

**Borough of Roosevelt
33 N. Rochdale Avenue
Roosevelt, NJ 08555**

**Mayor and Council
Regular Meeting Minutes of December 6, 2021**

Mayor Malkin opened the meeting at 7:05 p.m. and explained that due to the Coronavirus and the need for social distancing, this meeting is being held remotely and available to the public in a live feed. M/Malkin read the Open Public Meetings Act statement: “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.”

OATH OF OFFICE:

Borough Clerk, Kathleen Hart administered the Oath of Office to Constance Herrstrom for the Borough Council 1 Year Unexpired Term of Luke Dermody, term expiring 12/31/22.

ROLL CALL

	PRESENT	ABSENT	LATE ARRIVAL
<i>Councilmember Robert Atwood</i>	✓		
<i>Councilmember Lou Esakoff</i>	✓		
<i>Councilmember Michael Hamilton</i>	✓		
<i>Councilmember Constance Herrstrom</i>	✓		
<i>Councilmember Steven Macher</i>	✓		
<i>Councilmember Joe Trammell</i>	✓		
<i>Mayor Peggy Malkin</i>	✓		

Also in attendance: Sam Han, Esq., Greg Cannon, Esq., Kathleen Hart, Borough Clerk.

MAYOR’S REPORT: M/Malkin stated that Andrew Thomas, Borough Planner will give an overview on the housing planning element and fair share housing plan.

PUBLIC COMMENT (Agenda items only):

M/Malkin opened the meeting to Public Comment for agenda items only at 7:10 pm. David Herrstrom, 15 Farm Lane, stated that the gift from Dave Teich and Ann Wilson, on behalf of Roosevelt Arts Project, features a stamp that has the portrait of Eleanor Roosevelt in a frame envelope issued in 1963. He would like the Borough to formally accept the gift and would like it hung in Borough Hall as a permanent installation sometime in January 2022. M/Malkin stated that the Borough of Roosevelt formally accepts the gift and is very appreciated. M/Malkin closed the Public Comment for agenda items at 7:17 pm.

PRESENTATION:

1. Andrew Thomas, the Borough Planner, gave an overview on the housing planning element and fair share housing plan which is part of the master plan. A draft housing plan element was submitted in 2008 but it was never adopted by the Borough. He suggested the Borough adopt a new revised housing plan element to comply with the new State mandates. The Borough Council discussed and C/Hamilton said the Borough should move ahead as we are

behind being in compliance with the State. Mr. Thomas has sent a proposal to the Mayor and the Planning Board for review and the Municipal Clerk will distribute to the Council.

APPROVAL OF MINUTES:

1. Regular Meeting Minutes- November 1, 2021.

C/Atwood made a motion, with a second offered by C/Herrstrom, to approve the minutes. No discussion.

Roll Call

AYES: C/Atwood C/Esakoff, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell
NAYS: None
ABSTAIN: None
ABSENT: None

CORRESPONDENCE:

1. Letter received from Roosevelt First Aid Squad, Inc., dated November 20, 2021.

ORDINANCES:

SECOND READING

ORDINANCE 2021-06 AN ORDINANCE AMENDING SCHEDULE A OF CHAPTER Z:
“ZONING” TO INCREASE, ELIMINATE, AND IMPLEMENT
ADMINISTRATIVE FEES

M/Malkin opened the public hearing at 7:29 pm.

No public comment.

M/Malkin closed the public hearing at 7:30 pm.

C/Esakoff made a motion, with a second offered by C/Trammell, to adopt Ordinance 2021-06.

Roll Call

AYES: C/Atwood C/Esakoff, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell
NAYS: None
ABSTAIN: None
ABSENT: None

RESOLUTIONS:

Resolution 21-126 Payment of Bills for December 6, 2021

C/Hamilton made a motion to adopt Resolution 21-126, with a second offered by C/Esakoff. No discussion.

Roll Call

AYES: C/Atwood, C/Esakoff, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell
NAYS: None
ABSTAIN: None
ABSENT: None

Resolution 21-127 Approving a Shared Services Agreement with the County of Monmouth to
Provide the iTAX Map/Collaboration Center System

C/Hamilton made a motion to adopt Resolution 21-127, with a second offered by C/Herrstrom.

C/Trammell questioned the costs associated with the agreement. C/Hamilton explained there will be no cost for the first two years. There may be a maintenance cost after the two years but the Borough can cancel after the two years with a 90-day notice. C/Trammell asks to set a reminder to revisit

prior to the two-year mark.

