

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

COUNCIL REGULAR MEETING AGENDA
MARCH 18, 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)

CORRESPONDENCE:

1. Letter from Roberts Engineering Group, LLC, dated March 4, 2024 regarding Improvements to Lake Drive and Spruce Lane.
2. Letter from Roberts Engineering Group LLC, dated March 5, 2024, regarding the Yearly Water Audit for 2023 for the Delaware River Basin Commission.
3. Letter from Roberts Engineering Group LLC, dated March 6, 2024, regarding the Annual Certification and Stormwater Permit Compliance.
4. Letter from the Monmouth County Division of Planning, dated March 11, 2024, regarding the State Planning Commission intention to update the NJ State Development and Redevelopment Plan.

MINUTES:

1. Regular Meeting Minutes – February 5, 2024
2. Regular Meeting Minutes – February 20, 2024
3. Closed Meeting Minutes – February 20, 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 Payment of Bills – March 18, 2024
- Resolution 24-47 Resolution Authorizing Roberts Engineering Group, LLC to Prepare a Yearly Water Audit for 2023 and Submit to the Delaware River Basin Commission (DRBC)
- Resolution 24-48 Resolution of the Borough Council of the Borough of Roosevelt Waiving January/February Water and Sewer Utility Billings for 5 & 6 Cedar Court
- Resolution 24-49 Resolution Canceling Taxes on Property Owned by a Totally Disabled Veteran, Block 10, Lot 23
- Resolution 24-50 Resolution Authorizing Roberts Engineering Group, LLC to Prepare the Annual Certification and Stormwater Permit Compliance for the Borough of Roosevelt
- Resolution 24-51 Resolution Authorizing Renewal of Agreement with Onsolve, LLC for Codered Communications Services
- Resolution 24-52 Resolution Appointing Crossing Guard
- Resolution 24-53 Authorizing Temporary Emergency Appropriations
- Resolution 24-54 Resolution Authorizing Transfer of Appropriations for 2023

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 _____

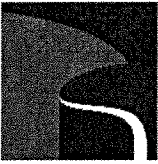
M/Malkin closes the public comment at _____

CLOSED SESSION:

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

ADJOURNMENT

TIME OUT: _____



Roberts
 ENGINEERING GROUP LLC
 Women Business Enterprise Certified

1670 Whitehorse-Hamilton Square Rd.
 Hamilton, New Jersey 08690
 609-586-1141 fax 609-586-1143
 www.RobertsEngineeringGroup.com

March 4, 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:

This is a follow up to my letter to you dated November January 18, 2024, 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.

In my January 18, 2024 letter to you, I outlined two options which would reduce the scope by approximately 50% wherein the improvements could be limited to the western half or eastern half of Lake Drive where the intersection of South Valley Road is the midpoint.

However, these two options are estimated to cost approximately \$475,000 each which is approximately \$292,000 more than the NJDOT grant award.

A third option would be to eliminate paving from the scope of work and limit the improvements to address damaged curb, replace sidewalk where needed and add where none exists, and upgrade stormwater facilities as needed in accordance with the new NJDEP guidelines. These improvements would take place along the entire length of Lake Drive and are estimated to cost approximately \$250,000 which is approximately \$70,000 more than the NJDOT grant.

Taking this approach would allow the Borough to utilize the NJDOT funds without risking future grant awards and will also allow for future improvements to the roadway and water/sewer utilities if needed at a later date.

Please note that the various options discussed in this letter and my January 18, 2024 letter are likely the only options that would be considered by the NJDOT. Typically the NJDOT would not allow a grant to be used for an alternative road that was not included in the original grant application.

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

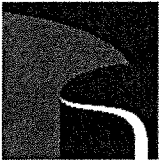
Survey, Design, Permitting, and Bidding =	\$20,500.00
Construction Administration and Inspection =	\$19,000.00
TOTAL =	\$39,500.00

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



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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

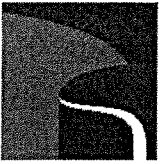
Please note that we have not yet evaluated the existing sanitary collection system with the Borough Sewer Operator. Costs associated with sewer improvements, if needed, will be provided under separate cover.

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:

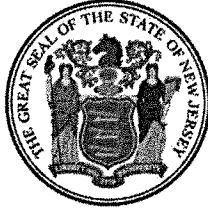
Survey, Design, Permitting, and Bidding =	\$40,000.00
<u>Construction Administration and Inspection =</u>	<u>\$55,000.00</u>
TOTAL =	\$95,000.00

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

TAHESHA L. WAY
Lt. Governor

DIANE GUTIERREZ-SCAC CETTI
Commissioner

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 cursive.

