

**MINUTES
ORDINANCE COMMITTEE MEETING
TOWNSHIP OF MONROE
OCTOBER 4, 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. Adams led the Assembly in the Pledge of Allegiance to Our Flag.

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		Excused
Deputy Mayor, Joseph Kurz	Present	
Solicitor, Sandra Graise	Present	
Business Administrator, James V. DeHart, III	Present	
Dir. of Community Affairs, Donna Park	Present	
Dir. of Parks & Recreation, Brian Cope	Present	
Chief Financial Officer, Lorraine Boyer	Present	
Police Chief Craig Monahan	Present	
Deputy Municipal Clerk, Jennifer Harbison	Present	

B.) ORDINANCES FOR REVIEW

• Chapter 162 "Housing Standards" – Campground Exemptions

Cncl. O'Reilly made a motion to move forward the Draft Ordinance regarding Chapter 162 "Housing Standards" – Campground Exemptions for First Reading at the Council Meeting

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B.) ORDINANCES FOR REVIEW (cont'd)

of October 9, 2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

- **Chapter 280-20 “Animal Control” – Sale of Cats and Dogs from Pet Shops**

Cncl. Garbowski made a motion to move forward the Draft Ordinance regarding Chapter 280-20 “Animal Control” – Sale of Cats and Dogs from Pet Shops for First Reading at the Council Meeting of October 9, 2023. The motion was seconded by **Cncl. O’Reilly** and unanimously approved by all members of Council.

- **Chapter 280-18 “Animal Control” – Backyard Chicken Pilot Program**

Cncl. O’Reilly made a motion to move forward the Draft Ordinance regarding Chapter 280-18 “Animal Control” – Backyard Chicken Pilot Program for First Reading at the Council Meeting of October 9, 2023. The motion was seconded by **Cncl. Pres. Fox** and unanimously approved by all members of Council.

- **Salary Ordinance**

Cncl. Garbowski made a motion to move forward the Draft Salary Ordinance for First Reading at the Council Meeting of October 9, 2023. The motion was seconded by **Cncl. O’Reilly** and unanimously approved by all members of Council.

C.) MATTERS FOR DISCUSSION

- **Do Not Knock Registry**

Business Administrator, Jim DeHart explained that the Mayor asked him to speak regarding this topic as they have received requests from several different residents. He noted, he would like to create an Ordinance for Monroe Township which models the Ordinance Washington Township currently has in place. Monroe Township currently has an Ordinance that prohibits solicitation and/or requires registration for a permit to solicit, however it does not have anything else stated for the protection of the residents. The No-Knock Registry would provide the residents the opportunity to register to be a part of a no-knock list and place a sticker on their door that prohibits solicitation. Mr. DeHart said he would like to have the Draft Ordinance prepared for review at the November Ordinance Committee Meeting.

- **Abandoned Real Property**

Business Administrator, Jim DeHart explained that the Township previously used a company called ProChamps, who handled all of the Township’s abandoned property registrations, however they closed overnight and the Township has been without a company to

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C.) MATTERS FOR DISCUSSION (cont'd)

handle the registrations. He along with Solicitor Graise have been doing some research, meeting with various companies and reviewing the contracts of each company. Mr. DeHart stated, one piece that the current Ordinance does not address is abandoned commercial properties, so he would like Council to consider having that added to the current Code, as there are several abandoned commercial properties within the town. He advised, the vacant properties have been just sitting for approximately three (3) months without a registration company. He said, one of the companies that he met with offered a lot more options at the same low cost. He noted, he will be ready to move forward with the acceptance of the contract and the amendment of the Code at the next scheduled Council Meeting. **Cncl. Garbowski** agreed that commercial properties should also be held accountable to maintain the properties.

- **Land Sale 2023**

Business Administrator, Jim DeHart advised that the Ordinance pertaining to the 2023 Land Sale will be ready to be present for First Reading at the next Council Meeting on October 9, 2023. The Land Sale will be held on Wednesday, December 13, 2023 beginning at 10:00 am. **Solicitor Graise** explained that two (2) pieces were added to the Ordinance pertaining to minimum bids, noting any minimum bid that is equal to or less than \$4,000.00, any subsequent bids have to increase by increments of \$50.00 and any minimum starting bid that is equal to or greater than \$4,000.00, the increments are going to be \$500.00.

D.) NEW BUSINESS

Director of Parks & Recreation, Brian Cope stated that Mayor Wolfe has asked him to look into residency rules pertaining to the Township's youth sports programs. He mentioned, he is currently meeting with the sports organizations to obtain feedback but he would like to fast track it, if possible, as it is time sensitive with the upcoming spring sports registrations. He advised, the Code currently allows 75% in-town residency and 25% out of town residency, noting he is working with the various sports programs on amending the percentages. **Cncl. McKinney** expressed his concerns with the sports programs that may need the out of town players and those sports that are not offered in other towns but are offered in Monroe.

E.) UNFINISHED BUSINESS – None

F.) PUBLIC PORTION

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

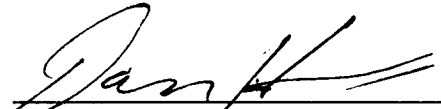
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G.) ADJOURNMENT

With nothing further to discuss, **Cncl. Garbowski** made a motion to adjourn the Ordinance Committee Meeting of October 4, 2023. The motion was seconded by **Cncl. Pres. Fox** and unanimously approved by all members of Council.

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 October 4, 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 _____

2/14/2024

Approved as corrected _____

Date _____