

TENTATIVE AGENDA FOR REORGANIZATION MEETING JANUARY 3, 2022, 5:30 P.M.

1. CALL TO ORDER

City Clerk to open meeting of the newly elected Board of Commissioners

2. COVID ANNOUNCEMENT

For the health and safety of all attendees, it is recommended that face masks be worn due to the recent spike in COVID cases.

3. INVOCATION, SALUTE TO THE FLAG AND GOD BLESS AMERICA

Reverend Steven Harris to deliver invocation, followed by the Salute to the Flag.
Song performance of God Bless America by Joe Orndorf and Caitlyn Fullam

4. OPEN PUBLIC MEETING STATEMENT BY THE CITY CLERK

"This meeting is being conducted in accordance with the Open Public Meetings Act of 1975 and was advertised, posted and made available to the public as required by Statute. The Municipal Clerk is directed to include a statement in the minutes of this meeting."

5. CERTIFICATION OF ELECTION RESULTS

City Clerk to present certification of election results from the General Election held on November 2, 2021:

Lisa M. Orndorf: 2,723

Benjamin J. Romanik: 2,713

Joseph Sooy: 2,658

James F. Quinn: 2,594

Charles "Kirk" Hewitt: 2,397

Documents:

[ELECTION RESULTS CITY COMMISSION.PDF](#)

6. SWEARING-IN CEREMONY OF SUCCESSFUL CANDIDATES AS CITY COMMISSIONERS OF THE CITY OF MILLVILLE

6.I. Commissioner - Elect Lisa M. Orndorf

Lisa M. Orndorf to take Oath of Office to serve as City of Millville Commissioner which will be administered by Senator Michael L. Testa, Jr.

6.II. Commissioner - Elect Benjamin J. Romanik

Benjamin J. Romanik to take Oath of Office to serve as City of Millville Commissioner which will be administered by Edward Romanik, Esq.

6.III. Commissioner - Elect Joseph Sooy

Joseph Sooy to take Oath of Office to serve as City of Millville Commissioner which will be administered by Jeanne Parkinson, City Clerk

6.IV. Commissioner - Elect Charles Kirk Hewitt

Charles Kirk Hewitt to take Oath of Office to serve as City of Millville Commissioner which will be administered by County Commissioner Douglas A. Albrecht

7. ROLL CALL

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

8. APPOINTMENT OF TEMPORARY CHAIRPERSON

Motion to appoint Temporary Chairperson namely Lisa M. Orndorf

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

9. PUBLIC COMMENT ON AGENDA ITEMS ONLY

10. PETITIONS & LETTERS

10.I. Petitions & Letters

Motion to receive and file Letter from James F. Quinn stating he will not be accepting the position of Millville City Commissioner

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[JAMES F. QUINN.PDF](#)

11. RESOLUTIONS

11.I. Resolution Item (01)

Resolution designating Lisa M. Orndorf Director of Public Affairs and "Mayor"

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES-APPT DIR OF PUBLIC AFFAIRS.PDF](#)

11.II. Resolution Item (02)

Resolution designating Benjamin J. Romanik Director of Parks and Public Property

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES-APPT DIR OF PRKS AND PUBLIC PRPRTY.PDF](#)

11.III. Resolution Item (03)

Resolution designating Joseph Sooy Director of Revenue and Finance and "Vice-

Mayor"
Motion-
Second-
Hewitt ___ Sooy ___ Romanik ___ Orndorf___

Documents:

[RES-APPT DIR OF REVENUE AND FINANCE.PDF](#)

11.IV. Resolution Item (04)

Resolution designating Charles Kirk Hewitt Director of Public Safety
Motion-
Second-
Hewitt ___ Sooy ___ Romanik ___ Orndorf___

Documents:

[RES-APPT DIR OF PUBLIC SAFETY.PDF](#)

11.V. Resolution Item (05)

Resolution appointing Brock D. Russell, Esquire to serve as Municipal Attorney and authorizing a Professional Services Contract through a Fair and Open Process for a flat annual compensation in the amount of \$162,500.00, with the exception of litigation which will be charged at the rate of \$120.00 per hour basis plus costs

Motion-
Second-
(Certification of Funds)
Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES BROCK RUSSELL - SOLICITOR.PDF](#)
[CERT OF FUNDS BROCKRUSSELL.PDF](#)
[BROCK RUSSELL PSC.PDF](#)

11.VI. Resolution Item (06)

Resolution appointing Robert McQuade to temporarily fill the vacant seat for City Commissioner to serve as Director of Public Works until the General Election on November 8, 2022 pursuant to N.J.S.A. 40A:16-5(b)

Motion-
Second-
Hewitt ___ Sooy ___ Romanik ___ Orndorf___

Documents:

