

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

**DRAFT**  
**COUNCIL REGULAR MEETING AGENDA**  
**FEBRUARY 6, 2023 @ 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, 2023 which was posted on the Bulletin Board 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)**

**PRESENTATION:**

1. Cannabis Presentation and Discussion

**CORRESPONDENCE:**

1. Letter from Roberts Engineering, dated January 19, 2023 regarding costs associated with additional speed humps.
2. Letter from Roberts Engineering, dated January 26, 2023 regarding the yearly water audit for the Delaware River Basin Commission for 2022.
3. Letter from Maureen Parrott, dated February 2, 2022 regarding traffic calming measures on Pine and Tamara Drives.

**MINUTES:**

1. Regular Meeting Minutes – December 20, 2022
2. Regular Meeting Minutes – January 3, 2023

**CONSENT AGENDA RESOLUTIONS:**

Resolution 23-32	Payment of Bills for February 6, 2023
Resolution 23-33	Resolution Authorizing Roberts Engineering Group, LLC, to Prepare a Yearly Water Audit for 2022 and Submit to the Delaware River Basin Commission (DRBC)
Resolution 23-34	Authorizing the County of Monmouth Mosquito Control Division

to Conduct Aerial Mosquito Control Operations Within Roosevelt  
Borough

**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

**REPORTS OF BOROUGH OFFICIALS:**

**UNFINISHED BUSINESS:**

1. Speed Humps – Pine Drive
2. Beavers

**NEW BUSINESS:**

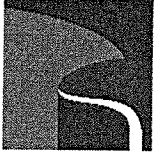
1. Use of Borough Hall: A request for use of the Borough Hall for a baby shower on March 25, 2023 from 10am – 6pm (setup and clean up included). Request form on file.

**PUBLIC COMMENT (Any item)**

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

**ADJOURNMENT**

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



**Roberts**  
ENGINEERING GROUP LLC  
*Women Business Enterprise Certified*

1670 Whitehorse-Hamilton Square Rd.  
Hamilton, New Jersey 08690  
609-586-1141 fax 609-586-1143  
www.RobertsEngineeringGroup.com

January 19, 2023

Mayor and Council  
33 North Rochdale Avenue  
P.O. Box 128  
Roosevelt, New Jersey 08555

Re: Speed Humps Review  
Improvements to Pine Drive, Phase 1  
Borough of Roosevelt, Monmouth County, New Jersey  
File No.: R4412

Dear Mayor and Council:

This letter will provide you with costs associated with additional speed humps to be constructed on Pine Drive.

The engineering cost to modify the plans, add details and specifications, and issue an addendum to the contract will be at a cost not to exceed \$2,500.00. At this time, we are recommending this be done as an addendum, because the NJDOT has approved the plans and the Water Bank is expected to issue an approval imminently. Should we modify the plans now, we will have to resubmit plans and restart the approval process to receive an authorization to advertise.

We estimate the cost per speed hump to be \$10,000.00. Should Council wish to install an additional three (3) speed humps, the total cost would be \$30,000.00. Should Council wish to install an additional five (5) speed humps, the total cost would be \$50,000.00.

Please let me know if this work is authorized and we can begin the engineering required.

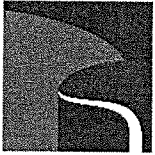
Should you have any questions, please feel free to contact me.

Very truly yours,

A handwritten signature in cursive script that reads "Carmela Roberts".

Carmela Roberts, P.E., C.M.E.  
Borough Engineer

cc: Kathleen Hart, RMC, CMR, Borough Clerk  
Ana Debevec, Borough Treasurer  
Greg Cannon, Esq., Borough Attorney  
George Lang, Borough CFO  
Cameron Corini, P.E., C.M.E., Roberts Engineering Group, LLC  
Kelly Pham, E.I.T., Roberts Engineering Group, LLC



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1670 Whitehorse-Hamilton Square Rd.  
Hamilton, New Jersey 08620  
609-586-1141 fax 609-586-1143  
www.RobertsEngineeringGroup.com

January 26, 2023

Kathleen Hart, RMC, CMR  
Borough Clerk  
33 North Rochdale Avenue  
P.O. Box 128  
Roosevelt, NJ 08555

Re: Delaware River Basin Commission  
Yearly Water Audit 2022  
Borough of Roosevelt, Monmouth County, New Jersey  
Our File: R4664

Dear Kathleen:

Below is our proposed fee to prepare a Yearly Water Audit. Each year the Delaware River Basin Commission (DRBC) requires that the Borough submit an annual water audit. The Commission recently requested that the Borough provide an audit for 2022. The submission deadline is March 31, 2023. I am requesting authorization to prepare the audit, at the next Council Meeting.

