

**MINUTES CITY COUNCIL
CITY OF ORANGE TOWNSHIP**

NEW JERSEY

A SPECIAL MEETING TO HOLD A BUDGET HEARING OF THE CITY COUNCIL OF THE CITY OF ORANGE TOWNSHIP HELD VIA AUDIO-VIDEO CONFERENCING ON TUESDAY, JUNE 14, 2022 AT 7:01 P.M.

ROLL CALL

PRESENT

Council Vice President Tency A. Eason
Councilmember Harold J. Johnson, Jr.
Councilmember Weldon M. Montague, III
Councilmember Clifford A. Ross
Councilmember Adrienne Wooten (*Arrived at 7:22pm*)
Council President Kerry J. Coley

ALSO PRESENT

Joyce L. Lanier, City Clerk
Chris Hartwyk, Business Administrator
Derrick Brown, Fire Chief
Nile Clements, Chief Financial Officer
Marlin G. Townes, Legislative Research Officer
Vincent Vitiello, Police Chief
Todd Warren, Police Director
Margarette Homere, City Clerk's Office
Tamara Robinson
Trisha Scipio, City Clerk's Office
Gabrielle Sims-Shelton, City Clerk's Office

ABSENT

Councilmember Jamie B. Summers-Johnson

The City Clerk announced the recognition of a moment of silence.

The City Clerk announced that the requirements of N.J.S.A. 10:4-9 et. seq., "Sunshine Law" has been met. A notice of this meeting was sent to the Record Transcript and the Star Ledger published on May 26, 2022, posted on the City's Website (www.ci.orange.nj.us) and the Council's Website (www.orangetwpnjcc.org) and filed in the Office of the City Clerk.

MATTERS FOR DISCUSSION

Calendar Year Budget 2022 – Budget Meeting 4

ORANGE POLICE DEPARTMENT

Police Director Todd Warren began by thanking the Administration, the entire City Council, the Business Administrator, and everyone for their assistance and support. The Police Department's success is not just attributed to the hard work of the men and women of the Orange Police Department, but the collaboration between the Police Department and the Council. The Council has provide the department with the resources to effectively and efficiently carry out our duties. It is important that the department says thank you and acknowledges that we are a team.

Councilmember Harold J. Johnson, Jr. thanked Director Warren, Chief Vitiello, the Officers and Foot Soldiers for doing the best they can to provide safety for our community. He showed his appreciation for the progress made in the past eight years of his service. Chief Vincent Vitiello stated the department has come a long way in terms of technology. Council Vice President Tency A. Eason asked the Director and Chief to let Council know if there is anything that might be missing as we go line by line.

Councilmember Weldon M. Montague, III asked what the Director would cut if he had to make a cut. Police Director Todd Warren could not think of anything that he would cut as he thinks about the safety of the residents. If push came to shove he would privatize the Crossing Guards. Council Vice President Tency A. Eason inquired if we could charge back some of the expenses to the Board of Education for the Crossing Guards. Business Administrator stated this is something that could be discussed.

- Page 77 Chief Financial Officer, Nile Clements stated the 4th position down should be Police Chief not Police Captain.
- Page 79 Councilmember Weldon M. Montague, III inquired about the \$1.2 million in overtime, is there a way to manage it better. Director Warren stated the department is down to 130 Officers from 150. It is difficult when there are fires and other events that require Police Coverage. The department tries to manage the best they can and still meet the needs of the residents, the community and the entire City. They are trying to streamline it by using anything that can be impactful. Chief Vitiello stated the overtime has been cut since last year. Chief Financial Officer Nile Clements stated right above Cap Waiver, the last position is being cut at \$72,000.
- Page 81 Councilmember Clifford R. Ross inquired about the bikes. Director Warren stated the department wants to increase the number of bikes. The old bikes have been discarded (stored in an upstairs room) and the new ones (the seven's) are being utilized, they are seven years old. He invited all to visit the departments Facebook Page to see the initiatives being implemented. Council Harold J. Johnson, Jr. stated bike technology is changing so much, maybe the department should explore other technologies, go from seven to ten. Chief Vitiello stated the department is looking for grants because the bikes are about \$3,000 each. Councilmember Montague, III inquired how much is allotted for ammunition which must be used for training. Chief Vitiello stated by mandate they must order in advance and it should be fresh. Council Vice President Tency A. Eason requested the department calendar of events.
- Page 82 Councilmember Harold J. Johnson, Jr. inquired if the department has secured the latest technology in noise meters. Chief Vitiello stated the meters have been delivered but they must take a class in order to use the meters which is scheduled next week. Director Warren wanted to interject and announce a Juneteenth event being held on Saturday at Colgate Park which he will send a flier to the Clerk's Office.
- Page 83 Councilmember Harold J. Johnson, Jr inquired about the Gun Buy Back program. Chief Vitiello stated the program is run by the Prosecutors Office, There have not been any programs since the pandemic. The numbers from Covid-19 are decreasing so the department will inquire about it.

