

MINUTES CITY COUNCIL

CITY OF ORANGE TOWNSHIP

NEW JERSEY

THIS IS A SPECIAL MEETING TO HOLD A BUDGET HEARING OF THE CITY COUNCIL OF THE CITY OF ORANGE TOWNSHIP HELD VIA AUDIO-VIDEO CONFERENCING ON THURSDAY, JUNE 11, 2024, 7:00PM.

Roll Call:

Present: Councilmember Kerry J. Coley, East Ward
Councilmember Quantavia L. Hilbert, West Ward
Councilmember Weldon M. Montague, III, At-Large (*Arrived at 7:15pm*)
Council Vice President Clifford R. Ross, At-Large
Councilmember Jamie B. Summers-Johnson, South Ward
Councilmember Adrienne K. Wooten, At-Large (*Arrived at 7:05pm*)
Council President Tency A. Eason, North Ward

Also Present: Joyce Lanier, City Clerk
Chris M. Hartwyk, Business Administrator
Nile Clements, Chief Financial Officer
Marlin G. Townes, Legislative Research Officer (*Arrived at 7:08pm*)
Aaron Mizrahi, Esq. Deputy Attorney (*Arrived at 7:35pm*)
Avram White, Esq., Deputy City Attorney (*Arrived at 7:11pm*)
Blair Landolfi, Budget Consultant
Wendy M. Sykes, Director of Community Services
Andrea Crouch,
Marty Mayes, Public Works Director
Raymond Wingfield, Public Works
Tamara Robinson, Deputy City Clerk
Margaret Homere, City Clerk's Office
Trisha Scipio, City Clerk's Office
Carl Fields, Jr., 2024 CBAC Member
Janicea Jones-Vance, 2024 CBAC Member
Shara Morrow, 2024 CBAC Member
Carol Perkins, 2024 CBAC Member
Charles H. Pryor, II, 2024 CBAC Member (*Arrived at 9:37pm*)
Coram Rimes, 2024 CBAC Member
Karen Jeffries Wells, 2024 CBAC Member

Absent: Gracia R. Montilus, Esq., City Attorney
Chris Bailey, 2024 CBAC Member
Jonathan Beckford, 2024 CBAC Member
Marsha Escalliere, 2024 CBAC Member
Antoinett Hall, 2024 CBAC Member

The City Clerk announced a Moment of Silence dedicated to a having a positive meeting.

The City Clerk announced 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, published in the Star Ledger on May 30, 2024, posted on the Council's Website (www.orangetwpnjcc.org), the City's Website (www.orangenj.gov) and filed in the Office of the City Clerk.

MATTERS FOR DISCUSSION

Calendar Year Budget 2024 - Budget Hearing

Chief Financial Officer Nile Clements opened the floor to the Business Administrator Chris Hartwyk.

Department of Administration | Mayor | Water Operation
Business Administrator Chris Hartwyk shared a Power point.

1. Breakdown of the entire 2024 Budget
 - a. Pension Deferred Charges & RUCT, Debt Services & Capital Improvement, Operating Expenditures, Salary and Wages
2. Five Year History of OE
3. 2024 Introduced budget by Department \$47,159,428.00

<ol style="list-style-type: none"> a. Police 41% b. Fire 27% c. Public Works 10% d. Mayor Administration 7% e. Community Service 5% f. Planning & Development 3% g. Finance 3% 	<ol style="list-style-type: none"> h. Law Department 3% i. Municipal Court 2% j. Library 2% k. Council 1% l. City Clerk’s Office
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4. 1%
 - d. Administration OE 11%
 - e. Grant Writer 2%
5. The 2024 Introduce Budget | Mayor Administration
 - a. Salaries & Wages 46%
 - b. Citywide Expensed 21%
 - c. Fleet Management 20%
6. He highlighted the increase in the budget

Tab 2

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|---|---|
| <p>Page 1 There were no questions on this page.</p> <p>Page 2 There were no questions on this page.</p> <p>Page 3 There were no questions on this page.</p> <p>Page 7 Councilmember Weldon M. Montague, III inquired about Millennial Strategies which was explained that the contract was based on each grant written.</p> <p>Page 8 There were no questions on this page.</p> <p>Page 9 Councilmember Weldon M. Montague, III inquired about rentals and leases which the department has been utilizing this year.</p> <p>Page 10 There were no questions on this page.</p> <p>Page 11 Councilmember Weldon M. Montague, III inquired about the Public Defender which was clarified. Council Vice President inquired about the two Public Defenders breakdown which the hours of each are not the same.</p> | <p>Page 4 There were no questions on this page.</p> <p>Page 5 There were no questions on this page.</p> <p>Page 6 There were no questions on this page.</p> |
|---|---|

Business Administrator Chris Hartwyk closed by stating the department has a lot of moving parts and they department is trying to keep a tight budget.

