

DRAFT

BOROUGH OF ROOSEVELT COUNCIL REGULAR MEETING AGENDA FEBRUARY 11, 2019 @ 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 7, 2019 which was posted on the Bulletin Board at the Roosevelt Post Office, on the Bulletin Board in the Roosevelt Post Office and in the Borough Hall. The notice was published in The Times and Asbury Park Press.

OATH OF OFFICE (Administered to Newly Elected Official)

Borough Council (3 Year Term expires 12/31/21) **Cody Parker**

ROLL CALL

Councilmember Steven Bowen
Councilmember Luke Dermody
Councilmember Louis Esakoff
Councilmember Michael Hamilton
Councilmember Cody Parker
Councilmember Joseph Trammell
Mayor Peggy Malkin

MAYOR'S REPORT

PUBLIC COMMENT (Agenda items only)

APPROVAL OF MINUTES

- January 28, 2019 Regular Council Meeting

CORRESPONDENCE

RESOLUTIONS

Resolution 19-39 Payment of Bills of February 13, 2019
Resolution 19-40 Authorizing a Shared Services Agreement with the Millstone Township Board of
Education for Electric, HVAC and Mechanic Services

REPORTS OF COMMITTEE CHAIRS

Councilmember Bowen	Public Works
Councilmember Esakoff	Administration
Councilmember Hamilton	Finance
Councilmember Trammell	Utilities
Councilmember	Envi, Health & Safety
Councilmember Dermody	Community Dev/Code

REPORTS OF BOROUGH OFFICIALS (If requested by Mayor or Committee Chair)

OLD BUSINESS

1. Sewer Repairs – Homestead Lane
2. Tabled from 01-07-19 Council Meeting
Resolution 19-03 Appointing the Planning Board Class III Member for the Year 2019
3. Tabled from 01-28-19 Council Meeting
Resolution 19-38 Appointing Councilmember to Serve as Representatives to the Environmental Commission

NEW BUSINESS

1. Reminder to Residents – JCP&L contractors will be performing line clearance tree trimming along Company rights-of-way.

PUBLIC COMMENT (Any item)

ADJOURNMENT

TIME OUT: _____

RESOLUTION NO. 19-39
MEETING DATE: 02-11-19

PAYMENT OF BILLS FOR FEBRUARY 11, 2019

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 February 11, 2019.

