

**Borough of Roosevelt  
33 N. Rochdale Avenue  
Roosevelt, NJ 08555**

**Mayor and Council  
Regular Meeting Minutes of April 12, 2017 at 7:00 p.m.**

The meeting was called to order by Mayor Ellentuck at 7:00 p.m. and he read the Open Public Meetings Act statement which stated, “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 and in the Borough Hall. The notice was published in The Times and Asbury Park Press.”

Roll Call.

	<b>PRESENT</b>	<b>ABSENT</b>
<i>Councilmember Bonna</i>	✓	
<i>Councilmember Hamilton</i>	✓	
<i>Councilmember Lipoti</i>	✓	
<i>Councilmember Malkin</i>	✓	
<i>Councilmember Tickin</i>	✓	
<i>Councilmember Trammell</i>	✓	
<i>Mayor Ellentuck</i>	✓	

Also in attendance: Richard Shaklee, Borough Attorney, Kathleen Hart, Borough Clerk, Kelly Tyers, Deputy Clerk

**MAYOR’S REPORT: See Attached.**

**APPROVAL OF MINUTES: NONE**

**PUBLIC COMMENT FOR CONSENT AGENDA:**

Bert Ellentuck – 22 Homestead Lane:

- Questioned why Resolution 16-95 is being amended. Councilmember Lipoti stated that Resolution 16-95, originally adopted on October 12, 2016 had an error in the language and the contract takes precedent over Resolution 16-95.
- Questioned Resolution 16-54; Mayor responded that will be removed from the Consent Agenda and discussed separately.

**CONSENT AGENDA:**

Comments:

Councilmember Malkin made a motion to pull Resolution 17-54 from the consent agenda.

Resolution 17-54      TABLED Resolution of the Borough Council of the Borough of Roosevelt, County of Monmouth, State of New Jersey, Authorizing the Execution of an Agreement for Emergency Fire and Related Services.

On a motion from Councilmember Malkin Resolution 17-54 TABLED

Councilmember Lipoti made a motion to pull Payment of Bills from the consent agenda. No second is required.

On a motion by Councilmember Lipoti, second by Councilmember Ticktin to approve the Consent Agenda without Resolution 17-54 and Payment of Bills.

Resolution 17-51      Resolution Adopting a Tort Claim Form Required to be Used for the Filing of Notices of Tort Claims Against the Borough of Roosevelt, County of Monmouth, State of New Jersey in Accordance with the Provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6

Resolution 17-52      Resolution to Amend Resolution 16-95

Resolution 17-53      Resolution of the Borough Council of the Borough Of Roosevelt, County Of Monmouth, State Of New Jersey, Declaring As Surplus One Shelter Logic Vehicle Shelter

Roll Call:

AYES:            Bonna, Lipoti, Hamilton, Malkin, Ticktin, Trammell  
NAYS:            None  
ABSTAIN:        None  
ABSENT:         None

Consent Agenda approved without Resolution 17-54 and Payment of Bills.

**OTHER RESOLUTIONS:**

Comments:

Councilmember Hamilton asked for clarification about Resolution 17-54 and why it will be in closed session. Mayor stated that the Council has a few proposals to discuss and contract negotiations are to be done in closed session. Councilmember Trammell asked if we had contracts available to discuss as the Safety Committee will have another proposal tomorrow. Mayor stated there are 3 proposals for the Council to discuss in closed session.

Councilmember Lipoti stated that a temporary budget was adopted to carry the Borough through the first quarter of the year and would like to know if there is adequate funding to pay the bills in April. Councilmember Malkin stated temporary appropriations are done until the budget is adopted. The CFO and the Finance Department will meet next Tuesday. The Borough audits are perfect every year and takes guidance from CFO. The CFO does see the

bills before the Council does and likes to adopt the budget around the same time the State passes their budget. Councilmember Hamilton stated there is a factor missing on preparing the budget (contract amount for the emergency services) and it has nothing to do with the months of the year it has to do with what percentage of the budget that we have appropriated.

The Council discussed the need for the CFO to do a Certification of Funds for the Payment of Bills.

Richard Shaklee, Borough Attorney, stated the Council adopt the payment of bills contingent on getting a Certification of Funds from the CFO and in the future to add a statement that the CFO has reviewed and certified the funds.

Councilmember Hamilton stated that he spoke with Ana and wants more detail added on the payment of bills and that he feels the public should also receive the payment of bills in their agenda packet.

Mayor Ellentuck request that the Council review the payment of bills prior to the scheduled council meeting and reach out to the remaining Council with any questions or concerns.

Councilmember Malkin stated the Finance Committee has concerns about several bills.

- KTK bills are very high for snow plowing and that the CFO recommends the Council look into a shared service agreement or possibly go out to bid.
- USA Blue Book purchases for the sewer plant especially toilet paper and dispensers.
- Food bill from Albivi's. Going forward no food will be ordered for any election.

Councilmember Bonna stated that the Finance Committee should meet to discuss these concerns, make a report and bring to the next Council meeting.

Councilmember Hamilton mentioned that we the copier/printer is allotted 9,000 copies for a 3 month period and we ran over by 14,000. A lot of flyers are being made and we need to be careful.

Councilmember Hamilton asked if the Administration Committee can set guidelines regarding purchases including petty cash purchases. Councilmember Bonna will have the Administration Committee address the issues.

On a motion by Councilmember Lipoti, second by Councilmember Ticktin to adopt the Payment of Bills with a Certification of Funds to be received from the CFO, George Lang and no checks are to be released until the Certificate is received.

Roll Call:

AYES: Bonna, Lipoti, Hamilton, Malkin, Ticktin, Trammell  
NAYS: None  
ABSTAIN: None  
ABSENT: None

Payment of Bills adopted with a Certification of Funds to be received from the CFO, George Lang and no checks are to be released until Certificate is received.

