



BOARD OF TRUSTEES REGULAR MEETING MINUTES

Monday, February 13, 2023 - 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

1. Call Meeting to Order

President Collum called the meeting to order at approximately 6:15 pm:

2. Roll Call

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

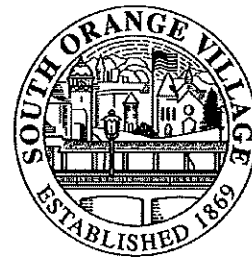
3. Meeting Notice Statement

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

2023-034 Resolution Authorizing an Executive Session at the February 13, 2023, Regular Meeting of the Board of Trustees



A. Matter/ (OPMA Exception)
Executive Session

- Health Department (Contract Negotiation)
- General Redevelopment (Attorney/Client Privilege Matter)
- Personnel (Personnel Matters)
- Baird Center (Attorney/Client Privilege Matter)
- Water Utility (Attorney/Client Privilege Matter & Contract Negotiation)

Trustee Schnall moved to approve Resolution 2023-034, seconded by Trustee Hilton. All members were in favor and none opposed.

5. **Reconvene into Open Session**

President Collum reconvened the meeting at approximately 7pm:

ROLL CALL Village President Collum
Trustee Brown
Trustee Coalier
Trustee Haskins
Trustee Hartshorn Hilton
Trustee Jones
Trustee Schnall
Ms. Doran, Acting Village Administrator
Mr. Rother, Village Counsel - Absent
Mr. Otis, Village Counsel
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. **Clerk's Office - 2023 Municipal Election**



The Municipal Election will take place on Tuesday, May 9, 2023. Offices subject to election are Village President & three (3) seats on the Village's Board of Trustees. If you are interested in receiving a candidate packet, please email the Clerk's Office at: clerksoffice@southorange.org, using the subject line: **2023 Municipal Election Candidate Packet Request**.

All candidate packets are to be submitted to the Clerk's Office on March 6, 2023 by 4pm.

C. **South Orange Police Department**

P.O. Henry Pryor was the first African American police officer in the history of the South Orange Police Department. P.O. Henry Pryor was a resident of South Orange who was hired March 17, 1924 and retired on April 1, 1949, completing 25 years of service. P.O. Henry Pryor was a true trailblazer and his legacy will forever live on in The South Orange Police Department.

D. **Office of the Tax Assessor**

The inspections for the Revaluation have begun. All information regarding the Revaluation can be found on the Village website at Southorange.org. Just click the link on the home page. The web page will be updated as necessary.

E. **Announcing the South Orange Village Home Improvement Program for income qualified homeowners:**

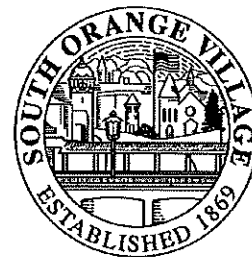
Income-qualified homeowners can apply to South Orange Village's Home Improvement Program to receive up to \$10,000 in repairs, including, but not limited to such items as:

- Roofs
- Foundations
- Heating & Electrical
- Weatherization (windows, insulation, etc.)
- Plumbing
- Lead waterline replacement

Eligibility criteria and application information can be found on southorange.org under the newsflash section of our homepage.

7. **Presentation**

- A. South Orange Engineering Department Budget Presentation: David Battaglia Village Engineering Consultant presented the following:



- 2022 Achievements
- 2022 Unexpected Expenses
- 2023 Goals
- 2023 Capital Requests
- 2023 Proposed Operating Budget
- Top Items in 2023 Operating budget
- Fiscal Goals 2023

In response to board questions, Mr. Battaglia clarified the proposed staffing for 2023, striping and sidewalk ordinance and prioritizing the proposed 2023 goals.

B. South Orange Downtown Annual Budget Presentation for the Year 2023:

Melissa Hodge Executive Director, Lisa Szulewski Events & Marketing Coordinator and Cat Fisher Chair of South Orange Downtown presented the following:

- South Orange Downtown Board & Staff
- Overview of 2022 recap & 2023 Plans and proposed budget
- New Businesses & Relocation Alerts
- Business support discussing main areas of focus and advocacy
- Downtown beautification projects on arts, landscaping, lighting, new seating, recreational features and awnings
- Marketing & Promotions
- Downtown on display featuring 23 businesses
- Community Events
- FY23 Proposed budget (income & expense)
- Becoming sustainable

Ms. Hodge thanked the board for their long standing support.

8. Public Comment

Village President opened the meeting for public comment:

George Matias resident of South Orange informed the board of the uncleanliness on the interior and exterior of Walgreens, Ashley Market and the parking lot of Stop & Shop. Also mentioned a light blowing away on Third & Valley Street.

Gregory Prat resident of South Orange wanted to know how are the recycling issues being handled. He mentioned that his recycling has not been picked up once since the new service began. He had made numerous calls to the recycling company and DPW but has not received a response.



