

**CITY OF ORANGE TOWNSHIP NEW JERSEY  
CONFERENCE MEETING MINUTES  
December 2, 2014**

This was a conference meeting of the City Council of Orange Township, located at 29 North Day Street, Orange, NJ. The meeting was held on Tuesday, December 2, 2014 at 7:07pm.

**Roll Call:**

**Present:**

East-Ward Councilman Kerry J. Coley  
At-Large Councilman Elroy A. Corbitt  
North Ward Councilwoman Tency A. Eason  
At-Large Councilwoman April Gaunt-Butler  
West Ward Councilman Harold J. Johnson, Jr.  
South Ward Councilwoman Jamie Summers-Johnson  
At-Large Council President Donna K. Williams

**Also Present:**

Dan S. Smith City Attorney  
Marty Mayes, Representing the Administration  
Joy Lascari, Chief Financial Officer (arrived at 7:09P.M.)  
Kevin D. Harris, Legislative Research Officer  
Margaret Homere, Clerk's Office  
Tia Thomas, Clerk's Office  
Sergeant, Jacobs Representing the Police Department  
Chief, Michael Dowd Representing the Fire Department

**Absent:**

Madeline Smith, Deputy Municipal Clerk  
Mayor Dwayne Warren

The Council President asked all to stand for a Moment of Silence

*SPECIAL NOTICE:* Please be apprized anyone wishing to discuss Agenda or General Items shall sign one (1) book. There will be two (2) columns in the book, one (1) for Agenda Items and one (1) for General Issues. Each person signing the book will check Agenda Items or General Issues. If they check only Agenda Items or General Issues, they will be allowed to speak for five (5) minutes. If they check both General Issues and Agenda Items, they will be allowed to speak for ten (10) minutes.

**Sunshine Law**

The Deputy Municipal Clerk announces that the requirement of N.J. S.A. 10:4-9 et. Seq. "Sunshine Law" has been met. A notice of this meeting was sent to the *Star Ledger* and published in the *Record-Transcript* on July 17, 2014, posted on the Bulletin Board in City Hall and filed in the Office of the Municipal Clerk

### **Matters for Discussion**

Michael R. Dowd, Acting Fire Chief of the Orange Fire Department announced his up-coming retirement scheduled for January 1, 2015 after 34 years of service.

Mr. Dowd thanked the Mayor for appointing him as Director and his current title as Acting Chief of the Orange Police Department. He also thanked the Governing Body as well as the citizen of Orange, N.J. He shared his heartfelt experience serving the City and how he grew up in Orange.

Each Council Members all shared kind thoughts and thanked Mr. Dowd for his service in the community.

### **Resolutions and Ordinances**

- Councilman Coley had a question pertaining to Resolution 303-2014 he stated that some of the back-up were missing.
- Mr. Mayes stated that each council member had different portions of the back-up materials but that they were all there.
- Council President requested that copies of all the back-up be made by Ms. Thomas of the Clerk's Office.
- Councilman Coley had a question regarding Page 10 of the Bill List regarding Ebon Environmental Services specifically the \$7,200.00 to be paid. He also made reference to the Payment of \$2,750 from the prior bill list.
- Mr. Mayes stated that they were being paid for three different types of services done at the Police Department Building a. Window Cleaning, b. Cleaning of the holding cell area, and c. sanitizing the common areas.
- Councilman Coley asked if the bid was sent back out for the Janitorial Services.
- Mr. Mayes stated that he did not have the specific dates but that it would be in two weeks.
- Councilman Coley asked if they were going to continue to pay Ebon until they got a contract in place.
- Mr. Mayes stated that there was no on-going contractual service with Ebon and that it was a one-time service agreement. Mr. Mayes stated that he would be able to provide to the Council a list of all services provided by Ebon.
- Council President asked Mr. Mayes about him stating that Ebon would only be doing specific cleaning and if he remembered what they were.
- Mr. Mayes stated that he mentioned them earlier, window cleaning, cleaning of the holding cell area and the bath rooms, and sanitizing the common areas.
- Councilwoman Eason stated that one year prior she had done an inspection of the police department and she stated that it was filthy and that she had requested that Mr. Mayes employed a cleaning company and that they had requested approval from the Mayor to get a company to do a one-time cleaning job of the Police Department.
- Councilwoman Eason asked about the contract going out to bid.
- Council President requested that Mr. Mayes send an email no later than Friday to Councilman Coley and the other Council Members with the total amount that Ebon would be paid and the status of the Contract going out to bid.
- Councilman Johnson had a question regarding Resolution 302-2014 and who Pennoni was up against in the bid.
- Mr. Mayes stated that it was not a bid, but that it was an open contract. They are allowed by law to procure professional services and that Pennoni had been approved by Resolution as a consulting engineering contract.
- Mr. Mayes stated in response to the question regarding the roads being paid for with the Bond Funds being true and that the DOT Funds would be used for other roads.

