

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

COUNCIL REGULAR MEETING AGENDA
NOVEMBER 20, 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)

MINUTES:

1. Regular Meeting Minutes – October 16, 2023

CORRESPONDENCE:

1. Lyons Environmental Services, LLC, dated November 8, 2023 regarding response to the Compliance Evaluation Inspection on August 23, 2023
2. Letter from Monmouth County Board of County Commissioners, dated November 8, 2023 regarding SCAT Agreement.

ORDINANCES:

SECOND READING
ORDINANCE 2023-14

**AN ORDINANCE AMENDING SCHEDULE A OF
CHAPTER Z: "ZONING" TO INCREASE,
ELIMINATE, AND IMPLEMENT CERTAIN
ADMINISTRATIVE FEES**

SECOND READING
ORDINANCE 2023-15

**ORDINANCE PROVIDING FOR THE CAPITAL
IMPROVEMENT FOR THE ROOF REPLACEMENT
AT THE WATER TREATMENT PLANT FOR THE
BOROUGH OF ROOSEVELT AND
APPROPRIATING \$31,000 THEREFORE,
AUTHORIZED IN AND FOR THE BOROUGH OF
ROOSEVELT, IN THE COUNTY OF MONMOUTH**

**FIRST READING
ORDINANCE 2023-16**

**AN ORDINANCE AMENDING THE ZONING
ORDINANCES OF THE BOROUGH CODE TO
INCLUDE WINERIES AS A PERMITTED USE IN
THE BOROUGH'S R-AG/400 ZONE WITH
APPLICABLE REGULATIONS**

Second Reading and Public Hearing is scheduled for December 18, 2023 at Roosevelt Borough Hall, 33 N. Rochdale Avenue, Roosevelt, NJ.

**FIRST READING
BOND ORDINANCE 2023-17**

**BOND ORDINANCE PROVIDING FOR A
TRICKLING FILTER EVALUATION IN
CONNECTION WITH THE WASTE WATER
TREATMENT PLANT, APPROPRIATING \$100,000
THEREFOR AND AUTHORIZING THE ISSUANCE
OF \$100,000 BONDS AND NOTES TO FINANCE A
PORTION OF THE COSTS THEREOF,
AUTHORIZED IN AND BY THE BOROUGH OF
ROOSEVELT, IN THE COUNTY OF MONMOUTH,
NEW JERSEY**

Second Reading and Public Hearing is scheduled for December 18, 2023 at Roosevelt Borough Hall, 33 N. Rochdale Avenue, Roosevelt, NJ.

CONSENT AGENDA RESOLUTIONS:

Resolution 23-117 Payment of Bills for November 20, 2023
Resolution 23-118 Resolution Authorizing Award of Non-Fair and Open Contract for
Professional Appraisal Inspection Services for Real Property Data
Collection Services

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:

NEW BUSINESS:

PUBLIC COMMENT (Any item)

M/Malkin opens the public comment at _____
M/Malkin closes the public comment at _____

CLOSED SESSION:

Resolution 23-119 Providing for a Private Executive Meeting that Excludes the Public

Time In: _____ Time Out: _____

ADJOURNMENT

TIME OUT: _____

Lyons Environmental Services, LLC
1105 Green Grove Road
Neptune, New Jersey 07753
Office 732-566-0038

November 8, 2023

Anthony Rotondo, Env, Specialist
NJDEP, Water Compliance & Enforcement
Central Regional Office
PO Box 420, Mail Code 44-03
401 East State St. Mail Code 44-03
Trenton, New Jersey 08625-0420

Re: Compliance Evaluation Inspection on August 23, 2023
Program Interest ID #46858, Compliance Activity SCI #230001-46858
NJPDES #NJG00211958 and NJPDES # NJ0022918

Mr. Rotondo,

I would like to thank you for your help and assistance during the inspection and offer the following regarding the requirements made in your inspection report and NOV dated October 25, 2023. The following corrective actions have been taken.

1. In the future ammonia samples will be taken whenever there is a bioassay sample taken. The result will be attached to the bioassay result and kept on file at the plant. In the past the ammonia sample was run by the bioassay lab, and we were not made aware that this procedure had changed.
2. All the monitoring reports for the period from August 1, 2022, through our current submittals have been corrected for the pH rounding and submitted on the E2 System.

- A. Going forward all E-coli will be calculated using the geometric mean formula.
- B. All the pH violations have been corrected and submitted via the E-2 reporting system.
- C. The result for August 2022 for pH was changed to reflect the number reported in the logbook and the DMR corrected and submitted via the E-2 system.

I believe this addresses the comments in your report. Please let me know if you require any further information.

Thank you.

Sincerely,

Michael J. Lyons, CEO & Operator



State of New Jersey

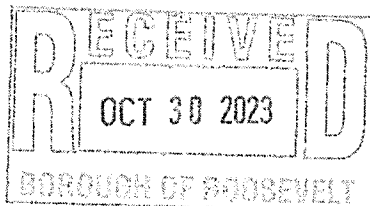
PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

DEPARTMENT OF ENVIRONMENTAL PROTECTION
CENTRAL BUREAU OF WATER COMPLIANCE AND ENFORCEMENT
P.O. Box 420, Mail code 44-03
Trenton, New Jersey 08625-0420
Fax. (609) 292-6450

SHAWN M. LATOURETTE
Commissioner

CERTIFIED MAIL/RRR
7022 3330 0001 3409 0441



10/25/23

cc: M+C
M. Lyons
C. Roberts
wf 2023

Kathleen Hart, Clerk
Roosevelt Borough
33 N Rochdale Avenue
P.O. Box 128
Roosevelt, New Jersey 08555

RE: Compliance Evaluation and Assistance Inspection, Activity #SCI 230001
Roosevelt Boro Wastewater Treatment Plant, PIID#46858
NJPDES NO. NJG0211958 - RES, NJ0022918 - DSW
Roosevelt Boro/Monmouth County

Dear Ms. Hart:

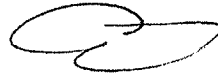
A Compliance Evaluation and Assistance Inspection of your facility was conducted on August 23, 2023. A copy of the completed report is enclosed for your review.

The items noted in the enclosed report with a compliance status of "OC", as well as in the enclosed Notice of Violation, have placed your facility in violation of your NJPDES permit and/or Water Pollution Control Act. Please comply with the corrective actions contained in the Notice.

You are advised that the New Jersey Water Pollution Control Act (N.J.S.A. 58:10A-1 et seq.) provides for substantial penalties in cases of permit violations. Therefore, your prompt attention to this matter is anticipated.

Please contact this writer at (609)439-9524, anthony.rotondo@dep.nj.gov, or by letter through this Bureau if you have any questions.

Sincerely,

A handwritten signature in black ink, consisting of a large, stylized 'A' followed by a horizontal line and a small loop.

Anthony Rotondo
Environmental Specialist III

Enclosures

c: Michael Lyons, Lyons Environmental Services, LLC, 1105 Green Grove Road, Bldg.#2,
Neptune NJ 07753

Compliance Evaluation Summary and Checklist with Included flag sorted by PI

Date Printed: 10/3/2023

Activity:	SCI 230001 *Standard Compliance Inspection (46858)		
Title Description:	FY24 Inspection		
Start Date/Time:	08/23/2023	End Date/Time:	
Program Interest:	ROOSEVELT BORO WTP 46858 (NJPDES) 85 PINE DR, ROOSEVELT BORO, MONMOUTH COUNTY		
Mailing Address:	33 N ROCHDALE AVE Roosevelt NJ 08555		
Responsibility Entity(s)	Program Interests included in Inspection:		
Roosevelt Boro	46858 (Njpdcs)		
Block(s) and Lot(s):	No Block and Lot		
Lead Investigator	Other Investigators	Persons Interviewed	Witnesses
Rotondo, Anthony		Michael Lyons, LO, 973-417-3084	

General Comments

The following was reviewed during the inspection:

Surface water DMRs from 8/22-6/23;
Surface water semi-annual WCRs from 4/22-9/23;
Surface water annual WCRs from 4/22-3/24;
Residual DMRs from 7/22-6/23;
Residual annual WCR for 2022, and
Residual RTRs from 8/22-6/23

Inspection Attribute(s):	Quantity(s)
Number of Attributes: 0	

46858 GDR 0 - General Discharge Requirements

Requirement	Status RTC	Results or Comments	Reqt Source Ref # Reqt. Type
Are all MRFs certified by the highest ranking official having day-to-day managerial and operational responsibilities for the discharging facility? . [N.J.A.C. 7:14A- 6.9(a)]	IC		DSW 180001 25 T

