

BOARD OF TRUSTEES REGULAR BOARD MEETING MINUTES

Monday, November 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 order at approximately 6:15pm:

2. Roll Call

Village President Collum
Trustee Brown
Trustee Greenberg - Absent
Trustee Haskins
Trustee Hartshorn Hilton
Trustee Jones
Trustee Lewis-Chang
Ms. Doran, 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

2023-333 Resolution Authorizing an Executive Session at the November 13, 2023, Regular Meeting of the Board of Trustees



A. Matter/ (OPMA Exception)
Executive Session

- South Essex Fire Department (Personnel & Attorney/Client S Matter)
- General Redevelopment (Contract Negotiation & Attorney/Client Privilege Matters)
- Water Utility (Contract Negotiation & Attorney/Client Privilege Matters)
- Union Agreements (Attorney/Client Privilege Matters)

Trustee Hilton moved to approve Resolution 2023-333, seconded by Trustee Lewis-Chang. All members were in favor and none opposed.

5. **Reconvene into Open Session**

ROLL CALL

Village President Collum
Trustee Brown
Trustee Greenberg - Absent
Trustee Haskins
Trustee Hartshorn Hilton
Trustee Jones
Trustee Lewis-Chang
Ms. Doran, Village Administrator
Mr. Rother, Village Counsel - Absent
Mr. Otis, Village Counsel
Ms. Davis, Village Clerk

6. **Announcements**

President Collum read the following announcements:

A. **Schedule Your Water Meter Upgrade Today!**

To help ensure the accuracy of our water meters, we must periodically change them. There is no cost to residents to have this work performed but the installation requires access to your basement or utility room. MeterTekUtility Services, Inc, our subcontractor, will perform this service. Appointments are necessary, so please schedule your appointment today by calling 800.717.0974 or by visiting SouthOrange.org to access the online appointment scheduler.

B. **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 on the news feed of our website, southorange.org, or by calling 1 800- 510-3102, Mon.- Sat. 8:00 am – 8:00 pm for further information.

C. **Department of Recreation and Cultural Affairs**

Love My Park! Saturday, Nov 28, 2023 5:30-7:00 pm, Flood's Hill

Celebrate Meadowland Park with music, dancing, a light-up art project and fireworks! (Meadowland Park Conservancy will also have an anniversary reception for MPC members from 4:30-5:30pm at the Skate House).

D. **Department of Public Works:**

Leaf Season: Oct 23 – Dec 11, 2023

Leaf pickup season is here and to ensure safety and efficiency for everyone, the Department of Public Works reminds residents to adhere to these guidelines and review them with landscapers:

- **Leaf pickup runs from October 23 – December 11 only.** Do not pile leaves in the *street before or after* these dates.
- **Pile leaves in the street, no wider than 4 feet**, for traffic safety, leaving a 6 – 12-inch gap between the curb and pile to allow storm water to pass to catch basins.
- **Do not block** fire hydrants or driveways, for everyone's safety.
- **Do not bag leaves** or place tree limbs, branches, or other yard waste at the curb (or in leaf piles) at this time. These can damage leaf processing equipment and will not be picked up during leaf season.
- **Follow the leaf map** for when your area will be picked up. The leaf map is a layer found under "Community Map" on the home page of southorange.org.
- **For County road** leaf pickup schedules, contact Essex County at (973) 239-3366.
- **Motorists:** allow extra travel time on streets and navigate leaf pile areas cautiously, for the protection of pedestrians and public workers.

7. **Proclamations**

- A. Proclamation honoring Giants of Jazz - Kenny Barron:



President Collum read the Proclamation honoring and recognizing Kenny Barron's remarkable achievements in jazz music and recognizing Saturday, November 25, 2023, as Kenny Barron Day in South Orange.

8. Public Comment

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

9. Approval of Minutes

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

- Regular meeting held on October 23, 2023 (All Trustees eligible to vote)

Trustee Jones moved to approve the minutes of the regular meeting held on October 23rd, seconded by Trustee Hilton.

Roll Call Vote:

Trustee Brown	Yes
Trustee Greenberg	Absent
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes
Trustee Lewis-Chang	Yes

Motion carried.

10. Ordinances for First Reading

A. 2023-16 BOND ORDINANCE PROVIDING FOR VARIOUS IMPROVEMENTS TO THE WATER UTILITY IN AND BY THE TOWNSHIP OF SOUTH ORANGE VILLAGE, IN THE COUNTY OF ESSEX, NEW JERSEY, APPROPRIATING \$1,000,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$1,000,000 BONDS OR NOTES OF THE VILLAGE TO FINANCE THE COST THEREOF

Trustee Hilton moved to adopt Ordinance 2023-16 for first reading/introduction, seconded by Trustee Haskins.

Roll Call Vote:

Trustee Brown	Yes
Trustee Greenberg	Absent
Trustee Haskins	Yes



Trustee Hilton Yes
Trustee Jones Yes
Trustee Lewis-Chang Yes
Motion carried.

