

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

COUNCIL REGULAR MEETING AGENDA
MAY 1, 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)

CORRESPONDENCE:

1. Letter received from Roberts Engineering Group LLC, dated April 21, 2023 regarding a new grant program called the Local Transportation Project Fund.
2. Letter received from Roberts Engineering Group LLC, dated April 25, 2023 regarding Tier A NJPDES Stormwater Permit Infrastructure Mapping due by January 1, 2026.
3. Letter received from NJ Department of Transportation, dated April 25, 2023 regarding the FY2024 State Aid Programs Application submission.
4. Letter received from Roberts Engineering Group LLC, dated April 27, 2023 regarding the FY2024 State Aid Program for roadway improvements.

MINUTES:

1. Regular Meeting Minutes – April 3, 2023
2. Regular Meeting Minutes – April 17, 2023

ORDINANCE:

SECOND READING
ORDINANCE 2023-02

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

CONSENT AGENDA RESOLUTIONS:

Resolution 23-52	Payment of Bills for May 1, 2023
Resolution 23-53	A Resolution of the Borough Council of the Borough of Roosevelt Awarding a Contract for Improvements to Pine Drive, Phase 1
Resolution 23-54	Resolution Authorizing the Mayor and Municipal Clerk to Execute the FY2024- FY2026 Revised Amendment Agreement with Monmouth County for Cooperative Participation in the Community Development Program Pursuant to the Interlocal Services Act

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. Use of the Council Room: A resident is requesting the use of the council room on July 16, 2023 from 2pm – 8pm and to film at the cemetery on July 18, 2023 from 8:30am – 12:30pm. Form is on file.
2. NJDOT Local Transportation Project Fund
3. Tier A NJPDES Stormwater Permit Infrastructure Mapping
4. NJDOT FY2024 Application for Municipal Aid Grant
5. Potential Ordinances – Wildlife Feeding and Yard Waste

PUBLIC COMMENT (Any item)

M/Malkin opens the public comment at _____

M/Malkin closes the public comment at _____

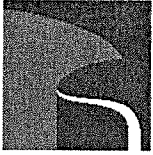
CLOSED SESSION:

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

Time In: _____ Time Out: _____

ADJOURNMENT

TIME OUT: _____



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

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

April 21, 2023

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

Re: NJDOT Grant Application Opportunity
Borough of Roosevelt, Monmouth County, New Jersey
Our File No.: R4603

Dear Mayor and Council:

The NJDOT has announced a new grant program called the Local Transportation Project Fund. The program is administered under the same guidelines as the Municipal Aid program and includes types of improvements eligible for Municipal Aid funding.

I am writing today to recommend that the Borough submit an application to the NJDOT. Applications are due no later than June 30, 2023.

I have reviewed possible road improvements within the Borough and am recommending that the Borough move forward with an application for one of the following;

- a. Lake Drive and Spruce Court. Improvements would include milling and paving with pavement repairs as necessary as well as any needed curb and sidewalk repairs.
- b. Rochdale Avenue Curbs and Sidewalks. This application would be similar to prior applications for curbs and sidewalks on Rochdale Avenue.

We estimate that our cost to prepare and submit an application will be at a cost not to exceed \$3,500. Please provide a road selection and authorization to begin this work as soon as possible so that we can meet the June 30, 2023, deadline.

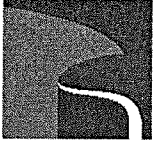
Should you have any questions, please feel free to contact me.

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
George Lang, Borough CFO
Ana Debevec, Borough Treasurer
Cameron Corini, P.E., C.M.E., Roberts Engineering Group, LLC
Kelly Pham, E.I.T., Roberts Engineering Group, LLC



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www.RobertsEngineeringGroup.com

April 25, 2023

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

Re: Tier A NJPDES Stormwater Permit Infrastructure Mapping
Borough of Roosevelt, Monmouth County, New Jersey
Our File No.: R4102

Dear Mayor and Council:

The Tier A NJPDES Stormwater Permit requires mapping of the entirety of the stormwater system within three (3) years of the new permit and the stormwater system map is due by January 1, 2026. I am writing because the three (3) year timeline is already approaching. The stormwater map must GIS locate all inlets, outfalls, piping, and stormwater facilities. As you know, there are many stormwater facilities in the Borough and the completion of this map will require review and use of record documentation, plus field surveying to locate information not already obtained and then preparation of drawings to create a Borough-wide stormwater system map. We have previously begun preparation of a stormwater map, but it is not fully complete.

We have reviewed the existing stormwater map and the remaining locations that must be mapped, and we are estimating the cost to complete the stormwater mapping at a fee not to exceed \$6,500.00.

We are requesting authorization to begin this work. Although the Borough has objected to the Tier A permit designation and requested an adjudicatory hearing, I believe that this map will ultimately be required, and preparation of the map now will complete one of the many requirements for the expected Tier A permit when it goes into effect.

