

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

DRAFT
COUNCIL REGULAR MEETING AGENDA
APRIL 17, 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)

PROCLAMATION:

1. Proclamation for Millstone First Responders

MINUTES:

1. Regular Meeting Minutes - March 20, 2023

ORDINANCE:

FIRST READING

**ORDINANCE 2023-02 AN ORDINANCE AMENDING CHAPTER 2
ADMINISTRATION", ARTICLE VII: ADMINISTRATIVE
FEES", SUBSECTION 2-59 BOROUGH HALL RENTAL**

Public Hearing to be held on May 1, 2023 at 7:00 p.m. at the Borough of Roosevelt, 33 N. Rochdale Avenue, Roosevelt, NJ 08555

CONSENT AGENDA RESOLUTIONS:

Resolution 23-50	Payment of Bills for April 17, 2023
Resolution 23-51	Resolution Authorizing Roberts Engineering Group, LLC to Assist in Preparing the 2023-2025 Synthetic Organic Compounds (SOC) Sampling Waivers for the Borough of Roosevelt

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. NJDOT Grant – Improvements to North Valley Road

NEW BUSINESS:

1. Bulk Pick-up – May 1, 2023

PUBLIC COMMENT (Any item)

M/Malkin opens the public comment at _____

M/Malkin closes the public comment at _____

CLOSED SESSION:

Resolution 23-xx Providing for a Private Executive Meeting that Excludes the Public

Time In: _____ Time Out: _____

ADJOURNMENT

TIME OUT: _____

ORDINANCE 2023-02
INTRODUCTION DATE: 04-17-2023
PUBLIC HEARING DATE: 05-01-2023

AN ORDINANCE AMENDING CHAPTER 2 “ADMINISTRATION”, ARTICLE VII:
“ADMINISTRATIVE FEES”, SUBSECTION 2-59 BOROUGH HALL RENTAL

C/ _____ offered the following Ordinance and moved its introduction, which was seconded by C/ _____.

WHEREAS, the Borough of Roosevelt (the “Borough”), as a municipal corporation, is empowered by Title 40 of the New Jersey Revised Statutes to issue and administer certain licenses and approvals, and to regulate and license certain activities within its limits; and

WHEREAS, the Borough charges certain fees for the provision of municipal services and the administration of its duties under New Jersey law and the Borough Code; and

WHEREAS, from time-to-time, pursuant to its authority under New Jersey law, it is necessary for the Borough to amend certain administrative fees to reflect changed circumstances and/or the cost(s) to the Borough of administering the applicable service or regulation;

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey, hereby amends Chapter 2 “Administration, Article VII: “Administrative Fees”, Subsection 2-59 as follows: (~~stricken text~~ indicates deletions, underlined text indicates additions):

§2-59 BOROUGH HALL RENTAL.

- A. ~~Availability. The Borough Hall Council Meeting Room, together with its Kitchen and Restrooms, shall be available for event rental at such times as may be designated and upon such conditions as may be imposed by the Borough in its sole discretion.~~ Eligibility. Rental is limited to all Roosevelt residents (21 years of age and older), Roosevelt-based community organizations, and former Roosevelt residents.
- B. ~~Rental Application. Any person or entity seeking to schedule an event rental shall make such request upon an Application to be provided by the Borough, which shall be accompanied by the Security Deposit, and if applicable, the Rental Fee.~~ Availability. The Borough Hall Council Meeting Room, together with its Kitchen and Restrooms, shall be available for event rental at such times as may be designated and upon such conditions as may be imposed by the Borough in its sole discretion.
- C. ~~Security Deposit. All Applications shall be accompanied by a Refundable Security Deposit in the amount of \$300.00. The Borough shall have the right to retain the Security Deposit, and charge the applicant for any sum in excess of the deposit, to clean, repair, and/or restore~~

~~the premises to its original condition, including cleaning and sanitizing the Borough Hall Council Meeting Room, and its attendant Kitchen and Restrooms, following the event.~~
Rental Application. Any person or entity seeking to schedule an event rental shall make such request upon an Application to be provided by the Borough, which shall be accompanied by the Security Deposit. All applications must be approved by the Borough Council prior to the requested event date. All applicants shall make application at least 3 weeks prior to their event.

- D. ~~Rental Fee. All Roosevelt residents and Roosevelt based community organizations shall be exempt from the Rental Fee. All other Applications shall be submitted with a non-refundable Rental Fee in the amount of \$150.00 to cover the Borough's administrative and janitorial costs.~~ Security Deposit. All Applications shall be accompanied by a Refundable Security Deposit in the amount of \$300.00. The Borough shall have the right to retain the Security Deposit, and charge the applicant for any sum in excess of the deposit, to clean, repair, and/or restore the premises to its original condition, including cleaning the Borough Hall Council Meeting Room, Kitchen and Restroom.

