

MINUTES CITY COUNCIL
CITY OF ORANGE TOWNSHIP
NEW JERSEY

A CONFERENCE MEETING OF THE CITY COUNCIL OF THE CITY OF ORANGE TOWNSHIP HELD IN THE COUNCIL CHAMBERS OF CITY HALL, 29 NORTH DAY STREET, ORANGE, NEW JERSEY, ON MONDAY NOVEMBER 18, 2013 AT 7:07 PM.

1) ROLL CALL		PRESENT	ABSENT
Hon. Hassan Abdul-Rasheed	(West Ward)	<u>Arrived@7:20pm</u>	_____
Hon. Elroy A. Corbitt	(At-Large)	<u>X</u>	_____
Hon. Tency A. Eason	(North Ward)	<u>X</u>	_____
Hon. April Gaunt-Butler	(At-Large)	_____	<u>X</u>
Hon. Linda Jones-Bell	(East Ward)	<u>X</u>	_____
Hon. Edward B. Marable Jr.	(South Ward)	<u>X</u>	_____
Hon. Donna K. Williams	(At-Large)	<u>Arrived@7:15pm</u>	_____
Council President			

Council President Williams announced that there was a quorum.

ALSO PRESENT

Madeline F. Smith, Deputy Municipal Clerk	<u>X</u>	_____
Hon. Dwayne D. Warren, Esq., Mayor	_____	<u>X</u>
Dan S. Smith, City Attorney	<u>X</u>	_____
Marty Mayes, Acting Business Administrator	<u>X</u>	_____
Kevin D. Harris, Legislative Research Officer	_____	<u>Arrived@7:10pm</u>
Margarette Homere, Clerk's Office	<u>X</u>	_____

PLEASE STAND FOR A MOMENT OF SILENCE

SPECIAL NOTICE: Please be apprised 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 General Issues and Agenda Items, they will be allowed to speak for ten (10) minutes.

- 2) The 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 18, 2013, posted on the Bulletin Board in City Hall and filed in the Office of the Municipal Clerk.

3) **MATTERS FOR DISCUSSION**

- Evaluation presented by Matt Rinaldi, Tax Assessor
 - Matt Rinaldi, Tax Assessor provided a progress overview of the 2014 Revaluation of all properties in the City of Orange Township conducted by Tyler Technologies.

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Inspections has been completed; Data Mailers has gone out to all property owners; Next step is generating values, notifying the homeowners by the second week in December followed by homeowner review and discussion. Mr. Rinaldi introduced Paul Miller of Tyler Technologies who provided a summary of the revaluation process and next stages; a sample of the notice to homeowners; and what to do when the resident received their new assessment; and if they need to talk with a representative where and how to contact their office.

Paul Miller and Matt Rinaldi responded to the following inquiries:

- Councilman Marable: If Tyler Technologies collected data from ALL residents. Does Tech Technologies have a percentage of success of the homes inspected?
 - Vice President Corbitt: If Mr. Rinaldi would benefit from conducting a Forum for residents?
 - Councilwoman Eason: If Mr. Rinaldi followed up with residents who presented questions and concerns at the previous forum?
- **Primepoint HRMS & Payroll Presentation by Justin D. Graff, Regional Sales Manager and Garrett Jacob.**
 - Justin Graff provided an overview of Primepoint Municipal Payroll Solutions, Installation, Integration and Training. By way of, Processing of Managing Work Schedules (Schedules vs. Actual Time Worked); Managing Productivity (Who's Schedule to Work in What Department); Managing Time Sheets (Exceptions Review, Edit, and Approval); Managing Time-Off (Time-Off Calendar). Addressing specific questions from Council Members.

Justin Graff responded to the following Council Members:

- Council President Williams: Made inquiry into the security of data; if there will be a form / file for each employee; how is Comp-Time addressed; how are exemptions handled?
- Councilman Marable: Made inquiry into exempt and non-exempt time management and documentation. Concern with required information needed to implement the system not being provided due to past request and inquiries made from the Administration of such data.
- Councilwoman Jones-Bell: Within the first 30 days will the system be fully integrated. Aware that the purpose of the system is to track employee's comings and goings, however it also may pose a safety factor in the event of an emergency.
- Councilman Abdul-Rasheed: Stated he will not be voting in favor of the Resolution because he feels that all Directors, Deputy Directors, Special Confidential Aids and Administration Executives Personnel should have to adhere to the new payroll system and as yet through his discussion with the Director of Finance Adrian Mapp they

are no regulations surrounding such action. Requesting the Resolution is withdrawn.