Roll Call

AYES: C/Atwood, C/Esakoff, C/Hamilton, C/Herrstrom, C/Trammell
NAYS: None
ABSTAIN: C/Macher
ABSENT: None

Resolution 21-128 Grant Agreement Between Borough of Roosevelt and the State of New Jersey By and for the Department of Environmental Protection Grant Identifier Ucf-2021-044

C/Esakoff made a motion to adopt Resolution 21-128, with a second offered by C/Herrstrom.

Roll Call

AYES: C/Atwood, C/Esakoff, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell
NAYS: None
ABSTAIN: None
ABSENT: None

Resolution 21-129 Resolution Authorizing an Issue of Refunding Bonds of the Borough of Roosevelt, in the County of Monmouth, New Jersey and Providing for the Form, Maturities, Interest Rates and Other Details Thereof and for the Sale Thereof to the Monmouth County Improvement Authority

C/Hamilton made a motion to adopt Resolution 21-129, with a second offered by C/Esakoff. C/Hamilton explained that this refers to pre-existing water and sewer bonds. The CFO and Bond Counsel was able to get an great interest rate of .34%.

AYES: C/Atwood, C/Esakoff, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell
NAYS: None
ABSTAIN: None
ABSENT: None

Resolution 21-130 Appointing Part-Time Public Works Employee

C/Hamilton made a motion to adopt Resolution 21-130 with a second offered by C/Esakoff.

Roll Call

AYES: C/Atwood, C/Esakoff, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell
NAYS: None
ABSTAIN: None
ABSENT: None

Resolution 21-131 Resolution Appointing Crossing Guard

C/Esakoff made a motion to adopt Resolution 21-131, with a second offered by C/Trammell. No discussion.

Roll Call

AYES: C/Atwood, C/Esakoff, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell
NAYS: None
ABSTAIN: None
ABSENT: None

REPORTS OF COMMITTEE CHAIRS:

Environmental Health & Safety: No report.

Administration: No report.

Finance: No report.

Community Development/Code Enforcement: No report.

Public Works: No report.

Utilities: No report.

REPORT OF BOROUGH OFFICIALS: Michael Ticktin, Environmental Commission Chairman explained the resolution previously adopted for the grant agreement is an in-kind match and the Borough does not need to come up with any money. Also, the Environmental Commission would like to have leaf collection again and asked the Council to consider. C/Hamilton discussed having the Borough Adopt a Storm Drain program. This would be useful for the Environmental Commission to receive more points for the Sustainable Jersey. M/Malkin asked how it will be implemented. C/Hamilton would like the Borough Council to take action to establish this program and to get volunteers. This will be placed on the next agenda.

NEW BUSINESS:

1. Use of Borough Microphones – December 9, 2021 for the RPS School Board Meeting
C/Trammell made a motion to allow the use of the borough microphones for the RPS School Board Meeting with a second offered by C/Esakoff. All present were in favor.
2. Use of Borough Hall – Tai Chi for 2022 on the following days:
 - a. Mondays from 11am – 12pm
 - b. Wednesdays from 9am – 11am
 - c. Thursdays from 6pm – 7:30pmC/Esakoff made a motion to allow the use of Borough Hall for Tai Chi for 2022 with a second offered by C/Herrstrom. All in favor.
3. Use of Borough Hall – RAP Open Mic Night on January 15, 2022 from 8pm – 10pm.
C/Esakoff made a motion to allow the use of Borough Hall for RAP on January 15, 2022 with a second offered by C/Trammell. All in favor.
4. Municipal Aid Fiscal 2022 Improvements to Tamara Drive between Pine Drive & S. Rochdale Avenue – Project Length
Council discussed the matter including water mains on either doing the entire length or half. C/Hamilton stated that there are no grants for the water mains. C/Trammell will discuss with the Utilities Committee and also contact Carmela Roberts, Robert's Engineering and get back to the Council.

PUBLIC COMMENT (Any item):

M/Malkin opened the meeting to Public Comment for any item at 7:56 pm.

Michael Ticktin, 37 North Valley Road, touches on importance points to consider in reference to Andy Thomas recommendations with the need to revisit the Housing Plan Element with the Master Plan.