Carl Field, Jr. of the CBAC noticed the department is trying to keep the budget tight and inquired about some numbers that were not detailed | itemized. He also inquired about two Deputy Administrators which is authorized.

Karen Jeffries Wells inquired about office materials which the Business Administrator had discussion with Dell and felt it was not feasible for the city. There are laws that require government keep paper documents.

Business Administrator Chris Hartwyk gave an opening statement for the Water Department

Tab 12

- Page 127 Council Vice President inquired about a salary which the line is now full time instead of part time. Councilmember Quantavia Hilbert inquired about the inspector which was absorbed by Administration.
- Page 128 Councilmember Weldon M. Montague, III inquired about the leases which was a trailer and office space. He also inquired about the increase on this page which we cannot predict an emergency. Councilmember Quantavia Hilbert inquired about the rate for the trailer rental which will be answered at a later time.
- Page 129 There were no questions on this page.
- Page 130 Council Vice President Clifford R. Ross inquired about the increase which there is a new ordinance. This is new debt. Council President Tency A. Eason inquired about notes which the CFO clarified.
- Page 131 Council Vice President Clifford R. Ross inquired on the amount used to date which will be paid in four.

Business Administrator Chris Hartwyk stated the department will continue to work on projects and pursuing new projects.

Coram Rimes of the CBAC inquired about infrastructure and how it gets water to the new projects. Karen Jeffries Wells inquired about page 128 since it's a County Park but it is still our responsibility.

Department of Community Services

Director Wendy M. Sykes

She shared her screen to discuss her power point.

1. Department Function
 - a. Administer public health programs, social programs and recreation programs
2. Mission
 - a. The Department of Community Services promotes the well-being of children, young adults and the senior community. We strive to enhance the quality of life by promoting good physical and mental health; identifying, preventing and educating on health matters, protecting the environment; and providing recreational services to residents of all ages. We work to build stronger families and communities through a collaboration of public events, festivals, and information exchanges.
3. Divisions
 - a. Health, Recreation, Older Adults, Cultural Affairs, and Emergency Food Pantry
4. Health Services
 - a. Environmental, Nursing, Animal Control, Vital Statistics
5. Cultural Affairs Services
 - a. Provides a yearly array of cultural events for residents of all ages
6. Older Adult Services
 - a. The Office of Older Adults Services provides Orange resident ages 60 and over with varied interactive activities and services throughout the year.
7. Recreation Services
 - a. Provides diversified recreational and educational experiences; foster human development; promote health and wellness; strengthen community image and develop and cultivate community partnerships.

8. Emergency Food Pantry

- a. In 2021 The City of Orange Township partnered with Interfaith Food Pantry and the Hillside Community Food Bank in order to provide nutritional food bags for residence in need due to the Covid-19 pandemic. Because of the great need and food insecurity in some households the program continues to this day.

9. Inter-Local Service Agreements

- a. City of Belleville/City of Orange Township Nutrition Educator and Health Officer
- b. Essex Regional Health Commission/Joint agreement with member municipalities for air pollution control, noise, waste, pesticides, underground storage tanks.
- c. City of East Orange /City of Orange Township Lead Inspections

10. New Accomplishments

- a. Received 2 new senior transportation omnibuses funded through CDBG funds.
- b. Implemented a senior drama technique workshop
- c. Received a grant from the New Jersey Association of County & Health Officials for the enhancement of the local public health structure.
- d. Received a grant from the New Jersey Department of Health to hire a Local Health Outreach Coordinator.
- e. Received a Project First Line grant to provide training to long term care facilities.
- f. Feed over 300 families per week. In 2023 distributed approximately 7800 bags/boxes of food.
- g. Provide protein boxes for residents in need through the emergency food pantry.

11. Team Work

- a. The Community Services staff is dedicated to providing innovative health and wellness, educational and recreational events for the Orange community and its stakeholders. Our staff members work across division lines to assists each other in completing tasks and engaging the community.

Tab 7

Page 59 Councilmember Weldon M. Montague, III wanted clarification on employees paid by grant which depends on the grant. Sometimes it is absorbed in the budget.

Page 60 Councilmember Weldon M. Montague, III inquired about office supplies which are different in each department.

Page 61 Councilmember Weldon M. Montague, III inquired about the air pollution control which will be answered at a later date.

Page 62 Councilmember Weldon M. Montague, III inquired about the 6 to 9 program which there has been changes to the use of facilities. The city pays depending on the program.

Page 63 Councilmember Weldon M. Montague, III inquired when the clinic would open which will be soon.

Page 64 Councilmember Weldon M. Montague, III inquired about the union contract which has a uniform allowance.

Page 65 There were no questions on this page.

Page 66 Councilmember Weldon M. Montague, III inquired about the animal shelter in Newark and the department uses the amount requested.

Page 67 There were no questions on this page.

