

DRAFT
BOROUGH OF ROOSEVELT
33 N. Rochdale Ave, Roosevelt Borough, NJ 08555

COUNCIL REGULAR MEETING AGENDA
JANUARY 16, 2024 @ 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, 2024 which was posted on the Bulletin Board Roosevelt Post Office and in the Borough Hall. The notice was transmitted to The Times and Asbury Park Press.

ROLL CALL

Councilmember Robert Atwood
Councilmember Louis Esakoff
Councilmember Michael Hamilton
Councilmember Constance Herrstrom
Councilmember Steven Macher
Councilmember Joseph Trammell
Mayor Peggy Malkin

MAYOR'S REPORT:

PUBLIC COMMENT: (Agenda items only)

CORRESPONDENCE:

1. Resignation received from Councilmember Robert Atwood effective February 1, 2024.
2. Resignation letter from Mary Tulloss effective immediately.

MINUTES:

1. Regular Meeting Minutes – December 4, 2023

ORDINANCES:

First Reading
2024-01

AN ORDINANCE SETTING THE SALARY RANGE AND COMPENSATION OF CERTAIN OFFICIALS, POSITIONS AND EMPLOYEES IN THE BOROUGH OF ROOSEVELT, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

Second Reading and Public Hearing is scheduled for February 5, 2024 at Roosevelt Borough Hall, 33 N. Rochdale Avenue, Roosevelt, NJ.

CONSENT AGENDA RESOLUTIONS:

- Resolution 24-30 Payment of Bills for January 16, 2024
Resolution 24-31 Resolution of the Borough Council of the Borough of Roosevelt Waiving November/December Water and Sewer Utility Billings for 5 & 6 Cedar Court
Resolution 24-32 Resolution of the Borough Council of the Borough of Roosevelt

Resolution 24-33 Approving Change Order No. 1 and No. 2 and Payment No. 1 and No. 2 to P.M. Construction Corp. for Improvements to Pine Drive
Resolution Authorizing the Award of a Non-Fair and Open Contract for Professional Landscape Architect Services to ETM Associates, LLC for Improvements to the Franklin Delano Roosevelt Memorial Amphitheater

REPORTS OF COMMITTEE CHAIRS:

Councilmember Atwood	Envi, Health & Safety
Councilmember Esakoff	Administration
Councilmember Hamilton	Finance
Councilmember Herrstrom	Community Dev/Code
Councilmember Macher	Public Works
Councilmember Trammell	Utilities

ANNOUNCEMENT OF MAYOR’S APPOINTMENT NOT REQUIRING COUNCIL APPROVAL

1. Mayor’s Appointment to the Borough of Roosevelt Environmental Commission

REPORTS OF BOROUGH OFFICIALS:

UNFINISHED BUSINESS:

NEW BUSINESS:

1. Borough Council Meeting – October 3, 2024

PUBLIC COMMENT (Any item)

M/Malkin opens the public comment at _____
M/Malkin closes the public comment at _____

ADJOURNMENT

TIME OUT: _____

Revised resignation date

ROBERT ATWOOD <ratwood@rooseveltnj.us>

Mon 12/18/2023 8:41 AM

To:KATHLEEN HART <clerk@rooseveltnj.us>

Cc:PEGGY MALKIN <mayor@rooseveltnj.us>

Dear Kathleen and Borough Council,

In order to insure a smooth transition of bringing in a new council member, I would like to change the date of my council resignation from Dec 12th to February 1, 2024.

Thank you.

~Robert Atwood

Resignation letter previously sent to Ellen & Ben

Mary Tulloss <marytulloss@comcast.net>

Wed 1/3/2024 12:19 PM

To: MARIA DELLASALA <maria@roosevelt.nj.us>

----- Forwarded Message -----

Subject: Re: Environmental Commission

Date: Wed, 20 Dec 2023 11:04:28 -0500

From: Mary Tulloss <marytulloss@comcast.net>

To: Lucretia McGuff-Silverman <mcguffsilverman@gmail.com>, Ben Johnson <rothm3@comcast.net>

Ellen,

I have given it a lot of thought, and I believe that I need to step off of the EC when my term expires at the end of this year. I am on several boards in Roosevelt and outside and I am just finding it hard to keep up with everything. We have been unable to find someone to help Rod with tasks involving the herbarium and I would like to be able to help him with that.

