

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

COUNCIL REGULAR MEETING AGENDA
APRIL 1, 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)

PROCLAMATION:

1. 2024 Arbor Day Proclamation

CORRESPONDENCE:

1. Letter from Lyons Environmental Services, LLC, dated March 21, 2024 regarding sewer lines on Lake Drive.
2. Letter from Roberts Engineer Group, LLC, dated March 26, 2024 regarding Sanitary Sewer Improvements on North Valley Road.

MINUTES:

1. Regular Meeting Minutes – March 18, 2024

CONSENT AGENDA RESOLUTIONS:

Resolution 24-56	Payment of Bills for April 1, 2024
Resolution 24-57	Amending Resolution 24-52 Appointing Crossing Guard
Resolution 24-58	Resolution Approving New Jersey Uniform Fire Code Administration And Enforcement Shared Services Agreement With Millstone Township Fire District No. 1 To Provide Fire Official And Fire Inspection Services Within The Borough

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:

1. Sanitary Sewer Improvements to North Valley Road – Bond Ordinance

GOOD AND WELFARE:

PUBLIC COMMENT (Any item)

M/Malkin opens the public comment at _____

M/Malkin closes the public comment at _____

CLOSED SESSION:

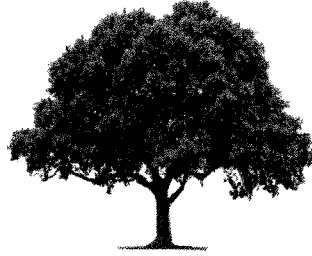
Resolution 24-xxx Providing for a Private Executive Meeting that Excludes the Public

ADJOURNMENT

TIME OUT: _____

2024

Arbor Day Proclamation



Roosevelt Borough

- Whereas, In 1872, J. Sterling Morton Proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
- Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
- Whereas, Arbor Day is now observed throughout the nation and the world, and
- Whereas, trees can reduce the erosion of topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean air, produce oxygen and provide habitat for wildlife
- Whereas, trees are renewable resource giving us paper, wood for building homes, fuel for fires and countless wood products, and
- Whereas, trees in our Borough increase property values, enhance the economic vitality of business areas, and beautify our community, and
- Whereas, trees greatly enhance the lives of our residents.

Now, Therefore, I, Peggy Malkin, Mayor of the Borough of Roosevelt, Monmouth County, New Jersey, do hereby proclaim April 26, 2024 as Arbor Day in the Borough of Roosevelt

Further, I encourage all our residents to plant a tree and celebrate Arbor Day.

Peggy Malkin, Mayor

Lyons Environmental Services, LLC
1105 Green Grove Road, Suite #2
Neptune, New Jersey 07753

Phone – 732-566-0038

March 21, 2024

Borough of Roosevelt
PO Box 128
Roosevelt, New Jersey 08555

Dear Ana,

The Borough asked me to check the condition of the sewer lines on Lake Drive in preparation for a possible road project that the Borough is considering.

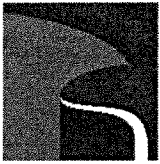
We checked all the manholes on Lake Drive and found them all to be in good condition. There was no ground water leakage in any of the manholes. Lake Drive is elevated with a low area on one side that may mean the ground water is not a big issue on this line. There did not appear to be any or very little infiltration at the time we conducted the inspection. This is a newer section of town based on the type of houses I observed but I do not know when the sewer lines were constructed. The sewer appears to be constructed with terra cotta pipe.

Based on what we can observe by just checking the manholes the sewer line on Lake Drive appears to be in good shape, but terra cotta pipe has a limited life span and because the joints are usually only 3' apart as it ages there tends to be a lot of infiltration. If this is a major road reconstruction it might be a good idea to televise the line to insure the condition of the pipe and the lateral connection.

When we pulled the first manhole cover on Lake nearest North Rochdale, we found it to be filled with water and had to have it jetted. There were roots in the line close to where it connects to North Rochdale.

