

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

**COUNCIL REGULAR MEETING AGENDA**  
**JUNE 16, 2025 @ 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, 2025 which was posted on the Bulletin Board Roosevelt Post Office and in the Borough Hall. The notice was transmitted to The Times and Asbury Park Press.

**ROLL CALL**

Councilmember Louis Esakoff  
Councilmember Danelle Feigenbaum  
Councilmember Constance Herrstrom  
Councilmember Kristine Kaufman-Marut  
Councilmember Claudia Luongo  
Councilmember Ralph Warnick  
Mayor Peggy Malkin

**MAYOR'S REPORT:**

**PUBLIC COMMENT: (Agenda items only)**

**CORRESPONDENCE:**

1. Letter from Roberts Engineering regarding proposals received for the inspection of the 75,000 gallon Elevated Water Tower.
2. Letter received from State of New Jersey, dated June 6, 2025 regarding notice of late introduction of the municipal budget.

**MINUTES:**

1. Regular Council Meeting Minutes – April 21, 2025
2. Regular Council Meeting Minutes – May 5, 2025

**ORDINANCES:**

**First Reading:**

Ordinance 2025-09

An Ordinance of the Borough of Roosevelt Amending Chapter 5: "Animal Control" to Prohibit the Feeding of Feral Cats on Public or Private Properties Within the Borough

Second Reading and Public Hearing is scheduled for July 7, 2025 at Roosevelt Borough Hall, 33 N. Rochdale Avenue, Roosevelt, NJ.

First Reading:  
Ordinance 2025-10

An Ordinance Amending the Zoning Ordinances of the Borough Code to Enact Regulations Permitting the Keeping of Chickens on Residential Lots

Second Reading and Public Hearing is scheduled for July 21, 2025 at Roosevelt Borough Hall, 33 N. Rochdale Avenue, Roosevelt, NJ.

First Reading:  
Ordinance 2025-11

An Ordinance Amending Chapter 20: “Cannabis” and Chapter Z: “Zoning” of the Borough’s Revised General Ordinances to Permit Cannabis Cultivators Within the R-AG/400 Zone Under the Borough’s Land Use and Development Regulations

Second Reading and Public Hearing is scheduled for July 21, 2025 at Roosevelt Borough Hall, 33 N. Rochdale Avenue, Roosevelt, NJ.

**CONSENT AGENDA RESOLUTIONS:**

- Resolution 25-78      Payment of Bills for June 16, 2025
- Resolution 25-79      Resolution Awarding Contract for Inspection of the 75,000 Gallon Elevated Water Tower to Pittsburg Tank & Tower Group
- Resolution 25-80      Resolution Authorizing a Refund of Taxes for Overpayment to Block 7, Lot 25, 19 North Valley Drive
- Resolution 25-81      Resolution Awarding Contract to Earle Asphalt Company for Installation of New Water Service and Sanitary Sewer Lateral at 64 Lake Drive
- Resolution 25-82      Resolution Authorizing Return of Escrow Funds for 15 S. Rochdale Avenue (Block 10, Lot 4)

**REPORTS OF COMMITTEE CHAIRS:**

- Administration              Councilmember Esakoff
- Community Dev/Code      Councilmember Herrstrom
- Envi, Health & Safety      Councilmember Feigenbaum
- Finance                      Councilmember Kaufman-Marut
- Public Works                Councilmember Warnick
- Utilities                      Councilmember

**REPORTS OF BOROUGH OFFICIALS:**

**UNFINISHED BUSINESS:**

**NEW BUSINESS:**

- 1. 4<sup>th</sup> of July celebration at RPS from 12 – 3pm.

**PUBLIC COMMENT (Any item)**

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

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

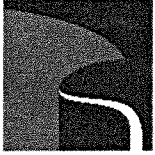
**CLOSED SESSION:**

Resolution 25- Providing for a Private Executive Meeting that Excludes the Public

**ADJOURNMENT**

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

DRAFT



# 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

May 19, 2025

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

Re: Award Recommendation  
Water Tower Inspection  
Request for Proposals  
Borough of Roosevelt, Monmouth County, New Jersey  
Our File No.: R4653

Dear Mayor and Council:

We requested proposals for the inspection of the 75,000-gallon Elevated Water Tower from four (4) contractors, including MBA Tanks, Walker Diving, Preferred Tank and Tower Maintenance, and Pittsburgh Tank and Tower Maintenance. We received a response from two (2) Contractors. The proposal results are as follows:

	<u>Total Cost</u>
1. Pittsburg Tank & Tower Group Henderson, Kentucky 42419	\$2,125.00
2. Mumford-Bjorkman Associates, Inc. (MBA) New Castle, Delaware 19720	\$4,500.00

These are both very good prices and both contractors are very capable of performing the inspection and preparing a thorough report.

Based on the above, I recommend a contract be awarded to Pittsburgh Tank & Tower Group from Henderson, Kentucky for \$2,125.00.