[RES-APPT DIR OF PUBLIC WORKS.PDF](#)

11.VII. Resolution Item (07)

Resolution determining the Powers and Duties of each Commissioner and providing for the temporary filling of vacancies in the event of absences of Commissioners

Motion-
Second-
Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES- POWERS AND DUTIES 01-03-2022.PDF](#)

11.VIII. Resolution Item (08)

Resolution designating signatures for the disbursement of funds for the City of Millville

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES DESIGNATE BANK 2022.PDF](#)

11.IX. Resolution Item (09)

Resolution designating Ocean First Bank depository of municipal funds

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES DESIGNATING DEPOSITORY OF MUNICIPAL FUNDS.PDF](#)

11.X. Resolution Item (10)

Resolution authorizing the adoption of the Cash Management Plan in accordance with N.J.S.A 40A:5-14

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES CASH MANAGEMENT.PDF](#)

11.XI. Resolution Item (11)

Resolution authorizing the adoption of the Calendar Year 2022 Temporary Budget

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES TEMP BUDGET 2022.PDF](#)

11.XII. Resolution Item (12)

Resolution appointing Mayor Lisa M. Orndorf as a Class I member of the Millville Planning Board

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES - MEMBER PLANNING BOARD ORDORF.PDF](#)

11.XIII. Resolution Item (13)

Resolution appointing Benjamin J. Romanik as a Class III member of the Millville Planning Board

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES - CLASS III MEMBER PLANNING BOARD 1-3-2022.PDF](#)

11.XIV. Resolution Item (14)

Resolution approving the designated meeting dates and times of the Board of Commissioners for the Calendar Year 2022

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES -2022 MEETING DATES FOR COMMISSION MEETINGS2022.PDF](#)

11.XV. Resolution Item (15)

Resolution designating the following as Official Newspapers for the City of Millville:

1. Daily Journal
2. Atlantic City Press
3. South Jersey Times

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES OFFICIAL NEWSPAPERS 2022.PDF](#)

11.XVI. Resolution Item (16)

Resolution appointing Raymond Compari as City Administrator/PT

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES - ADMINISTRATOR- RAYMOND COMPARI.PDF](#)

11.XVII. Resolution Item (17)

Resolution awarding a Professional Services Contract through a fair and open process with Blaney Donohue & Weinberg, P.C. to serve as Labor Counsel for the City of Millville at a rate of \$145.00 per hour in an amount not to exceed \$100,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES BDANDW LABOR COUNSEL.PDF](#)
[CERT OF FUNDS BLANEY.PDF](#)
[BLANEY PSC LABOR COUNSEL.PDF](#)

11.XVIII. Resolution Item (18)

Resolution awarding a Professional Services Contract through a fair and open process appointing Brendan J. Kavanagh, Esquire, from Kavanagh & Kavanagh, LLC to serve as Public Defender at a rate of \$400.00 per court session in an amount not to exceed \$38,400.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES KAVANAGH PUBLIC DEFENDER.PDF](#)
[CERT OF FUNDS KAVANAGH.PDF](#)
[PSC KAVANGH PUBLIC DEFENDER.PDF](#)

11.XIX. Resolution Item (19)

Resolution awarding a Professional Services Contract through a fair and open process appointing Bowman & Company, LLP to serve as City Auditor in an amount not to exceed \$94,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES BOWMAN CO AUDITING SERVICES.PDF](#)
[CERT OF FUNDS BOWMAN.PDF](#)
[PSC BOWMAN AUDITOR.PDF](#)

11.XX. Resolution Item (20)

Resolution awarding a Professional Services Contract through a fair and open process appointing CME Associates to serve as Community Development Block Grant Advisor in an amount not to exceed \$40,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES CME ASSOCIATES- CDBG ADVISORS.PDF](#)
[CERT OF FUNDS CME CDBG.PDF](#)
[PSC CME CDBG ADVISOR.PDF](#)

11.XXI. Resolution Item (21)

Resolution appointing Bob Conner as Risk Management Consultant and awarding a Professional Services Contract through a fair and open process appointing Mints Insurance Agency to serve as Insurance Broker of Record in an amount not

to exceed \$39,000.00, which is paid by the City's Joint Insurance Fund, for a one year term

Motion-

Second-

Hewitt __ Sooy __ Romanik __ Orndorf __

Documents:

[RES MINTS INSURANCE.PDF](#)
[PSC MINTS INS.PDF](#)

11.XXII. Resolution Item (22)

Resolution authorizing a Professional Services Contract through a fair and open process appointing The Ritter Law Office LLC to serve as Collections Counsel and Loan/Mortgage Enforcement Counsel on a contingency basis for a one year term