Sincerely,

Michael J. Lyons, CEO



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 26, 2024

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

Re: Sanitary Sewer Improvements
Improvements to North Valley Road
Municipal Aid Fiscal Year 2023
Borough of Roosevelt, Monmouth County, New
Jersey Our File No.: R4414

Dear Mayor and Council:

As you know, the NJDOT has awarded funding through the Municipal Aid Program for the improvements to North Valley Road in the amount of \$219,420.00. The proposed improvements will include replacement of deteriorated curb, manhole castings, signage, and pavement markings.

In addition, the project will address the stormwater piping behind the easterly curb on North Valley Road between Farm Lane and Homestead Lane. We are currently preparing the draft stormwater easements which will be provided under separate letter.

You may recall that the Engineer's Estimate for this work was approximately \$376,490.00 and the awarded allotment is \$157,070.00 less than the estimated construction cost. We do not anticipate any water improvements under this project.

In reviewing with the Borough Sewer Operator, it appears that a number of sewer manholes and laterals requires repair, and approximately 210 LF of sewer main requires replacement on North Valley Road. The estimated construction cost for these improvements is approximately \$49,950.00 as shown in the attached estimate.

The anticipated costs for survey, design, permitting, bidding, and construction administration/inspection for the sewer improvements is approximately \$5,000.00.

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., C.P.W.M.
Borough Engineer

cc: Kathleen Hart, RMC, CMR, Borough Clerk
George Lang, Borough CFO
Ana Debevec, Borough 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



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1670 Whitehorse-Hamilton Square Rd.
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IMPROVEMENTS TO NORTH VALLEY ROAD
SITUATED IN
BOROUGH OF ROOSEVELT, MONMOUTH COUNTY, NEW JERSEY
Our File No.: R4414
March 25, 2024

ITEM DESCRIPTION	UNITS	QUANTITY	PRICE	TOTAL
1 8" PVC Sanitary Sewer Main	LF	210.0	\$145.00	\$30,450.00
2 6" PVC Sanitary Sewer Lateral	LF	100.0	\$75.00	\$7,500.00
3 Manhole Repair, Sanitary	UNIT	5.0	\$1,000.00	\$5,000.00
4 Manhole Frame and Cover, Sanitary	UNIT	5.0	\$1,000.00	\$5,000.00
5 Connect to Existing Manhole	UNIT	2.0	\$1,000.00	\$2,000.00
TOTAL ESTIMATED CONSTRUCTION COST				\$49,950.00

Carmela Roberts, P.E.
N.J. License No. 34419

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

**RESOLUTION NO. 24-56
MEETING DATE: 04-01-2024**

PAYMENT OF BILLS FOR APRIL 1, 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 April 1, 2024.

Kathleen Hart
Borough Clerk

March 28, 2024
10:58 AM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

4-1-24 BILL LIST

P.O. Type: All
Range: First to Last
Format: Condensed
Vendors: All
Rcvd Batch Id Range: First to Last

