

**MINUTES
COUNCIL MEETING
TOWNSHIP OF MONROE
DECEMBER 11, 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. Adams led the Assembly in the Pledge of Allegiance to Our Flag. **Cncl. Heverly** offered the Invocation.

ROLL CALL

| | | |
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| Cncl. Denise Adams | Present | |
| Cncl. Ronald Garbowski | Present | |
| Cncl. Donald Heverly | Present | |
| Cncl. Steven McKinney | Present | |
| Cncl. Patrick O'Reilly | | Excused |
| Cncl. Vice-Pres. Chelsea Valcourt | Present | |
| Cncl. Pres. Carolann Fox | Present | |
| | | |
| Mayor Gregory A. Wolfe | Present | |
| Deputy Mayor, Joseph Kurz | Present | |
| Solicitor, Louis Cappelli, Jr. | 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 | Present | |
| Dir. of Real Estate, Jennifer Pesotski | Present | |
| Chief Financial Officer, Lorraine Boyer | Present | |
| Police Chief Craig Monahan | | Excused |
| Municipal Clerk, Aileen Chiselko | Present | |

B.) PROCLAMATIONS / PRESENTATIONS

At this time, **Cncl. Pres. Fox** informed all in attendance that the Certificate of Recognition for Dairy Fresh Ice Cream and the Monroe Township Police Department – NJSACOP Law Enforcement Accreditation Program Presentation will be rescheduled for a future Council Meeting.

C.) MATTERS FOR DISCUSSION – None

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D.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED

Mayor Wolfe spoke regarding Resolution R:296-2023, the Notice of Council Meetings and Ordinance Committee Meetings of the Township of Monroe for the Year 2024, addressing Council to possibly amend the schedule by combining the Ordinance Committee Meetings with the Council Meetings, in order to reduce the time and finances for the Township professionals. He asked, as an Administration, if the meetings can be moved from Monday evenings to Wednesday evenings, explaining the various reasons for the request. He recommended that the Council Meetings for 2024 be moved from Monday evenings to Wednesday evenings and move the Ordinance Committee Meetings from the first Wednesday of the month to the second Wednesday of the month just prior to the Council Meeting beginning at 6:30pm, with the Council Meeting immediately following, noting the benefits of combining the meetings. **Municipal Clerk, Aileen Chiselko** polled the members of Council in attendance and all were in favor of amending the 2024 Schedule of Meeting Dates per Mayor's Wolfe's recommendation. Mrs. Chiselko informed the Mayor and Council that she will make the amendments to the 2024 Schedule of Meetings and provide same to Council the next day.

Cncl. Garbowski spoke in reference to Resolution R:309-2023, asking for clarification on the process that took place in selecting the new architect for the Williamstown Fire Department, to which **Mayor Wolfe** explained.

Cncl. McKinney spoke in reference to Resolution R:303-2023, questioning why the Township is temporarily waiving the Redevelopment Plan Requirement for Orchard Drive, to which **Business Administrator, Jim DeHart** and **Mayor Wolfe** explained.

E.) QUESTIONS REGARDING ORDINANCES SCHEDULED – None

F.) CORRESPONDENCE – None

G.) RESOLUTIONS

Cncl. Garbowski 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 in attendance.

Eric Fooder, 2014 Burlington Circle addressed the Mayor and Council regarding Resolution R:309-2023. He noted, a tremendous cost-savings measure to the Township is coordinating with the Utility Authority and explained the benefits of creating a hydro-pillar water tower.

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 in attendance.

Cncl. Garbowski made a motion to bracket for approval, by Consent Agenda, Resolutions R:296-2023 through R:309-2023. The motion was seconded by **Cncl. Adams** and unanimously approved by all members of Council in attendance.

