

**MINUTES
COUNCIL MEETING
TOWNSHIP OF MONROE
MARCH 27, 2024**

A.) OPENING CEREMONIES

CALL TO ORDER

The Council Meeting of the Township of Monroe was called to order at 7:00 p.m. by **Cncl. Pres., Chelsea Valcourt** 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., Chelsea Valcourt 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. Fox led the Assembly in the Pledge of Allegiance to Our Flag. **Cncl. Fox** offered the Invocation.

ROLL CALL

Cncl. Denise Adams	Present	
Cncl. Carolann Fox	Present	
Cncl. Ronald Garbowski	Present	
Cncl. Vice-Pres. Donald Heverly	Present	
Cncl. Steven McKinney	Present	
Cncl. Patrick O'Reilly	Present	
Cncl. Pres. Chelsea Valcourt	Present	
Mayor Gregory A. Wolfe	Present	
Deputy Mayor, Joseph Kurz		Excused
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	Present	
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	Present	
Police Chief Ryan Borkowski	Present	
Municipal Clerk, Aileen Chiselko	Present	

B.) PRESENTATIONS / PROCLAMATIONS

- Williamstown Mighty Braves Wrestling – Tri-County Championship 2022-2024

Cncl. Vice-Pres. Heverly and Mayor Wolfe presented to the members of the Williamstown Mighty Braves Wrestling Program a Certificate of Recognition to acknowledge their winnings of the Tri-County Championship title in 2022, 2023, and 2024.

- Hardenbergh Insurance Group, Joe Henry – Safety on the Agenda

Joe Henry, Hardenbergh Insurance Group – Risk Management Consultant, provided a presentation of the annual “Safety on the Agenda”, focusing this year on “Accident

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B.) PRESENTATIONS / PROCLAMATIONS (cont'd)

Investigations”, which has been created by Hardenbergh Insurance Group along with the members of the Safety Committee.

C.) MATTERS FOR DISCUSSION

Business Administrator, Jim DeHart spoke regarding the Cannabis Ordinance, noting the amendments that have been previously discussed, specifically the micro-dispensaries, which need to be addressed at the April Ordinance Committee Meeting. He also spoke in reference to the labor peace agreement, which does not provide much leeway with the way that it is written, and how the Township has had scenarios where the unions are not always able or interested in bidding on some of the smaller jobs. He and Cncl. Vice-Pres. Heverly have discussed adding additional language to the labor peace agreement, in order to ensure the flexibility with any of the new facilities that require renovations or construction. **Cncl. Pres. Valcourt** questioned how a micro-dispensary is categorized, to which Mr. DeHart explained, per state statute a micro-dispensary is 2,400 square feet or smaller. **Solicitor Graise** explained the current requirements that are contained within the current Ordinance. Mr. DeHart spoke in reference to the collecting of the local cannabis transfer tax and the lack of language pertaining to its enforcement, noting he would like to have this added to the amendments, as well.

Solicitor Graise spoke regarding Chapter 126 “Business Insurance Registration”, noting there have been some concerns raised pertaining to non-profit businesses registering and paying the required \$50.00 registration fee. She believes it is prudent that the non-profits continue with the registration process; however, it will be up to Council to consider an exemption for the \$50.00 registration fee upon proof that the business is in fact non-profit, to which none of Council disagreed.

D.) QUESTIONS REGARDING RESOLUTIONS SCHEDULED – None

E.) QUESTIONS REGARDING ORDINANCES SCHEDULED – None

F.) APPROVAL OF MINUTES

Cncl. Garbowski made a motion to approve the minutes as submitted of the Council Meeting of January 24, 2024, Special Council Meeting of January 31, 2024, Council Meeting of February 14, 2024, and Closed Executive Session of February 14, 2024. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council, with the exception of **Cncl. McKinney** and **Cncl. Adams** who Abstained from voting on the Council Meeting Minutes of February 14, 2024 and Closed Executive Session Minutes of February 14, 2024.

G.) CORRESPONDENCE – None

H.) RESOLUTIONS

Cncl. Garbowski made a motion to open the public portion for Resolutions scheduled. The motion was seconded by **Cncl. Adams** 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 of Council.

Cncl. Garbowski made a motion to bracket for approval, by Consent Agenda, Resolutions R:109-2024 through R:124-2024. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council.