BE IT FURTHER ORDAINED that a copy of this Ordinance, upon introduction, shall be provided to all appropriate municipal agencies for their review and comment pursuant to applicable New Jersey Statutes; and

BE IT FURTHER ORDAINED that any ordinances or portions thereof which are inconsistent with the provisions of this Ordinance are hereby repealed as of the effective date of this Ordinance. All other provisions of the Revised General Ordinances are ratified and remain in full force and effect; and

BE IT FURTHER ORDAINED that, if any provision of this Ordinance or the application of such provision to any person or circumstance is declared invalid, such invalidity shall not affect the other provisions or applications of this Ordinance which can be given effect, and to this end, the provisions of this Ordinance are declared to be severable; and

BE IT FURTHER ORDAINED that this ordinance shall be in full force and take effect immediately upon final passage and publication.

ATTEST:

APPROVED

Kathleen Hart, Borough Clerk

Peggy Malkin, Mayor

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 23-50
MEETING DATE: 04-17-2023

PAYMENT OF BILLS FOR APRIL 17, 2023

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 April 17, 2023.

Kathleen Hart
Borough Clerk

April 13, 2023
11:48 AM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 1

4-17-23 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
BOROU005	BOROUGH OF HIGHTSTOWN								
		23-00160	03/24/23	SOLID WASTE CONTRACT:APR 2023	Open	6,030.58	0.00		
		23-00197	04/11/23	LANDFILL TIPPING FEES:MAR 2023	Open	2,342.87	0.00		
						8,373.45			
CMRSF005	CMRS-FP								
		23-00201	04/12/23	POSTAGE FOR POSTAGE METER	Open	280.00	0.00		
COMPL010	COMPLETE CARE MAINTENANCE, LLC								
		23-00193	04/10/23	MAR 2023 SERVICES	Open	400.00	0.00		
CROSS005	CROSS OVER NETWORKS, LLC								
		23-00089	02/15/23	2023 IT SERVICES	Open	398.00	0.00		B
HOLDE005	HOLDEN, JOHN B.								
		23-00066	02/02/23	2023 WATER PLANT MANAGEMENT	Open	5,306.82	0.00		B
		23-00172	04/03/23	ADDITIONAL SERVICES-MAR 2023	Open	173.87	0.00		
						5,480.69			
INTER015	INTERSTATE WASTE SERVICES, INC								
		23-00018	01/12/23	2023 RECYCLING CONTRACT	Open	3,245.42	0.00		B
JCIJO005	JCI JONES CHEMICALS, INC.								
		23-00195	04/11/23	SEWER-2023 SULFUR DIOXIDE	Open	2,200.00	0.00		B
JCPL0005	JCP & L								
		23-00180	04/04/23	W/S-MAR 2023 ELECTRIC SERVICE	Open	4,005.77	0.00		
KYOCE005	KYOCERA DOCUMENT SOLUTIONS AME								
		23-00178	04/04/23	KYOCERA COPIER PYMT 54 OF 60	Open	196.32	0.00		
LENEG005	LENEGAN PLUMBING & HEATING, LLC								
		23-00175	04/04/23	REPAIR LEAK BEHIND WTP	Open	2,350.00	0.00		
LYONS005	LYONS ENVIRONMENTAL SERV, LLC								
		23-00062	02/01/23	2023 SEWER PLANT MANAGEMENT	Open	9,075.00	0.00		B
		23-00192	04/10/23	ADDT'L SERVICES 3/6-3/17/23	Open	1,166.00	0.00		
						10,241.00			
MONMO005	MONMOUTH COUNTY BOARD OF								
		23-00199	04/12/23	TAX ASSESSOR-2023 POSTCARDS	Open	150.47	0.00		
MONMO010	MONMOUTH COUNTY SCAT								
		23-00186	04/05/23	SCAT SERVICES:1/Q/2023	Open	2,015.00	0.00		
NJADV005	NJ ADVANCE MEDIA								
		23-00194	04/10/23	LEGAL NOTICES-3/22/23	Open	13.52	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
NJDIV010	NJ DIVISION OF PUBLIC SAFETY	23-00185	04/05/23	ANNUAL BOILER STATE INSPEC FEE	Open	160.00	0.00		
ONECA005	ONE CALL CONCEPTS, INC.	23-00188	04/06/23	1/Q/2023 "CALL BEFORE YOU DIG"	Open	45.03	0.00		
ONSOL005	ONSOLVE, LLC	23-00202	04/13/23	2023 CodeRED	Open	2,700.00	0.00		
PASSA005	PASSAIC VALLEY SEWERAGE	23-00200	04/12/23	SLUDGE DISPOSAL-MAR 2023	Open	638.40	0.00		
PETTY005	PETTY CASH	23-00171	04/03/23	REIMBURSE PETTY CASH	Open	17.05	0.00		
		23-00176	04/04/23	REIMBURSE PETTY CASH	Open	71.25	0.00		
		23-00189	04/10/23	REIMBURSE PETTY CASH	Open	10.74	0.00		
						<u>99.04</u>			
PROFE005	PROFESSIONAL GOVT EDUCATORS	23-00177	04/04/23	TAX COLLECTOR-4/18/23 WEBINAR	Open	90.00	0.00		
PSEGC005	PSE & G CO.	23-00203	04/13/23	MAR 2023 GAS SERVICE	Open	611.76	0.00		
ROBER005	ROBERTS ENGINEERING GROUP, LLC	23-00190	04/10/23	T-MOBILE-ENG REVIEW 1/27-2/2	Open	777.50	0.00		
RUSSE005	RUSSELL REID, INC.	23-00084	02/14/23	2023 SLUDGE REMOVAL	Open	956.27	0.00		B
STATE005	STATE OF NEW JERSEY-PWT	23-00187	04/06/23	1/Q/2023 WATER TAX	Open	69.07	0.00		
SUTPH005	SUTPHEN MEMORIAL, INC.	23-00015	01/12/23	2023 CEMETERY MANAGEMENT	Open	775.00	0.00		B
THEHO010	THE HOME DEPOT	23-00184	04/05/23	MISC ITEMS 4/5/23	Open	34.57	0.00		
TOWNS015	TOWNSHIP OF MANALAPAN	23-00157	03/24/23	ANIMAL CONTROL SERV-APR 2023	Open	1,000.00	0.00		
USBAN010	U.S. BANK OPERATIONS CENTER	23-00173	04/03/23	2021 MCIA-BOND INTEREST PYMT	Open	20,149.87	0.00		
		23-00174	04/03/23	2012 MCIA-BOND INTEREST PYMT	Open	3,649.95	0.00		
						<u>23,799.82</u>			
WRNEU005	W.R. NEUMANN COMPANY, INC.	23-00006	01/12/23	WATER-2023 SODIUM HYPOCHLORITE	Open	656.27	0.00		B
WWGRA005	W.W. GRAINGER, INC.	23-00112	03/03/23	ANTI-SLIP TAPE FOR FORD F350	Open	47.47	0.00		

