

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

DRAFT
COUNCIL MEETING AGENDA
AUGUST 2, 2021 @ 7:00 P.M.

DUE TO THE CORONAVIRUS AND THE NEED FOR SOCIAL DISTANCING, THIS MEETING WILL ALSO BE HELD REMOTELY AND AVAILABLE TO THE PUBLIC IN A LIVE FEED. TO ACCESS THE MEETING PLEASE FOLLOW THE INSTRUCTIONS BELOW:

Join Zoom Meeting

<https://us02web.zoom.us/j/3251865085?pwd=L1RWNlhPYTZZdUZ5R3piT0NZWHhuUT09>

Meeting ID: 325 186 5085

Password: 968068

One tap mobile

+16465588656,,3251865085#,,,,0#,,968068# US (New York)

+13017158592,,3251865085#,,,,0#,,968068# US (Germantown)

Dial by your location

+1 646 558 8656 US (New York); +1 301 715 8592 US (Germantown)

+1 312 626 6799 US (Chicago); +1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma); +1 346 248 7799 US (Houston)

Standard protocols for Remote Meetings set forth in Resolution 20-108 adopted November 23, 2020:

- 1) Members of the public wishing to make a comment during a remote meeting shall be permitted to do so using the audio and/or video technology under which the remote meeting is being held.
- 2) Members of the public may also submit written comments to the Council, through the Borough Clerk, by either e-mail to clerk@rooseveltnj.us or written letter to Borough Clerk, Borough of Roosevelt, 33 North Rochdale Ave, P.O. Box 128, Roosevelt, NJ 08555. Written comments must be received at least 24 hours prior to the noticed start of the remote meeting in order to be included in the meeting.
- 3) Public comments shall be received and/or read into the record during times designated during the meeting for public participation.
- 4) The Council reserves the right to pass over duplicative written comments; however, each duplicative comment shall be noted for the record with the content summarized.
- 5) A member of the public wishing to speak during a remote meeting shall state their name and address for the record prior to making their comment.
- 6) Members of the public commenting during a remote meeting shall not act in any manner to disrupt the meeting. If such a member of the public becomes disruptive during the meeting, the individual chairing the meeting shall mute, or direct the muting of, the disruptive member and warn that any continued disruption may result in the member being prevented from speaking during the meeting or be removed from the remote meeting. Disruptive conduct includes, but is not limited to, sustained inappropriate behaviors such as shouting, interruption, and the use of profanity.
- 7) Any member who continues to be disruptive after receiving a warning may be muted while other members of the public are allowed to proceed with their comments. If time permits, the disruptive individual shall be allowed to speak after all other members of the public are provided an opportunity to comment. Should the individual remain disruptive, the individual may be muted or kept on mute for the remainder of the remote meeting or removed from the meeting.

TIME IN _____

Adequate notice of this meeting, as required by Chapter 231, P.L. 1975, has been provided by a public notice on January 25, 2021 which was posted on the Bulletin Board at the Roosevelt Post Office and in the Borough Hall. The notice was published in The Times and Asbury Park Press.

ROLL CALL

Councilmember Robert Atwood
Councilmember Louis Esakoff
Councilmember Michael Hamilton
Councilmember Constance Herrstrom
Councilmember Steven Macher
Councilmember Joseph Trammell
Mayor Peggy Malkin

MAYOR'S REPORT

PUBLIC COMMENT (Agenda items only)

APPROVAL OF MINUTES:

1. Regular Meeting Minutes – July 6, 2021

CORRESPONDENCE: None

ORDINANCES:

SECOND READING

ORDINANCE 2021-03

CALENDAR YEAR 2021 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (NJSA. 40A:4-45.14)

Mayor Malkin opens the public hearing at _____.

Mayor Malkin closes the public hearing at _____.

FIRST READING

ORDINANCE 2021-04

AN ORDINANCE SETTING THE SALARY RANGE AND COMPENSATION OF CERTAIN OFFICIALS, POSITIONS AND EMPLOYEES IN THE BOROUGH OF ROOSEVELT, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

Public Hearing to be held on August 16, 2021 at 7:00 p.m. at the Borough of Roosevelt, 33 N. Rochdale Avenue, Roosevelt, NJ 08555

RESOLUTIONS:

Resolution 21-97 Payment of Bills for August 4, 2021

REPORTS OF COMMITTEE CHAIRS:

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

UNFINISHED BUSINESS:

NEW BUSINESS:

PUBLIC COMMENT: (Any item)

M/Malkin opens the public comment at _____

M/Malkin closes the public comment at _____

CLOSED SESSION:

Resolution 21-xx Providing for a Private Executive Meeting that Excludes the Public

Time In: _____ Time Out: _____

ADJOURNMENT

TIME OUT _____

*BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH*

**ORDINANCE NO.: 2021-03
INTRODUCTION DATE: 07-19-2021
PUBLIC HEARING DATE: 08-02-2021**

**CALENDAR YEAR 2021 ORDINANCE TO EXCEED THE MUNICIPAL
BUDGET APPROPRIATION LIMITS AND TO ESTABLISH
A CAP BANK (NJSA. 40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A:4-45. 1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 1.00% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A:4-45. 15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Governing Body of the Borough of Roosevelt in the County of Monmouth finds it advisable and necessary to increase its CY 2021 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Governing Body of the Borough of Roosevelt hereby determines that a 2.5% increase in the budget for said year, amounting to \$20,552.97 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Governing Body of the Borough of Roosevelt hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Governing Body of the Borough of Roosevelt, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2021 budget year, the final appropriations of the Borough of Roosevelt shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$28,774.16, and that the CY 2021 municipal budget for the Borough of Roosevelt be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon; be filed with said Director within 5 days after such adoption.