In response to Mr. Matias comments, President Collum mentioned Code Enforcement could address the exterior of the businesses but the interior is on the management of the businesses and that Mr. Matias should continue his advocacy with their management. Ms. Doran will have DPW looking into the light issue.

In response to Mr. Prat comment, President Collum stated the issues with recycling are unacceptable and these issues are of high priority for the Village. She will follow up with DPW and there will be recourse with the recycling company should these issues continue.

9. Approval of Minutes

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

- Regular meeting held on January 23, 2023 (Trustee Jones and Trustee Schnall are ineligible to vote)

Trustee Coalier moved to approve the minutes of January 23, 2023, seconded by Trustee Brown.

Roll Call Vote:

Trustee Brown	Yes
Trustee Coalier	Yes
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Abstain
Trustee Schnall	Abstain
Motion carried	

10. Ordinances for First Reading

A. 2023-02 BOND ORDINANCE PROVIDING FOR PHASES II(b), III(b), IV, V AND VI OF THE LOCAL UNIT'S ALLOCABLE SHARE 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, STATE OF NEW JERSEY (THE "LOCAL UNIT"); APPROPRIATING \$2,735,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$2,735,000 BONDS OR NOTES TO FINANCE THE COST THEREOF

Trustee Haskins moved to adopt Ordinance 2023-02 for first reading/introduction, seconded by Trustee Hilton.



Roll Call Vote:

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

B. 2023-03 AN ORDINANCE ESTABLISHING SALARY RANGES FOR CERTAIN NON-UNION AND SUPERVISORY PERSONNEL

Trustee Brown moved to adopt Ordinance 2023-03 for first reading/introduction, seconded by Trustee Coalier.

Roll Call Vote:

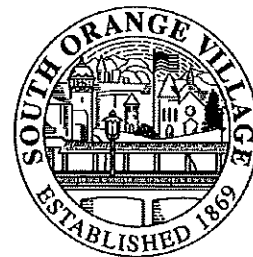
Trustee Brown	Yes
Trustee Coalier	Yes
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes
Trustee Schnall	Yes
Motion carried.	

Trustee Jones moved that the Public Hearing for Ordinances 2023-02 and 2023-03, shall be at the Board of Trustees Meeting on Monday, March 13, 2023 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 Hilton. All members were in favor and none opposed.

11. Ordinance for Second Reading

A. 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

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



Trustee Schnall moved to adopt Ordinance 2022-34 for second reading/adoption, seconded by Trustee Hilton.

Roll Call Vote:

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

Motion carried.

- B. 2023-01 AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE, SECTION 340-22 WITH RESPECT TO LOADING AND UNLOADING AT LOCATIONS ON SLOAN STREET AND SECOND STREET

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

Trustee Jones moved to adopt Ordinance 2023-01 for second reading/adoption, seconded by Trustee Brown.

Roll Call Vote:

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

Motion carried.

12. Resolutions for Consent Agenda

- A. 2023-035 RESOLUTION AUTHORIZING CHANGE ORDER #29 - FOR FRANKOSKI CONSTRUCTION COMPANY FOR ADDITIONAL LABOR, MATERIALS AND/OR EQUIPMENT TO PROVIDE AND INSTALL ADDITIONAL LAYERS TO THE EXISTING BUILDING BATHROOMS FOR THE NEW TILE FLOORING NOT TO EXCEED \$8,535.07 TO THE ORIGINAL CONTRACT AMOUNT
- B. 2023-036 RESOLUTION AUTHORIZING CHANGE ORDER #30 - FOR FRANKOSKI CONSTRUCTION COMPANY FOR ADDITIONAL LABOR, MATERIALS AND/OR EQUIPMENT TO PROVIDE FIVE FIRE ALARM



