

# **TENTATIVE AGENDA FOR REGULAR SESSION MEETING NOVEMBER 08, 2023, 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**

### **6.I. Presentation Item (01)**

Presentation by Chief Feltes- Recognition for a pre-hospital baby delivery!

## **7. TRANSFER RESOLUTION**

Resolution authorizing transfer of funds for various 2023 budget appropriations.

Motion-

Second-

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

Documents:

[RES NO. 278-2023 BUDGET TRANSFER.PDF](#)

## **8. BILLS**

Motion-

Second-

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

## **9. MINUTES**

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

1. August 15, 2023 Regular Session
2. August 22, 2023 Special Session
3. August 22, 2023 Zoning Appeal Hearing
4. September 5, 2023 Work Session

- 5. October 3, 2023 Works Session
- 6. October 17, 2023 Work Session
  - Motion-
  - Second-
  - Hewitt \_\_ Sooy \_\_ Watson \_\_ Romanik\_\_ Orndorf \_\_

**10. PUBLIC COMMENT ON AGENDA ITEMS ONLY**

**11. PETITIONS AND LETTERS**

**12. REPORTS OF COMMISSIONERS**

**13. COMMISSIONER ROMANIK**

**14. COMMISSIONER HEWITT**

**14.I. Commissioner Hewitt Item (01)**

Motion to receive and file the EMS and Fire Department Reports for the month of September 2023.

(C.K.H.)

Motion-

Second-

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

Documents:

[SEPTEMBER 2023 EMS REPORT.PDF](#)  
[SEPTEMBER 2023 FIRE REPORT.PDF](#)

**15. COMMISSIONER WATSON**

**16. VICE-MAYOR SOOY**

**16.I. Vice Mayor Sooy Item (01)**

Discussion of Best Practices and 2022 Audit.

**17. MAYOR ORNDORF**

**18. ORDINANCES 2ND READING**

**18.I. Ordinance 2nd Reading Item (01)**

An Ordinance amending Millville Code Chapter 30 (“Land Use and Development regulations”), Article XI (“Zoning Districts and map”), Section 117.7 (“Mobile Home District (MHD)”) to add new subsection B (14).

Motion-

Second-

(Public Hearing)

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

Documents:

[ORD NO. -2023 MOBILE HOME DISTRICT AMENDING OF CITY CODE CHAPTER 30.PDF](#)  
[PROOF OF PUB- MOBILE HOME.PDF](#)

## 19. ORDINANCES 1ST READING

### 19.I. Ordinance 1st Reading Item (01)

Ordinance authorizing amendment to Motor Vehicle and Traffic Regulations Municipal Code Article X, Schedule 21 to REMOVE Parking Reserved for Handicapped Persons at 701 East Mulberry Street.

Motion-

Second-

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

Documents:

[ORD NO. -2023 REMOVE HANDICAP PARKING -TAYLOR.PDF](#)

### 19.II. Ordinance 1st Reading Item (02)

Ordinance authorizing amendment to Motor Vehicle and Traffic Regulations Municipal Code Article X, Schedule 21 to ADD Parking Reserved for Handicapped Persons at N. 7th Street.

Motion-

Second-

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

Documents:

[ORD NO. -2023 ADD HANDICAP PARKING - TAYLOR 2.PDF](#)

### 19.III. Ordinance 1st Reading Item (03)

An Ordinance authorizing the private sale of four undersized and unimproved Lots (Lot Nos. 3487, 3488, 3489 and 3490 in Block No. 179) owned by the City to Brian Burt and Rosa Burt who are the owners of contiguous Lots (Lot Nos. 3512, 3513, 3514, 3515 and 3516 in Block No. 179).

Motion-

Second-

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

Documents:

[ORD NO. -2023 PRIVATE SALE OF 4 UNDERSIZED LOTS- BURT.PDF](#)  
[MAP- BURT.PDF](#)

### 19.IV. Ordinance 1st Reading Item (04)

An Ordinance amending Millville City Code, Chapter 5 ("Alcoholic Beverage Control"), Article II ("Licenses"), Section 5-5 ("Licenses and Fees").

Motion-

Second-

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

Documents:

[ORD NO. -2023 AMENDING CITY CODE ABC FEES.PDF](#)

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

An Ordinance authorizing the private sale of certain undersized Lots (Lots 2 and 5 in Block 360) to the two existing contiguous landowners pursuant to N.J.S.A. 40A:12-13 (B)(5).

Motion-

Second-

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

Documents:

[ORD NO. -2023 PRIVATE SALE OF LOTS 2 AND 5 IN BLOCK 360.PDF](#)

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

An Ordinance authorizing amending Millville City Code, Chapter 2 (“Administration”), Article XIII, (“Public access to Government Records”), Section 2-50.4. (“Procedures and fees for purchasing copies of Government Records”) increasing the price of certified copies of birth and marriage certificates from \$15.00 to \$20.00

Motion-

Second-

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

Documents:

[ORD NO. -2023 AMENDING CITY CODE PROCEDURES AND FEES FOR PURCHASING COPIES OF GOVERNMENT RECORDS.PDF](#)

**19.VII.** Ordinance 1st Reading Item (07)

An Ordinance amending Millville City Code Chapter 17, Article XIII (“Bureau of Emergency Medical Services”) to add new Section 17-99 (“Reimbursement for Stand-By Services”).

