

**MINUTES
ORDINANCE COMMITTEE MEETING
TOWNSHIP OF MONROE
FEBRUARY 14, 2024**

A.) OPENING CEREMONIES

CALL TO ORDER

The Ordinance Committee Meeting of the Township of Monroe was called to order at approximately 6:30 PM by **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. Fox led the Assembly in the Pledge of Allegiance to Our Flag.

ROLL CALL

Cncl. Denise Adams		Excused
Cncl. Carolann Fox	Present	
Cncl. Ronald Garbowski	Present	
Cncl. Vice-Pres. Donald Heverly	Present	
Cncl. Steven McKinney		Excused
Cncl. Patrick O'Reilly	Present	
Cncl. Pres. Chelsea Valcourt	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		Excused
Dir. of Community Affairs, Donna Park	Present	
Dir. of Community Development, Joseph Marino	Present	
Dir. of Parks & Recreation, Brian Cope	Present	
Dir. of Public Safety, Jon Rumpf	Present	
Dir. of Public Works, Marvin Dilks		Excused
Dir. of Real Estate, Jennifer Pesotski	Present	
Chief Financial Officer, Lorraine Boyer	Present	(arrived @ 6:40pm)
Police Chief Craig Monahan		Excused
Deputy Municipal Clerk, Jennifer Harbison	Present	

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B.) APPROVAL OF MINUTES

Cncl. Fox made a motion to approve the minutes as submitted of the Ordinance Committee Meeting of September 6, 2023, the Ordinance Committee Meeting of October 4, 2023 and the Ordinance Committee Meeting of November 1, 2023. The motion was seconded by **Cncl. Pres. Valcourt** and unanimously approved by all members of Council in attendance.

C.) ORDINANCES FOR REVIEW

- **Salary Ordinance**

Business Administrator, Jim DeHart explained the changes that were made to the Ordinance. **Cncl. Garbowski** made a motion to move forward the Draft Salary Ordinance for First Reading at this evening's Council Meeting of February 14, 2024. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

- **Chapter 74 "Fees" – Various Departments**

Cncl. Garbowski made a motion to move forward the Draft Ordinance regarding Chapter 74 "Fees" – Various Departments for First Reading at this evening's Council Meeting of February 14, 2024. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

- **Tax Abatement – 440 Berlin-Cross Keys Road, Block 101, Lot 7**

Cncl. Fox made a motion to move forward the Draft Ordinance regarding Tax Abatement – 440 Berlin-Cross Keys Road, Block 101, Lot 7 for First Reading at this evening's Council Meeting of February 14, 2024. The motion was seconded by **Cncl. O'Reilly** and unanimously approved by all members of Council in attendance.

- **Chapter 65 "Personnel Policies"**

Cncl. Garbowski made a motion to move forward the Draft Ordinance regarding Chapter 65 "Personnel Policies" for First Reading at this evening's Council Meeting of February 14, 2024. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

- **Chapter 175-163.4 "Land Management" – Cannabis**

Cncl. Garbowski made a motion to move forward the Draft Ordinance regarding Chapter 175-163.4 "Land Management" – Cannabis for First Reading at this evening's Council Meeting of February 14, 2024. The motion was seconded by **Cncl. Pres. Valcourt** and unanimously approved by all members of Council in attendance.

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C.) ORDINANCES FOR REVIEW (cont'd)

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

Cncl. Fox made a motion to move forward the Draft Ordinance regarding Chapter 280-18 “Animal Control” – Backyard Chicken Pilot Program for First Reading at this evening’s Council Meeting of February 14, 2024. The motion was seconded by **Cncl. Pres. Valcourt** and unanimously approved by all members of Council in attendance.

D.) MATTERS FOR DISCUSSION

- **Campaign Signs on Township Property**

Deputy Municipal Clerk, Jenn Harbison read aloud Municipal Clerk, Aileen Chiselko’s email, which was provided to Council in the meeting packet, in regard to addressing campaign signs being placed on township-owned property and school-owned property, and visible/displayed signs in/on personal vehicles parked on township-owned property and polling locations on private property, such as churches and clubhouses. **Mayor Wolfe** suggested that a meeting be scheduled with the Board of Education to discuss their policies on the issue and create a uniform policy, which all Council Members in attendance agreed. **Solicitor Graise** advised that as per the Township’s current code, campaign signs are prohibited on township-owned property. A discussion ensued regarding the various polling locations and the past complaints received regarding campaign signs.