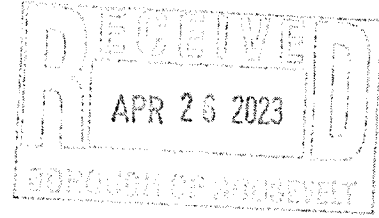
Should you wish to discuss this further, please feel free to contact me.

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
Gregory Cannon, Esq., Borough Attorney
Cameron Corini, P.E., C.M.E., Roberts Engineering Group, LLC
Kelly Pham, E.I.T., Roberts Engineering Group, LLC



CC: M&C
K. Hart
C. Roberts

State of New Jersey

DEPARTMENT OF TRANSPORTATION
P.O. Box 600
Trenton, New Jersey 08625-0600

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

DIANE GUTIERREZ-SCACCETTI
Commissioner

April 25, 2023

Dear Mayor/County Commissioner/County Executive:

On behalf of Governor Phil Murphy, I am pleased to announce that applications will now be accepted for the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2024 State Aid Programs. **The deadline for grant application submissions is July 1st.** Grant awards are expected to be announced in November.

As you may know, the Transportation Trust Fund Reauthorization Act of 2016 increased funding for Local Aid programs to counties and municipalities from \$190 million per year to \$430 million. The reason for the steep increase is that the majority of New Jersey's roadway mileage—about 90 percent—is under local government jurisdiction and is in as much need of repair as the state roadway network.

Over the past couple of years, improvements to the grant application and project delivery processes have been implemented.

- The Project Management and Reporting System (PMRS) was launched. This new system reduces paper consumption and adds efficiency. You will continue to submit applications through SAGE (System for Administering Grants Electronically), but you are now required to submit your **Resolution of Support through the PMRS platform no later than 30 days from application submission.**
- Your grant announcement and project management processes will now be through PMRS.
- A Map Maker Tool is now available to all grant applicants to standardize all map submissions.

Following federal and state guidance, equity is incorporated into all State Aid programs to promote an equitable delivery of government benefits. Additional points will be added to projects in areas where vulnerable populations exist. Current census data will be used to determine if a project meets the equity criteria. Equity information will be available on NJDOT's Local Aid Resource Center website at: [NJ DOT - Local Aid Resource Center \(njdotlocalaidrc.com\)](http://NJDOT-LocalAidResourceCenter.njdotlocalaidrc.com)

A series of training classes were held to communicate the changes last year. A wide range of informational resources were developed and are now available on our Local Aid Resource Center website. Please reach out to the Local Aid Resource Center with any questions.

"IMPROVING LIVES BY IMPROVING TRANSPORTATION"

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The following is a brief description of each grant program:

- **Municipal Aid** - This \$151.25 million program with an additional \$10 million in Urban Aid provides funding for local transportation projects for a total of \$161.25 million. Municipalities are encouraged to consider projects that support walking and biking safety.
- **Transit Village*** - This program is open to the 34 municipalities that have been designated as Transit Villages by the Commissioner of Transportation and the inter-agency Transit Village Task Force. A total of \$1 million is available to fund traditional and non-traditional transportation projects that enhance walking, biking and/or transit ridership within a half mile of the transit facility. The approved Transit Village municipalities are provided in the following link:
<http://www.state.nj.us/transportation/business/localaid/transitvillagef.shtm>
- **Bikeways*** - This \$1 million program is intended to fund bicycle projects which create new Bike Path Mileage. This program encourages new bikeways that are physically separated from motorized vehicular traffic by an open space or barrier, but on-road bike lanes and other bike routes and facilities are also eligible for funding. Counties and municipalities are eligible.
- **Safe Streets to Transit*** - This program encourages counties and municipalities to construct safe and accessible pedestrian linkages to transit facilities to promote transit usage for all. A total of \$1 million is available for grant awards.

*Note: An additional \$21.8 million was provided in the FY 2023 State Budget to disperse among these programs for a total of \$24.8 million allowing the award of many more grants and more fully funded grants.

All projects funded through the Transportation Trust Fund must comply with the Americans with Disabilities Act (ADA). ADA guidance, program descriptions and application guidance materials can be found on the NJDOT website at: <http://www.state.nj.us/transportation/business/localaid/stateaid.shtm>

If you choose to apply, please be aware that Municipal Aid regulations require projects receiving this type of aid to award a construction contract with Local Aid approval within **24 months** from the date of grant notification.

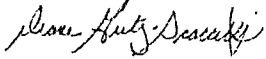
I encourage you to submit applications for these Local Aid programs. Each program application will be evaluated independently, affording counties and municipalities the opportunity to receive funding in more than one category.

