

Regular Meeting
Via Teleconference
April 21, 2020 5:30 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, and CFO, Marcella Shepard, were also present.

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: Mary Messick, Tamara Isajiw, Bill Davis, Stephen Nehmad, Lynne Compari, Tim Carty, Bill McMahon, Claire Hughes and Kristina Pantellis Royer.

Mayor Santiago led the salute to the Flag.

City Clerk, Jeanne Hitchner 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 were no changes to the agenda.

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

Presentations

Proclamation declaring the month of April 2020 as Child Abuse Awareness and Prevention Month

Mayor Santiago read the proclamation.

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.

Lynne Compari of Millville stated it would be nice to have easier access of the budget for viewing. She continued that there are many steps that need to be gone through. Ms. Compari asked the following questions: What is the tax increase? Why has there been 17 new employees? Why has there been a decrease in surplus? Why are operating expenses up? Bond Balance is flat; what are the implications of same? Ms. Compari also stated that one Commissioner voted for the tax increase when he doesn't pay taxes himself. She asked, “How does he sleep?”

Kirk Hewitt of Millville asked if more clarification can be given when we get to the budget portion of the meeting.

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

Old Business

Mayor Santiago asked 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 was correspondence being the New Jersey Motorsports Park, LLC 2019 and 2018 Independent Auditors Report and Financial Statements.

The correspondence was received and filed on a motion by Vice Mayor Parent and seconded by Commissioner Udalovas which was carried by the following vote: Yeas: Commissioner Pepitone, Vice Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Reports of Commissioners

Commissioner Cooper

Commissioner Cooper stated that since the onslaught of the Pandemic, his department has tried to do more recreation. He stated that they delivered Easter baskets to over 600 kids at over 200 different homes. Commissioner Cooper recognized the winners of the coloring contest. He stated that the Parks Department has been sanitizing City Hall and doing other spring clean-ups on properties throughout the City. He stated that the City would have been celebrating Arbor Day, however, due to COVID-19 we cannot do so at this time.

Commissioner Udalovas

Commissioner Udalovas gave information for an Economic Development Loan Program by the CCIA which will give \$250,000.00 to small businesses for recovery due to the COVID-19 Pandemic using UEZ funds. She explained that this is simply in a draft format at this time but is currently in the works. She continued that action by the Commissioners would be required.

Commissioner Udalovas explained that the City is being provided an additional \$175,000.00 under the Federal Cares Act. She continued that grantees can use CDBG grant funds for a range of activities to prevent and care for and respond to regarding COVID-19. She continued that the new plan includes flexibilities and mega waivers for Fiscal Year 2019 and Fiscal Year 2020 grants. She added that the 15% Public Service Cap has been eliminated at this time. Commissioner Udalovas stated that potential of any remaining funds can be approved for the following: Economic Development Assistance for short term working capital to assist businesses to enable retention of jobs and services such as Meals on Wheels.

Commissioner Udalovas stated that budget information can be found on the Millville webpage. She explained that information can be found by going to the homepage and scrolling under the "Online Bill Pay" circle. She continued that under "Millville News" there is a link for "2020 Budget". She added that there is a 2020 Budget Presentation that has been consolidated into slides which explains the budget.

Vice Mayor Parent

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

Mayor Santiago

Mayor Santiago thanked everyone for joining the meeting tonight. He also stated that he is glad that everyone is home and safe.

Mayor Santiago read a report from the Recycling Coordinator regarding cleanup and recycling coming to their facility.

Ordinances on 2nd Reading

City Clerk read Ordinance No. 7-2020 on second reading amending the City of Millville Municipal Code, Chapter 11, Section 67, Registration and Permit Fees.

Mayor Santiago opened the meeting for a public hearing on this ordinance only.

Commissioner Udalovas recapped the PowerPoint presentation from the April 7, 2020 Commission Meeting.

Seeing nobody else come forward, the public hearing was deemed closed.

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

City Clerk read Ordinance No. 8-2020 on second reading amending chapter 30 Land Use and Development Regulations to add Utility Scale (Principal Use) Solar Energy Facility.

Mayor Santiago opened the meeting for a public hearing on this ordinance only. See nobody come forward, the public hearing was deemed closed.

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

Ordinances on 1st Reading

City Clerk read the following ordinance on first reading:

Ordinance amending the City of Millville Municipal Code Chapter 11 Bureau of Permits and Inspections repealing Article II, Article IV, and Article V in their entirety and replace and supercede them with Article II- Property Maintenance Code; Article IV- Abandoned Property and Buildings Unfit for Habitation, Occupancy or Use; Article V- Vacant Property Registration and Maintenance Requirements.