The CBAC, represented by Charles H. Pryor, II, inquired what the Orange Police Department plan is to increase the number of Officers understanding the collective bargaining agreement is about to expire. Director Warren stated the department is in the process of hiring new officers to get numbers back to 150. There have been applicants that come in at lower salary which helps with the budget. Mr. Pryor ask for the Chief to elaborate on the ratio – the requirement through the cops grant – residents versus the number of officers. Business Administrator Chris Hartwyk stated that there is not a ratio requirement, under the grant terms we are unable to do sub plantation – we cannot take 20 cops and put them on the grant as a means of avoiding hiring 20 cops. Given the fact that our force size should be 145-150, and we have 18 officers on the grant, we are in the process of hiring throughout the remainder of this year. It will probably not have a budget impact until next year. The officer population ratio has an acceptable rage which we are nowhere near exceeding that range, and the projected gross puts us in the range. He will research the acceptable range of person to population at Councilmember Clifford R. Ross request. Chief Vitiello stated we have one officer for every 238 citizens which is well within the range. Mr. Pryor stated, just for clarity, the planned expansion (the City's expansion) will keep us in range which it will. Chief Vitiello stated when the department makes projections they do so for a five year range.

Chief Vitiello stated he and Director Warren will always give 110%, they are dedicated to the City of Orange, and the residents. They take their Oath seriously, and they have a great team that make this city a great place. The diversity in the city is amazing. Director Warren requests that everyone participate in upcoming initiatives.

ORANGE FIRE DEPARTMENT

Fire Chief Derrick Brown thanked the Mayor, the Business Administrator, the Finance Director, Adrian Mapp, the Chief Financial Officer Nile Clements, the Law Department, everyone at City Hall, and all who have assisted him. He is humbled and thankful for the opportunity. He and his staff are proud to serve the City.

Councilmember Weldon M. Montague, III asked the Fire Chief where would he make a cut from and he replied in training. Councilmember Clifford R. Ross asked why he chose training. Chief Brown stated he did not want to cut it because it is so important to the City but when asked in the manner in which it was asked, that was his response.

Page 87 Councilmember Clifford R. Ross asked if the last three lines was the EMS Crew. Fire Chief stated the only change is the second from last line.

Council President Kerry J. Coley asked for clarification on the back pay line. Business Administrator Chris Hartwyk stated this was back pay after a leave for personnel reasons.

Page 88 Councilmember Weldon M. Montague, III stated last year there was \$400,000 in overtime during a Covid year, why is there a \$450,000 request this year. CFO Nile Clements wanted to state for the record that Chief Brown did not complete the budget alone. There was a pause on Public Safety vacation time, most of their vacation had to be pushed back for a year, they are taking time from 2022 so they will incur more overtime during this period because everyone was required to take their vacation time 2020 and 2021 when Covid was at its peak. Councilmember Montague, III asked if there was a way to minimize the overtime. Chief Brown stated will try to minimize the overtime through increasing the staff. The overtime is high is due to staffing issues. Councilmember Ross asked how many Firefighters the city should have. Business Administrator Hartwyk stated we do not necessarily fall squarely within the NFPA standards given our size. There is some debate as to what the man power needs to be. Chief Brown stated we have 73 on staff and he would like to see 96.

Councilmember Ross stated there were no funds allotted for contractual stipend for clothing allowance in the previous year and this year its 28.9. Nile stated he was looking at the wrong line as the adopted budget had 20.9.