I admire and respect all that the Environment Commission is doing and wish everyone well. I would like to continue working with Corkey and Jane on stream monitoring.

My Best,

Mary

**BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH**

**ORDINANCE NO: 2024-01
INTRODUCTION DATE: 01-16-2024
ADOPTION DATE:**

AN ORDINANCE SETTING THE SALARY RANGE AND COMPENSATION OF CERTAIN OFFICIALS, POSITIONS AND EMPLOYEES IN THE BOROUGH OF ROOSEVELT, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

BE IT ORDAINED by the Mayor and Council of the Borough of Roosevelt, County of Monmouth, State of New Jersey:

Section 1. The salary range for providing wages and compensation of certain officials, positions and employees of the Borough of Roosevelt, County of Monmouth, State of New Jersey are set as follows:

	MINIMUM:	MAXIMUM:
Borough Administrator	\$ 15,000.00	\$ 40,000.00
Office Manager	\$ 10,000.00	\$ 15,000.00
Borough Clerk	\$ 20,000.00	\$ 65,000.00
Registrar of Vital Statistics	\$ 2,500.00	\$ 6,000.00
Deputy Registrar of Vital Statistics	\$ 1,200.00	\$ 3,600.00
Purchasing Agent	\$ 10,000.00	\$ 85,000.00
Chief Financial Officer	\$ 9,000.00	\$ 30,000.00
Borough Treasurer	\$ 4,500.00	\$ 30,000.00
Tax Collector/Water-Sewer Collector	\$ 9,500.00	\$ 35,000.00
Tax Assessor	\$ 6,500.00	\$ 25,000.00
Zoning Officer	\$ 500.00	\$ 10,000.00
Code Enforcement Officer	\$ 500.00	\$ 6,000.00
Housing Inspector	\$ 500.00	\$ 10,000.00
Recreation Director	\$ 3,000.00	\$ 20,000.00
Clean Community Coordinator	\$ 150.00	\$ 1,000.00
Superintendent of Public Works	\$ 22,000.00	\$ 45,000.00
OEM Coordinator	\$ 1,000.00	\$ 4,000.00

Section 2. The range for hourly rates for providing wages and compensation of certain officials, positions and employees in the Borough of Roosevelt, County of Monmouth, State of New Jersey are set as follows:

Assistant Administrative Clerk	\$ 16.00	\$ 35.00
Deputy Borough Clerk	\$ 16.00	\$ 35.00
Fund Commissioner	\$ 16.00	\$ 35.00
Right to Know Coordinator	\$ 16.00	\$ 35.00
Safety Director	\$ 16.00	\$ 35.00
Public Works Employee	\$ 16.00	\$ 40.00
Custodian	\$ 16.00	\$ 30.00
Planning Board Secretary	\$ 16.00	\$ 30.00
Environmental Commission Secretary	\$ 16.00	\$ 30.00
Crossing Guard	\$ 16.00	\$ 30.00
Clerk/Secretary	\$ 16.00	\$ 25.00
Code Enforcement Officer	\$ 16.00	\$ 35.00

Section 3. The range for providing wages and compensation for the employees of the Roosevelt Community Summer Camp in the Borough of Roosevelt, County of Monmouth, State of New Jersey are set as follows:

Camp Supervisor	\$16.00/hour	\$25.00/hour
Assistant Camp Supervisor	\$16.00/hour	\$22.00/hour
Counselor	\$16.00/hour	\$19.00/hour

Section 4. The annual salaries and hourly rates shall be established by a resolution of the Borough Council.

Section 5. The Borough's Chief Financial Officer is hereby authorized to transfer such sums of money from the municipal operating accounts to the payroll account as may be necessary to cover periodic payroll payments.

Section 6. All ordinances or parts of ordinances inconsistent herewith are repealed, but only to the extent of such inconsistency.

Section 7. This Ordinance shall become effective immediately upon its final passage and publication as required by law.

Section 8. All ordinances and parts of ordinances inconsistent herewith are hereby repealed.

Section 9. This ordinance shall take effect upon adoption and publication as required by law.