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

Very truly yours,

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

cc: Kathleen Hart, RMC, CMR, Borough Clerk  
Ana Debevec, Borough Treasurer  
Scott M. Frueh, Borough CFO  
Greg Cannon, Esq., Borough Attorney  
John Holden, Licensed Water Operator, H2O Services  
Cameron Corini, PE, CME, CPWM, Roberts Engineering Group, LLC



M & C  
SCOFF

# State of New Jersey

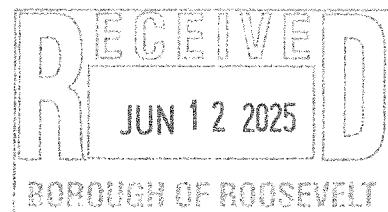
DEPARTMENT OF COMMUNITY AFFAIRS  
101 SOUTH BROAD STREET  
PO BOX 803  
TRENTON, NJ 08625-0803

PHILIP D. MURPHY  
*Governor*

JACQUELYN A. SUÁREZ  
*Commissioner*

TAHESHA L. WAY  
*Lieutenant Governor*

June 6, 2025



The Honorable Peggy Malkin, Mayor  
and Members of the Governing Body  
Borough of Roosevelt  
Post Office Box 128  
Roosevelt, NJ 08555

Re: Notice of Late Introduction of Municipal Budget  
Order to Introduce

Dear Mayor and Members of the Governing Body:

As of the date of this letter, the Division has not received your municipality's introduced 2025 budget. The submission is now two months overdue, despite the Local Finance Board having granted an extension to March 31, 2025 or your next regularly scheduled meeting thereafter.

The annual budget is a critical planning and financial document that guides municipal expenditures throughout the year. Timely submission is essential, as budget review and certification ensure that projected revenues and expenditures are legally compliant and that appropriations are adequate to meet the municipality's financial obligations.

While some delay may be understandable, the failure to introduce a budget within the authorized time frame compromises the municipality's fiscal integrity. Accordingly, you are directed to introduce your budget no later than **June 30, 2025**. All supporting financial documents required for budget review and approval must also be submitted by this date.

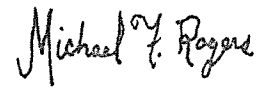
Please be advised that failure to comply with the Local Budget Law or the requirements set forth in this letter may result in penalties under **N.J.S.A. 40A:4-84**. Specifically, a personal penalty of **\$25 per day** will be assessed for each day the budget remains unsubmitted after June 30, 2025.

If you wish to appeal this directive, you must submit a written request for a hearing to the Local Finance Board within **ten days** of the date of this letter. Your request must include a detailed explanation for the continued delay beyond June 30, 2025. If your budget is introduced by the June 30 deadline, no penalties will be imposed, and no appeal is necessary.

If you have any questions, please contact the Bureau of Financial Regulation and Assistance at (609) 930-1994.



Sincerely,

A handwritten signature in black ink that reads "Michael F. Rogers". The signature is written in a cursive style with a large, stylized initial "M".

Michael F. Rogers, Director  
Division of Local Government Services

C: Municipal Clerk (e-mail copy only)

ORDINANCE NO. 2025-09  
INTRODUCTION DATE: 06-16-2025  
PUBLIC HEARING DATE: 07-07-2025

AN ORDINANCE OF THE BOROUGH OF ROOSEVELT AMENDING  
CHAPTER 5: "ANIMAL CONTROL" TO PROHIBIT THE FEEDING OF FERAL  
CATS ON PUBLIC OR PRIVATE PROPERTIES WITHIN THE BOROUGH

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**BE IT ORDAINED** by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey, that Chapter 5: "Animal Control" of the Borough's Revised General Ordinances is hereby amended as follows (~~stricken text~~ indicates deletions, underlined text indicates additions):

CHAPTER 5  
ANIMAL CONTROL

\* \* \*

**§ 5-14 WILDLIFE FEEDING.**

This section shall prohibit the feeding of unconfined wildlife in any public park or on any other property owned or operated by Borough of Roosevelt to protect public health, safety and welfare, and to prescribe penalties for failure to comply.

**§ 5-14.1 Definitions.**

For the purpose of this section, the following terms, phrases, words and their derivations shall have the meanings stated herein unless their use in the text of this section 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.

*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.

*PERSON*

Any individual, corporation, company, partnership, firm, association, or political subdivision of this state subject to municipal jurisdiction.

*WILDLIFE*

All animals that are neither human nor domesticated.

**§ 5-14.2 Prohibited Conduct.**

- a. No person shall feed, in any public park or on any other property owned or operated by the Borough of Roosevelt, 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).
- b. No person shall feed, on any public property or private property, any feral cats at any time, except as expressly licensed and permitted as part of an approved Trap-Neuter-Release program.

**§ 5-14.3 Enforcement.**

- a. This section shall be enforced by the New Jersey State Police and/or the Borough's Animal Control Officer and/or the Borough's Code Enforcement Officer.
- b. Any person found to be in violation of this section shall be ordered to cease the feeding immediately.

**§ 5-14.4 Violations and Penalties.**

Any person(s) who is found to be in violation of the provisions of this section shall be subject to a fine not to exceed \$500 for a first offense; \$1,000 for a second offense; and \$2,000 for a third or subsequent offense.

**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.

**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.

**BE IT FURTHER ORDAINED** that this ordinance shall be in full force and take effect upon final passage and publication, according to law.