The enclosed map provides contact information for each Local Aid District Office. If you need assistance preparing your application, please contact your Local Aid District Office. Please keep in mind that a separate application for each project must be completed and submitted on or before **July 1st, 2023**, on-line through the Department's electronic grants administration system, known by its acronym, SAGE, at:
<https://njsage.intelligrants.com/Login.aspx?APPTHEME=NJSAGE>

As Commissioner of Transportation, I am committed to maintaining and improving New Jersey's local transportation infrastructure by providing financial assistance, technical expertise, and training in surmounting the application process for traditional and non-traditional local transportation initiatives. Our counties and municipalities will be well positioned to design and construct important local projects without the need to impact property taxes. Your success in building projects and spending the additional capital will mean success not only for your constituents, but for the entire state.

Thank you for your continued interest and support of NJDOT, and best wishes for success with your project applications.

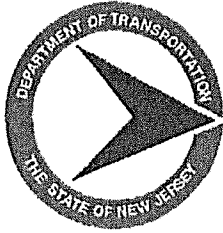
Sincerely,



Diane Gutierrez-Scaccetti
Commissioner

Enclosure

cc: County/Municipal Clerk
County/Municipal Engineer



Local Aid and Economic Development Our District Offices

Main Office

1035 Parkway Avenue
PO Box 600
Trenton, NJ 08625-0600
Phone: 609.963.2021
Fax: 609.530.8044
Manager: David Bruccoleri

District 1, Mount Arlington

Roxbury Corporate Center
200 Stierli Court
Mount Arlington, NJ 07856
Phone: 973.810.9120
Fax: 973.601.6709
Manager: Adam Ivervolino

District 2, Newark

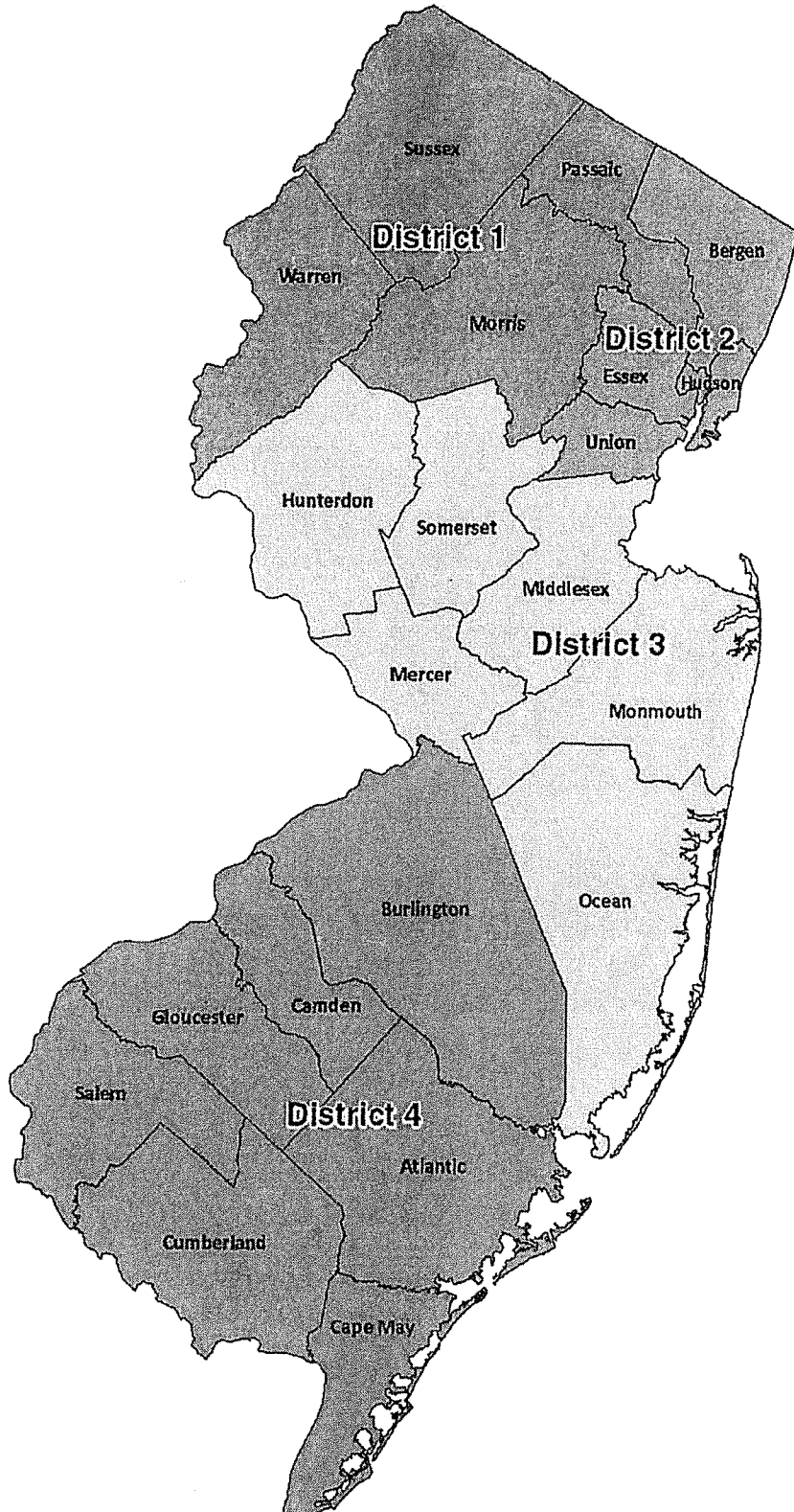
153 Halsey Street, 5th floor
Newark, NJ 07102
Phone: 862.350.5730
Fax: 973.648.4547
Manager: Ebony Johnson

