

# TENTATIVE AGENDA FOR REORGANIZATION MEETING JANUARY 3, 2023, 5:30 P.M.

## 1. CALL TO ORDER

## 2. ROLL CALL

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

## 3. 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."

## 4. CITY CLERK TO REVIEW CHANGES TO THE AGENDA

## 5. TRANSFER RESOLUTION

Resolution authorizing transfer of funds for various 2023 budget appropriations.

Motion-

Second-

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

Documents:

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

## 6. BILLS

Motion-

Second-

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

## 7. PUBLIC COMMENT ON AGENDA ITEMS ONLY

## 8. PUBLIC HEARING

Issuance of Plenary Retail Consumption License under the Hotel Exception for Millville AG LLC T/A Fairfield Inn and Suites

Documents:

[DJ- PROOF OF PUB- PLENARY RETAIL CONSUMPTION LICENSE HOTEL EXCEPTION.PDF](#)  
[AC PRESS- PROOF OF PUB- PLENARY RETAIL CONSUMPTION LICENSE HOTEL EXCEPTION.PDF](#)

## 9. PETITIONS & LETTERS

## 10. REPORTS OF COMMISSIONERS

10.I. COMMISSIONER ROMANIK

10.II. COMMISSIONER HEWITT

**10.III.** COMMISSIONER WATSON

**10.IV.** VICE-MAYOR SOOY

**10.IV.i. VICE MAYOR SOOY ITEM (01)**

Discussion- Airport

**10.V.** MAYOR ORNDORF

**11. ORDINANCES 1ST READING**

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

Ordinance accepting donation of property to the City of Millville located at 418 Smith Street also known as Block 469 Lot 10.

Motion-

Second-

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

Documents:

[ORD NO. -2023 418 SMITH STREET.PDF](#)

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

An Ordinance of the City of Millville creating a new Chapter in the City Code to impose a Transfer Tax on the sale of Cannabis by licensed businesses operating in the City and a User Tax on concurrent license holders operating more than one Cannabis establishment.

Motion-

Second-

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

Documents:

[ORD NO. -2022 TRANSFER TAX1ST READING.PDF](#)

**12. 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.

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

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

Documents:

[RES NO. -2023 DESIGNATE BANK.PDF](#)

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

Resolution designating Ocean First Bank depository of municipal funds.

Documents:

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

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

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

Documents:

[RES NO. -2023 CASH MANAGEMENT.PDF](#)

**12.IV.** Resolution Item (CA04)

Resolution approving the designated meeting dates and times of the Board of Commissioners for the Calendar Year 2023.

Documents:

[RES NO -2023 MEETING DATES FOR COMMISSION MEETINGS 2023.PDF](#)

**12.V.** Resolution Item (CA05)

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

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

Documents:

[RES NO. -2023 OFFICIAL NEWSPAPERS 2023.PDF](#)

**12.VI.** Resolution Item (CA06)

Resolution authorizing Special Assessment of Municipal Liens for certain properties due to expenses incurred by the City of Millville relating to Cut and Clean plus administrative fees in accordance with Chapter 11, Article VI of the Municipal Code.

Documents:

[RES NO. -2023 CUT AND CLEAN.PDF](#)

**12.VII.** Resolution Item (CA07)

Resolution authorizing Special Assessment of Municipal Liens for certain properties due to expenses incurred by the City of Millville relating to Board and Secure plus administrative fees in accordance with Chapter 11, Article VI of the Municipal Code.

Documents:

[RES NO. -2023 BOARD AND SECURE.PDF](#)

**12.VIII.** Resolution Item (CA08)

Resolution authorizing adjustment to the Tax and Utility Records.

Documents:

[RES NO. -2022 TAX-UTILITY.PDF](#)

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

Motion to approve all consent agenda items

Motion-

Second-

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

**14. RESOLUTIONS**

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

Resolution appointing Brock D. Russell, Esquire, as Municipal Attorney.

Motion-

Second-

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

Documents:

[RES NO. -2023 CITY ATTORNEY.PDF](#)

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

Resolution authorizing the adoption of the Calendar Year 2023 Temporary Budget.