Diane Gutierrez-Scaccetti
Commissioner

cc: Municipal Clerk; Municipal Engineer



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March 5, 2024

Kathleen Hart, RMC, CMR
Borough Clerk
33 North Rochdale Avenue
P.O. Box 128
Roosevelt, New Jersey 08555

Re: Delaware River Basin Commission
Yearly Water Audit 2023
Borough of Roosevelt, Monmouth County, New Jersey
Our File: R4664

Dear Kathleen:

Below is our proposed fee to prepare a Yearly Water Audit. Each year the Delaware River Basin Commission (DRBC) requires that the Borough submit an annual water audit. The Commission recently requested that the Borough provide an audit for 2023. The submission deadline is March 31, 2024. I am requesting authorization to prepare the audit, at the next Council Meeting.

Our cost to prepare the annual audit as outlined by the DRBC will be at a cost not to exceed \$5,500.00.

We are prepared to move forward upon your authorization.

Very truly yours,

A handwritten signature in cursive script that reads "Carmela Roberts".

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

cc: Mayor and Council
Ana Debevec, Borough Treasurer
George Lang, Borough CFO
Kelly Pham, E.I.T., Roberts Engineering Group, LLC



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March 6, 2024

Kathleen Hart, RMC, CMR
Borough Clerk
Borough of Roosevelt
P.O. Box 128
33 North Rochdale Avenue
Roosevelt, New Jersey 08555

Re: Tier B/A NJPDES Stormwater Permit
Annual Certification and Stormwater Permit Compliance
Borough of Roosevelt, Monmouth County, New Jersey
Our File No.: R4102

Dear Kathleen:

As you know, the Borough is required by the NJDEP to provide a yearly certification that it has met the requirements of its NJDPES Stormwater Permit. In order to provide this information to the NJDEP, we prepare the Annual Certification and update to the Stormwater Permit for the Borough each year. To prepare the Annual Certification and Stormwater Permit Update, Roberts Engineering Group, LLC will undertake the research necessary and update the permit to reflect how the Borough has complied with the Tier B/A permit in 2023 at a cost not to exceed \$4,000.00. This fee does not include various other engineering assistance the Borough may need to address and comply with their Tier B/A permit. Additional needed work will be provided on an hourly basis.

The Annual Certification must be submitted no later than May 1, 2024. Please provide authorization to move forward with these two (2) documents as soon as possible.

Should you have any questions, please feel free to call.

Very truly yours,

A handwritten signature in cursive script that reads "Carmela Roberts".

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

cc: Mayor and Council
George Lang, Borough CFO
Ana Debevec, Treasurer
Cameron Corini, P.E., C.M.E., C.P.W.M., Roberts Engineering Group, LLC
Kelly Pham, E.I.T., Roberts Engineering Group, LLC

The Board of County Commissioners
of the County of Monmouth

DIVISION OF PLANNING



TERI O'CONNOR
County Administrator

Email:
teri.oconnor@co.monmouth.nj.us

JOSEPH BARRIS, PP, AICP, CFM
Director of Planning

Email:
joe.barris@co.monmouth.nj.us

March 11, 2024

Dear Municipal Cross-Acceptance Partner,

The State Planning Commission (SPC) has announced its intention to update the New Jersey State Development and Redevelopment Plan (the State Plan). As part of the update process, the SPC is currently drafting a **Preliminary State Development and Redevelopment Plan (Preliminary Plan) with an anticipated publishing date of April 8, 2024**. Publication of the Preliminary State Plan marks the official kick-off of the State's Cross-Acceptance (CA) process.

The Monmouth County Planning Board, and by extension the Planning Division will be responsible for working with all fifty-three (53) of our municipal partners in evaluating proposed State Plan maps and policy documents. Once the Preliminary State Plan and associated data is released, our office will arrange meetings with groups of neighboring municipalities in May and June to go over the process in finer detail. Municipalities will be given an opportunity to request one-on-one meetings with County team members should the need arise during the Cross-Acceptance process.