IC - In Compliance	ND - Compliance Not Determined	N - No	NA - Not Applicable	PV - Potential Violation	H - Heading	NI - Not Inspected
NC - No Obvious Concern	ON - Out of Compliance, Non-referred	Y - Yes	OC - Out of Compliance	DC - Data Collection	S - Sub-Heading	RTC - Return to Compliance

46858 GDR 0 - General Discharge Requirements

Requirement	Status RTC	Results or Comments	Req Source Ref # Req. Type
Did the permittee allow entry or access to records?. [N.J.A.C. 7:14A- 2.11(e)]	IC		RES 180001 46 T
Did the permittee begin electronically submitting all required monitoring results reported on MRFs via NJDEP's Electronic MRF Submission Service by December 21, 2016?. [40 CFR 127]	IC		DSW 180001 21 T
Did the permittee begin electronically submitting all required monitoring results reported on MRFs via NJDEP's Electronic MRF Submission Service by December 21, 2020?. [40 CFR 127]	IC		DSW 180001 22 T
Did the permittee begin electronically submitting identified documents and reports, if required to be submitted by this permit, to the NJDEP by December 21, 2020 via the Department's designated Electronic Submission Service? . [40 CFR 127]	IC		DSW 180001 31 T

IC - In Compliance	ND - Compliance Not Determined	N - No	NA - Not Applicable	PV - Potential Violation	H - Heading	NI - Not Inspected
NC - No Obvious Concern	ON - Out of Compliance, Non-referred	Y - Yes	OC - Out of Compliance	DC - Data Collection	S - Sub-Heading	RTC - Return to Compliance

46858 GDR 0 - General Discharge Requirements

Requirement	Status RTC	Results or Comments	Req Source Ref# Req. Type
Did the permittee complete monitoring reports in accordance with the current Discharge Monitoring Report Manual and any updates?. [N.J.A.C. 7:14A- 6.8(a)]	OC	Failure to complete monitoring reports in accordance with the current Discharge Monitoring Report Manual and any updates for the August 1, 2022 through June 30, 2023 monitoring period as follows: 1. Roosevelt reported average E.Coli results instead of geometric means as required by Page 49 of the NJPDES Monitoring Report Form Reference Manual (the "Manual"). 2. Roosevelt improperly rounded off pH results. Page 61 and 62 of the Manual requires pH analytical values to be rounded off to the tenths place by dropping digits that are irrelevant. If the digits 6, 7, 8 or 9 are dropped, permittee must increase the preceding digit by one unit. If the digits 0, 1, 2, 3, or 4 are dropped, permittees do not alter the preceding digit. If the digit 5 is dropped, the permittee rounds off the preceding digit to the nearest even number; 2.25 becomes 2.2 and 2.35 becomes 2.4. 3. Roosevelt reported 6.56 s.u.as the minimum pH on the DMR submitted for August 2022, while corresponding laboratory data depicted a minimum of 6.02 s.u.	DSW 180001 27 T
Does the facility employ a licensed operator who holds the appropriate classification of license to operate the treatment works?. [N.J.A.C. 7:10A-1.1]	IC	Mike Lyons, S4	DSW 180001 41 T
Does the permittee have any discharges not authorized by a valid permit?. [N.J.A.C. 7:14A-6.2(a)1]	IC	None reported or observed during the inspection	DSW 180001 45 T
General Discharge Requirements	S		RES 180001 2 T
Is the permittee storing residuals beyond the capacity of the structural storage and treatment units?. [N.J.A.C. 7:14A-20.8(a)]	IC	None such observed during the inspection	RES 180001 22 T

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NC - No Obvious Concern	ON - Out of Compliance, Non-referred	Y - Yes	OC - Out of Compliance	DC - Data Collection	S - Sub-Heading	RTC - Return to Compliance

46858 GDR 0 - General Discharge Requirements

Requirement	Status RTC	Results or Comments	Req Source Ref # Req. Type
OPERATOR CERTIFICATION.	S		DSW 180001 40 T
Standard Reporting Requirements - Electronic Submission of NJPDES Information.	S		DSW 180001 30 T
Were MRFs submitted at the frequencies identified in Part III of this permit?. [N.J.A.C. 7:14A- 6.5(b)3]	IC		DSW 180001 24 T

46858 A 0 - Sanitary Wastewater (IP)

Requirement	Status RTC	Results or Comments	Req Source Ref # Req. Type
MONITORING REQUIREMENTS	H		DSW 180001 1 T
Were all analyses performed by a New Jersey Certified Laboratory? Indicate lab name(s). [N.J.A.C. 7:14A- 6.5(a)2]	IC	Roosevelt #13254, Lyons#13036, Pace/Aqua Pro Tech #07010, American Aquatic PA682, and IATL #03863,	DSW 180001 3 T
Were analyses of wastewater performed in accordance with the appropriate analytical test procedures? . [N.J.A.C. 7:14A- 6.5(a)2]	IC		DSW 180001 4 T
Do all analytical methods ensure compliance with the Quantitation Levels (QLs) listed in PART III of the Permit?. [N.J.A.C. 7:14A- 6.5(b)3]	IC		DSW 180001 5 T
Was sampling conducted in accordance with the Field Sampling Procedures Manual or other Department approved method?. [N.J.A.C. 7:14A- 6.5(b)4]	DC	Sampling was not observed during the inspection	DSW 180001 6 T
Was all monitoring conducted in accordance with Part III of the Permit?. [N.J.A.C. 7:14A- 6.5(b)]	IC		DSW 180001 7 T
If the Permittee took additional samples above the minimum specified in the permit, were all of the results reported on the Monitoring Report Forms?. [N.J.A.C. 7:14A- 6.8(e)]	DC	Reportedly	DSW 180001 9 T
Was annual and semi-annual wastewater testing conducted in different quarters during the Permit cycle?. [N.J.A.C. 7:14A- 6.5(b)2]	IC		DSW 180001 10 T

IC - In Compliance	ND - Compliance Not Determined	N - No	NA - Not Applicable	PV - Potential Violation	H - Heading	NI - Not Inspected
NC - No Obvious Concern	ON - Out of Compliance, Non-referred	Y - Yes	OC - Out of Compliance	DC - Data Collection	S - Sub-Heading	RTC - Return to Compliance

46858 A 0 - Sanitary Wastewater (IP)

Requirement	Status RTC	Results or Comments	Req. Source Ref # Req. Type
Were WCR samples collected at the same time as the Whole Effluent Toxicity samples?. [N.J.A.C. 7:14A- 6.5(b)2]	IC	When possible	DSW 180001 11 T
Was flow measured in accordance with the Permit?. [N.J.A.C. 7:14A- 6.5(a)1]	IC		DSW 180001 12 T
RECORDKEEPING	H		DSW 180001 13 T
Does the permittee appropriately retain monitoring records? . [N.J.A.C. 7:14A- 6.6(a)]	IC		DSW 180001 16 T
Does the permittee maintain a current O&M Manual which includes an emergency plan?. [N.J.A.C. 7:14A- 6.12(c)&(d)]	DC	Reportedly	DSW 180001 20 T
Submit a Compliance Schedule Progress Report within 36 months from the effective date of the permit (EDP). For the following: Copper (monthly average only). [N.J.A.C. 7:14A- 6.4(a)]	DC	Submitted 5/18/23	DSW 180001 29 T
Submit a Compliance Schedule Progress Report within 48 months from the effective date of the permit (EDP). For the following: Copper (monthly average only). [N.J.A.C. 7:14A- 6.4(a)]	DC	Due 4/1/24	DSW 180001 31 T
DISCHARGE REQUIREMENTS.	S		DSW 180001 37 T
Did the permittee discharge only at the authorized location(s)?. [N.J.A.C. 7:14A-13.16(a) 1]	IC		DSW 180001 38 T
Was there a discharge of or evidence of foam in the receiving stream?. [N.J.A.C. 7:14A-12.6(a)]	IC	None observed during the inspection	DSW 180001 39 T
Was there a discharge of objectionable color or odor in the receiving stream? . [N.J.A.C. 7:14A-12.6(a)3]	IC	None observed during the inspection	DSW 180001 40 T
Did the discharge exhibit a visible sheen? . [N.J.A.C. 7:14A-12.8(c)]	IC	None observed during the inspection	DSW 180001 41 T

IC - In Compliance	ND - Compliance Not Determined	N - No	NA - Not Applicable	PV - Potential Violation	H - Heading	NI - Not Inspected
NC - No Obvious Concern	ON - Out of Compliance, Non-referred	Y - Yes	OC - Out of Compliance	DC - Data Collection	S - Sub-Heading	RTC - Return to Compliance

