

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

**Mayor and Council
Regular Meeting Minutes of December 12, 2022**

Mayor Malkin opened the meeting at 7:09 pm and read the Open Public Meetings Act notice which stated, “Adequate notice of this meeting, as required by Chapter 231, P.L. 1975, has been provided by a public notice on October 28, 2022, 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

	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: Greg Cannon, Esq., and Kathleen Hart, Borough Clerk.

MAYOR’S REPORT: None

CORRESPONDENCE:

1. Letter received from Roberts Engineering, dated November 29, 2022 regarding NJ Department of Transportation grant award for funding for North Valley Road in the amount of \$219,420.00.
2. Compliance Evaluation and Assistance Inspection Report from the NJ Department of Environmental Protection, Water Compliance & Enforcement, dated November 18, 2022 for the Water Treatment Plant.
3. Statement of Determination from Monmouth County along with the Monmouth County Official List of Municipal Winners from the General Election, (Michael Hamilton and Constance Herrstrom).

PUBLIC COMMENT (Agenda items only)

M/Malkin opened the meeting to Public Comment for agenda items only at 7:11pm.

No Public Comment

M/Malkin closed the Public Comment for agenda items at 7:11pm.

APPROVAL OF MINUTES:

1. September 6, 2022 Closed Meeting Minutes

On a motion by C/Esakoff to accept the minutes, with a second offered by C/Atwood. The minutes were approved by the following roll call vote:

Roll Call:

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

NAYS: None ABSTAIN: None ABSENT: None

2. October 17, 2022 Closed Meeting Minutes

On a motion by C/Esakoff to accept the minutes, with a second offered by C/Herrstrom. The minutes were approved by the following roll call vote:

Roll Call:

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

ORDINANCE:

**SECOND READING
ORDINANCE 2022-10**

AN ORDINANCE AMENDING SUBPART 5-6.2(g): “LICENSE REQUIRED; FEE” OF SUBSECTION 5-6.2: “POTENTIALLY DANGEROUS DOGS” OF SECTION 5-6: “POTENTIALLY DANGEROUS DOGS; VICIOUS DOGS” OF ARTICLE I: “DOGS” OF CHAPTER 5: “ANIMAL CONTROL” TO INCREASE LICENSE FEE FOR POTENTIALLY DANGEROUS DOGS WITHIN THE BOROUGH

M/Malkin opens the public comment at 7:13pm
No Public Comment
M/Malkin closes the public comment at 7:13pm

C/Esakoff made a motion to adopt Ordinance 2022-10, on second reading, with a second offered by C/Hamilton.

Roll Call:

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

CONSENT AGENDA RESOLUTIONS:

- Resolution 22-109 Payment of Bills for December 12, 2022
- Resolution 22-110 Resolution Accepting Bids and Awarding Contract to Russell Reid Waste Hauling and Disposal Service Company, Inc. for the Removal of Liquid Sludge from the Borough’s Wastewater Treatment Plant
- Resolution 22-111 A Resolution of the Borough Council of the Borough of Roosevelt Awarding Contracts for Provision of Certain Chemicals to Borough’s Water and Sewer Utilities
- Resolution 22-112 Resolution Authorizing Execution of an Interlocal Services Agreement for Regional Animal Control Services
- Resolution 22-113 Resolution Authorizing the Borough Engineer to Conduct Soil Borings and Testing at the Borough’s Wastewater Treatment Plant Property to Evaluate the Feasibility of Alternatives for Repair/Replacement of Said Plant’s Trickling Filters at a Cost Not to Exceed \$10,000.00

C/Esakoff made a motion, with a second offered by C/Trammell, to adopt the Consent Agenda Resolution 22-109 through 22-113.

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:

Utilities: C/Trammell reports that the lift stations at the sewer reports that one of pump was damaged by rags. To repair the pumps and have a spare the cost will be a little less than \$10,000. Grease is the biggest problem at the sewer plant. Discussion takes place regarding garbage disposals.

Public Works: C/Macher reports the following: Sign was replaced on N. Valley Road, the truck went in for an oil change, monthly inspections of the three buildings were done and trying to get No Parking signs for the waste water treatment plant.

Community Dev/Code: C/Herrstrom reports:

Update on the Amphitheatre restoration project:

The Amphitheatre Committee had two meetings, one of Nov 1 and the second one on November 30th. The first meeting was reported at the Nov 21 Council Meeting which basically oriented the committee to the expectations of the grant proposal and began discussion on the objectives we wanted to include. The committee members besides 3 from the Council, included the original designer, Bert Ellentuck, and representatives from the Fund for Roosevelt, the Planning Board, Environmental commission, Roosevelt Arts Project, School Board and a spokesperson for the Memorial head.

Gail Hunton, as one on the representatives from the Fund for Roosevelt (also from the Monmouth County Open Space Fund acquisition office) asked what commitment the Council has for this project since being specific on the funding will be necessary for procuring bids on this project. Successful applications for development projects lean heavily on professional designs and concept plans with timelines that meet the objectives and attainment of the grant program goals.

Alan Mallach offered to distill the intent of the Committee in a Request For Proposal (RFP) to be sent out to Landscape Architectural firms. A draft of this document was discussed in the meeting on November 30th and some modifications were suggested as we further discussed the objectives. We prepared an initial timeline together in this meeting.