CONSENT AGENDA RESOLUTIONS R:296-2023 THROUGH R:309-2023

R:296-2023 Resolution and Notice of Council Meetings and Ordinance Committee Meetings of the Township of Monroe for the Year 2024

R:297-2023 Resolution Approving the Bill List and Paid List for the Council Meeting of December 11, 2023

R:298-2023 Resolution Adjusting Township of Monroe Tax Records

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G.) RESOLUTIONS (cont'd)

R:299-2023 Resolution of the Township Council of the Township of Monroe Amending Resolution R:289-2023 Adjusting Township of Monroe Tax Records for Block 11701, Lot 41

R:300-2023 Resolution of the Township of Monroe, County of Gloucester, Amending Resolution R:278-2023 Accepting an Emergency Management Agency Assistance Program Grant

R:301-2023 Resolution of the Township Council of the Township of Monroe Authorizing a Lien Be Placed on Various Properties for Failure to Comply with Chapter 295 of the Code of the Township of Monroe

R:302-2023 Resolution of the Township Council of the Township of Monroe Authorizing the Solicitation of Bids for Window Installations

R:303-2023 Resolution of the Township of Monroe Temporarily Waiving the Requirement of the Orchard Drive Redevelopment Plan that the Applicant Bruce Paparone, Inc. Must Enter into a Redevelopment Agreement with the Township Prior to Proceeding to Preliminary Major Subdivision/Site Plan Review Before the Planning Board

R:304-2023 Resolution of the Township Council of the Township of Monroe Authorizing the Mayor to Execute a Permanent Side Letter Agreement Between the Township of Monroe and United Food & Commercial Workers Union Local 360

R:305-2023 Resolution of the Township Council of the Township of Monroe Authorizing the Mayor to Execute a Permanent Side Letter Agreement Between the Township of Monroe and Monroe Township Supervisor's Association

R:306-2023 Resolution of the Township of Monroe Authorizing the Participation in the Cope Program to Enhance and Support Response to Certain Behavioral Health Crisis Calls

R:307-2023 Resolution of the Township Council of the Township of Monroe Authorizing the Mayor to Execute Application for Green Acres Grant, Prepared by Triad Associates

R:308-2023 Resolution of the Township of Monroe Authorizing the Reduction of a Letter of Credit for Whitehall Gardens, Subdivision #1739, Section 5, Block 8001, Lot 28

R:309-2023 Resolution of the Township Council of the Township of Monroe Awarding Architect Services for Construction of the New Williamstown Fire Station within the Township of Monroe

Cncl. Garbowski made a motion to approve, by Consent Agenda, Resolutions R:296-2023 through R:309-2023 with the stated amendments to Resolution R:296-2023. The motion was seconded by **Cncl. Heverly** and unanimously approved by all members of Council in attendance with the exception of **Cncl. McKinney** who Abstained from voting on Resolution R:309-2023.

H.) ORDINANCES

O:50-2023 Ordinance of the Township of Monroe, County of Gloucester, New Jersey Cancelling Certain Funded and Unfunded Appropriation Balances Heretofore Provided for Capital Improvements and Reappropriating Such Funded and Unfunded Appropriation Balances for Other Capital Projects

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.

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H.) ORDINANCES (cont'd)

Cncl. Garbowski made a motion to approve Ordinance O:50-2023 for First Reading and Publication. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council in attendance.

O:51-2023 Ordinance of the Township of Monroe, County of Gloucester, New Jersey Replacing Chapter 230 of the Code of the Township of Monroe, Entitled "Peddling And Soliciting"

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:51-2023 for First Reading and Publication. The motion was seconded by **Cncl. Vice-Pres. Valcourt** and unanimously approved by all members of Council in attendance.

