

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

Mayor and Council  
 Regular Meeting Minutes of December 4, 2023

Mayor Malkin opened the meeting at 7:12 p.m. and read the Open Public Meetings Act notice which stated, Adequate notice of this meeting, as required by Chapter 231, P.L. 1975, has been provided by a public notice on 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:

	PRESENT	ABSENT	LATE ARRIVAL
<i>Councilmember Robert Atwood</i>	✓		
<i>Councilmember Lou Esakoff</i>	✓		
<i>Councilmember Michael Hamilton</i>		✓	
<i>Councilmember Constance Herrstrom</i>	✓		
<i>Councilmember Steven Macher</i>	✓		
<i>Councilmember Joe Trammell</i>	✓		
<i>Mayor Peggy Malkin</i>	✓		

Also in attendance: Greg Cannon, Esq., Borough Attorney and Kathleen Hart, Borough Clerk.

MAYOR’S REPORT: No Report.

PUBLIC COMMENT (Agenda items only)

M/Malkin opened the meeting to Public Comment for agenda items only at 7:13 p.m.

1. Nona Sherak, 4 Maple Court - Questions what is happening on Pine Drive to Tamara Drive?  
 M/Malkin responds they are paving and installing new water pipes. C/Trammell states there is a 50 feet of sewer line being replaced.

M/Malkin closed the Public Comment for agenda items at 7:15 p.m.

PRESENTATION:

1. Capt. Matt Wagner, Millstone Township Fire Department, Fire Prevention Bureau Fire Official: He speaks about proposed shared services, having Millstone Township Fire Department take over the fire inspections in Roosevelt. Currently the State handles the inspections and they only do life hazardous inspections, which is the Borough Hall and School. Local business in town do not get inspected unless there are complaints. Millstone will do all the fire inspections, be able to inspect any commercial occupancy in the Borough. They can also do the inspections for residential smoke detector compliance or change of occupancy in one and two family dwellings. If someone is selling or renting their home there will be a permit process and Millstone will go out and inspect to make sure smoke detectors, fire places, are up to code. It will become part of the C of O process. Charges will be billed directly to the commercial property not the Borough. We waive any fees to the Borough and the School. There is no additional fee for this service but a separate shared service agreement would have to be signed and sent to the Division of Fire Safety who will review and approve. Also, additional ordinances would have to be adopted. Captain Wagner will forward the ordinances, shared service agreement and resolution for the Borough to review prior to adopting.
2. Ellen Silverman, 10 N. Valley Road: Chairperson of the Roosevelt Environmental Commission discusses the 2023 Forest Inventory Assessment report submitted by Gracie & Harrigan Consulting Foresters, Inc. The report includes an inventory assessment of the forest to serve as a baseline for future stewardship. A total of 48 inventory point samples were taken to help develop a full assessment for

both trees and understory vegetation, including both native and non-native vegetation. The data was generated utilizing the US Forest Service NED-3 program. Highlights of information include species composition, tree diameter and age distribution, forest stocking, basal area, relative density, wood volumes and other relative information. A total of 5 forest stands (cover type) were compiled, with data sets and narratives provided for each. A Plot Center Point Map, Forest Stand Map and Forest Cover Type Map can be found within the Appendix of the report. It was determined the total woodland consists of approximately 175 acres, and is represented by 5 forest stands, or vegetation types. Much of the forest is in the 80 to 90-year age grouping. A full copy of the report can be obtained in the Municipal Clerk’s Office. Next meeting, we will hear about the street tree inventory. Ellen Silverman did receive the hazardous assessment part of the street tree inventory. It was suggested that we try to knock out the high hazard ones, 3 high priority tree trimming and removal of 7, these trees are in the right away. Ellen Silverman has spoken with Ana Debevec to see if it is possible to try and get some of these taken care of before the end of the year.

3. Ben Johnson, 36 Pine Drive: There was concern with 2 trees on school property which both had overhanging branches that came down towards the back of the school in the play area by the jungle gym. They are 70-80 feet up, there is a dead tree leaning against it and it is bigger than the tree it is leaning on. The other one is closer to the swings, even though its fine now, if it was loaded with snow and fell it could reach all the way out to the black top.