Motion-

Second-

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

Documents:

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

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

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

a) Official Tax Search Officer- One Year Term- Expires 12/31/2023

b) Water & Sewer Utilities Collector- One Year Term- Expires 12/31/2023

c) Tax Collector- Tenure

Motion-

Second-

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

Documents:

[RES NO. -2023 RE-APPOINTING GREGOIRE.PDF](#)

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

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

a) Official Municipal Assessment Search Officer- One Year Term- Expires 12/31/2023

Motion-

Second-

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

Documents:

[RES NO. -2023 RE-APPOINTING CITY CLERK PARKINSON.PDF](#)

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

Resolution amending Resolution No. 7-2022 adopted on January 6, 2022 determining the Powers and Duties of each commissioner for the purpose of transferring the following from Revenue and Finance Department to the Public Works Department:

Sewer Utility Commercial

Sewer Utility Distribution

Water Utility Commercial

Water Utility Distribution

Motion-

Second-

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

Documents:

[RES 2023 AMENDED POWERS AND DUTIES.PDF](#)

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

Resolution awarding a Contract for the Project entitled "Sharp Street Safe Streets to Transit Project" to Lexa Concrete, LLC of Hammonton, NJ, in the amount of \$159,713.52.

Motion-

Second-

(Certification of Funds)

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

Documents:

[RES NO. -2023 AWARD -SHARP STREET.PDF](#)

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

Resolution awarding a Professional Services Contract appointing *DeMichele and DeMichele* as Prosecutor through a fair and open process *in an amount not to exceed \$65,000.00 for a term commencing on February 15, 2023 through December 31, 2023.*

Motion-

Second-

(Certification of Funds)

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

Documents:

[RES NO. PROSECUTOR DEMICHELE AND DEMICHELE, P.C.PDF](#)  
[PROSECUTOR PSC DEMICHELE.PDF](#)  
[COF- DEMICHELE AND DEMICHELE.PDF](#)

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

Resolution awarding a Professional Services Contract appointing *Mints Insurance Agency* as Insurance Broker of Record through a fair and open process *in an amount not to exceed \$42,900.00 for a one-year term.*

Motion-

Second-

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

Documents:

[RES NO. MINTS INSURANCE- INSURANCE BROKER OF RECORD.PDF](#)  
[PSC MINTS INSURANCE BROKER OF RECORD.PDF](#)

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

Resolution awarding a Professional Services Contract appointing *W.E. Johnson Engineering* as City Engineer through a fair and open process *in an amount of \$125.00 per hour not to exceed \$180,000.00 for a one-year term*

Motion-

Second-

(Certification of Funds)

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

Documents:

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

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

Resolution awarding a Professional Services Contract appointing *Blaney, Donohue & Weinberg, PC* as Labor Counsel through a fair and open process in an amount of *\$155.00 per hour not to exceed \$100,000.00 for a term commencing on January 1, 2023 through December 31, 2023.*

Motion-

Second-

(Certification of Funds)

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

Documents:

[RES NO. -2023 BLANEY LABOR COUNSEL.PDF](#)  
[PSC LABOR COUNSEL BLANEY 2023.PDF](#)  
[COF- BLANEY LABOR COUNSEL.PDF](#)

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

Resolution awarding a Professional Services Contract appointing *Kavanagh & Kavanagh, LLC* as Public Defender through a fair and open process *in an amount of \$400.00 per session not to exceed \$45,000.00 for a term commencing on January 1, 2023 through December 31, 2023.*

Motion-  
Second-  
(Certification of Funds)  
Hewitt \_\_ Sooy \_\_ Romanik \_\_ Watson \_\_ Orndorf \_\_

Documents:

[RES NO. -2023 KAVANAGH PUBLIC DEFENDER.PDF](#)  
[PSC PUBLIC DEFENDER KAVANAGH 2023.PDF](#)  
[COF- KAVANAGH PUBLIC DEFENDER.PDF](#)

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

*Resolution awarding a Professional Services Contract appointing Bowman and Company LLP as Auditor through a fair and open process in an amount not to exceed \$95,750.00 for a one-year term*

Motion-  
Second-  
(Certification of Funds)  
Hewitt \_\_ Sooy \_\_ Romanik \_\_ Watson \_\_ Orndorf \_\_

Documents:

[RES NO. BOWMAN AUDITOR.PDF](#)  
[PSC BOWMAN.PDF](#)  
[COF- BOWMAN.PDF](#)

**15. NEW BUSINESS**

**16. 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

**17. ADJOURN**

Motion-  
Second-