

DRAFT

**BOROUGH OF ROOSEVELT
BOROUGH COUNCIL
MEETING AGENDA
OCTOBER 23, 2017
7:00 P.M.**

TIME IN: _____

Adequate notice of this meeting, as required by Chapter 231, P.L. 1975, has been provided by a public notice on January 3, 2017 which was posted on the Bulletin Board at the Roosevelt Post Office, on the Bulletin Board in the Roosevelt Post Office and in the Borough Hall. The notice was published in The Times and Asbury Park Press.

ROLL CALL: Councilmember Robin Middleman Filepp
Councilmember Michael Hamilton
Councilmember Peggy Malkin
Councilmember Nicholas Murray
Councilmember Maureen Parrott
Councilmember Joseph Trammell

PUBLIC COMMENT (Agenda items only)

APPROVAL OF MINUTES

- September 25, 2017 Regular Meeting Minutes

CORRESPONDENCE

RESOLUTIONS

Resolution 17-118 Payment of Bills for October 23, 2017
Resolution 17-119 Enter Agreement with Monmouth County Board of Chosen Freeholders to Provide Special Citizen Area Transportation Service
Resolution 17-120 Authorizing Monmouth County Shared Services for Cleaning Storm Inlets
Resolution 17-121 Authorizing Agreement with Jan Bilyk d/b/a Whisper Acres for Animal Control Services

REPORTS OF COMMITTEE CHAIRS

Councilmember Michael Hamilton	Public Works
Councilmember Maureen Parrott	Administration
Councilmember Peggy Malkin	Finance/Planning Board Rep./Recreation
Councilmember Joe Trammell	Utilities
Councilmember Nick Murray	Envi, Health & Safety/Envi Rep.
Councilmember Robin Filepp	Community Dev/Code/Senior Rep.

REPORTS OF BOROUGH OFFICIALS (If requested by Mayor or Committee Chair)

OLD BUSINESS

NEW BUSINESS

1. Approval of Application for License to Rent Residential Property – Joshua Ticktin, 18 Farm Lane
2. Discussion of Best Practices Inventory

PUBLIC COMMENT (Any item)

CLOSED SESSION (If Needed)

ADJOURNMENT

TIME OUT: _____

**RESOLUTION NO. 17-118
MEETING DATE: 10-23-17**

PAYMENT OF BILLS FOR OCTOBER 23, 2017

C/_____ offered the following resolution and moved its adoption, which was second by C/_____.

WHEREAS, the attached list of bills have been submitted to the Council for payment approval; and

WHEREAS, the Chief Financial Officer has certified the availability of funds for the payment of bills.

NOW, THEREFORE, BE IT RESOLVED that the bills on the attached bill list be paid.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 23, 2017.