One of the objectives that was still needed was a “not –to-exceed” amount for this project. This would be an informal agreement to allow us to move ahead with the project which has a tight deadline. This does not mean that all of the money will be spent but allows for designs that can be brought in for us to evaluate using this not-to-exceed amount. Then depending on the designs that meet our objectives, we have another chance to evaluate the amount of dollars that would be spent.

This not-to-exceed number also defines the grant that we will apply for. The grant will provide 50% of the funding of this project. This number does not include soft costs such as engineering, surveys, permits, administration, and in-kind services. Fortunately, the Fund for Roosevelt, has voted to fund up to \$50,000 for a contract with a landscape architect to prepare designs and construction documents and a construction cost estimate. There may be additional funding but the commitment/informal agreement of the Council is necessary for the next discussion on funding for the Fund for Roosevelt and on our collaboration with them to work on more funding. This collaboration will require the Council to have a Project Agreement or Memorandum of Understanding.

Since the next meeting of the committee is on December 14, we agreed to bring this issue to the Council at this meeting, knowing that we needed a way to put what we are asking into a format that is understandable for the Council to make a commitment to this project.

Since our last meeting, Mike Hamilton and I have talked with George Lang, our CFO for the funding and what it may mean. Since this project is unlike a water/sewer or road project, he needed to talk with bond counsel (regarding the funding number of years and interest rate, etc.) of the Borough’s costs for a more precise estimate. We laid out the total \$250,000 as an amount from the Borough that may be funded by notes and some by reimbursements after the project is completed. In the next Amphitheater Committee

meeting on December 14th, we should have the final RFP and timeline completed and a Project Agreement draft with the Fund for Roosevelt for the December 20th council meeting. We are working towards confirmation to move forward at the December 20th Council meeting to keep this project on track for the September 2023 deadline.

C/Hamilton speaks about the conditions at the amphitheater as we have tried to apply for other grants in the past which we didn't qualify for. This grantor approached us and said why don't we apply for this grant. C/Herrstrom has spoken about how the grant works, the grant supplying 50% of the cost, except the soft costs and the Fund for Roosevelt paying up to \$50,000 for the landscape architect, the Borough may only be responsible for less than 50% of the cost. However, the Borough will have to pay for the project upfront and be reimbursed for the 50%. C/Hamilton reached out to George Lang, Borough CFO, to see what interest rates are and they are still 3 to 3.5%. Ran some cost estimates of financing \$250,000 bond 15-year term – it would cost the average homeowner around \$30 - \$45 per year of a possible tax increase. We could also try to get private donors to assist in the cost. We would like to see a commitment from the Council to apply for the grant stating up to or not to exceed \$250,000. We will need the commitment by December 20, 2022 to meet the deadlines. A resolution will be placed on the December 20, 2022 agenda stating: Approving Project Agreement with The Fund for Roosevelt to Reimburse the Soft Costs Associated with the Borough's Planned Renovation of the Franklin Delano Roosevelt Memorial Amphitheater. Attorney Greg Cannon explains the steps that take place within the grant process. C/Hamilton states we can always do a short term BAN for financing. The school is excited to once again be able to use the amphitheater as will everyone else, since its central to the Borough. C/Herrstrom said that Steve Macher has volunteered to do the survey on a 200X200 area around the amphitheater.

Finance: C/Hamilton reports that the Borough will receive funding for N. Valley Road from the NJDOT grant for \$219,420 and we do not need to replace the water and sewer lines, which means we have \$219,420 for road work and grading. Will also address the problem that we have had with Stormwater Management. C/Esakoff is concerned with the limit of the scope of milling and paving. It's the same as what was done on Farm Lane where they only dug out 2 inches. We should check with Carmela about her ideas. C/Hamilton speaks about the water treatment plant that John requested a leak detection survey to be done at a minimal cost.

Environmental, Health & Safety: C/Atwood reports on the crossing guard situation – contacted Manalapan and Hightstown. Manalapan forwarded me to a gentleman who is in charge of road crews – not sure he could help but will get back to me. Suggested I call the Mayor's Office – they also didn't think they could help. The State Police told Mayor Malkin is that Manalapan uses these Class III officers – either we can do a shared services agreement or hire these Class III officers on our own. C/Atwood also spoke with Dimitri in the Administrator's office in Hightstown – he said they are also having the same problem, they also raised the rate of pay and still are having the problem. C/Atwood will continue to do research.

Administration: No report

REPORTS OF BOROUGH OFFICIALS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

1. Use of Borough Hall: Resident request for an event First Friday, New Year's Traditions to be held on January 6, 2023 from 6-8pm. The event is open to the public. Request form on file.
C/Hamilton made a motion to approve the use of the Borough Hall, with second offered by C/Trammell. All are in favor.

C/Trammell states that water levels are rising at the sewer plant and North Valley due to beaver issues. Mike Phillips at Fish and Wildlife has been called along with the County. A discussion takes place amongst the council members.

M/Malkin states that Millstone Township Fire Department along with Santa is coming this Saturday and a flyer will go out to the residents.

M/Malkin states that after an event some of the ceiling tile frames were damaged. The Borough will get an estimate on the cost to repair.

PUBLIC COMMENT: (Any item)

M/Malkin opens the public comment at 8:36pm

No Public Comment

M/Malkin closes the public comment at 8:36pm

ADJOURNMENT:

C/Esakoff made a motion, with a second offered by C/Trammell, to adjourn meeting with an All in Favor.
Time Out: 8:37pm

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

Respectfully Submitted,

Kathleen Hart, Borough Clerk

Adopted Date: January 17, 2023