## **REPORTS OF COMMITTEE CHAIRS**

Councilmember Michael Hamilton, Public Works:

- Environmental Commission began work on the Forest Management Plan; need to identify hazard trees in town. Possible State money might be available for grants. Lot of work being done quietly by volunteers and encourages residents to visit the park,
- Eitan Grunwald, Environment Commission explained that the program is a state program not a federal program. The plan has to meet some state guidelines and once approved the Borough can get competitive grants. Public Works Committee needs to meet to discuss further.
- Pocket Park over near Footlight Farms is a green acres park. Nice place for families. All native species. The park is a work in progress and there are no benches yet. Need signs for Borough Ordinance to take care of your dog and possible putting up plastic bag dispensers.
- Would like a Public Works and Administration Committee joint meeting to discuss some of the public works issues regarding the Forest Management Plan.

Mayor Ellentuck asked Councilmember Hamilton for the following:

- Bid specs for mowing maintenance needs to be done and sent to staff.
- Bid specs for snow plowing (including all that KTK does for the Borough).
- First Aid Squad building issues.
- Condemning fire building or rebuilding; need cost if demolition of building.
- Borough Hall issues with HVAC, roof replacement, file storage.

Councilmember Lipoti asked to have a copy of the bids from last year regarding the HVAC to review and might be an opportunity for the Borough to save money if we do an energy efficient audit and get points for Sustainable New Jersey.

Councilmember Trammell offered to volunteer to scan files. Mayor Ellentuck stated that the Council is not privy to the confidential materials and the staff needs to go through first.

Councilmember Michael Ticktin, Community Dev & Code:

- On May 2, 2017 a Monmouth County Board of Health representative will give a presentation to the seniors about preparedness. Kits will be made available.
- No update on the gas station.
- Code Enforcement will be discussed under Reports of Borough Officials regarding 9 Homestead Lane and 6 Farm Lane sent an email but still not in compliance.
- Will contact the Monmouth County Sheriff department regarding a Prescription Take Back program (prescription medicine drop off) that they offer.

Councilmember Stacey Bonna, Administration/Environmental Rep.:

- The Roosevelt Public School Education Foundation is having a fundraiser. Starting Tuesday, Pilates classes for the next 6 weeks from 6:45pm – 7:30 to be held in the school gym. Can register at the class.
- Eitan Grunwald will present a report for the Environmental Commission under Report of Borough Officials.

Kathleen Hart, Borough Clerk:

- The annual filing of financial disclosure statements for local government officers will be available as of April 13, 2017.

Richard Shaklee, Borough Attorney:

- Received decision from the Acting Director of the Division of the Alcohol Beverage Control affirming the initial decision of the Administrative Law Judge to the affect that the alcohol beverage license request for a special ruling for renewal due to the fact that it was inactive was denied for failure to establish good cause.
- Petitioner may be able to file a motion for reconsideration.
- Council should start thinking about whether to issue a new license.
- No rule on a motion for reconsideration; 45 days to appeal to the appellate division.

Councilmember Peggy Malkin, Finance/Planning Board Rep:

- Finance Committee is scrutinizing all the bills and working with CFO to present the budget
- Planning Board approved the reexamination of the Master Plan.
- Summer Program will work differently this year. Larisa Bondy cannot do this year and Eric Schubiger is working very hard to set up a new program. For the six weeks parents will have different programs to pick from. Parents can choose all six weeks or just specific weeks and only pay for the weeks they pick. Flyers will be going out to parents. Mayor stated that the rate can't be changed without Council approval and a resolution must be done prior to the flier going out.

Councilmember Trammell, Enviro, Health & Safety:

- Bulletin board at the post office was burned on March 29<sup>th</sup>. Millstone and Monroe Fire Departments, State Police, Chief Jim Carbin, Fire Marshall came out. Accelerant was found at the scene. Ongoing investigation. Case #C060201700334.
- Monroe Fire Commissioners are meeting tonight regarding the proposed contract.

Mayor Ellentuck would like to set a special meeting on Thursday, April 20, 2017 at 7:30 pm to discuss all proposed contracts received. Proper noticing will be done. The County has been notified, Fire Company is resigning tonight and Millstone Fire Department will cover.

Councilmember Jill Lipoti, Utilities:

- Power point presentation regarding the status of the sewage pipes (see attached).

## **REPORTS OF BOROUGH OFFICIALS:**

Joe McGarth, Zoning/Code Enforcement/Housing Officer:

- Code issues are being addressed and corrected with various properties in town.
- Dexheimer Farm in still in progress with the County.
- 9 Pine roof caving in on Studio; rest of house is habitable
- 9 Homestead rental – fielding complaints

**OLD BUSINESS:**

Councilmember Hamilton and Kelly Tyers will review the Specifications for Maintenance of Public Land and bid will then go out.

Mayor Ellentuck read a letter he received from the Roosevelt Fire Company that they will no longer be serving the Roosevelt Fire Department as of 7pm Wednesday, April 12, 2017.

**NEW BUSINESS:**

1. Approval of Application for License to Rent Residential Property – Glenda Retana, 9 Homestead Lane, subject to conditions recommended by Zoning Officer.

Councilmember Trammell made a motion to table the application; second by Councilmember Malkin. All in favor.

2. Janeth Atieh- 34 Tamara Drive – request use of Borough Hall for a Party on Sunday May 28<sup>th</sup> – 9 am to 6 pm.

Councilmember Ticktin made a motion to approve as long as it doesn't interfere with RAP, second by Councilmember Lipoti. All in favor.

3. RAP request for use of Borough Hall – Saturday June 24<sup>th</sup>- 7 pm to 11 pm

Councilmember Ticktin made a motion to approve, second by Councilmember Lipoti. All in favor.