Motion-

Second-

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

Documents:

[ORD NO. -2023 EMS AMENDING CITY CODE 17-99.PDF](#)

**19.VIII.** Ordinance 1st Reading Item (08)

~~An Ordinance repealing Millville Code Chapter 46 (“Personnel Policies”) in its entirety and replacing it with new Chapter 46:~~

~~—Motion—~~

~~—Second—~~

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

Documents:

**20. RESOLUTIONS**

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

Resolution authorizing the execution of a grant application and grant agreement for grant funding from the Wawa Foundation in the amount of \$13,503.30 to fund the purchase of two Nonin Co-Pilot Systems.

**Motion-**

**Second-**

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

Documents:

[RES NO. -2023 WAWA.PDF](#)

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

Resolution approving request for Performance Guarantee Release for 719 Orange Street, LLC , for the project known as Oatly, as submitted by the City Engineer in compliance with N.J.S.A. 40:55D-53 (Municipal Land Use Law).

**Motion-**

**Second-**

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

Documents:

[RES NO. -2023 BOND RELEASE.PDF](#)  
[BOND RELEASE RECOMMENDATION LETTER.PDF](#)

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

Resolution rescinding Letter of Support for the suitability of a cannabis facility granted to Pot of Gold, LLC.

**Motion-**

**Second-**

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

Documents:

[RES NO. -2023 RESCINDING RESOLUTION OF SUPPORT -POT OF GOLD, LLC.PDF](#)

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

Resolution authorizing the insertion of an additional item of revenue in the CY 2023 Budget which is now available from the NJ Urban Enterprise Zone - Millville UEZ Administrative Budget FY24 in the amount of \$200,000.00.

**Motion-**

**Second-**

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

Documents:

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

Resolution authorizing to extend the contract with Scalfo Electric Inc., Vineland, NJ to furnish the City of Millville with Electrical Repair, Maintenance and Service from August 3, 2023 to August 2, 2024 with all pricing to remain the same in an amount not to exceed \$50,000.00

Motion-

Second-

(Certification of Funds)

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

Documents:

[RES NO. -2023 SCALFO ELECTRIC OPTION 1 RENEWAL.PDF](#)  
[COF- SCALFO.PDF](#)

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

Resolution authorizing a non-fair and open contract with LawSoft, Inc. for Annual Support for LawSoft CAD/RMS for 2023 and Support of NIBRS Interface according to FBI & NJSP Repository Standard Services for the Police Department at a cost of \$20,225.00 for 2023.

Motion-

Second-

(Certification of Funds)

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

Documents:

[RES NO. -2023 LAWSOFT INC NON-FAIR AND OPEN AWARD.PDF](#)  
[CERTIFICATION OF VALUE FOR LAWSOFT NOV 8 MEETING.PDF](#)  
[COF- LAWSOFT.PDF](#)

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

Resolution authorizing a non-fair and open contract with Core and Main in the amount of \$49,597.00 for Water and Sewer Department Supplies.

Motion-

Second-

(Certification of Funds)

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

Documents:

[RES NO. -2023 CORE AND MAIN NON-FAIR AND OPEN AWARD.PDF](#)  
[CORE AND MAIN ESTIMATE.PDF](#)  
[CORE AND MAIN PRODUCTS CERTIFICATION OF VALUE .PDF](#)  
[COF- CORE AND MAIN.PDF](#)

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

Resolution authorizing a lease agreement between the City of Millville and the Riverfront Renaissance Center for the Arts, Inc. (RRCA), 22 North High Street, for five a (5) year term effective January 1, 2024 to December 31, 2028 in the amount of

\$5,000.00 per year to be paid in monthly installments.

Motion-

Second-

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

Documents:

[RES NO. -2023 RRCA LEASE.PDF](#)  
[RRCA LEASE AGREEMENT.PDF](#)

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

Resolution approving Change Order No. 1 to Arbrisco Enterprises, Inc. in the amount of \$1,800.00 with a new total contract amount of \$23,800.00 for additional work needed during the demolition of a structure at 12 South 9<sup>th</sup> Street.

Motion-

Second-

(Certification of Funds)

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

Documents:

[COF- ARBRISCO.PDF](#)  
[RES NO. -2023 ARBRISCO CHANGE ORDER NO. 1 TO EMERG DEMO 9TH ST..PDF](#)

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

Resolution designating authorized signers for Municipal Court Bank Accounts.

Motion-

Second-

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

Documents:

[RES NO. -2023 DESIGNATING SIGNERS MUNICIPAL COURT ACCOUNTS 11082023.PDF](#)

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

Resolution authorizing the award of a Purchase Order for the replacement of the City Hall Firewall from Rivell, LLC in an amount not to exceed \$24,905.91.

