

SOUTH ORANGE VILLAGE
Municipal Offices
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Essex County
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BOARD OF TRUSTEES REGULAR BOARD MEETING MINUTES

Monday, November 14, 2022 - 7:00 PM
Virtual Webex Meeting

To access information on how to use WebEx to join the meeting, please click on the following link: <https://www.southorange.org/800/WebEx-FAQs>

ORDER OF BUSINESS

Village President Collum opened the meeting at approximately 6:15pm:

1. Call Meeting to Order

2. Roll Call

Village President Collum
Trustee Brown - ABSENT
Trustee Coalier - ABSENT
Trustee Haskins
Trustee Hartshorn Hilton
Trustee Jones
Trustee Schnall
Ms. Doran, Acting Village Administrator
Mr. Rother, Village Counsel
Mr. Otis, Village Counsel - ABSENT
Ms. Davis, Village Clerk

3. Meeting Notice Statement

Village Clerk Davis read the following statement:

In accordance with the Open Public Meeting Act of the State of New Jersey, adequate notice of this meeting has been provided to the official newspapers of the Village, posted on the Village's website and filed in the Office of the Village Clerk indicating that this meeting is being held virtually via Cisco WebEx video conferencing. During a remote meeting, participants, including members of the public may be muted by the host. However, there will be an opportunity for them to participate and speak during the public portion of the meeting where participants will be unmuted at their request. Official action may be taken.

4. Resolution to go into Executive Session



2022-292 Resolution Authorizing an Executive Session at the November 14, 2022, Regular Meeting of the Board of Trustees

A. Matter/ (OPMA Exception)
Executive Session

- Village Charter (Attorney/Client Privilege Matter)
- South Essex Fire Department Personnel (Personnel Matter)
- Personnel (Personnel Matter)
- Redevelopment (Contract Negotiation)

Trustee Schnall moved to approve Resolution 2022-292, seconded by Trustee Jones. All members were in favor and none opposed.

5. **Reconvene into Open Session**

ROLL CALL

Village President Collum
Trustee Brown - ABSENT
Trustee Coalier - ABSENT
Trustee Haskins
Trustee Hartshorn Hilton
Trustee Jones
Trustee Schnall
Ms. Doran, Acting Village Administrator
Mr. Rother, Village Counsel
Mr. Otis, Village Counsel - ABSENT
Ms. Davis, Village Clerk

6. **Announcements**

President Collum read the following announcements:

A. **Water Department - Low Income Home Water Assistance Program**

The Department of Community Affairs has a Low Income Home Water Assistance Program (LIHWAP). This is a federally funded program designed to help low-income households reduce the balances they have on their residential water and wastewater bills. Eligibility and application details can be found in <https://www.acf.hhs.gov/ocs/programs/lihwap>. or by calling 1 800-510-3102, Mon.-Sat. 8:00 am – 8:00 pm for further information.



B. **Department of Public Works - Leaf Season**

Leaf pick up season is in process now through December 12th. Residents are reminded that they can only place leaves at the curbside when their zone is open. Please visit southorange.org and click on the Leaf Season image on the homepage to find the community map to determine if your zone is open. Simply click on Leaf Map in the column to the left of the map, all areas in green are open zones and leaves may be placed in the street.

7. **Villager of the Month**

- A. November 2022 Village of the Month - Fred Smith:
Trustee Jones read the proclamation that recognized and commend Fred Smith as "Villager of the Month" for November 2022 for his work and wonderful contributions in the Township of South Orange Village. Mr. Smith was honored to receive the proclamation and thanked the board for this recognition.

8. **Presentation**

- A. Accessory Dwelling Units - by Topology
Justin Cutroneo of Topology discussed the proposed amendments to proposed Accessory Dwelling Units Ordinance. Mr. Cutroneo presentation included the following:
1. Timeline of Events
 - September 12, 2022 – First presentation to the BOT for Ordinance Introduction
 - September 28, 2022 – Reviewed comments and questions from the Environmental Commission at the Planning and Economic Development Committee Meeting
 - October 11, 2022 – Two field visits to Village properties
 - October 25, 2022 – Reviewed additional public comments at the Planning and Economic Development Committee Meeting
 - November 2, 2022 – revised ordinance and summary memo completed
 - November 14, 2022 – Re-introduction of Ordinance
 2. Feedback Received from:
 - Board of Trustees
 - Planning & Economic Development Committee
 - Environmental Commission



3. Review of Proposed Revised Ordinance:

- Continued use of existing ADUs
- Conversion of existing accessory structures
- Removal of lot coverage bonus
- Design requirements amendments
- Additional landscaping requirements
- Amendments for consistency

The board thanked Mr. Cutroneo for the presentation and would like to see a report in 12-18 month to see how it's going. Also, request an insert in the Gaslight to provide a visual for the resident for easy understanding.