B. 2023-17 AN ORDINANCE AMENDING AND RESTATING THE VILLAGE CODE, CHAPTER 143, "FEES," BY AMENDING MEMBERSHIP AND VARIOUS FEES RELATING TO RECREATION PROGRAMS

Trustee Brown moved to adopt Ordinance 2023-17 for first reading/introduction, seconded by Trustee Jones.

Roll Call Vote:

Trustee Brown Yes
Trustee Greenberg Absent
Trustee Haskins Yes
Trustee Hilton Yes
Trustee Jones Yes
Trustee Lewis-Chang Yes
Motion carried.

Trustee Jones moved that the Public Hearing for Ordinances #2023-16 and 2023-17 shall be at the Board of Trustees Meeting on Monday, December 11, 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 Lewis-Chang. All members were in favor and none opposed.

11. Ordinance for Second Reading

A. 2023-14 AN ORDINANCE AMENDING THE VILLAGE CODE OF THE TOWNSHIP OF SOUTH ORANGE TO AMEND CHAPTER 375 ENTITLED SANITARY STANDARDS BY AMENDING ARTICLE 375-61(L) REGARDING NUISANCES

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

Trustee Jones moved to adopt Ordinance 2023-14 for second reading and final adoption, seconded by Trustee Lewis-Chang.

Roll Call Vote:



Trustee Brown	Yes
Trustee Greenberg	Absent
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes
Trustee Lewis-Chang	Yes

Motion carried.

- B. 2023-15 AN ORDINANCE OF THE TOWNSHIP OF SOUTH ORANGE VILLAGE AMENDING AND RESTATING THE TOWNSHIP OF SOUTH ORANGE VILLAGE CODE CHAPTER 207 – NOISE IN ITS ENTIRETY AND AMENDING TOWNSHIP OF SOUTH ORANGE VILLAGE CODE CHAPTER 143 – FEES, SECTION 143-15 - NOISE

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

Trustee Lewis-Chang moved to adopt Ordinance 2023-15 for second reading and final adoption, seconded by Trustee Brown.

Roll Call Vote:

Trustee Brown	Yes
Trustee Greenberg	Absent
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes
Trustee Lewis-Chang	Yes

Motion carried.

12. Resolutions for Consent Agenda

- A. 2023-334 RESOLUTION REQUESTING THE NEW JERSEY DEPARTMENT OF TRANSPORTATION TO GRANT AN EXTENSION OF TIME UNTIL FEBRUARY 26, 2024 FOR THE AWARD OF THE CONSTRUCTION CONTRACT FOR WEST MONTROSE AVENUE ROADWAY PROJECT, PROJECT #2022-MA-00659 FOR THE DEPARTMENT OF TRANSPORTATION BUREAU OF LOCAL AID
- B. 2023-335 RESOLUTION AUTHORIZING DISPOSAL OF VILLAGE VEHICLES AND EQUIPMENT NO LONGER NEEDED FOR PUBLIC USE
- C. 2023-336 RESOLUTION TO CANCEL WATER CAPITAL IMPROVEMENT AUTHORIZATION
- D. 2023-337 RESOLUTION AUTHORIZING THE HIRING OF PART-TIME



CROSSING GUARDS FOR THE SOUTH ORANGE POLICE DEPARTMENT

- E. 2023-338 RESOLUTION AUTHORIZING CHANGE ORDER #69 - FOR FRANKOSKI CONSTRUCTION COMPANY FOR ADDITIONAL COSTS TO COVER ADDITIONAL LABOR, MATERIALS AND/OR EQUIPMENT TO INSTALL DURASTRONG ROOF TERRACE TILES AT 2ND FLOOR ENTRANCE TO ADDITION NOT TO EXCEED \$9,388.85 TO THE ORIGINAL CONTRACT AMOUNT
- F. 2023-339 RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION
NJSA 40A:4-87 - FOR CLICK IT OR TICKET
- G. 2023-340 RESOLUTION ACCEPTING AND AUTHORIZING THE PROPOSAL AND AGREEMENT OF BOWMAN CONSULTING GROUP, LTD. FOR PROFESSIONAL SERVICES FOR MASTER PLAN PARK DESIGN AT FOUNDERS PARK
- H. 2023-341 RESOLUTION AUTHORIZING THE ACCEPTANCE OF A FY 2025 GRANT FROM THE MUNICIPAL ALLIANCE GRANT SYSTEM TO PROVIDE SUBSTANCE ABUSE PREVENTION AND EDUCATION PROGRAMS
- I. 2023-342 RESOLUTION AUTHORIZING THE HIRING OF A FULL-TIME IT TECHNICIAN IN THE TOWNSHIP OF SOUTH ORANGE VILLAGE'S DEPARTMENTS OF INFORMATION TECHNOLOGY
- J. 2023-343 RESOLUTION ADOPTING THE TOWNSHIP OF SOUTH ORANGE 2024 MUNICIPAL HOLIDAY CALENDAR
- K. 2023-344 RESOLUTION AUTHORIZING THE 2024 ANNUAL MEETING SCHEDULE FOR THE BOARD OF TRUSTEES
- L. 2023-345 RESOLUTION NAMING WALK BIKE RIDE SOUTH ORANGE COMMITTEE MEMBERS FOR 2024 (AND UNTIL SUBSEQUENT APPOINTMENTS)
- M. 2023-346 RESOLUTION AUTHORIZING CHANGE ORDER #70 - FOR FRANKOSKI CONSTRUCTION COMPANY FOR ADDITIONAL COSTS TO COVER ADDITIONAL LABOR, MATERIALS AND/OR EQUIPMENT TO INSTALL REPLACEMENT FIXTURES FOR NONFUNCTIONAL EXISTING FIXTURES IN RESTROOMS NOT TO EXCEED \$6,129.59 TO THE ORIGINAL CONTRACT AMOUNT
- N. 2023-347 RESOLUTION AUTHORIZING CHANGE ORDER #71 - FOR FRANKOSKI CONSTRUCTION COMPANY FOR ADDITIONAL COSTS TO COVER ADDITIONAL LABOR, MATERIALS AND/OR EQUIPMENT TO PROVIDE PANIC HARDWARE IN THE ELECTRICAL ROOM NOT TO EXCEED \$2,611.79 TO THE ORIGINAL CONTRACT AMOUNT