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 \_\_\_\_\_ 2025, 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 regularly scheduled meeting of the Mayor and Council of the Borough of Roosevelt to be held on the \_\_\_\_\_ day of \_\_\_\_\_ 2025 at the Municipal Building at 33 N. Rochdale Avenue, Roosevelt, New Jersey.

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Kathleen Hart, Borough Clerk

**ORDINANCE NO. 2025-10**  
**INTRODUCTION DATE: 06-16-2025**  
**PUBLIC HEARING DATE: 07-21-2025**

**AN ORDINANCE AMENDING THE ZONING ORDINANCES OF THE  
BOROUGH CODE TO ENACT REGULATIONS PERMITTING THE  
KEEPING OF CHICKENS ON RESIDENTIAL LOTS**

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**WHEREAS**, the Borough of Roosevelt (the “Borough”) seeks to protect the health, safety and general welfare of the residents of the Borough; and

**WHEREAS**, residents have requested that the Borough consider enacting regulations to permit the keeping of chickens on residential lots; and

**WHEREAS**, the Borough seeks to balance the ability of homeowners to keep chickens upon their properties with the rights of their neighbors to likewise use and enjoy their properties;

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of Roosevelt, County of Monmouth, State of New Jersey, that Article VI: "Supplementary Regulations" of the Zoning Ordinances of the Borough Code is hereby supplemented with *new* Section 6.800: "Keeping of Chickens" as follows:

**6.800 KEEPING OF CHICKENS ON RESIDENTIAL LOTS.**

Chickens may be kept and maintained on residential properties/lots as an accessory use, provided that a zoning permit is first obtained from the Zoning Officer, and subject to the following requirements and restrictions:

- a. No person who rents the property where chickens are proposed to be kept or maintained may obtain a zoning permit without first receiving written permission from an owner of the property. Such written permission shall be provided to the Zoning Officer.
- b. On properties where the owner is keeping the chickens, the zoning permit shall terminate in the case of change in ownership. On properties that are rented, and the tenants are keeping the chickens, the zoning permit shall terminate on change of tenant.
- c. Up to twelve (12) chickens may be kept on one (1) residential property/lot.
- d. No person shall keep a rooster or a male chicken on any residential lot.
- e. Having received a zoning permit, a permit license shall be obtained from the Zoning and/or Code Enforcement Officer annually at a fee of \$25.00, regardless of the amount

of chickens maintained. The Zoning and/or Code Enforcement Officer shall have the authority to determine the paperwork, filing deadlines and procedures for this licensing.

- f. No person shall keep or maintain chickens for consumption or sale. Chickens may not be slaughtered within the limits of the Borough.
- g. Chickens are not permitted to roam beyond the boundaries of the residential property/lot where they are being kept.
- h. All chicken feed shall be kept in a covered and secured metal container off of the ground, and shall not attract vermin or rodents to the residential property.
- i. Any accessory structure(s) or fencing for the keeping of chickens shall otherwise comply with the applicable design standards, bulk standards, and impervious and building coverage standards for the zone.
- j. Construction permits, if required, shall be obtained for the construction of any accessory structure(s) for the keeping of chickens.
- k. If, for any reason, an applicant no longer keeps and raises chickens, they shall be removed from the property in a humane manner.
- l. Any violation of these standards may be grounds for the revocation of the zoning permit permitting the keeping and maintenance of chickens.
- m. The Zoning Officer and/or Code Enforcement Officer shall have the right to periodically inspect the premises to ascertain compliance with these regulations.
- n. Chickens shall be kept and maintained at all times in a humane manner and in accordance with good agricultural practices. The Animal Control Officer/Cruelty Investigators shall have all powers under N.J.S.A. 4:19-15.16c to ensure the chickens are maintained in a humane way and under humane conditions. Any failure to comply with the Animal Control Officer/Cruelty Officer shall be grounds for revocation of the zoning permit permitting the keeping and maintenance of chickens.
- o. The Monmouth County Board of Health, and/or any similar body the Borough contracts with for public health services, shall have the power to investigate any claims under their jurisdiction related to the keeping and maintenance of chickens. Any failure to comply with such body shall be grounds for revocation of the zoning permit permitting the keeping and maintenance of chickens.
- p. If the zoning permit permitting the keeping and maintenance of chickens is revoked, all accessory structures for chicken-keeping shall likewise be removed from the property within thirty (30) days of revocation of the permit.

- q. Any persons keeping more than the permitted number of chickens or keeping any rooster(s), as of June 1, 2025, shall be permitted to maintain such chickens and/or rooster(s) by the Zoning Officer, and note same on the issued permit, until the end of such animals' natural lives, ultimately resulting in full compliance with this Section 6.800.

