



Common Council of the City of Summit

Closed Session Agenda for Tuesday, October 2, 2018

7 : 0 0 p m – 7 : 2 0 p m

(Produced by the Office of the Secretary to the Mayor and Council)

ADEQUATE NOTICE

RESOLUTION – Authorize Closed Session

1. Collective Bargaining Matters - NJSA 10:4-12.B (4)
2. Purchase, lease or acquisition of property with public funds - NJSA 10:4-12.b (5)
3. Public safety tactics and techniques - NJSA 10:4-12.b (6)
4. Litigation and/or attorney-client privilege matters - NJSA 10:4-12.b (7)
5. Contract Negotiations (not collective bargaining) - NJSA 10:4-12.b (7)
6. Personnel and Appointments matters - NJSA 10:4-12.b (8)
 - Declare Vacancy – Health Department
 - Memo - R. Licatese, re Unfilled Appointments
 - Mayor's Appointments:
(confirmation required)
 - Arts Committee (7)
 - Community Programs Advisory Board (1)
 - Rent Commission (2P) (1L)
 - Technology Advisory Committee (1)
 - None
 - Known for discussion
 - * Known for consideration

Only matters that have bullet points under them were known to need discussion at the time of agenda creation. The other subjects are those permitted for discussion and are listed in case they are needed.

ADJOURN CLOSED SESSION



Common Council of the City of Summit

Regular Meeting Agenda for Tuesday, October 2, 2018 7:30 PM

(Produced by the Office of the Secretary to the Mayor and Council)

COMMITTEE MEETING SCHEDULE

Committee - Time - Attendees - Office

BUILDINGS AND GROUNDS COMMITTEE

Monday 6:00 pm – 7:00 pm Dept. of Community Services
Fox, McTernan, Cascais

FINANCE and PERSONNEL COMMITTEE

Monday 5:00 pm – 6:00 pm Large Conference Room
Little, Ogden, Naidu, Mayor Radest, Rogers, Gerba

GENERAL SERVICES COMMITTEE

Monday 4:00 pm – 5:00 pm Large Conference Room
Ogden, Little, McNany, Leblein Josephs

SAFETY COMMITTEE (Police and Fire)

WORKS COMMITTEE

Monday 1:30 pm – 2:30 pm Dept. of Community Services
Bowman, Fox, Cascais

LAW COMMITTEE

Tuesday 6:00 pm – 6:30 pm Clerk's Law Library
McTernan, Gould, Rogers, Licatese, Giacobbe, Kavanagh

(STAFF REMINDER: Please provide Committee Agendas for the Council President, City Administrator, and the Secretary for distribution on Wednesday.)



ASSISTIVE LISTENING DEVICES AVAILABLE. SEE CITY CLERK.

CALL TO ORDER

ADEQUATE NOTICE COMPLIANCE STATEMENT

Adequate notice of this meeting has been provided by the City Clerk's Office in the preparation of the Council Annual Meeting Notice, dated January 8, 2018, which was properly distributed and posted per statutory requirements.

Please be advised that the FIRE EXITS are to my RIGHT, your left, and at the BACK OF THE ROOM.

The City has a Listening System to assist the hearing impaired. If anyone needs hearing assistance, please obtain the system at the Dais and return it thereafter.

ROLL CALL

PLEDGE OF ALLEGIANCE

EXPLANATORY NOTE REGARDING CLOSED SESSION

A closed session meeting, as authorized by State statute, was announced and held prior to the start of this meeting and the known items for discussion were listed on the published Closed Session agenda.

EXPLANATORY NOTE REGARDING HEARINGS AND COMMENTS

Please be advised that council meetings are broadcast live on Comcast Channel 36 and Verizon Channel 30 and rebroadcast on Thursdays and Saturdays on HomeTowne TV – on Comcast 36 and Verizon 33.

When invited to speak, please come to the lectern, clearly state your name and address, spell your last name, and speak into the podium microphone so that your comments can be understood by all and properly recorded. Whenever an audience or Council member reads from a prepared statement, please give or email a copy to the City Clerk's Office at rlicatese@cityofsummit.org. To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to approximately 3 minutes or so in length.