- Councilman Johnson stated that he asked about the fund that Pennoni was being paid from being the Capital Fund and that the City should wait until 2015 to use the Bond Fund.
- Mr. Mayes responded stated that the funds were coming from the bond and that there was a million dollars in the bond fund.
- Council President asked if the Capital Fund and the Bond Fund were different.
- Mr. Mayes responded with a no.
- Council President asked why they were doing it now and not 2015.
- Mr. Mayes responded stating roads works, paving takes planning and that it took a few months of planning to get everything together and the projects going for the road works and that when the weather broke the road work would commence. He stated that it was common practice for Towns such as Orange.
- Councilman Johnson asked Council President asked if the monies for the roads would go into the account once the money for the bond was issued.
- Joy Lascari, CFO explained the different funds the City had such as the Current Fund which was a budget fund, the water operating fund which was also a budget fund, there were also Trust Funds as well as Capital Fund. She stated that there was a General Capital Fund for all the City's general improvement authorizations which was commonly called bond ordinances. She stated that there was also a Water Capital Fund for the Water projects. She stated that the accounting structure has anything starting with a C4 being from the General Capital Fund and anything with a C6 from the Water Capital Fund. She suggested a training session for all the new and current council members on how the accounting structure worked.
- Ms. Lascari spoke on the recent bond ordinance that had been passed and which fund it came from being the General Capital Fund. She gave a break down on each cost regarding the bond ordinance.
- Councilman Johnson requested clarification on the City having only one company for the Engineering Company to do the road work.
- Mr. Mayes responded stating that the City has several consulting engineers that performed different engineering duties. He stated that the City assigned duties based on what they feel they do well. He stated that they had prior experience with Pennoni and that they currently utilized them solely for paving.
- Councilwoman Gaunt-Butler asked which budget year Resolutions 307-2014 through 311-2014 were being done under.
- Ms. Lascari responded stating that they were being done under the 2015 year.
- Councilwoman Gaunt-Butler as if an interview process had been done for Resolution 311-2014.
- Council President responded with a yes.
- Councilwoman Gaunt-Butler requested clarification on Resolution 310-2014 regarding the change order.
- Mr. Mayes stated that it was a City driven demolition and that it was the cost to remove the underground storage tank that was found on the property.
- Councilwoman Gaunt-Butler asked if there was an initial assessment of the property.
- Mr. Mayes stated that the assessment came as part of the demolition and that it was at that .
- Councilwoman Gaunt-Butler suggested a different process of assessment.
- Mr. Mayes agreed that it could be looked at.
- Councilwoman Eason asked Mr. Mayes if he anticipated the house being demolished within the next month.
- Mr. Mayes stated that they gave him a date of the 10<sup>th</sup>.
- Council President requested that Mr. Mayes give an overview of the 13 projects that were mentioned in Resolution 304-2014.
- Mr. Mayes stated that 1-7 were City projects and beyond that they were non-profit organizations. He stated that he would focus on the first seven of which he gave an overview which included the

- first three projects being all City Parks, the fourth was a project for outside of Oakwood Avenue School focusing on street lighting and safety and he stated that final three projects were from the Mayor's office.
- Council President asked if the public had any in-put in the projects.
- Mr. Mayes stated that the public did have an in-put all the projects. He stated that they were open meeting that was open to the public.
- Councilman Coley asked about the location of project number 13, the East Orange Community Development Corp.
- Mr. Mayes stated he did not have the exact address.
- Council Members stated that it was on Main Street across from the BP Gas Station.
- Councilman Coley stated that he was confused on the East Orange Development Corp being one of Orange's projects.
- Council President stated that it was the East Orange/Orange Development Corp.
- Mr. Mayes stated that the rule stated that if it could be proved that they serviced 50% of orange residents by intake then the City was able to apply for funding.
- Mr. Mayes gave a back ground on the funding process of the applications.
- Councilwoman Eason asked about the funding for the Library.
- Councilman Johnson asked if any member of the council was liaison or members on the board of directors.
- Council President stated that Councilman Corbitt was in discussion to possibly be a liaison.
- Councilman Corbitt asked about the \$40K that was set aside for the Library and if they had recently received a grant.
- Mr. Mayes stated that they were ordered a grant the prior year.
- Councilman Corbitt stated that he was told my by Mr. Davis from the Library recently that he had the money from a grant to have a literacy program on Saturdays. He asked if there were duplicate grants.
- Mr. Mayes stated that they had applied last year was awarded and currently they were looking to be awarded again.
- Council President asked if there were any other questions regarding the Bill List. Seeing none.

## MOTION TO ADJOURN

**MOTION: Councilwoman Eason**

**SECONDED: Councilman Corbitt**

**The meeting was adjourned by a unanimous vote at 8:00 P.M.**

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**Madeline F. Smith, RMC**  
**Deputy Municipal Clerk**

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**Donna K. Williams**  
**Council President**