46858 A 0 - Sanitary Wastewater (IP)

Requirement	Status RTC	Results or Comments	Req Source Ref # Req. Type
The permittee shall perform quarterly sampling for color using a grab sample for a period of 12 months to ensure that the effluent color meets the DRBC's basin-wide limit of 100 units on the platinum cobalt scale as specified in the DRBC's Water Quality Regulations under section 4.30.5.A.2.a. The sampling shall be performed between EDP + 3.5 years and EDP + 4.5 years and the sampling data shall be submitted to the DRBC and the Department with the permit renewal application.	DC	Due 10/1/23-9/30/24	DSW 180001 52 T
OPERATION, MAINTENANCE, AND EMERGENCY CONDITIONS.	S		DSW 180001 63 T
Does the Permittee operate and maintain the treatment works as specified in the O&M Manual?. [N.J.A.C. 7:14A- 6.12(a)]	DC	Reportedly	DSW 180001 64 T
Did the permittee collect and analyze the concentration of ammonia-N in the effluent on the day a sample is collected for WET testing. [N.J.A.C. 7:14A-13.6(a)]	OC	Failure to collect, analyze, and report the concentration of ammonia-N in the effluent on the day a sample is collected for WET testing as required by the permit	DSW 180001 72 T

IC - In Compliance	ND - Compliance Not Determined	N - No	NA - Not Applicable	PV - Potential Violation	H - Heading	NI - Not Inspected
NC - No Obvious Concern	ON - Out of Compliance, Non-referred	Y - Yes	OC - Out of Compliance	DC - Data Collection	S - Sub-Heading	RTC - Return to Compliance

46858 S2G 0 - Sludge Quality Category 2 (GP)

Requirement	Status RTC	Results or Comments	Reqd Source Ref # Req. Type
Did the Permittee monitor the residual for all parameters as required under Part III of the Permit?. [N.J.A.C. 7:14C- 1.5(a)2]	IC		RES 180001 3 T
Does the sludge sampling location provide a representative sample of the sludge leaving the treatment plant for use or disposal?. [N.J.A.C. 7:14C- 1.6(a)]	IC		RES 180001 4 T
Did the Permittee report all residuals removed from the facility on a Residual Transfer Report (RTR) in accordance with the Permit?. [N.J.A.C. 7:14C- 1.6(b)]	DC	Reportedly	RES 180001 6 T
Did the Permittee develop and maintain a sludge sampling plan in accordance with the Permit?. [N.J.A.C. 7:14C- 1.6(c)]	DC	Plan reportedly maintained	RES 180001 7 T
Was all sludge monitoring performed by a laboratory certified by the Department for the analysis of those specific parameters in accordance with N.J.A.C. 7:18?. [N.J.A.C. 7:14A- 6.5(a)]	IC		RES 180001 9 T
Did the Permittee retain copies of all records of the monitoring information, and QA/QC documentation specified in N.J.A.C. 7:14C-1.4(f) for a period of at least 5 years?. [N.J.A.C. 7:14C- 1.4(f)]	IC		RES 180001 16 T
Did the Permittee enroll in Electronic Data Interchange (EDI) within 180 days of the effective date of the Notice of Authorization?. [N.J.A.C. 7:14C- 1.7(b)]	IC		RES 180001 22 T

IC - In Compliance

ND - Compliance Not
Determined

N - No

NA - Not
ApplicablePV - Potential
Violation

H - Heading

NI - Not Inspected

NC - No Obvious
ConcernON - Out of Compliance,
Non-referred

Y - Yes

OC - Out of
ComplianceDC - Data
CollectionS - Sub-
HeadingRTC - Return to
Compliance



State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION
CENTRAL BUREAU OF WATER COMPLIANCE AND ENFORCEMENT

401 East State Street
P.O. Box 420, Mail Code 44-03
Trenton, New Jersey 08625-0420
Tel. (609) 292-3010 • Fax. (609) 292-6450

PHILIP D. MURPHY
Governor

TAHESHA L. WAY
Lt. Governor

SHAWN M. LATOURETTE
Commissioner

NOTICE OF VIOLATION

EA ID #: PEA230001 - 46858

Name of violator: Roosevelt Boro
Location: 85 Pine Drive, Roosevelt Boro, New Jersey 08555
Identifying #: 46858
Person interviewed and title: Michael Lyons, LO

You are hereby NOTIFIED that during a compliance evaluation at the above location on 08/23/2023, the following violations of the New Jersey Water Pollution Control Act (N.J.S.A. 58:10A-1 et seq.) and the New Jersey Pollutant Discharge Elimination System regulations (N.J.A.C. 7:14A-1 et seq.) were observed.

Requirement: Pursuant to N.J.A.C. 7:14A-13.6(a), the permittee shall collect and analyze the concentration of ammonia-N in the effluent on the day a sample is collected for WET testing. This result is to be reported on the Biomonitoring Report Form.

Description of Noncompliance: Failure to collect, analyze, and report the concentration of ammonia-N in the effluent on the day a sample is collected for WET testing as required by the permit.

Requirement: Pursuant to N.J.A.C. 7:14A- 6.8(a), monitoring results shall be submitted in accordance with the current NJPDES MRF Reference Manual and any updates thereof.

Description of Noncompliance: Failure to complete monitoring reports in accordance with the current Discharge Monitoring Report Manual and any updates for the August 1, 2022 through June 30, 2023 monitoring period as follows:


1. Roosevelt reported average E.Coli results instead of geometric means as required by Page 49 of the NJPDES Monitoring Report Form Reference Manual (the "Manual").
2. Roosevelt improperly rounded off pH results. Page 61 and 62 of the Manual requires pH analytical values to be rounded off to the tenths place by dropping digits that are irrelevant. If the digits 6, 7, 8 or 9 are dropped, permittee must increase the preceding digit by one unit. If the digits 0, 1, 2, 3, or 4 are dropped, permittees do not alter the preceding digit. If the digit 5 is dropped, the permittee rounds off the preceding digit to the nearest even number; 2.25 becomes 2.2 and 2.35 becomes 2.4.
3. Roosevelt reported 6.56 s.u. as the minimum pH on the DMR submitted for August 2022, while corresponding laboratory data depicted a minimum of 6.02 s.u.

You must take the following corrective actions:

1. Collect, analyze, and report the concentration of ammonia-N in the effluent on the day a sample is collected for WET testing as required by the permit [N.J.A.C. 7:14A-13].
2. Immediately complete monitoring reports in accordance with the current Discharge Monitoring Report Manual. Furthermore:
 - A. Report E.coli results as required by the Manual. However, since reporting the geometric mean for the August 1, 2022 through June 30, 2023 monitoring period will not significantly change the results, corrected DMRs will not be required for said period.
 - B. Submit corrected DMRs to reflect required pH rounding for the August 1, 2022 through June 30, 2023 monitoring period within 10 calendar days of receipt of this Notice.
 - C. Submit a corrected pH value for the August 2022 monitoring period within 10 calendar days of receipt of this Notice. [N.J.A.C. 7:14A- 6]

This Notice of Violation serves as notice that the NJDEP, Water Compliance and Enforcement, has determined that a violation has occurred. It does not constitute final agency action and may not be appealed or contested. The issuance of this Notice or compliance therewith does not preclude the State of New Jersey or any of its agencies from initiating formal administrative and/or judicial enforcement action (including assessment of penalties), with respect to the violations listed above or for any other violations. You **may** appeal or contest such formal actions. Violations of the above regulations are subject to penalties of up to \$50,000 per day/offense.

Issued by: Anthony Rotundo Date: 10/25/23
Print Name

Signature: 

Monmouth County Board of County Commissioners

DIVISION OF TRANSPORTATION

KATHLEEN LODATO

DIRECTOR

e-mail address

Kathleen.lodato@co.monmouth.nj.us



TRANSPORTATION LIASON

COMMISSIONER DIRECTOR

THOMAS A. ARNONE

e-mail address

Thomas.arnone@co.monmouth.nj.us

Dear Administrator,

November 8, 2023

Please find enclosed a copy of the Transportation agreement for the period of January 1, 2024 – December 31, 2022. This agreement provides Municipal sponsored food shopping transportation for the senior and disabled population of your town.

As Director I would like to inform you that I am able to offer you the same service that your residents have become accustomed to while stabilizing the cost for yet another year, there will be no increase in the transportation rate that you are currently paying, that price will remain stable for one more year, the length of this agreement.

With the ban on plastic bags, we were able to supply the residents that use this service with 1 insulated large bag, and we have informed them that there is a 2 bag limit when using this service, we also informed the clients that making the bags very heavy can cause injury to the drivers and also to themselves. I am hopeful that your Municipality supports our efforts in providing safe and reliable service to our residents.