Mark Connors, 23 North Rochdale, asked if the Mayor and Council will discuss the letter submitted. M/Malkin explained a flyer will go out in the New Year or a letter in the Borough Bulletin and currently we have a contract with Millstone Township. Mark Connors would like the Borough to use the Roosevelt First Aid Squad and this could be leverage with negotiating the contract with Millstone Township.

M/Malkin closed the meeting to Public Comment at 8:02 pm.

CLOSED SESSION:

The Borough Clerk read Resolution 21-132:

Providing for a Private Executive Meeting that Excludes the Public

WHEREAS, the “Open Public Meetings Act” enacted October 21, 1975 permits a public body to exclude the public from meetings or portions thereof wherein matters are to be discussed which are exempted from the requirements of the Act; and

WHEREAS, the said Act requires that prior to the holding of a meeting or portion thereof from which the public shall be excluded, the public body should adopt a Resolution at a public meeting providing for the holding of a private meeting; and

WHEREAS, the Borough Council of the Borough of Roosevelt has determined that a meeting should be held from which the public should be excluded in order to discuss a subject which is exempted under the said Act;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council, as follows:

- That the next portion of this meeting be held in Private Session.
- That the general nature of the matter(s) to be discussed relate to the matters:
 - a. Potential Litigation – Green Acres Encroachment
 - b. Potential Litigation/Contractual – Private Property Drainage
- That no official action will be taken at the meeting but Minutes shall be kept and shall be available to the public after official action on the subject matter has been taken.
- It is anticipated the discussion conducted in closed session can be disclosed to the public after no further action is required in the matter.

C/Esakoff made a motion to move to Closed Session, seconded by C/Herrstrom.

ROLL CALL

AYES: C/Atwood, C/Esakoff, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell

NAYS: None

ABSTAIN: None

ABSENT: None

Time in: 8:06 pm

C/Esakoff made a motion to return to open session, second by C/Trammell. All in Favor.

Time out: 9:08 pm

The Borough Clerk, Kathleen Hart, read in full resolution 21-133.

Resolution Authorizing The Borough Engineer To Prepare A Field Survey, Base Map, And Evaluate The Existing Stormwater Collection System In The Area Of North Valley Road Between Homestead Lane And Farm Lane At A Cost Not To Exceed \$7,900.00

WHEREAS, the Borough of Roosevelt (the “Borough”) maintains a stormwater collection system, a portion of which in the area of North Valley Road between Homestead Lane and Farm Lane is not properly operating at present; and

WHEREAS, the Borough Engineer has reviewed the issues with the stormwater collection system in the area of North Valley Road between Homestead Lane and Farm Lane, and prepared two preliminary options for possible remediation of the flooding issues in said area; and

WHEREAS, the Borough Engineer advises that a field survey and base map need to be prepared in order to fully evaluate the issues being encountered with the stormwater collection system in the area of North Valley Road between Homestead Lane and Farm Lane; and

WHEREAS, the Borough Engineer provided the Borough with a cost proposal not to exceed \$7,900.00 to prepare a field survey and base map and evaluate the Borough's stormwater collection system in the area of North Valley Road between Homestead Lane and Farm Lane;

WHEREAS, the Borough's Chief Financial Officer has certified the availability of funds in the amount not to exceed \$7,900.00;

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 prepare a field survey and base map and evaluate the Borough's stormwater collection system in the area of North Valley Road between Homestead Lane and Farm Lane, in a total amount not to exceed \$7,900.00; and

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.

C/Hamilton made a motion to adopt Resolution 21-133, with a second offered by C/Herrstrom.

C/Trammell explained that where it says Farm Lane it should read Between Homestead Lane and Farm Lane to encompass the entire drainage issue. C/Hamilton and C/Herrstrom amended their motion to include the change to read Between Homestead Lane and Farm Lane.

Roll Call

AYES: C/Atwood, C/Hamilton, C/Herrstrom, C/Macher, C/Trammell
NAYS: None
ABSTAIN: C/Esakoff
ABSENT: None

M/Malkin reminds everyone the next meeting is December 20, 2021. The reorganization meeting is scheduled for Tuesday January 4, 2022.

ADJOURNMENT:

C/Esakoff made a motion to adjourn, with a second offered by C/Atwood, and with all in favor the meeting adjourned at 9:17 pm.

The audio tape is available in the Clerk's Office at Borough Hall.

Respectfully Submitted,

Kathleen Hart, Borough Clerk

Adopted Date: February 7, 2022