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H.) RESOLUTIONS (cont'd)

CONSENT AGENDA RESOLUTIONS R:109-2024 THROUGH R:124-2024

R:109-2024 Resolution Approving the Bill List and Paid List for the Council Meeting of March 27, 2024

R:110-2024 Resolution Adjusting Township of Monroe Tax Records

R:111-2024 Resolution of the Township Council of the Township of Monroe Approving the Bid from Window Sales, LLC for the Provision of New Windows for the Municipal Building

R:112-2024 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 High Expectations for U, LLC

R:113-2024 Resolution of the Township Council of the Township of Monroe Authorizing the Mayor to Execute a Service Agreement with Electronic Recyclers International, Inc. for Electronic Waste Recycling Services

R:114-2024 Resolution of the Township of Monroe Authorizing the Mayor to Execute a Side Letter Agreement Between the Township of Monroe and United Food & Commercial Workers Union Local 360

R:115-2024 Resolution of the Township of Monroe Authorizing the Mayor to Execute a Side Letter Agreement Between the Township of Monroe and the Monroe Township Supervisors Association

R:116-2024 Resolution of the Township of Monroe Authorizing the Mayor to Execute a Side Letter Agreement Between the Township of Monroe and the Monroe Township Police Officers Association

R:117-2024 Resolution of the Township Council of Monroe Township, Gloucester County, New Jersey, Authorizing the Signing of Grant Approval Letters for the Monroe Sanitary Landfill Projects P258441 and P302669, and Further Authorizing the Township Engineers, Township Solicitor, Mayor, and Clerk's Office to Submit, Review, and Take Necessary Measures in Relation to these Grants and any Resultant Agreements

R:118-2024 Resolution of the Township of Monroe Designating an Area Within the Township of Monroe Commonly Known as Block 8401, Lots 8, 9, and 10 as an "Area in Need of Non-Condemnation Redevelopment" Under the LRHL, N.J.S.A. 40A:12A-1 Et Seq.

R:119-2024 Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Performance Guarantee in the Amount of \$17,936.40 for Mews at St. Mary Senior Housing, Site Plan #515-SP, Block 11501, Lot 1

R:120-2024 Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Performance Guarantee in the Amount of \$43,440.00 for Mews at St. Mary Senior Housing, Site Plan #515-SP, Block 11501, Lot 1 (Landscape Buffer)

R:121-2024 Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Safety & Stabilization Guarantee in the Amount of \$30,397.44 for Mews at St. Mary Senior Housing, Site Plan #515-SP, Block 11501, Lot 1

R:122-2024 Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Safety & Stabilization Bond, in the Form of a Cash Bond, in the Amount of \$5,000.00 for Whitehall Gardens, Subdivision #1739, Section 6, Block 8001, Lot 28

R:123-2024 Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Safety & Stabilization Guarantee in the Amount of \$5,000.00 for Tall Pines Day Camp, Site Plan #496-SP, Block 10801, Lots 21 & 22

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H.) RESOLUTIONS (cont'd)

R:124-2024 Resolution of the Township Council of the Township of Monroe Authorizing the Acceptance of a Stormwater Management Maintenance Guarantee in the Amount of \$5,010.00 for Tall Pines Day Camp, Site Plan #496-SP, Block 10801, Lots 21 & 22

Cncl. Garbowski made a motion to approve, by Consent Agenda, Resolutions R:109-2024 through R:124-2024. The motion was seconded by **Cncl. Adams** and unanimously approved by all members of Council.

I.) ORDINANCES

Cncl. Fox 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. Pres. Valcourt** and unanimously approved by all members of Council. With no one wishing to speak on the Ordinances for Second Reading, **Cncl. Garbowski** made a motion to close the Public Hearing. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council.

O:09-2024 An Ordinance of the Township Council of the Township of Monroe Providing for the Implementation of the “Five Year Tax Exemption and Abatement Law” Pursuant to N.J.S.A. 40A:21-1 et seq. and Approving Property Tax Agreement Between the Township of Monroe and Timothy Tonczykyn, LLC, 926 Spruce Lane, Block 8812, Lot 123

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

Cncl. Fox made a motion to approve Ordinance O:09-2024 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:09-2024 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:09-2024** was duly approved for Second Reading and Public Hearing.

O:10-2024 An Ordinance of the Township Council of the Township of Monroe to Amend Chapter 267 of the Code of the Township of Monroe, 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:10-2024 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:10-2024 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:10-2024** was duly approved for Second Reading and Public Hearing.