Our cost to prepare the annual audit as outlined by the DRBC will be at a cost not to exceed \$5,200.00.

We are prepared to move forward upon your authorization.

Very truly yours,

A handwritten signature in black ink that reads "Carmela Roberts".

Carmela Roberts, P.E., C.M.E.  
Borough Engineer

cc: Mayor and Council  
Ana Debevec, Borough Treasurer  
George Lang, Borough CFO  
Kelly Pham, E.I.T., Roberts Engineering Group, LLC

# MAUREEN PARROTT

2 Tamara Drive  
Roosevelt, NJ 08555

via email

February 2, 2023

Mayor Peggy Malkin  
Roosevelt Borough Council  
Roosevelt, NJ

Re: Urgent Need for Effective Traffic Calming Measures on Pine and Tamara Drives

Dear Mayor and Council:

Since 2021, when I first learned that Pine and Tamara Drives would be repaved in 2023, I have sent letters to the Council and made three requests at Council meetings asking the Council to direct the Borough Engineer to include effective self-enforcing speed humps on Pine and Tamara Drives, which will force drivers to travel at or below the 25 mph speed limit.

In my view, the Borough has a duty to take reasonable and effective measures in response to a known danger to the lives and safety of residents who walk or cycle. I am not the only resident who has expressed alarm to speeding on these roads.

As I discovered through an OPRA request, the Engineer's road plans for repaving do not include sidewalks or any effective traffic calming measures. Accordingly, I urge the Council to pass a resolution directing the Engineer to either include sidewalks, a series of effectively placed speed humps or speed cushions, or other effective traffic calming measures designed in accordance with the December 2022 Institute of Transportation Engineers (ITE) guidelines entitled "Speed Reduction Techniques: A Guide to the Planning and Design of Speed Humps, Speed Tables and other Related Treatments, A Proposed Recommended Practice," which costs \$75 for ITE members. <https://ecommerce.ite.org/IMIS/ItemDetail?iProductCode=RP-038C-E>

I have lived at the triangle of Pine and Tamara Drives and walked my dogs on these roads for 34 years. As there are no sidewalks and there has never been enforcement of the 25 mph speed limit, it is dangerous to walk on these roads because the vast majority of vehicles travel over 25 mph. Studies have shown that a pedestrian hit by a vehicle going 20 mph has a 5% risk of death or serious injury, and one hit by a vehicle going 40 mph has an 85% risk of death or serious injury. Most recently, one evening in December 2022, a car rounding the triangle and traveling well over 25 mph almost hit me as I was crossing at the triangle.

In my letters and my requests, I specifically asked the Borough to install a series of properly designed speed humps every 260 to a maximum of 500 feet along these streets, since speed humps whose design is in accordance with ITE's guidelines "keep 85th percentile operating speed between 25 and 30 mph." <https://highways.dot.gov/safety/speed-management/traffic-calming-eprimer/module-3-part-2#3.10>.

However, some residents do not support speed humps for a variety of reasons, including the reason that they force drivers to maintain the speed limit. A series of speed cushions, spaced in accordance with ITE recommendations, have also been shown to effectively control speed. "A speed cushion consists of two or more raised areas placed laterally across a roadway. . . The height and length of the raised areas are comparable to the dimensions of a speed hump. The primary difference is that a speed cushion has gaps (often referred to as "cutouts") between the raised areas to enable a vehicle with a wide track (e.g., a large emergency vehicle, some trucks, some buses) to pass through the feature without any vertical deflection. Another difference between a speed cushion and a speed hump is the common practice for the top of the speed cushion to be level." <https://highways.dot.gov/safety/speed-management/traffic-calming-eprimer/module-3-part-2#3.11>

Speed cushions, like speed humps, can be permanent or temporary. For example, "The Princeton Council approved the purchase of eight rubber speed cushions from vendor Traffic Logix for \$13,728 at its July 25[, 2022,] meeting." <https://centraljersey.com/2022/08/04/traffic-calming-measures-to-be-installed-on-edgehill-street-hibben-road/>

ITE and the Federal Highway Administration E-Primer to Traffic Calming recognize other self-enforcing traffic calming designs, including chicanes<sup>1</sup> and median islands/barriers in the middle of the road.