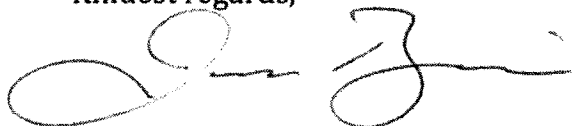
In the meantime, please complete the following actions by April 8, 2024:

- 1. Create a Cross-Acceptance Committee:** Please designate a committee of five or fewer to assist the municipality through Cross-Acceptance, and provide their names, titles, emails and other relevant contact information to StatePlanUpdate@co.monmouth.nj.us. Members do not need to be assigned by municipal resolution.
- 2. Designate Primary Point of Contact:** Designate one member of the Cross-Acceptance Committee as the primary correspondent and official representative of the municipality. Please assign only one person to this role with a backup person, if necessary.

- 3. Data Submission:** Please forward any digital zoning and/or land use maps and GIS data to the dedicated project email (StatePlanUpdate@co.monmouth.nj.us) so we may compare it to our information and the Preliminary State Plan. This information may be located in-house or with your planning or engineering consultants.

I want to thank you for partnering with us in this endeavor. Should you have any questions, please feel free to contact Monmouth County's CA team at StatePlanUpdate@co.monmouth.nj.us.

Kindest regards,

A handwritten signature in black ink, appearing to read 'Joe Barris', with a stylized flourish at the end.

Joe Barris, AICP/PP/CFM
Director, Monmouth County Division of Planning

Cc: Monmouth County Board of County Commissioners
Teri O'Connor, County Administrator
James Giannell, Planning Board Chair
Donna Rendeiro, Office of Planning Advocacy

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

**RESOLUTION NO. 24-42
MEETING DATE: 03-18-2024**

PAYMENT OF BILLS FOR MARCH 4, 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 March 18, 2024.

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
BOROU005	BOROUGH OF HIGHTSTOWN								
		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>			
CROSS005	CROSS OVER NETWORKS, LLC								
		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>			
DEBEV005	DEBEVEC, ANA								
		24-00149	02/29/24	TRAVEL EXPENSE 7/5-12/28/23	Open	180.51	0.00		
EARLE005	EARLE ASPHALT COMPANY								
		24-00125	02/22/24	EMERG:WATER MAIN BREAK 1/23/24	Open	7,921.87	0.00		
GANN005	GANNETT NJ NEWSPAPERS								
		24-00144	02/27/24	JAN 2024 NOTICES	Open	255.36	0.00		
GEORG005	GEORGE S COYNE CHEMICAL CO INC								
		24-00089	02/06/24	SEWER-2024 CES PACL(DELTA FLOC	Open	2,311.23	0.00		B
GROEN005	GROENDYKE, EARL								
		24-00102	02/08/24	REPAIR DAMAGE TO EC SHED	Open	525.00	0.00		
JCPLO005	JCP & L								
		24-00127	02/22/24	JAN 2024 ELECTRIC SERVICE	Open	1,013.62	0.00		
KEVIN005	KEVIN L SCIBILIA FORESTRY								
		23-00556	10/19/23	STREET TREE INVENTORY	Open	4,500.00	0.00		
LEAF005	LEAF COMMERCIAL CAPITAL, INC								
		24-00146	02/28/24	KYOCERA COPIER PYMT 4 OF 60	Open	171.48	0.00		
LYONS005	LYONS ENVIRONMENTAL SERV, LLC								
		24-00136	02/23/24	2024 SEWER PLANT MANAGEMENT	Open	9,500.00	0.00		B
MODER005	MODERN GROUP LTD d/b/a								
		23-00183	04/05/23	2023 GENERATOR MAINT CONTRACT	Open	1,450.00	0.00		B
NJDIV005	NJ DIVISION OF FIRE SAFETY								
		24-00133	02/23/24	2024 ANNUAL LIFE HAZARD FEE	Open	191.00	0.00		
ORKIN005	ORKIN PEST CONTROL SERVICE								
		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	
PMCON005	P.M. CONSTRUCTION CORP.	23-00412	08/10/23	IMPROVEMENTS:PINE DRIVE	Open	21,834.40	0.00		B	
PETTY005	PETTY CASH	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	71.25	0.00			
						99.22				
RIOSU005	RIO SUPPLY, INC.	23-00478	09/12/23	ADJUSTABLE GRADE COVER	Open	315.00	0.00			
		23-00663	12/20/23	WATER METERS (10)	Open	3,540.00	0.00			
						3,855.00				
ROBER005	ROBERTS ENGINEERING GROUP, LLC	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	82.50	0.00			
						4,548.75				
ROOSE005	ROOSEVELT BOARD OF EDUCATION	24-00140	02/26/24	MAR 2024 SCHOOL TAXES	Open	159,052.00	0.00			
SHORE005	SHORE BUSINESS SOLUTIONS	24-00132	02/23/24	USAGE 1/21/24-2/20/24	Open	12.56	0.00			
TOWNS005	TOWNSHIP OF MILLSTONE	24-00128	02/22/24	SNOW PLOWING 1/15 & 1/19/24	Open	356.65	0.00			
TREEW005	TREE WISE MEN, LLC	24-00026	01/10/24	CLEAR BRIARS AT WTP	Open	1,600.00	0.00			
VERIZ015	VERIZON	24-00129	02/23/24	PHONE/INTERNET-FEB 2024	Open	698.01	0.00			
WRNEU005	W.R. NEUMANN COMPANY, INC.	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	7,050.00	0.00		B	
						7,661.32				
WEBOU005	WEB OUTBACK	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							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	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>

