



**Common Council of the City of Summit**  
**Closed Session Agenda for Tuesday, May 17, 2022**  
**Whitman Community Room**

**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)
  - Sick Leave With Pay – Fire Department Employee
  - Declare Vacancies – Police Department
  - Memo – City Clerk, re Unfilled Appointments
    - Known for discussion
    - \* Known for consideration

Mayor’s Appointments:

*(confirmation required)*

- Arts Committee (3)

*(no confirmation required)*

None

Council Appointments:

- Historic Preservation Comm (Alt. II)
- Lackawanna Coalition (1)
- Parking Advisory Committee (2)
- Recycling Advisory Committee (1)
- Shade Tree Advisory Committee (1)
- Silver Summit Senior Advisory (Chair)
- Transportation Advisory Board, UC (Alt.)

**ADJOURN CLOSED SESSION**



**Common Council of the City of Summit**  
**Regular Meeting Agenda for Tuesday, May 17, 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, Schragar

**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 Days 11:30 am – 12:30 pm *Zoom*  
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](mailto: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 May 3, 2022

### **REPORTS**

- Mayor, City Administrator and Council President
- Fire House Update - Eric Evers, Fire Chief

**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 [cityclerk@cityofsummit.org](mailto:cityclerk@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 INTRODUCTION**

*\*Hearings will be at the meeting indicated below, unless otherwise noted*

<u>Number</u>	<u>Title</u>	<u>Hearing Date</u>
<b><u>FINANCE</u></b>		
(ID # 9641)	<b>AN ORDINANCE TO ESTABLISH THE 2022 SALARIES, WAGES OR COMPENSATIONS OF AND FOR THE OFFICERS AND EMPLOYEES OF THE CITY OF SUMMIT, IN THE COUNTY OF UNION, AND THE STATE OF NEW JERSEY</b> <i>(Establish 2022 Salaries - Union and Non-Union Employees)</i>	06/1/22 (Wed.)
<b><u>FINANCE</u></b>		
(ID # 9651)	<b>BOND ORDINANCE APPROPRIATING \$2,170,000, AND AUTHORIZING THE ISSUANCE OF \$2,066,000 BONDS OR NOTES OF THE CITY, FOR VARIOUS IMPROVEMENTS OR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY.</b> <i>(Various Improvements)</i>	06/1/22 (Wed.)
<b><u>FINANCE</u></b>		
(ID # 9650)	<b>BOND ORDINANCE APPROPRIATING \$2,170,000, AND AUTHORIZING THE ISSUANCE OF \$2,170,000 BONDS OR NOTES OF THE CITY, FOR VARIOUS SEWER UTILITY IMPROVEMENTS OR PURPOSES AUTHORIZED TO BE UNDERTAKEN BY THE CITY OF SUMMIT, IN THE COUNTY OF UNION, NEW JERSEY.</b> <i>(Sewer Utility Improvements)</i>	06/1/22 (Wed.)
<b><u>SAFETY &amp; HEALTH</u></b>		
(ID # 9563)	<b>AN ORDINANCE AMENDING CHAPTER XVI OF THE CODE OF THE CITY OF SUMMIT, TO ADD A NEW SECTION, ENTITLED “KEY LOCK BOX EMERGENCY ACCESS SYSTEM” REQUIRING THE INSTALLATION OF A KEY LOCK BOX EMERGENCY ACCESS SYSTEM FOR USE BY THE CITY OF SUMMIT FIRE DEPARTMENT DURING AN EMERGENCY OR ANY OTHER ACTION DEEMED NECESSARY BY THE CITY OF SUMMIT FIRE DEPARTMENT</b> <i>(Establish Key Lock Box Emergency Access System – Fire Department)</i>	06/1/22 (Wed.)

## **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 # 9643) 1. Authorize Estimated 3rd Quarter 2022 Tax Bills
- (ID # 9642) 2. Authorize Schedule of School Levy Payments

### **LAW & LABOR**

- (ID # 9628) 1. Grant Person-to-Person Liquor License Transfer - Summit Beverage King, LLC
- (ID # 9662) 2. Authorize Sick Leave With Pay - Fire Department Employee (*Pending Closed Session Discussion*)

### **SAFETY & HEALTH**

- (ID # 9653) Declaration of Vacancies - Police Sergeant & Police Officer (*Pending Closed Session Discussion*)

### **CAPITAL PROJECTS & COMMUNITY SERVICES**

- (ID # 9583) 1. Award Bid - Curbside Collection and Marketing of Recycling Materials Recycling July 2022-June 2024
- (ID # 9645) 2. Authorizing the Submission of Federal Appropriations Requests to Support the Summit Park Line Project (Phase 2)
- (ID # 9663) 3. Authorize Execution of Freshwater Wetlands Letter of Interpretation Deed Restriction

## **CONSENT AGENDA**

### **SAFETY & HEALTH**

- (ID # 9627) Grant Permission & Set Forth Conditions - Summit Public Art Walking Tour - Village Green

### **COMMUNITY PROGRAMS & PARKING SERVICES**

- (ID # 9634) 1. Authorize Display of Pride Flag at Community Center
- (ID # 9635) 2. Authorize Display of Juneteenth and Pan African Flag at Summit Family Aquatic Center

### **FINANCE**

- (ID # 9644) 1. Cancel 2022 Sewer Utility Charges
- (ID # 9596) 2. Authorize Refund - Overpayment of 2021 Taxes
- (ID # 9622) 3. Authorize Refunds - Department of Community Programs
- (ID # 9404) 4. 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**

1. Letter - Mayor Radest, re Community Programs Advisory Board Appointment
2. Purchasing Letter - Curbside Collection and Marketing of Recycling Materials July 1, 2022 through June 30, 2024

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:**

Joint Meeting of Essex & Union Counties - Air permit Public Hearing 6-1-22 virtual

**MINUTES, REPORTS, ETC. FROM THE FOLLOWING**

1. City Forester - Annual Forestry Report 2021
2. Joint Meeting of Essex & Union Counties - Annual Audit Report Years Ending 2019, 2020

**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 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.

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**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