I look forward to a long working relationship with you and if I can be of any further assistance, please do not hesitate to call me. Please have the agreement placed on your agenda as soon as possible so that it can be voted on and signed, I would like all signed agreements returned no later than December 28, 2023. If you cannot have your signed agreement back by December 28, 2023, it is very important that you call my office so that your transportation service is not interrupted.

Kathleen Lodato, Director

Kathleen Lodato

Monmouth County Division of Transportation

THIS AGREEMENT entered into **January 1, 2024** by and between the COUNTY OF MONMOUTH (hereinafter referred to as the COUNTY) and **BOROUGH OF ROOSEVELT** here inafter referred to as the MUNICIPALITY/AGENCY).

WHEREAS, the Monmouth County Board of County Commissioners has established the Special Citizens Area Transportation System (hereinafter referred to as SCAT); and

WHEREAS, the MUNICIPALITY has requested that the COUNTY provide service to eligible residents; and

WHEREAS, it is necessary to set forth the responsibilities of both parties in this agreement.

NOW, THEREFORE, in consideration of the mutual covenants and conditions herein contained and for other good and valuable considerations, it is mutually agreed between the parties as follows: Services to be provided under this Agreement will include transportation to and from local food markets. Destinations and pick-up sites will be determined at the discretion of the SCAT coordinator. Ridership on SCAT vehicles shall include those persons 60 years of age and older, in accordance with the rules and regulations set forth in Title III of the Older Americans Act of 1965, as amended in 1978. Service will be provided without regard to disability, in compliance with the provisions of Section 504 of the Rehabilitation Act of 1973. Ridership will also be extended to disabled persons under 60 years of age as vehicle space and time is available. "Disabled" is defined, as per Title 17 of the New Jersey Administrative Code, as a person who may be classified as having a physical impairment which manifests itself in one or more of the following ways: non-ambulatory, semi-ambulatory, visually impaired, deaf or hearing impaired, having faulty coordination, or having reduced mobility, flexibility, coordination or perceptiveness due to age, physical or mental conditions.

1. Vehicles used to provide services under this agreement will be owned, operated, insured and maintained by the COUNTY. All vehicle drivers will have current Operator's and Commercial Driver's License (CDL).
2. Vehicles shall be housed at the COUNTY garage, Freehold Township, or at location agreed to by the parties concerned. The SCAT coordinator will attempt to schedule maintenance work at a time which will afford the least interruption to the normally established service schedules. The provision of auxiliary transportation in the event of major maintenance or accident will be at the discretion of the coordinator of the SCAT Program or his/her designee.
3. Service will be provided for either a half or a full day as specified in Appendix A to this agreement. The COUNTY reserves the right to re-schedule the days of services based upon the availability of vehicles. The days of operation may be re-scheduled by the SCAT coordinator as needed.
4. Additional days of extended service may be provided under this agreement with authorization of the MUNICIPALITY contingent upon the availability of drivers and vehicles and approval of the SCAT coordinator. The MUNICIPALITY will be charged at the rate of a full day of service, plus \$.18 per mile, door to door.
5. The SCAT coordinator may establish routes which would serve two or more MUNICIPALITIES on a given day as long as the existing level of service in the MUNICIPALITY is maintained or improved.
6. A local coordinator will be supplied by the contracting party, either municipal or private, to aid the SCAT coordinator in daily operations.
7. The MUNICIPALITY will be billed on a quarterly basis for services provided at the per diem rate as set forth in Appendix A. The SCAT coordinator will detail the dates as to when services were provided during the quarter. The MUNICIPALITY will make payments within 30 days of the billing date, providing that the billing is in conformity with this agreement. Such payment shall be made by check, and be made payable to the Treasurer, County of Monmouth.

8. Provision of service by the COUNTY under this agreement is conditional upon continued availability of funding through Title III of the Older Americans Act.
9. This contract will be in effect from **January 1, 2024** to **December 31, 2024** or until a subsequent contract is executed.
10. Tolls and other over-the-road parking charges incurred by the vehicle in normal operation of the vehicle will be borne by the MUNICIPALITY which requires the vehicle to traverse toll roads or incur parking or other over-the-road costs provided that the vehicle driver furnishes a receipt substantiating such out-of-pocket cost the MUNICIPALITY. A copy of such receipts and record of payment by the MUNICIPALITY shall be furnished to the SCAT coordinator within seven (7) days after use of the vehicle by either the MUNICIPALITY or contracting parties.
11. The COUNTY reserves the right to alter this agreement or to increase the per diem rate for vehicle operation based on increased costs subject to forty-five (45) days' notice.
12. Either party may terminate this agreement upon sixty (60) days written notice to the other party. Notice shall be sent by certified mail return receipt requested to the Monmouth County Board of County Commissioners in the case of the County and the Municipal Clerk in the case of the municipality.

IN WITNESS WHEREOF, the parties hereto have caused those present to be signed by their respective authorized officers and their respective corporate seals to be hereunto affixed the day and year first above mentioned.

ATTEST:

COUNTY OF MONMOUTH
(seal)

BY: _____
Tamara Brown, Clerk
Board of County Commissioners

BY: _____
THOMAS A. ARNONE
DIRECTOR, Monmouth County Board
of County Commissioners

ATTEST:

MUNICIPALITY
(seal)

BY: _____
Municipal Clerk

BY: _____
Mayor

APPENDIX A

MUNICIPALITY:

BOROUGH OF ROOSEVELT

Days of Service Per Week:

FULL DAYS _____.

HALF DAYS 1 HALF DAY _____.

Charges:

RATE* FULL DAY _____.

RATE* HALF DAY \$155.00 _____.

*Rate is based on average daily passengers.

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

**ORDINANCE NO. 2023-14
INTRODUCTION DATE: 10-02-2023
PUBLIC HEARING DATE: 11-20-2023**

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

WHEREAS, the Borough of Roosevelt (the “Borough”), recently updated certain land use administrative fees via Ordinance No. 2021-06; and

WHEREAS, it has come to the Borough’s attention that said Ordinance failed to change the aforementioned fees in one location within the Borough Code;

NOW, THEREFORE, BE IT ORDAINED by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey, as follows:

SECTION 1. Section 5.630: “Administration” of Chapter Z: “Zoning” of the Borough Code of the Borough of Roosevelt is hereby amended as follows (~~stricken text~~ indicates deletions, underlined text indicates additions):

§ 5.630 Administration.

- a. Application for fences shall be made in writing to the Zoning Officer of the Borough of Roosevelt, setting forth the following information:
 1. Owner and address of premises where fence is to be erected;
 2. Description and specifications of the fence, including size, height, dimensions, material, and size and percentage of openings;
 3. Sketch or plan of the fence; and
 4. Sketch of the premises showing the abutting streets and approximate locations of intersections within 50 feet of any property line, and approximate locations of structures within 50 feet of any property line.
- b. The Zoning Officer may approve the construction of any fence consistent with the standards of this ordinance, provided that it does not unreasonably obstruct the enjoyment of light and air to the owners of adjoining properties, and provided further that it does not endanger the safety of persons lawfully using the public streets.
- c. A general zoning permit fee of ~~\$10~~-\$25 shall be paid to the Zoning Officer at the time application is made. No fence shall be erected until the Zoning Officer has issued a permit for said fence.

BE IT FURTHER ORDAINED that should any section, paragraph, sentence, clause, or phase of this ordinance be declared unconstitutional or invalid for any reason, the remaining

portion of this ordinance shall not be affected thereby and shall remain in full force and effect, and to that end the provisions of this ordinance are hereby declared to be severable; and

BE IT FURTHER ORDAINED that, after introduction, the Borough Clerk is hereby directed to submit a copy of the within Ordinance to the Planning/Zoning Board of the Borough of Roosevelt for its review in accordance with N.J.S.A. 40:55D-26 and N.J.S.A. 40:55D-64. The Planning Board is directed to make and transmit to the Borough's Mayor & Council, within 35 days after referral, a report including identification of any provisions in the proposed ordinance which are inconsistent with the master plan and recommendations concerning any inconsistencies and any other matter as the Board deems appropriate; and

BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately upon (1) adoption; (2) publication in accordance with the laws of the State of New Jersey; and (3) filing of the final form of adopted ordinance by the Clerk with the Monmouth County Planning Board pursuant to N.J.S.A. 40:55D-16; and

BE IT FURTHER ORDAINED that all ordinances or parts of ordinances inconsistent with this amending ordinance are hereby repealed to the extent of their inconsistencies only.