Kathleen Hart
Borough Clerk

October 19, 2017
01:40 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 1

10-23-17 BILL LIST

P.O. Type: All
Range: First
Format: Condensed

to Last

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ACCUR005 ACCURATE WASTE REMOVAL								
	17-00173	03/01/17	2017 SLUDGE REMOVAL	Open	2,068.50	0.00		B
ALLIE010 ALLIED METER SERVICE, INC.								
	17-00755	10/05/17	CERTIFICATION TEST-WATER METER	Open	495.00	0.00		
BOROU005 BOROUGH OF HIGHTSTOWN								
	17-00763	10/06/17	SOLID WASTE CONTRACT:OCT 2017	Open	5,355.00	0.00		
CENTR005 CENTRAL JERSEY WASTE &								
	17-00049	01/17/17	2017 RECYCLING CONTRACT	Open	1,996.19	0.00		B
COM00002 COMCAST								
	17-00779	10/13/17	BORO HALL-INTERNET:OCT 2017	Open	134.85	0.00		
	17-00783	10/13/17	W/S-SEP/OCT 2017 INTERNET SERV	Open	221.96	0.00		
					356.81			
FASTS005 FAST SIGNS OF BRICK								
	17-00745	10/04/17	A-FRAME SIGN & BLANK BOARDS	Open	143.00	0.00		
GANNL005 GANN LAW BOOKS								
	17-00636	08/18/17	2017 EDITION NJ TITLES 40&40A	Open	176.00	0.00		
GANNE005 GANNETT NJ								
	17-00773	10/12/17	SEP 2017 NOTICES	Open	9.90	0.00		
GARDE005 GARDEN STATE LABORATORIES, INC								
	17-00781	10/13/17	SEP 2017 LAB TESTING	Open	1,511.00	0.00		
JWKEN005 J.W. KENNEDY, LLC								
	17-00751	10/05/17	BORO HALL-ANNUAL FIRE EXT INSP	Open	379.35	0.00		
	17-00752	10/05/17	SEWER PLANT-ANNUAL FIRE EXT	Open	55.00	0.00		
	17-00753	10/05/17	WATER PLANT-ANNUAL FIRE EXT	Open	118.55	0.00		
					552.90			
KARAS005 KARASICK, IRA								
	17-00762	10/06/17	LEGAL SERVICES-SEP 2017	Open	416.00	0.00		
MCLAU005 MCLAUGHLIN, STAUFFER &								
	17-00759	10/06/17	LEGAL SERVICES-SEP 2017	Open	486.20	0.00		
MOBIL005 MOBILE MINI, INC.								
	17-00792	10/17/17	TRAILER RENTAL 10/10-11/6/17	Open	409.99	0.00		
MODER005 MODERN GROUP LTD								
	17-00806	10/19/17	GENERATOR MAINT #1 OF 4	Open	2,065.00	0.00		
MONMO010 MONMOUTH COUNTY SCAT								
	17-00748	10/05/17	SCAT SERVICES:3/Q/2017	Open	2,015.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
MONMO025 MONMOUTH COUNTY-COUNTY TAX	17-00764	10/06/17	4/Q/2017 COUNTY TAXES	Open	56,167.47	0.00		
MONMO035 MONMOUTH COUNTY-HEALTH TAX	17-00766	10/06/17	4/Q/2017 HEALTH TAXES	Open	1,134.22	0.00		
MONMO030 MONMOUTH COUNTY-LIBRARY TAX	17-00765	10/06/17	4/Q/2017 LIBRARY TAXES	Open	4,011.38	0.00		
MONMO040 MONMOUTH COUNTY-OPEN SPACE TAX	17-00767	10/06/17	4/Q/2017 OPEN SPACE TAXES	Open	3,369.30	0.00		
MUNIC010 MUNICIPAL MAINTENANCE CO.	17-00331	04/24/17	LIQUID CHLORINE STORAGE TANKS	Open	17,290.00	0.00		
ONECA005 ONE CALL CONCEPTS, INC.	17-00782	10/13/17	3/Q/2017 "CALL BEFORE YOU DIG"	Open	17.50	0.00		
ORKIN005 ORKIN PEST CONTROL SERVICE	17-00768	10/06/17	OCT 2017 PEST CONTROL	Open	36.62	0.00		
PETTY005 PETTY CASH	17-00802	10/19/17	REIMBURSE PETTY CASH	Open	50.00	0.00		
PSEGC005 PSE & G CO.	17-00789	10/16/17	SEP 2017 GAS SERVICE	Open	95.86	0.00		
PYRZW005 PYRZ WATER SUPPLY CO., INC.	17-00705	09/15/17	EMERGENCY-NEW METER HEAD	Open	1,486.51	0.00		
RAPID005 RAPID PUMP & METER SERV, INC.	17-00480	06/15/17	EFFLUENT PUMP REPAIR	Open	6,745.00	0.00		
REALT005 REALTY DATA SYSTEMS, LLC	17-00778	10/13/17	2017 PROPERTY INSPECTIONS	Open	357.00	0.00		
STAPL005 STAPLES BUSINESS ADVANTAGE	17-00719	09/21/17	OFFICE & JANITORIAL SUPPLIES	Open	131.49	0.00		
STATE005 STATE OF NEW JERSEY-PWT	17-00804	10/19/17	3/Q/2017 WATER TAX	Open	75.70	0.00		
SUTPH005 SUTPHEN MEMORIAL, INC.	17-00012	01/05/17	2017 CEMETERY MANAGEMENT	Open	925.00	0.00		B
THEHO010 THE HOME DEPOT	17-00771	10/12/17	CEILING TILES-COUNCIL ROOM	Open	34.56	0.00		
	17-00803	10/19/17	PLEXIGLASS FOR SEWER PLANT	Open	202.59	0.00		
					<u>237.15</u>			
TOWNS005 TOWNSHIP OF MILLSTONE	17-00793	10/17/17	COURT-OCT 2017 PUBLIC DEFENDER	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
TREAS015 TREASURER, STATE OF NJ								
	17-00744	10/04/17	3/Q/2017 MARRIAGE/CIVIL UNION	Open	25.00	0.00		
TULL005 TULLOS, MARY								
	17-00790	10/16/17	REIMB:10/13/17 WORKSHOP	Open	65.00	0.00		
USBAN010 U.S. BANK OPERATIONS CENTER								
	17-00786	10/16/17	2012 MCIA-PRIN & INTEREST	Open	53,725.00	0.00		
	17-00798	10/18/17	2011 MCIA-PRIN & INTEREST	Open	106,325.00	0.00		
					<u>160,050.00</u>			
COMPU005 UNIVERSITY SERVICE COMPANY, INC								
	17-00006	01/05/17	2017 OFF-SITE SERVER BACKUPS	Open	75.00	0.00		B
USABL005 USA BLUEBOOK								
	17-00791	10/16/17	WATER PLANT-DRUM PUMP KIT	Open	559.73	0.00		
	17-00794	10/17/17	PUMP FOR DELTA FLOC	Open	1,041.93	0.00		
	17-00795	10/17/17	LITHIUM BATTERIES & CABINET	Open	84.59	0.00		
	17-00796	10/17/17	W/S MISC SUPPLIES	Open	431.84	0.00		
					<u>2,118.09</u>			
VERIZ005 VERIZON								
	17-00760	10/06/17	FIOS/PHONE-W/P-9/28 BILL	Open	164.56	0.00		
	17-00784	10/13/17	609-448-0539 SEP 2017	Open	247.68	0.00		
	17-00785	10/13/17	609-448-8932 SEP 2017	Open	179.49	0.00		
	17-00800	10/19/17	609-443-1440 SEP 2017	Open	70.42	0.00		
	17-00801	10/19/17	609-443-5749 SEP 2017	Open	92.83	0.00		
					<u>754.98</u>			
VERIZ010 VERIZON FIOS								
	17-00776	10/13/17	INTERNET:BORO HALL 10/1 BILL	Open	144.99	0.00		
	17-00777	10/13/17	INTERNET:SEWER PLANT-10/1 BILL	Open	115.67	0.00		
					<u>260.66</u>			
WEBHA005 WEB HAULING & DISTRIBUTION, INC								
	17-00756	10/05/17	PUMP PRIMARY TANK 9/18/17	Open	677.50	0.00		
	17-00761	10/06/17	PUMP LAKE DR PUMP PIT 9/26/17	Open	203.70	0.00		
	17-00780	10/13/17	PUMP BORO HALL PUMP PIT 10/3	Open	203.70	0.00		
					<u>1,084.90</u>			
WEBOU005 WEB OUTBACK								
	17-00770	10/12/17	RESTROOM RENTAL-SEP 2017	Open	95.00	0.00		


