

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

**COUNCIL REGULAR MEETING AGENDA**  
**MARCH 4, 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 Louis Esakoff  
Councilmember Michael Hamilton  
Councilmember Constance Herrstrom  
Councilmember Kristine Kaufman-Marut  
Councilmember Steven Macher  
Councilmember Joseph Trammell  
Mayor Peggy Malkin

**MAYOR'S REPORT:**

**PUBLIC COMMENT: (Agenda items only)**

**MINUTES:**

1. Regular Meeting Minutes – February 5, 2024

**CONSENT AGENDA RESOLUTIONS:**

- Resolution 24-42      Payment of Bills for March 4, 2024  
Resolution 24-43      Authorizing the Borough of Roosevelt to Enter into a Shared Services Agreement with the Borough of Hightstown Regarding the Repair and Maintenance of Public Water and Sewer Lines, and Public Roads and Streets  
Resolution 24-44      Resolution Amending Council Committees for the Year 2024  
Resolution 24-45      Resolution of the Borough Council Appointing the Planning Board Class III Member for the Year 2024  
Resolution 24-46      Authorizing Temporary Emergency Appropriations

**REPORTS OF COMMITTEE CHAIRS:**

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

**REPORTS OF BOROUGH OFFICIALS:**

**OLD BUSINESS:**

1. Improvements to Lake Drive and Spruce Lane

**NEW BUSINESS:**

**GOOD AND WELFARE:**

**PUBLIC COMMENT (Any item)**

**M/Malkin opens the public comment at \_\_\_\_\_**

**M/Malkin closes the public comment at \_\_\_\_\_**

**CLOSED SESSION:**

Resolution 24-xxx Providing for a Private Executive Meeting that Excludes the Public

**ADJOURNMENT**

**TIME OUT: \_\_\_\_\_**

DRAFT

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

**RESOLUTION NO. 24-42  
MEETING DATE: 03-04-2024**

**PAYMENT OF BILLS FOR MARCH 4, 2024**

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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 March 4, 2024.

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Kathleen Hart  
Borough Clerk