MONITOR MODULES NOT TO EXCEED \$13,876.39 TO THE ORIGINAL CONTRACT

- C. 2023-037 RESOLUTION APPOINTING A FIRE OFFICIAL FOR THE TOWNSHIP OF SOUTH ORANGE VILLAGE
- D. 2023-038 RESOLUTION SETTING THE SALARY FOR PETER TRAVERS, DIRECTOR OF RECREATION, AT \$120,000 ANNUALLY EFFECTIVE AS OF JANUARY 10, 2023
- E. 2023-039 RESOLUTION AUTHORIZING AN AMENDMENT TO THE AWARD OF A PROFESSIONAL SERVICES CONTRACT TO REMINGTON & VERNICK ENGINEERS (RVE) FOR CONTINUED CONSULTING SERVICES REGARDING THE MUNICIPAL WATER SYSTEM OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE TO REFLECT NOT TO EXCEED \$25,000 UNDER NON-FAIR AND OPEN
- F. 2023-040 RESOLUTION AUTHORIZING THE AWARD OF CONTRACT BY NJ STATE CONTRACT T0849 – ABOVE GROUND FUEL TANKS, ASSOC. EQUIP., INSTALLATION, TANK REMOVAL, & SYS. SVCS. TO FAIRFIELD MAINTENANCE IN AN AMOUNT NOT TO EXCEED \$56,134.50
- G. 2023-041 RESOLUTION PROMOTING AND APPOINTING FRANK AURIEMMA AS A SERGEANT IN THE SOUTH ORANGE DEPARTMENT OF PUBLIC SAFETY/POLICE FORCE
- H. 2023-042 RESOLUTION APPOINTING MARK WILKINS AS A LIEUTENANT IN THE SOUTH ORANGE DEPARTMENT OF PUBLIC SAFETY/POLICE FORCE
- I. 2023-043 RESOLUTION PROVIDING AUTHORIZATION TO A DESIGNATED REPRESENTATIVE OF THE VILLAGE TO AWARD A CONTRACT FOR NATURAL GAS SUPPLY SERVICE FOR VARIOUS VILLAGE FACILITIES AND STREET LAMPS RESULTING FROM A COMPETITIVE BID PROCESS
- J. 2023-044 RESOLUTION AUTHORIZING THE EXECUTION OF A SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF SOUTH ORANGE VILLAGE AND TOWNSHIP OF MAPLEWOOD FOR THE SERVICES OF THE MAPLEWOOD HEALTH OFFICER
- K. 2023-045 RESOLUTION AUTHORIZING HIRING OF FULL TIME CLERK 1 (CLERK TYPIST) AND ASSIGNMENT OF CLERK 1 (CLERK TYPIST) TO CODE ENFORCEMENT OFFICER – STEP 1 (BOTH APPOINTMENTS WITHIN THE BUILDING DEPARTMENT)
- L. 2023-046 RESOLUTION SUPPORTING THE EXPLORATION OF A SHARED SERVICES AGREEMENT FOR REGIONAL EMERGENCY COMMUNICATIONS AND DISPATCH FOR PUBLIC SAFETY AGENCIES
- M. 2023-047 RESOLUTION AUTHORIZING CHANGE ORDER #31 - FOR



FRANKOSKI CONSTRUCTION COMPANY for ADDITIONAL LABOR, MATERIALS AND/OR EQUIPMENT TO PROVIDE FOR INSTALLATION OF NEW ELECTRIC CIRCUITS NOT TO EXCEED \$4,144.17 TO THE ORIGINAL CONTRACT AMOUNT

- N. 2023-048 RESOLUTION ACCEPTING PROPOSAL OF W & M ENGINEERING FOR MEP ENGINEERING SERVICES FOR COMMUNITY CENTER ELEVATOR LOCATED AT 133 FAIRVIEW AVENUE IN AN AMOUNT NOT TO EXCEED \$7,950.00
- O. 2023-049 RESOLUTION ACCEPTING PROPOSAL OF FRENCH & PAREELLO ASSOCIATES FOR STRUCTURAL ENGINEERING SERVICES FOR COMMUNITY CENTER ELEVATOR LOCATED AT 133 FAIRVIEW AVENUE IN AN AMOUNT NOT TO EXCEED \$12,600
- P. 2023-050 RESOLUTION AUTHORIZING ENGAGEMENT OF TOPOLOGY NJ, LLC FOR PROFESSIONAL SERVICES AS VILLAGE PLANNER FOR THE TOWNSHIP OF SOUTH ORANGE VILLAGE
- Q. 2023-051 RESOLUTION AUTHORIZING ENGAGEMENT OF TOPOLOGY NJ, LLC FOR PROFESSIONAL SERVICES AS ZONING OFFICER FOR THE TOWNSHIP OF SOUTH ORANGE VILLAGE
- R. 2023-052 RESOLUTION ADOPTING CHAPLAIN POLICY OF THE SOUTH ORANGE POLICE DEPARTMENT
- S. 2023-053 RESOLUTION AUTHORIZING PURCHASE, CUSTOMIZATION AND RETROFITTING OF AN APPALACHIAN DUAL AXLE TRAILER
- T. 2023-054 RESOLUTION CREATING PERMANENT ADVISORY COMMITTEE WHICH SHALL BE KNOWN AS THE WALK BIKE RIDE SOUTH ORANGE COMMITTEE

Trustee Brown moved to adopt Resolutions 2023-035 through 2023-047 and 2023-050 through 2023-054, seconded by Trustee Hilton.

Roll Call Vote:

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

Trustee Jones moved to adopt Resolutions 2023-048 and 2023-049, seconded by Trustee Haskins.