Commissioner Udalovas made a motion to approve the ordinance on first reading which was seconded by Commissioner Cooper.

Commissioner Udalovas and City Solicitor, Brock Russell gave clarification on the Ordinance. Mr. Russell explained that the Model Ordinance being "Paulsboro Ordinance" is being incorporated into our code. Commissioner Udalovas explained that the methodology of this is due to two entities challenging the fees. She continued that the Tax Collector has been an integral part of this. She added that Mr. Russell is protecting the City with these changes being put in place.

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

Consent Agenda

City Clerk read the following resolutions on the consent agenda which will be approved on one motion rather than individually:

Resolution No. 120-2020 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 I, Subsection 11-6 of the Municipal Code.

Resolution No. 121-2020 authorizing adjustments in the tax and utility records.

Resolution No. 122-2020 amending Resolution No. 6-2020 providing for the Calendar Year 2020 Meeting dates of the Board of Commissioners pursuant to Executive Orders 107 and 120 due to the COVID-19 Pandemic to conduct all public meetings subject to the Open Public Meetings Act via Teleconference and canceling 5:30 Work Sessions, rescheduling regular sessions from 7:00 PM to 5:30 PM beginning April 7, 2020 until Executive Order 107 has been lifted and changing June 3, 2020 meeting date to June 2, 2020 and July 7, 2020 to July 8, 2020 due to change of Primary Election date to July 7, 2020 pursuant to Executive Order 120.

Resolution No. 123-2020 certifying that the City of Millville's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964".

Vice Mayor Parent made a motion approve all items on the Consent Agenda which was seconded by Commissioner Pepitone. The motion carried by the following vote of Yeas: Commissioner Pepitone, Vice Mayor Parent, Commissioner Udalovas, Commissioner Cooper and Mayor Santiago.

Resolutions

City Clerk read the following resolutions:

Resolution No. 124-2020 authorizing the introduction of the Calendar Year 2020 Municipal Budget. Vice Mayor Parent moved for the adoption of this resolution.

Commissioner Udalovas referred to CFO, Marcella Shepard to discuss components of budget. She also stated that Bowman and Company will present at the next meeting.

CFO, Marcella Shepard explained that they started with a possible increase of \$0.13 in January and down to \$0.09 in March. She stated that she went back to the Department Heads to cut 10% of their budgets. She continued that now we are down to \$0.05 tax increase. Ms. Shepard stated that the City does not strike the rate that rather this is done by the County Tax Board. Ms. Shepard went over each slide of the powerpoint presentation in great detail.

Ms. Shepard stated that \$736,000.00 or more is needed for the budget. She added that she has not used all of the CAP Banking. Ms. Shepard gave examples of possible increased amounts for someone who owns a home that is worth \$126,000.00.

Ms. Shepard stated that there has been a reduction of revenue. She stated that surplus was reduced. She added that she wanted to leave \$1.3 to \$1.4 Million in surplus.

Ms. Shepard explained that \$1.7 Million was used last year from the Reserve Account. She added that the City has to balance this by increasing the taxes. She added that majority of the money comes from taxation.

Commissioner Udalovas gave clarification to some of the questions asked by residents during the Public Comment Portion of this meeting, as well as, the April 7, 2020 Commission Meeting. She stated that \$0.05 is the projection but adjustments can still be made. Commissioner

Udalovas stated that there has been 17 new employee hires mostly due to the newly approved EMS being brought back to the City.

Commissioner Udalovas explained the decrease in surplus. She referred everyone to Slide #9 of the Budget Presentation. Marcella Shepard read prior years amounts of surplus. She explained that when the City converted from Fiscal Year to Calendar Year that they should have increased taxation by \$0.01 just to cover contractual agreements unless they were going to receive additional revenue. She provided two examples as being Construction Department being brought back into the City, as well as, Economic Development.

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.

New Business

Mayor Santiago asked if there was any New Business. Ms. Hitchner stated there was no New Business.

Public Comment

Mayor Santiago stated that this is the time for any 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.

Lynne Compari of Millville stated that the payment of bonds will be done over 3 years and stated that this is deceiving. She stated that the Commissioners need to plan ahead. She spoke of the surplus being used. Ms. Compari stated that there is no love lost when it comes to Doug Long. She explained that she voiced her opinion about him regarding ethics violations previously. She added that Mr. Long has now been charged with tax evasion.

Tim Carty of Millville stated that he would like to know what will happen going forward with Doug Long now that he has been found guilty of tax evasion.