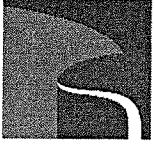
District 3, Trenton

1035 Parkway Avenue PO Box 600
Trenton, NJ 08625-0600
Phone: 609.963.2020
Fax: 609.530.8044
Manager: Deval Desai

District 4, Cherry Hill

One Executive Campus
Route 70 West, 3rd Floor
Cherry Hill, NJ 08002
Phone: 856.414.8414
Fax: 856.486.6771
Manager: Thomas Berryman





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

April 27, 2023

Mayor and Council
Borough of Roosevelt
33 North Rochdale Avenue
Roosevelt, New Jersey 08555

Re: NJDOT Application for Municipal Aid Grant FY2024
Borough of Roosevelt, Monmouth County, New Jersey
Our File No.: R4603

Dear Mayor and Council:

The New Jersey Department of Transportation has announced that it will be accepting applications for the Municipal Aid, Transit Village, Bikeway, and Safe Streets to Transit grant Programs. Applications must be submitted on or before July 1, 2023. This application is in addition to the recent announcement for the Local Transportation Project Fund for which Council is considering an application for one of the following :

1. Lake Drive and Spruce Court. Improvements would include milling and paving with pavement repairs as necessary as well as any needed curb and sidewalk repairs.
2. Rochdale Avenue Curbs and Sidewalks. This application would be similar to prior applications for curbs and sidewalks on Rochdale Avenue.

My recommendation is to apply for Municipal Aid for Lake Drive and Spruce Court and apply for the Local Transportation Project Fund for Rochdale Avenue curbs and sidewalks. I believe the Borough should apply for the Local Aid grant for a typical roadway improvement and make the request for curbs and sidewalks on Rochdale Avenue through the new Local Transportation Project Fund. I believe the Borough will have the best chance of success with both grants if they are presented in this way.

I am prepared to move forward with preparation of an application for Municipal Aid and request authorization at your next available Council Meeting. Our cost to prepare the application will be at a cost not to exceed \$4,000.00.

Our cost to prepare an application for the Local Transportation Project fund will be at a cost not to exceed \$3,500.00.

Should you have any questions, please do not hesitate to contact me.

Very truly yours,

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

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

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

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: (~~striken 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. 23-52
MEETING DATE: 05-01-2023**

PAYMENT OF BILLS FOR MAY 1, 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 May 1, 2023.

Kathleen Hart
Borough Clerk

April 27, 2023
11:52 AM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 1

5-1-23 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								
		23-00220	04/25/23	2023 FIRE/BLS SERVICES:2/Q/23	Open	24,668.25	0.00		
FRANC005	FRANCOTYP-POSTALIA, INC.								
		23-00208	04/24/23	2/Q/2023 METER/SCALE RENTAL	Open	153.51	0.00		
GANNE005	GANNETT NJ NEWSPAPERS								
		23-00214	04/25/23	MAR 2023 NOTICES	Open	208.36	0.00		
GEORG005	GEORGE S COYNE CHEMICAL CO INC								
		23-00088	02/15/23	SEWER-2023 CES PACL(DELTA FLOC	Open	4,622.46	0.00	B	
JCPL0005	JCP & L								
		23-00210	04/24/23	MAR 2023 ELECTRIC SERVICE	Open	982.26	0.00		
MONMO025	MONMOUTH COUNTY-COUNTY TAX								
		23-00215	04/25/23	2/Q/2023 COUNTY TAXES	Open	48,089.89	0.00		
MONMO035	MONMOUTH COUNTY-HEALTH TAX								
		23-00216	04/25/23	2/Q/2023 HEALTH TAXES	Open	990.86	0.00		
MONMO030	MONMOUTH COUNTY-LIBRARY TAX								
		23-00217	04/25/23	2/Q/2023 LIBRARY TAXES	Open	3,614.24	0.00		
MONMO040	MONMOUTH COUNTY-OPEN SPACE TAX								
		23-00218	04/25/23	2/Q/2023 OPEN SPACE TAXES	Open	6,230.97	0.00		
NJDEP005	NJ DEPARTMENT OF HEALTH								
		23-00221	04/25/23	DOG REPORT:MAR 2023	Open	20.40	0.00		
NOREI005	NOREIKA SALES, LLC								
		23-00198	04/12/23	TIRE REPAIR ON LEAF BLOWER	Open	28.75	0.00		
PETTY005	PETTY CASH								
		23-00204	04/17/23	REIMBURSE PETTY CASH	Open	12.98	0.00		
		23-00205	04/19/23	REIMBURSE PETTY CASH	Open	71.25	0.00		
		23-00209	04/24/23	REIMBURSE PETTY CASH	Open	11.30	0.00		
		23-00222	04/26/23	REIMBURSE PETTY CASH	Open	41.99	0.00		
						<u>137.52</u>			
POSTM005	POSTMASTER								
		23-00213	04/25/23	STAMPS:TAX & W/S COLLECTOR	Open	126.00	0.00		
PUMPI005	PUMPING SERVICES, INC.								
		23-00161	03/27/23	PULL 2 EFFLUENT PUMPS & EVAL	Open	1,028.02	0.00		

