

**MINUTES
ORDINANCE COMMITTEE MEETING
TOWNSHIP OF MONROE
JUNE 26, 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. Denise Adams** 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. Pres. Valcourt led the Assembly in the Pledge of Allegiance to Our Flag.

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		Excused
Cncl. Pres. Chelsea Valcourt	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	Present	
Dir. of Community Affairs, Donna Park	Present	
Dir. of Parks & Recreation, Brian Cope	Present	
Dir. of Real Estate, Jennifer Pesotski	Present	
Chief Financial Officer, Lorraine Boyer	Present	
Deputy Police Chief John McBride	Present	
Deputy Municipal Clerk, Jennifer Harbison	Present	

B.) APPROVAL OF MINUTES

Cncl. Fox made a motion to approve the minutes as submitted of the Ordinance Committee Meeting of May 8, 2024. The motion was seconded by **Cncl. Vice-Pres. Heverly**

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B.) APPROVAL OF MINUTES (cont'd)

and unanimously approved by all members of Council in attendance with the exception of **Cncl. Garbowski** who Abstained from voting.

C.) ORDINANCES FOR REVIEW

- **Chapter 175 “Land Management” - Signs**

Cncl. Garbowski made a motion to move forward the Draft Ordinance regarding Chapter 175-135 “Land Management” - Signs for First Reading at this evening’s Council Meeting of June 26, 2024. The motion was seconded by **Cncl. Vice-Pres. Heverly** and unanimously approved by all members of Council in attendance.

- **Tax Abatement – Monroe Associates, LLC, 848 Sicklerville Road, Block 2201, Lots 5, 6, 7, and 8**

Cncl. Garbowski made a motion to move forward the Draft Ordinance regarding a Tax Abatement – Monroe Associates, LLC, 848 Sicklerville Road, Block 2201, Lots 5, 6, 7, and 8 for First Reading at this evening’s Council Meeting of June 26, 2024. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

- **Tax Abatement – Denise Knight, Block 9801, Lot 30**

Cncl. Garbowski made a motion to move forward the Draft Ordinance regarding a Tax Abatement – Denise Knight, Block 9801, Lot 30 for First Reading at this evening’s Council Meeting of June 26, 2024. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

- **Chapter 175-3 “Land Management” – Compliance required; continuance of nonconforming structures and uses**

Cncl. Garbowski made a motion to move forward the Draft Ordinance regarding Chapter 175-3 “Land Management” – Compliance required; continuance of nonconforming structures and uses for First Reading at this evening’s Council Meeting of June 26, 2024. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

- **Chapter 74-36 “Fees” – Zoning Department Fees**

Cncl. Garbowski made a motion to move forward the Draft Ordinance regarding Chapter 74-36 “Fees” – Zoning Department Fees for First Reading at this evening’s Council Meeting of June 26, 2024. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

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C.) ORDINANCES FOR REVIEW (cont'd)

- **Chapter 244 “Privately-Owned Salt Storage”**

Cncl. Garbowski made a motion to move forward the Draft Ordinance regarding Chapter 244 “Privately-Owned Salt Storage” for First Reading at this evening’s Council Meeting of June 26, 2024. The motion was seconded by **Cncl. Fox** and unanimously approved by all members of Council in attendance.

D.) MATTERS FOR DISCUSSION

- **Permitting and regulating port-o-pots on residential properties**

Business Administrator, Mr. DeHart noted he has received a complaint from a resident who lives in a development and has a neighbor who has been having port-o-pots placed on their front lawn while they are having large parties, weekend after weekend, and there is nothing stated in the Township Code which prohibits this. **Zoning Officer, Mrs. Nelms** advised that this time last year, the Short-Term Rentals section of the Township Code was amended to include pool parties, noting she is not sure if it would also be appropriate to add port-o-pot regulations within this section. Mrs. Nelms stated the various ways of enforcement and possible language to be added in order to address the regulations and enforcement. A discussion followed regarding the regulations, enforcement and possible exemption concerning port-o-pots. **Solicitor Cappelli** advised, he will research the various ways of enforcement, violations, and exemptions and will prepare a Draft Ordinance for the next scheduled Ordinance Committee Meeting on July 24, 2024.

- **100% Disabled Veterans Taxes**

Business Administrator, Mr. DeHart stated that the Township currently offers 100% disabled veterans an exemption from their property taxes once they have completed the application process and have received approval from the County Tax Assessor. He explained, the Tax Collector would like to have language added to the current Township Code, to state there will be no backdating of the exemption. He explained, a resident has recently received his 100% disabled status and he is requesting that he receive a refund dated back to 2021. Mr. DeHart explained, the County Tax Assessor approves the application upon receipt of the military information showing the veteran is disabled from the military, and sends the approval to the Township to stop collecting the veteran’s taxes. The Township in the past, has refunded monies paid back to the veteran from the date of the approval for exemption forward, if any monies had already been paid to the Township for that time period, however the Township has never refunded monies back several years. Mr. DeHart explained, the Township is currently exempting two hundred forty-three (243) approved veterans, which is in excess of \$2 million a year in tax revenue that is not being collected. A discussion followed regarding the grounds for the request to have the refund back dated and the current tax exemption and refund process.

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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. Fox** and unanimously approved by all members of Council in attendance.

Mark Kozachyn, 987 Sykesville Road addressed Council to ask why the Tax Abatement Draft Ordinance regarding Denise Knight, Block 9801, Lot 30 was being approved, to which Business Administrator, Mr. DeHart explained the property is located in an approved area for redevelopment, which allows residents to apply for tax abatements when performing improvements on their homes. **Solicitor Cappelli** advised, he will look into the specifics of the application and report back to Mr. Kozachyn.

With no one else 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.

H.) ADJOURNMENT

With nothing further to discuss, **Cncl. Garbowski** made a motion to adjourn the Ordinance Committee Meeting of June 26, 2024. The motion was seconded by **Cncl. Fox** 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 June 26, 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 7/24/2024
Approved as corrected _____ Date _____