- Councilwoman Eason: What benefits is the City of Orange Township going to receive? What is the difference between ADP vs. Primepoint? Who is monitoring the system? Is the City saving money, etc? Councilwoman Eason disagreed with moving this system along without the Administration and Primepoint providing such information. Requesting the Director of Finance make a presentation with the required information.
- Marty Mayes: Stated he met with the Finance Director and made him aware of all the Council Members questions and concerns surrounding the use and implementation of the system.

Council President Williams entertained a Motion to Suspend the Rules and allow a presentation from the Council Budget Advisor/Consultant Dieter Lerch regarding a Budget Transfer Request. As well, was the administration working within the Budget Restrictions?

- Dieter Lerch stated he reviewed the budget in its totality and confirmed the Administration is operating within the confinements of the Budget. However, based on spending-to-date there will not be sufficient funds of line by line items creating shortfalls proposing possible overspending in such areas. Further stating funding shortfalls would then create the need for Budget Transfer Request. As such, the Administration will have to come before the Council for a five vote approval of said Budget Transfer Request. Without the five votes from Council the Administration would have an obligation to reduce the spending in those line items.
 - Discussion ensued amongst the Council Members and Dieter Lerch regarding the Administrations lack of transparency; Effects of Salary & Wages and Personnel Cuts & Transfers; Conflict of previous vs. to-date projections from Dieter Lerch; unforeseen spending due to natural occurrences; program cuts and quality of life for residents.
 - Discussion ensued and scheduling of a Closed Executive Meeting for Personnel & Salary Matters.

4) RESOLUTIONS AND ORDINANCES

The resolutions and ordinances to be presented at tonight's meeting are listed on the attached Regular Meeting Agenda. If any Council Member wishes to discuss any resolution or ordinance, it may be discussed at this time.

Councilwoman Eason made inquiry and needed further clarification on the following:

- Resolution 389-2013: Needed further explanation of funding source.
- Resolution 388-2013: Requesting clarification and understanding.
- Resolution 392-2013: Made inquiry into the City ability to storage salt.

Council Members removed the following items from the Bill List Resolution 393-2013, requesting additional information and/or documentation:

- Page 2: FIN – Tax Collection Course @ \$1,115 and Travel Reimbursement-Purchasing @ \$192.75.
- Page 3: LAW – Wenzel, Joe @ \$15,983.
- Page 3: PWD – Cameras/Memory Cards – Reimbursement @ \$311.82.
- Page 4: INL – Cameras/Memory Cards – Reimbursement @ \$311.82.
- Page 5: OPD – Purchase of Vehicles @ \$106,928.25.
- Page 5: OPD – Vehicle Repair & Maintenance @ \$409.34.
- Page 5: STR – Community Service Program Initiative @ \$465.00.
- Page 6: EVM – Motor Fuel / Oil Change @ \$40.00.
- Page 10: EVM – Vehicle Repair & Maintenance – Hand Car Wash @ \$499.28.
- Page 13: COM – Office Materials & Supplies – Letter Wallets @ \$65.04.
- Page 13&14: OAS – Programs & Special Events – Sr. Holiday Lunch Expenses and Decorations @ \$1,404.00.
- Page 14: CA – Programs & Special Events – Party Rental Items & Supplies @ \$658.75.
- Page 15: REC – Programs & Special Events – Food & Supplies @ \$10,987.80.
- Page 15: REC – Equip. Repair & Maintenance – Car Wash Serv. @ \$409.33.
- Page 17&18: Summer Food Serv. Program 2013 @ 152,873.70. Requesting proof of reimbursement.

4) **MOTION TO ADJOURN**

Council President Williams entertained a Motion to Adjourn.

MOTION: Corbitt **VOICE VOTE ALL IN FAVOR** **SECOND:** Jones-Bell

ADJOURNMENT: 8:30PM



Madeline F. Smith, RMC
Deputy Municipal Clerk



Donna K. Williams
Council President