Kathleen Hart
Borough Clerk

February 7, 2019
12:00 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 1

2-11-19 BILL LIST

P.O. Type: All
Range: First
Format: Condensed

to Last

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
AMFAR005 A & M FARMS & GARDEN CENTER	19-00034	01/16/19	5 TONS RIVER ROCK-BORO HALL	Open	435.00	0.00		
CANNI005 CANNIZZARO, SALVATORE	19-00075	01/30/19	TAX COLL-REIMB:POSTAGE&LICENSE	Open	56.91	0.00		
DANSK005 DANSKIN INSURANCE AGENCY, INC.	19-00102	02/07/19	VOLUNTEER INSURANCE RENEWAL	Open	1,374.00	0.00		
FRANC005 FRANCO TYP-POSTALIA, INC.	19-00074	01/29/19	1/Q/2019 METER/SCALE RENTAL	Open	117.00	0.00		
GARDE005 GARDEN STATE LABORATORIES, INC	19-00079	01/31/19	JAN 2018 LAB TESTING	Open	2,401.00	0.00		
	19-00080	01/31/19	FEB 2018 LAB TESTING	Open	361.00	0.00		
					<u>2,762.00</u>			
GSTTR005 GST TRANSPORT CORPORATION	18-00480	07/02/18	REC-SUMMER CAMP (5) BUS TRIPS	Open	875.00	0.00		
HOLDE005 HOLDEN, JOHN B.	19-00039	01/17/19	2019 WATER PLANT MGMT-JAN-MAY	Open	5,000.00	0.00		B
	19-00088	02/04/19	WATER PLAN SERVICES-JAN 2019	Open	187.50	0.00		
					<u>5,187.50</u>			
INTER005 INTERNATIONAL ASSOCIATION	19-00044	01/17/19	TAX ASSESSOR-2019 DUES	Open	210.00	0.00		
JCIJ0005 JCI JONES CHEMICALS, INC.	19-00069	01/28/19	SEWER-2019 SULFUR DIOXIDE	Open	2,160.00	0.00		B
	19-00070	01/28/19	WATER-2018 CHLORINE GAS	Open	200.00	0.00		B
					<u>2,360.00</u>			
JCPL0005 JCP & L	19-00093	02/04/19	W/S-JAN 2019 ELECTRIC SERVICE	Open	3,976.24	0.00		
KYOCE005 KYOCERA DOCUMENT SOLUTIONS AME	19-00087	02/04/19	KYOCERA COPIER PYMT 4 OF 60	Open	231.04	0.00		
LYONS005 LYONS ENVIRONMENTAL SERV, LLC	19-00038	01/17/19	2019 SEWER PLANT MGMT-JAN-MAY	Open	9,075.00	0.00		B
MONMO070 MONMOUTH COUNTY PUBLIC WORKS &	19-00072	01/29/19	BRINING/SALTING:1/17,1/18,1/20	Open	2,268.54	0.00		
MUNIC015 MUNICIPAL CLERKS ASSOCIATION	19-00103	02/07/19	2019 MEMBERSHIP DUES	Open	75.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
NEWJE005 NEW JERSEY PLANNING OFFICIALS								
	19-00033	01/15/19	P/L BOARD-2019 MEMEBER DUES	Open	325.00	0.00		
NJADV005 NJ ADVANCE MEDIA								
	19-00078	01/31/19	LEGAL NOTICES-1/11/19	Open	18.56	0.00		
	19-00085	02/04/19	LEGAL NOTICES-1/25/19	Open	8.12	0.00		
	19-00097	02/05/19	LEGAL NOTICES-1/24/19	Open	<u>20.01</u>	0.00		
					46.69			
NJDEP005 NJ DEPARTMENT OF HEALTH								
	19-00082	02/01/19	DOG REPORT:JAN 2019	Open	63.60	0.00		
NORTH005 NORTHEASTERN BUILDING SUPPLY								
	18-00850	12/10/18	DOORS, TRIM, CHAIR-RAIL	Open	548.82	0.00		B
PASSA005 PASSAIC VALLEY SEWERAGE								
	19-00071	01/29/19	SLUDGE DISPOSAL 12/16-1/15/19	Open	2,303.00	0.00		
RIOSU005 RIO SUPPLY, INC.								
	19-00041	01/17/19	WATER-2019 ANNUAL SUPPORT FEE	Open	5,100.00	0.00		
ROBER005 ROBERTS ENGINEERING GROUP, LLC								
	19-00076	01/30/19	WATER MAIN REPLACEMENT	Open	7,061.25	0.00		B
ROOSE005 ROOSEVELT BOARD OF EDUCATION								
	19-00095	02/04/19	FEB 2019 SCHOOL TAXES	Open	131,809.00	0.00		
SENI005 SENIOR CITIZENS OF ROOSEVELT								
	19-00084	02/04/19	JAN 2019 REIMBURSEMENT	Open	10.00	0.00		
	19-00101	02/05/19	FEB 2019 REIMBURSEMENT	Open	<u>64.00</u>	0.00		
					74.00			
STAPL005 STAPLES BUSINESS ADVANTAGE								
	19-00001	01/10/19	OFFICE & JANITORIAL SUPPLIES	Open	78.26	0.00		
THEHO010 THE HOME DEPOT								
	19-00068	01/28/19	MISC SUPP-DPW GARAGE SIDE DOOR	Open	18.88	0.00		
	19-00081	01/31/19	DUPLICATE KEYS	Open	7.92	0.00		
	19-00091	02/04/19	MISC SUPPLIES FOR BORO HALL	Open	104.00	0.00		
	19-00104	02/07/19	MISC SUPPLIES FOR WATER PLANT	Open	<u>179.58</u>	0.00		
					310.38			
USDEP005 U.S. DEPARTMENT OF AGRICULTURE								
	19-00094	02/04/19	LOAN NO. 91-01 P&I PAYMENT	Open	9,000.00	0.00		
VERIZ005 VERIZON								
	19-00086	02/04/19	FIOS/PHONE-W/P-1/24/19 BILL	Open	182.93	0.00		
WEBHA005 WEB HAULING & DISTRIBUTION, INC								
	19-00049	01/18/19	VACUUM LEAVES FROM VALVES	Open	370.00	0.00		
	19-00050	01/18/19	PUMP CHLORINE TANK 12/19/18	Open	740.00	0.00		