April 27, 2023
11:52 AM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
ROBER005	ROBERTS ENGINEERING GROUP, LLC									
		22-00273	05/13/22	ROAD IMPROVEMENTS:PINE DRIVE	Open	2,201.25	0.00		B	
		22-00437	07/27/22	ROAD IMPROVEMENTS:TAMARA DRIVE	Open	2,380.50	0.00		B	
		22-00732	12/16/22	SOIL BORINGS/WETLAND EVAL:WWTP	Open	9,450.00	0.00		B	
		23-00069	02/08/23	DRBC YEARLY WATER AUDIT	Open	1,545.00	0.00		B	
		23-00125	03/08/23	CERT OF 2022 STORMWATER PERMIT	Open	877.50	0.00		B	
		23-00223	04/26/23	FEMA FLOOD PREVENTION ORD	Open	2,588.75	0.00			
		23-00224	04/27/23	MISC SEWER 3/27-3/29/23	Open	741.25	0.00			
						<u>19,784.25</u>				
ROOSE005	ROOSEVELT BOARD OF EDUCATION									
		23-00219	04/25/23	MAY 2023 SCHOOL TAXES	Open	142,644.00	0.00			
STAND005	STANDARD & POOR'S FINANCIAL									
		23-00225	04/27/23	ANALYTICAL SERVICES	Open	7,500.00	0.00			
TREEW005	TREE WISE MEN, LLC									
		23-00206	04/24/23	REMOVE HAZARDOUS TREE	Open	150.00	0.00			
VERIZ015	VERIZON									
		23-00211	04/24/23	PHONE/INTERNET-APR 2023	Open	686.29	0.00			
Total Purchase Orders: 28						Total P.O. Line Items: 0	Total List Amount: 261,666.03	Total Void Amount: 0.00		

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	2-09	9,450.00	0.00	9,450.00	0.00	0.00	9,450.00
	3-01	231,722.59	0.00	231,722.59	0.00	0.00	231,722.59
	3-09	15,757.73	0.00	15,757.73	0.00	0.00	15,757.73
Year Total:		247,480.32	0.00	247,480.32	0.00	0.00	247,480.32
	C-04	4,715.31	0.00	4,715.31	0.00	0.00	4,715.31
ANIMAL CONTROL	T-13	20.40	0.00	20.40	0.00	0.00	20.40
Total of All Funds:		261,666.03	0.00	261,666.03	0.00	0.00	261,666.03

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

**RESOLUTION NO. 23-53
MEETING DATE: 05-01-2023**

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF
ROOSEVELT AWARDING A CONTRACT FOR IMPROVEMENTS TO
PINE DRIVE, PHASE 1**

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

WHEREAS, the Borough Council has previously authorized the public advertisement for bids for the improvements to Pine Drive, Phase 1; and

WHEREAS, four (6) sealed bid were received on April 6, 2023; and

WHEREAS, the bids received are as follows:

1. P.M. Construction Corp, Hillside, NJ	\$667,939.70
2. MSP Construction Corp., Flemington, NJ	\$679,178.00
3. JVS Industrial & Commercial Contractors, Inc., Edison, NJ	\$687,243.83
4. Earle Companies, Wall, NJ	\$704,613.13
5. Black Rock Enterprises, LLC	\$768,625.75
6. Seacoast Construction, Inc., East Brunswick, NJ	\$972,292.64

WHEREAS, the lowest responsible bid received was that of P.M. Construction Corp of Hillside, New Jersey in the amount of \$667,939.70, which has been found to comply in all respects with the terms and conditions of the specifications; and

WHEREAS, the Borough Council finds that it would, therefore, be in the best interest of the Borough of Roosevelt to award the contract to P.M. Construction Corp.; and

WHEREAS, this project is funded by the State of New Jersey Department of Transportation (NJDOT) under the Municipal Aid Grant Program; and

WHEREAS, the Chief Financial Officer of the Borough has certified to the Borough Council that funds will be available to pay the cost of the aforesaid contract, and that said funds will be available through Bond Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the appropriate Borough Officials be and are hereby authorized to execute an agreement between the Borough and P.M. Construction

Corp. in an amount not to exceed \$667,939.70 for Improvements to Pine Drive, Phase 1, subject to fulfillment of all conditions in the contract documents and specifications and subject to approval of the New Jersey Department of Transportation and New Jersey Infrastructure Bank.