9. **Public Comment**

Village President opened the meeting for public comment:

Leslie Gilman resident of South Orange expressed concerns regarding St. Huberts and the TNVR service contract ending in December. Ms. Doran explained that along with Ms. Davenport South Orange Health Officer, they are currently exploring all short and long term options due to this short time frame notice received from St. Huberts in order to have something in place for January 1st. They intend to seek services that include the current standards provided by St. Huberts such as trap and release for cats and no kill shelters. President Collum added that the Village will not be opening its own shelter.

10. **Approval of Minutes**

A. The Village Clerk is requesting the Board's approval of the minutes for the following meetings:

- Regular meeting held on October 10, 2022 (Trustees Jones and Trustee Schnall are ineligible to vote)
- Regular meeting held on October 24, 2022 (Trustee Brown is ineligible to vote)
- Special meeting held on October 31, 2022 (Trustee Coalier is ineligible to vote)

Trustee Hilton moved to approve the minutes of October 10, 2022, seconded by Trustee Haskins.

Roll Call Vote:

Trustee Brown	Abstained
Trustee Coalier	Abstained
Trustee Haskins	Yes



Trustee Hilton Yes
Trustee Jones Yes
Trustee Schnall Yes
Motion carried.

Trustee Schnall moved to approve the minutes of October 24, 2022, seconded by Trustee Jones.

Roll Call Vote:

Trustee Brown Abstained
Trustee Coallier Yes
Trustee Haskins Yes
Trustee Hilton Yes
Trustee Jones Yes
Trustee Schnall Yes
Motion carried.

Trustee Schnall moved to approve the minutes of October 31, 2022, seconded by Trustee Jones.

Roll Call Vote:

Trustee Brown Yes
Trustee Coallier Abstained
Trustee Haskins Yes
Trustee Hilton Yes
Trustee Jones Yes
Trustee Schnall Yes
Motion carried.

11. Ordinances for First Reading

- A. 2022-32 AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE, SECTIONS 340-10, 340-11 AND 340-22 TO PROHIBIT AND REGULATE PARKING AND REGULATE LOADING AND UNLOADING ON CERTAIN AREAS OF VALLEY STREET AT THE INTERSECTION OF HIXON PLACE

Trustee Schnall moved to adopt Ordinance 2022-32 for first reading, seconded by Trustee Haskins.

Roll Call Vote:

Trustee Brown Absent
Trustee Coallier Absent
Trustee Haskins Yes



Trustee Hilton Yes
Trustee Jones Yes
Trustee Schnall Yes
Motion carried.

- B. 2022-33 AN ORDINANCE AUTHORIZING THE PRIVATE SALE OF A PORTION OF MUNICIPALLY-OWNED LAND TO A CONTIGUOUS PROPERTY OWNER PURSUANT TO N.J.S.A. 40A:12-13(b)(5)

Trustee Schnall moved to adopt Ordinance 2022-33 for first reading, seconded by Trustee Hilton.

Roll Call Vote:

Trustee Brown Absent
Trustee Coalier Absent
Trustee Haskins Yes
Trustee Hilton Yes
Trustee Jones Yes
Trustee Schnall Yes
Motion carried.

- C. 2022-34 AN ORDINANCE OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE IN ESSEX COUNTY, NEW JERSEY AMENDING VILLAGE CODE CHAPTER 185 TO PERMIT ACCESSORY DWELLING UNITS AS PROVIDED HEREIN

Trustee Schnall moved to adopt Ordinance 2022-34 for first reading, seconded by Trustee Haskins.

Roll Call Vote:

Trustee Brown Absent
Trustee Coalier Absent
Trustee Haskins Yes
Trustee Hilton Yes
Trustee Jones Yes
Trustee Schnall Yes
Motion carried.

Trustee Jones moved that the Public Hearing for Ordinances 2022-32, 2022-33 and 2022-34 shall be at the Board of Trustees Meeting on Monday, December 12, 2022 beginning at 7:00 PM. On that date, the Board may take further action. The Village Clerk is directed to see that these Ordinances are published in the Official Newspaper and posted in an open place in the Municipal Offices. The motion was seconded by Trustee Schnall. All members were in favor and none



opposed.