4. Discussion of Summer Recreation Fees. Discussed previously.

5. Council Meeting Location Change to Roosevelt Public School on April 24, 2017 at 7:00 p.m. Mayor Ellentuck discussed the change of location because of the referendum on the April 25<sup>th</sup>. Notices will be posted.

**PUBLIC COMMENT**

Bert Ellentuck 22 Homestead Lane:

- Questioned why the public contract for fire is a shared service agreement and no RFP were went out.
- Discussed sewage and collection system.

- The study of the water/sewage plants need to be done.

Eitan Grunwald – 5 Eleanor Lane:

- Still have issue with First Aid Squad building and what are the next steps.
- Needs to identify the costs to repair and do a time line.
- Back at square one with the first aid building repairs.

Tim Hartley – 29 Farm Lane:

- Questioned the sewage issues and what the next step will be.

Sharon Unger – 21 Farm Lane:

- Questioned why the Borough Attorney can review Millstone and Hightstown proposals but not Monroe.

Maureen Parrott – 2 Tamara Drive:

- Questioned what the study is and what is being funded.

Henry John- Alden – 48 Pine Drive:

- Discussed the flyer that went out about the water sewer bond vote.
- Questioned if there will be more expenditures in the future.
- Make flyers clearer for better understanding.

Lorraine Hartley- 29 Farm Lane

- Questioned why a state police officer was in attendance of meeting.

Jeb Shan – 18 Tammara Drive:

- Signed petition but was very reluctant to do so.
- Has a better understanding after tonight's presentation and discussion.

Mark Connor – 23 No. Rochdale

- First Aid Squad is still active.
- Sorry to see fire department go.
- Sewage system has worked for 28 years but pipes will collapse and back up into your house.

Sam Lopez – 7 Homestead Lane:

- Discussed the water/sewer issues and asked why this was not handled before meeting instead of back and forth arguing over a small legal issue.

Robert Kragen – 7 School Lane:

- Suggested that we look into engineer or private contractor to dig the pipes.
- Have an RFP and have the engineer contractor pay for costs.

Mary Tullous – 21 Lake Drive:

- Discussed that one of the bollards on the path between Farm Lane and Lake Drive needs repair.
- Addressed concerns of the ATV vehicles usage in the Borough.

Bob Clark – 59 Lake Drive:

- Discussed his concerns regarding the incident regarding the bulletin board and the investigation.
- Stated Councilmember Trammell contacted Jim Carbin from Monroe Fire Department and Monmouth County Fire Marshall – Kevin Stout to investigate the bulletin board incident.
- Stated the State Police should have done a better investigation the first time they had arrived.

Deb Lenart – 5 Elm Court:

- Stated that the Council brings up food and paper costs and should pay more attention to the real costs in town, ex: referendums.

CLOSED SESSION: None

ADJOURNMENT

Mayor Ellentuck asked for a motion to adjourn.

Councilmember Bonna moved to adjourn at 10:07 p.m., Councilmember Trammell second. All ayes.

Respectfully Submitted,

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Kathleen Hart, Borough Clerk