**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 \_\_\_\_\_, 2025, 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 \_\_\_\_\_, 2025 at the Municipal Building 33. N. Rochdale Avenue, Roosevelt, New Jersey

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Kathleen Hart, Borough Clerk

ORDINANCE NO: 2025-11  
INTRODUCTION DATE: 06-16-2025  
PUBLIC HEARING DATE: 07-21-2025

AN ORDINANCE AMENDING CHAPTER 20: “CANNABIS” AND CHAPTER Z:  
“ZONING” OF THE BOROUGH’S REVISED GENERAL ORDINANCES TO PERMIT  
CANNABIS CULTIVATORS WITHIN THE R-AG/400 ZONE UNDER THE  
BOROUGH’S LAND USE AND DEVELOPMENT REGULATIONS

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BE IT ORDAINED by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey, that:

SECTION 1. Chapter 20: “Cannabis” of the Revised General Ordinances of the Borough of Roosevelt is hereby amended as follows (~~stricken text~~ indicates deletions, underlined text indicates additions):

CHAPTER 20  
“CANNABIS”

§ 20-1 **Cannabis Businesses Prohibited/Permitted as per Chapter Z: “Zoning”.**

- ~~a. Pursuant to section 31(b) of the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act (P.L. 2021, c. 16), all cannabis establishments, cannabis distributors or cannabis delivery services are hereby prohibited from operating anywhere in Borough of Roosevelt, except for the delivery of cannabis items and related supplies by a delivery service.~~
- a. Under Section 4.500 of the Borough Zoning Ordinances, the operation of Microbusiness Cannabis Cultivators and Microbusiness Medical Cannabis Cultivators is permitted within the R-Ag/400 zone, subject to the requirements of Section 6.800 and Section 6.810 of the Borough Zoning Ordinances.
- b. Pursuant to Section 4.300 of the Borough Zoning Ordinances, the operation of ~~Cannabis Cultivators, Cannabis Distributors, Cannabis Manufacturers, Cannabis Wholesalers, Cannabis Retailers, Medical Cannabis Alternative Treatment Centers, Medical Cannabis Cultivators, Medical Cannabis Dispensaries, and Medical Cannabis Manufacturers~~ are prohibited uses in all zones within the Borough of Roosevelt.

§ 20-2 **Public Consumption of Cannabis Prohibited.**

- a. It shall be unlawful for any person to consume a cannabis item available for lawful consumption pursuant to the New Jersey Cannabis Regulatory, Enforcement

Assistance, and Marketplace Modernization Act in any public place as defined in said Act, including any public highway, public street, public sidewalk, public parking lot or lot, playground, park or other property owned by, belonging to or over which the Borough has control, other than school property for which unlawful consumption is a disorderly persons offense, or when not prohibited by the owner or person responsible for the operation of that public place.

- b. Any person violating this Section 20-2 shall be subject to a civil penalty of up to \$200.00, which shall be recovered in a civil action by a summary proceeding in the name of the Borough pursuant to the Penalty Enforcement Law of 1999. The Municipal Court and the Superior Court shall have jurisdiction of proceedings for the enforcement of the penalty provided by this section.

**§ 20-3 Possession or Consumption by Underaged Persons on Private Property.**

- a. It shall be unlawful for any person under the legal age who, without legal authority, knowingly possesses or consumes a cannabis item on private property.
- b. Any person violating this Section 20-3, in the case of an adult under the legal age to purchase cannabis items, shall be punished as follows:
  - 1. If the cannabis item possessed is an amount which may be lawfully possessed by a person of the legal age to purchase cannabis items pursuant to N.J.S.A. 2C:35-10a: for a first offense, a civil penalty of \$100.00; for a second offense, a civil penalty of \$200.00; and for a third or subsequent offense, a fine of \$350.00. The civil penalties provided for in this section shall be recovered in a civil action by a summary proceeding in the name of the municipality pursuant to the Penalty Enforcement Law of 1999. The Municipal Court shall have jurisdiction of proceedings for the enforcement of the penalty provided by this section.
  - 2. If the cannabis item possessed is an amount that exceeds what may be lawfully possessed by a person of the legal age to purchase cannabis items pursuant to N.J.S.A. 2C:35-10a, or if any cannabis item is consumed: for a first offense, a fine of \$250.00; and for a second or subsequent offense, a fine of \$350.00.

**§ 20-4 Local Cannabis Transfer Tax and User Tax.**

- a. The Borough hereby adopts and imposes a Local Cannabis Transfer Tax on the sale of any cannabis or cannabis items by any cannabis business within the Borough, which Local Cannabis Transfer Tax shall be imposed, at the rate of 2.0%, upon all receipts of such cannabis business.
- b. Local Cannabis User Tax.

1. The Borough hereby adopts and imposes a Local Cannabis User Tax, at the same and equivalent rates as established for the Local Cannabis Transfer Tax rates set forth in Section 20-4a hereinabove.
2. The Local Cannabis User Tax shall be imposed upon any concurrent license holder operating more than one cannabis business, and shall be imposed on the value of each transfer or use of cannabis or cannabis items not otherwise subject to the Local Cannabis Transfer Tax imposed pursuant to Section 20-4a hereinabove, from the license holder's business that is located in the Borough to any of the other license holder's businesses, whether located in the Borough or in another municipality.

c. Other Local Cannabis Tax Regulations.