12. Ordinances for Second Reading

- A. 2022-27 AN ORDINANCE OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE COUNTY OF ESSEX AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION N.J.S.A. 40A:4-53

PUBLIC HEARING: There were no questions or comments from the public.

Trustee Hilton moved to adopt Ordinance 2022-27 for second reading, seconded by Trustee Schnall.

Roll Call Vote:

Trustee Brown	Absent
Trustee Coalier	Absent
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes
Trustee Schnall	Yes

Motion carried.

- B. 2022-28 AN ORDINANCE OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE AUTHORIZING THE ACQUISITION BY PURCHASE OF REAL PROPERTY SHOWN AS LOT 11, BLOCK 2111 ON THE VILLAGE'S TAX MAP AND COMMONLY KNOWN AS 232 WAVERLY PLACE FOR THE SUM OF \$210,000.00 FOR THE PURPOSE OF DEVELOPMENT OF AFFORDABLE HOUSING

PUBLIC HEARING: There were no questions or comments from the public.

Trustee Schnall moved to adopt Ordinance 2022-28 for second reading, seconded by Trustee Hilton.

Roll Call Vote:

Trustee Brown	Absent
Trustee Coalier	Absent
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Abstained



Trustee Schnall Yes
President Collum Yes
Motion carried.

- C. 2022-29 BOND ORDINANCE FUNDING AN EMERGENCY APPROPRIATION PROVIDING FOR THE VILLAGE'S ALLOCABLE SHARE OF THE UNFUNDED PORTION OF PHASE I OF THE FLOOD MITIGATION FACILITIES PROJECT OF THE JOINT MEETING OF ESSEX AND UNION COUNTIES, BY AND IN THE TOWNSHIP OF SOUTH ORANGE VILLAGE, IN THE COUNTY OF ESSEX, NEW JERSEY; APPROPRIATING \$1,060,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$1,060,000 BONDS OR NOTES TO FINANCE THE COST THEREOF

PUBLIC HEARING: There were no questions or comments from the public.

Trustee Haskins moved to adopt Ordinance 2022-29 for second reading, seconded by Trustee Hilton.

Roll Call Vote:

Trustee Brown	Absent
Trustee Coalier	Absent
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes
Trustee Schnall	Yes

Motion carried.

- D. 2022-30 AN ORDINANCE ESTABLISHING SALARY RANGES FOR CERTAIN NON-UNION AND SUPERVISORY PERSONNEL

PUBLIC HEARING: There were no questions or comments from the public.

Trustee Schnall moved to adopt Ordinance 2022-30 for second reading, seconded by Trustee Jones.

Roll Call Vote:

Trustee Brown	Absent
Trustee Coalier	Absent
Trustee Haskins	Yes



Trustee Hilton Yes
Trustee Jones Yes
Trustee Schnall Yes
Motion carried.

- E. 2022-31 AN ORDINANCE AMENDING THE VILLAGE CODE, CHAPTER 220-13, "USE OF BUILDINGS AND OTHER PROPERTY", TO ADD AND INCLUDE DAMAGE, DISPLACEMENT, ADDITION OR EMBEDDING OF MATERIALS TO ANY PARK OR RECREATIONAL AREA

PUBLIC HEARING: There were no questions or comments from the public.

Trustee Haskins moved to adopt Ordinance 2022-31 for second reading, seconded by Trustee Hilton.

Roll Call Vote:

Trustee Brown Absent
Trustee Coalier Absent
Trustee Haskins Yes
Trustee Hilton Yes
Trustee Jones Yes
Trustee Schnall Yes
Motion carried.

13. Resolutions for Consent Agenda

- A. 2022-293 RESOLUTION SETTING SALARY FOR RYAN PAGANO AT \$61,000 ANNUALLY IN HIS CAPACITY AS RECREATION LEADER
- B. 2022-294 RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION NJSA 40A:4-87
- C. 2022-295 RESOLUTION AUTHORIZING RENEWAL OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE AS A PARTICIPATING MEMBER OF A COOPERATIVE PURCHASING SYSTEM NAMED THE SUSTAINABLE ESSEX ALLIANCE ENERGY PROCUREMENT COOPERATIVE (SEAEPC), WITH THE TOWNSHIP OF MAPLEWOOD AS LEAD AGENCY, FOR THE PURPOSE PURCHASING ELECTRIC GENERATION SERVICES FOR RESIDENTS OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE VIA A GOVERNMENT ENERGY AGGREGATION PROGRAM
- D. 2022-296 RESOLUTION REQUESTING THE NEW JERSEY DEPARTMENT OF