February 7, 2019
12:00 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 3

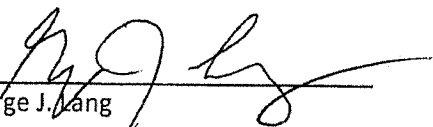
Vendor # Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
<hr/>							
WEBHA005 WEB HAULING & DISTRIBUTION,INC Continued							
19-00051	01/18/19	PUMP LAKE DR PUMP PIT 12/27/18	Open	<u>203.70</u>	0.00		
				1,313.70			
<hr/>							
Total Purchase Orders:	39	Total P.O. Line Items:	0	Total List Amount:	187,219.86	Total Void Amount:	0.00
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Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	8-01	2,246.73	0.00	2,246.73	0.00	0.00	2,246.73
	8-09	<u>6,378.70</u>	<u>0.00</u>	<u>6,378.70</u>	<u>0.00</u>	<u>0.00</u>	<u>6,378.70</u>
Year Total:		8,625.43	0.00	8,625.43	0.00	0.00	8,625.43
	9-01	136,408.33	0.00	136,408.33	0.00	0.00	136,408.33
	9-09	<u>35,061.25</u>	<u>0.00</u>	<u>35,061.25</u>	<u>0.00</u>	<u>0.00</u>	<u>35,061.25</u>
Year Total:		171,469.58	0.00	171,469.58	0.00	0.00	171,469.58
	C-08	7,061.25	0.00	7,061.25	0.00	0.00	7,061.25
ANIMAL CONTROL	T-13	63.60	0.00	63.60	0.00	0.00	63.60
Total of All Funds:		<u>187,219.86</u>	<u>0.00</u>	<u>187,219.86</u>	<u>0.00</u>	<u>0.00</u>	<u>187,219.86</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>
2/11/19 Bill List	various	187,219.86



George J. Lang
Chief Financial Officer

Dated: February 11, 2019

RESOLUTION NO. 19-40
MEETING DATE: 02-11-19

**AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE MILLSTONE TOWNSHIP
BOARD OF EDUCATION FOR ELECTRIC, HVAC AND MECHANIC SERVICES**

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

WHEREAS, the Millstone Township Board of Education (the “Board”) and the Borough of Roosevelt (the “Borough”) (hereinafter collectively referred to as the “Parties”) wish to encourage inter-agency cooperation and planning with regard to their common need for the Electric, HVAC and Mechanic services for their public buildings and grounds; and

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

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

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 is hereby authorized to enter into a Shared Services Agreement attached hereto as Exhibit A with the Board, pursuant to the “Uniform Shared Services and Consolidation Act”, N.J.S.A. 40A:65-1, et seq., to provide services referenced above.
2. That the Mayor is authorized to execute and the Municipal Clerk to attest to the Agreement.
3. That the Agreement shall be effective July 1, 2018.
4. That a certified copy of this resolution shall be provided to the Millstone Township Board of Education.

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 February 11, 2019.

Kathleen Hart
Borough Clerk

EXHIBIT A

**INTERLOCAL SERVICES AGREEMENT BETWEEN THE BOROUGH OF
ROOSEVELT AND THE MILLSTONE TOWNSHIP BOARD OF EDUCATION
REGARDING MAINTENANCE SERVICES FOR HVAC, ELECTRICAL
MECHANIC SERVICES**

This Agreement entered into this 1st day of July 1, 2018, between
BOROUGH OF ROOSEVELT a municipal corporation of the State of
New Jersey, with offices located at 33 N. Rochdale Avenue, P.O. Box 128, Roosevelt,
New Jersey 08555.

Hereinafter referred to as "Borough";

And

MILLSTONE TOWNSHIP BOARD OF EDUCATION, a body corporate and
politic of the State of New Jersey, with offices located at 5 Dawson Court, Millstone
Township, New Jersey 08535,

Hereinafter referred to as "Board."

WHEREAS, the Borough has need for maintenance services inclusive of HVAC,
Electrical and Mechanic to be provided to various facilities owned by the Borough of
Roosevelt as delineated herein below; and

WHEREAS, the Board wishes to assist and cooperate with the Borough in the
provision of maintenance services for particular Township facilities;

NOW, THEREFORE, in consideration of the terms and conditions of this
Interlocal Services Agreement entered into by the parties pursuant to N.J.S.A. 40:8-1, *et*
seq., it is understood and agreed upon as follows:

FACILITIES AND SUPERVISION

1. The following Borough facilities are to be provided with maintenance services as needed provided by employees of the Board on behalf of the Township:
 - Municipal Building at 33 N. Rochdale Avenue, PO Box 128, Roosevelt, NJ 08555
2. The hours for such services will be determined and directed by the Buildings and Grounds Supervisor of the Millstone Township Board of Education in consultation with the Buildings and Grounds Supervisor of the Borough. Supervision of the maintenance services entailed will be provided by the Board's Supervisor of Buildings and Grounds.