**CORRESPONDENCE:**

1. Monmouth County General Election, November 7, 2023 Statement of Determination.
2. Letter received, dated November 21, 2023, from Roberts Engineering Group, LLC regarding the NJDOT grant award funding through the Municipal Aid Program for the Improvements to Lake Drive and Spruce Lane in the amount of \$183,337.00.
3. Letter received, dated November 29, 2023, from Roberts Engineering Group, LLC regarding cost for a Preliminary Assessment Site Investigation for the Amphitheater Rehabilitation.

Municipal Clerk, Kathleen Hart congratulates, M/Malkin, C/Esakoff and C/Trammell on the recent re-election to the Borough Council.

**CONSENT AGENDA RESOLUTIONS:**

- Resolution 23-120      Payment of Bills for December 4, 2023
- Resolution 23-121      Resolution Authorizing the Award of a Non-Fair and Open Contract for Water Utility Operator Professional Services to H2O Services, LLC, 18 West Manor Way, Robbinsville, New Jersey 08691
- Resolution 23-122      Resolution Authorizing the Award of a Non-Fair and Open Contract for Wastewater Utility Operator Professional Services to Lyons Environmental Services, LLC, 1105 Green Grove Road, Suite #2, Neptune, New Jersey 07753

C/Trammell made a motion to adopt, with a second offered by C/Atwood, to adopt the Consent Agenda Resolution’s 23-120 through 23-122, by the following roll call vote:

**Roll Call:**

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

**REPORTS OF COMMITTEE CHAIRS:**

Environmental, Health & Safety: No Report.

Administration: No Report.

Finance: No Report.

Community Dev/Code: C/Herrstrom questions why the correspondence from Engineer, Carmella Roberts is not included on the agenda regarding the PASI? M/Malkin states it is under correspondence, item number 3. Municipal Clerk, Kathleen Hart states it is on for discussion under

new business. A discussion takes place regarding what is required before a resolution can be placed on the agenda. A transfer resolution needs to be done at the next meeting to include this additional cost to the Engineer before moving forward with the PASI report.

Public Works: No Report.

Utilities: C/Trammell reports there was a water main break on Lake and S. Valley. The water main break was repaired. T-Mobile finished work putting the new antenna on the water tower, working well now in Roosevelt.

#### REPORTS OF BOROUGH OFFICIALS:

#### UNFINISHED BUSINESS:

1. Monmouth County Special Citizens Area Transportation System (SCAT) – Ana Debevec was not able to obtain all the information requested but we should have enough facts by the next meeting to determine how to move forward. The dilemma is that only 2 people have been using but who knows what the future holds.
2. Some calls from residents today regarding the flooding on Nurko Road, some action needs to be taken. Discussion takes place regarding what has happened in the past and how to move forward. Attorney, Greg Cannon will contact John Kluthe from Monmouth County.
3. We are still in the need for a crossing guard. If anyone knows of anyone it would be greatly appreciated.

#### NEW BUSINESS:

1. Discussion regarding Improvements to Lake Drive and Spruce Lane: The Borough was awarded a grant in the amount of \$183,337, however, the project is coming in at \$934,750. This is just for paving. Council discusses the possibility of doing the project in phases and will ask the Borough Engineer to give estimates on the cost for water/sewer. C/Trammell states there are drainage problems there.
2. Discussion regarding Preliminary Assessment Site Investigation: Discussion takes place and a resolution to authorize the Engineer to complete the PASI will be on the December 18, 2023 meeting.

#### PUBLIC COMMENT (Any item)

M/Malkin opens the public comment at 8:34 p.m.

1. Nona Sherak, 4 Maple Court: States that Tamara Drive/Pine Drive/Maple Court triangle branches need to be trimmed – they are dead and diseased.

M/Malkin closes the public comment at 8:36p.m.

#### ADJOURNMENT

C/Esakoff made a motion, with a second offered by C/Atwood to adjourn meeting with an All in Favor.

Time Out: 8:36 p.m.

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

Respectfully Submitted,

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Kathleen Hart, Borough Clerk

Adopted Date: January 16, 2024