Page 68 Councilmember Kerry J. Coley inquired about the travel reimbursement which will be cut out.

Page 69 Councilmember Weldon M. Montague, III inquired about office supplies which include banners and posters that are no in other departments. Council President Tency A. Eason inquired about the flag raising which the department gets outside funding. Councilmember Quantavia L. Hilbert inquired about the special events and how much expended on each event. Sponsors are solicited for the events.

Page 70 There were no questions on this page.

Page 71 There were no questions on this page.

Page 72 Councilmember Weldon M. Montague, III inquired about the grants which is in the YMCA contract.

Page 73 There were no questions on this page.

Karen Jeffries Wells of the CBAC had several questions which was addressed by Director Sykes. Recreation Leaders, Keyboard Clerks that retired, NJ League of Municipalities training, 6 to 9 Program, Community Health Fair, Community Baby Shower, Programs, Rentals and Leases, Equipment,

Department of Public Works

Director Marty Mayes gave the departments mission statement

Director Mayes shared his screen with a power point presentation

1. A look at the 2023 Awarded Grants
 - a. DPW \$3,787,566
 - b. Other \$976,191
2. 2024 1st Quarter Awarded Grants
 - a. DPW \$2,293,330
 - b. Other \$1,994,000
3. Public Works Grants & Accomplishments
4. Newly redesigned recycling brochure
5. DPW: Buildings and Grounds Division: Initiatives and Core Goals
6. DPW & Engineering Roadway Improvements
 - a. Grant Awards \$9,670,277, Gant Loan \$9,000,000, Total \$18,670,877 Total Streets Paved 73
 - b. NJIB Infrastructure 2018 Fund Amount \$9,000,000
 - c. NJDOT LTPF 2022 Fund Amount \$1,700,000
7. Pending Projects
8. Community Development Block Grant Program (CDBG) 23 Reprogramming
9. Scotland Road Gateway Beautification Plan Transportation Alternative Set Aside Program
10. Park Projects 2012-2023
 - a. Military Park \$1,394,974.43
 - b. College Park \$2,091,142.50
 - c. Ropes Park \$1,356,684.00
 - d. Central Park \$3,406,931.52
 - e. Central Playground Spray Installation
 - f. Colgate Park \$2,341,351.68
 - g. Metcalf Park \$262,475.00
11. Essex County Division of Housing & Community Development 2024 One year Action Plan
12. Community Development Block Grant Program

Tab 10

Page 103 There were no questions on this page.

Page 104 There were no questions on this page.

Page 105 There were no questions on this page.

Page 106 There were no questions on this page.

Page 107 Councilmember Weldon M. Montague, III questioned the new equipment which needs to be replaced year to year.

Page 108 Councilmember Quantavia Hilbert inquired about the method used to repair streets which there is some new technology being explored. Councilmember Weldon M. Montague, III inquired about the parking meter charges.

Page 109 Council Vice President Clifford R. Ross inquired about the Street Sweepers which is in a different location.

Page 110 Councilmember Weldon M. Montague, III inquired about the surplus as the winters have been light. Brine was used at the end of the last season.

Page 111 There were no questions on this page.

Page 112 There were no questions on this page.

Page 113 Councilmember Weldon M. Montague, III asked for clarification on remediation fees.

Page 114 There were no questions on this page.

- Page 115 Council President Tency A. Eason inquired about grants which Director Mayes will get the information to the Council President at a later date
- Page 116 There were no questions on this page.
- Page 117 Councilmember Weldon M. Montague, III inquired about a certified mechanic which the department does not have
- Page 118 There were no questions on this page.
- Page 119 There were no questions on this page.
- Page 120 There were no questions on this page.
- Page 121 There were no questions on this page.
- Page 122 Council Tency A. Eason inquired about the process to get lighting and landscaping which she will speak to Director Mayes offline.

Director Marty Mayes thanked everyone for their time.

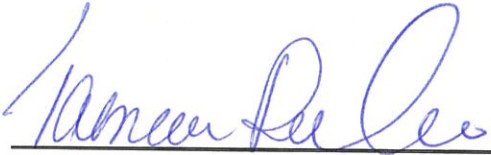
Carol Perkins of the CBAC inquired about the change in staff on page 103. This was a promotion and salary adjustment. She inquired about other training on page 104 which is for courses available to the staff. There was new Motorola equipment purchased to increase communications. The building needs maintenance. She inquired if money was attached to Phase 3 and Phase 4 which they will not be funded. There is another phase to parking meters. She inquired about the Parking Authority which there is a meeting coming soon. There was funds that came back from recycling. There are funds that come from grants

A motion to adjourn the meeting was made by Councilmember Weldon M. Montague, III and seconded by Councilmember Kerry J. Coley.

Motion Adopted

The meeting was adjourned at 10:28pm.

Approved: June 18, 2024



Tamara Robinson
Deputy City Clerk



Tency A. Eason
Council President