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FINANCE AND CAPITAL PROJECTS COMMITTEE MEETING MEETING MINUTES

Thursday, April 21, 2022 - 10:00 AM
Hybrid In-Person/ Virtual Webex Meeting

Call to Order and Roll Call

Trustee Hartshorn Hilton, Chair
Trustee Haskins, Chair
Trustee Zuckerman
Adam Loehner, Village Administrator
Ellen Malgieri, Tax Assesor
Irma Weir, Tax Collector
Chris Battaglia, Village CFO
Greg Bock, Village Treasurer
Howard Levison, Water Administrator
Joycelyn White, Recording Secretary

Approval of Minutes

Regular meeting held on February 24, 2022 and Special meeting held on March 10, 2022-10:00 AM-10:05

All members present approve the meeting minutes.

Public Comment

Chair opens the meeting for public comment- 10:05 AM-10:10 AM

There was no public comment.

New Business

Open Space Trust Fund-10:10 AM-10:30 AM

Trustee Hilton asked Ms. Maini to discuss follow-up questions that were submitted to members by email regarding the Open Space Trust Fund. Ms. Maini asked the committee the following:

- Availability of data for public view



- Interest accrued
- Year end balances
- 41 W. Third Street- 2012

The committee discussed the history of trust fund data being available digitally and audits. In response to Ms. Maini, Mr. Battaglia briefly explained how year-end balances are calculated and suggested looking at the audits rather than the bills list to get a more accurate year-end balance. In response to Ms. Maini regarding 41 W. Third Street, Mr. Loehner briefly discussed the 2012 River Greenway project.

Operating & Capital FY '22 Budget- 10:30 AM-10:45 AM

Mr. Loehner stated the operating budget would be introduced at the next BOT meeting on April 25, 2022 and would be making a budget budget . The committee briefly discussed the capital budget and state requirements for introduction. In response to Trustee Hilton, Mr. Battaglia stated that the budget would not be affected by the Fire Merger and briefly discussed the allocated funds in the village's budget for the merger.

COVID-19 Ratepayer Relief Measures: Installment Plan-10:45 AM-11:00 AM

Mrs. Weir discussed the Covid-19 Relief Measures:Installment Plan. The installment plan is for residents who have overdue sewer accounts due to covid-19 from March 9th 2020-December 2021. The caveat is that the residents must be current on their 2022 sewer before signing the agreement. In response to Trustee Hilton, Mrs. Weir stated that residents have been notified by email, letters to qualified residents and a posted notice in the municipal office. If interested, residents must respond by May 20th, 2022.

Old Business

Water Department: Lead Lines- 11:00 AM-11:15 AM

As previously discussed at last month's Finance & Capital Projects meeting and Public Works, Mr. Levison briefly discussed the statutory requirement to take inventory of all lead lines and within 10 years replace them. The Village must report to the DEP by early July a plan of how the lines will be identified and a plan to replace the lines. In response to both Trustee Haskins and Trustee Hilton, Mr. Loehner added the Board of Trustees will be notified of this plan every step of the way to help communicate with the public. The committee discussed a possible town program to address fixing the lead lines on private property. Trustee Haskins added that he would like for the Administration to get creative in regards to



communicating with the residents on this matter, and not to wait until the last line is identified to start interacting with the public.

Department Updates

- **Finance Department- 11:15 AM-11:30 AM**
- **Tax Collector- 11:30 AM-11:45 AM**
- **Water Department- 11:45 AM-12:00 PM**
- **Tax Assesor/QPA- 12:00 PM -12:15 PM**

Finance Department

Mr. Battaglia discussed the introduction and budget presentation at the next BOT meeting. Lastly, Mr. Battaglia updated the committee on the library ordinance and will circulate it to the full Board of Trustees.

Tax Collector Report

Mrs. Weir stated there aren't any major updates within the department, aside from the installment plan. It is currently in the sewer tax season and the department has collected so far about 65% of what was billed. In response to Trustee Hilton, Mrs. Weir stated she has only received a few calls regarding the new sewer rate.

Water Department

Mr. Levison detailed projected higher price increases due to inflation and delays in shipping. When going out to bid, the village might find the bids to be higher. Mr. Loehner added he has seen this price increase across the board. Trustee Haskins shared that the department received information on the evaluation from the consultants and has their analysis costs. This information will be sent to the full Board of Trustees for discussion.

Tax Assessor/QPA

Ms. Malgieri briefly discussed tax appeals. In response to Trustee Hilton, Ms. Malgieri stated there were only 12 appeals. Ms. Malgieri anticipates in the next couple of months partnering with Maplewood, putting the bid out with Maplewood to do the reevaluation. In regard to the QPA report, Ms. Malgieri detailed three change orders for Monday's BOT meeting.

Public Comments



Chair opens the meeting for public comment- 12:15 PM -12:20 PM

There was no public comment.

Next Meeting Date

May 19, 2022; 10 AM

Adjournment

The meeting was adjourned at 11:12 AM.

Respectfully submitted, Joycelyn White, Recording Secretary