O:11-2024 An Ordinance of the Township Council of the Township of Monroe to Amend Chapter 74 of the Code of the Township of Monroe, Entitled “Fees”

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:11-2024 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:11-2024 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:11-2024 was duly approved for Second Reading and Public Hearing.

O:12-2024 An Ordinance of The Township Council of the Township of Monroe, to Amend Chapter 230 of the Code of the Township of Monroe, Entitled "Peddling And Soliciting"

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:12-2024 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:12-2024 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:12-2024 was duly approved for Second Reading and Public Hearing.

O:13-2024 An Ordinance of the Township Council of the Township of Monroe to Amend Chapter 252 of the Code of the Township of Monroe, Entitled "Taxation"

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:13-2024 for Second Reading and Public Hearing. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council.

**ROLL CALL VOTE TO APPROVE ORDINANCE O:13-2024 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:13-2024 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 Williamstown High School Union Trades Fair with Cncl. Vice-Pres. Don Heverly. This fair provides the opportunity for the students to learn which trades are available and what the trades are all about. He thanked Cncl. Vice-Pres. Heverly for initiating the program and for always working to make things better in the Monroe Township

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

community. On March 1st, he presented a pop-up Proclamation to the owners of Antonio's Pizzeria in honor of their 25th Anniversary doing business in Monroe Township. On March 15th, he and Cncl. Vice-Pres. Heverly, along with members of the Economic Development Commission, attended a Ribbon Cutting Ceremony at Daily Dignity, which is located on N. Main Street, and is a center for adults with special needs to help teach them life skills. On March 16th, he along with Cncl. Vice-Pres. Heverly, and Cncl. Fox attended the annual Easter Egg Hunt, which was a very well attended event. The Mayor thanked Director of Parks & Recreation, Brian Cope and the Parks & Recreation Commission, who are all volunteers for always putting on these great events for the community, noting they stuffed over 12,000 eggs with candy and treats for the children for this event. On March 19th, he attended the Senior Spring Luncheon. He thanked Director of Community Affairs, Donna Park, the Department of Community Affairs, and the volunteers on a job well done. On March 20th, he held a meeting with the Williamstown Fire Department to discuss and prepare some of the final steps needed prior to going out to bid on the new proposed firehouse, noting he is excited to finally begin this project, which has been stalled for a number of years. On March 21st, he attended a soft opening for IV On Main Aesthetics, a new business in town that will be offering rejuvenating IVs for individuals, along with facials and other spa services, noting they are currently open and accepting appointments. On March 23rd, the Mayor, Cncl. Vice-Pres. Heverly and Cncl. Fox attended the Ribbon Cutting Ceremony at All In Fitness, which is located in the business park on Route 322. The Mayor wished the owner many years of success. Also, on March 23rd, he attended the Ribbon Cutting Ceremony at Warrior Sun Yoga, located within All In Fitness, but it is two (2) separate businesses. The Mayor wished the owner many years of success. Mayor Wolfe noted that he attended the regularly scheduled Planning Board meetings this month, as well as many other Administration meetings and has officiated four (4) weddings. He wished Barbara Horcher, a supervisor in the Police Records Division, a happy retirement and well wishes in her next adventure. The Mayor mentioned that Administration has created a newsletter, which will be available in the Municipal Building, Public Works Building, Pfeiffer Community Center, Monroe Township Public Library and will be posted on the Township's website and social media pages. The newsletters will be provided quarterly, at very little cost to the taxpayers, and will be filled with a lot of great information regarding some of the past events, upcoming events, information about business and many other things that happen around town that people may not know about. Mayor Wolfe wished everyone a very Happy Easter.

Business Administrator, Mr. DeHart reported that the Township will be receiving a \$167,000 grant to be used for technology and security upgrades for the municipal complex. He has worked with both Fire Chiefs and Triad to apply for a grant that the Township will be receiving for new gear and SCBA for the fire departments in the amount of \$70,000, which both fire departments will be splitting. He noted that the grants take some pressure off of the taxpayers.

Director of Code Enforcement, Mr. Sebastian reported, for the month of February, the Construction Department has performed 252 building inspections, 79 fire inspections, 176 electrical inspections, 109 plumbing inspections, and 54 mechanical inspections, for a total of 670 inspections. The Housing Department has performed 174 inspections and the Zoning Department had 115 applications reviewed, for a grand total of 959 inspections for the month of January and year to date, 1,745 inspections.