The Borough could also install sidewalks or narrow the width of these roads by creating a pedestrian lane on the road by installing removable CycleLane vertical barriers sold by TrafficLogix. <https://trafficlogix.com/cycle-lane/>.

To conclude, I urge the Council to pass a resolution directing the Borough Engineer to include ITE recommended effective traffic calming measures in the repaving plans for Pine and Tamara Drive, or to include temporary or permanent sidewalks or walking lanes to protect residents who walk or ride bicycles on these roads.

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<sup>1</sup> "A chicane is a series of alternating curves or lane shifts that are located in a position to force a motorist to steer back and forth out of a straight travel path. The curvilinear path is intended to reduce the speed at which a motorist is comfortable traveling through the feature . . . A chicane-like effect can also be achieved by alternating on-street parking from one side of the street to the other." <https://highways.dot.gov/safety/speed-management/traffic-calming-eprimer/module-3-part-1>

Alternatively, the Environment, Health and Safety Committee could hold a public hearing on traffic calming along Pine and Tamara Drives in advance of deciding which traffic calming measure is appropriate. If such a public hearing is conducted, then I request that the public be permitted to review the December 2022 ITE traffic calming publication in advance of the meeting.

Thank you for your consideration.

Sincerely yours,

Maureen Parrott

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

**RESOLUTION NO. 23-32  
MEETING DATE: 02-06-2023**

**PAYMENT OF BILLS FOR FEBRUARY 6, 2023**

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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 6, 2023.

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Kathleen Hart  
Borough Clerk



February 2, 2023  
02:00 PM

BOROUGH OF ROOSEVELT  
Bill List By Vendor Name

Page No: 1

2-6-23 BILL LIST

P.O. Type: All  
 Range: First to Last  
 Format: Condensed  
 Vendors: All  
 Rcvd Batch Id Range: First to Last