ATTEST:

APPROVED

Kathleen Hart, Borough Clerk

Peggy Malkin, Mayor

**BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH**

**ORDINANCE No. 2023-15
INTRODUCED DATE: 10-16-2023
PUBLIC HEARING DATE: 11-20-2023**

ORDINANCE PROVIDING FOR THE CAPITAL IMPROVEMENT FOR THE ROOF REPLACEMENT AT THE WATER TREATMENT PLANT FOR THE BOROUGH OF ROOSEVELT AND APPROPRIATING \$31,000 THEREFORE, AUTHORIZED IN AND FOR THE BOROUGH OF ROOSEVELT, IN THE COUNTY OF MONMOUTH, NEW JERSEY

BE IT ORDAINED by the BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, AS FOLLOWS:

Section 1. The improvements described in Section 3 of this Ordinance are hereby authorized as Water-Sewer capital improvements to be undertaken in and by the Borough of Roosevelt, in the County of Monmouth, New Jersey (the "Borough"). For the improvements or purposes described in Section 2, there is hereby appropriated \$31,000, said sum being inclusive of \$31,000 from the Capital Improvement Fund.

Section 2. The improvements hereby authorized to be undertaken consist of roof replacement at the Water Treatment Plant.

Section 3. The capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 4. The Borough Attorney and other Borough officials and representatives are hereby authorized to do all things necessary to accomplish the purposes of the appropriation made herein.

Section 5. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

ATTEST:

APPROVED

Kathleen Hart, Borough Clerk

Peggy Malkin, Mayor

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

**ORDINANCE 2023-16
INTRODUCTION DATE: 11/20/2023
PUBLIC HEARING DATE: 12/18/2023**

**AN ORDINANCE AMENDING THE ZONING ORDINANCES OF THE
BOROUGH CODE TO INCLUDE WINERIES AS A PERMITTED USE IN
THE BOROUGH'S R-AG/400 ZONE WITH APPLICABLE REGULATIONS**

WHEREAS, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the "Borough"), seeks to preserve its rural character through development policies that promote agricultural uses and the preservation of open spaces; and

WHEREAS, over time, the ownership and use of farmland and open space throughout the Borough has significantly changed and continues to change at present; and

WHEREAS, the Borough faces significant threats of development on farmland and open space both within the Borough and surrounding its borders; and

WHEREAS, the Mayor & Council find it to be in the best interests of the Borough that its development regulations and policies be revised and updated to promote more modern agricultural uses of land, and correspondingly, the preservation of farmland within the Borough;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Roosevelt, County of Monmouth, State of New Jersey, as follows:

SECTION 1: Section 2.100: "Definitions" of the Zoning Ordinances of the Borough Code shall be supplemented with following *new* definitions (~~stricken text~~ indicates deletions, underlined text indicates additions):

2.100 DEFINITIONS.

SALES ROOM, WINERY

An on-site or off-site facility that sells beverages produced by a winery direct to consumers either for consumption on the premises, or off-premises, and licensed in accordance with the State Alcoholic Beverage Law. Also known as a tasting room. A sales room shall not include outdoor seating areas.

SAMPLING (WINE)

The selling at a nominal charge or the gratuitous offering of an open container not exceeding one and one and one half ounces of any wine.

WINEMAKING, INSTRUCTIONAL FACILITY

Any facility where nonlicensed persons may engage in and be instructed in and assist in the act of making wine or any similar fermented alcoholic beverage, where instruction is provided by a person licensed in accordance with the State Alcoholic Beverage Law.

WINERY

Any establishment engaged in the act of fermenting fruit juice or other natural substances in order to produce alcoholic beverages such as wine, mead, or brandy, and licensed in accordance with the State Alcoholic Beverage Law, that produces less than 250,000 gallons of alcoholic beverages annually. A winery must have a plenary or farm winery license issued by the State of New Jersey and shall also comply with all applicable state and county regulations.

SECTION 2: Section 4.500: "District Regulations" of the Zoning Ordinances of the Borough Code shall be amended as follows (~~stricken text~~ indicates deletions, underlined text indicates additions):

4.500 DISTRICT REGULATIONS.

DISTRICT R-AG 400 RESIDENTIAL/AGRICULTURAL DISTRICT

Purpose: The purpose of this district is to facilitate the continuation of traditional agricultural lands for productive farming purposes in accordance with the original plan and design of Jersey Homesteads and the Roosevelt National Historical District; to minimize residential sprawl; to encourage the perpetuation of the Borough's agro-industrial design so long as it may be appropriate and to otherwise further the general purposes of this ordinance.

Principal Permitted Uses:

- Farms for growing of field, vegetable, fruit, and tree crops, and vineyards
- Nurseries and greenhouses
- Single-family detached dwellings
- Group homes for the developmentally disabled license by the New Jersey Department of Human Services.
- Houses of worship subject to the requirements below.
- Public and private schools. Public and private schools shall comply with applicable requirements in accordance with State law and be subject to the requirements below.
- Winery, subject to the requirements of Sections 6.200, 6.210, 6.211, 6.212, 6.213, 6.220, 6.230, 6.240, 6.250 and 6.700.

Sales Room, Winery, subject to the requirements of Sections 6.200, 6.210, 6.211, 6.212, 6.213, 6.220, 6.230, 6.240, 6.250 and 6.700.

Winemaking, Instructional Facility, subject to the requirements of Sections 6.200, 6.210, 6.211, 6.212, 6.213, 6.220, 6.230, 6.240, 6.250, and 6.700.

Athletic and recreation facilities ancillary to a public or private school provided that such facilities shall be located on the same parcel as the school within the R/Ag-400 Zone and further provided that such facilities shall not utilize field lighting, that any scoreboard structures be located a minimum of 500 feet from any off-tract residential use, and that a planted buffer and landscaping be provided in accordance with the requirements below.

Dormitories for private schools in the R-AG400 Zone shall conform with the following:

- a. Dormitories shall be located on the same property as the school facility for which the dormitory is providing boarding services.
- b. Dormitories shall comply with requirements applicable to dormitories in accordance with State law.
- c. Provisions for affordable housing generated in accordance with State law shall be provided by private schools.
- d. Parking. Parking shall be provided in accordance with Section 6.220.
- e. Loading. Loadings bases shall be provided and designed in accordance with Section 6.230.

Houses of worship, private and public schools, athletic fields and dormitories shall provide for the following:

- a. A planted buffer of not less than 50 feet in width shall be provided between a dormitory, school and/or athletic and recreation field and an adjacent residential structure within 100 feet of the facility in accordance with the standards of Article 5 of Ordinance, 187, Subdivision and Site Plan Ordinance. The length of a planted buffer shall be sufficient to provide a visual screen from the residence to the facility or facilities to be developed.
- b. Landscaping in accordance with Article 5 of Ordinance 187, Subdivision and Site Plan Ordinance.

DISTRICT R-AG 400 RESIDENTIAL/AGRICULTURAL DISTRICT

Permitted Accessory Uses:

Buildings and structures incidental to permitted principal uses, including customary farming accessory uses for farms, nurseries and greenhouses and customary residential accessory uses.

Other accessory uses as permitted in the R-40 district

Signs pursuant to Section 6.300

Parking pursuant to Section 6.200

Conditional Uses:

Breeding, raising, training, boarding and/or rehabilitation of horses provided that there is, at least, one acre of pasture per horse over the age of seven months and there are no nuisance factors generated.