Adopted Date: May 22, 2017



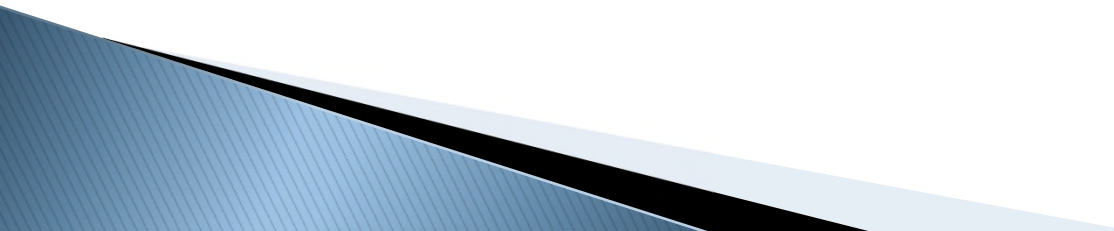


# Status of Sewerage Collection System

**Presentation To Roosevelt Borough**

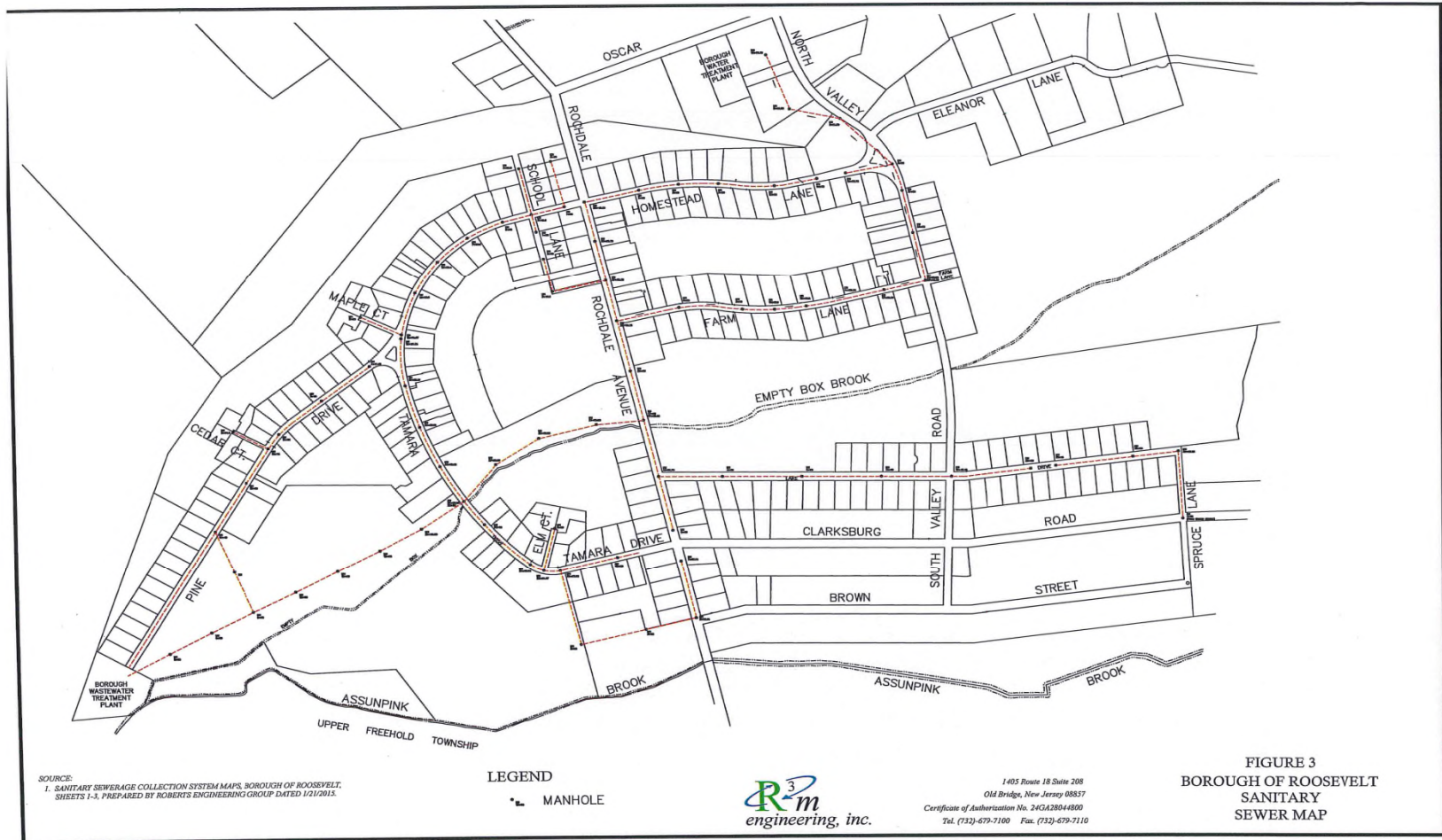
Jill Lipoti | APRIL 10, 2017

# SEWERAGE COLLECTION SYSTEM


1. ORIGINALLY CONSTRUCTED IN 1930'S
  2. VITRIFIED CLAY PIPE WITH OAKUM JOINTS
  3. REHABILITATIONS 1980'S
  4. PVC PIPE WITH O-RING GASKET JOINTS
- 

# BOROUGH OF ROOSEVELT

## Sanitary Sewer Map



SOURCE:  
1. SANITARY SEWERAGE COLLECTION SYSTEM MAPS, BOROUGH OF ROOSEVELT,  
SHEETS 1-3, PREPARED BY ROBERTS ENGINEERING GROUP DATED 1/21/2015.

LEGEND  
 MANHOLE

  
 engineering, inc.

1405 Route 18 Suite 208  
 Old Bridge, New Jersey 08857  
 Certificate of Authorization No. 24GA128044800  
 Tel. (732)-679-7100 Fax. (732)-679-7110

FIGURE 3  
 BOROUGH OF ROOSEVELT  
 SANITARY  
 SEWER MAP

# Summary of 2015 Water and Sewage Flows

Water Utilization Categories	Gallons Per Year	Gallons Per Day	Percent	Gallons Per Capita Per Day
	gpy	gpd	%	gpcd
Drinking Water Metered (consumed) by Customers	15,021,196	41,154	100%	51
Drinking Water Metered (consumed) by Customers and Not Discharged to Sewers (10% estimated)	1,502,120	4,115	10%	5
Drinking Water Discharged to Sewers (90% estimated)	13,519,076	37,039	90%	46
STP Water Usage (estimated)	6,898,500	18,900	46%	24
STP Effluent Meter Flow	59,223,351	162,256	394%	203
STP Sewage Influent Flow (calculated)	52,324,851	143,356	348%	179