NOW, THEREFORE, BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to:

1. P.M. Construction Corp.
2. New Jersey Department of Transportation
3. George Lang, CFO
4. Ana Debevec, Treasurer/Purchasing Agent
5. Carmela Roberts, Borough Engineer

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 May 1, 2023.

Kathleen Hart
Borough Clerk



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

April 14, 2023

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

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

Dear Mayor and Council:

Bids were received for the Improvements to Pine Drive Phase 1 project on Thursday, April 6, 2023. A total of ten (10) bidders obtained plans and specifications and six (6) contractors submitted bids. The bid results are as follows:

	<u>Bid</u>
1. P.M. Construction Corp. Hillside, New Jersey 07250	\$667,939.70
2. MSP Construction Corp. Flemington, New Jersey 08822	\$679,178.00
3. JVS Industrial & Commercial Contractors, Inc. Edison, New Jersey 08817	\$687,243.83
4. Earle Companies Wall, New Jersey 07719	\$704,613.13
5. Black Rock Enterprises, LLC Old Bridge, New Jersey 08857	\$768,625.75
6. Seacoast Construction, Inc. East Brunswick, New Jersey 08816	\$972,292.64

This project is being funded through a FY2021 Municipal Aid Program grant as administered by the New Jersey Department of Transportation (NJDOT) in the amount of \$180,000.00 as well as loan financing through the NJ Water Bank for the water main improvements. The Engineer's Estimate for this contract is \$773,846.00. The low bidder amount of \$667,939.70 is \$105,906.30 (14%) below the Engineer's Estimate.

I have reviewed the bid submitted by P.M. Construction Corp. All conditions set forth in the bid proposal have been satisfied and the Contractor is not on the current list of debarred contractors.

We have verified the provided references for P.M. Construction Corp. and have received favorable reviews.

Improvements to Pine Drive Phase 1
Borough of Roosevelt, Monmouth County, New Jersey
Our File No.: R4412
Page 2 of 2

Additionally, the bid documents were prepared prior to a new form being required by the Federal government. The form is entitled, "Certification of Non- Involvement in Prohibited Activities in Russia or Belarus". We request that the Borough Attorney determine whether this form must be submitted by the low bidder prior to the start of construction.

Therefore, it is my recommendation that a contract be awarded to P.M. Construction Corp., of Hillside, New Jersey for the Improvements to Pine Drive Phase 1 project in the amount of \$667,939.70, subject to the approval by the New Jersey Department of Transportation, NJ Infrastructure Bank and the Borough Attorney.

By way of this letter, I am returning the original bids to the Clerk.

Should you have any questions, please do not hesitate to contact this office.

Very truly yours,



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

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

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

**RESOLUTION NO. 23-54
MEETING DATE: 05-01-2023**

**RESOLUTION AUTHORIZING THE MAYOR AND MUNICIPAL CLERK TO EXECUTE THE
FY2024- FY2026 REVISED AMENDMENT AGREEMENT WITH MONMOUTH COUNTY FOR
COOPERATIVE PARTICIPATION IN THE COMMUNITY DEVELOPMENT PROGRAM
PURSUANT TO THE INTERLOCAL SERVICES ACT**

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

WHEREAS, certain Federal funds are potentially available to Monmouth County under Title I of the Housing and Community Development Act of 1974, as amended, commonly known as the Community Development Block Grant Program; and

WHEREAS, it is necessary to establish a legal basis for the County and its residents to benefit from this program; and

WHEREAS, a Revised Amendment Cooperation Agreement has been adopted under which the Borough of Roosevelt and the County of Monmouth in cooperation with other municipalities will establish an Interlocal Services Program pursuant to N.J.S.A. 40:8B-1; and

WHEREAS, it is in the best interest of the Borough of Roosevelt to enter into the revised amendment cooperation agreement.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Roosevelt, Council of the Borough of Roosevelt, that the Revised Amendment Agreement between the County of Monmouth and Certain Municipalities located herein for the establishment of a Cooperative Means of Conducting certain Community Development Activities, a copy of which is attached, thereto, be and same is hereby approved.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk be and same are hereby authorized to execute said agreement in accordance with the provisions of law; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon its enactment.