# 3-4-24 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
<b>BOROU005: BOROUGH OF HIGHTSTOWN</b>									
		24-00131	02/23/24	POTHOLE REPAIR	Open	160.43	0.00		
		24-00139	02/26/24	LANDFILL TIPPING FEES:JAN 2024	Open	2,564.57	0.00		
						<u>2,725.00</u>			
<b>CROSS005: CROSS OVER NETWORKS, LLC</b>									
		24-00122	02/21/24	2024 IT SERVICES	Open	473.94	0.00		B
		24-00123	02/21/24	IT SERV:JAN 2024	Open	832.28	0.00		
						<u>1,306.22</u>			
<b>DEBEV005: DEBEVEC, ANA</b>									
		24-00149	02/29/24	TRAVEL EXPENSE 7/5-12/28/23	Open	180.51	0.00		
<b>EARLE005: EARLE ASPHALT COMPANY</b>									
		24-00125	02/22/24	EMERG:WATER MAIN BREAK 1/23/24	Open	7,921.87	0.00		
<b>GANN005: GANNETT NJ NEWSPAPERS</b>									
		24-00144	02/27/24	JAN 2024 NOTICES	Open	255.36	0.00		
<b>GEORG005: GEORGE S. COYNE CHEMICAL CO INC</b>									
		24-00089	02/06/24	SEWER-2024 CES PACL(DELTA FLOC	Open	2,311.23	0.00		B
<b>GROEN005: GROENDYKE, EARL</b>									
		24-00102	02/08/24	REPAIR DAMAGE TO EC SHED	Open	525.00	0.00		
<b>JCP1005: JCP &amp; L</b>									
		24-00127	02/22/24	JAN 2024 ELECTRIC SERVICE	Open	1,013.62	0.00		
<b>KEVIN005: KEVIN L. SCIBILIA FORESTRY</b>									
		23-00556	10/19/23	STREET TREE INVENTORY	Open	4,500.00	0.00		
<b>LEAF005: LEAF COMMERCIAL CAPITAL, INC.</b>									
		24-00146	02/28/24	KYOCERA COPIER PYMT 4 OF 60	Open	171.48	0.00		
<b>LYONS005: LYONS ENVIRONMENTAL SERV, LLC</b>									
		24-00136	02/23/24	2024 SEWER PLANT MANAGEMENT	Open	9,500.00	0.00		B
<b>MODER005: MODERN GROUP LTD d/b/a</b>									
		23-00183	04/05/23	2023 GENERATOR MAINT CONTRACT	Open	1,450.00	0.00		B
<b>NJDIV005: NJ DIVISION OF FIRE SAFETY</b>									
		24-00133	02/23/24	2024 ANNUAL LIFE HAZARD FEE	Open	191.00	0.00		
<b>ORKIN005: ORKIN PEST CONTROL SERVICE</b>									
		24-00138	02/26/24	FEB 2024 PEST CONTROL	Open	57.99	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
<b>PMCON005 P.M. CONSTRUCTION CORP.</b>								
	23-00412	08/10/23	IMPROVEMENTS:PINE DRIVE	Open	21,834.40	0.00		B
<b>PETTY005 PETTY CASH</b>								
	24-00135	02/23/24	REIMBURSE PETTY CASH	Open	15.98	0.00		
	24-00143	02/27/24	REIMBURSE PETTY CASH	Open	11.99	0.00		
	24-00145	02/27/24	REIMBURSE PETTY CASH	Open	<u>71.25</u>	0.00		
					99.22			
<b>RIOSU005 RIO SUPPLY, INC.</b>								
	23-00478	09/12/23	ADJUSTABLE GRADE COVER	Open	315.00	0.00		
	23-00663	12/20/23	WATER METERS (10)	Open	<u>3,540.00</u>	0.00		
					3,855.00			
<b>ROBER005 ROBERTS ENGINEERING GROUP, LLC</b>								
	22-00273	05/13/22	ROAD IMPROVEMENTS:PINE DRIVE	Open	1,065.00	0.00		B
	22-00437	07/27/22	ROAD IMPROVEMENTS:TAMARA DRIVE	Open	786.25	0.00		B
	23-00626	12/01/23	UPDATE STORMWATER MGMT PLAN	Open	980.00	0.00		B
	24-00090	02/07/24	REPLACE TRICKLING FILTERS	Open	1,085.00	0.00		B
	24-00124	02/22/24	ENG REVIEW-19 S.ROCHDALE	Open	550.00	0.00		
	24-00147	02/28/24	RVW TAMARA WATER MAIN BREAK	Open	<u>82.50</u>	0.00		
					4,548.75			
<b>ROOSE005 ROOSEVELT BOARD OF EDUCATION</b>								
	24-00140	02/26/24	MAR 2024 SCHOOL TAXES	Open	159,052.00	0.00		
<b>SHORE005 SHORE BUSINESS SOLUTIONS</b>								
	24-00132	02/23/24	USAGE 1/21/24-2/20/24	Open	12.56	0.00		
<b>TOWNS005 TOWNSHIP OF MILLSTONE</b>								
	24-00128	02/22/24	SNOW PLOWING 1/15 & 1/19/24	Open	356.65	0.00		
<b>TREEW005 TREE WISE MEN, LLC</b>								
	24-00026	01/10/24	CLEAR BRIARS AT WTP	Open	1,600.00	0.00		
<b>VERIZ015 VERIZON</b>								
	24-00129	02/23/24	PHONE/INTERNET-FEB 2024	Open	698.01	0.00		
<b>WRNEU005 W.R. NEUMANN COMPANY, INC.</b>								
	24-00061	01/25/24	WATER-2024 SODIUM HYPOCHLORITE	Open	611.32	0.00		B
	24-00137	02/26/24	SEWER-2024 SODIUM HYPOCHLORITE	Open	<u>7,050.00</u>	0.00		B
					7,661.32			
<b>WEBOU005 WEB OUTBACK</b>								
	24-00101	02/08/24	RESTROOM RENTAL-JAN 2024	Open	150.00	0.00		
Total Purchase Orders: 36					Total P.O. Line Items: 0	Total List Amount: 231,977.19	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	549.43	0.00	549.43	0.00	0.00	549.43
	3-09	<u>4,955.00</u>	<u>0.00</u>	<u>4,955.00</u>	<u>0.00</u>	<u>0.00</u>	<u>4,955.00</u>
Year Total:		5,504.43	0.00	5,504.43	0.00	0.00	5,504.43
	4-01	166,149.05	0.00	166,149.05	0.00	0.00	166,149.05
	4-09	<u>29,487.86</u>	<u>0.00</u>	<u>29,487.86</u>	<u>0.00</u>	<u>0.00</u>	<u>29,487.86</u>
Year Total:		195,636.91	0.00	195,636.91	0.00	0.00	195,636.91
	C-04	5,771.25	0.00	5,771.25	0.00	0.00	5,771.25
	C-08	<u>19,034.60</u>	<u>0.00</u>	<u>19,034.60</u>	<u>0.00</u>	<u>0.00</u>	<u>19,034.60</u>
Year Total:		24,805.85	0.00	24,805.85	0.00	0.00	24,805.85
	G-02	5,480.00	0.00	5,480.00	0.00	0.00	5,480.00
	T-12	550.00	0.00	550.00	0.00	0.00	550.00
Total of All Funds:		<u>231,977.19</u>	<u>0.00</u>	<u>231,977.19</u>	<u>0.00</u>	<u>0.00</u>	<u>231,977.19</u>