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

Include Non-Budgeted: Y

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
BOARD005	BOARD OF FIRE COMMISSIONERS OF	23-00060	02/01/23	2023 FIRE/BLS SERVICES:1/Q/23	Open	24,668.25	0.00		
BOROU005	BOROUGH OF HIGHTSTOWN	23-00052	01/30/23	LANDFILL TIPPING FEES:DEC 2022	Open	1,942.26	0.00		
COMPL010	COMPLETE CARE MAINTENANCE, LLC	23-00064	02/01/23	JAN 2023 SERVICES	Open	400.00	0.00		
CROSS005	CROSS OVER NETWORKS, LLC	22-00108	02/24/22	2022 TEAMVIEWER ANTI-VIRUS	Open	35.00	0.00		B
		22-00109	02/24/22	2022 EMAIL ARCHIVING	Open	120.00	0.00		B
		22-00110	02/24/22	2022 CLOUD BACKUP	Open	66.00	0.00		B
		22-00111	02/24/22	2022 IT SERVICES	Open	103.00	0.00		B
						324.00			
DONAT005	DONATO, ESQ., MICHELE	23-00045	01/25/23	CURLEY-PB REVIEW 12/13 & 12/27	Open	61.05	0.00		
		23-00046	01/25/23	PLANNING BOARD 12/12-12/29/22	Open	158.40	0.00		
						219.45			
FRANC005	FRANCOTYP-POSTALIA, INC.	23-00053	01/30/23	1/Q/2023 METER/SCALE RENTAL	Open	153.51	0.00		
GEORG005	GEORGE S COYNE CHEMICAL CO INC	22-00045	01/26/22	SEWER-2022 SODIUM ALUMINATE	Open	4,309.87	0.00		B
HOLDE005	HOLDEN, JOHN B.	23-00066	02/02/23	2023 WATER PLANT MANAGEMENT	Open	5,306.82	0.00		B
		23-00067	02/02/23	ADDITIONAL SERVICES-JAN 2023	Open	714.77	0.00		
						6,021.59			
JCPL0005	JCP & L	23-00042	01/25/23	DEC 2022 ELECTRIC SERVICE	Open	967.43	0.00		
KYOCE005	KYOCERA DOCUMENT SOLUTIONS AME	23-00058	01/31/23	KYOCERA COPIER PYMT 52 OF 60	Open	226.29	0.00		
LYONS005	LYONS ENVIRONMENTAL SERV, LLC	23-00062	02/01/23	2023 SEWER PLANT MANAGEMENT	Open	9,075.00	0.00		B
MGLF0005	MGL FORMS-SYSTEMS, LLC	22-00752	12/31/22	FINANCE-2022 1099-NEC FORMS	Open	68.00	0.00		
MUNIC015	MUNICIPAL CLERKS ASSOCIATION	23-00049	01/26/23	2023 MEMBERSHIP DUES	Open	75.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
NJADV005	NJ ADVANCE MEDIA	23-00044	01/25/23	LEGAL NOTICES-1/9/23	Open	16.74	0.00		
PETTY005	PETTY CASH	23-00037	01/18/23	REIMBURSE PETTY CASH	Open	61.00	0.00		
		23-00040	01/19/23	REIMBURSE PETTY CASH	Open	12.17	0.00		
		23-00041	01/23/23	REIMBURSE PETTY CASH	Open	70.12	0.00		
		23-00065	02/02/23	REIMBURSE PETTY CASH	Open	<u>15.98</u>	0.00		
						159.27			
PRECIO15	PRECISION SIGNS & LABELS, INC.	22-00735	12/20/22	EC-TRAIL SIGNS	Open	323.25	0.00		
PSEGC005	PSE & G CO.	23-00036	01/18/23	DEC 2022 GAS SERVICE	Open	983.99	0.00		
ROBER005	ROBERTS ENGINEERING GROUP, LLC	21-00061	01/27/21	TRICKLING FILTERS/PHOSPHATE	Open	802.50	0.00		B
		22-00104	02/23/22	2021 CERT STORMWATER PERMIT	Open	243.75	0.00		B
		22-00273	05/13/22	ROAD IMPROVEMENTS:PINE DRIVE	Open	1,563.75	0.00		B
		22-00356	06/22/22	NJDOT GRANT 2023 APPLICATION	Open	88.50	0.00		B
		22-00437	07/27/22	ROAD IMPROVEMENTS:TAMARA DRIVE	Open	390.00	0.00		B
		22-00438	07/27/22	WATER MAIN REPLACEMENT-TAMARA	Open	542.50	0.00		B
		23-00059	01/31/23	RESEARCH/REVIEW SPEED HUMPS	Open	<u>650.00</u>	0.00		B
						4,281.00			
ROOSE005	ROOSEVELT BOARD OF EDUCATION	23-00061	02/01/23	FEB 2023 SCHOOL TAXES	Open	142,644.00	0.00		
SOBEL005	SOBEL HAN & CANNON, LLP	23-00038	01/18/23	LEGAL SERVICES-NOV 2022	Open	2,500.00	0.00		
		23-00039	01/18/23	NOV 2022-VERIZON LEASE	Open	<u>315.00</u>	0.00		
						2,815.00			
STAPL005	STAPLES BUSINESS ADVANTAGE	22-00750	12/31/22	OFFICE SUPPLIES	Open	107.72	0.00		
THEH0010	THE HOME DEPOT	23-00033	01/18/23	FLOOR CORD & SWIFFER WET	Open	25.12	0.00		
		23-00057	01/31/23	CAULK, PADLOCK, CHAIN	Open	<u>64.80</u>	0.00		
						89.92			
VERIZ015	VERIZON	23-00043	01/25/23	PHONE/INTERNET-JAN 2023	Open	551.27	0.00		
WBMAS005	W.B. MASON CO., INC.	23-00035	01/18/23	DELIVERY/RETURN/RENTAL-JAN2023	Open	37.96	0.00		
WRNEU005	W.R. NEUMANN COMPANY, INC.	23-00006	01/12/23	WATER-2023 SODIUM HYPOCHLORITE	Open	539.40	0.00		B
WARSH005	WARSHAUER GENERATOR, LLC	22-00553	09/27/22	FUEL & OIL TESTS-GENERATORS	Open	1,325.00	0.00		

February 2, 2023  
02:00 PM

BOROUGH OF ROOSEVELT  
Bill List By Vendor Name

Page No: 3

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Vendor #	Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
WEBHA005	WEB HAULING & DISTRIBUTION, INC						
22-00745	12/31/22	PUMP LAKE DR PUMP PIT	12/29/22 Open	249.45	0.00		