ATTEST:

APPROVED:

Kathleen Hart, Borough Clerk

Peggy Malkin, Mayor

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

**RESOLUTION NO. 24-30
MEETING DATE: 01-16-2024**

PAYMENT OF BILLS FOR JANUARY 16, 2024

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 January 16, 2024.

Kathleen Hart
Borough Clerk

January 11, 2024
12:44 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 1

1-16-24 BILL LIST

P.O. Type: All
 Range: First to Last
 Format: Condensed
 Vendors: All
 Rcvd Batch Id Range: First to Last
 Open: N Paid: N Void: N
 Rcvd: Y Held: Y Aprv: N
 Bid: Y State: Y Other: Y Exempt: Y
 Include Non-Budgeted: Y

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ANJEC005	ANJEC	24-00011	01/09/24	ENVIRONMENTAL COMM-2024 DUES	Open	425.00	0.00		
BOROU005	BOROUGH OF HIGHTSTOWN	24-00020	01/10/24	SOLID WASTE CONTRACT:JAN 2024	Open	6,151.17	0.00		
CANNI005	CANNIZZARO, SALVATORE	24-00007	01/09/24	TAX COLL-REIMB:INK CART+POSTGE	Open	46.26	0.00		
CMRSF005	CMRS-FP	23-00672	12/22/23	POSTAGE FOR POSTAGE METER	Open	280.00	0.00		
COMPL010	COMPLETE CARE MAINTENANCE, LLC	23-00676	12/31/23	DEC 2023 SERVICES	Open	400.00	0.00		
CROSS005	CROSS OVER NETWORKS, LLC	23-00089	02/15/23	2023 IT SERVICES	Open	398.00	0.00		B
EARLE005	EARLE ASPHALT COMPANY	24-00001	01/08/24	EMERG:WATER MAIN BREAK 11/29	Open	7,147.37	0.00		
EDMUN005	EDMUNDS GOVTECH	24-00017	01/10/24	EDMUNDS CLOUD HOSTING	Open	2,912.00	0.00		
		24-00018	01/10/24	2024 MCSJ SOFTWARE MAINTENANCE	Open	11,986.00	0.00		
						14,898.00			
FRANCO05	FRANCOTYP-POSTALIA, INC.	23-00671	12/22/23	INK CARTRIDGE:POSTAGE MACHINE	Open	199.00	0.00		
		24-00012	01/10/24	1/Q/2024 METER/SCALE RENTAL	Open	162.54	0.00		
						361.54			
GANNE005	GANNETT NJ NEWSPAPERS	23-00669	12/21/23	NOV 2023 NOTICES	Open	309.76	0.00		
GEORG005	GEORGE S COYNE CHEMICAL CO INC	23-00258	05/17/23	SEWER-2023 SODIUM ALUMINATE	Open	9,882.43	0.00		B
GRACI005	GRACIE & HARRIGAN CONSULTING	23-00524	10/06/23	FOREST INVENTORY/TREE ASSESSMT	Open	4,000.00	0.00		
HOLDE005	HOLDEN, JOHN B.	23-00066	02/02/23	2023 WATER PLANT MANAGEMENT	Open	5,306.82	0.00		B
		23-00678	12/31/23	ADDITIONAL SERVICES-DEC 2023	Open	278.15	0.00		
						5,584.97			
INTER015	INTERSTATE WASTE SERVICES, INC	24-00022	01/10/24	2024 RECYCLING CONTRACT	Open	3,342.92	0.00		B