Councilmember Montague, III asked what the Chief attributed the increase in operating expenses which he answered cost increases and training rolled over from last year and Community Service is new.

Page 89 Councilmember Montague, III inquired how many new vehicles the department has, if they are under warranty, and for how many years. Chief Brown stated there are three brand new vehicles, Squad 1, Engine 3 and 4, certain parts are under warranty and some are not. Nile Clements stated there are five year warranties on the engines.

Page 90 Councilmember Montague, III asked if the training was in house or not. Fire Chief Brown stated the Fire House is a certified training facility, there are some trainings that are out sourced like rope training but most training in house.

Councilmember Johnson, Jr. extended his sincere gratitude for the service of the Fire Department. Chief Brown gave well wishes to the Councilman on his retirement.

The CBAC, represented by Janicea Jones-Vance, thanked the Orange Fire Department for their service. The questions that the CBAC had for the Fire Department was addressed during the Council comments.

Fire Chief Derrick Brown thanked everyone for the opportunity to serve as the chief. He has served for over 23 years and he has a young staff that looks forward to serve the residents of the city on all levels. We look to grow and continue to protect.

CLERK'S OFFICE

City Clerk Joyce Lanier thanked the Municipal Council. She has been the City Clerk for the past seven years. It has been a bumpy road, a learning experience and overall a great experience. She gave appreciation for the collaboration of the administration and support of the Council. The Clerk's Office is in a good place even though we do not have a Deputy Clerk which she has a recommendation. It is the Clerk's responsibilities to support the Council and she has enjoyed it.

Councilmember Weldon M. Montague, III asked what the Clerk would cut from the budget if she had to cut one thing. The Clerk stated her budget was already cut by Administration, The election budget was cut by \$26,500, and the Clerk's budget is lean. There is nothing but the \$50 Communication Fee.

Page 15 The Clerk's Office Budget was amended and Nile Clements read the changes into the record. Initially the amount requested for The Clerk's salary and wages was \$316,207.97 and the total requested for the amended budget is \$412,878.24. In the salary and wages section, it went from \$316,207.97 to \$397, 878.24. Previously we did not have the overtime budgeted and the amendment has \$15,000 budgeted. Clerk Lanier stated overtime had always been budgeted because the staff are all contract employees and they are required to work the Council meetings. What was different in the Clerk's Office budget is, the budget was submitted with the Deputy Clerk as a vacant position and it was removed. The Municipal Clerk's salary was listed incorrectly but now it is \$140. In light of the fact that we don't have a Deputy Clerk and the second number employee has been doing the responsibilities of the Deputy Clerk, the Clerk has asked for this employee to get an increase. Council Vice President Tency A. Eason inquired if we could do without the Deputy Clerk until the next budget. Clerk Lanier stated what happens if something happens to her. Will the Council go straight to a Municipal Clerk or a Deputy Clerk – leave your options open which she has an option in this employee who is working toward her RAC, is an Orange resident and has been basically filling in the work of the position. Clerk Lanier's suggestion is to eliminate that position and make her the Acting Deputy Municipal Clerk. Council Vice President Eason asked the CFO if a number should be put in that slot. CFO Clements stated Clerk Lanier's request has the vacancy listed as \$65,000, he say what the Clerk is proposing is we don't need the vacancy, we will just account for an increase for the second employee – for roughly \$6,000 or \$7,000. Council Vice President Eason wanted to clarify – Remove the Senior Clerk 2 position, make that the Deputy and increase that salary to \$52,000. Clerk Lanier stated you can do one of two things: Prorate the Deputy Clerk position from July to the end of the year and hold that money, give that person a raise in the event that you want to hire a Deputy Clerk – or you can appoint them as a Deputy Clerk in the future. Council President Coley stated he likes the Clerk's recommendation. CFO Nile Clements stated the first line remains the same, the second line goes from \$46,026.26 to \$52,000, line three unchanged, line four goes from \$129,303.47 to \$140,000, the vacant position goes with the increase- it has \$65,000 budgeted in her request, and line six is unchanged. With these changes it will be \$347,878.24. Clerk Lanier stated at a past meeting it was mentioned that there are contractual raises, none of these contractual employees received any raises. She wants to know when was the contract passed and what was the contractual raise. Business Administrator Chris Hartwyk stated

he had misspoke at the last meeting but corrected himself at the end of the meeting and stated he would come back with an explanation on the differential on the salary in that position. The contract is not settled, there is some anticipation in the budget to put some money aside for the contracts which will let Council know when he gets that information.