April 13, 2023
11:48 AM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 3

Vendor #	Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
Total Purchase Orders:		36	Total P.O. Line Items:	0	Total List Amount:	71,809.84	Total Void Amount:	0.00

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	3-01	21,096.37	0.00	21,096.37	0.00	0.00	21,096.37
	3-09	49,935.97	0.00	49,935.97	0.00	0.00	49,935.97
Year Total:		<u>71,032.34</u>	<u>0.00</u>	<u>71,032.34</u>	<u>0.00</u>	<u>0.00</u>	<u>71,032.34</u>
	T-12	777.50	0.00	777.50	0.00	0.00	777.50
Total of All Funds:		<u><u>71,809.84</u></u>	<u><u>0.00</u></u>	<u><u>71,809.84</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>71,809.84</u></u>

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

**RESOLUTION NO. 23-51
MEETING DATE: 04-17-2023**

**RESOLUTION AUTHORIZING ROBERTS ENGINEERING GROUP, LLC TO
ASSIST IN PREPARING THE 2023-2025 SYNTHETIC ORGANIC COMPOUNDS (SOC)
SAMPLING WAIVERS FOR THE BOROUGH OF ROOSEVELT**

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

WHEREAS, the NJDEP requires a 2023-2025 Synthetic Organic Compounds (SOC) sampling
waivers for the Water Treatment Plant (WTP) due May 1, 2023; and

WHEREAS, the Borough Engineer will perform the necessary work to assist the Water Treatment
Plant Operator in submitting the proper Well Vulnerability Surveys required by the NJDEP at a cost not to
exceed \$4,500.00; and

WHEREAS, the Borough's Chief Financial Officer has certified the availability of funds in the
amount not to exceed \$4,500.00.

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
perform the necessary work to assist the Water Treatment Plant Operator in submitting the proper Well
Vulnerability Surveys for the 2023-2025 Synthetic Organic Compounds (SOC) sampling waivers in an
amount not to exceed \$4,500.00.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Chief
Financial Officer, Purchasing Agent, Water Treatment Plant Operator 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 April 17, 2023.

Kathleen Hart
Borough Clerk