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 May 1, 2023.

Kathleen Hart
Borough Clerk

AMENDMENT TO AGREEMENT BETWEEN THE COUNTY OF MONMOUTH AND THE Roosevelt Borough FOR THE ESTABLISHMENT OF A COOPERATIVE MEANS OF CONDUCTING CERTAIN COMMUNITY DEVELOPMENT ACTIVITIES

WHEREAS, the County of Monmouth and the Roosevelt Borough are parties to an Agreement dated **06/10/2020** concerning, generally, the cooperation between participating municipalities and the County to receive CDBG entitlement funding; and

WHEREAS, the U.S. Department of Housing and Urban Development: Community Planning and Development (“HUD”), has issued additional requirements for what must be included in all cooperation agreements entered into between counties and participating municipalities; and

WHEREAS, the Agreement dated **06/10/2020** must be amended to legally conform to HUD’s new requirements; and

WHEREAS, the **Roosevelt Borough** and the County of Monmouth have decided that it is in its residents’ best interests to amend the Agreement to conform to HUD’s cooperation agreement requirements; and

NOW, THEREFORE, the County and **Roosevelt Borough** hereby agree as

Responsibilities of Committee:

1. With concurrence of the Board of County Commissioners and Administrative Liaison Officer shall be designated. He shall be an employee of the County. He shall, within the limits of resources available, provide technical and administrative support to the Committee, and shall provide liaison between the Committee and the Board of County Commissioners.
2. The Committee shall recommend to the Board of County Commissioners an application (Consolidated Plan) for participation in Federal funding, and toward that end it shall in the matter herein prescribed, be authorized to develop required plans for the County, including a Housing Assistance Plans and such

other documents and certification of compliance as required by the Federal Government for participation by the County in the community Development Block Grant Programs.

Estimated Cost and Allocation Thereof:

3. The amount of Federal funds involved shall be in the amount applied by the Board of County Commissioners pursuant to the recommendation by the Committee, subject to any modification made by HUD.

Duration of the Contract:

4. This contract shall be effective for the three (3) program years (Federal Fiscal Years 2024, 2025, and 2026 appropriations) for which the County is to qualify to receive CDBG entitlement funding and from any program income generated from the expenditure of such funds, including such additional time as may be required for the expenditure of any such funds granted to the participating unit of local government. The population of participating municipalities included in the urban county under this agreement shall be included in the population of the urban county for three (3) successive years which will include the federal fiscal years 2024, 2025 and 2026.

This agreement will automatically be renewed for participation in successive three-year qualification periods, unless the county or the municipality provides written notice it elects not to participate in a new qualification period.

This Agreement remains in effect until the CDBG, HOME and ESG funds and income received with respect to activities carried out during the three year qualification period.

Standards of Performance:

5. The Committee shall thereupon report its findings to all participating local governments, and shall submit such reports to the Board of County Commissioners (the legislation requires the title of "chosen freeholder" to be change to "county commissioner" and all "boards of chosen freeholder" to be known as "board of county commissioners") which complies with legislation Gov. Phil Murphy signed into law in 2020 and become effective January 1 as may be required for submission to the Federal Government. Pursuant to 24 CFR 570.501(b), all units of local government are subject to the same requirements applicable to subrecipients, including the requirement of a written agreement described in 24 CFR 570.503.
6. This Agreement includes, by reference, all provisions authorized by State and

local laws that legally obligate the cooperating units to undertake the necessary action, as determined by the County to carry out a community development program and the approved Consolidated Plan and/or meet the other requirements of the CDBG, HOME and ESG programs or other applicable laws.

Qualification as Urban County:

7. As amended to take all actions necessary to assure compliance with the urban county's certification under section 104(b) of Title I of the Housing and Community Development Act of 1974, that the grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964, and the implementing regulations at 24 CFR part 1, and the Fair Housing Act, and the implementing regulations at 24 CFR part 100, and will affirmatively further fair housing. See 24 CFR @ 91.225(a) and Affirmatively Further Fair Housing Definitions and Certifications (86 FR 30779, June 10, 2021), to be codified at 24 CFR 5.151 and 5.152. Also to comply with Section 109 of Title I of the Housing and Community Development Act of 1974, and the implementing regulations at 24 CFR part 6, which incorporates Section 504 of the Rehabilitation act of 1973 and the implementing regulations of 24 CFR part 8, Title II of the American with Disabilities Act, and the implementing regulations at 28 CFT part 35, the Age Discrimination Act of 1975 and the implementing regulation of at 24 CFR part 146, and Section 3 of the Housing and Urban Development Act of 1968 and obligation to comply with other applicable laws. Prohibit urban county funding for activities, in or in support of any cooperating unit of general local government that does not affirmatively further fair housing, within its own jurisdiction or that impedes the county's actions to comply with the county's fair housing certification. This provision is required because noncompliance by a unit of general local government included in a urban county may constitute noncompliance by the grantee (i.e., the urban county) that can, in turn provide cause for funding sanctions or other remedial actions by the Department. The agreement includes the obligation to sing the assurances and certifications in the HUD 424-B.
8. To comply with Federal requirements, the County Government, through the Board of County Commissioners, shall be the applicant for community development funds, and shall have final responsibility as applicant and shall have final responsibility for selecting activities an annually filing Final Statements with HUD.