- **Ordinance Procedure**

Solicitor Graise noted, Council has transitioned to a new schedule of meetings where on some Wednesdays, the Ordinance Committee Meeting takes place immediately prior to the Council Meeting. She spoke in reference to the meeting materials being provided to the public, ensuring that the public has what they need for the subsequent Council Meeting. She advised, in terms of transparency, the Draft Ordinances need to be made available to the public in draft form with the contention that they will be not be moving forward for First Reading until they are approved at the Ordinance Committee Meeting by the Ordinance Chairperson and the members of the Ordinance Committee. Mrs. Graise spoke to the benefits of the drafts being shared.

- **Property Sub-Division and Property Consolidation**

Cncl. O’Reilly explained, that any time a property is to be subdivided, the request needs to be brought before the Planning Board for approval, however the consolidation of properties is not required to be brought before the Board for approval. He noted, residential properties that are adjacent to each other are being bought, the lots are being consolidated and the homes on the consolidated lots are being left vacant. He spoke in reference the possible tax implications of the consolidated lots. **Cncl. O’Reilly** asked if an Ordinance can be implemented that requires any consolidation of lands/properties to come before the Planning Board for approval, similar to

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D.) MATTERS FOR DISCUSSION (cont'd)

when a property is subdivided. **Solicitor Graise** advised that the laws pertaining to subdivision is outlined in the Municipal Land Use Code, however she has not found anything providing the same authorization for the Township with regards to lot consolidation. She is researching some case law and legal citations regarding consolidations because the Township does not want to take on an action that is not rightfully provided. **Zoning Officer, Tara Nelms** advised that some neighboring towns require a lot line adjustment application as opposed to a full sub-division application. She explained the steps that should be taken with the County when a lot is consolidated and how the Township is not notified if those steps are not taken. A discussion followed regarding the process and the implications of a consolidation from a code enforcement standpoint. Mrs. Graise advised that she will meet with the Planning Board Attorney to discuss this further and report back.

- **Chapter 252 "Taxation" - Amendments**

Cncl. Vice-Pres. Heverly stated, he would like to see language added to the Code pertaining to Tax Abatements which states, when a developer comes into the town looking for a tax abatement on a property, they will be required to hire local labor, similar to an Ordinance that was passed in Washington Township. He noted, if the developers want a tax break from Monroe Township, he would like to ensure that the developers are providing work for the residents of Monroe Township or have a project labor agreement signed which states that the developer is signed with an organization which represents the workers in Gloucester County, in order to stop out of state labor, low wages, and provide local residents with employment. **Solicitor Graise** spoke regarding the potential implications where the town could be found or thought of to discriminate against non-residents. A discussion ensued regarding the potential implications. **Cncl. Vice-Pres. Heverly** will reach out to other neighboring towns and report back at the next scheduled Ordinance Committee Meeting.

E.) NEW BUSINESS – None

F.) UNFINISHED BUSINESS – None

G.) PUBLIC PORTION

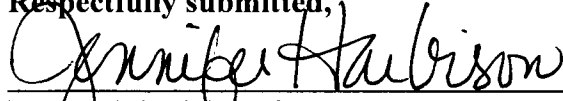
Cncl. Garbowski made a motion to open the Public Portion. The motion was seconded by **Cncl. Pres. Valcourt** and unanimously approved by all members of Council in attendance. With no one wishing to speak, **Cncl. Garbowski** made a motion to close the Public Portion. The motion was seconded by **Cncl.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

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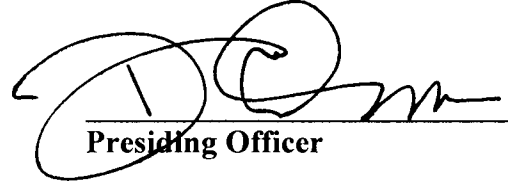
H.) ADJOURNMENT

With nothing further to discuss, **Cncl. Garbowski** made a motion to adjourn the Ordinance Committee Meeting of February 14, 2024. The motion was seconded by **Cncl. Pres. Valcourt** 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 February 14, 2024 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 _____

3/13/2024

Approved as corrected _____

Date _____