Open: N
Rcvd: Y
Bid: Y

Paid: N
Held: Y
State: Y

Void: N
Aprv: N
Other: Y

Exempt: Y

Include Non-Budgeted: Y

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ATRAJ005	ATRA JANITORIAL SUPPLY CO, INC	24-00130	02/23/24	RESTROOM TOWELS FOR DISPENSER	Open	65.96	0.00		
CROSS005	CROSS OVER NETWORKS, LLC	24-00122	02/21/24	2024 IT SERVICES	Open	459.20	0.00		B
FRANC005	FRANCOTYP-POSTALIA, INC.	24-00186	03/27/24	2/Q/2024 METER/SCALE RENTAL	Open	162.54	0.00		
JCPL005	JCP & L	24-00177	03/20/24	FEB 2024 ELECTRIC SERVICE	Open	1,008.33	0.00		
KTKC005	KTK CONSTRUCTION, LLC	24-00119	02/15/24	GRADING & STONE AT WTP	Open	5,000.00	0.00		
LYONS005	LYONS ENVIRONMENTAL SERV, LLC	24-00174	03/15/24	SLUDGE TEST, CHRONIC BIO-ASSAY	Open	1,998.00	0.00		
		24-00190	03/28/24	WATER TESTING 2/6/24	Open	2,600.00	0.00		
						4,598.00			
MONMO070	MONMOUTH COUNTY PUBLIC WORKS &	24-00181	03/25/24	BRINING:2/16/24	Open	505.78	0.00		
NJADV005	NJ ADVANCE MEDIA	24-00180	03/25/24	LEGAL NOTICES-3/11/24	Open	84.24	0.00		
		24-00187	03/27/24	LEGAL NOTICES-3/15/24	Open	21.84	0.00		
						106.08			
PETTY005	PETTY CASH	24-00175	03/15/24	REIMBURSE PETTY CASH	Open	5.00	0.00		
		24-00179	03/21/24	REIMBURSE PETTY CASH	Open	7.86	0.00		
		24-00185	03/26/24	REIMBURSE PETTY CASH	Open	7.98	0.00		
						20.84			
ROOSE005	ROOSEVELT BOARD OF EDUCATION	24-00182	03/25/24	APR 2024 SCHOOL TAXES	Open	159,052.00	0.00		
SHORE005	SHORE BUSINESS SOLUTIONS	24-00184	03/26/24	USAGE 2/21/24-3/20/24	Open	1.84	0.00		
STAPL005	STAPLES BUSINESS ADVANTAGE	24-00134	02/23/24	OFFICE SUPPLIES	Open	162.68	0.00		
USABL005	USA BLUEBOOK	24-00165	03/11/24	WTP-CHEMICAL PUMP PARTS	Open	724.20	0.00		

March 28, 2024
10:58 AM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

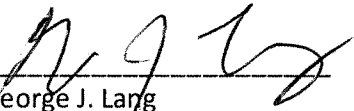
Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
VERIZ015	VERIZON	24-00183	03/26/24	PHONE/INTERNET-MAR 2024	Open	696.37	0.00			
WRNEU005	W.R. NEUMANN COMPANY, INC.	24-00061	01/25/24	WATER-2024 SODIUM HYPOCHLORITE	Open	746.17	0.00		B	
WEBHA005	WEB HAULING & DISTRIBUTION, INC	24-00152	03/04/24	PUMP SLUDGE TANK 2/28/24	Open	889.08	0.00			
		24-00153	03/04/24	PUMP LAKE DR PUMP PIT 2/29/24	Open	274.40	0.00			
						1,163.48				
Total Purchase Orders:		21	Total P.O. Line Items:		0	Total List Amount:		174,473.47	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	161,874.60	0.00	161,874.60	0.00	0.00	161,874.60
	4-09	<u>12,492.79</u>	<u>0.00</u>	<u>12,492.79</u>	<u>0.00</u>	<u>0.00</u>	<u>12,492.79</u>
Year Total:		174,367.39	0.00	174,367.39	0.00	0.00	174,367.39
	C-04	106.08	0.00	106.08	0.00	0.00	106.08
Total of All Funds:		<u>174,473.47</u>	<u>0.00</u>	<u>174,473.47</u>	<u>0.00</u>	<u>0.00</u>	<u>174,473.47</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>
4/1/24 Bill List	various	\$174,473.47



George J. Lang
Chief Financial Officer

Dated: 4/1/24

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

**RESOLUTION NO. 24-57
MEETING DATE: 04-01-2024**

AMENDING RESOLUTION 24-52 APPOINTING CROSSING GUARD

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

WHEREAS, the Roosevelt Borough Council adopted Resolution 24-52 Appointing Crossing Guard on March 18, 2024; and

WHEREAS, the name of the crossing guard was incorrect and needs to be amended; and

WHEREAS, the corrected name is Ramatoulaye Cisse.