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>
3/4/24 Bill List	various	\$231,977.19



George J. Lang
Chief Financial Officer

Dated: 3/4/24

RESOLUTION NO. 24-43
MEETING DATE: 03-18-2024

**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**

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:

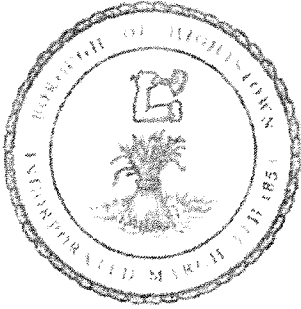
ABSTAIN:

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 18, 2024.

Kathleen Hart
Borough Clerk



Borough of Hightstown

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

Website: 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 20th 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.

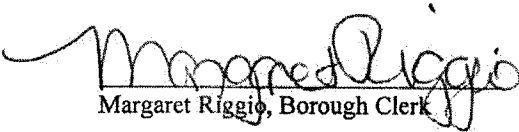
9. This Agreement sets forth the entire agreement between the Parties concerning the subject matter hereof and shall not be modified or amended by an instrument in writing signed by the Parties.

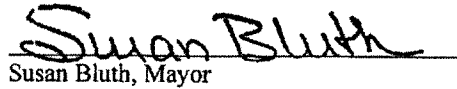
10. This Agreement shall be binding upon the Parties and their legal representatives, successors and assigns.

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

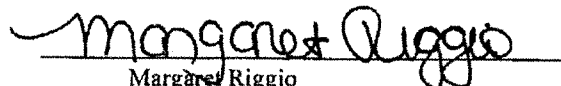
WHEREAS, the services to be provided by Hightstown Borough, to the Borough of Roosevelt shall include the repair and maintenance of public water and sewer lines, and public roads and streets; and

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: 03-18-2024

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 18, 2024.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 24-45
MEETING DATE: 03-18-2024

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

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 18, 2024.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 24-46
MEETING DATE: 03-18-2024**

PAYMENT OF BILLS FOR MARCH 18, 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 March 18, 2024.

