

Regular Meeting  
Via Teleconference  
March 2, 2021 5:34 p.m.

The Board of Commissioners met in a **REGULAR MEETING *via teleconference due to COVID-19 Pandemic*** with Mayor Santiago presiding. Members present on conference call included Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, and Commissioner Cooper. City Solicitor, Brock Russell, Administrator, Regina Burke, CFO, Marcella Shepard and Manager of Parks & Grounds, Samantha Cruz were also on the call.

Teleconference was open to the public as required by law. Attendance of all attendees was taken by City Clerk upon entering the call. Public attendees in the order which they joined the teleconference was as follows: Tamara Isajiw, Bill Davis, Hattie Ayres, Claire Hughes and Joanne Murphine.

Mayor Santiago led the salute to the Flag.

Mayor Santiago made the statement required by the Open Public Meetings Act of 1975: "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."

#### **City Clerk to Review Changes to the Agenda**

Mayor Santiago asked if there were any changes to the agenda. Ms. Hitchner stated there is one change to the agenda being:

1. Addition of Resolution Item #5 authorizing conflict or back-up Prosecutor to serve in the absence of the Prosecutor.

#### **Bills**

The following bills were ordered paid, when properly certified on a motion by Vice Mayor Parent and seconded by Commissioner Pepitone. The motion was carried by the following vote. Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

**SEE COPY OF BILLS FOLLOWING THE SIGNATURE PAGE OF THIS MEETING**

#### **Minutes**

Vice-Mayor Parent made a motion to approve to dispense with the reading of the minutes for February 16, 2021 Regular Meeting. Commissioner Pepitone seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

#### **Public Comment on Agenda Items Only**

Mayor Santiago stated that this is the time for any Public Comment on Agenda Items Only if anyone wishes to be heard. City Clerk, Jeanne Hitchner called the names of residents in order of attendance that was taken at the beginning of the meeting.

Seeing no one come forward, Mayor Santiago closed the Public Comment Portion on Agenda Items Only.

#### **Old Business**

Mayor Santiago asked the City Clerk if there was any Old Business. Ms. Hitchner stated there was no Old Business.

#### **Petitions and Letters**

Mayor Santiago asked the City Clerk if there were any Petitions and Letters. Ms. Hitchner stated there were none.

## Reports of Commissioners

### Commissioner Cooper

Commissioner Cooper announced that he met with the HCDC about the new Community Garden located at 401 E. Vine Street and is looking forward to making the empty lot a beautiful space.

Commissioner Cooper stated Spring clean-up will begin early this year by removing any debris built up on the city owned properties during the winter months.

Commissioner Cooper announced the following upcoming events:

1. Groundbreaking of the Dog Park located at Union Lake Beach on March 4<sup>th</sup> at 10:00 a.m.
2. Craft Series part 3 will be held on March 9<sup>th</sup>, but the class is currently full.
3. Virtual Bingo will be held on the Recreational Department's Facebook page on March 20<sup>th</sup> at 2:00 p.m.
4. The annual Easter Egg Hunt will be held at Union Lake field on March 27<sup>th</sup> at 11:00 a.m.

### Commissioner Pepitone

Commissioner Pepitone made a motion to receive and file the following report for the month of January 2021 :

1. Millville Police Department Report

Vice-Mayor Parent seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

### Commissioner Udalovas

Commissioner Udalovas announced that the CDBG hosted a meeting to present opportunities for grants for 2021 and provided a summary of that meeting.

Commissioner Udalovas gave an update on the upcoming Planning & Zoning Board meeting dates and provided instructions on how to access the agendas and meeting information.

### Vice-Mayor Parent

Vice-Mayor Parent made a motion to receive and file the Tax Collector's Annual Report for Calendar Year 2020. Commissioner Pepitone seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Vice-Mayor Parent announced the introduction of the budget on March 16, 2021 and hopes to adopt it on April 6, 2021. He stated he had a discussion with each Commissioner and their departments and appreciates everyone's help with this matter.

### Mayor Santiago

Mayor Santiago thanked all the volunteers of Code Blue. He stated that Code Blue has expanded in many ways, which has allowed people in need to take advantage of the essential things they have to offer.

Mayor Santiago also gave a shout out to the Holly City Family Center for assisting immensely with Code Blue by providing showers for those in need. He also thanked the local businesses for providing food such as pizza and subs.

## Ordinances on 1st Reading

The City Clerk read the following ordinance on first reading:

Ordinance authorizing amendment to Motor Vehicle and Traffic Regulations Municipal Code Article X, Schedule 21 to ADD Parking Reserved for Handicapped Persons at 133 West Foundry Street.

