

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

**DRAFT**  
**COUNCIL MEETING AGENDA**  
**FEBRUARY 24, 2020 @ 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 6, 2020 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.

**ROLL CALL**

Councilmember Steven Bowen  
Councilmember Luke Dermody  
Councilmember Louis Esakoff  
Councilmember Michael Hamilton  
Councilmember Joseph Trammell  
Councilmember Chad Vroman  
Mayor Peggy Malkin

**PUBLIC COMMENT (Agenda items only)**

**APPROVAL OF MINUTES**

1. Regular Meeting Minutes – February 10, 2020
2. Closed Meeting Minutes – February 10, 2020

**CORRESPONDENCE**

**RESOLUTIONS**

Resolution 20-39      Payment of Bills of February 24, 2020  
Resolution 20-40      Resolution to Amend Resolution 20-26 Appointment of a Representative  
and Alternate Representative to the Monmouth County Community  
Development Block Grant (CDBG)  
Resolution 20-41      Authorizing Roberts Engineering Group, LLC to Perform Engineering  
Work for Drainage and Parking Lot Improvements to the Borough Hall  
Parking Lot  
Resolution 20-42      Support for Responsible Pet Ownership Programs in the Borough of  
Roosevelt

**REPORTS OF COMMITTEE CHAIRS**

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

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

**OLD BUSINESS**

1. Bamboo Ordinance

**NEW BUSINESS**

1. Farm Lane – Replace water mains/service and sewer lines
2. Ordinance on Reimbursement Policy and Procedures for sewer blockages

**PUBLIC COMMENT (Any item)**

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

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

**CLOSED SESSION**

Resolution 19- Providing for a Private Executive Meeting that Excludes the Public

Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_

**ADJOURNMENT**

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

**RESOLUTION NO. 20-39**  
**MEETING DATE: 02-24-2020**

**PAYMENT OF BILLS FOR FEBRUARY 24, 2020**

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

**WHEREAS**, the attached list of bills have been submitted to the Council for payment approval; and

**WHEREAS**, the Chief Financial Officer has certified the availability of funds for the payment of bills.

**NOW, THEREFORE, BE IT RESOLVED** that the bills on the attached bill list be paid.

**ROLL CALL:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**CERTIFICATION**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on February 24, 2020.

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Kathleen Hart  
Borough Clerk

February 20, 2020  
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BOROUGH OF ROOSEVELT  
Bill List By Vendor Name