Kathleen Hart
Borough Clerk

March 14, 2024
01:29 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

3-18-24 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
BOARD005	BOARD OF FIRE COMMISSIONERS OF	24-00157	03/05/24	2024 FIRE/BLS SERVICES:1/Q/24	Open	33,198.25	0.00		
BOROU005	BOROUGH OF HIGHTSTOWN	24-00159	03/05/24	SOLID WASTE CONTRACT:MAR 2024	Open	6,151.17	0.00		
		24-00167	03/11/24	LANDFILL TIPPING FEES:FEB 2024	Open	1,910.75	0.00		
						8,061.92			
BURKH005	BURKHART, CLAIRE	24-00160	03/06/24	REIMB:FEE-BACKGROUND CHECK	Open	45.73	0.00		
CANNO005	CANNON LAW FIRM, LLC	24-00154	03/04/24	LEGAL SERVICES-FEB 2024	Open	2,758.73	0.00		
		24-00155	03/04/24	FEB 2024-TAX APPEALS	Open	429.00	0.00		
						3,187.73			
COMPL010	COMPLETE CARE MAINTENANCE, LLC	24-00156	03/05/24	FEB 2024 SERVICES	Open	400.00	0.00		
DELAW005	DELAWARE RIVER BASIN COMM.	24-00150	03/04/24	WATER ALLOCATION ANNUAL FEE	Open	553.00	0.00		
		24-00151	03/04/24	WASTEWATER DISCHRGE ANNUAL FEE	Open	749.00	0.00		
						1,302.00			
GANNE005	GANNETT NJ NEWSPAPERS	24-00168	03/11/24	FEB 2024 NOTICES	Open	274.28	0.00		
GEORG005	GEORGE S COYNE CHEMICAL CO INC	24-00148	02/29/24	SEWER-2024 SODIUM ALUMINATE	Open	4,935.42	0.00		B
HOLDE005	HOLDEN, JOHN B.	24-00086	02/05/24	2024 WATER PLANT MANAGEMENT	Open	5,415.00	0.00		B
INTER015	INTERSTATE WASTE SERVICES, INC	24-00022	01/10/24	2024 RECYCLING CONTRACT	Open	3,342.92	0.00		B
JCPL0005	JCP & L	24-00163	03/08/24	W/S-FEB 2024 ELECTRIC SERVICE	Open	4,125.00	0.00		
LYONS005	LYONS ENVIRONMENTAL SERV, LLC	24-00136	02/23/24	2024 SEWER PLANT MANAGEMENT	Open	9,500.00	0.00		B
		24-00166	03/11/24	WATER TESTING + ANNUAL LAB CER	Open	895.00	0.00		
						10,395.00			
MCMAS005	MCMASTER-CARR SUPPLY COMPANY	24-00141	02/26/24	EMERGENCY EXIT SIGN W/LIGHTS	Open	260.58	0.00		

March 14, 2024
01:29 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
NJDEP005	NJ DEPARTMENT OF HEALTH	24-00169	03/13/24	DOG REPORT:FEB 2024	Open	10.20	0.00			
ORKIN005	ORKIN PEST CONTROL SERVICE	24-00172	03/14/24	MAR 2024 PEST CONTROL	Open	57.99	0.00			
PASSA005	PASSAIC VALLEY SEWERAGE	24-00164	03/08/24	SLUDGE DISPOSAL-FEB 2024	Open	638.40	0.00			
PETTY005	PETTY CASH	24-00161	03/06/24	REIMBURSE PETTY CASH	Open	17.05	0.00			
		24-00162	03/06/24	REIMBURSE PETTY CASH	Open	79.00	0.00			
		24-00170	03/13/24	REIMBURSE PETTY CASH	Open	10.66	0.00			
						<u>106.71</u>				
PSEGC005	PSE & G CO.	24-00173	03/14/24	FEB 2024 GAS SERVICE	Open	649.32	0.00			
RUSSE005	RUSSELL REID, INC.	24-00103	02/09/24	2024 SLUDGE REMOVAL	Open	956.27	0.00		B	
SUTPH005	SUTPHEN MEMORIAL, INC.	24-00021	01/10/24	2024 CEMETERY MANAGEMENT	Open	775.00	0.00		B	
THEHO010	THE HOME DEPOT	24-00171	03/13/24	BATTERIES FOR TOWEL DISPENSERS	Open	33.74	0.00			
TOWNS015	TOWNSHIP OF MANALAPAN	24-00158	03/05/24	ANIMAL CONTROL SERV-MAR 2024	Open	1,000.00	0.00			
WEBHA005	WEB HAULING & DISTRIBUTION, INC	24-00142	02/26/24	PUMP BORO HALL PUMP PIT 2/20	Open	274.40	0.00			
Total Purchase Orders: 29						Total P.O. Line Items: 0	Total List Amount: 79,445.86	Total Void Amount: 0.00		

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	4-01	51,191.46	0.00	51,191.46	0.00	0.00	51,191.46
	4-09	28,244.20	0.00	28,244.20	0.00	0.00	28,244.20
	Year Total:	<u>79,435.66</u>	<u>0.00</u>	<u>79,435.66</u>	<u>0.00</u>	<u>0.00</u>	<u>79,435.66</u>
ANIMAL CONTROL	T-13	10.20	0.00	10.20	0.00	0.00	10.20
Total of All Funds:		<u><u>79,445.86</u></u>	<u><u>0.00</u></u>	<u><u>79,445.86</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>79,445.86</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>
3/18/24 Bill List	various	\$79,445.86