- O. 2023-348 RESOLUTION AUTHORIZING THE PURCHASE OF A 2021 SUBARU FORESTER FOR THE DETECTIVE BUREAU OF THE SOUTH ORANGE POLICE DEPARTMENT FOR \$21,800.00
- P. 2023-349 RESOLUTION AUTHORIZING EXECUTION OF A SERVICE AGREEMENT WITH SOMA JUSTICE IN AN AMOUNT NOT TO EXCEED \$5,000.00

Trustee Haskins moved to Resolutions 2023-334 through 2023-349, seconded by Trustee Hilton.

Roll Call Vote:

Trustee Brown	Yes
Trustee Greenberg	Absent
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes
Trustee Lewis-Chang	Yes

Motion carried.

13. 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 13, 2023. The Board of Trustees has been provided with a copy of the Bills List prior to the meeting for examination.

2023-350 RESOLUTION AUTHORIZING PAYMENT OF BILLS AND THE ISSUANCE OF CHECKS FOR THE PERIOD THROUGH NOVEMBER 13, 2023 IN THE TOTAL AMOUNT OF \$4,295,740.01

Trustee Hilton moved to Resolutions 2023-350, seconded by Trustee Haskins.

Roll Call Vote:

Trustee Brown	Yes
Trustee Greenberg	Absent
Trustee Haskins	Yes
Trustee Hilton	Yes
Trustee Jones	Yes
Trustee Lewis-Chang	Yes

Motion carried.

14. Village President Report



President Collum discussed the following:

- Historic Preservation of NJ has awarded Village Hall with the outstanding Historic Preservation Award. The reception for Landmark will be held on November 30th.
- Redevelopment Projects: 1- All Star Motors Site on Valley Street will be moving forward with a mixed used building, 20% Affordable Housing on site and retail space. 2 – A proposed project with NJ Transit and the sale of their lot for mixed use residential and retail, affordable housing, replacement parking and will provide permanent space for Municipal Offices. This project will also include Phase 3 of the River Greenway Project.
- Joint Meeting is looking at a 6.8 percent budget increase cost. President Collum has reached out to the budget Chair as she is not comfortable with this increase.
- Water Utility Task Force has been reviewing all aspects of the water system and there will be a presentation to the public coming soon.
- Baird Community Center getting close to opening! There will be a soft opening with staff and the grand opening hopefully will follow soon after.
- Board of School Estimate will be meeting later this month. There will be a request for more funding for the long range facility plan.
- New Jersey League of Municipalities is this week and many of the staff will be attending for education credits and networking. There will be staff in the offices, but there may be some delays in response time.

15. Village Administrator Report

Ms. Doran discussed the following:

- 2023 Best Practices Inventory was submitted successfully. Ms. Doran explained the nature of the questions changed from past years to include recycling, cybersecurity and lead based inspections.

16. Village Counsel Report – There was no report.

17. Trustee Reports

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



- Library Update – The library will be moving to 298 Walton Avenue due to the proposed construction. Therefore, the library will be temporarily closed from December 11th until later January 2024. The library staff will still be available by phone and the digital services will be available.

On, November 29th, the Library will become a member of the Bergen County Cooperative Library System. To celebrate, there will be a ribbon cutting ceremony on November 29th at 4pm. For more information, please visit sopl.org.

- E. Trustee Jones – There was no report.
- F. Trustee Lewis-Chang thanked everyone that attended the bulbs dropping event in Seton Village with special thanks to the Department of Public Works who were so helpful.

18. Public Comment

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

19. New Business

There was no new business discussed.

20. Adjournment

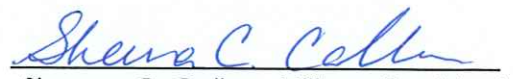
There being no further discussion, President Collum adjourned the meeting at approximately 8:00 pm.

***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://southorangenjwpnj.portal.civicclerk.com/event/2346/media>

ATTEST:

TOWNSHIP OF SOUTHORANGEVILLAGE


Ojetti E. Davis, Village Clerk


Sheena C. Collum, Village President