Commissioner Pepitone made a motion to approve the ordinance on first reading, which was seconded by Vice Mayor Parent. The motion was carried by the following votes: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago

The City Clerk read the following ordinance on first reading:

Ordinance amending Chapter 60, Article 1, Stormwater Management Regulations to comply with the New Jersey Department of Environmental Protection Requirements.

Commissioner Cooper made a motion to approve the ordinance on first reading, which was seconded by Commissioner Udalovas. The motion was carried by the following votes: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago

### **Consent Agenda**

All matters listed under the Consent Agenda are considered 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.

The City Clerk read the following resolutions:

Resolution No. 60-2021 authorizing adjustments in the tax and utility records.

Resolution No. 61-2021 authorizing the modification of the Department of Parks and Public Property's work schedule to 6:00 a.m. to 2:30 p.m. with ½ hour lunch beginning April 5, 2021 through October 5, 2021.

Resolution No. 62-2021 certifying the list of Volunteer Firefighters who have qualified for the Length of Service Award Program (LOSAP) Benefits for the year 2020.

Resolution No. 63-2021 authorizing the cancellation of outstanding checks from the City of Millville account records.

Commissioner Udalovas made a motion to approve all Consent Agenda items, which was seconded by Commissioner Cooper. The motion was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago. Nays: None.

### **Resolutions**

The City Clerk read the following resolutions:

Resolution No. 64-2021 approving Towing Operators License Application for the period covering January 1, 2021 – December 31, 2022 for the following applicant:

- a) On Demand Towing & Repair LLC., 2007 South Second Street, Millville.

Commissioner Pepitone moved for the adoption of this resolution. Vice-Mayor Parent seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

Resolution No. 65-2021 authorizing Shared Services Agreement between the City of Millville and the County of Cumberland Office on Aging for Meals on Wheels Program in the amount of \$6,900.00 for the period covering January 1, 2021 through December 31, 2021.

Vice-Mayor Parent moved for the adoption of this resolution, stating he is in receipt of the proper certification of funds. Commissioner Pepitone seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Resolution 66-2021 authorizing a contract with Arbrisco Enterprises, Inc. through a fair and open process for the project known as "2021 Street Patching and Utility Opening Repairs" in an amount not to exceed \$50,000.00.

Vice-Mayor Parent moved for the adoption of this resolution, stating he is in receipt of the proper certification of funds. Commissioner Pepitone seconded the motion.

Commissioner Cooper asked where the patching will take place.

Mayor Santiago answered there are many locations that need attention, but there is a large problem on Tenth Street that needs to be addressed immediately.

Solicitor, Brock Russell explained the utility companies also open the roads for repairs and these issues would be covered as well.

The motion was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

Resolution 67-2021 authorizing to increase the Calendar Year 2021 Temporary Budget Appropriations.

Vice-Mayor Parent moved for the adoption of this resolution. Commissioner Pepitone seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

Resolution 68-2021 authorizing Conflict or Back Up Prosecutor(s) to serve in the absence of the Municipal Prosecutor in the City of Millville Municipal Court in the absence of the regularly appointed Municipal Prosecutor pursuant to N.J.S.A. 2B:25-4 et seq.

Solicitor Russell explained this resolution is required by our Assignment Judge and explained why. He noted there is no cost to the city as it is covered by the Prosecutors themselves.

Commissioner Pepitone moved for the adoption of this resolution. Vice-Mayor Parent seconded the motion, which was carried by the following vote: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

### **New Business**

Commissioner Cooper made a motion to authorize the following Special Event on Public Lands Application:

- a) Prayer and Outreach Event sponsored by the God Taught Me Ministries, Inc. on April 10, 2021 from 8:00 a.m.-8:00 p.m. on Archer and Arnold Streets.

Commissioner Udalovas seconded the motion, which was carried by the following votes: Yeas: Commissioner Pepitone, Vice-Mayor Parent, Commissioner Udalovas, Commissioner Cooper, and Mayor Santiago.

### **Public Comment**

Mayor Santiago stated that this is the time for the public comment portion of the meeting if anyone wishes to be heard. He asked for comments to be limited to approximately 5 minutes. City Clerk, Jeanne Hitchner called the names of residents in order of attendance that was taken at the beginning of the meeting.

Tamara Isajiw stated the Millville Board of Education offered an in-person option to meet publicly and she hopes the City will consider the same option.