- Page 16 Councilman Ross inquired about office materials and supplies, file cabinets, carpet on fourth floor – both paid out of the 2021 budget. Nile Clements stated that was an administrative adjustments made. This line was already encumbered in the 2021 budget. They were in the request for the year but are not needed. The initial request was \$131,280 and it was dropped to \$115,980. Clerk Lanier inquired, under office material and supplies – will they be purchase through a central supply through the Business Administrators Office, which this is correct.
- Page 17 Council Vice President Eason inquired if this is what we pay Star Ledger a year and Clerk Lanier stated this is Star Ledger and Worrall. Business Administrator stated Star Ledger prices have increased. Clerk Lanier does not see the Chambers maintenance fee with the company BIS which is roughly about \$450. Council Vice President Eason inquired about the \$50 under communications which is a subscription to receive the papers. She also inquired about the \$25 miscellaneous, for emergency.
- Page 18 Clerk Lanier stated the Administration reduced the election expenses and the CFO can explain. Nile Clements stated the Administration made cuts to every department, we cut this department request by \$26,500. It says total request \$106,500 but it should reflect \$80,000. This is based of the prior year's expenses from the 2018 election. We encumbered the contracts for Reliance, the Attorney, the election workers, and poll sites. Waiting on one more bill from the County. Clerk Lanier stated we are waiting on more than one more bill. The County will bill us for every election (General, Municipal and Primary). If we come to the end of the year and we need more funds the Administration can find the funds since they cut them. Business Administrator Chris Hartwyk asked what the estimate for all three elections is. Clerk Lanier doesn't really have an estimate as prices are rising. We can wait until the end of the year and let Administration fix it.

COUNCIL

- Page 14 Councilmember Adrienne Wooten asked what the Council will cut. Council Vice President asked about office materials, Business Administrator Chris Hartwyk stated Council office materials are different. Councilwoman Wooten asked about line 2, had we encumbered any of that last year. Nile Clements stated last year there was \$1750 last year, which was spent on Sandwiches Unlimited, Bouncy House, Special Events, and trophies. Councilmember Wooten asked how this line is utilized and is it for events. Council Vice President Eason asked if it could be cut to \$2000. Council Vice President Eason asked if line three could be cut to \$10,000. Business Administrator Chris Hartwyk made the changes. Councilmember Wooten inquired about the \$40,000 under misc. as there is no resolution for it. Clerk Lanier stated there is a resolution it is just not listed. Nile Clements stated it was for the lawsuit, Council pays for their own legal fees. Councilmember Clifford R. Ross inquired if Council needed Weber and Associations, which provides the newsletter, it was cut. The Council cut \$12,500 from their budget.

The CBAC, represented by Carl Fields, Jr., agreed that a Deputy Clerk is needed. The CBAC is very much concerned about the contractual obligations in this city. The fact that information regarding the contracts is not as transparent as it should be according to state regulations. The CBAC will give specifics in their final report. The citizens should be more aware of what is included in the contracts.

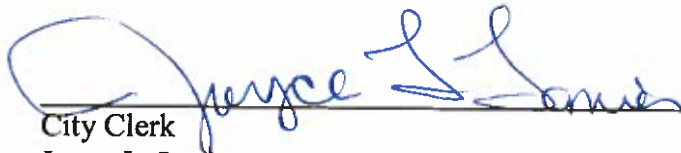
Council Vice President Tency A. Eason thanked Mr. Fields and the CBAC for their time and work and look forward to the CBAC's remarks.

MOTION TO ADJOURN

A motion to adjourn the meeting was made by Councilmember Weldon M. Montague, III and seconded by Council Vice President Tency A. Eason

The meeting was adjourned at 8:32pm

Approved: September 20, 2022



City Clerk
Joyce L. Lanier



Council President
Tency A. Eason