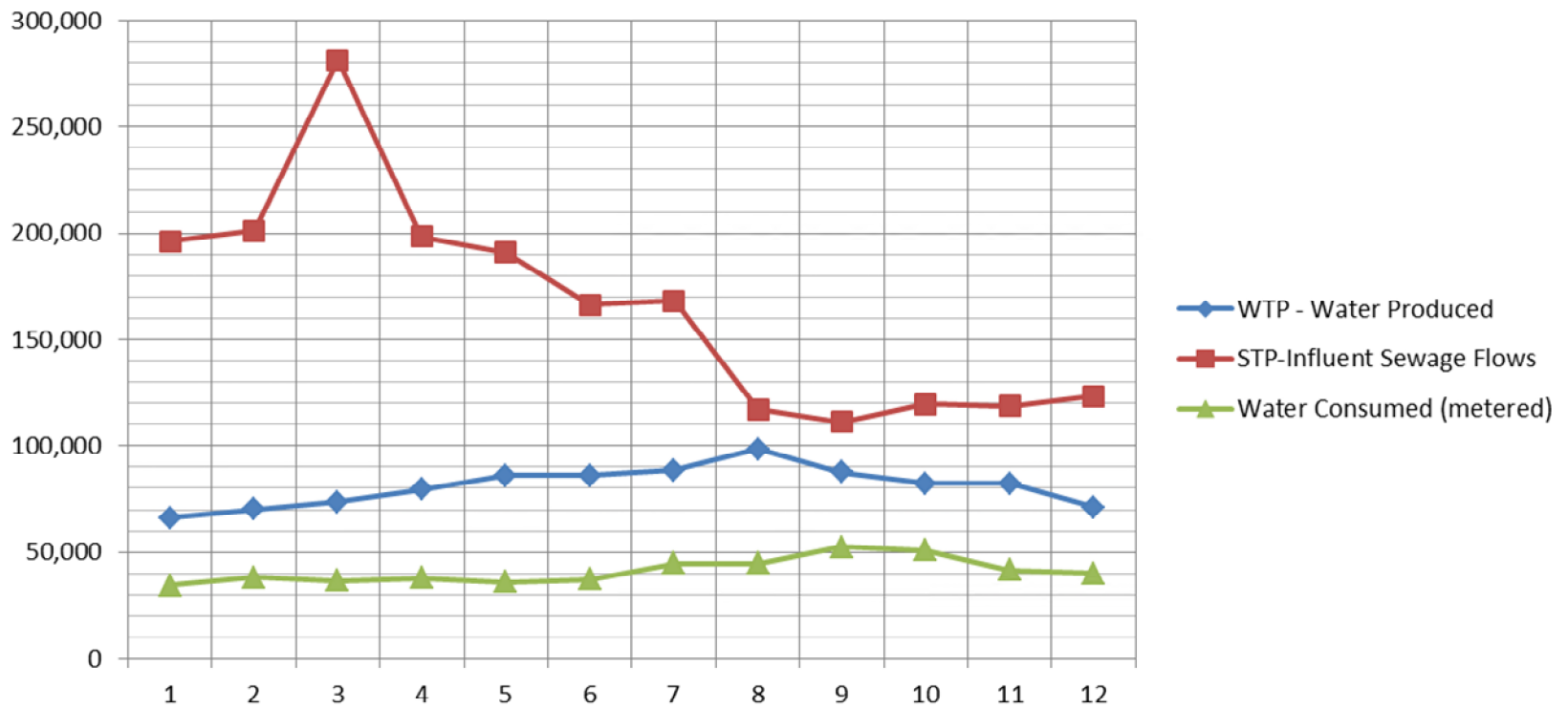
# Calculated I&I During Max – Days in 2015

<i>JANUARY 2015 thru JUNE 2015</i>						
	<b>SP-Jan 15</b>	<b>SP-Feb 15</b>	<b>SP-Mar 15</b>	<b>SP-Apr 15</b>	<b>SP-May 15</b>	<b>SP-June 15</b>
<b>Max-Flow Day Sewage Flow</b>	456,910	318,187	551,285	252,003	224,637	186,935
<b>Corresponding Water Flow</b>	73,000	69,000	71,000	107,000	86,000	57,000
<b>Corresponding 90% of Water Flow</b>	65,700	62,100	63,900	96,300	77,400	51,300
<b>I&amp;I Flow</b>	391,210	256,087	487,385	155,703	147,237	135,635
<b>Inch-miles</b>	59.2	59.2	59.2	59.2	59.2	59.2
<b>gpd/inch-mile</b>	6,608	4,326	8,233	2,630	2,487	2,291

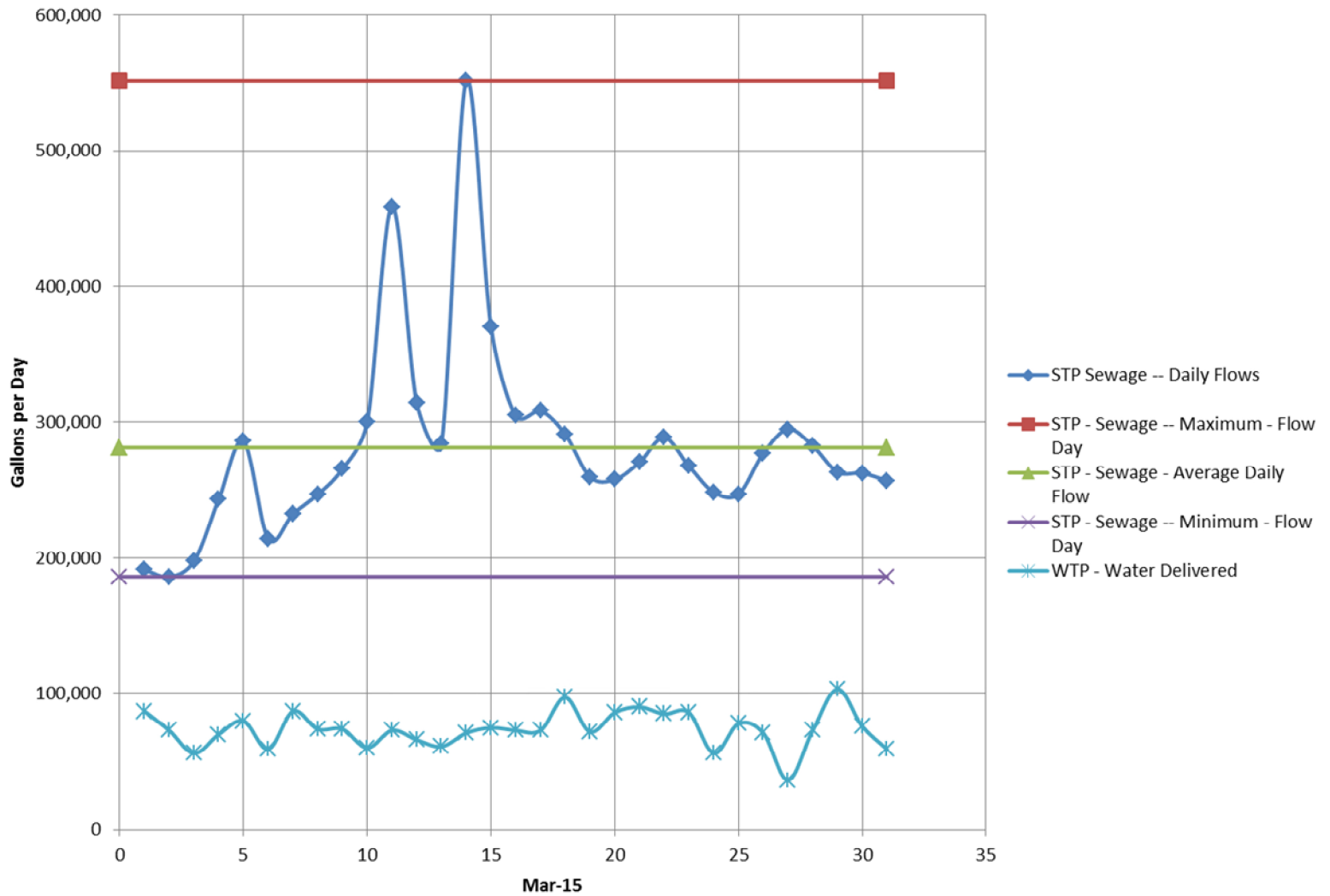
# Calculated I&I During Max – Days in 2015 (continued)