Kristina Pantellis Royer of Millville stated that she understands that tax increases have to take effect. She asked that with the current COVID-19 what will happen as many residents have a loss of income. She asked if there is any recourse.

Tamara Isajiw of Millville asked who represents the City currently in Tax Appeals. She asked why those rates are down.

Betty Monteleone of Millville stated that she appreciated Marci for asking for a reduction of all departments of 10%, a suggestion she made earlier in the year to the Commissioners. She stated that next year is going to be worse than this year. She stated that she is totally embarrassed about Doug Long and the things that he was doing. She stated that she hopes the Commission will answer what the City is going to do regarding open contracts with Mr. Long. She also asked when she can trade in her trash can for a smaller size toter.

Kirk Hewitt of Millville stated that he knew that we were going to have a 2% increase due to the EMS being brought back into the City. He asked where the money has gone from the 7 officers that the City lost last year. Mr. Hewitt asked Commissioner Udalovas if the Ordinance amending Chapter 30 for a Solar Facility was for the previous professionals that appeared before the Board or if they were for something else. City Solicitor, Brock Russell answered that this is to modernize the Ordinance to allow a large solar farm which would be a utility sized project. He added that the difference is to make a permitted use.

Mr. Hewitt asked a question regarding the teleconferences being held. He asked if it would be possible for the City to do a virtual video meeting like Zoom.

Mr. Hewitt stated that Doug Long has been dealing with State's attorneys for years. He added that Mr. Russell will need to consult and find attorneys not attached to Grace Marmero. He also asked what kind of trouble we should be expecting for the City.

Seeing nobody else come forth, Mayor Santiago deemed the public comments portion closed.

Comments by Commissioners

Commissioner Cooper reiterated that it is Child Abuse Awareness Month. He thanked Vice Mayor Parent and Marci for their efforts on the budget. He quoted Christopher Reeves, "Once you choose hope, anything is possible."

Commissioner Pepitone reiterated Commissioner Cooper's comments and thanked Marci for her efforts on the budget. He stated that nobody likes to see taxes go up. He stated that the City needs to focus on Economic Development and rateables. He asked residents to continue to keep social distancing measures as much as possible.

Commissioner Udalovas acknowledged Ms. Pantellis Royer's question from Public Comment regarding timeline of budget given the pandemic circumstances. She stated that there is a reimbursement system in place for expenses related to COVID-19. She continued that should there be any other types of emergencies, that this information would be handled and explained by Administrator, Regina Burke. Ms. Burke stated that the City is tracking and maintaining documentation on spending of COVID-19 related items. CFO, Marcella Shepard stated that she is very concerned. She continued that TAN (tax anticipation notes) are a last resort if we do not collect 100% of taxes. She added that 3rd quarter is the biggest concern.

Commissioner Udalovas acknowledged Ms. Isajiw's question regarding tax appeals. She answered that Grace Marmero current handles appeals. She stated that tax appeals need to be monitored to see the trends and compare to other municipalities. She added that we need to figure out the root cause.

Commissioner Udalovas stated that the City is looking at 1-3 different economic possibilities. She added that if a PILOT is a better deal to use then the City would have to investigate and consider ensuring the budget is healthy at that point.

Commissioner Udalovas acknowledged Mr. Hewitt's questions regarding salary of 7 previous Police employees and the Ordinance amending Chapter 30. She stated that it is very important to find out where these funds are occupied in Public Safety. Commissioner Udalovas explained that the Chapter 30 Ordinance is conducive for redevelopment and updates to the City Code in regard to the 2012 Redevelopment Examination Plan and 2017 Land Use Element. She added that this amendment aligns with both of these documents.

Commissioner Udalovas announced that the next Planning Board Meeting will be held via a Zoom Video Conference.

Vice Mayor Parent thanked Marci, auditors with Bowman and Company, and Department Heads for their hard work and cooperation. He stated that this is a very hard time to increase taxes. Vice Mayor Parent thanked administrative staff, Police Department, Fire Department and every other staff member working and providing services to the residents during these hard times.

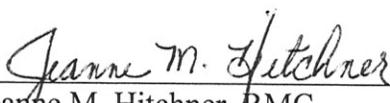
Mayor Santiago gave contact information of Mike McNiss in reference and direction of the trash cans. He stated his contact information as 856-825-7000 ext. 7612.

Mayor Santiago stated that the City has had great representation by the Grace Marmero Law firm.