Motion-

Second-

Hewitt __ Sooy __ Romanik __ Orndorf __

Documents:

[RES RITTER LAW OFFICE COLLECTIONS.PDF](#)
[PSC RITTER LAW OFFICE.PDF](#)

11.XXIII. Resolution Item (23)

Resolution authorizing a Professional Services Contract through a fair and open process appointing CME Associates to serve as Engineer for Special Projects in an amount not to exceed \$20,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt __ Sooy __ Romanik __ Orndorf __

Documents:

[RES CME SPECIAL PROJCTS ENGINEER.PDF](#)
[CERT OF FUNDS CME ENGINEER.PDF](#)
[PSC CME ENGINEER SPECIAL PJCTS.PDF](#)

11.XXIV. Resolution Item (24)

Resolution authorizing a Professional Services Contract through a fair and open process appointing CME Associates to serve as Certified Floodplain Manager in an amount not to exceed \$5,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt __ Sooy __ Romanik __ Orndorf __

Documents:

[RES CME CERTIFIED FLOOD PLAIN MNGR.PDF](#)
[CERT OF FUNDS CME FLOODPLAIN.PDF](#)
[PSC CME FLOODPLAIN MNGR.PDF](#)

11.XXV. Resolution Item (25)

Resolution authorizing a Professional Services Contract through a fair and open process appointing Fleishman Daniels Law Offices, LLC to serve as Bond Counsel in an amount not to exceed \$10,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES FLEISHMAN BOND COUNSEL.PDF](#)
[CERT OF FUNDS FLEISHMAN.PDF](#)
[PSC FLEISHMAN.PDF](#)

11.XXVI. Resolution Item (26)

Resolution authorizing a Professional Services Contract through a fair and open process appointing Law Offices of Nona L. Ostrove, LLC to serve as Special Counsel for Bankruptcy Matters in an amount not to exceed \$10,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES OSTROVE BANKRUPTCY.PDF](#)
[CERT OF FUNDS OSTROVE.PDF](#)
[PSC OSTROVE BANKRUPTCY.PDF](#)

11.XXVII. Resolution Item (27)

Resolution authorizing a Professional Services Contract through a fair and open process appointing The Garty Law Firm LLC to serve as Hearing Officer for the City of Millville in an amount not to exceed \$8,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES GARTY LAW FIRM HEARING OFFICER.PDF](#)
[CERT OF FUNDS GARTY.PDF](#)
[PSC GARTY HEARING OFFICER.PDF](#)

11.XXVIII. Resolution Item (28)

Resolution authorizing a Professional Services Contract through a fair and open process appointing Boudwin Ross Roy Leodori PC (BRRL) to serve as Special Counsel for Tax Foreclosure Services for the City of Millville in an amount not to exceed \$15,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES BRRL TAX FORECLOSURE SVCS.PDF](#)
[CERT OF FUNDS BRRL.PDF](#)
[PSC BRRL TAX FORECLOSURE.PDF](#)

11.XXIX. Resolution Item (29)

Resolution authorizing a Professional Services Contract through a fair and open process appointing Testa Heck Testa & White P.A. to serve as Special Counsel for Tax Appeal Services for the City of Millville in an amount not to exceed \$15,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES THTW TAX APPEAL SVCS.PDF](#)
[CERT OF FUNDS TESTA.PDF](#)
[PSC- THTW TAX APPEALS.PDF](#)

11.XXX. Resolution Item (30)

Resolution authorizing a Professional Services Contract through a fair and open process appointing CME Associates. to serve as Planning Consultant for the City of Millville in an amount not to exceed \$5,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES CME PLANNING CONSULTANT.PDF](#)
[CERT OF FUNDS CME PLANNING.PDF](#)
[PSC CME PLANNING CONSULTANT.PDF](#)

11.XXXI. Resolution Item (31)

Resolution authorizing a Professional Services Contract through a fair and open process appointing Allen Associates. to serve as Broker of Record For Employee Benefits for the City of Millville for a one year term

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES ALLEN ASSOC EMPLOYEE HEALTH BENEFITS.PDF](#)
[PSC ALLEN.PDF](#)

11.XXXII. Resolution Item (32)

Resolution re-appointing Tracey Gregoire for the following positions and terms:

a) Official Tax Search Officer- One Year Term- Expires 12/31/2022

b) Water & Sewer Utilities Collector- One Year Term- Expires 12/31/2022

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES APPTMNT UTILITIES AND TAX SRCH - GREGOIRE.PDF](#)

11.XXXIII.Resolution Item (33)

Resolution re-appointing Jeanne M. Parkinson for the following position and term:

a) Official Municipal Assessment Search Officer- One Year Term- Expires 12/31/2022

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES APPTMNT ASSESSMNT SRCH- PARKINSON.PDF](#)