1. The Local Cannabis Transfer Tax and User Tax imposed pursuant to this section shall be in addition to any other tax imposed by law.
2. The Local Cannabis Transfer Tax and User Tax shall be collected or paid, and remitted to the Borough by the cannabis business from the cannabis business purchasing or receiving the cannabis or cannabis item.
3. The Local Cannabis Transfer Tax and User Tax shall be stated, charged, and shown separately on any sales slip, invoice, receipt, or other statement or memorandum of the price paid or payable, or equivalent value of the transfer, for the cannabis or cannabis item.
4. Every cannabis business required to collect the Local Cannabis Transfer Tax and User Tax imposed by this section shall be personally liable for the Local Cannabis Transfer Tax and User Tax imposed, collected, or required to be collected under this section. Any cannabis business shall have the same right with respect to collecting the Local Cannabis Transfer Tax and User Tax from another cannabis business as if the Local Cannabis Transfer Tax or User Tax was a part of the sale and payable at the same time, or with respect to non-payment of the Local Cannabis Transfer Tax and User Tax by the cannabis business, as if the Local Cannabis Transfer Tax and User Tax was a part of the purchase price of the cannabis or cannabis item, or equivalent value of the transfer of the cannabis or cannabis item, and payable at the same time; provided, however, that the Chief Financial Officer of the Borough shall be joined as a party in any action or proceeding brought to collect a Local Cannabis Transfer Tax and User Tax.
5. No cannabis business required to collect the Local Cannabis Transfer Tax and User Tax pursuant to this section shall advertise or hold out to any person or to the public in general, in any manner, directly or indirectly, that the Local Cannabis Transfer Tax and User Tax will not be separately charged and stated

to another cannabis business, or that the Local Cannabis Transfer Tax and User Tax will be refunded to the cannabis business.

6. All revenues collected from the Local Cannabis Transfer Tax and User Tax pursuant to this section shall be remitted to the Chief Financial Officer of the Borough. The Chief Financial Officer shall collect and administer the Local Cannabis Transfer Tax and User Tax imposed by this section. The Borough shall enforce the payment of delinquent Local Cannabis Transfer Tax and User Tax in the same manner as provided for municipal real property taxes.
7. In the event that the Local Cannabis Transfer Tax and User Tax imposed by this section is not paid as and when due by a cannabis business, the unpaid balance, and any interest accruing thereon, shall be a lien on the parcel of real property comprising the cannabis business in the same manner as all other unpaid municipal taxes, fees, or other charges. The lien shall be superior and paramount to the interest in the parcel of any owner, lessee, tenant, mortgagee, or other person, except the lien of municipal taxes, and shall be on a parity with and deemed equal to the municipal lien on the parcel for unpaid property taxes due and owing in the same year. In the event of a delinquency, the Chief Financial Officer shall file with the Tax Collector a statement showing the amount and due date of the unpaid balance and identifying the lot and block number of the parcel of real property that comprises the delinquent cannabis business. The lien shall be enforced as a municipal lien in the same manner as all other municipal liens are enforced.

## **§ 20-5 Cannabis Business Licensing.**

### **§ 20-5.1 License.**

- a. *Laws applicable.* All applications for licenses, all licenses issued, and all proceedings under this Chapter shall be in accordance with the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act (“the Act”), rules, regulations, and all other applicable laws of the State of New Jersey.
- b. *Issuing authority.* All licenses required shall be issued by the Borough Clerk.
- c. *License required.* It shall be unlawful for any person, firm, or corporation to own or operate within the Borough any cannabis businesses without first having obtained properly issued licenses in accordance with the Act and this Chapter.
- d. *License fees.* The annual license fee for a license for a cannabis business shall be as follows: initial application fee is \$5,000 and \$2,500 per annual renewal thereafter.
- e. No license shall be issued unless the cannabis business for which the license application is made has received all land use approvals pursuant to Section 6.800 and Section 6.810 of the Borough Zoning Ordinances.

- f. No license shall be issued for a facility located on any property failing to meet the minimum lot width or depth requirements of the R-Ag/400 zone.
- g. No more than one (1) cannabis cultivator license for a Microbusiness Cannabis Cultivator or Microbusiness Medical Cannabis Cultivator shall be issued within the limits of the Borough.

**§ 20-5.2 Licensing Requirements.**

- a. Any licensed establishment located on property that abuts residential property shall be required to have sufficient buffering between the site and the residential property.
- b. All cannabis operations shall be required to submit an Odor Mitigation Plan as part of their license application. All cannabis establishments shall have appropriate equipment to mitigate cannabis-related odor. All buildings shall be equipped with an air treatment system with sufficient odor absorbing ventilation and exhaust systems such that any odor generated inside the facility is not detectable by a person of reasonable sensitivity at the property line of the subject property. Odor complaints will be directed to NJDEP's environmental hotline for further investigation and compliance with the Air Pollution Control Act.
- c. Security Requirements for all classes of cannabis establishments:
  - 1. All licensed facilities shall be equipped with security cameras covering all exterior parking and loading areas, all points of entry into the facilities, and interior spaces that are used to store cannabis. Security cameras shall be installed to monitor and record all areas of the premises, except in restrooms, and where persons may gain or attempt to gain access to cannabis or cash maintained by the cannabis business. Cameras shall record operations of the business and all potential areas of ingress and egress to the facility with sufficient detail to identify facial features and clothing. Recordings from security cameras shall be maintained for a minimum of sixty (60) days in a secure offsite location or through a service over a network that provides on-demand access, commonly referred to as a "cloud."
  - 2. All licensed cannabis businesses shall provide the State Police with access to recorded security footage immediately upon request by the Borough.
  - 3. All cannabis businesses shall provide a dimensioned floor plan, clearly labeled, showing: the layout of the structure and floor plan in which the operation is to be located; the principal uses of the areas depicted on the floor plan including, but not limited to, public areas, processing and manufacturing areas, loading and unloading areas, storage areas and restricted areas where cannabis will be located, storage areas and restricted areas where cannabis will be located; all points of entry into the facility; and the locations of all security cameras that will be positioned within the facility.