SECTION 3: Section 6.220: "Minimum Parking Requirements" of the Zoning Ordinances of the Borough Code shall be amended as follows (~~stricken text~~ indicates deletions, underlined text indicates additions):

6.220 MINIMUM PARKING REQUIREMENTS.

Where a particular activity contains more than one of the following categories of uses, the total parking requirement shall be the sum of all use requirements:

a.	Residential	2 spaces per dwelling unit
b.	Farm	2 spaces per dwelling unit
c.	School	2 spaces per classroom, but not less than 1 space per 5 seats in an auditorium
d.	Borough Hall	1 space for each full-time employee plus 1 space for every 5 seats in the general meeting room
e.	House of Worship	1 space for every 5 seats
f.	Office	1 space for each 325 square feet of gross floor area
g.	Retail Store	1 space for every 150 square feet of gross floor area
h.	Service Station	4 spaces per interior service area or bay
i.	Manufacturing or Assembly Plant	1 space for every 800 square feet of gross floor area
j.	Swim Club	1 space for every 50 square feet of water surface

k.	Dormitories	1 space for every adult supervisor and 1 space for every 2 students aged 16 ^{1/2} years or older
l.	<u>Winemaking, Instructional Facility</u>	<u>1 space per 500 square feet of gross floor area for instructional or classroom space, plus 1 space per 2,000 square feet of any storage area</u>
m.	<u>Winery</u>	<u>1 space per 1,000 square feet of gross floor area devoted to production or storage space, plus 1 space per 150 square feet of gross floor area in any sales room or tasting room area, plus 1 space for every 4 seats devoted to outdoor seating</u>
n.	<u>Sales Room, Winery</u>	<u>1 space per 150 square feet of gross floor area</u>

SECTION 4: Article VI: "Supplementary Regulations" of the Zoning Ordinances of the Borough Code shall be supplemented with *new* Section 6.700: "Wineries" as follows (~~stricken text~~ indicates deletions, underlined text indicates additions):

6.700 WINERIES.

a. Wineries

1. A tasting room and/or salesroom for sampling and purchasing of beverages produced on the premises may be permitted as an accessory use.
2. An instructional facility may be permitted as an accessory use to a winery.
3. A winery may include outdoor seating on the premises provided that the seating area is enclosed by fencing, landscaping, or gates at least 36 inches in height, and does not interfere with any necessary pedestrian or vehicular circulation.
4. The hours of operation where sales of alcoholic beverages for consumption on the premises is permitted shall be limited from 12:00PM to 10:00PM.
5. No operation of a kitchen or restaurant at which meals are prepared from raw ingredients and served on the premises will be allowed. Foods which are assembled but not cooked on premises, such as cheese, charcuterie, fruit, breads, crackers and other snacks and pre-packaged foods may be offered for sale and service. Foods prepared and offered by licensed caterers, restaurants and food trucks may be sold and offered for service at events hosted by the winery.
6. Special events such as wine festivals, music festivals, theme nights, banquets, weddings and wedding receptions associated with a winery shall be permitted pursuant to the following:
 - a) Event shall require reservations and/or tickets and shall not be re-occurring.

- b) Shall be for no more than 50 persons per event.
 - c) Catering for the event is permitted on-site but shall not include on-site cooking of any kind.
7. Live entertainment is permitted inside the facility during all hours of operation. Outdoor entertainment on the premises shall be limited from between the hours of 12:00PM to 10:00PM. Noise shall be regulated pursuant to the Borough Noise Ordinance 3-1.
8. All storage of waste materials, garbage, and recyclable materials shall be in enclosed containers, and stored inside the primary building, or within a separately enclosed structure that will completely confine any odors.
9. Unless otherwise provided herein and within Chapter Z – Zoning of the Borough of Roosevelt, the regulations regarding on-farm direct marketing facilities, activities and events pursuant to N.J.A.C. 2:76-2A.13 shall be utilized for wineries.
10. A winery permit is required:
- a) Wineries utilizing existing farm structures located on properties as of the adoption of this subsection and fulfilling all requirements of 6.700 – Wineries and 4.500 – District Regulations shall be site plan exempt. All other wineries shall obtain site plan approval from the approving authority.
 - b) All wineries shall obtain a yearly retail sales permit issues by the Zoning Officer. The retail sales permit shall be issued or denied within 20 working days of submission. A fee of \$25 shall be submitted with the permit application.
 - c) All winery sales permit applications shall include a plot plan which indicates: the location of all existing structures; parking locations; the location, size and description of signage; floor plan of the retail sales area; the location of all entrances and exits; the location of all access isles, parking control measures to be provided; and a description of the wine and accessory products sold and the hours of operation. Proof of a State Alcoholic Beverage Control (ABC) approved farm winery license shall be submitted. The Zoning Officer may request additional information as deemed necessary.
11. The sales area shall be limited to juices, wine and/or brandy grown, processed and fermented on site in the winery, along with associated accessory products such as corkscrews, wine totes, wine buckets, wine glasses, decanters, small wine racks, small uncorking and preservation machines, small wine barrels and literature.
12. Wine sampling shall be limited to no more than five samples per visitor as defined herein.
13. Outdoor Seating Standards:
- a) Shall meet applicable minimum parking requirements pursuant to 6.220.

- b) Outdoor seating areas shall meet all minimum yard requirements of the zone and shall be no less than 50 feet between the lot on which an outdoor seating area is proposed and an adjacent lot developed with a residential structure.
- c) Shall provide for not less than four feet of clear, unobstructed passageway between tables and chairs and other fixture or obstruction, which unobstructed passageway may be increased by the applicable land use board in the interests of safety.
- d) The tables and chairs shall be sturdy and of sufficient strength to be used for the purpose intended.
- e) Outdoor seating areas shall not be located in required parking and/or loading areas.

b. Sales Room of Wineries

- 1. The hours of operation where sales of alcoholic beverages for consumption on the premises is permitted shall be limited from 12:00PM to 10:00PM.
- 2. No operation of a kitchen or restaurant at which meals are prepared from raw ingredients and served on the premises will be allowed. Foods which are assembled but not cooked on premises, such as cheese, charcuterie, fruit, breads, crackers and other snacks and pre-packaged foods may be offered for sale and service. Foods prepared and offered by licensed caterers, restaurants and food trucks may be sold and offered for service at events hosted by the winery.
- 3. Live entertainment is permitted inside the facility during all hours of operation. Outdoor entertainment on the premises shall be limited from between the hours of 12:00PM to 10:00PM. Noise shall be regulated pursuant to the Borough Noise Ordinance 3-1.
- 4. All storage of waste materials, garbage, and recyclable materials shall be in enclosed containers, and stored inside the primary building, or within a separately enclosed structure that will completely confine any odors.

BE IT FURTHER ORDAINED that should any section, paragraph, sentence, clause, or phase of this ordinance be declared unconstitutional or invalid for any reason, the remaining portion of this ordinance shall not be affected thereby and shall remain in full force and effect, and to that end the provisions of this ordinance are hereby declared to be severable; and

BE IT FURTHER ORDAINED that, after introduction, the Borough Clerk is hereby directed to submit a copy of the within Ordinance to the Planning/Zoning Board of the Borough of Roosevelt for its review in accordance with N.J.S.A. 40:55D-26 and N.J.S.A. 40:55D-64. The Planning Board is directed to make and transmit to the Borough's Mayor & Council, within 35 days after referral, a report including identification of any provisions in the proposed ordinance which are inconsistent with the master plan and recommendations concerning any inconsistencies and any other matter as the Board deems appropriate; and

BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately upon (1) adoption; (2) publication in accordance with the laws of the State of New Jersey; and (3) filing of the final form of adopted ordinance by the Clerk with the Monmouth County Planning Board pursuant to N.J.S.A. 40:55D-16; and

BE IT FURTHER ORDAINED that all ordinances or parts of ordinances inconsistent with this amending ordinance are hereby repealed to the extent of their inconsistencies only.

ATTEST:

APPROVED

Kathleen Hart, Borough Clerk

Peggy Malkin, Mayor

PUBLIC NOTICE

PLEASE TAKE NOTICE that the foregoing Ordinance was introduced and passed on first reading on the ____ day of _____, 2023, at a meeting of the Mayor and Council of the Borough of Roosevelt and will be taken up for final consideration and passage at a scheduled meeting of the Mayor and Council of the Borough of Roosevelt to be held on the ____ day of _____, 2023 at the Municipal Building 33. N. Rochdale Avenue, Roosevelt, New Jersey

Kathleen Hart, Borough Clerk

**BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH**

**BOND ORDINANCE NO. 2023-17
INTRODUCTION DATE: 11-20-2023
PUBLIC HEARING DATE: 12-18-2023**

BOND ORDINANCE PROVIDING FOR A TRICKLING FILTER EVALUATION IN CONNECTION WITH THE WASTE WATER TREATMENT PLANT, APPROPRIATING \$100,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$100,000 BONDS AND NOTES TO FINANCE A PORTION OF THE COSTS THEREOF, AUTHORIZED IN AND BY THE BOROUGH OF ROOSEVELT, IN THE COUNTY OF MONMOUTH, NEW JERSEY

BE IT ORDAINED by the BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The improvements described in Section 3 of this bond ordinance are hereby authorized as Water-Sewer Utility improvements to be undertaken in and by the Borough of Roosevelt, in the County of Monmouth, New Jersey (the "Borough"). For the improvements or purposes described in Section 3, there is hereby appropriated the sum of \$100,000, said sum being inclusive of all appropriations heretofore made therefor. No down payment is required or appropriated herein, in accordance with the Local Bond Law, as this bond, this bond ordinance authorizes projects intended to be funded through the New Jersey Infrastructure Bank Financing Program.