11.XXXIV.Resolution Item (34)

Resolution awarding a Professional Services Contract through a fair and open process appointing Phoenix Advisors, LLC to serve as Financial Advisor in an amount not to exceed \$5,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES PHOENIX- FINANCIAL ADVISOR.PDF](#)

[CERT OF FUNDS PHOENIX.PDF](#)

[PSC PHOENIX.PDF](#)

11.XXXV.Resolution Item (35)

Resolution authorizing a Professional Services Contract through a non-fair and open process appointing W.E. Johnson Engineering to serve as Municipal Engineer for the City of Millville in an amount not to exceed \$70,000.00

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES PSC W.E. JOHNSON ENGINEERING.PDF](#)

[CERT OF FUNDS JOHNSON.PDF](#)

[PSC WAYNE JOHNSON.PDF](#)

11.XXXVI.Resolution Item (36)

Resolution awarding a Professional Services Contract through a fair and open process appointing Premier Orthopaedic Occupational Medicine of Southern New Jersey to provide Occupational Medicine Services in an amount not to exceed \$30,000.00 for a one year term

Motion-

Second-

(Certification of Funds)

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES PREMIER OCCHEALTH.PDF](#)
[CERT OF FUNDS PREMIER.PDF](#)
[PSC PREMIER.PDF](#)

11.XXXVIIIResolution Item (37)

Resolution awarding a Banking Services Contract through a fair and open process to Ocean First Bank to provide Banking Services to the City of Millville for a two year term covering the period from February 1, 2022 to January 31, 2024

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES BANKING SERVICES.PDF](#)
[BANKING SERVICES CONTRACT- OCEANFIRST.PDF](#)

11.XXXVIIIResolution Item (38)

Resolution rejecting all proposals submitted in response to Request for Proposal for Municipal Prosecutor for the 2022 Calendar Year due to proposal received was based on a per diem rate of compensation and would likely exceed the City's budget appropriation for the 2022 Calendar Year and authorizing a new Request for Proposal amending the specifications to require bidders to provide a proposal for a flat annual compensation

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[RES PROSECUTOR.REJECTION.PDF](#)

12. ORDINANCES 1ST READING

12.I. Ordinance 1st Reading Item (01)

An Ordinance repealing Ordinance 33-2021 adopted on December 21, 2021 that amended Chapter 56. Sewer and Water, Article II. Sewer Use Regulations, Section 15. Use of Public Sewer and Section 16. Sampling, Monitoring, Inspecting, Metering and Reporting; Article III. Sewer User Charges, Section 27. Industrial Wastes; Article VIII. Sewer Discharge Control Regulations for Fats, Oils and Greases, Section 73. Purpose and Scope and Section 75. Grease Interceptor, Maintenance, Record Keeping and Grease Removal.

Motion-

Second-

Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[ORD RESCINDING AMENDMENTS TO CHAPTER 56.DOC.PDF](#)

12.II. Ordinance 1st Reading Item (02)

An Ordinance amending the salary ordinance to change the maximum compensation for the following administration titles:

<u>Title</u>	<u>Minimum</u>	<u>Maximum</u>
Municipal Administrator/PT	\$6,000.00	\$70,000.00
Purchasing Agent	\$25,000.00	\$80,000.00
Motion-		
Second-		
Hewitt ___ Sooy ___ Romanik ___ Orndorf ___		

Documents:

[ORD - SALARY ORDINANCE - 1-3-22.PDF](#)

12.III. Ordinance 1st Reading Item (03)

An Ordinance amending the salary ordinance to remove the following administration title:

<u>Title</u>	<u>Minimum</u>	<u>Maximum</u>
Public Agent Compliance Officer/PT	\$1,000	\$8,101.68
Motion-		
Second-		
Hewitt ___ Sooy ___ Romanik ___ Orndorf ___		

Documents:

[ORD - SALARY ORDINANCE PACO.PDF](#)

13. NEW BUSINESS

13.I. New Business Item (01)

Motion to authorizing the City Clerk to advertise for Requests For Proposals for Municipal Prosecutor to be received by the Purchasing Agent, January 27, 2022, 10:00 a.m., 12 S. High Street, City Hall

Motion-
Second-
Hewitt ___ Sooy ___ Romanik ___ Orndorf ___

Documents:

[2022 RFP FOR MUNICIPAL PROSECUTOR.PDF](#)

14. PUBLIC COMMENT PORTION

"We have now reached the public comment portion of our meeting. Anyone who would like to address the Commission, please go to the podium, state your name and address your concerns. Please limit your comments to approximately 5 minutes."

Open Public Portion

Close Public Portion

Comments of Commissioners

15. ADJOURN

Motion-
Second-