Joanne Murphine stated there was a lot of interference on the phone tonight with papers moving and throats clearing. She reminded the Commission that they should also be muting their phones if they are not talking.

### **Comments by Commissioners**

#### **Commissioner Cooper**

Commissioner Cooper stated that he would like to reopen the discussion regarding the 200 G Street project. He stated he still believes this subject to be an open transaction and would like it to be as transparent as possible. He then gave his insight on the happenings of this property.

Commissioner Cooper listed the following concerns:

- He and Commissioner Pepitone agreed to the extension, but Vice-Mayor Parent, Commissioner Udalovas and Mayor Santiago did not. He questions why.
- Mr. Baxter is a JIF attorney and is representing a claim filed by Mr. DeSantis, so why has the city retained him?
- Is this matter still under litigation?
- Is there any way to re-open or re-visit the discussion of this matter?
- Mr. DeSantis was asking for mediation on this matter but was turned down. Why?

Solicitor Russell offered to go over the file with Commissioner Cooper at his office to clear up the questions at hand and explained when dealing with numbers such as \$125,0000 vs. \$3,000,000.00, mediation does not work.

Commission Pepitone suggested a closed session to discuss these issues in a private setting.

### **Commissioner Pepitone**

Commissioner Pepitone stated two weeks ago, Commissioner Udalovas falsely accused him, Commissioner Cooper and Vice-Mayor Parent of increasing the budget due to giving raises to the Police Department. He explained her strive for a zero percent increase was unrealistic, especially since incoming revenue from Economic Development is non-existent.

### **Commissioner Udalovas**

Commissioner Udalovas thanked the professionals for keeping her informed and providing guidance when decisions needed to be made. She gave a special thanks to CFO, Marcella Shepard for her help and availability when financial questions or issues arose.

Commissioner Udalovas stated she will continue her role as a Commissioner with integrity and will seek the professional opinion from the staff. She stated she will not become so inflated that she would formulate her own opinion without their input.

Commissioner Udalovas gave a brief overview of ratables and data for research in future planning. She explained decreases are a factor due to resident exemptions and a back log of tax appeals.

Administrator Burke thanked Tax Assessor, Brian Rosenberger for enlightening her, along with CFO, Marcella Shepard and Commissioner Udalovas with a better understanding of ratables and how demolitions help the City. She explained real estate is moving fast right now and appraisals are much higher than previous years.

### **Vice-Mayor Parent**

Vice-Mayor Parent stated he is looking forward to introducing the budget on March 16<sup>th</sup> and will continue working closely with various departments. He stated he hopes to adopt the budget on April 6<sup>th</sup>.

### **Mayor Santiago**

Mayor Santiago thanked Regina Burke and Marcella Shepard for their hard work.

### **Adjournment**

There being no further comments the meeting was adjourned on a motion by Commissioner Udalovas and seconded by Commissioner Cooper subject to the call of the chair. All were in favor. None were opposed.

