



Common Council of the City of Summit

Closed Session Agenda for Tuesday, February 1, 2022

Whitman Community Room

6 : 4 5 – 7 : 2 0 p m



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

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.

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)
 - Appoint Construction Official / Building Subcode Official – Department of Community Services
 - Declare Vacancies (2) – Department of Community Services
 - Part-time Secretary II
 - Building Inspector
 - Memo – City Clerk, re Unfilled Appointments
 - Mayor’s Appointments: (confirmation required)
 - Arts Committee (3)
 - Community Programs Advisory Board (1 Seniors Rep.)
 - Rent Commission (2 Public Reps.) (no confirmation required)
None
 - Council Appointments:
 - Historic Preservation Comm (Alt. II)
 - Lackawanna Coalition (1)
 - Parking Advisory Committee (2)
 - Shade Tree Advisory Committee (1)
 - Transportation Advisory Board, UC (Alt.)
 - Known for discussion
 - * Known for consideration

ADJOURN CLOSED SESSION



Common Council of the City of Summit

Regular Meeting Agenda for Tuesday, February 1, 2022

7:30 PM

Council Chamber

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

ADMINISTRATIVE POLICIES & COMMUNITY RELATIONS COMMITTEE

Wednesday 4:00 pm – 5:00 pm Zoom
Allen, O’Sullivan, Rogers, Licatese

CAPITAL PROJECT & COMMUNITY SERVICES COMMITTEE

Monday 8:30 am – 10:00 am Zoom
O’Sullivan, Little, Schrager

COMMUNITY PROGRAMS & PARKING SERVICES COMMITTEE

Thursday 8:30 am – 9:30 am Zoom
Minegar, Vartan, McNany, Ozoroski

FINANCE COMMITTEE

Monday 4:00 pm – 5:00 pm Zoom
Vartan, Hairston, Fox, Mayor Radest, Rogers, Baldwin

LAW & LABOR COMMITTEE

Council Meeting 11:30 am – 12:30 pm Zoom
Days
Hairston, Minegar, Rogers, Licatese, Giacobbe, Kavanagh

SAFETY & HEALTH COMMITTEE (Police and Fire)

Wednesday 8:30 am – 10:30 am Zoom
Little, Allen, Mayor Radest, Rogers, Evers, Zagorski, Avallone

***** Committee meetings shall be conducted via video, teleconferencing or in-person at the discretion of the committee chair.***

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

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 December 30, 2021, 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 Summit YouTube Channel and Comcast Channel 36 and Verizon Channel 30 and rebroadcast on Thursdays and Saturdays on HTTV 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 cityclerk@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 Meetings of January 18, 2022

REPORTS

- Mayor, City Administrator and Council President

PRESENTATION

- Four Chaplains Day - Henry Bassman, Commander of the American Legion, Lindsey Street Post 322

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.*

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

- (ID # 9432) 1. Authorize Transfer of Appropriations - Operating Budget (*Roll Call Vote*)
- (ID # 9433) 2. Authorize Emergency Temporary Appropriations - Municipal Operating Budget (*Roll Call Vote*)
- (ID # 9431) 3. Resolution Authorizing the Issuance of Not Exceeding \$680,000 Special Emergency Notes of the City of Summit, in the County of Union, New Jersey

LAW & LABOR

- (ID # 9424) Certification of Compliance 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"

CAPITAL PROJECTS & COMMUNITY SERVICES

- (ID # 9423) 1. Appoint Construction Official/Building Subcode Official and Transfer All Staff Appointments (*Pending Closed Session Discussion*)
- (ID # 9419) 2. Authorize Professional Services Agreement in Excess of \$17,500.00 - Broad Street West Redevelopment Planning and Real Estate Advisory Services Phase VI - Not to Exceed \$65,000.00
- (ID # 9285) 3. Authorize Contract Execution - Marketing & Transportation of Recycling Materials - March 1, 2022 through December 31, 2023
- (ID # 9400) 4. Authorize Execution of Grant Agreement Between City of Summit and the State of New Jersey By and For the Department of Environmental Protection - Grant Identifier: UCF-2021-Summit-00026-RP
- (ID # 9434) 5. Authorize Submission of Tree City USA Recertification

Application & Annual Accomplishment Report

- (ID # 9395) 6. Authorize Change Order #1 & Final - Edgar Street Improvement Project - Cifelli & Son General Contracting Inc. (-\$17,155.03)
- (ID # 9437) 7. Declare Vacancy - Department of Community Services - Part-Time Secretary II (*Pending Closed Session Discussion*)
- (ID # 9447) 8. Declare Vacancy - Department of Community Services - Uniform Construction Code Division - Building Inspector (*Pending Closed Session Discussion*)

CONSENT AGENDA

SAFETY & HEALTH

- (ID # 9421) Amend Event Date - Summit Chinese American Association - Chinese New Year Celebration

FINANCE

- (ID # 9420) 1. Authorize Payments - 2022 Shared Dispatch Center Quarterly Assessments
- (ID # 9426) 2. Authorize Payments - Union County Purpose Tax and Open Space, Recreation and Historic Preservation Taxes - 2022 First and Second Quarters
- (ID # 9396) 3. Authorize Refund - Overpayment of 2021 Taxes
- (ID # 9399) 4. Authorize Refunds - Department of Community Programs
- (ID # 9382) 5. Authorize Payment of Bills and Payroll

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

Purchasing Letter - Marketing & Transportation of Recyclables 3/1/22 - 12/31/23
(Competitive Contracting)

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.)

Minutes, Reports, etc. from the following:

1. Education, Summit Board of - Minutes of 12-9-21
2. Environmental Commission - 2021 Annual Report

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