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Total Purchase Orders:	43	Total P.O. Line Items:	0	Total List Amount:	202,574.62	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
	2-01	8,317.10	0.00	8,317.10	0.00	0.00	8,317.10
	2-09	<u>5,815.81</u>	<u>0.00</u>	<u>5,815.81</u>	<u>0.00</u>	<u>0.00</u>	<u>5,815.81</u>
Year Total:		14,132.91	0.00	14,132.91	0.00	0.00	14,132.91
	3-01	169,187.83	0.00	169,187.83	0.00	0.00	169,187.83
	3-09	<u>15,894.08</u>	<u>0.00</u>	<u>15,894.08</u>	<u>0.00</u>	<u>0.00</u>	<u>15,894.08</u>
Year Total:		185,081.91	0.00	185,081.91	0.00	0.00	185,081.91
	C-04	1,953.75	0.00	1,953.75	0.00	0.00	1,953.75
	C-08	<u>1,345.00</u>	<u>0.00</u>	<u>1,345.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,345.00</u>
Year Total:		3,298.75	0.00	3,298.75	0.00	0.00	3,298.75
	T-12	61.05	0.00	61.05	0.00	0.00	61.05
Total Of All Funds:		<u><u>202,574.62</u></u>	<u><u>0.00</u></u>	<u><u>202,574.62</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>202,574.62</u></u>

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

**RESOLUTION NO. 23-33  
MEETING DATE: 02-06-2023**

**RESOLUTION AUTHORIZING ROBERTS ENGINEERING GROUP, LLC, TO PREPARE A  
YEARLY WATER AUDIT FOR 2022 AND SUBMIT TO THE DELAWARE RIVER BASIN  
COMMISSION (DRBC)**

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

**WHEREAS**, the Delaware River Basin Commission (DRBC) requires the Borough of Roosevelt to submit an annual water audit for 2022 with a submission deadline date of March 31, 2023; and

**WHEREAS**, the Borough Engineer says the costs to prepare the audit and submit will be at a cost not to exceed \$45,200.00; and

**WHEREAS**, the Borough's Chief Financial Officer has certified the availability of funds in the amount not to exceed \$5,200.00.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey that Roberts Engineering Group, LLC, is authorized to prepare a yearly water audit for 2022 and submit in the amount not to exceed \$5,200.00.

**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 6, 2023.

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Kathleen Hart  
Borough Clerk

**RESOLUTION NO. 23-34**  
**MEETING DATE: 02-06-2023**

**AUTHORIZING THE COUNTY OF MONMOUTH MOSQUITO CONTROL DIVISION  
TO CONDUCT AERIAL MOSQUITO CONTROL OPERATIONS WITHIN  
ROOSEVELT BOROUGH**

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

**WHEREAS**, the Monmouth County Board of County Commissioners, pursuant to N.J.S.A. 26:9-27 et seq. has elected through its Mosquito Control Division to perform all acts necessary for the elimination of mosquito breeding areas and/or to exterminate mosquitos within the county; and

**WHEREAS**, the County has instituted an Integrated Pest Management Program consisting of surveillance, water management, biological control, and chemical control to exterminate the mosquito population within the county of Monmouth; and

**WHEREAS**, prior to conducting aerial dispensing operations over a designated “congested area,” the County is required, pursuant to Federal Aviation Administration Regulation (FAR Part 137.51), to secure prior written approval from the governing body of the political subdivision over which the aircraft is to be operated; and

**WHEREAS**, the Borough of Roosevelt is designated as a “congested area” by the Federal Aviation Administration and the County has requested that this governing body consent to its proposed aerial dispensing operation.

**NOW, THEREFORE BE IT RESOLVED** as follows:

1. The Roosevelt Borough Council hereby authorizes the County of Monmouth Mosquito Control Division or its agent to apply pesticides by aircraft for mosquito control in certain areas of the municipality designated by the County as being either larval mosquito habitat or areas harboring high populations of mosquitos constituting either a nuisance, a health hazard, or both with the understanding that:
  - a. The County shall utilize pesticides, application equipment and aircraft that are approved for aerial applications by the applicable Federal (USEPA) and State (NJDEP) agencies, and
  - b. Such operations will be performed in compliance with the applicable Federal and State regulations, and

- c. The County will notify the police department of each municipality over which aerial pesticide operations are planned prior to commencement of such operations.

**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 6, 2023.

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Kathleen Hart  
Borough Clerk