NOW, THEREFORE, BE IT RESOLVED that Ramatoulaye Cisse 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 April 1, 2024.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 24-58
MEETING DATE: 04-01-2024**

RESOLUTION APPROVING NEW JERSEY UNIFORM FIRE CODE ADMINISTRATION AND ENFORCEMENT SHARED SERVICES AGREEMENT WITH MILLSTONE TOWNSHIP FIRE DISTRICT NO. 1 TO PROVIDE FIRE OFFICIAL AND FIRE INSPECTION SERVICES WITHIN THE BOROUGH

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”) and the Millstone Township Fire District No. 1 (the “District”) have entered into a shared services agreement for the provision of fire protection and emergency medical services by the District to the Borough; and

WHEREAS, the Borough also has a duty and responsibility under the New Jersey Uniform Fire Code, N.J.A.C. 5:70, *et seq.*, to provide Fire Official and Fire Inspection services to its residents; and

WHEREAS, the District has various personnel qualified to provide Fire Official and Fire Inspection services to the Borough, and the Borough desires to accept such services and to expand its existing relationship with the District; and

WHEREAS, the District and the Borough desire to enter into the Shared Services Agreement attached hereto as Exhibit A.

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey that the Shared Services Agreement, which is attached hereto as Exhibit A, is hereby approved by the Borough; and

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized to execute the Shared Services Agreement, which is attached hereto as Exhibit A; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent, and Millstone Township Fire District No. 1.

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 April 1, 2024.

Kathleen Hart
Borough Clerk

NEW JERSEY UNIFORM FIRE CODE ADMINISTRATION AND ENFORCEMENT

SHARED SERVICES AGREEMENT

BETWEEN

MILLSTONE TOWNSHIP FIRE DISTRICT NO. 1

AND

THE BOROUGH OF ROOSEVELT

THIS SHARED SERVICES AGREEMENT (“Agreement”) is made and entered into on this 25 day of March, 2024 by and between MILLSTONE TOWNSHIP FIRE DISTRICT NO. 1 (hereinafter referred to as “Provider”), a body politic and corporate of the State of New Jersey, having offices at 461 Stagecoach Road, Millstone, New Jersey 08510 and the BOROUGH OF ROOSEVELT (hereinafter referred to as “Recipient”), a body politic and corporate of the State of New Jersey, having offices at 33 North Rochdale Avenue, Roosevelt, New Jersey 08555;

RECITALS

WHEREAS, the Recipient has a duty and responsibility under the New Jersey Uniform Fire Code, N.J.A.C. 5:70 et seq. to provide Fire Official and Fire Inspection services to residents of the Borough of Roosevelt; and

WHEREAS, the Provider has various personnel qualified to provide said services and is already engaged in a Shared Services Agreement with the Recipient whereby the Provider provides the Recipient with fire suppression services; and

WHEREAS, this Agreement is established in accordance with the Uniform Shared Service and Consolidation Act, N.J.S.A. 40A:65-1, et seq.

and all claims arising from acts or omissions of employees of the Provider committed pursuant to or in furtherance of this Agreement.

3. All citizen inquiries and/or complaint resolutions shall be handled through the Provider.

C. Supervision and Director of Staff

1. The Provider shall conduct operations from the Millstone Township Fire District offices during its normal business hours.

2. The Fire Official, furnished by the Provider, shall be responsible for the operation and supervision of the Bureau of Fire Prevention and shall direct and supervise all activities and employees of the Bureau.

3. The staff, furnished by the Provider, shall be properly licensed code enforcement officials and/or inspectors as appropriate.

4. The Provider shall furnish appropriate clerical support staff, if needed, as determined by its Fire Official.

5. All personnel providing the outlined services to the Recipient under this Agreement shall continue to remain employees of the Provider. Any problem or concern that should arise relative to any aspect of this Agreement shall be directed to the Millstone Township Board of Fire Commissioners through the Fire Official.

D. Designation as Code Officials and Inspectors.

The Provider shall designate the Fire Official, as well as any inspectors, for the enforcement of the State of New Jersey Uniform Fire Code and related ordinances of the Recipient. The Fire Official and any inspectors shall be duly licensed by the State of New Jersey Department of Community Affairs, Division of Fire Safety.

g. In addition to the registrations and permits required by the Uniform Fire Code, all other uses subject to Uniform Fire Code inspections (“non-life hazard uses”) shall register with the Millstone Township Fire District Bureau of Fire Prevention.

h. Carry out the periodic inspections of “non-life hazard” uses once per year as required by ordinance.

i. Provide on-call assistance by the Fire Official twenty-four hours per day, seven days per week, to address any fire safety concerns discovered by the Roosevelt Borough Volunteer Fire Company or the Millstone Township Fire District’s firefighters in connection with their fire suppression services.

