

**MINUTES
COUNCIL MEETING
TOWNSHIP OF MONROE
OCTOBER 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. McKinney 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, 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		Excused
Dir. of Public Works, Marvin Dilks		Excused
Dir. of Real Estate, Jennifer Pesotski	Present	
Chief Financial Officer, Lorraine Boyer		Excused
Police Chief Craig Monahan		Excused
Deputy Municipal Clerk, Jennifer Harbison	Present	

B.) PRESENTATIONS / PROCLAMATIONS

- 50 Years of Service – Members of Cecil Fire Company
- 50 Years of Service – Members of the Williamstown Fire Company #1

Cncl. Pres. Fox and Mayor Wolfe presented to the members of the Cecil Fire Company and the Williamstown Fire Company #1, who have been serving the community for fifty (50) plus years, Proclamations for their dedication to the community as volunteer firefighters, thanking them for their tireless service.

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C.) MAYOR'S APPOINTMENTS

Mayor Wolfe made the following appointments:

**Planning Board – Sherrie Kennedy – Unexpired Term 12/31/2024
Planning Board – Alternate #1 Member - Russell Young – Unexpired Term 12/31/2024**

D.) MATTERS FOR DISCUSSION

- 2023 Best Practices Inventory Questionnaire

Business Administrator, Jim DeHart explained the questionnaire and that the Best Practice Inventory questionnaire will be complete and ready to move forward at the next scheduled Council Meeting.

E.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED

Business Administrator, Jim DeHart requested that Resolutions R:262-2023, R:263-2023, and R:264-2023 be removed from this evening's Agenda, noting there has been a stop payment issued on the checks that were received and the new checks are being reissued and will be ready by the next scheduled Council Meeting. **Cncl. Garbowski** made a motion to table Resolutions R:262-2023, R:263-2023 and R:264-2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

F.) QUESTIONS REGARDING ORDINANCES SCHEDULED – None

G.) CORRESPONDENCE – None

H.) RESOLUTIONS

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

Mark Kozachyn, 987 Sykesville Road addressed Council regarding Resolution R:266-2023, asking for the status of the current architect and plans that had been designated for the project, to which **Mayor Wolfe** explained.

With no one else 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:257-2023 through R:261-2023 and Resolutions R:265-2023 through R:270-2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council.

**CONSENT AGENDA RESOLUTIONS R:257-2023 THROUGH R:261-2023 AND
RESOLUTIONS R:265-2023 THROUGH R:270-2023**

R:257-2023 Resolution Approving the Bill List and Paid List for the Council Meeting of October 23, 2023

R:258-2023 Resolution Adjusting Township of Monroe Tax Records

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H.) RESOLUTIONS (cont'd)

R:259-2023 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 Natures Bliss

R:260-2023 Resolution of the Township of Monroe Cancelling Tax Sale Certificate 23-00014 Relating to Block 1301, Lot 8, in the Township of Monroe, County of Gloucester, State of New Jersey

R:261-2023 Resolution Approving the Adoption of the Township of Monroe's Updated Personnel Policies and Employee Handbook

R:265-2023 Resolution of the Township Council of the Township of Monroe Authorizing the Planning Board of the Township of Monroe to Undertake a Preliminary Investigation to Determine if Certain Real Property in the Township of Monroe is an "Area in Need of Redevelopment" Pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1 Et Seq.

R:266-2023 Resolution of the Township of Monroe Authorizing the Execution of an Agreement with HERA Property Registry, LLC for Property Registration Services Under the Extraordinary Unspecifiable Services and/or Professional Services Bidding Exception

R:267-2023 Resolution of the Township Council of the Township of Monroe Supporting Solar Landscape Community Solar Project at 640 N. Black Horse Pike

R:268-2023 Resolution of the Township Council of the Township of Monroe Authorizing the Request for Proposals (RFP) for Architect Services for Construction of the New Williamstown Fire Station Within the Township of Monroe

R:269-2023 Resolution of the Township of Monroe Authorizing the Mayor of the Township of Monroe to Enter into Developer's Agreement among the Township of Monroe and Williamstown (Black Horse Pike) DG, LLC concerning Real Property Identified as Block(S) 612, Lot(S) 2

R:270-2023 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)

Cncl. Garbowski made a motion to approve, by Consent Agenda, Resolutions R:257-2023 through R:261-2023 and Resolutions R:265-2023 through R:270-2023. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council, with the exception of **Cncl. McKinney** who Abstained from voting on Resolution R:268-2023.