**RESOLUTION NO. 24-43**  
**MEETING DATE: 03-04-2024**

**AUTHORIZING THE BOROUGH OF ROOSEVELT TO ENTER INTO A  
SHARED SERVICES AGREEMENT WITH THE BOROUGH OF  
HIGHTSTOWN REGARDING THE REPAIR AND MAINTENANCE OF  
PUBLIC WATER AND SEWER LINES, AND PUBLIC ROADS AND STREETS**

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

**WHEREAS**, the Borough of Roosevelt and the Borough of Hightstown wish to encourage inter-municipal cooperation and planning with regard to their common interests in the repair and maintenance of public water and sewer lines, and public streets and roads for the two-year period, January 1, 2024 through December 31, 2025; and

**WHEREAS**, the “Uniform Shared Services and Consolidation Act”, N.J.S.A. 40A:65-1, et seq. authorizes a municipality to contract with any public or private entity for the provision of any service which the municipality itself could provide directly; and

**WHEREAS**, the “Uniform Shared Services and Consolidation Act”, N.J.S.A. 40A:65-1, et seq. authorizes local units of this State to enter into a contract with any other local unit or units for the joint provision within their several jurisdictions of any service which any party to the Agreement is empowered to render within its own jurisdiction; and

**WHEREAS**, the Parties have negotiated an Agreement relating to the services referenced above.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Borough of Roosevelt is hereby authorized to enter into a Shared Services Agreement pursuant to “Uniform Shared Services and Consolidation Act”, N.J.S.A. 40A:65-1, et seq., which permits the Borough of Hightstown to provide the services referenced above to the Borough of Roosevelt under the terms and conditions referenced in the Agreement.
2. That the Mayor is authorized to execute and the Municipal Clerk to attest to the Agreement on behalf of the Borough of Roosevelt.
3. That the Agreement shall not become effective until such time as the governing bodies of both municipalities have duly authorized their appropriate Municipal

Officials to execute and attest the attached Agreement, and the Agreement has been duly executed and attested.

**ROLL CALL:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

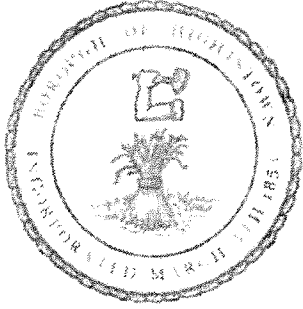
**Certification**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 4, 2024.

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Kathleen Hart  
Borough Clerk





## Borough of Hightstown

156 Bank Street, Hightstown, NJ 08520  
(609) 490-5100 Fax: (609) 371-0267

Website: [www.hightstownborough.com](http://www.hightstownborough.com)

February 21, 2024

Kathleen Hart, Municipal Clerk  
Borough of Roosevelt  
33 North Rochdale Avenue  
P.O. Box 128  
Roosevelt, NJ 08555

Re: Shared Services Agreement Various Public Work Services

Dear Kathleen,

Enclosed please find Resolution 2024-49 and a partially executed agreement for public work services. Kindly sign one copy of the agreement and return along with Roosevelt's authorizing resolution.

Please let me know if you have any questions or require any additional information.

Thank you.