TRANSPORTATION TO GRANT AN EXTENSION OF TIME UNTIL MAY 16, 2023 FOR THE AWARD OF THE CONSTRUCTION CONTRACT FOR WEST END ROAD RECONSTRUCTION PROJECT, PROJECT #2021-M-00476 FOR THE DEPARTMENT OF TRANSPORTATION BUREAU OF LOCAL AID

- E. 2022-297 **[PULLED]** RESOLUTION ACCEPTING AND AUTHORIZING THE PARKING + INFRASTRUCTURE ORDINANCES PROPOSAL FROM TOPOLOGY FOR PROFESSIONAL PLANNING SERVICES to MODERNIZE PARKING AND LOADING STANDARDS FOR CONSISTENCY WITH THE MASTER PLAN AND FOR FUTURE DEVELOPMENT IN AN AMOUNT NOT TO EXCEED \$25,500.00 **[PULLED]**
- F. 2022-298 RESOLUTION AFFIRMING THE ACTING VILLAGE ADMINISTRATOR'S HIRING OF A TAX CLERK IN THE TAX COLLECTOR'S OFFICE IN THE DEPARTMENT OF ADMINISTRATION, REVENUE & FINANCE
- G. 2022-299 RESOLUTION OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE, IN THE COUNTY OF ESSEX, NEW JERSEY AUTHORIZING THE EXECUTION OF A FIRST AMENDMENT TO THE REDEVELOPMENT AGREEMENT BY AND BETWEEN VALLEY STREET SOUTH ORANGE URBAN RENEWAL, LLC AND THE TOWNSHIP OF SOUTH ORANGE VILLAGE
- H. 2022-300 RESOLUTION ADOPTING THE TOWNSHIP OF SOUTH ORANGE 2023 MUNICIPAL HOLIDAY CALENDAR
- I. 2022-301 RESOLUTION OF THE BOARD OF TRUSTEE OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE, ESSEX COUNTY, NEW JERSEY, ENDORSING AN AMENDED HOUSING ELEMENT AND FAIR SHARE PLAN
- J. 2022-302 A RESOLUTION OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE, IN THE COUNTY OF ESSEX, IN THE STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF A PARKING AND ALLEY EASEMENT AREA, MAINTENANCE AND INDEMNIFICATION AGREEMENT BY AND BETWEEN THE VILLAGE AND VOSE AVENUE APTS. URBAN RENEWAL, LLC
- K. 2022-303 RESOLUTION AUTHORIZING THE 2023 ANNUAL MEETING SCHEDULE FOR THE BOARD OF TRUSTEES

Trustee Schnall moved to adopt Resolutions 2022-293 through 2022-303 with the exception of Resolution 2022-297 which was pulled , seconded by Trustee Haskins.

Roll Call Vote:

Trustee Brown	Absent
Trustee Coallier	Absent
Trustee Haskins	Yes
Trustee Hilton	Yes



Trustee Jones Yes
Trustee Schnall Yes
Motion carried.

14. **Alcohol Beverage Control Board**

- A. Trustee Hilton moved to recess meeting of the Board of Trustees and convene as the Alcohol Beverage Control Board, seconded by Trustee Haskins. All members were in favor and none opposed.

Roll Call:

Board Member Brown - ABSENT
Board Member Coalier - ABSENT
Board Member Haskins
Board Member Hartshorn Hilton
Board Member Jones
Board Member Schnall
Board President Collum

2022-304 RESOLUTION APPROVING THE RENEWAL OF A LIQUOR
LICENSE FOR THE 2022-2023 LICENSE TERM

Trustee Schnall moved to adopt Resolutions 2022-304, seconded by Trustee Haskins.

Roll Call Vote:

Trustee Brown	Absent
Trustee Coalier	Absent
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes
Trustee Schnall	Yes

Motion carried.

There being no further discussion, Trustee Hilton moved to adjourn as the Alcohol and Beverage Control Board and reconvene as the Board of Trustees, seconded by Trustee Schnall. All members were in favor.

Reconvened as Board of Trustees and all members are still present

15. **Approval of Bills**



- A. Trustee Hartshorn Hilton, Chair of the Finance and Capital Projects Committee presents the Bills List audited by the Village Treasurer dated November 14, 2022. The Board of Trustees has been provided with a copy of the Bills List prior to the meeting for examination.