I.) 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: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"

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

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I.) ORDINANCES (cont'd)

Cncl. Garbowski made a motion to approve Ordinance O:39-2023 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:39-2023 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:39-2023** was duly approved for Second Reading and Public Hearing.

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"

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

Cncl. Adams made a motion to approve Ordinance O:40-2023 for Second Reading and Public Hearing. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council, with the exception of **Cncl. McKinney** who voted no.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:40-2023 FOR SECOND READING
AND PUBLIC HEARING –**

6 AYES (Adams, Fox, Garbowski, Heverly, O'Reilly, Valcourt), 1 NAY (McKinney)

Tally: 6 Ayes, 1 Nay, 0 Abstain, 0 Absent. Ordinance **O:40-2023** was duly approved for Second Reading and Public Hearing.

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"

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

Cncl. Adams made a motion to approve Ordinance O:41-2023 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:41-2023 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:41-2023** was duly approved for Second Reading and Public Hearing.

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

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

Cncl. Adams made a motion to approve Ordinance O:42-2023 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:42-2023 FOR SECOND READING
AND PUBLIC HEARING –**

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

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I.) ORDINANCES (cont'd)

Tally: 7 Ayes, 0 Nay, 0 Abstain, 0 Absent. Ordinance **O:42-2023** was duly approved for Second Reading and Public Hearing.

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

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:43-2023 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:43-2023 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:43-2023** was duly approved for Second Reading and Public Hearing.

J.) NEW BUSINESS – None

K.) UNFINISHED BUSINESS – None

L.) REPORTS AND OTHER MATTERS

Mayor Wolfe attended the Town Hall Meeting at Summerfields West on September 29th along with Assemblyman Paul Moriarty, where they were able to speak to the residents about the Township's Rent Leveling Ordinance which was recently passed, the New Jersey State Program, and the New Jersey Anchor Program. On October 5th, he attended the Honor Flight at Williamstown High School, which is a program that honors the veterans. He encouraged everyone to attend the next scheduled Honor Flight. On October 7th, he attended the Little Miss and Mr. Monroe Township Pageant. The Mayor congratulated all of the winners and commended the Department of Community Affairs, Director Donna Park and Supervisor Brandee Derieux on a job well done. On October 10th, he attended the Holiday City Day Out Event along with members of Council, Police, Fire and the Office of Emergency Management. On October 10th, he also attended the Fire Prevention Night, which was a very well attended event. On October 12th, he attended the Flags for Forgotten Soldiers, another great event where the community comes together to honor the many servicemen and women who ultimately take their own lives each year. Mayor Wolfe thanked, Human Resources Director, Christine Scola for bringing the event to his attention last year and Deb Bender who assisted in organizing the event. The flags are displayed for the month at the EMS facility located at the corner of Blue Bell Road and Corkery Lane, which is a high visible area. On October 21st, he attended the Annual Fall Festival at Owens Memorial Park and Halloween Parade. He thanked the Parks and Recreation Chairperson Matt Scardino, Vice-Chairperson Donna Park, and the entire Commission for their hard work with this event and all of the events that they organize throughout the year for the community. He thanked the Director of Parks and Recreation, Brian Cope for stepping in this year as a new director with the event and all of the township workers who cleaned up after the event. The Mayor congratulated all of the winners of every division, noting the results will be posted by the end of this week. Mayor Wolfe attended the regularly scheduled Planning Board meetings, many other business meetings with prospective new businesses, many Township meetings with employees, and he conducted one (1) wedding this month.

Deputy Mayor Kurz attended along with the Business Administrator Jim DeHart and Supervisor of Public Works Mike Calvello on October 12th the New Jersey Alliance for Action

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

breakfast where Penonni Engineering, the former Township Engineer, received an award for the Monroe Township Dog Park. He also attended many of the same events as the Mayor during the month of October.

Solicitor Graise advised, as part of the Land Sale that the Township held in May 2023, the deed for the property located at 317 N. Tuckahoe Road will be signed by Mayor Wolfe.