<i>JULY 2015 thru DECEMBER 2015</i>						
	<b>SP-July 15</b>	<b>SP-Aug 15</b>	<b>SP-Sep 15</b>	<b>SP-Oct 15</b>	<b>SP-Nov 15</b>	<b>SP-Dec 15</b>
<b>Max-Flow Day Sewage Flow</b>	198,000	142,000	154,000	164,000	135,000	119,000
<b>Corresponding Water Flow</b>	59,000	80,000	89,000	43,000	97,000	65,000
<b>Corresponding 90% of Water Flow</b>	53,100	72,000	80,100	38,700	87,300	58,500
<b>I&amp;I Flow</b>	144,900	70,00	73,900	125,300	47,700	60,500
<b>Inch-miles</b>	59.2	59.2	59.2	59.2	59.2	59.2
<b>gpd/inch-mile</b>	2,448	1,182	1,248	2,117	806	1,022

## 2015 - Water Produced vs. Water Consumed vs. STP Influent Flows, gpd

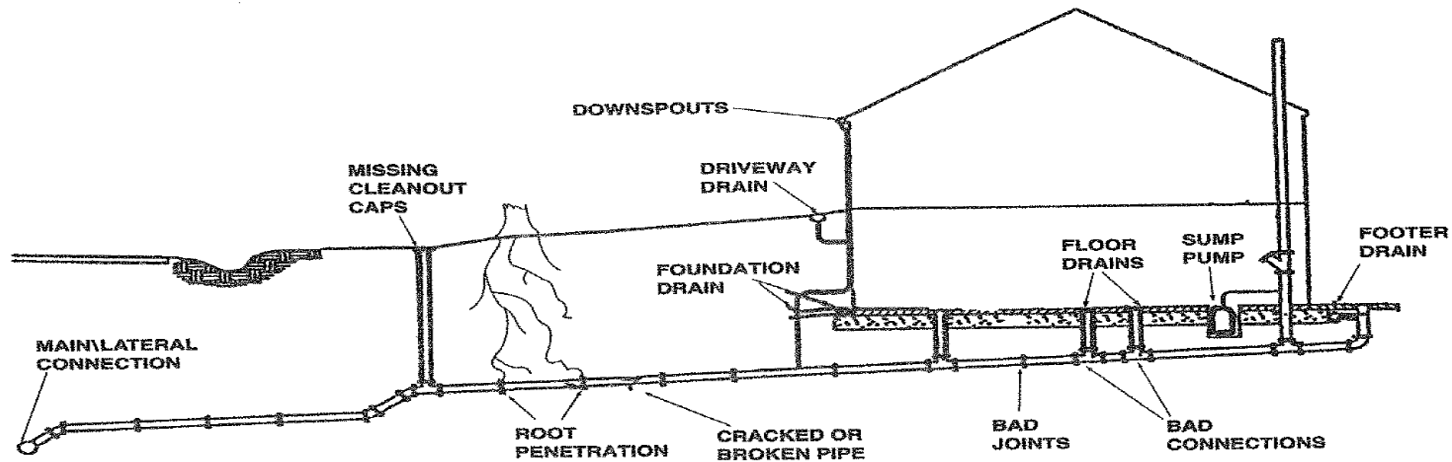


# March 2015 Daily Flows





# Typical Sources of I/I residential buildings



**Figure 1** Typical sources of I/I from PBSCs.

*Control of Infiltration and Inflow in Private Building Sewer Connections.* Alexandria, VA: Water Environment Federation, 1999, Pg. 4. Print.

# The Good News

## WASTEWATER COLLECTION AND TREATMENT

- Meeting the NJDEP's NJPDES Permit Limits

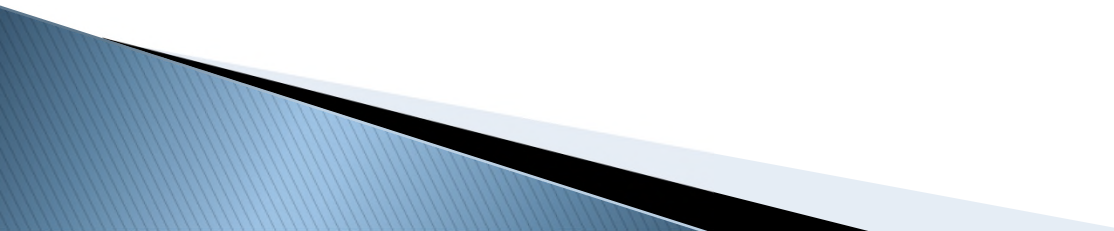
# The Not So Good News

## WASTEWATER COLLECTION AND TREATMENT

- Variance between water consumed/discharged to sewer and STP sewage flow ... Infiltration/Inflow?
- Deteriorated Sewerage infrastructure