Sincerely,

Peggy Riggio, RMC/QPA/CMR  
Borough Clerk/Purchasing Agent/Registrar

**SHARED SERVICES AGREEMENT**

This AGREEMENT made this 20 of February, 2024 and between

**BOROUGH OF HIGHTSTOWN**  
156 Bank Street Hightstown  
New Jersey 08520

AND

**BOROUGH OF ROOSEVELT**  
33 North Rochdale Avenue  
Post Office Box 128  
Roosevelt, New Jersey 08555

**WHEREAS**, the Borough of Hightstown and the Borough of Roosevelt (hereinafter collectively referred to as the "Parties") wish to encourage inter-municipal cooperation and planning with regard to their common interest in the repair and maintenance of public water and sewer lines and public roads and streets (the "services"); and

**WHEREAS**, the Parties recognize that shared service agreements may yield certain economies and efficiencies to the residents of the Parties in the delivery of the services; and

**WHEREAS**, N.J.S.A. 40:48-5 authorizes a municipality to contract with any public or private entity for the provision of any service which the municipality itself could provide directly; and

**WHEREAS**, the Uniform Shared Services Act", N.J.S.A. 40A:65-1 et seq., authorized local units of this State to enter into a contract with any other local unit or units for the joint provision within their several jurisdictions of any service which any Party to the agreement is empowered to render within its own jurisdiction; and

**WHEREAS**, the Parties have each duly authorized their proper officials to enter into and execute this Agreement.

**NOW, THEREFORE, BE AND IT IS HEREBY AGREED** by and between the Parties as follows:

1. The Borough of Hightstown shall provide the following services to the Borough of Roosevelt, on an as-needed basis as requested by the Borough of Roosevelt: (a) Repair of water main breaks; (b) Repair of sewer blockages; and (c) Other repair and maintenance of public water and sewer lines, and public roads and streets. The Borough reserves the right to deny the provision of such services if providing same would cause an undue hardship to the Borough.

2. The services referenced in the preceding Paragraph shall be performed by the Borough of Hightstown at the following rates: (a) Foreman - \$125.00 per hour;

(b) Operator - \$90.00 per hour; and (c) Laborer - \$70.00 per hour. A Foreman shall be required for every service performed under this Agreement. If services are required after or before the hours of 7 am to 3:30 pm or on a Holiday, the above-mentioned rates shall be increased by 50% per hour.

3. The Borough of Hightstown shall charge the following rates for equipment utilized in connection with services performed under this Agreement: (a) Backhoe - \$40.00 per hour; (b) Air compressor - \$20.00 per hour; (c) Mud pump (2-1/2") - \$10.00 per hour; (d) Dump truck- \$75.00 per hour; (e) Sewer camera \$35.00 per hour;; (f) Wood chipper - \$100.00 per hour; (g) Sewer Jet \$100.00 per hour; (h) Vacuum Unit \$50.00 per hour. If the need for other equipment arises, rates shall be determined by the Public Works Superintendent and Hightstown Administrator.

4. The rates specified in sections 2 and 3 will be effective starting from the moment the Hightstown employees and equipment depart from the Hightstown Department of Public Works yard, and they will end upon their return to the same yard.

5. On the first working day of each month, the Borough of Hightstown shall bill the Borough of Roosevelt for all services provided during the previous month. Payment shall be made by the Borough of Roosevelt by the 20<sup>th</sup> of each month for services rendered during the prior month.

6. Absent negligence on the part of the Borough of Hightstown, its agents, officers and employees, the Borough of Roosevelt hereby covenants and agrees to release, indemnify, defend and hold harmless the Borough of Hightstown, its agents, officers and employees, from and against any and all claims, demands, losses, expenses, attorneys fees, cause of action, judgments, lawsuits, proceedings, damages, and liability which may be asserted or claimed by the borough of Roosevelt and which relate in any way to, or arise in any way from, any acts or omissions of the Borough of Hightstown, its agents, officers and employees, resulting from this Agreement.

7. The term of this Agreement shall be through December 31, 2025, with the right to renew upon such terms and conditions as are agreed upon by the Parties at that time. Prior to that time, either Party may terminate this Agreement upon thirty (30) days advance written notice without penalty.

8. This Agreement shall be interpreted in accordance with the rights of the Parties hereto and shall be governed by the laws of the State of New Jersey.

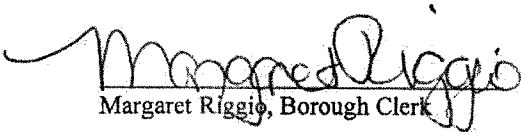
9. This Agreement sets forth the entire agreement between the Parties concerning the subject matter hereof and shall not be modified or amended by an instrument in writing signed by the Parties.