Respectfully submitted,

  
 Jeanne M. Hitchner, RMC  
 City Clerk



**BILL LIST  
CITY OF MILLVILLE  
MEETING OF MARCH 2, 2021**

**\*\*CMFO MARCELLA SHEPARD SIGNED FOR COMMISSIONERS (DUE TO COVID-19)\*\***

ACE PLUMBING & ELECTRICAL	37.90
ACTION UNIFORM CO., LLC	136.00
ACTIVE911, INC.	937.50
AECOM Technical Services Inc.	27,296.59
AERIAL RISE LLC	2,281.91
ALL VINYL FENCING, LLC	950.00
AMCHAR WHOLESale, INC.	7,520.00
ANIMAL CLINIC OF MILLVILLE	52.00
ATLANTIC CITY ELECTRIC	47,828.36
CITY OF MILLVILLE TAX COLLECTR	10.00
CITY OF MILLVILLE UTILITY	10,021.00
CIVIL SOLUTIONS, A DIV OF ARH	5,580.00
COMCAST	3,709.90
COMCAST	17,548.14
COMCAST, INC.	1,877.34
CDW GOVERNMENT, INC.	7,452.17
CONSTELLATION NEWENERGY, INC.	11.99
CCIA	28,023.63
CUMBERLAND FIRE PROTECTION	427.48
CUMBERLAND TREE SERVICE, LLC	2,650.00
LINDA A. DEDRICK	200.00
DELTA DENTAL OF NEW JERSEY INC	20,660.88
DOCUMENT CONCEPTS, INC.	933.00
DRAEGER SAFETY DIAGNOSTICS INC	188.00
ELMER DOOR COMPANY, INC.	940.00
EMS CONSULTING SERVICES	3,437.50
FALASCA MECHANICAL, INC.	1,738.67
FIREFIGHTER ONE LLC	1,812.93
DEARBORN NATIONAL	1,847.70
ROBERT GANTER CONTRACTORS, INC	7,180.00
GENTILINI FORD, INC.	407.24
W.W.GRAINGER, INC.	230.10
GROFF TRACTOR NEW JERSEY LLC	212.50
HOMEFRONT PROTECTIVE GROUP INC	55.00
GREG L. ERBER, SR.	562.99
IDEMIA IDENTITY & SEC USA LLC	3,508.64
INDUSTRIAL CHEM LABS SERVICES	121.38
INST FOR FORENSIC PSYCHOLOGY	1,000.00
INTERCON TRUCK EQUIPMENT, INC.	1,555.69
KEEN COMPRESSED GAS CO., INC.	743.65
KEYSTONE DIGITAL IMAGINE INC.	35.57
KYOCERA DOC SOLUTIONS AMER,INC	431.78
MARMERO LAW LLC.	18,276.00
TRISHA MCGAHHEY	35.45
MGL PRINTING SOLUTIONS	982.00
MGM CARPET AND FLOORING	5,000.00
MILLVILLE GLASS CENTER LLC	956.09
MULTI-TEMP MECHANICAL INC.	18,503.86
NCL OF WISCONSIN, INC.	1,878.83
VERIZON	781.44
TREASURER, STATE OF NJ	885.00
NJ CHAPTER OF INTERNATIONAL	400.00
NJ STATE LEAGUE MUNICIPALITIES	115.00
NJWEA	728.00

ORIENTAL TRADING CO., INC.	818.86
PENNONI ASSOCIATES, INC.	3,302.25
POSTMASTER, CITY OF MILLVILLE	1,760.00
PRINT SOLUTIONS PLUS, INC.	929.90
PROFESSIONAL ANSWERING SERVICE	43.20
PYRZ WATER SUPPLY CO INC	1,413.00
V.E. RALPH & SON, INC.	349.95
RELIABLE POWER PLUS LLC	1,175.00
RENTAL COUNTRY, INC.	514.76
RICOH USA, INC.	394.31
THE RITTER LAW OFFICE	200.00
RON'S LOCKSMITH SERVICE	105.00
SELECTIVE INS CO OF AMERICA	18,068.00
SERVPRO OF CUMBERLAND COUNTY	1,141.41
SERVICE TIRE TRUCK CENTER, INC	1,707.99
SJ GAS COMPANY	13,684.04
SNAP-ON INDUSTRIAL	176.33
SPECTERA, INC.	5,289.60
STAPLES ADVANTAGE	132.40
STATE TOXICOLOGY LABORATORY	540.00
JOSEPH SUTHERLAND	495.00
TREASURER, STATE OF NJ	91.00
VAN EMBDEN, VAN EMBDEN &	1,430.00
VERIZON WIRELESS	1,293.88
VITAL COMMUNICATIONS, INC.	200.00
VWR INTERNATIONAL, LLC	2,028.84
THE WALTMAN AGENCY INC	5,647.00
W. B. MASON COMPANY, INC.	633.52
XEROX CORPORATION	637.22
CORELOGIC CENTRALIZED REFUNDS	2,969.19
CORELOGIC CENTRALIZED REFUNDS	2,270.62
CORELOGIC CENTRALIZED REFUNDS	1,991.97
INSPIRE CLOSING SERVICES	1,832.36
SURETY TITLE COMPANY LLC	1,989.26
SANDRA FIGUEROA	689.84
BETH K. HIRSCH	130.00
<b>TOTAL BILLS FOR 03.02.21 MEETING</b>	<b>336,772.50</b>
CITY MILLVILLE PAYROLL DED ACCT (W)	230,580.95
CITY MILLVILLE PAYROLL DED ACCT (W)	85,169.64
CITY MILLVILLE SALARY ACCOUNT (W)	549,800.30
CITY MILLVILLE SALARY ACCOUNT (W)	179.97
QUADIENT FINANCE, USA (W)	1,500.00
TREASURER, STATE OF NJ/727 GSPT (W)	8,117.01
<b>TOTAL WIRES FOR 03.02.21 MEETING</b>	<b>875,347.87</b>
<b>TOTAL BILLS &amp; WIRES FOR 03.02.21 MEETING</b>	<b>1,212,120.37</b>