I.) NEW BUSINESS – None

J.) UNFINISHED BUSINESS – None

K.) REPORTS AND OTHER MATTERS

Mayor Wolfe attended the Township's 1st Annual Lighting of the Menorah on November 30th, noting it was a tremendous event and thanked the Department of Community Affairs and the Parks & Recreation Department for organizing the event. On December 2nd, the Parks & Recreation Commission, Department of Community Affairs and Economic Development Commission combined efforts to host a spectacular event, the Annual Tree Lighting Ceremony and Winter Wonderland Event. He thanked all of the volunteers who helped with the event and for dedicating their time to the community. On December 4th, he attended the Planning Board Meeting, where there is some traction with some new businesses that have been proposed and approved. On December 7th, he attended the Mayor's Prayer Breakfast. On December 9th, the Department of Community Affairs hosted a Christmas Breakfast with the Grinch, which was a sold-out event. Also, on December 9th, the Historical Society were providing tours of the Ireland-Hofer House, as well as Hall Street School. Earlier today, the Employee Appreciation Day was held for the employees; he thanked the Human Resource Officer, Christine Scola for organizing the event. The Mayor congratulated Frank Rehman and Ninette Orbaczewski on their retirement and wished them well in the future. He reported that he conducted one wedding in the past couple of weeks. Mayor Wolfe wished everyone happy holidays.

Deputy Mayor Kurz attended both the menorah and tree lighting events, noting the great job that was done on the events by the Department of Community Affairs and Parks and Recreation Commission. He congratulated the retirees and wished everyone a happy holiday.

Business Administrator, Mr. DeHart reported that the dome lights have been replaced in the courtroom, along with the remainder of the municipal building with little cost to the Township, thanks to the Direct Grant Program. He noted, the renovations to the courtroom are progressing on schedule and everything should be completed by Council's Reorganization Meeting on January 4, 2024. Mr. DeHart wished everyone a happy holiday.

Director of Community Affairs, Mrs. Park stated, it has been a very exciting last couple of weeks, noting she attended the Seniors Commission's casino bus trip and had a great time with the seniors. She attended the menorah lighting, which was received very well by all. On December 2nd, she attended the Annual Tree Lighting and Winter Wonderland Event, noting that she has been involved with the Parks & Recreation Commission for fifteen (15) years and the event brought tears to her eyes, as this event was what she had dreamed the event would be. She thanked all of the volunteers who helped with the event. On December 9th, the Breakfast

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

and Lunch with the Grinch was a very successful event. Mrs. Park stated, she is looking forward to next year and all of the upcoming events. She wished everyone a happy holiday.

Director of Community Development, Mr. Marino commended the Mayor and Council on everything they accomplished this past year, noting he has never seen an Administration as driven and proactive, since his time on Council. He congratulated the Mayor, Council, Business Administrator, Mr. DeHart and all of the Directors for all that they accomplished in their first year serving, noting he is looking forward to year two. Mr. Marino wished everyone a happy holiday.

Director of Parks & Recreation, Mr. Cope expressed his appreciation for the partnership with the Department of Community Affairs and Economic Development Commission to make the Annual Tree Lighting and Winter Wonderland Event happen. He thanked, Jim Wolfe, Patty Adams and Chuck Eckard for their roles in the event.

Director of Public Safety, Mr. Rumpf advised the Williamstown Fire Department is hosting their annual Christmas Tree Sale and wished everyone happy holidays.

Director of Public Works, Mr. Dilks wished everyone happy holidays. **Mayor Wolfe** congratulated Mr. Dilks on his retirement from his employer.

Chief Financial Officer, Ms. Boyer commended the Administration on a job well done this past year and wished everyone a Merry Christmas.

Cncl. Adams stated, she is proud to be a part of this team and thanked everyone who has acknowledged the work that has been done. She noted, she is looking forward to next year, as there are exciting times ahead and a lot more work to do. Cncl. Adams wished everyone happy holidays, noting she is happy to be a part of a community that is expanding its diversity and inclusivity.

Cncl. Garbowski congratulated the retirees and thanked all of the township employees for all of their hard work this year. He thanked the members of Council on a job well done, along with the Mayor for doing a fabulous job this year. Cncl. Garbowski wished everyone happy holidays, Merry Christmas and Happy New Year, noting next year will be his seventeenth (17th) year on Council.