INTERIOR BUILDING MAINTENANCE SERVICES

3. The types of services and responsibilities to be provided by maintenance personnel of the Board to the Borough at the above-referenced facilities are to include but not be limited to the following:
 - Minor wall patching
 - Painting
 - Minor plumbing repairs such as the correction of clogged sinks or toilets and the repair of sink fixtures, etc.
 - Electrical repairs
 - HVAC repairs, and
 - Minor carpentry
 - Mechanical repairs of Borough vehicles

4. Requests for maintenance jobs will be made by the placement of a work order addressed to the Buildings and Grounds Office of the Board to Nancy Oliva, who can be accessed by telephone at (732) 786-0950, extension 51020 and reached by telefax at (732) 786-0951. Upon receipt of a request for maintenance services from the Township, Ms. Oliva will enter the work order into the computer system of the Board and print it out for the information of the Board's Building and Grounds Supervisor, Mr. Sullivan. Assignments for maintenance services will be made by Mr. Sullivan to the Board maintenance staff. All materials needed for maintenance jobs will be provided by the Borough.

5. The cost for maintenance services to be provided to the Borough during the 2018-2019 fiscal year of the Borough is estimated to be \$ 54.00 per hour. Emergency services calls conducted outside of the normal work hours of 8:00 am to 2:00 pm will be billed at time and a half, or, \$80.00 per hour.

ADMINISTRATION

6. The parties both recognize the amount of time and work involved in administering and overseeing the custodial and maintenance projects for the township and agrees to the following administration fees.
 - 10% for all purchases made on behalf of the Borough while performing maintenance, HVAC, Mechanical or Electrical Service.

GENERAL CONDITIONS

7. The Board will maintain workers' compensation insurance coverage on all maintenance personnel providing services to the Township.
8. The Borough will maintain liability insurance coverage and will hold the Board harmless from any tort claims that may be filed based on allegations of negligence relating to the maintenance and upkeep of the Borough-owned facilities for which the Board is providing maintenance and custodial services.
9. This Interlocal Services Agreement may be terminated by the Borough or by the Board on the provision of 60 days' written notice of one party to the other. In the event of termination of this agreement, all costs for services provided shall be apportioned between the parties based on the actual hours of work performed by employees of the Board on behalf of the Borough.
10. Work performed by Board employees servicing Borough facilities shall be performed by paying Board employees' straight-time hourly wages whenever possible. In cases where services must be performed by Board employees working on an overtime basis, agents of the Board will apprise the Borough supervisor of Buildings and Grounds of the reason for such overtime charges and the charges shall be passed along to the Borough for payment.

TERM

11. This agreement shall run from the date that it is affected by the adoption of a resolution by the Borough and the Board and shall continue through the

date of June 30, 2019, unless it is terminated as otherwise set forth in this agreement.

WHEREFORE, the officials of the Borough of Roosevelt and the Board of Education of the Township of Millstone have signed and sealed this agreement as duly authorized by action of the Borough Committee of the Borough of Roosevelt and by the Board of Education of the Township of Millstone.

Borough of Roosevelt:

Attest:

By: _____


Ana Debevec, Treasurer

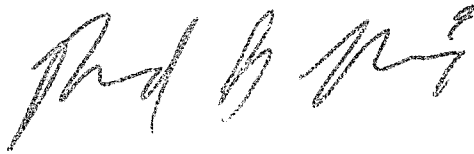
Peggy Malkin, Mayor

Dated:

Board of Education of the
Township of Millstone

Attest:

By:  _____

 _____

David DePinho, President

Bernard Biesiada, Board Secretary

Dated:

RESOLUTION NO. 19-03
MEETING DATE: 01-28-19

**RESOLUTION OF THE BOROUGH COUNCIL APPOINTING THE PLANNING
BOARD CLASS III MEMBER FOR THE YEAR 2019**

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, _____ is hereby appointed to the Planning Board as the Class III member for a term of one (1) year and until a successor shall be appointed.
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 February 11, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-38
MEETING DATE: 01-28-19

**APPOINTING COUNCILMEMBER TO SERVE AS REPRESENTATIVES TO THE
ENVIRONMENTAL COMMISSION**

C/_____ offered the following resolution with the exclusion of item #2, and moved its adoption, which was second by C/_____.

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 Councilmember _____ shall serve as representative to the Roosevelt Environmental Commission.

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 February 11, 2019.

Kathleen Hart
Borough Clerk