Unless you are using an electronic device to follow the meeting agenda or need it for professional emergency contact purposes, please turn it off. Thank you.

(The following matters were known at agenda deadline. Other matters may arise thereafter that need timely consideration or reaction.)

APPROVAL OF MINUTES

- Regular and Closed Session Minutes of September 17, 2018

REPORTS

- Mayor, City Administrator and Council President (Summit Historical Minute)

PRESENTATIONS

- Report to Council - Community Programs Advisory Board - Elaine Anderson, Chair
- Parking Conference Presentation - Rita McNany, Parking Services Manager

PUBLIC COMMENTS

At this point in the meeting Council welcomes comments from any member of the public about issues that are not topics on tonight's business agenda. Whenever an audience or Council member reads from a prepared statement, please provide a copy to the City Clerk at rlicatese@cityofsummit.org. To help facilitate an orderly meeting and to permit all to be heard, speakers are asked to limit their comments to 3 minutes.

ORDINANCE(S) FOR HEARING

Comments are solicited from Council members and the public.

<u>Number</u>	<u>Title</u>	<u>Introduction Date</u>
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WORKS

18-3174	AN ORDINANCE AMENDING THE CODE, CHAPTER VII, TRAFFIC, SECTION 7-14, LOADING ZONES	09/17/18
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BUILDINGS AND GROUNDS

18-3175	AN ORDINANCE TO DECLARE AIR RIGHTS NO LONGER NEEDED FOR MUNICIPAL USE AND GRANT PERPETUAL AIR RIGHTS EASEMENT AT 300 ALLEY IN THE CITY OF SUMMIT, COUNTY OF UNION AND STATE OF NEW JERSEY AND RELEASE ALL PUBLIC RIGHTS AND INTERESTS THEREIN RESULTING FROM ANY DEDICATION THEREOF. (Grant Air Rights At 300 Alley To Owner Of Real Property At 40 Beechwood Road.)	09/17/18
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ORDINANCE(S) FOR FINAL CONSIDERATION

No comments are permitted at this point since the hearing is closed.

<u>Number</u>	<u>Title</u>	<u>Introduction Date</u>
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WORKS

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BUILDINGS AND GROUNDS

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RESOLUTIONS

*(Staff reports are attached as appropriate. Items are listed according to Council Committees, those in **italics** indicate secondary committee reference. Unless otherwise indicated, or desired by Committee Chair, or a Council member advises that they will be voting in the negative, all Committee resolutions may be voted on at once.)*

FINANCE/PERSONNEL

(ID # 5939)	1. Authorize Three Month Contract Extension - Grant Writing Services - Millennium Strategies LLC - \$10,500.00
(ID # 5941)	2. Authorize Two Year Contract Extension - January 1, 2019 through December 31, 2020 - Purchase of Walk-In Hardware Supplies 1. Summit Industrial Hardware Inc. Not To Exceed \$60,000.00 Per Year 2. Dreyer's Lumber & Hardware Inc. Not To Exceed \$25,000.00 Per Year
(ID # 5942)	3. Authorize Two Year Contract Extension - January 1, 2019 through December 31, 2020 - On-Call Landscaping Services - Not To Exceed \$55,000.00 Per Year
(ID # 5943)	4. Authorize Two Year Contract Extension - January 1 2019 through December 31, 2020 - On-Call HVAC Maintenance and Repair Services - Not To Exceed \$50,000.00 Per Year

BUILDINGS AND GROUNDS

(ID # 5971)	1. Authorize Execution of Agreement with NJ Transit to Permit Installation of a Bicycle Storage Facility
(ID # 5984)	2. Appoint Shade Tree Advisory Committee Member (<i>Pending Closed Session discussion</i>)

WORKS

(ID # 5920) Authorize National Cooperative Purchase - Sourcewell - Purchase of Four (4) Salt Spreaders - \$137,880.00

GENERAL SERVICES

(ID # 5960) Declare Vacancy - Senior Registered Environmental Health Specialist (*Pending Closed Session Discussion*)

CONSENT AGENDA

SAFETY

(ID # 5947) 1. Grant Permission and Set Forth Conditions - Summit Free Public Library & Summit Area YMCA - Halloween "Trunk or Treat" Event