Page No: 1

2-24-20 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
BILYK005 BILYK, JOHN	20-00078	01/31/20	1/Q/2020 ANIMAL CONTROL SERV	Open	200.00	0.00		
BOROU005 BOROUGH OF HIGHTSTOWN	20-00106	02/12/20	LANDFILL TIPPING FEES:JAN 2020	Open	2,788.84	0.00		
	20-00117	02/13/20	SOLID WASTE CONTRACT:FEB 2020	Open	<u>5,682.77</u>	0.00		
					8,471.61			
CANNI005 CANNIZZARO, SALVATORE	20-00126	02/18/20	TAX COLL-REIMB:VARIOUS ITEMS	Open	85.09	0.00		
COMPL005 COMPLETE SECURITY SYSTEMS, INC	19-00840	12/31/19	SECURITY SYSTEM-BORO HALL	Open	1,802.00	0.00		
	20-00131	02/19/20	ALARM MONITOR 2/4/20-1/31/21	Open	<u>415.33</u>	0.00		
					2,217.33			
CROSS005 CROSS OVER NETWORKS, LLC	20-00135	02/20/20	2020 OFF-SITE SERVER BACKUPS	Open	35.00	0.00		B
	20-00136	02/20/20	2020 OFF-SITE EDMUNDS BACKUP	Open	12.45	0.00		B
	20-00137	02/20/20	2020 TEAMVIEWER ANTI-VIRUS	Open	35.00	0.00		B
	20-00138	02/20/20	2020 IT SERVICES	Open	103.00	0.00		B
	20-00139	02/20/20	2020 EMAIL ARCHIVING	Open	<u>115.00</u>	0.00		B
					300.45			
GANNE005 GANNETT NJ NEWSPAPERS	20-00125	02/18/20	JAN 2020 NOTICES	Open	60.30	0.00		
GLUCK005 GLUCK WALRATH, LLP	20-00101	02/11/20	BAN CLOSING 12/27/19	Open	1,100.00	0.00		
HUBLE005 HUBLER, MICHAEL	20-00014	01/17/20	WATER PLANT INTERIOR SIGN	Open	50.00	0.00		
JCPL0005 JCP & L	20-00128	02/19/20	JAN 2020 ELECTRIC SERVICE	Open	981.29	0.00		
MAINP005 MAIN POOL & CHEMICAL CO., INC.	20-00045	01/22/20	SEWER-11/12/19 DELIVERY	Open	3,447.00	0.00		
	20-00055	01/28/20	SEWER-1/14/20 DELIVERY	Open	<u>3,370.40</u>	0.00		
					6,817.40			
MCMAS005 MCMAS-MASTER-CARR SUPPLY COMPANY	20-00074	01/30/20	BRASS TAG FOR WELL	Open	17.25	0.00		
	20-00085	02/04/20	CLAMPS & DOOR LOCK	Open	198.29	0.00		
	20-00091	02/05/20	SUPPL FOR SOLAR SPEED SIGN	Open	<u>27.53</u>	0.00		
					243.07			
NJADV005 NJ ADVANCE MEDIA	20-00120	02/14/20	LEGAL NOTICES-1/13/20	Open	20.01	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
NJADV005 NJ ADVANCE MEDIA			Continued					
	20-00121	02/14/20	LEGAL NOTICES-1/15/20	Open	13.34	0.00		
	20-00122	02/14/20	LEGAL NOTICES-1/24/20	Open	13.34	0.00		
					<u>46.69</u>			
ORKIN005 ORKIN PEST CONTROL SERVICE								
	20-00069	01/30/20	JAN 2020 PEST CONTROL	Open	39.13	0.00		
FPFET005 P.F. PETTIBONE & CO.								
	20-00076	01/31/20	MINUTE BOOKS & PAPER	Open	377.95	0.00		
PASSA005 PASSAIC VALLEY SEWERAGE								
	20-00104	02/11/20	SLUDGE DISPOSAL-JAN 2020	Open	2,171.40	0.00		
PETTY005 PETTY CASH								
	20-00134	02/19/20	REIMBURSE PETTY CASH	Open	29.33	0.00		
POSTM005 POSTMASTER								
	20-00140	02/20/20	STAMPS:TAX & W/S COLLECTOR	Open	220.00	0.00		
PSEGC005 PSE & G CO.								
	20-00127	02/19/20	JAN 2020 GAS SERVICE	Open	805.52	0.00		
ROBER005 ROBERTS ENGINEERING GROUP, LLC								
	18-00693	10/02/18	ROAD IMPROV:HOMESTEAD & CEDAR	Open	1,372.00	0.00		B
	19-00076	01/30/19	WATER MAIN REPLACEMENT	Open	1,312.00	0.00		B
	20-00088	02/05/20	2019 CERT STORMWATER PERMIT	Open	175.50	0.00		B
	20-00109	02/12/20	GENERAL SEWER 12/27-1/6/20	Open	607.00	0.00		
	20-00113	02/13/20	NAZAROV APPLIC RVW 1/7/20	Open	336.00	0.00		
	20-00114	02/13/20	TAX MAP MAINTENANCE 2020	Open	774.75	0.00		
					<u>4,577.25</u>			
ROOSE005 ROOSEVELT BOARD OF EDUCATION								
	20-00100	02/07/20	LEASE PAYMENT 1961-2020	Open	59.00	0.00		
ROOT2005 ROOT 24 HOURS, INC.								
	20-00071	01/30/20	EMERG-SEWER LINE BLOCKAGE	Open	1,310.00	0.00		
RUSSE005 RUSSELL REID, INC.								
	20-00132	02/19/20	2020 SLUDGE REMOVAL	Open	2,711.94	0.00		B
SENI0005 SENIOR CITIZENS OF ROOSEVELT								
	20-00119	02/14/20	FEB 2020 REIMBURSEMENT	Open	70.33	0.00		
SOBEL005 SOBEL HAN & CANNON, LLP								
	20-00110	02/13/20	LEGAL SERVICES-DEC 2019	Open	2,500.00	0.00		
	20-00111	02/13/20	DEC 2019 SERV-HILLTOP SWIM	Open	525.00	0.00		
	20-00112	02/13/20	DEC 2019 SERV-ELLENTUCK	Open	1,512.35	0.00		
					<u>4,537.35</u>			
STAPL005 STAPLES BUSINESS ADVANTAGE								
	20-00065	01/29/20	OFFICE & JANITORIAL SUPPLIES	Open	184.97	0.00		

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BOROUGH OF ROOSEVELT  
Bill List By Vendor Name