# The Not So Good News (continued)

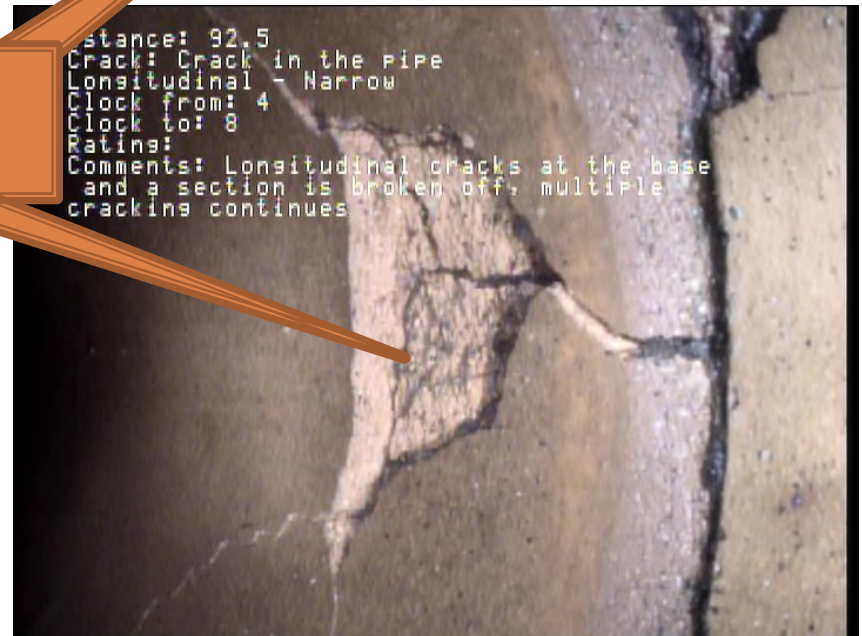
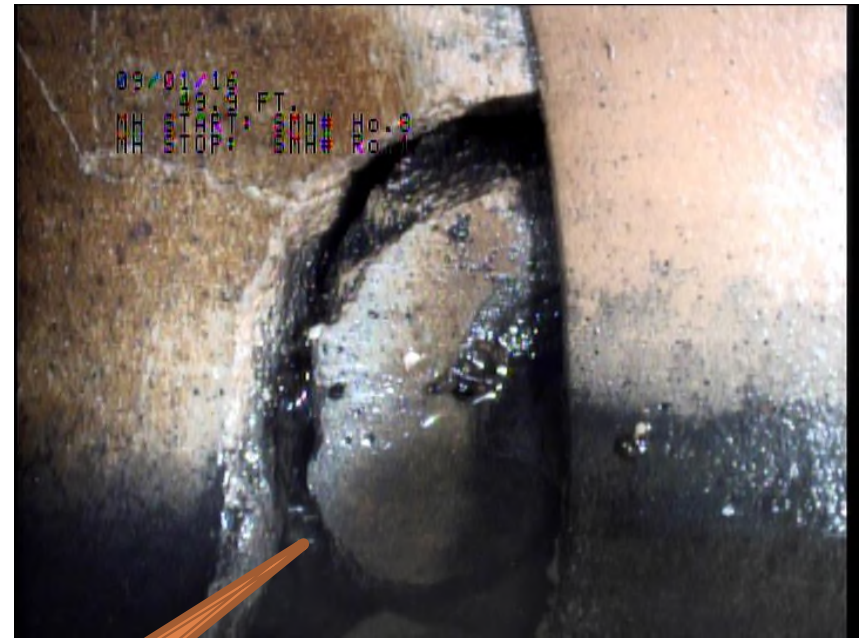
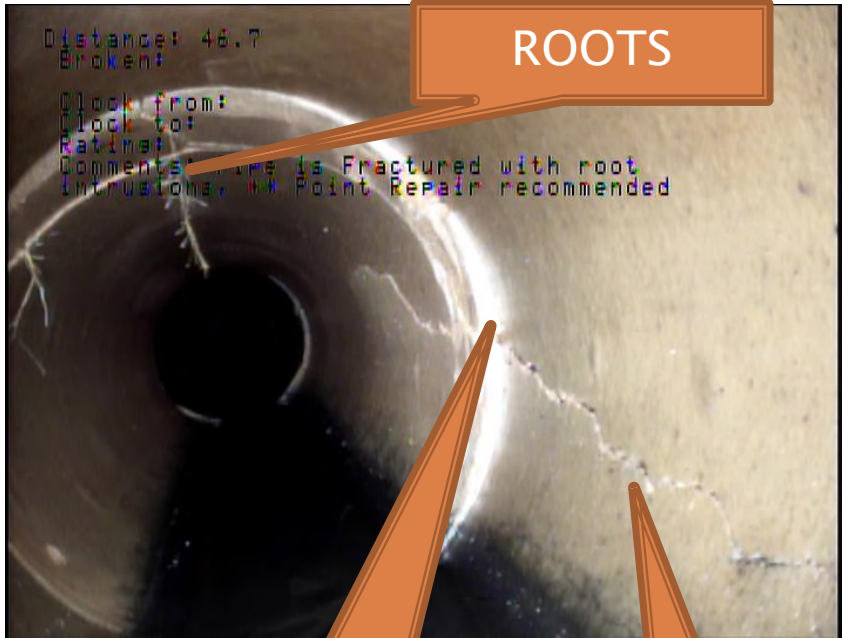
## WASTEWATER COLLECTION AND TREATMENT

- Sewage flow approximately 4 times the water discharged to sewers .... Infiltration and Inflow ... to be refined by flow–recording unmetered water uses
  - Peak sewage flow 5 to 6 times the average daily flow ..... to be confirmed by continuous flow–recording at STP
  - Intermittent pumping impacts solids–settling processes
  - Performance dependent on enhanced–settling thru the addition of chemical coagulants
  - High operating costs for chemicals and power
  - High potable water use ... to be confirmed thru metering
- 

# The Not So Good News (continued)

## **WASTEWATER COLLECTION AND TREATMENT**

- Structural integrity of sewage treatment plant concrete tanks (Trickling filter, Sludge Holding Tank, Effluent Box)
- Sewage treatment plant requires major treatment process improvements to reduce O&M costs
- Sewage Treatment plant requires structural repairs...Effluent Box - critical!