2022-305 RESOLUTION AUTHORIZING PAYMENT OF BILLS AND THE ISSUANCE OF CHECKS FOR THE PERIOD THROUGH NOVEMBER 14, 2022 IN THE TOTAL AMOUNT OF \$3,469,478.00

Trustee Hilton moved to adopt Resolutions 2022-305, seconded by Trustee Haskins.

Roll Call Vote:

Trustee Brown	Absent
Trustee Coalier	Absent
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes
Trustee Schnall	Yes
Motion carried.	

16. Village President Report

President Collum discussed the following:

- State Health Benefits Plan Premium Increases – President Collum expressed disappointment in not hearing anything from the State Administration regarding this matter and explained this is will not be a good upcoming budget year.
- Water Utility Task Force – Working on a full comprehensive study of South Orange continuing to run and operate its own water utility or the potential of selling it to a third party who is regulate by the Board of Utilities. The committee has brought in 2 consulting firms to assist the committee in making recommendations to the governing body.
- Redevelopment Updates:
 - Village Hall recently had a soft opening. The building looks great and they will be opening to the public soon.
 - Taylor Vose – Received a New Jersey Smart Growth Award. There was a small viewing party with the staff to watch one of our projects be recognized at the State level for good comprehensive planning.
 - Sensory Station Fundraiser – President Collum thanked the



community for their support, the Village is getting a Mobile Sensory Station Trailer. The Mobile Sensory Station is for children and adults who have sensory processing disorders and will allow them to attend town events. There is no expense to the Tax payers. The event raised over \$30K in two weeks.

17. Village Administrator Report

Ms. Doran discussed the following:

- The State of Grove Park meeting at 133 Fairview Avenue on Thursday, December 1st at 7pm, regarding the removal of trees.

Road work update – Making a lot of progress; many of the road paving and striping work has been completed

River Greenway – The Village has received the formal approval from the County on the plans. There is some administrative steps that are needed with the Department of Transportation prior to going out to bid.

Recycling – A new dual stream recycling system will start in January 1, 2023. There is a committee working on getting the information out to the public prior to the start of the year.

18. Village Counsel Report

There was no report.

19. Trustee Reports

- A. Trustee Brown - There was no report.
- B. Trustee Coalier - There was no report.
- C. Trustee Haskins - There was no report.
- D. **Trustee Hartshorn Hilton**

- Library updates – Encourages everyone to visit the Children's Library. The staff has worked really hard to reorganize and made it much easier to access the books. Also, look out for the Turkey Coloring Contest, a very fun activity.
- Senior Recreation for Active Older Adult Programming – Check



out the Recreation website for class dates, times and location.

E. Trustee Jones

On behalf of Trustee Brown, Trustee Jones read a statement regarding the proposed new fee structure for Recreation including the increase of membership fees to \$45, extending the scholarship eligibility program and increase to maximum scholarship up to \$425 for South Orange residents.

- Citizen Engagement and Strategic Partnership (SPACE)
 - Increasing awareness of town changes – The SPACE committee is working on ways of getting ordinances in progress to the public prior to it going before the BOT for introduction. This will create more awareness and allow the public to ask questions during the process. Trustee Jones is requesting all Trustees to share any ordinances that being worked on with the SPACE Committee so they can put the information out for the public to attend those committee meetings. The committee is looking to start this January 1st.
- Arts Committee Meeting – They are trying to revamp this committee as the Baird is getting closer to completion. There will be a meeting in the near future to see if they can recruit members as Art is a very important part of the community.

F. Trustee Schnall discussed the SOPAC Gala. They had a great time, met their goal, created a new award scholarship program for arts students and honored the Community Coalition on Race who was introduced by President Collum.

20. Public Comment

Village President opened meeting for public comment:
There were no questions or comments from the public.

21. New Business

There was no new business.

22. Adjournment

There being no further discussion, President Collum adjourned the meeting at approximately 9:05 pm.

***These minutes are a summary and the actual statements can be found on**

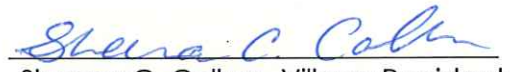


the video located on the Village's website at the following link:
<https://southorangetwpnj.civicclerk.com/Web/Player.aspx?id=715&key=-1&mod=-1&mk=-1&nov=0>

ATTEST:

TOWNSHIP OF SOUTHORANGEVILLAGE


Ojetti E. Davis, Village Clerk


Sheena C. Collum, Village President