Business Administrator, Mr. DeHart reported the quarterly Leadership Supervisor Meeting was held with the topic of work place violence. He noted the quarterly Leadership Supervisor Meetings will continue as the years go on, in order to keep the lines of communication open between administration and the supervisors.

Director of Code Enforcement, Mr. Sebastian reported that on October 18th, he along with the Business Administrator, the inspectors and the staff met with representatives from the Pinelands Commission to review the procedures that the Pinelands require, noting it was a very informative meeting. He reported, for the month of September, the Construction Department has performed 234 building inspections, 93 fire inspections, 181 electrical inspections, 132 plumbing inspections, and 41 mechanical inspections, for a total of 681 inspections. The Housing Department has performed 494 inspections, the yearly apartment complex inspections have been completed, and the Zoning Department had 113 applications reviewed, for a grand total of 1,288 inspections for the month of September and year to date, through September a grand total of 12,712 inspections.

Director of Community Affairs, Mrs. Park reported, on October 7th, Community Affairs held the Little Mr. and Miss Monroe Township Pageant at the Williamstown Middle School, noting the event was so large that the location was moved from the Pfeiffer Community Center to Williamstown Middle School. She noted, all of the winners from the various age groups rode on the Community Affairs float during the Annual Halloween Parade on October 21st. On October 26th, the Senior Halloween Party will take place at the Pfeiffer Community Center from 12:30pm to 2:00pm. The Trunk or Treat will take place on October 27th from 6:30pm to 8:00pm at the Pfeiffer Community Center. The Halloween Costume Puppy Parade will be held on October 28th beginning at 10:00am at the Dog Park. Mrs. Park stated that her Department is very busy this month and they all do a fantastic job with all of the events. She thanked all of the employees and the volunteers for everything they do.

Director of Parks & Recreation, Mr. Cope thanked the Parks and Recreation Commission for the Fall Festival and Halloween Parade, noting they are a great group of people who volunteer their time and execute so many great events throughout the year. He thanked Mayor Wolfe for being the "MC" of the event, Anne Bracarello and Tiffany Carney for all of their help coordinating the event, Joe Bruno, the Monroe Township Police Department and the Office of Emergency Management for all their help with the event.

Cncl. Adams thanked the Parks and Recreation Commission and the Department of Community Affairs for always doing an amazing job with all of the events held throughout the year for the residents. Cncl. Adams advised that a new Mexican restaurant called Lupitas Mexican Grill opened on the Black Horse Pike across from Pandora Diner. She noted, a Ribbon Cutting Ceremony will be held later this week.

Cncl. Heverly attended the Honor Flight on October 5th along with the Mayor, members of Council and County Commissioners. He encouraged everyone to participate in future Honor Flight events, as it is an extremely moving and emotional event, not only for the veterans but for everyone who attends the event. He attended the Holiday City Day Out along with Mayor Wolfe. Cncl. Heverly thanked the Parks and Recreation Commission for a fantastic Fall Festival and Halloween Parade.

Cncl. Vice-Pres. Valcourt thanked the Parks and Recreation Commission and everyone involved with the Halloween Parade.

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

Cncl. Pres. Fox attended many events this month, noting the Honor Flight is an amazing and very emotional event. She invited everyone to attend a future Honor Flight event. She reported at the Planning Board meeting, there are a couple new businesses that are interested in coming into the township. Cncl. Pres. Fox thanked the Parks and Recreation Commission for a job well done.

M.) 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.

John Romano, 405 Virginia Place addressed the Mayor to ask if today is the day that the Rent Leveling Ordinance is fully in effect, to which **Mayor Wolfe** confirmed and to express his concerns with the "threats" the residents have been receiving from the management because of the Ordinance.

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

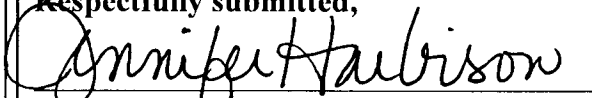
At this time, **Cncl. Pres. Fox** advised that Council will be going into Closed Executive Session to discuss Resolution R:270-2023, relating to pending/anticipated litigation.


CLOSED EXECUTIVE SESSION

N.) ADJOURNMENT

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

Respectfully submitted,


Jennifer Harrison
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 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.

Approved as submitted _____
Approved as corrected _____



Date 2/14/2024
Date _____