ATTEST:

APPROVED:

Kathleen Hart, Borough Clerk

Peggy Malkin, Mayor

**BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH**

**ORDINANCE NO: 2021-04
INTRODUCTION DATE: 08-02-2021
PUBLIC HEARING DATE: 08-16-2021**

**AN ORDINANCE SETTING THE SALARY RANGE AND COMPENSATION OF CERTAIN
OFFICIALS, POSITIONS AND EMPLOYEES IN THE BOROUGH OF ROOSEVELT, COUNTY OF
MONMOUTH, STATE OF NEW JERSEY**

BE IT ORDAINED by the Mayor and Council of the Borough of Roosevelt, County of Monmouth, State of New Jersey:

Section 1. The salary range for providing wages and compensation of certain officials, positions and employees of the Borough of Roosevelt, County of Monmouth, State of New Jersey are set as follows:

	MINIMUM:	MAXIMUM:
<u>Current Fund:</u>		
Borough Administrator	\$ 15,000.00	\$ 40,000.00
Office Manager	\$ 10,000.00	\$ 15,000.00
Borough Clerk	\$ 20,000.00	\$ 65,000.00
Registrar of Vital Statistics	\$ 2,500.00	\$ 6,000.00
Deputy Registrar of Vital Statistics	\$ 1,200.00	\$ 3,600.00
Purchasing Agent	\$ 10,000.00	\$ 70,000.00
Chief Financial Officer	\$ 9,000.00	\$ 30,000.00
Borough Treasurer	\$ 4,500.00	\$ 30,000.00
Tax Collector/Water-Sewer Collector	\$ 9,500.00	\$ 35,000.00
Tax Assessor	\$ 6,500.00	\$ 25,000.00
Zoning Officer	\$ 500.00	\$ 10,000.00
Code Enforcement Officer	\$ 500.00	\$ 6,000.00
Housing Inspector	\$ 500.00	\$ 10,000.00
Recreation Director	\$ 3,000.00	\$ 20,000.00
Clean Community Coordinator	\$ 150.00	\$ 1,000.00
Risk Management Officer	\$ 300.00	\$ 1,000.00
Right to Know Coordinator	\$ 300.00	\$ 1,000.00
Superintendent of Public Works	\$ 22,000.00	\$ 45,000.00

Section 2. The range for hourly rates for providing wages and compensation of certain officials, positions and employees in the Borough of Roosevelt, County of Monmouth, State of New Jersey are set as follows:

Current Fund

Assistant Administrative Clerk	\$ 12.00	\$ 30.00
Deputy Borough Clerk	\$ 12.00	\$ 30.00
Public Works Employee	\$ 12.00	\$ 30.00
Custodian	\$ 15.00	\$ 25.00
Planning Board Secretary	\$ 12.00	\$ 25.00
Environmental Commission Secretary	\$ 12.00	\$ 25.00
Crossing Guard	\$ 12.00	\$ 25.00
Clerk/Secretary	\$ 12.00	\$ 20.00

Section 3. The range for providing wages and compensation for the employees of the Roosevelt Community Summer Camp in the Borough of Roosevelt, County of Monmouth, State of New Jersey are set as follows:

Camp Supervisor	\$15.00/hour	\$20.00/hour
Assistant Camp Supervisor	\$12.00/hour	\$17.00/hour
Counselor	\$12.00/hour	\$14.00/hour

Section 4. The annual salaries and hourly rates shall be established by a resolution of the Borough Council.

Section 5. The Borough's Chief Financial Officer is hereby authorized to transfer such sums of money from the municipal operating accounts to the payroll account as may be necessary to cover periodic payroll payments.

Section 6. All ordinances or parts of ordinances inconsistent herewith are repealed, but only to the extent of such inconsistency.

Section 7. This Ordinance shall become effective immediately upon its final passage and publication as required by law.

Section 8. All ordinances and parts of ordinances inconsistent herewith are hereby repealed.

Section 9. This ordinance shall take effect upon adoption and publication as required by law.

ATTEST:

APPROVED:

Kathleen Hart, Borough Clerk

Peggy Malkin, Mayor

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

**RESOLUTION NO. 21-97
MEETING DATE: 08-02-2021**

PAYMENT OF BILLS FOR AUGUST 2, 2021

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 August 2, 2021.

