

# **TENTATIVE AGENDA FOR REGULAR SESSION MEETING JANUARY 16, 2024, 7:00 P.M.**

## **1. CALL TO ORDER**

## **2. ROLL CALL**

Orndorf\_\_ Hewitt\_\_ Sooy\_\_ Watson\_\_ Romanik\_\_

## **3. INVOCATION AND SALUTE TO THE FLAG**

## **4. OPEN PUBLIC MEETINGS STATEMENT BY MAYOR LISA ORNDORF**

"This meeting is being conducted in accordance with the Open Public Meetings Act of 1975, 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. CITY CLERK TO REVIEW CHANGES TO THE AGENDA**

## **6. PRESENTATIONS**

## **7. BILLS**

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

## **8. MINUTES**

Motion to approve and dispense with the reading of the following minutes and to proceed with the regular order of business:

1. November 21, 2023 Closed Session
2. December 19, 2023 Closed Session
3. December 29, 2023 End of the Year Meeting

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik\_\_ Orndorf \_\_

## **9. PUBLIC COMMENT ON AGENDA ITEMS ONLY**

## **10. PETITIONS AND LETTERS**

### **10.I. Petitions And Letters Item (01)**

Motion to receive and file letter from Mayor Orndorf appointing Larry Malone as a member of the UEZ Development Corporation to fill the unexpired term of Bob Conner with said term expiring March 1, 2024.

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik\_\_ Orndorf \_\_

Documents:

[LETTER TO APPT MALONE- UEZ.PDF](#)

### **10.II. Petitions And Letters Item (02)**

Motion to receive and file letter from Mayor Orndorf appointing Robert Campbell to fill the unexpired term of the previous Zoning Officer to serve as a new Class II Member of the Planning Board as the Mayoral Appointment with a term expiring December 1, 2025.

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

Documents:

[MAYORAL APPOINTMENT- ROBERT CAMPBELL.PDF](#)

## **11. REPORTS OF COMMISSIONERS**

### **12. COMMISSIONER ROMANIK**

### **13. COMMISSIONER HEWITT**

#### **13.I. Commissioner Hewitt Item (01)**

Motion to receive and file the Fire and Police Department Reports for the month of December 2023.

(C.K.H.)

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

Documents:

[DECEMBER 2023 FIRE REPORT.PDF](#)  
[DECEMBER 2023 INSPECTION REPORT.PDF](#)  
[DECEMBER 2023 EMS REPORT.PDF](#)  
[MPD STATS DECEMBER 2023.PDF](#)

### **14. COMMISSIONER WATSON**

### **15. VICE-MAYOR SOOY**

#### **15.I. Vice-Mayor Sooy Item (01)**

DRBA Lease

#### **15.II. Vice-Mayor Sooy Item (02)**

Motion to receive and file the Tax Collector's Report for the month of December 2023.

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

Documents:

[DECEMBER TAX COLLECTOR REPORT.PDF](#)

### **16. MAYOR ORNDORF**

### **17. ORDINANCES 2ND READING**

**18. ORDINANCES 1ST READING**

**18.I. Ordinance 1st Reading Item (01)**

An Ordinance amending the salary ordinance for the following administration titles:

**Add:**

<u>Title</u>	<u>Minimum</u>	<u>Maximum</u>
Municipal Administrator	\$70,000	\$135,000

**Remove:**

<u>Title</u>	<u>Minimum</u>	<u>Maximum</u>
Municipal Administrator/PT	\$6,000	\$70,000

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

Documents:

[ORD NO. -2024 SALARY ORDINANCE - MUNICIPAL ADMINISTRATOR.PDF](#)

**18.II. Ordinance 1st Reading Item (02)**

An Ordinance amending the salary ordinance for the following Council 18 title:

<u>Title</u>	<u>Minimum</u>	<u>Maximum</u>
Zoning Officer/PT	\$18.00 ph	\$40.00 ph

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

Documents:

[ORD NO. -2024 SALARY ORDINANCE - ZONING OFFICER PT.PDF](#)

**18.III. Ordinance 1st Reading Item (03)**

Capital Ordinance providing for the purchase of a new roll-off truck and related equipment by the City of Millville appropriating \$253,000.00

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

Documents:

[CAPITAL ORD ROLL OFF TRUCK INTRO 01162024.PDF](#)

**18.IV. Ordinance 1st Reading Item (04)**

Ordinance authorizing amendment to Motor Vehicle and Traffic Regulations Municipal Code Article X, Schedule 21 to ADD Parking Reserved for Handicapped Persons at 252 West Broad Street.

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

Documents:

[ORD ADD HANDICAP PARKING - CORTES.PDF](#)

**18.V.** Ordinance 1st Reading Item (05)

Bond Ordinance appropriating Eleven Million Dollars (\$11,000,000.00) and authorizing the issuance of up to eleven million dollars (\$11,000,000.00) aggregate principal amount general obligation bonds or notes of the City of Millville for the Third Secondary Clarifier addition project at the City's Wastewater Treatment Plant.