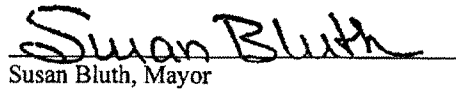
10. This Agreement shall be binding upon the Parties and their legal representatives, successors and assigns.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed by their respective officers duly authorized, and to be duly attested, and to have their respective corporate seals affixed hereunto, and have caused this Agreement to be dated as of the day and year first written above.

ATTEST:

THE BOROUGH OF HIGHTSTOWN

  
Margaret Riggio, Borough Clerk

  
Susan Bluth, Mayor

Date: 2/20/24

ATTEST:

THE BOROUGH OF ROOSEVELT

\_\_\_\_\_  
Kathleen Hart, Borough Clerk

\_\_\_\_\_  
Peggy Malkin, Mayor

Date: \_\_\_\_\_

# Resolution 2024-49

*BOROUGH OF HIGHTSTOWN  
COUNTY OF MERCER  
STATE OF NEW JERSEY*

## **AUTHORIZING A SHARED SERVICES AGREEMENT WITH ROOSEVELT BOROUGH FOR VARIOUS PUBLIC WORKS SERVICES**

**WHEREAS**, it is the desire of Hightstown Borough to enter into a Shared Services Agreement for the provision of various Public Works services to the Borough of Roosevelt for the two-year period, January 1, 2024 through December 31, 2025; and

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40:65-1 et seq. authorizes the approval of Shared Services Agreements by Resolution; and

**WHEREAS**, the services to be provided by Hightstown Borough, to the Borough of Roosevelt shall include the repair and maintenance of public water and sewer lines, and public roads and streets; and

**WHEREAS**, Ken Lewis, Hightstown Public Works Superintendent shall be the contact for said services on behalf of Hightstown Borough.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Hightstown, in the County of Mercer and State of New Jersey, that Hightstown Borough is hereby authorized to enter into a Shared Services Agreement for Certain Public Works Services, and the Mayor and Borough Clerk are authorized to execute said agreement.

### **CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 20, 2024.



Margaret Riggio  
Borough Clerk

**RESOLUTION NO. 24-44**  
**MEETING DATE: 03-04-2024**

**RESOLUTION AMENDING COUNCIL COMMITTEES FOR THE YEAR 2024**

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

**WHEREAS**, N.J.S.A. 40A:60-3(e) authorizes the Borough Council at its annual meeting to establish committees of the Council for the ensuing year; and

**WHEREAS**, it is the desire of the Borough Council to amend the committees.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Roosevelt, in the County of Monmouth, State of New Jersey as follows:

1. The following Borough Council Committees are hereby amended for the year 2024:

COMMITTEE	COMMITTEE CHAIR		
Administration	Louis Esakoff	Constance Herrstrom	Michael Hamilton
Community Development/Code Enforcement	Constance Herrstrom	Louis Esakoff	Michael Hamilton
Environmental Health & Safety	Kristine Kaufman-Marut	Steven Macher	Constance Herrstrom
Finance	Michael Hamilton	Louis Esakoff	Joseph Trammell
Public Works	Steven Macher	Kristine Kaufman-Marut	Joseph Trammell
Utilities	Joseph Trammell	Steven Macher	Kristine Kaufman-Marut

2. Special committees shall be established as deemed necessary by the Mayor or a majority of the members of the Borough Council.
3. The Committee Chair shall report at each meeting of the Borough Council on the committee's principal activities and recommendations.
4. Committees shall not act in any manner or make decisions which set precedent or are at variance with existing policy.

**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 March 4, 2024.

\_\_\_\_\_  
Kathleen Hart  
Borough Clerk

**RESOLUTION NO. 24-45**  
**MEETING DATE: 03-04-2024**

**RESOLUTION OF THE BOROUGH COUNCIL APPOINTING THE PLANNING  
BOARD CLASS III MEMBER FOR THE YEAR 2024**

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

**WHEREAS**, N.J.S.A. 40:55D-23, requires the municipal governing body to appoint a governing body member as the Class III Member of the Planning Board; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Roosevelt, in the County of Monmouth, State of New Jersey as follows:

1. Pursuant to the requirements N.J.S.A. 40:55D-23, **Kristine Kaufman-Marut** is hereby appointed to the Planning Board as the Class III member for a term of one (1) year expiring December 31, 2024.
2. The Borough Clerk is directed to forward a certified copy of this resolution to the appointee and the Planning Board.