Total Purchase Orders: 56 Total P.O. Line Items: 0 Total List Amount: 274,915.32 Total Void Amount: 0.00

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	7-01	90,918.09	0.00	90,918.09	0.00	0.00	90,918.09
	7-09	<u>166,507.23</u>	<u>0.00</u>	<u>166,507.23</u>	<u>0.00</u>	<u>0.00</u>	<u>166,507.23</u>
Year Total:		257,425.32	0.00	257,425.32	0.00	0.00	257,425.32
	C-08	17,290.00	0.00	17,290.00	0.00	0.00	17,290.00
	T-12	200.00	0.00	200.00	0.00	0.00	200.00
Total of All Funds:		<u><u>274,915.32</u></u>	<u><u>0.00</u></u>	<u><u>274,915.32</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>274,915.32</u></u>

BOROUGH OF ROOSEVELT

I, George J. Lang, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following bill list to be paid.

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
10/23/17 Bill List	various	274,915.32


George J. Lang
Chief Financial Officer

Dated: October 23, 2017

RESOLUTION NO. 17-118
MEETING DATE: 10--23-17

**RESOLUTION TO ENTER AGREEMENT WITH MONMOUTH COUNTY BOARD OF
CHOSEN FREEHOLDERS TO PROVIDE SPECIAL CITIZEN AREA
TRANSPORTATION SERVICE**

C/ _____ offered the following Resolution and moved its adoption which was second by C/ _____.

WHEREAS, *N.J.S.A.* 40A:65-1 provides a municipality with authorization to enter into an agreement with other local units, including counties, to provide or receive any service that each is empowered to provide or receive within its own jurisdiction; and

WHEREAS, the Borough has in the past and wishes to continue a relationship with the County to provide a service to eligible residents for the Special Citizens Area Transportation System (SCAT), which would provide transportation to and from local food markets for those persons sixty (60) years of age and older, in accordance with the rules and regulations in Title III of the Older Americans Act of 1965, as amended in 1978, and for disabled persons under sixty (60) years of age as vehicle space and time is available; and

WHEREAS, the County has presented an Agreement to provide for terms and costs for participation in the SCAT program.