Motion-

Second-

(Supplemental Debt Statement)

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

Documents:

[ORD NO. -2024 BOND ORDINANCE - SECOND CLARIFY ADDITION PROJECT.PDF](#)  
[SDS FOR BOND ORDINANCE.PDF](#)

**18.VI.** Ordinance 1st Reading Item (06)

An Ordinance amending Ordinance No. 44-2023 which created a new Solid Waste Utility to correct typographical errors.

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

Documents:

[ORD NO. -2024 AMENDING 44-2023 TRASH ORDINANCE.PDF](#)

**19. CONSENT AGENDA ITEMS**

All matters listed under the Consent Agenda are considered to be routine and non-controversial by the Board of Commissioners and will be approved by one motion. There will be no separate discussion of these items unless a governing body member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**19.I.** Resolution Item (CA01)

Resolution appointing Tracey Gregoire as the Solid Waste Utilities Collector for a one-year term expiring December 31, 2024

Documents:

[RES NO. GREGOIRE SOLID WASTE UTILITIES COLLECTOR.PDF](#)

**19.II.** Resolution Item (CA02)

Resolution appointing Joseph Calchi as Fund Commissioner and Pamela Shapiro as Alternate Fund Commissioner to the Atlantic County Municipal Joint Insurance Fund

Documents:

[RES NO. JIF FUND COMMISSIONER AND ALT.PDF](#)

**19.III.** Resolution Item (CA03)

Resolution authorizing adjustments to the Tax and Utility Records

Documents:

[RES TAX-UTILITY.PDF](#)

**20. MOTION TO APPROVE CONSENT AGENDA ITEMS**

Motion to approve all items on the Consent Agenda.

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik\_\_ Orndorf \_\_

**21. RESOLUTIONS**

**21.I.** Resolution Item (01)

Resolution awarding a Professional Services Contract appointing McManimon, Scotland & Baumann, LLC as Environmental Attorney through a fair and open process in an amount not to exceed \$100,000.00 for a one-year term

Motion-

Second-

(Certification of Funds)

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik\_\_ Orndorf \_\_

Documents:

[RES NO. -2024 MCMANIMON- ENVIRONMENTAL LEGAL SERVICES.PDF](#)

[PSC MCMANIMON.PDF](#)

[COF-MCMANIMON ENVIRO ATTORNEY.PDF](#)

**21.II.** Resolution Item (02)

Resolution awarding a Professional Services Contract appointing W.E. Johnson Engineering as City Engineer through a non-fair and open process in an amount of \$125.00 per hour not to exceed \$200,000.00 for a one-year term

Motion-

Second-

(Certification of Funds)

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik\_\_ Orndorf \_\_

Documents:

[RES NO. -2024 PSC JOHNSON MUNICIPAL ENGINEER.PDF](#)

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

**21.III.** Resolution Item (03)

Resolution authorizing an agreement between the City of Millville and Pyrotecnico to conduct a Public Fireworks Display at Union Lake Park on July 4, 2024 in the amount of \$17,500.00.

Motion-

Second-

(Certification of Funds)

Hewitt \_\_ Sooy \_\_ Watson \_\_Romanik\_\_ Orndorf \_\_

Documents:

[RES NO. -2024 JULY 4TH PYROTECNICO FIREWORKS DISPLAY.PDF](#)  
[PYROTECNICO JULY 4 2024 FIREWORKS DISPLAY AGREEMENT.PDF](#)  
[COF PYROTECNICO 4TH OF JULY.PDF](#)

**21.IV.** Resolution Item (04)

Resolution authorizing an Electronic Tax Sale Service Agreement between the City of Millville and RealAuction.com for services as issued by ROK Industries Inc. the Administrative Agent for services related to the electronic tax sale to be held on March 13, 2024.

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_Romanik\_\_ Orndorf \_\_

Documents:

[RES AGREEMENT OF ETS SVCES.PDF](#)  
[ELECTRONIC TAX SALE AGREEMENT - MILLVILLE CITY \(CUM\) - 12.13.23.PDF](#)

**21.V.** Resolution Item (05)

Resolution awarding a Professional Services Contract appointing Triad Associates as CDBG Advisor through a fair and open process in an amount not to exceed \$30,000.00 for a one-year term

Motion-

Second-

(Certification of Funds)

Hewitt \_\_ Sooy \_\_ Watson \_\_Romanik\_\_ Orndorf \_\_

Documents:

[PSC TRIAD - CDBG.PDF](#)  
[COF-TRIAD.PDF](#)  
[RES NO. -2024 TRIAD- CDBG ADVISOR.PDF](#)

**21.VI.** Resolution Item (06)

Resolution awarding a Professional Services Contract to W.E. Johnson Engineering to perform professional engineering services in connection with the Millville Wastewater Treatment Plant (WWTP) 3<sup>rd</sup> Secondary Clarifier Addition Project through a non-fair and open process in an amount not to exceed \$351,250.00 for a

term beginning March 5, 2024 through August 12, 2025

**Motion-**

**Second-**

(Certification of Funds)

