Administrator, Jim DeHart** confirmed. **Solicitor Graise** advised, even though the amended Cannabis Ordinance (O:22-2023) has been formally adopted, it is being placed on hold for approximately sixty (60) days to enable further discussions with the Pinelands Commission to clarify some zoning questions the Commission has recently presented. She noted, even though the cannabis fees are being placed in the Draft Ordinance for first reading at the next scheduled Council Meeting on July 24<sup>th</sup>, the actual Cannabis Ordinance is not fully in effect pending the Commission final decision. **Cncl. O'Reilly** made a motion to move forward the Draft Ordinance regarding Chapter 74 "Fees" – Various Departments for First Reading at the Council Meeting of July 24, 2023. The motion was seconded by **Cncl. Adams** and unanimously approved by all members of Council in attendance.

**D.) MATTERS FOR DISCUSSION**

- **Resolution R:142-2023 Amendment**

**Business Administrator, Jim DeHart** clarified this Resolution was discussed and passed at the last Council Meeting, however after the Council Meeting, he had the opportunity to speak with the State where they authorized the amendment to list the Green Team representatives by their position titles rather than by their name. He noted, initially the Resolution was presented with the person's name and position and the State has advised that as long as a second letter is provided stating who is currently a member when the application is submitted for Sustainable New Jersey renewal, the Resolution does not need to state the individual names. **Cncl. Vice-Pres. Valcourt** made a motion to approve the Amended Resolution R:142-2023. The motion was seconded by **Cncl. Adams** and unanimously approved by all members of Council in attendance.

- **MMUA Shared Services Agreement Amendment**

**Business Administrator, Jim DeHart** explained, the changes were very minor, the word MMUA, was added to the fee and funding section and a small sentence was removed in the scope of services section. He noted, the changes do not change the substance of the agreement. **Cncl. Vice-Pres. Valcourt** made a motion to approve the Amended MMUA Shared Services Agreement. The motion was seconded by **Cncl. Adams** and unanimously approved by all members of Council in attendance.

**E.) NEW BUSINESS - None**

**F.) UNFINISHED BUSINESS - None**

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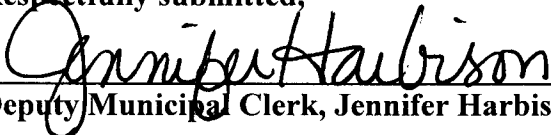
**G.) PUBLIC PORTION**


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

**H.) ADJOURNMENT**

With nothing further to discuss, **Cncl. Vice-Pres. Valcourt** made a motion to adjourn the Ordinance Committee Meeting of July 12, 2023. The motion was seconded by **Cncl. Adams** 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 July 12, 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 Law.*

Approved as submitted \_\_\_\_\_  \_\_\_\_\_ Date 9/6/2023  
Approved as corrected \_\_\_\_\_ Date \_\_\_\_\_