

**MINUTES
COUNCIL MEETING
TOWNSHIP OF MONROE
OCTOBER 9, 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. Heverly led the Assembly in the Pledge of Allegiance to Our Flag and 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, 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 Community Development, Joseph Marino		Excused
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	
Chief Financial Officer, Lorraine Boyer	Present	
Police Chief Craig Monahan	Present	
Deputy Municipal Clerk, Jennifer Harbison	Present	

B.) MATTERS FOR DISCUSSION – None

C.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED

Cncl. Vice-Pres. Valcourt spoke in reference to Resolution R:252-2023, asking for an explanation to which **Mayor Wolfe** explained. The Mayor noted, last year there was a 23% increase in the State Health Benefits Plan and there is an additional 8% increase this year. The Administration has been in discussions with several companies, one company provided numbers which showed no increase for this year, which would save the taxpayers approximately \$400,000.00 and will also save the employees who contribute a portion of their benefits. Mayor

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C.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED (cont'd)

Wolfe advised, the Township is required to provide the State Health Benefits sixty (60) days' notice to leave the plan. He is hopeful that Administration will have all of the financials in by the next Council Meeting to be presented for approval.

D.) QUESTIONS REGARDING ORDINANCES SCHEDULED – None

E.) CORRESPONDENCE – None

F.) RESOLUTIONS

Cncl. Heverly 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.

Cncl. Garbowski made a motion to bracket for approval, by Consent Agenda, Resolutions R:245-2023 through R:256:2023. The motion was seconded by **Cncl. Heverly** and unanimously approved by all members of Council.

CONSENT AGENDA RESOLUTIONS R:245-2023 THROUGH R:256-2023

R:245-2023 Resolution Authorizing Closed Executive Session of the Township Council of the Township of Monroe to Discuss Matters Falling Under Pending/Anticipated Litigation Subject to Attorney-Client Privilege Pursuant to N.J.S.A. 10:4-12b(7)

R:246-2023 Resolution Approving the Bill List and Paid List for the Council Meeting of October 9, 2023

R:247-2023 Resolution Adjusting Township of Monroe Tax Records

R:248-2023 Resolution of the Township Council of the Township of Monroe Authorizing the Tax Collector to Turn Over Premiums to the Township of Monroe

R:249-2023 Resolution Appointing Patrick Mason as the Fire Official for the Township of Monroe, County of Gloucester, State of New Jersey

R:250-2023 Resolution of the Township Council of the Township of Monroe Amending Resolution R:240-2023 Executing a Grant Application on Behalf of the Municipal Alliance Program (Fiscal Grant Cycle July 2020 – June 2025, Grant Year: 25, Tier 1, July 1, 2024 – June 30, 2025)

R:251-2023 Resolution Authorizing the Mayor to Execute a Proposal with Franklin Alarm for the Installation of a Cellular Dialer and One Year of Alarm Monitoring Per Alarm Per Township Building at a Total Proposal Price of \$8,820.00

R:252-2023 Resolution of the Township of Monroe, County of Gloucester, State of New Jersey, to Terminate All Participation Under the State Health Benefits Program (SHBP) and School Employees' Health Benefits Program (SEHBP)

R:253-2023 Resolution of the Township of Monroe Releasing the Expired Maintenance Guaranty Posted in the Amount of \$245,693.78 for "Stirling Glen", Subdivision #1713, Phase 1, Sec. 1, Block 14201, Lot 1

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F.) RESOLUTIONS (cont'd)

R:254-2023 Resolution Authorizing the Township of Monroe to Enter into a Contract with Keith Bonchi, Esquire to Provide Professional Legal Services for the Handling of Foreclosures on Behalf of the Township of Monroe

R:255-2023 Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Performance Guarantee, in the Form of a Cash Bond, in the Amount of \$278,124.00 for Holly Oaks Estates, Phase 3, Subdivision #1751 (Block 13001, Lots 9, 10, 11, 11.01, 12 & 13)

R:256-2023 Resolution of the Township Council of the Township of Monroe Authorizing the Issuance of a 2023 Junkyard License to Thomas Gabrysiak

Cncl. Garbowski made a motion to approve, by Consent Agenda, Resolutions R:245-2023 through R:256-2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

G.) 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. Valcourt** and unanimously approved by all members of Council. 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. Adams** and unanimously approved by all members of Council.