WHEREAS, the cost for this service is \$155.00 per half day with said funds to be made available in the 2018 budget.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Roosevelt that the Agreement with the County of Monmouth for provision of services pursuant to the Special Citizens Area Transportation System for the term January 1, 2018 to December 31, 2018 is approved and the Council President is authorized to sign and the Clerk to attest the agreement regarding same.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

I HEREBY CERTIFY the foregoing to be a true copy of the Resolution adopted by the Borough of Roosevelt at its meeting of October 23, 2017.

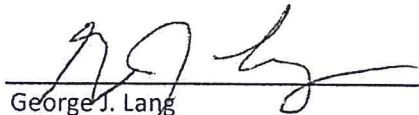
Kathleen Hart, RMC
Borough Clerk

BOROUGH OF ROOSEVELT

I, George J. Lang, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following 2018 contract to awarded.

Vendor	Budget Account	Total Award
Monmouth County SCAT	Public Health Services OE	8,060.00

Amounts past the 2017 budget are subject to sufficient funds being available in 2018 budget


George J. Lang
Chief Financial Officer

Dated: October 23, 2017

*BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY*

**RESOLUTION NO: 17-120
MEETING DATE: 10-23-17**

**AUTHORIZING MONMOUTH COUNTY SHARED SERVICES FOR
CLEANING STORM INLETS**

C/_____ offered the following Resolution and moved its adoption, which was second by C/_____

WHEREAS, the Mayor and Borough Council has determined that the storm inlets in the Borough need cleaning; and

Whereas the Chief Financial Officer has certified that funds are available.

Now therefore, Mayor and Borough Council hereby authorizes Monmouth County Shared Services to clean 62 storm inlets in the Borough of Roosevelt in the amount of \$2,241.50.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Certification

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 23, 2017.

Kathleen Hart
Borough Clerk



**MONMOUTH COUNTY PUBLIC WORKS & ENGINEERING
MATERIAL/EQUIPMENT/SERVICE REQUEST FORM**

TASK #
64616

WORK ORDER #: 12384

REQUESTOR'S INFORMATION- PART I

Requestor's Name: Ana Debevec Phone Number: 609 448-0539 Ext. 4

Municipality: Roosevelt Borough Department: Public Works

Service Requested & Location (If Applicable):
Request an Estimate to clean 62 Storm Inlets in the Borough of Roosevelt

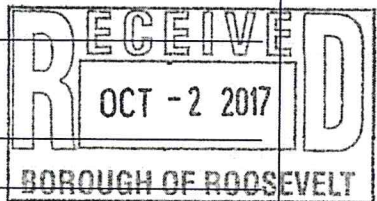
Equipment Requested (If Applicable):

Material Requested (If Applicable):

Delivery Requested: Yes No

Date Needed: _____ Expected Date of Return: _____

Requestor's Signature: _____ Date: _____



MONMOUTH COUNTY'S APPROVAL- PART II

Division: Highway District (If Applicable): 7

Administrative Fee: \$ 12.50

Estimated Labor Cost: \$ 651.

Estimated Material Cost: \$ 39.

Estimated Equipment Cost: \$ 1536.

Delivery Cost *(Optional): \$ _____ *Delivery Charge (\$50/item)

ESTIMATED TOTAL COST: \$ 2241.50

Division Head Signature: [Signature] Date: 9/29/17

Department Head Signature: [Signature] Date: _____

Comments:
Estimate for 16 Hours for cleaning 62 storm inlet with VacCon Jet.

Original-Division

Copy-Municipality

Copy-Director's Office

*BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY*

**RESOLUTION NO: 17-121
MEETING DATE: 10-23-17**

**AUTHORIZING AGREEMENT WITH JAN BILYK
D/b/a WHISPER ACRES FOR ANIMAL CONTROL SERVICES**

C/ _____ offered the following Resolution and moved its adoption, which was second by C/ _____

WHEREAS, the Borough of Roosevelt is in need of Animal Control Services; and

WHEREAS, Certified Animal Control Officer, Jan E. Bilyk d/b/a Whisper Acres, 826 Perrineville Road, Jackson, NJ 08527, agrees to provide Animal Control Services to the Borough of Roosevelt, for the period of two years beginning on January 1, 2017 and terminating on December 31, 2018, in accordance with the agreement.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Roosevelt hereby enters into Agreement with John E. Bilyk, d/b/a Whisper Acres, for Animal Control Officer for the Borough of Roosevelt for the period of two years.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

Certification

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on October 23, 2017.

Kathleen Hart
Borough Clerk