Director of Community Affairs, Mrs. Park spoke regarding the Annual Easter Egg Hunt, noting that over the past two (2) years, the Department of Community Affairs has joined with the Parks & Recreation Department to help with the event, providing the special needs area for the event. She thanked the Williamstown Fire Department for the use of their ladder truck, which enabled her to take aerial pictures and videos of the event. On March 19th, the Senior Spring Luncheon was held at the Pfeiffer Community Center, celebrating St. Patrick's Day and Easter, with approximately 150 residents in attendance. She thanked all of the volunteers who beautifully decorated the center, set-up for the event and helped with serving. The Main Street Arts & Craft Festival will be held on April 13th, with a rain date of April 14th. This year's festival will take place on Main Street, from Church Street to Washington Avenue, from 10:00am to 3:00pm and will be the largest Main Street Festival to date, with over two hundred

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

(200) vendors and multiple food trucks already registered. Mrs. Park invited everyone to attend. On April 19th, the 2nd High School and Middle School Special Needs Spring Dance will be held at the Pfeiffer Community Center from 6:30pm to 8:30pm. The Autism Awareness Day Event sponsored by Community Affairs and Finn's Friends will be held on April 27th at the Pfeiffer Community Center from 11:00am to 2:00pm. The event will include sensory stations, bounce houses, character entertainment, music and dancing, mini golf, face painting, snacks and more. Mrs. Park advised that Bingo is held on the last Wednesday of the month from 12:00pm to 2:00pm and Community Affairs continues to give out produce, bread, and pastries weekly on various days of the week, as it becomes available. She reported that in March, the Department of Community Affairs were able to feed 1,803 families with all of the donations. She encouraged everyone to follow the Monroe Township Community Affairs Facebook page for more information on the various events and giveaways. Mrs. Park thanked Brandee Derieux and the entire department for planning and executing the events for the community.

Director of Parks & Recreation, Mr. Cope thanked the Parks & Recreation Commission for planning the Easter Egg Hunt and for everything that they do throughout the year for the residents of Monroe Township. He is pleased to announce that construction has begun at Owens Park to install four (4) new pickleball courts and one (1) tennis court, noting the old fencing was removed last week and the paving and resurfacing will begin mid-April. He noted, they are hopeful, weather permitting, that the new courts will be open for use by mid-June.

Chief Financial Officer, Ms. Boyer wished everyone a Happy Easter.

Cncl. Fox commended the Parks & Recreation Commission and Community Affairs Department for a job well done with the Senior Luncheon and the Easter Egg Hunt. She attended the MMUA Meeting, Senior Commission Meeting, and Rent Leveling Board Meeting during the month of March. Cncl. Fox congratulated all of the new businesses and wished everyone a Happy Easter.

Cncl. Garbowski advised that the Friends of the Library will be hosting their annual used Book Sale on April 27, 2024 from 10:00am to 3:00pm, with all of the proceeds from the sale benefiting the Monroe Township Public Library. He encouraged everyone to attend the sale. Cncl. Garbowski wished everyone a Happy Easter.

Cncl. O'Reilly spoke in reference to the solar project at the landfill, noting the construction has begun and there is a target date for completion by the end of the summer.

Cncl. Vice-Pres., Mr. Heverly thanked and congratulated the Parks & Recreation Commission, Department of Community Affairs and the Williamstown Fire Department on a fantastic Easter Egg Hunt. He wished everyone a very Happy and Blessed Easter.

Cncl. Pres. Valcourt wished everyone a Happy Easter. She noted how proud she is of all of the sports teams in Monroe Township, commending the Mighty Braves Wrestling Team tonight on their dedication and success.

M.) GENERAL PUBLIC DISCUSSION

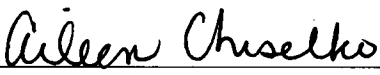
Cncl. Garbowski made a motion to open the General Public Discussion. The motion was seconded by **Cncl. Vice-Pres. Heverly** and unanimously approved by all members of Council. With no one wishing to speak, **Cncl. Garbowski** made a motion to close the General Public Discussion. The motion was seconded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

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N.) ADJOURNMENT

With nothing further to discuss, **Cncl. Garbowski** made a motion to adjourn the Council Meeting of March 27, 2024. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council.

Respectfully submitted,



Aileen Chiselko
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 March 27, 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 Act.

Approved as submitted asc
Approved as corrected _____

Date 4/24/2024
Date _____