Roll Call Vote:



Trustee Brown	Yes
Trustee Coalier	Yes
Trustee Haskins	Yes
Trustee Hilton	No
Trustee Jones	Yes
Trustee Schnall	Yes
Motion carried	

13. Village President Appointment

President Collum made the following appointment to the South Orange Public Library:

- A. 2023-VP04 VILLAGE PRESIDENT'S APPOINTMENT OF RITU PANCHOLY AS A REGULAR MEMBER TRUSTEE TO THE SOUTH ORANGE PUBLIC LIBRARY BOARD

14. Alcohol Beverage Control Board

- A. Trustee Coalier moved to recess the 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.

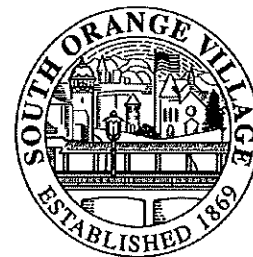
Roll Call:
Board Member Brown
Board Member Coalier
Board Member Haskins
Board Member Hartshorn Hilton
Board Member Jones
Board Member Schnall
Board President Collum

2023-055 RESOLUTION OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE, AUTHORIZING AND APPROVING A PLACE TO PLACE LIQUOR LICENSE TRANSFER APPLICATION FROM NEIGHBORS WINE LLC

Trustee Haskins moved to adopt Resolutions 2023-055, seconded by Trustee Brown.

Roll Call Vote:

Trustee Brown	Yes
Trustee Coalier	Yes
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes



Trustee Schnall Yes
Motion carried.

There being no further discussion, Trustee Jones moved to adjourn as the Alcohol Beverage Control Board to reconvene as the Board of Trustees, seconded by Trustee Hilton. 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 February 13, 2023. The Board of Trustees has been provided with a copy of the Bills List prior to the meeting for examination.

2023-056 RESOLUTION AUTHORIZING PAYMENT OF BILLS AND THE ISSUANCE OF CHECKS FOR THE PERIOD THROUGH FEBRUARY 13, 2023 IN THE TOTAL AMOUNT OF \$6,147,911.43

Trustee Hilton moved to adopt Resolutions 2023-056, seconded by Trustee Haskins.

Roll Call Vote:

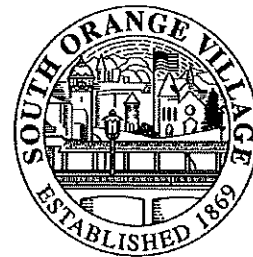
Trustee Brown	Yes
Trustee Coallier	Yes
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes
Trustee Schnall	Yes

Motion carried

16. Village President Report

President Collum acknowledged Trustee Jones for her work on Black History Month and discussed the following:

- Women's History Month – The planning committee is working on some nice events, Janet from Giorgio's will be hosting a celebration for women on March 22nd (save the date) and Trustee Hilton is working with the Girl Scouts. Please check out somawomen.org for all upcoming events.
- Ms. Doran has been working with the Contractor for the Sensory Trailer which is being fully funded from donations raised by the



community of close to \$30k. The trailer will be used at future events for children and adults with sensory needs.

- State Health Benefit Plan – There is still no update and encourages everyone to reach out the Governor's Office as this still remains a priority. This is very devastating to our budget.
- 2023 Budget - Currently, everything is about the budget, working with the CFO, Department Heads and the Finance Committee all doing the very best to be responsible as this will probably be the worst budget year for South Orange.
- Save the date for a town hall meeting on March 1st or March 2nd at Seton Hall University – President Collum, Ms. Doran and David Battaglia recently joined a meeting at the office of Newark Mayor Ras Baraka along with the President of Seton Hall University and his team to discuss the stormwater issues that have been raised by the residents of Ivy Hill Park. This meeting will be open to the community to discuss the overall issue of the stormwater management in Ivy Hill, more information to come.

17. Village Administrator Report

There was no report.

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

- Recycling – Trustee Haskins believes the recycling is getting better as they continue to work with the company and he appreciates the residents for the patience and corporations.

D. Trustee Hartshorn Hilton – This week is the statewide Library snapshot week. South Orange Library day will be on Thursday, February 16th and encourages everyone to visit on this day.

E. Trustee Jones – The Arts and Cultural Committee meeting will hold a virtual event on February 22nd at 7pm.

F. Trustee Schnall - There was no report.



20. Public Comment

Village President opened the 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 8:55 pm.

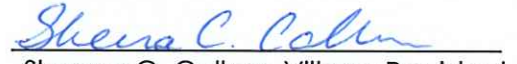
***These minutes are a summary and the actual statements can be found on
the video located on the Village's website at the following link:**

<http://southorangenetwpnj.civicclerk.com/Web/Player.aspx?id=1917&key=-1&mod=-1&mk=-1&nov=0>

ATTEST:


Ojetta E. Davis, Village Clerk

TOWNSHIP OF SOUTHORANGEVILLAGE


Sheena C. Collum, Village President