



South Orange Parking Authority

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Mark C. Hartwyk, *Executive Director*

Gregory A. Busch, *Counsel*

Commissioners

Marc Bromfeld
William Agnellino
Dennis Borden
Delon Nelson
Eric Siskind

OPEN MINUTES

September 16, 2025

A regular meeting of the South Orange Parking Authority was held on Tuesday, September 16, 2025 via Zoom conference call. Meeting was called to order by Chairman Bromfeld at 7:02 pm.

Next Meeting Date: Tuesday, October 21, 2025.

Roll call was taken.

Present: Chairman Bromfeld, Commissioners Borden, Siskind and Nelson.

Absent: Commissioner Agnellino, notified the ED prior to the meeting.

Also Present: Mark Hartwyk (ED), SOPA Counsel Greg Busch, Neva Rodriguez (AD) and Councilman Haskins.

Public: No public.

Financials: All financial reports were forwarded to the Treasurer in advance of this meeting. The ED gave the cash position as of September 16, 2025 for the SOPA accounts \$444,622 and NJ Transit \$304,925.

Approval of Checks: A motion was made by Commissioner Borden and seconded by Commissioner Nelson to approve three ACH payments and SOPA checks #2537-2549 totaling \$14,079.29 and NJT checks #1196-1199 totaling \$53,035.75 all were in favor. 4th Quarter NJT lease payments included.

Resolution Adopting Open Minutes for August 19, 2025: A motion was made by Commissioner Borden and seconded by Commissioner Nelson all were in favor.

Legal: No legal.

Open Session Updates: The ED advised the Board that certain items listed on the agenda will remain month to month while we continue working on them.

Audit – The Draft Audit was submitted, reviewed by our office and the accountant and some small changes were made by the auditors. The ED stated that he has signed off on the final audit and will forward copies to the Board. The ED advised counsel that the Audit Resolution and Affidavit will be needed for the October 21st meeting and reminded the Board that their signatures would be required.

Credit Card Processing – The ED advised the Board that the credit card processing has no new information at this time.

Home Owner Guest Pass – Same as above.

Dual Permits– The ED wants to propose a policy that no longer allows a resident to have a permit for one vehicle at two separate locations. (NJT & 3rd St. Garage.) After some clarification and discussions with the Board, the Chairman asked how many residents currently have one vehicle valid for both locations? Neva Rodriguez stated she would research this information and share it with the Board.

The ED shared that the Village Community Day was held on Sunday the 14th and both Neva and Paula were in attendance. They provided a list of services, a QR code to connect you with the online permit system, maps of lot locations with details and Senior Bus information. The event was well attended.

The ED shared additional upcoming events, a Beer Festival on Saturday, September 20th in the Sloan St lot and a Food Truck event on Friday, October 17th in the Irvington Avenue lot.

The ED wanted to advise the Board that he has been dealing with an ongoing issue at the Mountain Station lot for at least two years, due to a neighboring resident planting bamboo in their yard along the fence, this has resulted in a small jungle of bamboo growth on the Vose Avenue side of Mtn. Station. The ED shared that we have been cutting it down and removing it.

A motion was made by Commissioner Borden and seconded by Commissioner Nelson to go out of Open Session into Closed Session at 7:24pm, all were in favor.

A motion was made by Commissioner Nelson and seconded by Commissioner Borden to go out of Closed Session and back into Open Session at 7:31pm, all were in favor.

There being no further business to discuss, a motion to adjourn was made by Commissioner Borden seconded by Commissioner Siskind, all were in favor. The meeting adjourned at 7:32pm.



APPROVED