Motion-

Second-

(Certification of Funds)

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

Documents:

[RES NO. -2023 TIPS COOP CITY HALL FIREWALL REPLACEMENT TO RIVELL FOR NOV 8 MGT.PDF](#)  
[COF- RIVELL.PDF](#)

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

Resolution authorizing the cancellation of various receivable balances and corresponding reserve for receivable balances that exist on the Current, Water and Sewer Funds and Dog Funds that are deemed uncollectible.

Motion-

Second-

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

Documents:

[RES NO. -2023 BAD CHECKS CANCELLATION.PDF](#)

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

Resolution approving Change Order No. 1 to Arawak Paving Co., Inc. for Wade Blvd Road Reconstruction for an additional amount of \$34,220.18 with a new total contract amount of \$1,054,020.18.

Motion-

Second-

(Certification of Funds)

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

Documents:

[RES NO. -2023 ARAWAK CHANGE ORDER NO. 1 TO WADE BLVD RECONSTRUCTION.PDF](#)  
[ARAWAK CHANGE ORDER NO. 1.PDF](#)  
[ARAWAK PAYMENT REQUEST.PDF](#)  
[ARAWAK.PDF](#)  
[COF- ARAWAK.PDF](#)

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

Resolution authorizing adjustments in the Tax and Utility Records.

Motion-

Second-

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

Documents:

[RES NO. -2023 TAX-UTILITY.PDF](#)

**20.XV.** Resolution Item (15)

Resolution adopting the New Jersey Urban Enterprise Zone Loan Program Policy and Procedure Manual for businesses in the UEZ Zone.

Motion-

Second-

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

Documents:

[RES NO. -2023 ADOPTING THE UEZ REVOLVING LOAN FUND POLICIES AND PROCEDURES.PDF](#)  
[MILLVILLE UEZ LOAN POLICIES AND PROCEDURES REVISION 2.PDF](#)



**20.XVI.** Resolution Item (16)

Resolution authorizing an application to the NJ Urban Enterprise Zone Authority for First Generation Enterprise Zone Assistance funds in the amount of \$1,000,000.00 to establish a UEZ Revolving Loan Fund.

Motion-

Second-

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

Documents:

[RES NO. -2023 UEZ REVOLVING LOAN FUND.PDF](#)

**20.XVII.** Resolution Item (17)

Resolution authorizing an Interagency Agreement between the City of Millville Urban Enterprise Zone Program and Cumberland Empowerment Zone Corporation.

Motion-

Second-

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

Documents:

[RES NO. -2023 INTERAGENCY AGREEMENT BETWEEN COM UEZ AND CEZC.PDF](#)

**20.XVIII.** Resolution Item (18)

Resolution designating PD Millville Redeveloper, LLC as Redeveloper and authorizing the Execution of an Escrow Agreement in connection with Redevelopment of property identified as a portion of Block 124, Lot 16.06 within the City-wide rehabilitation area.

Motion-

Second-

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

Documents:

[RES NO. -2023 PD MILLVILLE REDEVELOPER AUTHORIZING ESCROW \(NEW\).PDF](#)  
[ESCROW AGREEMENT \(NEW\) PD MILLVILLE REDEVELOPER, LLC.PDF](#)

**20.XIX.** Resolution Item (19)

Resolution authorizing the execution of a First Amendment to the Redevelopment Agreement for property identified as Block 419, Lot 7 known as 2 North High Street and Block 419, Lots 8.01 and 9 known as 26 Main Street, with Millville Works I, LLC.

Motion-

Second-

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

Documents:

[RES NO. -2023 MILLVILLE WORKS I, LLC FIRST AMENDMENT TO RDA- 2 N HIGH STREET.PDF](#)  
[MLV WORKS I, LLC 2 NORTH HIGH STREET - FIRST AMENDMENT RDA.PDF](#)  
[MILLVILLE - 2 NORTH HIGH STREET - SECOND DECLARATION.PDF](#)

**20.XX.** Resolution Item (20)

*Resolution accepting the Annual Audit Report for Calendar Year 2022 and filing of Group Affidavit.*

*Motion-*

*Second-*

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

Documents:

[RES NO. 2023 ANNUAL REPORT OF AUDIT.PDF](#)  
[2022 REPORT OF AUDIT.PDF](#)

**20.XXI.** Resolution Item (21)

*Resolution of Support for suitability of Cannabis business with AGJRA, LLC at Block 260, Lot 5, 1300 Wheaton Ave.*

*Motion-*

*Second-*

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

Documents:

[RES NO. -2023 LETTER OF SUPPORT- AGJRA LLC.PDF](#)

**21. NEW BUSINESS**

**21.I.** New Business Item (01)

Motion to authorize the following Special Event on Public Lands Application, subject to approval from the appropriate city officials:

1.) Jolly Holly 5K Race and 1 Mile Run sponsored by Our Future First on November 24, 2023 from 5:00 pm - 7:00 pm on High Street.

**Motion-**

**Second-**

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

**21.II.** New Business Item (02)

Motion to authorize the City Clerk to advertise for Request for Proposals for the City of Millville's 2024 Annual Professional Services

**Motion-**

**Second-**

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

Documents:

[RFP 2023-03 FOR 2024 PROFESSIONAL SERVICES.PDF](#)

**22. 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

**23. ADJOURN**

Motion-

Second-