Adjournment

There being no further comments the meeting was adjourned on a motion by Commissioner Udalovas and seconded by Commissioner Pepitone 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 APRIL 21, 2020

ALL SIGNED BY MCFO MARCELLA SHEPARD (DUE TO COVID-19)

ACCESS CREDENTIAL SYSTEMS	4,075.00
AMERICAN DISPOSAL SYSTEMS, INC	8,767.00
ATL. CO. UTILITIES AUTHORITY	14,876.08
ATLANTIC CITY ELECTRIC	72,041.83
CDW GOVERNMENT, INC.	3,660.05
COMCAST, INC.	565.03
CONSTELLATION NEWENERGY, INC.	44.49
CONTINENTAL FIRE & SAFETY, INC	1,066.96
COUNTY OF CUMBERLAND	50.00
CUMBERLAND CO. ASSESSOR'S ASSC	525.00
CUMBERLAND FIRE PROTECTION	156.50
CUMBERLAND VALVE INC	578.45
CUSTODIAN OF SCHOOL MONIES	860,970.00
D & R LANDSCAPING, INC.	10,533.36
DEARBORN NATIONAL	1,759.65
DEERFIELD ELECTRIC CONST.,INC.	3,821.12
DELTA DENTAL OF NEW JERSEY INC	21,379.47
DONALD S. AYRES	1,138.74
GLOBALTEK COMPONENTS LLC	3,733.95
GSRP PROJECT HOLDINGS I, LLC	7,668.78
HACH COMPANY, INC.	408.26
HERITAGE BUSINESS SYSTEMS, INC	168.42
HOFFMAN EQUIPMENT CO.	949.73
IAAO, INC.	200.00
J.BISHOP CONSTRUCTION INC.	9,650.00
JODY FARABELLA	53.26
JOHN BUTSCHKY	75.40
KAPPE ASSOCIATES, INC.	922.00
KYOCERA DOC SOLUTIONS AMER,INC	156.46
LAW OFF OF NONA L. OSTROVE LLC	1,016.50
LEXISNEXIS MATTHEW BENDER	139.00
LINDA A. DEDRICK	400.00
LINGUA INTERACTIVE	140.00
MES/ALL SAFE,INC.-PENNSYLVANIA	333.00
MILLVILLE GLASS CENTER LLC	4,163.75
MILLVILLE PUBLIC LIBRARY	47,750.00
NAT ALEXANDER CO., INC.	45.00
NATIONAL FILTER MEDIA	4,557.00
NJ STATE DEPT OF HEALTH	615.00
NJ STATE ELKS ASSOCIATION	2,485.00
PARA PLUS TRANSLATIONS, INC.	120.00
PENDERGAST SAFETY EQUIPMENT CO	939.19
POWER DMS, INC.	5,057.26
PRIME LUBE, INC.	854.70
PRINT, SIGNS & DESIGNS	600.00
PROFESSIONAL ANSWERING SERVICE	90.10
REMINGTON & VERNICK ENGINEERS	2,127.50
SELECTIVE INS CO OF AMERICA	1,895.00
SERVICE TIRE TRUCK CENTER, INC	575.28
SJ GAS COMPANY	7,699.26
SOMERTIME POOL & SPAS	80.97
SOUTH JERSEY PAPER PRODUCTS	1,274.04
SOUTH JERSEY REG ANIMAL SHELTR	3,157.84
SOUTH JERSEY SANITATION CO INC	56,332.77
SPECTERA, INC.	5,289.60
STEWART BUSINESS SYSTEMS, INC.	859.00
THE RITTER LAW OFFICE	318.00
TRACTOR SUPPLY	94.34
TRI-CITY PAPER & JAN. SUPPLIES	47.05
VERIZON	753.53

VERIZON WIRELESS	5,323.69
VINELAND AUTO ELECTRIC, INC.	59,488.40
W. B. MASON COMPANY, INC.	3,794.10
W.W.GRAINGER, INC.	3,622.84
WASTE MANAGEMENT OF SJ, INC.	647.55
XEROX CORPORATION	603.07
XPRESS ELECTRONIC SERVICES INC	300.00
TOTAL BILLS FOR 04/21/20 MEETING	1,253,584.32
CITY OF MILLVILLE SALARY ACCOUNT (W)	516,462.58
CITY OF MILLVILLE-P/R DEDUCTN (W)	228,273.09
BANK OF AMERICA	472.95
BOND AND COUPON	127,500.00
DOREEN SEDDON (W)	1,788.10
SHARON L SMITH (W)	772.98
TOTAL WIRES FOR 04/21/20 MEETING	875,269.70
TOTAL HANDWRITTENS FOR 04/21/20 MTG	-
TOTAL BILLS & WIRES FOR 04/21/20 MTG	2,128,854.02