(ID # 5949) 2. Grant Permission & Set Forth Conditions - Beacon Unitarian Church & Fountain Baptist Church Picnic

(ID # 5950) 3. Grant Permission And Set Forth Conditions Across The Street Banners – Springfield Ave - Summit Board Of Education – Friday Night Lights

WORKS

(ID # 5935) 1. Authorize Bid Advertisement - Pine Grove Avenue Section 1 Improvement Project

(ID # 5952) 2. Authorize Bid Advertisement - 2019-2020 On-Site Vegetative Waste Grinding Services

(ID # 5958) 3. Authorize Refunds - Permit #16-163 - Road Opening and Storm Connection Deposits - 111 Bellevue Avenue

FINANCE/PERSONNEL

(ID # 5951) 1. Amend Budget - Chapter 159 - Union County Level the Playing Field Grant

(ID # 5940) 2. Authorize Refund of Property Use Escrow - The Unitarian Church

(ID # 5934) 3. Refund Homestead Benefit and Cancel 2019 Preliminary Taxes/ Total Exempt Disabled Veteran

(ID # 5925) 4. Refund Overpayment of Curb and Sidewalk Assessment

(ID # 5926) 5. Authorize Refunds - Department of Community Programs

(ID # 5497) 6. Authorize Parking Refunds - Summit SmartCard, Prepaid Parking, and Overnight Parking Permits

(ID # 5731) 7. Authorizing Payment of Bills

COUNCIL MEMBERS' COMMENTS/NEW BUSINESS

ADJOURNMENT REGULAR MEETING

CLOSED SESSION (IF NEEDED AND AUTHORIZED)

EXPLANATORY NOTE REGARDING CORRESPONDENCE, STAFF & LIAISON REPORTS, AND GENERAL INFORMATION ITEMS

By end of business on Friday before the meeting, unless otherwise indicated, all items on the agenda are distributed to the Mayor, Council, City Administrator, City Treasurer and City Solicitor. Department Heads and the Press are advised via email that the official agenda is available for review on the City's website. An official "Board" copy is available for public inspection in the City Clerk's Office, the Summit Free Public Library reference desk and on the City's website. Oral reports and delayed distributions are noted as needed. Information that arrives after the agenda is completed and sent to the "distribution list" has only been provided to the Mayor, Council, City Administrator and affected Department Head(s).

CORRESPONDENCE

Letter - Tax Collector, re Certification of Mailing of Tax Bills

RECEIVED AND FILED

GENERAL INFORMATION

Includes notices, letters copied to the city, ordinances & resolutions from other governing bodies, newsletters and minutes and reports from agencies, boards and commissions. Each item does not appear to require any discussion or action. (Copies of ordinances and resolutions from other governing bodies are not provided, but are available upon request.)

Notices:

Millburn Zoning Board, Public Hearing on October 1, 2018, re 788 Morris Turnpike

Minutes, Reports, etc. from the following:

1. Board of Education Minutes - 7/12/18
2. Board of Education Minutes - 7/30/18

ORDINANCES AND RESOLUTIONS EXPLANATION:

A governing body of a municipality may formally act through ordinances or resolutions. Ordinances usually encompass legislative acts. Resolutions usually deal with administrative or acts performed according to legal authority, established procedures or instructions from the Common Council.

Ordinances:

An act initiated by the Common Council that becomes law. The violation of an ordinance may result in summonses being issued. Generally, an ordinance remains in effect until repealed or modified and may not be amended or modified by a resolution. It requires a public hearing and publications in the town's legal paper before becoming effective. Examples of ordinances are those which deal with changing parking or speed limit requirements, code enforcement, implementing State mandates at the local level and creating boards or commissions.

Resolutions:

Any act or regulation that is required to be reduced to writing but may be finally passed at the meeting at which it is introduced. The legal effect of a resolution is the same as an ordinance except summonses cannot be issued for their violation. Generally, life of a resolution is permanent unless there is language to the contrary. Typical resolutions deal with: Opinion expressions; Requests for action to other elected officials or bodies or governmental agency[s]; One-time actions and Routine authorizations such as making appointments and awarding contracts.

City Clerk's Office