O:37-2023 An Ordinance of the Township of Monroe, County of Gloucester, State of New Jersey Amending Chapter 267 of the Township Code Entitled "Vehicles and Traffic"

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:37-2023 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:37-2023 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:37-2023** was duly approved for Second Reading and Public Hearing.

O:38-2023 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"

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:38-2023 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Adams** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:38-2023 FOR SECOND READING
AND PUBLIC HEARING –**

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

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G.) ORDINANCES (cont'd)

Tally: 7 Ayes, 0 Nay, 0 Abstain, 0 Absent. Ordinance **O:38-2023** was duly approved for Second Reading and Public Hearing.

O:39-2023 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. Garbowski made a motion to approve Ordinance O:39-2023 for First Reading and Publication. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

O:40-2023 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"

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. Garbowski made a motion to approve Ordinance O:40-2023 for First Reading and Publication. The motion was seconded by **Cncl. Adams** and unanimously approved by all members of Council.

O:41-2023 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"

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. Garbowski made a motion to approve Ordinance O:41-2023 for First Reading and Publication. The motion was seconded by **Cncl. Adams** and unanimously approved by all members of Council.

O:42-2023 An Ordinance Fixing the Salaries of Officers and Employees of the Township of Monroe, in the County of Gloucester, State of New Jersey

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. Adams made a motion to approve Ordinance O:42-2023 for First Reading and Publication. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

O:43-2023 An Ordinance of the Township Council of the Township of Monroe Authorizing the Sale of Township Owned Land

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. Garbowski made a motion to approve Ordinance O:43-2023 for First Reading and Publication. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

H.) NEW BUSINESS – None

I.) UNFINISHED BUSINESS – None

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J.) REPORTS AND OTHER MATTERS

Cncl. McKinney reported, the Historical Society is hosting a Haunted House at the Ireland Hofer House on October 27, 2023 from 4:30pm to 6:00pm, prior to the Trunk or Treat that is being held at the Pfeiffer Community Center.

Cncl. Pres. Fox advised, the Senior Commission's Mystery Dinner on October 25, 2023 has been cancelled, noting she will advise once the event is rescheduled.

K.) GENERAL PUBLIC DISCUSSION

Cncl. Garbowski 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.

Stu Gerstein, 116 Castlebay Drive addressed the Mayor and Council to express his gratitude with how the release of the Maintenance Bonds for Stirling Glen was handled and to express his concerns with the basins located at Stirling Glen, which continue to be an issue, the piping located underneath many of the residents' properties that connect to the basin and questioned who is responsible for any required maintenance of the piping in the future. **Solicitor Graise** addressed Mr. Gerstein's concerns and explained Resolution R:253-2023, which was passed earlier this evening. **Business Administrator, Jim DeHart** noted, he will forward Mr. Gerstein's concerns along to the Township Engineer, Remington and Vernick at their weekly meeting.

Kenny Collins, 410 Fox Trail addressed the Mayor and Council to state that he did not submit an application to serve as a volunteer at the Williamstown Fire Department to start any trouble but to have the opportunity to serve the town and explained his previous time served with the Department.

Alan Braslow, 1246 Liberty Bell Drive, Cherry Hill addressed Council to request a copy of Ordinance O:40-2023 to which Deputy Municipal Clerk, Jennifer Harbison provided him with a copy.

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

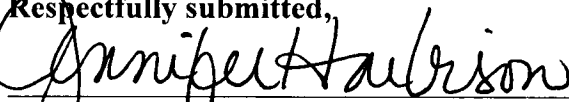
At this time, **Cncl. Pres. Fox** advised that Council will be going into Closed Executive Session to discuss Resolution R:245-2023, relating to pending/anticipated litigation.

CLOSED EXECUTIVE SESSION

L.) ADJOURNMENT

With nothing further to discuss, **Cncl. Vice-Pres. Valcourt** made a motion to adjourn the Council Meeting of October 9, 2023. The motion was seconded by **Cncl. Heverly** and unanimously approved by all members of Council.

Respectfully submitted,



**Jennifer Harbison
Deputy Municipal Clerk**



**Chelsea Valcourt
Presiding Officer**

These minutes were prepared from excerpts of the recorded proceedings, as well as hand-written notes taken, of the Council Meeting of October 9, 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 _____
Approved as corrected _____



Date 2/14/2024
Date _____