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
JCPL0005	JCP & L								
		23-00668	12/21/23	NOV 2023 ELECTRIC SERVICE	Open	1,049.63	0.00		
		24-00006	01/09/24	W/S-DEC 2023 ELECTRIC SERVICE	Open	<u>3,525.87</u>	0.00		
						4,575.50			
LEAF0005	LEAF COMMERCIAL CAPITAL, INC.								
		24-00008	01/09/24	KYOCERA COPIER PYMT 2 OF 60	Open	171.48	0.00		
LYONS005	LYONS ENVIRONMENTAL SERV, LLC								
		23-00062	02/01/23	2023 SEWER PLANT MANAGEMENT	Open	9,075.00	0.00		B
		23-00681	12/31/23	BACKFLOW TEST 4/Q & WATER TEST	Open	340.00	0.00		
		23-00682	12/31/23	ADDT'L SERVICES 12/12 & 12/26	Open	<u>722.50</u>	0.00		
						10,137.50			
MGLF0005	MGL FORMS-SYSTEMS, LLC								
		23-00670	12/22/23	FINANCE-2023 1099-NEC FORMS	Open	68.00	0.00		
MONMO010	MONMOUTH COUNTY SCAT								
		23-00677	12/31/23	SCAT SERVICES:4/Q/2023	Open	2,015.00	0.00		
MONMO020	MONMOUTH MUNICIPAL JIF								
		24-00028	01/11/24	2024 INSUR-FIRST INSTALLMENT	Open	21,278.00	0.00		
NEWJE005	NEW JERSEY PLANNING OFFICIALS								
		24-00019	01/10/24	P/L BOARD-2024 MEMBER DUES	Open	325.00	0.00		
NJADV005	NJ ADVANCE MEDIA								
		23-00673	12/28/23	LEGAL NOTICES-12/12/23	Open	15.08	0.00		
NJCON005	NJ CONFERENCE OF MAYORS								
		24-00014	01/10/24	2024 MEMBERSHIP DUES	Open	295.00	0.00		
NJSTA005	NJ STATE LEAGUE/MUNICIPALITIES								
		24-00016	01/10/24	2024 MEMBERSHIP DUES	Open	278.00	0.00		
ONECA005	ONE CALL CONCEPTS, INC.								
		23-00679	12/31/23	4/Q/2023 "CALL BEFORE YOU DIG"	Open	80.04	0.00		
PMCON005	P.M. CONSTRUCTION CORP.								
		23-00412	08/10/23	IMPROVEMENTS:PINE DRIVE	Open	390,120.36	0.00		B
PASSA005	PASSAIC VALLEY SEWERAGE								
		24-00002	01/09/24	SLUDGE DISPOSAL-DEC 2023	Open	604.80	0.00		
PETTY005	PETTY CASH								
		23-00662	12/20/23	REIMBURSE PETTY CASH	Open	27.40	0.00		
		23-00664	12/20/23	REIMBURSE PETTY CASH	Open	13.20	0.00		
		23-00667	12/20/23	REIMBURSE PETTY CASH	Open	71.00	0.00		
		24-00009	01/09/24	REIMBURSE PETTY CASH	Open	17.05	0.00		
		24-00010	01/09/24	REIMBURSE PETTY CASH	Open	<u>5.59</u>	0.00		
						134.24			


Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
PSEGC005	PSE & G CO.	23-00666	12/20/23	NOV 2023 GAS SERVICE	Open	637.23	0.00		
ROOSE005	ROOSEVELT BOARD OF EDUCATION	24-00023	01/10/24	JAN 2024 SCHOOL TAXES	Open	159,052.00	0.00		
SHORE005	SHORE BUSINESS SOLUTIONS	23-00675	12/31/23	USAGE 11/21/23-12/20/23	Open	14.00	0.00		
SMITH005	SMITH, DEXTER & LACIE PRESTON	23-00661	12/20/23	ESCROW REFUND-W/S CONNECTION	Open	5,649.79	0.00		
STAPL005	STAPLES BUSINESS ADVANTAGE	23-00660	12/19/23	OFFICE & JANITORIAL SUPPLIES	Open	135.60	0.00		
STATE005	STATE OF NEW JERSEY-PWT	23-00680	12/31/23	4/Q/2023 WATER TAX	Open	62.95	0.00		
SUTPH005	SUTPHEN MEMORIAL, INC.	24-00021	01/10/24	2024 CEMETERY MANAGEMENT	Open	775.00	0.00		B
THEH0010	THE HOME DEPOT	24-00003	01/09/24	BATTERY CHARGER FOR TRUCKS	Open	69.98	0.00		
TOWNS015	TOWNSHIP OF MANALAPAN	24-00024	01/10/24	ANIMAL CONTROL SERV-JAN 2024	Open	1,000.00	0.00		
TREAS010	TREASURER, STATE OF NJ	24-00015	01/10/24	WATER ALLOCATION PERMIT	Open	4,670.00	0.00		
VERIZ015	VERIZON	23-00674	12/28/23	PHONE/INTERNET-DEC 2023	Open	698.93	0.00		
WRNEU005	W.R. NEUMANN COMPANY, INC.	23-00006	01/12/23	WATER-2023 SODIUM HYPOCHLORITE	Open	638.29	0.00		B
WEBOU005	WEB OUTBACK	23-00665	12/20/23	RESTROOM RENTAL-NOV & DEC 2023	Open	300.00	0.00		
Total Purchase Orders: 51					Total P.O. Line Items: 0	Total List Amount: 657,029.19	Total Void Amount: 0.00		