4. All licensed cannabis businesses shall provide a plan for exterior lighting for security purposes.
5. All licensed cannabis businesses shall install and use a safe for storage of any cash on the premises when the business is closed. The safe shall be incorporated into the building structure or securely attached thereto.
6. All licensed cannabis businesses shall install and use an alarm system that is monitored by a company that is staffed twenty-four hours a day, seven days a week. The name, location and contact information of the company monitoring the alarm shall be provided to the Borough and shall be updated within forty-eight hours of any change of monitoring company.

### **§ 20-5.3 Revocation of License.**

- a. Any license issued under this chapter may be suspended or revoked for a violation of any of the provisions of this Chapter, or any provision of the Act or any of the rules or regulations of the State of New Jersey.
- b. The provisions of this Chapter shall be enforced by the State Police and/or the Borough Code Enforcement Officer. If the Borough finds upon a written complaint that there is such a serious infraction of the rules, regulations and ordinances of the Borough or the rules, regulations and laws of the State of New Jersey or that the operation of a premises licensed hereunder will constitute a menace to the health, safety, welfare and morals of the people of the Borough or the occupants of such licensed premises, the Borough shall have the right to hold a hearing where said operator and complainant will be given the right to provide testimony and be subject to cross-examination regarding said complaint. Upon the Borough's finding of good cause, it may immediately suspend the license of such person, firm, partnership, corporation or entity licensed under this article. The hearing to continue the suspension or revocation of the license or take such other action as the Borough deems necessary in its lawful discretion shall proceed where applicable in the same manner as if the proceeding were for the issuance of a new license. Nothing contained herein shall prevent the Borough or its officers from proceeding against the applicant in a court of competent jurisdiction.
- c. Suspension or revocation of a license shall be in addition to any other penalty which may be imposed for a violation of this Chapter.

### **§ 20-5.4 Violations and Penalties.**

Any licensee or person who shall violate or fail to comply with the provisions of this Chapter shall, upon conviction, have his, her or its license subject to a fine of \$500.00 for the first offense and \$2,000.00 for any subsequent offense or by imprisonment for a term not exceeding 90 days

or by a period of community service not exceeding 90 days as well as such penalties as may otherwise be provided by law.

SECTION 2. Section 2.100: “Definitions” of Article II: “Definitions” of Chapter Z: “Zoning” of the Revised General Ordinances of the Borough of Roosevelt is hereby supplemented with the following *new* definitions, as follows:

**§ 2.100 Definitions.**

**GREENHOUSE**

A structure constructed of transparent or translucent glass or plastic material and designed to regulate temperature and humidity for the purpose of growing agricultural products.

**MICROBUSINESS CANNABIS CULTIVATOR**

A cannabis cultivator operating in a greenhouse structure containing no more than 2500 square feet of gross floor area measured from the outside of the exterior walls of the structure and meeting the requirements of N.J.A.C. 17:30-6.7.

SECTION 3. Section 4.300: “General Use Restrictions” of Article IV: “District Use and Development Regulation” of Chapter Z: “Zoning” of the Revised General Ordinances of the Borough of Roosevelt is hereby amended as follows (~~stricken text~~ indicates deletions, underlined text indicates additions):

**§ 4.300 General Use Restrictions.**

- a. Any use not designated as a principal permitted use, a permitted accessory use, or a conditional use is specifically prohibited from any zoning district in the Borough of Roosevelt. Farming as defined in this ordinance shall be prohibited in all zones other than R-Ag/400.
- b. The operation of ~~Cannabis Cultivators~~, Cannabis Distributers, Cannabis Manufacturers, Cannabis Wholesalers, Cannabis Retailers, Medical Cannabis Alternative Treatment Centers, ~~Medical Cannabis Cultivators~~, Medical Cannabis Dispensaries, and Medical Cannabis Manufacturers are prohibited uses in all zones within the Borough of Roosevelt.

SECTION 4. Section 4.500: “District Regulations” of Article IV: “District Use and Development Regulation” of Chapter Z: “Zoning” of the Revised General Ordinances of the Borough of Roosevelt is hereby 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.

Microbusiness Cannabis Cultivators and Microbusiness Medical Cannabis Cultivators, subject to the requirements set forth in Section 6.800 and Section 6.810.