Section 2. In order to finance the costs of said improvements or purposes not provided for by the application of a down payment, negotiable bonds are hereby authorized to be issued in the principal amount not to exceed \$100,000, pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. (a) The improvements hereby authorized to be undertaken consists of a Trickling Filter Evaluation in connection with the Waste Water Treatment Plant in the Borough, together with all purposes necessary, incidental or appurtenant thereto, all as shown on and in accordance with plans, specifications or requisitions therefor on file with or through the Borough Chief Financial Officer, as finally approved by the governing body of the Borough.

(b) The estimated maximum amount of bonds or notes to be issued for the improvements or purposes described in Section 3(a) hereof is \$100,000, as stated in Section 2 hereof.

(c) The estimated cost of the improvements or purposes described in Section 3(a) hereof is \$100,000, which is equal to the amount of the appropriation herein made therefor.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer of the Borough, provided that no note shall mature later than one (1) year from its date. All notes issued hereunder may be renewed from time to time subject to the provisions of N.J.S.A. 40A:2-8. The notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer, who shall determine all matters in connection with notes issued pursuant to this ordinance, and the chief financial officer's signature upon the notes shall be conclusive evidence as to all such determinations. The chief financial officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of such notes occurs, such report shall include the amount, the description, the interest rate and the maturity schedule of the notes sold, the price obtained and the name of the purchaser.

Section 5. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not a current expense and are improvements or purposes that the Borough may lawfully undertake as Water-Sewer Utility improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of the improvements or purposes, within the limitations of the Local Bond Law and taking into consideration the amount of the obligations authorized for said purposes, according to the reasonable life thereof computed from the date of the bonds authorized by this bond ordinance, is five (5) years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Borough Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such Statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$100,000 and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$100,000 for interest on said obligations, costs of issuing said obligations, engineering costs, legal fees and other items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included as part of the cost of said improvements and is included in the estimated cost indicated herein for said improvements.

(e) To the extent that moneys of the Borough are used to finance, on an interim basis, costs of said improvements or purposes, the Borough reasonably expects such costs to be paid or reimbursed with the proceeds of obligations issued pursuant hereto. This ordinance shall constitute a declaration of official intent for the purposes and within the meaning of Section 1.150-2(e) of the United States Treasury Regulations.

(f) This bond ordinance authorizes obligations of the Borough solely for purposes described in subparagraph (h) of §40A:2-7 of the Local Bond Law, and the obligations authorized herein are to be issued for purposes which are self-liquidating within the meaning and limitation of N.J.S.A. 40A:2-45 of said Law and are deductible from the gross debt of the Borough pursuant to N.J.S.A. 40A:2-44c and N.J.S.A. 40A:2-46 of said Law.

Section 6. The capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 7. Any grant or similar moneys from time to time received by the Borough for the improvements or purposes described in Section 3 hereof, shall be applied either to direct payment of the cost of the improvements within the appropriation herein authorized or to payment of the obligations issued pursuant to this ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are received and so used.

Section 8. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and, unless paid from other sources, the Borough shall be obligated to levy ad valorem taxes upon all the taxable property within the Borough for the payment of the obligations and the interest thereon without limitation as to rate or amount.

Section 9. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

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

**RESOLUTION NO. 23-117
MEETING DATE: 11-20-2023**

PAYMENT OF BILLS FOR NOVEMBER 20, 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 November 20, 2023

Kathleen Hart
Borough Clerk

November 16, 2023
12:18 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 1

11-20-23 BILL LIST

P.O. Type: All
 Range: First to Last
 Format: Condensed
 Vendors: All
 Rcvd Batch Id Range: First to Last
 Include Non-Budgeted: Y
 Open: N Paid: N Void: N
 Rcvd: Y Held: Y Aprv: N
 Bid: Y State: Y Other: Y Exempt: Y

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
BOROU005	BOROUGH OF HIGHTSTOWN	23-00563	10/24/23	SOLID WASTE CONTRACT:NOV 2023	Open	6,030.58	0.00		
BRIMA005	BRIMAR INDUSTRIES, INC.	23-00566	10/25/23	STREET SIGN & POLE	Open	135.18	0.00		
		23-00572	10/30/23	CONFINED SPACE SIGNS (12)	Open	<u>121.37</u>	0.00		
						256.55			
CORRP005	CORRPRO COMPANIES, INC.	23-00017	01/12/23	MAINT:WATER TANK 2023	Open	685.00	0.00		
CROSS005	CROSS OVER NETWORKS, LLC	23-00089	02/15/23	2023 IT SERVICES	Open	398.00	0.00		B
DRGRE005	DR. GREG JEWELL, DVM	23-00523	10/05/23	RABIES CLINIC 11/13/23	Open	150.00	0.00		
FRANC005	FRANCOTYP-POSTALIA, INC.	23-00600	11/15/23	4/Q/2023 METER/SCALE RENTAL	Open	153.51	0.00		
INTER015	INTERSTATE WASTE SERVICES, INC	23-00018	01/12/23	2023 RECYCLING CONTRACT	Open	3,245.42	0.00		B
LYONS005	LYONS ENVIRONMENTAL SERV, LLC	23-00062	02/01/23	2023 SEWER PLANT MANAGEMENT	Open	9,075.00	0.00		B
		23-00595	11/14/23	WATER TESTING 9/5 & 10/2/23	Open	80.00	0.00		
		23-00599	11/15/23	ADDT'L SERVICES 9/25-11/1/23	Open	<u>2,720.93</u>	0.00		
						11,875.93			
MONMO005	MONMOUTH COUNTY BOARD OF	23-00591	11/13/23	2023 RECORDS ACCESS FEE	Open	501.43	0.00		
NJADV005	NJ ADVANCE MEDIA	23-00598	11/15/23	LEGAL NOTICES-11/4/23	Open	7.80	0.00		
NJDEP005	NJ DEPARTMENT OF HEALTH	23-00587	11/07/23	DOG REPORT:JUL 2023	Open	1.20	0.00		
		23-00588	11/07/23	DOG REPORT:AUG 2023	Open	<u>2.40</u>	0.00		
						3.60			
ORKIN005	ORKIN PEST CONTROL SERVICE	23-00589	11/08/23	NOV 2023 PEST CONTROL	Open	50.00	0.00		
PASSA005	PASSAIC VALLEY SEWERAGE	23-00590	11/13/23	SLUDGE DISPOSAL-OCT 2023	Open	638.40	0.00		

November 16, 2023
12:18 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 2

Vendor #	Name	Status	Amount	Void Amount	Contract	PO Type
PSEGC005	PSE & G CO.					
23-00594	11/14/23 OCT 2023 GAS SERVICE	Open	216.13	0.00		
ROBER005	ROBERTS ENGINEERING GROUP, LLC					
23-00601	11/16/23 TIER B TO TIER A STORMWATER	Open	80.00	0.00		
RUSSE005	RUSSELL REID, INC.					
23-00084	02/14/23 2023 SLUDGE REMOVAL	Open	956.27	0.00		B
SUTPH005	SUTPHEN MEMORIAL, INC.					
23-00015	01/12/23 2023 CEMETERY MANAGEMENT	Open	775.00	0.00		B
TOWNS015	TOWNSHIP OF MANALAPAN					
23-00561	10/20/23 ANIMAL CONTROL SERV-NOV 2023	Open	1,000.00	0.00		
WEBOU005	WEB OUTBACK					
23-00575	11/01/23 RESTROOM RENTAL-SEP & OCT 2023	Open	300.00	0.00		
Total Purchase Orders: 23			Total P.O. Line Items: 0	Total List Amount: 27,323.62	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	12,689.84	0.00	12,689.84	0.00	0.00	12,689.84
	3-09	14,630.18	0.00	14,630.18	0.00	0.00	14,630.18
Year Total:		<u>27,320.02</u>	<u>0.00</u>	<u>27,320.02</u>	<u>0.00</u>	<u>0.00</u>	<u>27,320.02</u>
ANIMAL CONTROL	T-13	3.60	0.00	3.60	0.00	0.00	3.60
Total of All Funds:		<u><u>27,323.62</u></u>	<u><u>0.00</u></u>	<u><u>27,323.62</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>27,323.62</u></u>

**RESOLUTION NO. 23-118
MEETING DATE: 11-20-2023**

**RESOLUTION AUTHORIZING AWARD OF NON-FAIR AND OPEN CONTRACT
FOR PROFESSIONAL APPRAISAL INSPECTION SERVICES FOR REAL PROPERTY
DATA COLLECTION SERVICES**

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

WHEREAS, the Borough of Roosevelt has a need for professional appraisal inspection and related services; and

WHEREAS, the Borough of Roosevelt wishes to contract for the services of a certified appraiser to perform the inspections, data collection and verification; and

WHEREAS, by Resolution No. 18-147, duly adopted on December 10, 2018, the Borough of Roosevelt awarded a contract to Realty Data Systems, LLC (hereafter RDS) for professional appraisal inspection services; and

WHEREAS, as part of the Program in Monmouth County, municipalities are to contract with companies for performance of real property data collection and verification services to cover 100% of all real property situated within the boundaries of the Borough by December 31, 2023; and

WHEREAS, RDS completed the required inspections specified above; and

WHEREAS, RDS implemented the Remote Virtual (“RV”) interior inspection process in the Borough in 2021, and the RV process has been incorporated into both N.J.S.A. 54:4-23b and the rules and guidelines approved by the Monmouth County Board of Taxation; and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to retain RDS for the proposed appraisal inspection services for 2024-2028; and

WHEREAS, the governing body of the Borough of Roosevelt and RDS hereby agrees to extend the Contract for the period of 2024-2028 inspection cycle upon the terms and conditions contained therein, with Section 15 being amended as attached hereto in Appendix A to reflect the addition of the RV interior inspection process.