Photos taken from limited video inspections in 2016 show fracturing of pipe wall which are break lines that have become visibly open.

Location: MH-EA3 in Easement A



Please note the trickle entering the sewer manhole  
DURING THE DROUGHT PERIOD LAST YEAR!

*Imagine what this might look like  
after all these rains!*

*We pay to treat this at the STP*

## Location: Homestead Lane



See the joints that have gaps  
See the cracks in the pipe!

*Imagine what this might look like  
after all these rains!*

*The roots block up the sewers!*



## Location: Rochdale Avenue



We have cracks and openings all across our system

*Groundwater can enter the sewer diluting the waste and adding to our operating costs*

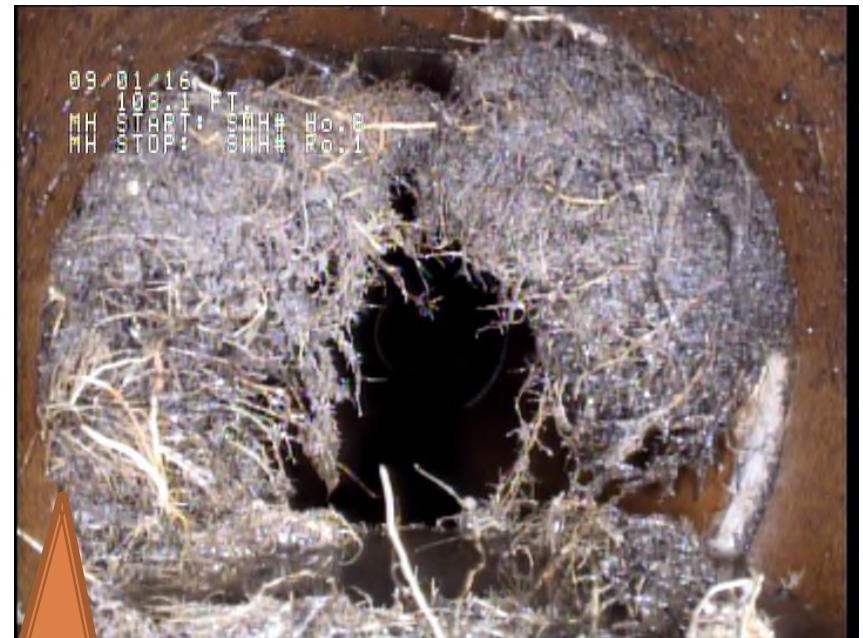
Location: Rochdale Avenue



*Fractures located in bottom of pipe and separated at pipe joint*



ROOTS ALONG PIPE BARREL



ROOTS AT JOINTS

Photos above show large root mass infiltration at pipe joints, laterals, and along the pipe barrel



LATERAL WITH ROOTS

## Location: Homestead Lane



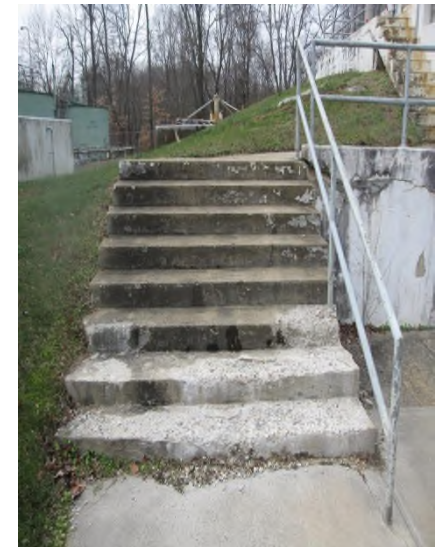
A large mass of root infiltration at pipe joint  
We can break up and remove this root accumulation,  
*but this will leave voids in joint and may further  
increase infiltration*

# BOROUGH OF ROOSEVELT Sewage Treatment Plant

Influent Channel  
and Flow Meter



Deteriorated  
Concrete Steps



# BOROUGH OF ROOSEVELT Sewage Treatment Plant



STP Primary Clarifiers



STP Influent Screen  
(Channel Monster)

# BOROUGH OF ROOSEVELT Sewage Treatment Plant



Clarifier Scum Collector



Clarifier Collector Drive

# BOROUGH OF ROOSEVELT Sewage Treatment Plant

Trickling Filter  
Distributor Arms



Trickling Filter  
Recirculation &  
Final Clarifier PS



Trickling Filters



# BOROUGH OF ROOSEVELT Sewage Treatment Plant

Chlorine Contact Tank



Cascade  
Aerator



Final Clarifiers

# BOROUGH OF ROOSEVELT Sewage Treatment Plant

STP Sodium  
Hypochlorite  
Storage Tank



STP Sludge Storage Tank



Sludge Pump

# BOROUGH OF ROOSEVELT Sewage Treatment Plant



STP  
Delta-Floc



Deteriorated  
Concrete Steps



Deteriorated  
Concrete

Sulfur Dioxide  
Cylinders



# BOROUGH OF ROOSEVELT Sewage Treatment Plant



Deteriorated Concrete

# Thank You for Your Attention

- ▶ Any questions?