Hewitt \_\_ Sooy \_\_ Watson \_\_Romanik\_\_ Orndorf \_\_

**Documents:**

[RES NO. -2024 W.E. JOHNSON 3RD CLARIFIER ENGINEERING SERVICES AGREEMENT.PDF](#)  
[PSC W.E. JOHNSON WWTP SECONDARY 3RD CLARIFIER.PDF](#)  
[W.E. JOHNSON PROPOSAL THIRD CLARIFIER WWTP RESIDENT ENGINEER PROPOSAL\\_.PDF](#)  
[COF-W.JOHNSON WWTP 3RD CLAR ENG.PDF](#)

**21.VII.** Resolution Item (07)

Resolution authorizing the city to purchase a 2006 Chevy Impala and a 2009 Chevy Silverado Utility Truck by the County of Cumberland in the amount not to exceed \$300.00 (\$100 for the Impala and \$200.00 for the Utility Truck).

**Motion-**

**Second-**

(Certification of Funds)

Hewitt \_\_ Sooy \_\_ Watson \_\_Romanik\_\_ Orndorf \_\_

**Documents:**

[RES NO. -2024 AWARD VEHICLES FROM COUNTY 12.29.23 MTG.PDF](#)  
[COF-COUNTY SURPLUS VEHICLES 01162024.PDF](#)  
[COUNTY VEHICLE TRANSFER RESOLUTION.PDF](#)

**21.VIII.** Resolution Item (08)

Resolution amending Resolution No. 346-2023 authorizing an additional amount of \$2,813.00 for an amended total of \$21,631.00 in Urban Enterprise Zone Grant Funds to be provided to the Millville -Vineland Enterprise Zone Development Corporation for July 1, 2023 through the June 30, 2024.

**Motion-**

**Second-**

(Certification of Funds)

Hewitt \_\_ Sooy \_\_ Watson \_\_Romanik\_\_ Orndorf \_\_

**Documents:**

[RES NO. -2024 AMENDING GRANT- FY24 UEZ ANNUAL FUNDING FOR VINELAND.PDF](#)  
[COF - UEZ OE AMEND 01162024.PDF](#)

**21.IX.** Resolution Item (09)

Resolution rescinding Resolution No. 307-2023 which found 229 Smith Street to be a dangerous, damaged or unfit structure.

**Motion-**

**Second-**

Hewitt \_\_ Sooy \_\_ Watson \_\_Romanik\_\_ Orndorf \_\_

Documents:

[RES NO. -2024 RESCINDING 307-2023 229 SMITH STREET DANGEROUS STRUCTURE.PDF](#)

**21.X.** Resolution Item (10)

Resolution setting a \$240.00 annual fee designated as the Solid Waste Service Charge, per dwelling unit, for the collection and disposal of eligible solid waste, including designated recyclable materials for the term of January 1, 2024 through December 31, 2024.

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_Romanik\_\_ Orndorf \_\_

Documents:

[RES NO. -2024 RATE COLLECTION FOR TRASH ORDINANCE.PDF](#)

**21.XI.** Resolution Item (11)

Resolution awarding a contract to Polydyne, Inc., 1 Chemical Plant Road, Riceboro, GA 31323 through a fair and open process to Supply Polymer for the Sewer Department in the amount not to exceed \$138,600.00 for one year commencing January 1, 2024 to December 31, 2024.

Motion-

Second-

(Certification of Funds)

Hewitt \_\_ Sooy \_\_ Watson \_\_Romanik\_\_ Orndorf \_\_

Documents:

[RES NO. -2024 AWARD POLYMER.PDF](#)  
[CONTRACT-POLYDYNE 1.16.24 MEETING.PDF](#)  
[POLYDYNE PROPOSAL.PDF](#)  
[COF- POLYDYNE.PDF](#)

**21.XII.** Resolution Item (12)

Resolution adopting the 2024 City of Millville Employee Manual.

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_Romanik\_\_ Orndorf \_\_

Documents:

[RES NO. -2024 EMPLOYEE MANUAL.PDF](#)  
[PERSONNEL POLICY MANUAL MILLVILLE 2023 PDF.PDF](#)

**21.XIII.** Resolution Item (13)

Resolution approving Towing Operators License Application for the period covering

January 1, 2024 - December 31, 2025 for the following applicant:

a) A-1 Towing, Inc., 1318 E Landis Ave., Norma, NJ.

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

Documents:

[RES NO. -2024 - A-1 TOWING 2024-2025.PDF](#)

**21.XIV. Resolution Item (14)**

Resolution authorizing the execution of an amendment to the amended and restated Redevelopment Agreement for property identified as a portion of Block 125.03, Lot 11 in the James R. Hurley Industrial Park Redevelopment Area with Agriterra, LLC.

Motion-

Second-

Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik \_\_ Orndorf \_\_

Documents:

[RES NO. -2024 JCRA - AGRITERRA - RESOLUTION AUTHORIZING THE FIRST AMENDMENT.PDF](#)

**22. NEW BUSINESS**

**23. 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

**24. ADJOURN**

Motion-

Second-