Cncl. Heverly attended the Menorah Lighting, the Winter Wonderland and the Township Employee Appreciation Lunch. He thanked all of the volunteers, congratulated the retirees and wished everyone happy holidays, a blessed and Merry Christmas and a happy healthy prosperous New Year.

Cncl. McKinney wished everyone happy holidays, encouraging everyone to spend time with their families and be safe.

Cncl. Vice-Pres. Valcourt attended both the Christmas Tree Lighting and the Menorah Lighting, noting she believes it is really special to live in a community that not only respects, but cherishes and celebrates different religions and is so proud of the community for coming together. She thanked and congratulated the members and volunteers who worked so hard to ensure both events were successful and so enjoyable for the attendees. Cncl. Vice-Pres. Valcourt attended an Open Space Advisory Committee Meeting, where they had three (3) comments, they noticed that Memorial Point was missing from the ROSI map, they would like a point of contact for more funding opportunities and potential hot spots for wildfires. She advised that Council's Reorganization Meeting is scheduled for January 4th, noting during that meeting a portion is spent appointing individuals to the various Boards and Commissions and encouraged everyone who is interested in serving the community to complete a Citizen Leadership Form to be considered for one of the positions. Cncl. Vice-Pres. Valcourt wished everyone a happy holiday and Merry Christmas.

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

Cncl. Pres. Fox congratulated and thanked everyone involved with the Winter Wonderland Event, noting it was an amazing event. On December 7th, she attended the Seniors Commission Meeting, noting they have a lot of great events planned for 2024. She attended the Commission's trip to Careme's Restaurant at The Academy of Culinary Arts in Atlantic County, where she enjoyed a delicious meal. She encouraged all of the residents who are 55 and over to try and attend the various Senior Commission Events. Cncl. Pres. Fox congratulated the retirees, stating that she served with Ninette on both the Zoning Board of Adjustment and the Planning Board and she is truly going to be missed. She stated that this has been a wonderful year, serving as president, thanking Council, Municipal Clerk, Aileen Chiselko and everyone for making this an enjoyable year, noting she is blessed to have been given the opportunity to serve as Council President. Cncl. Pres. Fox wished everyone a Merry Christmas, Happy Holidays and a Happy New Year.

L.) 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 in attendance.

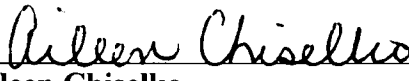
John Romano, 405 Virginia Place addressed the Mayor to speak on behalf of the Friendly Village and Summerfields West communities to obtain an update on their concerns with the real estate tax increases that were discussed at the previous Council Meeting, to which **Mayor Wolfe** explained that Solicitor Graise is currently researching. Mr. Romano asked for an update on the creation of the Rent Leveling Board, to which the Mayor explained. Mr. Romano also expressed his concerns with the speeding issues that takes place within Friendly Village, to which Mayor Wolfe advised, he will have the Chief of Police contact the management to work out some type of enforcement.

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 in attendance.

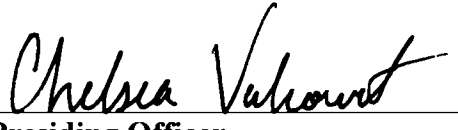
M.) ADJOURNMENT

With nothing further to discuss, **Cncl. Vice-Pres. Valcourt** made a motion to adjourn the Council Meeting of December 11, 2023. The motion was seconded by **Cncl. Garbowski** and unanimously approved by all members of Council in attendance.

Respectfully submitted,



Aileen Chiselko
Municipal Clerk



Presiding Officer

These minutes were prepared from excerpts of the recorded proceedings, as well as hand-written notes taken, of the Council Meeting of December 11, 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 asc
Approved as corrected _____

Date 3/13/2024
Date _____