Program Income:

9. This amendment may be executed in substantially similarly worded counterparts, each of which shall be signed the Commissioner Director and the chief executive of a participating municipality. Each signatory agency agrees to cooperate with all signatories and be bound as if all had signed the same amendment.

ATTEST:

TAMARA BROWN
Clerk to the Board of County
Commissioners

ATTEST:

Name: Kathleen Hart
Title: Municipal Clerk

MONMOUTH COUNTY BOARD OF
COUNTY COMMISSIONERS

THOMAS A. ARNONE, DIRECTOR
Board of County Commissioners

Roosevelt Borough

Name: Peggy Malkin
Title: Mayor

Model Ordinance - Wildlife Feeding

Ordinance # [] - Wildlife Feeding Ordinance

SECTION I. Purpose:

An ordinance to prohibit the feeding of unconfined wildlife in any public park or on any other property owned or operated by **[insert name of municipality]**, so as to protect public health, safety and welfare, and to prescribe penalties for failure to comply.

SECTION II. Definitions:

For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

- a. Feed – to give, place, expose, deposit, distribute or scatter any edible material with the intention of feeding, attracting or enticing wildlife. Feeding does not include baiting in the legal taking of fish and/or game.
- b. Person – any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.
- c. Wildlife – all animals that are neither human nor domesticated.

SECTION III. Prohibited Conduct:

- a. No person shall feed, in any public park or on any other property owned or operated by **[insert name of municipality]**, any wildlife, excluding confined wildlife (for example, wildlife confined in zoos, parks or rehabilitation centers, or unconfined wildlife at environmental education centers, or feral cats as part of an approved Trap-Neuter-Release program).

SECTION IV. Enforcement:

- a. This ordinance shall be enforced by the **[Police Department and/or other Municipal Officials]** of **[insert name of municipality]**.
- b. Any person found to be in violation of this ordinance shall be ordered to cease the feeding immediately.

SECTION V. Violations and Penalties:

Any person(s) who is found to be in violation of the provisions of this ordinance shall be subject to a fine not to exceed **[insert amount]**.

SECTION VI. Severability:

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be an independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

SECTION VII. Effective date:

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

ALL OF WHICH IS ADOPTED this _____ day of _____, 200_, by the
_____.

Model Ordinance - Yard Waste Collection Program

Ordinance #[] - Yard Waste Collection Program

SECTION I. Purpose:

An ordinance to establish a yard waste collection and disposal program in **[insert name of municipality]**, so as to protect public health, safety and welfare, and to prescribe penalties for the failure to comply.

SECTION II Definitions:

For the purpose of this ordinance, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When not inconsistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

- a. Containerized – means the placement of yard waste in a trash can, bucket, bag or other vessel, such as to prevent the yard waste from spilling or blowing out into the street and coming into contact with stormwater.
- b. Person – any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.
- c. Street – means any street, avenue, boulevard, road, parkway, viaduct, drive, or other way, which is an existing State, county, or municipal roadway, and includes the land between the street lines, whether improved or unimproved, and may comprise pavement, shoulders, gutters, curbs, sidewalks, parking areas, and other areas within the street lines.
- d. Yard Waste – means leaves and grass clippings.

SECTION III. Yard Waste Collection

Sweeping, raking, blowing or otherwise placing yard waste that is not containerized at the curb or along the street is only allowed during the seven (7) days prior to a scheduled and announced collection, and shall not be placed closer than 10 feet from any storm drain inlet. Placement of such yard waste at the curb or along the street at any other time or in any other manner is a violation of this ordinance. If such placement of yard waste occurs, the party responsible for placement of the yard waste must remove the yard waste from the street or said party shall be deemed in violation of this ordinance.

SECTION IV. Enforcement:

The provisions of this ordinance shall be enforced by **[insert appropriate department]**.

SECTION V. Violations and Penalties:

Any person(s) who is found to be in violation of the provisions of this ordinance shall be subject to a fine not to exceed **[insert amount]**.

SECTION VI. Severability:

Each section, subsection, sentence, clause and phrase of this Ordinance is declared to be independent section, subsection, sentence, clause and phrase, and the finding or holding of any such portion of this Ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this Ordinance.

SECTION VII. Effective date:

This Ordinance shall be in full force and effect from and after its adoption and any publication as may be required by law.

ALL OF WHICH IS ADOPTED this _____ day of _____, 200_, by the _____.