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 5. Article IV: “District Use and Development Regulation” of Chapter Z: “Zoning” of the Revised General Ordinances of the Borough of Roosevelt is hereby supplemented with *new* Section 6.800: “Cannabis Businesses” as follows:

**§ 6.800 Cannabis Businesses.**

Cannabis businesses shall be permitted, pursuant to this Chapter, only if the following requirements are complied with:

- a. The regulations of this Section are subject to the enabling authority of the State of New Jersey and are subject to compliance with all statutes and/or regulations adopted by the State of New Jersey or its instrumentalities. If any provision of this Section is inconsistent with the statutes and/or regulations of the State of New Jersey, the State statutes and/or regulations shall prevail.
- b. Prior to the operation of any cannabis business, a license must be obtained from the State of New Jersey and from the Borough. No cannabis business shall be permitted to operate without State and Borough permits or licenses.
- c. Permitted uses shall, at all times, comply with the terms and conditions of the licensee’s cannabis business license for permits or licenses issued by the State of New Jersey and the Borough.
- d. No cannabis business shall be allowed as a home occupation under Section 6.400.
- e. No cannabis business shall be housed in a vehicle or any movable or mobile structure.
- f. Cannabis businesses shall have equipment to mitigate odor. The cannabis business shall be equipped with a ventilation system sufficient in type and capacity to mitigate cannabis odors emanating from the interior of the premises.
- g. Outside generators and other mechanical equipment used for any kind of power supply, cooling, or ventilation shall be enclosed and have appropriate baffles, mufflers, and/or other noise reduction systems to mitigate noise pollution.
- h. All cannabis businesses shall be secured in accordance with State of New Jersey statutes and regulations and shall have a round-the-clock video surveillance system, 365 days a year.
- i. All cannabis businesses must provide the State Police with access to security footage immediately upon request by the Borough.
- j. Cannabis business signage shall not contain text and/or image intended to promote excessive consumption of legal cannabis products. The signage shall not have the words “Weed” or “Marijuana”, or depict marijuana or cannabis plants, or contain graphics indicating such images or wording.

- k. The applicant shall submit a written report setting forth the full particulars of the proposed use, including hours of operation, anticipated activity volume, parking facilities necessary to service such volume and measures to be taken to avoid nuisance effects upon adjacent and nearby residential areas.
- l. Cannabis businesses shall be prohibited in any area in which, under State or Federal law, any cannabis business would be prohibited from operating based upon its proximity to a school, park, housing authority property, public or private youth center, playground, or swimming pool.
- m. The applicant shall submit plans for lighting/fencing as required to comply with Section 6.810, which shall be subject to review and approval by the Planning Board.

**§ 6.810 Standards Applicable to Cannabis Cultivation Structures.**

All structures utilized to cultivate any cannabis within the Borough shall comply with the following requirements:

- a. All structures shall be one-story greenhouse structures with a total floor area measured from the outside of the exterior walls no greater than 2,500 square feet.
- b. The maximum height of the structure at its highest point shall be no more than fifteen (15) feet, and the vertical walls of any structure shall be no more than ten (10) feet.
- c. The structure shall be constructed primarily of transparent or translucent glass or plastic material.
- d. The structure shall be set back a minimum of eighty (80) feet from all public roads and public rights-of-way abutting the property.
- e. Any illumination installed in conjunction with a cannabis cultivation structure shall be shielded so that it does not shed direct light on any adjacent property, public right-of-way, or public road.
- f. Any fencing installed around a cannabis cultivation structure shall be no more than eight (8) feet high and shall not contain any barbed wire or razor wire.

SECTION 6. If any article, section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this Ordinance and they shall remain in full force and effect.

SECTION 7. In the event of any inconsistencies between the provisions of this Ordinance and any prior ordinance of the Borough, the provisions hereof shall be determined to

govern. All other parts, portions and provisions of the Revised General Ordinances of the Borough of Roosevelt are hereby ratified and confirmed, except where inconsistent with the terms hereof.

SECTION 8. After introduction, the Borough Clerk is directed to submit a copy of the within Ordinance to the Planning Board of the Borough for its review under 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 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.

SECTION 9. This Ordinance shall take effect upon (1) adoption; (2) publication in accordance with the laws of the State of New Jersey; and (3) filing of the final adopted Ordinance by the Clerk with the Monmouth County Planning Board pursuant to N.J.S.A. 40:55D-16.

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 \_\_\_\_\_, 2025, 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 \_\_\_\_\_, 2025 at the Municipal Building 33 N. Rochdale Avenue, Roosevelt, New Jersey.

\_\_\_\_\_  
Kathleen Hart, Borough Clerk

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

**RESOLUTION NO. 25-78  
MEETING DATE: 06-16-2025**

**PAYMENT OF BILLS FOR JUNE 16, 2025**

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

**WHEREAS**, the attached list of bills have been submitted to the Council for payment approval; and

**WHEREAS**, the Chief Financial Officer has certified the availability of funds for the payment of bills.

**NOW, THEREFORE, BE IT RESOLVED** that the bills on the attached bill list be paid.

**ROLL CALL:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**CERTIFICATION**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 16, 2025.