B. Hours of Operation.

The Fire Official shall be available for consultation with the public during the Millstone Fire District’s normal business hours at scheduled times to be determined by the Fire Official. The hours shall be set in such a manner as to provide the public with reasonable access to the Official/inspectors. The Fire Official will also be available, under special circumstances, at no additional charge for appointments or calls relative to emergencies or court appearances.

C. Place of Operation.

Main business for Millstone Fire District No. 1 shall be conducted in the Provider’s District offices.

D. Maintenance of Records

The Fire Official and inspectors, if any, shall maintain documented records of activity on forms approved by the Fire Official and/or the New Jersey Department of Community Affairs, recording all inspections and activities. The records shall be specific with regard to the municipality, address, dates and hours of service. All forms shall be submitted to the Recipient’s

C. Violations.

The Fire Official and/or appropriate inspectors shall have the power to issue notices and summonses for violations on behalf of the Provider and the Recipient.

ARTICLE V: PROPERTY AND EQUIPMENT

A. Costs.

During the life of this Agreement, the costs of all equipment and/or vehicles acquired specifically for the Millstone Fire District's Bureau of Fire Prevention shall be the responsibility of the Provider.

ARTICLE VI: PAYMENTS AND COMPENSATION

A. Permit and Inspection Fees.

All inspection fees, permit fees and other fees collected by personnel on behalf of the Provider for services rendered in the Borough of Roosevelt shall be retained by the Provider and reflected in separate accounting. Collection of such fees shall be the responsibility of the Provider. Staff personnel of the Provider shall cause all checks for permits and/or inspections performed in the Borough of Roosevelt to be issued to the Provider. Said checks shall be promptly deposited and reflected in a separate accounting detailing the transaction. The Provider shall charge fees per the uniform schedule established by the Millstone Township Board of Fire Commissioners, subject to approval by the Recipient which shall not be unreasonably withheld. Any proposed changes to the fee structure shall be first provided to the Recipient fourteen (14) days in advance of adoption. Quarterly reports of revenues received by the Provider for the Recipient shall be provided to the Recipient.

B. Fees for Services.

1. The Provider shall receive one-hundred (100%) percent of all fees collected

ATTEST:

Mar 25 2024

MILLSTONE TOWNSHIP FIRE DISTRICT

Anthony Marra
Anthony Marra, Chairman of the Board

ATTEST:

Clerk

BOROUGH OF ROOSEVELT

, Mayor

**A RESOLUTION AUTHORIZING MILLSTONE FIRE DISTRICT #1 TO ENTER INTO
A SHARED SERVICES AGREEMENT WITH THE BOROUGH OF ROOSEVELT**

RESOLUTION # 2024-

WHEREAS, the Township of Millstone Fire District #1 and the Borough of Roosevelt desire to enter into a shared services agreement for Fire Bureau Services; and

WHEREAS, local government entities are permitted to enter into such agreements pursuant to the Uniformed Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.

NOW, THEREFORE BE IT RESOLVED by the Board of Fire Commissioners of the Township of Millstone, Fire District No. 1 that the Chairman of the Board of Fire Commissioners of the Township of Millstone, Fire District No. 1 is hereby authorized to enter into the Shared Services Agreement attached hereto as Exhibit "A" on behalf of the Fire District or subject to modifications that may be reached between the parties.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

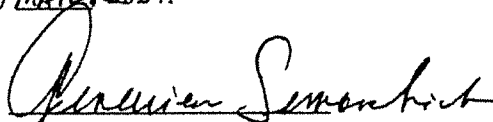
MOVED BY: c/Kuczynski

SECONDED BY: c/Gesundo

ROLL CALL VOTE:

AYES: 5 NAYS: ABSENT: ABSTAIN:
c/morra, c/mcMAHUS, c/Kuczynski, c/Gesundo, c/Semanchik

Certified to be a True Copy of a resolution adopted by the Board of Fire Commissioners Fire District No. 1 Millstone Township on the 15 day of March 2024.


Secretary