**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 March 4, 2024.

---

Kathleen Hart  
Borough Clerk

**RESOLUTION NO. 24-46**  
**MEETING DATE: 03-04-2024**

**RESOLUTION AUTHORIZING TEMPORARY EMERGENCY APPROPRIATIONS**

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

WHEREAS, N.J.S.A. 40A:4-20 provides that in addition to temporary appropriations necessary for the period prior to the adoption of the budget and regular appropriations, the Governing Body may, by resolution adopted by 2/3 vote of the full membership thereof, make emergency temporary appropriations for any purposes for which the appropriations may lawfully be made for the period between the beginning of the current fiscal year and the date of the adoption of the budget for said year; and

WHEREAS, the total emergency resolutions adopted in the year 2024 pursuant to the provisions of Chapter 96, P.L. 1951 (N.J.S.A. 40A:4-20) including this resolution total \$80,000.00.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Roosevelt, that in accordance with the provisions of N.J.S.A. 40A:4-20, the Chief Financial Officer be authorized to make the following emergency temporary budget appropriations in the 2024 Current Fund and Water Sewer Utility Operating temporary budgets and that said amount be included under the correct headings in the municipal budget as adopted:

CURRENT FUND:

Data Processing-- Other Expenses	8,000.00
General Administration	1,000.00
Vehicle Maintenance-Other Expenses	1,000.00
General Liability Insurance	4,000.00
Animal Control Manalapan-Other Expenses	6,000.00
Solid Waste (Hightstown)-Other Expenses	10,000.00

WATER-SEWER OPERATING FUND:

Other Expenses	50,000.00
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BE IT FURTHER RESOLVED, that one certified copy of this resolution be filed with the Director of Local Government Services and one certified copy with the Chief Financial Officer.

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

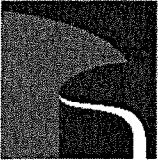
**CERTIFICATION**

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on March 4, 2024.

---

Kathleen Hart  
Borough Clerk





**Roberts**  
 ENGINEERING GROUP LLC  
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1670 Whitehorse-Hamilton Square Rd.  
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January 18, 2024

Mayor and Council  
 Borough of Roosevelt  
 P.O. Box 128  
 33 North Rochdale Avenue  
 Roosevelt, New Jersey 08555

Re: Improvements to Lake Drive and Spruce Lane  
 Municipal Aid Fiscal Year 2024  
 Borough of Roosevelt, Monmouth County, New Jersey  
 Our File No.: R4603

Dear Mayor and Council:

This is a follow up to my letter to you dated November 21, 2023, attached.

As you know, the Borough has been awarded an NJDOT Municipal Aid grant in the amount of \$183,337.00 for Improvements to Lake Drive and Spruce Lane. The estimated construction cost for the entire project is \$943,750.00 which included concrete curb and gutter replacement, sidewalk replacement (HMA and concrete), stormwater improvements, and milling and paving of the entire lengths of Lake Drive and Spruce Lane.

As the estimated construction costs exceed the grant amount, the Borough may wish to consider modifying the limits of the project in order to reduce the scope of work and the estimated construction cost. We recommend the Borough consider limiting the scope of work to one of the following:

- Improvements to Lake Drive (South Rochdale Avenue to South Valley Road)
- Improvements to Lake Drive (South Valley Road to Spruce Court) and Spruce Court ✓

These options are of nearly identical value and reduce the estimate construction cost by approximately 50% to an estimated value of \$475,000 each.

The anticipated costs for survey, design, permitting, bidding, and construction administration/inspection are as follows:

Survey, Design, Permitting, and Bidding =	\$25,000.00
<u>Construction Administration and Inspection =</u>	<u>\$29,000.00</u>
TOTAL =	\$54,000.00

Please note that we have not yet evaluated the existing sanitary collection system with the Borough Sewer Operator. Costs associated with sewer improvements, if needed, will be provided under separate cover.

Please review the above figures and advise as to how the Council would like to move forward. Should you have any questions, please feel free to contact me.