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	3-01	5,817.25	0.00	5,817.25	0.00	0.00	5,817.25
	3-09	<u>38,494.41</u>	<u>0.00</u>	<u>38,494.41</u>	<u>0.00</u>	<u>0.00</u>	<u>38,494.41</u>
Year Total:		44,311.66	0.00	44,311.66	0.00	0.00	44,311.66
	4-01	198,130.24	0.00	198,130.24	0.00	0.00	198,130.24
	4-09	<u>14,817.14</u>	<u>0.00</u>	<u>14,817.14</u>	<u>0.00</u>	<u>0.00</u>	<u>14,817.14</u>
Year Total:		212,947.38	0.00	212,947.38	0.00	0.00	212,947.38
	C-04	12,455.80	0.00	12,455.80	0.00	0.00	12,455.80
	C-08	<u>377,664.56</u>	<u>0.00</u>	<u>377,664.56</u>	<u>0.00</u>	<u>0.00</u>	<u>377,664.56</u>
Year Total:		390,120.36	0.00	390,120.36	0.00	0.00	390,120.36
	G-02	4,000.00	0.00	4,000.00	0.00	0.00	4,000.00
	T-12	5,649.79	0.00	5,649.79	0.00	0.00	5,649.79
Total of All Funds:		<u>657,029.19</u>	<u>0.00</u>	<u>657,029.19</u>	<u>0.00</u>	<u>0.00</u>	<u>657,029.19</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>
1/16/24 Bill List	various	\$657,029.19



George J. Lang
Chief Financial Officer

Dated: 1/16/24

**RESOLUTION NO. 24-31
MEETING DATE: 01-16-2024**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT
WAIVING NOVEMBER/DECEMBER WATER AND SEWER UTILITY BILLINGS FOR
5 & 6 CEDAR COURT**

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

WHEREAS, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the “Borough”) operates public water and sewer utilities that provide such services to certain properties within the Borough; and

WHEREAS, the property known as 5 & 6 Cedar Court (the “Property”) maintains utility accounts with the Borough; and

WHEREAS, in early March 2023, the structures located upon the Property were severely damaged and destroyed in a casualty loss incident; and

WHEREAS, during the months of November and December 2023, the Borough billed the Property’s utility accounts for structures that were no longer habitable and/or no longer existed upon the Property; and

WHEREAS, the Borough has determined that the amount billed to the Property’s accounts do not accurately reflect the utilities being utilized, and finds that the Property did not utilize any of the municipal services for which it was billed.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey does hereby authorize the Borough CFO and Tax Collector to cancel and/or waive the Property’s water/sewer utility bill for November/December 2023 in the amount of \$372.00; and

BE IT FURTHER RESOLVED, that any interest and late fees shall be waived on the Property’s water/sewer utility accounts relating to the above-authorized cancellation; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Borough CFO, Tax Collector, and the owner of the Property.

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 January 16, 2024.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 24-32
MEETING DATE: 01-16-2024**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT
APPROVING CHANGE ORDER NO. 1 AND NO. 2 AND PAYMENT NO. 1 AND NO. 2 TO P.M.
CONSTRUCTION CORP. FOR IMPROVEMENTS TO PINE DRIVE**

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

WHEREAS, by Resolution 23-53, dated May 1, 2023, the Borough of Roosevelt (the "Borough") awarded a contract to P.M. Construction Corp. (the "Contractor") in the amount of \$667,939.70 for Improvements to Pine Drive (the "Project"); and

WHEREAS, in connection with the contract for the Project, the Contractor has submitted Change Order No. 1 and Change Order No. 2, which does not affect the contract price, and Request for Payment No. 1 and Payment No. 2, seeking payments through December 21, 2023; and