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Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
SUTPH005 SUTPHEN MEMORIAL, INC.								
	20-00025	01/17/20	2020 CEMETERY MANAGEMENT	Open	775.00	0.00		B
THEHO010 THE HOME DEPOT								
	20-00102	02/11/20	BALLASTS FOR COUNCIL ROOM	Open	125.82	0.00		
	20-00115	02/13/20	LED FIXTURES FOR BORO HALL	Open	664.79	0.00		
	20-00116	02/13/20	SMOKE DET/BATTERIES/RODENT SUP	Open	102.24	0.00		
	20-00118	02/13/20	SCREWS FOR EYEWASH STATION	Open	7.36	0.00		
	20-00123	02/14/20	LED DIMMER SWITCHES (3)	Open	<u>71.91</u>	0.00		
					972.12			
TRAFF005 TRAFFIC SYSTEMS, INC.								
	19-00756	11/18/19	SUPPLIES TO INSTALL RADAR SIGN	Open	745.00	0.00		
VERIZ005 VERIZON								
	20-00107	02/12/20	609-448-0539 JAN 2020	Open	241.84	0.00		
	20-00129	02/19/20	609-443-1440 JAN 2020	Open	<u>92.87</u>	0.00		
					334.71			
VERIZ010 VERIZON FIOS								
	20-00108	02/12/20	INTERNET:BORO HALL-2/1 BILL	Open	174.98	0.00		
WATCH005 WATCHUNG SPRING WATER CO., INC								
	20-00130	02/19/20	WATER+RENTAL:DELIVERY 1/24/20	Open	25.37	0.00		
WEBHA005 WEB HAULING & DISTRIBUTION, INC								
	20-00096	02/05/20	PUMP LAKE DR PUMP PIT 1/27/20	Open	222.03	0.00		
<hr/>								
Total Purchase Orders:	55	Total P.O. Line Items:	0	Total List Amount:	40,916.61	Total Void Amount:		0.00

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	0-01	16,611.24	0.00	16,611.24	0.00	0.00	16,611.24
	0-09	8,989.02	0.00	8,989.02	0.00	0.00	8,989.02
Year Total:		<u>25,600.26</u>	<u>0.00</u>	<u>25,600.26</u>	<u>0.00</u>	<u>0.00</u>	<u>25,600.26</u>
	9-01	7,142.35	0.00	7,142.35	0.00	0.00	7,142.35
	9-09	4,054.00	0.00	4,054.00	0.00	0.00	4,054.00
Year Total:		<u>11,196.35</u>	<u>0.00</u>	<u>11,196.35</u>	<u>0.00</u>	<u>0.00</u>	<u>11,196.35</u>
	C-04	1,372.00	0.00	1,372.00	0.00	0.00	1,372.00
	C-08	2,412.00	0.00	2,412.00	0.00	0.00	2,412.00
Year Total:		<u>3,784.00</u>	<u>0.00</u>	<u>3,784.00</u>	<u>0.00</u>	<u>0.00</u>	<u>3,784.00</u>
	T-12	336.00	0.00	336.00	0.00	0.00	336.00
Total Of All Funds:		<u><u>40,916.61</u></u>	<u><u>0.00</u></u>	<u><u>40,916.61</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>40,916.61</u></u>

**RESOLUTION NO. 20-40**  
**MEETING DATE: 02-24-2020**

**RESOLUTION TO AMEND RESOLUTION 20-26 APPOINTMENT OF A  
REPRESENTATIVE AND ALTERNATE REPRESENTATIVE TO THE  
MONMOUTH COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

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

**WHEREAS**, the Borough Council adopted Resolution No. 20-26 Appointment of a Representative and Alternate Representative to the Monmouth County Community Development Block Grant (CDBG), at its meeting of January 6, 2020; and

**WHEREAS**, an amendment is need to Resolution 20-26.

**NOW THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Roosevelt that **Michael Hamilton** is hereby appointed as the Monmouth County Community Development Block Grant (CDBG) Alternate Representative for the term of one year commencing February 24, 2020 and terminating December 31, 2020.

**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 24, 2020.

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Kathleen Hart  
Borough Clerk



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

**RESOLUTION NO. 20-41  
MEETING DATE: 02-24-2020**

**RESOLUTION AUTHORIZING ROBERTS ENGINEERING GROUP, LLC TO  
PERFORM ENGINEERING WORK FOR DRAINAGE AND PARKING LOT IMPROVEMENTS  
TO THE BOROUGH HALL PARKING LOT**

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

**WHEREAS**, on May 28, 2019, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the "Borough") adopted Bond Ordinance 19-03; and

**WHEREAS**, the bond included drainage and parking lot improvements at the Municipal Building; and

**WHEREAS**, the Borough Engineer has provided engineering costs to the Borough as follows:

Drainage - \$12,500  
Parking Lot Improvements - \$13,000; and

**WHEREAS**, the Borough's Chief Financial Officer has certified the availability of funds in the amount not to exceed \$25,500 for the above-stated purposes.

**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 engineering work for drainage and parking lot improvements to the Borough Hall parking lot in an amount not to exceed \$25,500.00.