George J. Lang
Chief Financial Officer

Dated: 3/18/24

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

**RESOLUTION NO. 24-47
MEETING DATE: 03-18-2024**

**RESOLUTION AUTHORIZING ROBERTS ENGINEERING GROUP, LLC, TO PREPARE A
YEARLY WATER AUDIT FOR 2023 AND SUBMIT TO THE DELAWARE RIVER BASIN
COMMISSION (DRBC)**

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

WHEREAS, the Delaware River Basin Commission (DRBC) requires the Borough of Roosevelt to submit an annual water audit for 2023 with a submission deadline date of March 31, 2024; and

WHEREAS, the Borough Engineer says the costs to prepare the audit and submit will be at a cost not to exceed \$5,500.00; and

WHEREAS, the Borough's Chief Financial Officer has certified the availability of funds in the amount not to exceed \$5,500.00.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey that Roberts Engineering Group, LLC, is authorized to prepare a yearly water audit for 2023 and submit in the amount not to exceed \$5,500.00.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent, and Roberts Engineering Group, LLC.

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 18, 2024.

Kathleen Hart
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 contract to be awarded:

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
Roberts Engineering Group (DRBC Yearly Water Audit)	Water - Engineering	\$5,500.00


George J. Lang
Chief Financial Officer

Dated: 3/18/24

**RESOLUTION NO. 24-48
MEETING DATE: 03-18-2024**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT
WAIVING JANUARY/FEBRUARY 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 January and February 2024, 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 January/February 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 March 18, 2024.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 24-49
MEETING DATE: 03-18-2024

**RESOLUTION CANCELING TAXES ON PROPERTY OWNED BY A TOTALLY DISABLED
VETERAN, BLOCK 10, LOT 23**

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

WHEREAS, the property identified as Block 10, Lot 23, 7 Lake Drive, is owned by
Richard & Robin Carroll; and

WHEREAS, Richard Carroll has been declared to be 100% permanently and totally
disabled by the Veterans Administration; and

WHEREAS, Richard Carroll has made application for a property tax exemption due to
the service connected disability in accordance with NJSA 54:4-3.30; and

WHEREAS, the Tax Assessor has reviewed said application and approved the exemption
as of January 1, 2024.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of
Roosevelt that the following 2024 taxes are hereby cancelled for the reason set forth above.

Block/Lot: 10/23
Location: 7 Lake Drive
Amount: \$2,761.14 (1st quarter 2024)
 \$2,761.14 (2nd quarter 2024)

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 18, 2024.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 24-50
MEETING DATE: 03-18-2024**

**RESOLUTION AUTHORIZING ROBERTS ENGINEERING GROUP, LLC TO
PREPARE THE ANNUAL CERTIFICATION AND STORMWATER PERMIT COMPLIANCE
FOR THE BOROUGH OF ROOSEVELT**

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

WHEREAS, the NJDEP requires a yearly certification of its NJDPES Stormwater Permit; and

WHEREAS, the Borough Engineer will undertake the research necessary and update the permit to reflect how the Borough of Roosevelt has complied with the permit in 2023 at a cost not to exceed \$4,000.00; and

WHEREAS, the Borough's Chief Financial Officer has certified the availability of funds in the amount not to exceed \$4,000,00.

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey that Roberts Engineering Group, LLC is hereby authorized to perform the necessary work to undertake the research necessary and update the permit for the NJDPES Stormwater Permit in an amount not to exceed \$4,000.00.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent, and Roberts Engineering Group, LLC.

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 18, 2024.

Kathleen Hart
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 contract to be awarded:

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
Roberts Engineering Group (2023 Annual Certification and Stormwater Permit Compliance)	Engineering-O/E	\$4,000.00


George J. Lang
Chief Financial Officer

Dated: 3/18/24

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

**RESOLUTION NO. 24-51
MEETING DATE: 03-18-2024**

**RESOLUTION AUTHORIZING RENEWAL OF AGREEMENT WITH
ONSOLVE, LLC FOR CODERED COMMUNICATIONS SERVICES**

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

WHEREAS, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the “Borough”) requires the services of a telecommunications/software company to provide emergency contact and attendant communications (CodeRed) services to promote and protect the health and safety of the residents of the Borough during times of emergency; and

WHEREAS, on or about June 1, 2017, the Borough entered into a Services Agreement with OnSolve, LLC (formerly Emergency Communications Network, LLC) to provide the aforesaid services to the Borough for three years, with two-year options to renew; and

WHEREAS, the Borough has been pleased with the services provided by OnSolve, LLC (formerly Emergency Communications Network, LLC) during the initial term of the Services Agreement; and

WHEREAS, the Borough desires to authorize the renewal of its Services Agreement with OnSolve, LLC for two additional years (06/01/24 – 05/31/26); and

WHEREAS, the total amount of the contract awarded to OnSolve, LLC is below the bid threshold of \$17,500.00; and

WHEREAS, the annual service fee to be paid by the Borough under the Agreement is \$2,929.50 per year; and

WHEREAS, the Borough CFO has certified that funds are available to award the contract.