WHEREAS, the Borough Engineer has inspected the Project and approved Change Order No. 1 and Change Order No 2.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Roosevelt, County of Monmouth, State of New Jersey that the Borough Council does hereby approve Change Order No. 1 and Change Order No. 2 and Request for Payment No. 1 in the amount of \$250,992.70 and Payment No. 2 in the amount of \$139,127.66, which are attached hereto as Exhibit A, respectively.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to:

1. P.M. Construction Corp.
2. George Lang, CFO
3. Ana Debevec, Treasurer/Purchasing Agent
4. Carmela Roberts, Borough Engineer

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 January 16, 2024.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 24-33
MEETING DATE: 01-16-2024

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN
CONTRACT FOR PROFESSIONAL LANDSCAPE ARCHITECT SERVICES
TO ETM ASSOCIATES, LLC FOR IMPROVEMENTS TO THE
FRANKLIN DELANO ROOSEVELT MEMORIAL AMPHITHEATER**

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

WHEREAS, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the “Borough”) requires the professional services of a landscape architect for the improvement of public lands at the Franklin Delano Roosevelt Memorial Amphitheater (the “Project”); and

WHEREAS, the value of the services will exceed the bid threshold of \$17,500.00; and

WHEREAS, by Resolution dated April 3, 2023, the Borough awarded a contract to ETM Associates, LLC in the amount of \$49,900.00 for a portion of the work necessary for the Project, which costs were graciously and fully funded by the Fund for Roosevelt; and

WHEREAS, the Fund for Roosevelt has pledged an additional \$33,000.00 to fund the remainder of ETM Associates, LLC’s work on the Project, which additional funding has been memorialized in First and Second Addenda to the Project Agreement between the Borough and the Fund for Roosevelt; and

WHEREAS, ETM Associates, LLC has provided an additional Fee Proposal in the amount of \$32,700.00 for the remainder of the work contemplated as part of the Project; and

WHEREAS, the Borough finds that ETM Associates, LLC is qualified according to established professional licensing criteria and New Jersey law, and to date, has performed excellent work on behalf of the Borough in connection with the Project to improve the Franklin Delano Roosevelt Memorial Amphitheater;

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Roosevelt authorizes the Borough to enter into a professional services contract with ETM Associates, LLC as follows:

1. ETM Associates, LLC is hereby retained to provide additional professional landscape architect services to the Borough in connection with the Project in the amount of \$32,700.00 in accordance with the Fee Proposal attached hereto as Exhibit A; and
2. This Resolution shall be appended to the Agreement for Professional Landscape Architect Services in accordance with Section V(2) thereof; and

3. That this Resolution is subject to the availability of funds for the Contract and payment for services described therein and/or any subsequent approvals granted by the Governing Body from time-to-time under the terms of the Contract; and
4. That this Contract is awarded without competitive bidding as a professional service and as an exception to the public bidding requirements for water treatment services, pursuant to the Local Public Contracts Law; specifically, N.J.S.A. 40A:11-5; and
5. That a notice in accordance with this resolution and the Local Public Contracts Law shall be published one time in the official newspaper; and
6. Each year during the term of the Contract, ETM Associates, LLC shall complete and submit a Business Entity Disclosure Certification which certifies that ETM Associates, LLC has not made any reportable contributions to a political or candidate committee in the Borough of Roosevelt in the previous one year, and that the contract will prohibit ETM Associates, LLC from making any reportable contributions through the term of the contract.; and
7. That an executed copy of the Contract and a copy of this resolution shall be filed in the office of the Borough Clerk and be available there for public inspection in accordance with the law; and
8. That this resolution shall take effect immediately.

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 January 16, 2024.

Kathleen Hart
Borough Clerk

**MAYOR'S APPOINTMENTS TO THE BOROUGH OF ROOSEVELT
ENVIRONMENTAL COMMISSION**

Mayor Malkin appoints the following people to serve as members on the Borough of Roosevelt Environmental Commission.

BE IT RESOLVED that **Ben Johnson** is hereby appointed as a member to the Borough of Roosevelt Environmental Commission to fulfill the unexpired term of Mary Tulloss, term ending December 31, 2025.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Borough of Roosevelt Environmental Commission and to the appointee.

I HEREBY CERTIFY the foregoing to be a true copy of the appointment made by the Mayor of the Borough of Roosevelt at its meeting of January 16, 2024.

Kathleen Hart, RMC
Borough Clerk