Kathleen Hart
Borough Clerk

July 29, 2021
11:53 AM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

8-2-21 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
ACSCH005	A.C. SCHULTES, INC.	20-00702	11/25/20	WELL#3 REHAB & PUMP REPLACEMNT	Open	5,350.00	0.00		B
BOROU005	BOROUGH OF HIGHTSTOWN	21-00412	07/28/21	LANDFILL TIPPING FEES:JUN 2021	Open	2,967.75	0.00		
FRANC005	FRANCOTYP-POSTALIA, INC.	21-00405	07/26/21	3/Q/2021 METER/SCALE RENTAL	Open	129.00	0.00		
GENER005	GENERAL CODE, LLC	21-00398	07/20/21	CODIFICATION SERVICES	Open	3,746.27	0.00		
GEORG005	GEORGE S COYNE CHEMICAL CO INC	21-00133	02/23/21	SEWER-2021 SODIUM ALUMINATE	Open	1,556.20	0.00		B
JCPL0005	JCP & L	21-00397	07/19/21	JUN 2021 ELECTRIC SERVICE	Open	937.31	0.00		
MONMO030	MONMOUTH COUNTY-LIBRARY TAX	21-00402	07/26/21	3/Q/2021 LIBRARY TAXES-BALANCE	Open	195.85	0.00		
NJADV005	NJ ADVANCE MEDIA	21-00411	07/27/21	LEGAL NOTICES-7/15/21	Open	43.50	0.00		
ROBER005	ROBERTS ENGINEERING GROUP, LLC	19-00076	01/30/19	WATER MAIN-HOMESTEAD, ELM, CEDAR	Open	305.00	0.00		B
		19-00726	10/31/19	ROAD IMPROV:NURKO & ELM	Open	2,475.00	0.00		B
		20-00153	02/27/20	PARKING LOT & DRAINAGE IMPROV	Open	610.00	0.00		B
		20-00463	07/30/20	ROAD IMPROV:FARM & SCHOOL	Open	324.50	0.00		B
		20-00464	07/30/20	WATER MAIN REPL-FARM & SCHOOL	Open	270.00	0.00		B
		21-00302	05/19/21	NJDOT GRANT 2022 APPLICATION	Open	29.50	0.00		B
		21-00408	07/27/21	MISC ENGINEERING 6/22-7/15/21	Open	1,523.75	0.00		
		21-00409	07/27/21	MISC SEWER 7/15/21	Open	670.50	0.00		
		21-00410	07/27/21	LECOMPTE POOL PLOT REVIEW	Open	317.50	0.00		
						6,525.75			
ROOSE005	ROOSEVELT BOARD OF EDUCATION	21-00399	07/21/21	AUG 2021 SCHOOL TAXES	Open	146,004.00	0.00		
RUSSE005	RUSSELL REID, INC.	21-00107	02/17/21	2021 SLUDGE REMOVAL	Open	1,479.24	0.00		B
STAPL005	STAPLES BUSINESS ADVANTAGE	21-00329	06/10/21	OFFICE & JANITORIAL SUPPLIES	Open	128.48	0.00		
THEH0010	THE HOME DEPOT	21-00404	07/26/21	CLAMPS FOR SPEED SIGN	Open	8.88	0.00		

July 29, 2021
11:53 AM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 2

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
TRAFF005	TRAFFIC SYSTEMS, INC.	21-00406	07/26/21	SPEED SIGN AND BRACKET SET	Open	116.00	0.00			
VERIZ015	VERIZON	21-00403	07/26/21	PHONE/INTERNET-JUL 2021	Open	697.43	0.00			
WRNEU005	W.R. NEUMANN COMPANY, INC.	21-00092	02/10/21	WATER-2021 SODIUM HYPOCHLORITE	Open	355.58	0.00		B	
WEBHA005	WEB HAULING & DISTRIBUTION, INC	21-00390	07/14/21	PUMP BORO HALL PUMP PIT 7/6/21	Open	233.13	0.00			
Total Purchase Orders:		25	Total P.O. Line Items:		0	Total List Amount:		170,474.37	Total Void Amount:	0.00



TOTAL CARRIED FORWARD FROM BILL LIST 170,474.37

MANUAL CHECKS

7/28/21 WIRE T/F	NJ INFRASTRUCTURE BANK	33,564.08
7/28/21 WIRE T/F	NJ INFRASTRUCTURE BANK	<u>20,530.42</u>

GRAND TOTAL OF 8/2/21 BILL LIST 224,568.87

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	1-01	156,269.04	0.00	156,269.04	0.00	0.00	156,269.04
	1-09	<u>4,553.33</u>	<u>0.00</u>	<u>4,553.33</u>	<u>0.00</u>	<u>0.00</u>	<u>4,553.33</u>
Year Total:		160,822.37	0.00	160,822.37	0.00	0.00	160,822.37
	C-04	3,409.50	0.00	3,409.50	0.00	0.00	3,409.50
	C-08	<u>5,925.00</u>	<u>0.00</u>	<u>5,925.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,925.00</u>
Year Total:		9,334.50	0.00	9,334.50	0.00	0.00	9,334.50
	T-12	317.50	0.00	317.50	0.00	0.00	317.50
Total of All Funds:		<u><u>170,474.37</u></u>	<u><u>0.00</u></u>	<u><u>170,474.37</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>170,474.37</u></u>