WHEREAS, RDS has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Borough of Roosevelt in the previous one year and that the contract will prohibit RDS from making any reportable contributions through the term of the contract; and

WHEREAS, RDS has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c271; and

WHEREAS, that this Resolution shall be accompanied by a Certification of Availability of Funds from the Borough's CFO, and is subject to the availability of funds and/or any subsequent approvals granted by the Governing Body from time-to-time under the terms of the contract.

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

1. RDS is hereby retained to provide professional appraisal inspection services in connect with the Borough's Reassessment Program not to exceed \$15,375.00 for the extended period of 2024 – 2028.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a). The Mayor and Borough Clerk are authorized to sign the contract.
3. A copy of this Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Roosevelt
4. The Borough Clerk is hereby directed to publish notice of this award as required by law.

BE IT FURTHER RESOLVED, that the Borough Clerk be and is hereby authorized and directed to forward a certified copy of this Resolution to Realty Data Systems, 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 November 20, 2023.

Kathleen Hart
Borough Clerk

EXHIBIT A

PROJECT EXTENSION

PROPERTY DATA COLLECTION AND VERIFICATION PROGRAM

WHEREAS, the Borough of Roosevelt, with an address of 33 North Rochdale Ave, Roosevelt NJ 08555 (the "Borough") and Realty Data Systems LLC, with an address of 2 Majestic Avenue – Suite 2, Lincroft NJ 07738 ("RDS" and together with the Borough, the "Parties") entered into a Contract for Real Property Data Collection and Verification Services, dated December 10, 2018 (the "Contract"); and

WHEREAS, the Contract required RDS to perform inspections of 100% of all real property situated within the boundaries of the Borough (the "Properties") by December 31, 2023; and

WHEREAS, RDS has completed the required inspections specified above; and

WHEREAS, RDS implemented the Remote Virtual ("RV") interior inspection process in the Borough in 2021, and the RV process has been incorporated into both N.J.S.A 54:4-23b and the rules and guidelines approved by the Monmouth County Board of Taxation; and

WHEREAS, the Parties wish to complete inspections of the Properties for the Borough's 2024-2028 inspection cycle;

The Parties hereby agree to extend the Contract for the period of the 2024-2028 inspection cycle upon the terms and conditions contained therein, with Section 15 being amended as attached hereto in Appendix A to reflect the addition of the RV interior inspection process.

The Parties have executed this Project Extension with an effective date this ____ day of _____, 2023.

BOROUGH OF ROOSEVELT

REALTY DATA SYSTEMS LLC

Peggy Malkin / Mayor



Michael J. Panter, Esq. / Member

Kathleen Hart / Borough Clerk



Daniel M. Kelly, CTA / Member

APPENDIX A

15. Property Inspection:

At least two (2) weeks prior to their scheduled inspections, unless a different time frame is directed by the Assessor, the Company shall notify the current owners on file for each property within the Municipality (excluding Municipality-owned properties), by mail, that the Company will be conducting inspections, explaining the nature and purpose of the data collection program.

The letter will come from the Tax Assessor's office at the Company's expense and must state that each property will be subject to an interior and exterior inspection and that there will be no further notice prior to inspection visits.

The letter will provide contact information for the Assessor to field any specific questions and instructions which enable property owners to complete a remote virtual ("RV") interior inspection which does not require physical entry by contacting the Company. A copy of said letter must be submitted to the Assessor prior to being mailed.

RV inspections shall be completed for all property owners who contact the Company following the initial mailing and prior to the conclusion of each annual project (which shall occur 2 weeks following final property visits). During property visits a property owner may elect a physical walkthrough to complete an interior inspection. All property owners who do not elect a physical walkthrough will be provided with instructions for completing an RV inspection.

Inspection visits shall be made after 9:00 a.m. but before 7:00 p.m. on any day, Monday through Saturday. RV inspections may be completed with property owners on any day Monday through Friday from 9:00 a.m. to 5:00 p.m.

Interior data may be collected directly from property owners in select circumstances, as permitted by the Assessor, such as cases in which an owner or occupant's health is not conducive to a physical walkthrough or an RV inspection.

If the owner/occupant is not available at the time of an in-person visit, a calling card or "door tag" shall be left in a conspicuous place (not in a mailbox) indicating that the field inspector has attempted to visit and providing instructions for the owner/occupant to contact the Company to complete an RV interior inspection. This card shall include information advising that the inspection is necessary for the Municipality to accurately assess their property and that failure to complete an interior inspection may impact any assessment appeal.

This Contract requires the inspection and verification of all property exteriors and up to three interior inspection attempts for properties which have not yet completed an RV or an interior walkthrough inspection. The Company shall not be required to complete any exterior inspections of properties which are inaccessible, or any exterior or interior walkthrough inspections when the property owner declines to permit inspection (including the decision to receive RV instructions in lieu of permitting an interior walkthrough during a property visit), with such properties being labeled accordingly for the Assessor and excluded from subsequent visits.

In cases where no interior inspection is possible after the attempts required herein, an owner/occupant fails to contact the Company to complete an RV inspection within the designated time period or fails to allow entry to the premises, the Company shall indicate that information on the relevant property record, for review by the Assessor. In no event shall a card be left requesting the owner/occupant to fill in information.

The Company shall indicate those properties for which an occupant was handed RV inspection instructions during a physical visit in which the occupant declined to complete an interior walkthrough inspection, so that the Assessor can mark those properties as refusals if an RV is not subsequently completed by the property owner prior the conclusion of the annual project.

The Company shall immediately notify the Assessor of any properties discovered not to be on the current tax list so as to permit adequate time to place an Added/Omitted assessment on the property.

The type of construction will be recorded by component parts such as, but not necessarily limited to, foundation, basement area, wall construction, roof, floors, interior finish, heating system, fireplaces, plumbing, fixtures, number of rooms and physical condition, as possible.

Each inspector shall record the name or code of the person making the inspection, the date of inspection, and input the name of the owner/occupant who is present (whether for a physical walkthrough or RV inspection) when verifying that an interior inspection has been conducted.

All properties within the Municipality must be inspected and verified during the term of the Contract, subject to the exceptions noted above, which shall include the initial term and extensions.

The Company shall be responsible for identifying those properties subject to inspection in any given year, with the exception of properties identified for Added/Omitted inspections which shall be the responsibility of the Assessor.

Inspections of 20% of the Municipality's properties shall be completed on an annual basis, provided that the Company may inspect a greater or lesser number of properties during any calendar year upon the agreement of the Parties, and provided that (i) not less than 40% of the Municipality's properties are inspected during any contiguous two (2) year period, and (ii) all of the Municipality's properties are inspected during the full five (5) year inspection cycle.

Inspection data shall be electronically forwarded to the Municipality's data custodian at the completion of each annual portion of the project. Upon completion of a review by the Assessor, should discrepancies appear in the Company's data, the Company shall make the necessary corrections at its own expense.

The format of the property record data collection card shall be as indicated on the Monmouth County System (MOD IV and CAMA). The Assessor may make random spot checks throughout the Municipality to verify that inspections are being conducted in the appropriate manner. The Assessor or his designee may accompany Company employees at any time during the field inspections.

RESOLUTION NO. 23-119
MEETING DATE: 11-20-2023

**PROVIDING FOR A PRIVATE EXECUTIVE MEETING THAT
EXCLUDES THE PUBLIC**

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

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

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

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

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

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

ROLL CALL VOTE:

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 November 20, 2023.

Kathleen Hart
Borough Clerk