Very truly yours,

Carmela Roberts, P.E., C.M.E.  
 Borough Engineer

cc: Kathleen Hart, RMC, CMR, Borough Clerk  
 George Lang, Borough CFO  
 Ana Debevec, Borough Treasurer  
 Cameron Corini, PE, CME, Roberts Engineering Group, LLC  
 Kelly Pham, EIT, Roberts Engineering Group, LLC



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November 21, 2023

Mayor and Council  
 Borough of Roosevelt  
 P.O. Box 128  
 33 North Rochdale Avenue  
 Roosevelt, New Jersey 08555

Re: Improvements to Lake Drive and Spruce Lane  
 Municipal Aid Fiscal Year 2024  
 Borough of Roosevelt, Monmouth County, New Jersey  
 Our File No.: R4603

Dear Mayor and Council:

Enclosed with this letter, please find a copy of a letter received from the NJDOT dated November 1, 2023 notifying the Borough that it has been awarded funding through the Municipal Aid Program for the improvements to Lake Drive and Spruce Lane in the amount of \$183,337.00.

You may recall that the Engineer's Estimate for this work was approximately \$934,750.00. The awarded allotment is \$751,413.00 less than the estimated construction cost.

The proposed improvements will include tree removal, inlet repair, new curb where none currently exist, milling and paving with base repairs as necessary, and the replacement of inlet castings, deteriorated curb, sidewalk, manhole castings, signage, speed humps, and pavement markings.

We do not anticipate any water improvements under this project. We will review with the Sewer Operator for any required sanitary sewer improvements on Lake Drive and Spruce Lane, and will follow up under separate cover with the proposed cost.

The anticipated costs for survey, design, permitting, bidding, and construction administration/inspection are as follows:

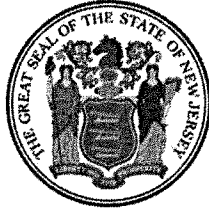
Survey, Design, Permitting, and Bidding =	\$40,000.00
<u>Construction Administration and Inspection =</u>	<u>\$55,000.00</u>
TOTAL =	\$95,000.00

Please review the above figures and advise as to how the Council would like to move forward. Should you have any questions, please feel free to contact me.

Very truly yours,

Carmela Roberts, P.E., C.M.E.  
 Borough Engineer

cc: Kathleen Hart, RMC, CMR, Borough Clerk  
 George Lang, Borough CFO  
 Ana Debevec, Borough Treasurer  
 Cameron Corini, PE, CME, Roberts Engineering Group, LLC  
 Kelly Pham, EIT, Roberts Engineering Group, LLC



# State of New Jersey

DEPARTMENT OF TRANSPORTATION  
P.O. Box 600  
Trenton, New Jersey 08625-0600

PHILIP D. MURPHY  
*Governor*

DIANE GUTIERREZ-SCACCETTI  
*Commissioner*

TAHESHA L. WAY  
*Lt. Governor*

November 1, 2023

The Honorable Peggy Malkin  
Mayor, Roosevelt Borough  
33 North Rochdale Avenue  
Roosevelt Borough, New Jersey 08555

Dear Mayor Malkin,

I am pleased to inform you that Roosevelt Borough has been selected to receive funding from the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2024 Municipal Aid Program for LA-2024 MA Roosevelt Borough Improvements to Lake Drive and Spruce Lane 13 in the amount of \$183,337.00.

NJDOT's Municipal Aid Program is a very competitive program. This year the Department received 600 applications requesting more than \$384 million. There is \$161.25 million available in funds for this program from the Transportation Trust Fund (TTF) supported by the State gas tax.

As part of the Department's Commitment to Communities, NJDOT provides statewide assistance for local governments for improvements to and preservation of the local transportation network. This network makes up about 90 percent of New Jersey's roadways. The successful completion of your project will help achieve this goal and provide your constituents and everyone that uses local roads a transportation system that provides the mobility they deserve.

Should you have any questions regarding your grant, please contact the NJDOT Local Aid District Office in your area.

District 1 - Mt. Arlington – 973-810-9120    District 3 - Trenton – 609-963-2020  
District 2 - Newark - 862-350-5730        District 4 - Cherry Hill - 856-414-8414

Again, thank you for your support of this program and good luck with your project.

Sincerely,

Handwritten signature of Diane Gutierrez-Scaccetti in black ink.

Diane Gutierrez-Scaccetti  
Commissioner

cc: Municipal Clerk; Municipal Engineer