**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 February 24, 2020.

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Kathleen Hart  
Borough Clerk

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

**RESOLUTION NO. 20-42  
MEETING DATE: 02-24-2020**

**RESOLUTION IN SUPPORT OF RESPONSIBLE PET OWNERSHIP PROGRAMS  
IN THE BOROUGH OF ROOSEVELT**

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

**RECOGNIZING** that cats and dogs are an integral and valuable part of all communities, and contribute to the well-being of humans, whether as companions, service animals or therapy pets; and

**UNDERSTANDING** that municipalities have an important role in ensuring the well-being of animals while balancing the needs of pet owners and non-pet owners.

**WHEREAS**, legislators and municipal officials report that the number of calls from citizens about animal related issues rival and other issue(s); and

**WHEREAS**, there are approximately 2.2 million owned dogs and 2.5 million owned cats in New Jersey; and

**WHEREAS**, New Jersey was the first state in the nation to develop an innovative state-wide spay/neuter program and all proceeds from the sale of Animal Friendly License Plates are used to reimburse participating veterinarians for spaying and neutering surgeries; and

**WHEREAS**, State responsibility for promoting responsible pet care and ensuring that pets do not suffer due to abuse, neglect, or lack of proper care in kennels, pet shops, shelters and pounds (animal facilities) is vested in the Office of Animal Welfare within the New Jersey Department of Health and Senior Services; and

**WHEREAS**, the New Jersey Society to Prevent Cruelty to Animals (NJSPCA) and municipal Animal Cruelty Investigators (ACIs) are responsible for investigating and acting as officers for the detection, apprehension and arrest of offenders against the animal cruelty laws; and

**WHEREAS**, New Jersey mandates training requirements for animal control officers and Animal Cruelty Investigators; and

**WHEREAS**, New Jersey impounds over 100,000 animals per year in animal shelters and impoundment facilities; and

**WHEREAS**, approximately 37% of the animals that enter New Jersey's impoundment facilities are euthanized at a rate of 3,000 every month; and

**WHEREAS**, free-roaming unvaccinated cats and dogs present a potential health threat to humans through the spread of such zoonotic diseases as rabies, leptospirosis, toxoplasmosis, roundworms, animal bites and environmental contamination from animal feces; and

**WHEREAS**, stray and unwanted pets place an enormous financial burden on municipalities and non-profit humane agencies organized to care for these animals;

**WHEREAS**, it is more human and cost-effective to reduce the number of unwanted animals than it is to impound and euthanize unwanted and unclaimed dogs and cats; and

**WHEREAS**, all dogs are required to be licensed in the municipality where they are housed and the majority of municipalities also require licensure of cats; and

**WHEREAS**, all municipalities are required to canvass their residents to locate unlicensed dogs.

**NOW THEREFORE**, we the municipality of Roosevelt, resolve to take the following steps with regard to our municipal responsibilities with the intent of making the Borough of Roosevelt a truly sustainable community.

It is our intent to do our utmost, within the bounds of our jurisdiction, to ensure that companion animals are treated humanely, respectfully, and responsibly through public education and through exercise of powers vested within New Jersey municipalities as follows:

**Authority of municipalities:**

Pursuant to New Jersey Statutes, all municipalities must appoint a certified animal control officer who shall be responsible for animal control within the jurisdiction of the municipality, including providing emergency veterinary care for injured stray animals and coverage of normal working hours;

The municipality in which an animal facility is located is responsible for issuing the license for that facility to operate;

The NJ Vicious Dog Law established a state-wide standard for municipalities to effectively address situations of vicious or potentially dangerous dogs, regardless of breed;

The Animal Population Control Program provides for low-cost spaying and neutering for pet owners adopting dogs and cats from New Jersey shelters, pounds, and animal adoption referral agencies and pet owners participating in one of several Public Assistance Programs:

The Borough of Roosevelt pledges to:

- Enforce all animal and rabies control statutes and regulations, including the requirement to pick up and impound all stray dogs and cats, excepting stray and feral cats in managed TNR programs.
- Work to improve the enforcement of animal cruelty statutes.
- Educate our community, including school children, about their responsibilities towards the pet animals they chose to keep.
- Institute, as appropriate, cat licensing ordinances and increase the percentage of licensed dogs and cats through ease of licensing and licensing enforcement measures.
- Identify alternatives to euthanasia of adoptable companion animals, including utilizing foster homes, adoption networks and providing remedial behavior training services to existing and future owners.
- Assist in identifying resources to improve the conditions and increase the capacity of animal shelters and impoundment facilities and animal control services.

**NOW THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Roosevelt that the Borough Council is in support of responsible pet ownership programs.

**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 24, 2020.

---

Kathleen Hart  
Borough Clerk