NOW THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Roosevelt hereby authorizes the Mayor and the Clerk to enter into a Services Agreement with OnSolve, LLC for emergency contact and attendant communications (CodeRED) services for two additional years.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Borough CFO, Purchasing Agent, Emergency Management Coordinator, and OnSolve, LLC.

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 18, 2024.

Kathleen Hart
Borough Clerk



ORDER FORM

This Order Form documents the purchase of Subscription Services and other Services being purchased by the customer listed below ("Customer") from OnSolve, LLC ("OnSolve"), and is entered into as of the date the Customer signs (the "Effective Date").

Initial Term: 2.00 year(s) commencing on the Service Start Date

Service Start Date: June 01, 2024

Customer Information	Company Name:	Borough of Roosevelt, NJ
	Street Address:	33 North Rochdale Ave
	City, State, Zip, Country:	Roosevelt, NJ, 08555, US
Billing Contact Purchase Order Number	Company Name:	Borough of Roosevelt, NJ
	Name:	Ana Debevec
	Street Address:	P. O. Box 128
	City, State, Zip, Country:	Roosevelt, NJ, 08555, US
	Phone:	(609) 448-0539 Ex.4
	Email:	finance@rooseveltnj.us
Primary Contact <i>Note: this contact will be setup in the Services as an Administrator.</i>	Name:	Ana Debevec
	Title:	Borough Treasurer
	Phone:	(609) 448-0539 Ex.4
	Email:	finance@rooseveltnj.us

Subscription Service Fees

Critical Communications

Item/Description	Order Term	Qty	Annual Price**	Term Total
CodeRED Standard Renewal	06/01/2024 - 05/31/2026	1	\$2,929.50	\$5,859.00
Critical Communications Subscription Fees				\$5,859.00

ORDER TOTAL **\$5,859.00**

Annual Fees

Year 1 Subscription Fees + Non-Recurring Service Fees	\$2,929.50
Year 2 Subscription Fees	\$2,929.50

**The fees shown above may have been rounded to two decimal places for display purposes. As many as ten decimal places may be present in the actual price. The totals for this order were calculated using the actual price, rather than the fees displayed above, and are the true and binding totals for this order.

All pricing is in US Dollars unless otherwise specified

Other Terms

Notwithstanding anything to the contrary set forth in the Terms, the following terms apply for purposes of this Order Form:

- This Order will be renewed only upon the mutual agreement of the parties.

All Services being purchased by Customer in this Order Form shall be exclusively governed under the OnSolve standard terms and conditions set forth at the following URL: <https://www.onsolve.com/legal/TC-Government/> (the "Terms"). In the event of a conflict between the Terms and this Order Form, the terms of this Order Form shall control.

Borough of Roosevelt, NJ

DocuSigned by:
Ana Debevec
By: 4832FAD6863E4EA

Name: Ana Debevec
Title: Borough Treasurer
Date: 3/7/2024

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 contract to be awarded:

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
OnSolve, LLC	General Administration-CodeRED	2,929.50

Only amounts in the temporary budget are certified as available. Amounts past the temporary budget are subject to sufficient funds being available in the adopted budget.


George J. Lang
Chief Financial Officer

Dated: 3/18/24

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

**RESOLUTION NO. 24-52
MEETING DATE: 03-18-2024**

RESOLUTION APPOINTING CROSSING GUARD

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

WHEREAS, the Borough is need of a crossing guard; and

WHEREAS, Rama Defoe has offered to be a crossing guard at a rate of \$20.00 per hour.

NOW, THEREFORE, BE IT RESOLVED that Rama Defoe will fulfil the crossing guard position in the Borough of Roosevelt.

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 18, 2024.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 24-53
MEETING DATE: 03-18-2024

RESOLUTION AUTHORIZING TEMPORARY EMERGENCY APPROPRIATIONS

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 18, 2024.

Kathleen Hart
Borough Clerk