---

Kathleen Hart  
Borough Clerk

# 6-16-25 BILL LIST

Ranges		Item Status	Purchase Types	Misc				
<i>Range: First to Last</i> <i>Rcvd Batch Id Range: First to Last</i>		<i>Open: N</i> <i>Void: N</i> <i>Paid: N</i> <i>Held: Y</i> <i>Aprv: N</i> <i>Rcvd: Y</i>	<i>Bid: Y</i> <i>State: Y</i> <i>Other: Y</i> <i>Exempt: Y</i>	<i>P.O. Type: All</i> <i>Format: Condensed</i> <i>Include Non-Budgeted: Y</i> <i>Vendors: All</i>				
Vendor #	P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
AFFOR005	25-00224	04/04/25	AFFORDABLE TREE SERVICE, LLC CURBSIDE BRANCH PICKUP MAY2025	Open	\$1,950.00	\$0.00		
BOARD005	25-00372	06/05/25	BOARD OF FIRE COMMISSIONERS OF 2025 FIRE/BLS SERVICES:2/Q/25	Open	\$36,393.75	\$0.00		
BOROU005	25-00351	05/29/25	BOROUGH OF HIGHTSTOWN LANDFILL TIPPING FEES:APR 2025	Open	\$2,962.08	\$0.00		
	25-00369	06/04/25	SOLID WASTE CONTRACT;JUN 2025	Open	\$6,274.17	\$0.00		
<b>Vendor Total:</b>					<b>\$9,236.25</b>			
CINTA005	25-00341	05/28/25	CINTAS CORPORATION BORO HALL 5/27/25	Open	\$51.51	\$0.00		
	25-00383	06/11/25	BORO HALL & WTP 6/10/25	Open	\$95.90	\$0.00		
<b>Vendor Total:</b>					<b>\$147.41</b>			
CONOV005	25-00290	04/30/25	CONOVER BUILDING MAINTENANCE MAY 2025 SERVICES	Open	\$223.89	\$0.00		
CROSS005	25-00110	02/13/25	CROSS OVER NETWORKS, LLC 2025 IT SERVICES	Open	\$461.93	\$0.00		B
FERGU005	25-00314	05/09/25	FERGUSON ENTERPRISES PARTS FOR BOILER REPAIR	Open	\$29.07	\$0.00		
GANNE005	25-00390	06/11/25	GANNETT NJ NEWSPAPERS MAY 2025 NOTICES	Open	\$29.04	\$0.00		
HACHC005	25-00346	05/28/25	HACH COMPANY WATER-LAB TESTING SUPPLIES	Open	\$135.30	\$0.00		
HOLDE005	25-00091	02/10/25	HOLDEN, JOHN B. 2025 WATER PLANT MANAGEMENT	Open	\$5,415.00	\$0.00		B
	25-00364	06/03/25	ADDITIONAL SERVICES-MAY 2025	Open	\$159.00	\$0.00		
<b>Vendor Total:</b>					<b>\$5,574.00</b>			
INTER015	25-00015	01/13/25	INTERSTATE WASTE SERVICES, INC 2025 RECYCLING CONTRACT	Open	\$3,577.00	\$0.00		B
JCPL0005	25-00384	06/11/25	JCP & L MAY 2025 ELECTRIC SERVICE	Open	\$1,162.56	\$0.00		
	25-00385	06/11/25	W/S-MAY 2025 ELECTRIC SERVICE	Open	\$4,063.20	\$0.00		
<b>Vendor Total:</b>					<b>\$5,225.76</b>			
LEAF0005	25-00344	05/28/25	LEAF COMMERCIAL CAPITAL, INC. KYOCERA COPIER PYMT 19 OF 60	Open	\$171.48	\$0.00		

**BOROUGH OF ROOSEVELT**  
Bill List By Vendor Name

06/12/2025

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Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
LENEG005 25-00263	04/21/25	LENEGAN PLUMBING & HEATING,LLC REPAIR LEAK AT WWTP	Open	\$450.00	\$0.00		
LYONS005 25-00081	02/03/25	LYONS ENVIRONMENTAL SERV, LLC 2025 SEWER PLANT MANAGEMENT	Open	\$9,750.00	\$0.00		B
25-00387	06/11/25	ADDT'L SERVICES 5/7-5/14/25	Open	\$1,000.00	\$0.00		
25-00388	06/11/25	CHRONIC BIO-ASSAY/EFF/pH BUFF	Open	\$2,031.30	\$0.00		
25-00389	06/11/25	WATER TEST 5/6/25	Open	\$50.00	\$0.00		
		<b>Vendor Total:</b>		<b>\$12,831.30</b>			
MAGNU005 25-00339	05/27/25	MAGNUM VAC SERVICES, LLC JET SEWER MAIN;TV INSP LAKE DR	Open	\$6,050.00	\$0.00		
MAINP005 25-00045	01/23/25	MAIN POOL & CHEMICAL CO., INC. WATER-2025 SODIUM HYPOCHLORITE	Open	\$844.00	\$0.00		B
25-00348	05/28/25	SEWER-2025 SODIUM HYPOCHLORITE	Open	\$4,840.00	\$0.00		B
25-00368	06/04/25	WATER-2025 SODIUM HYDROXIDE	Open	\$1,580.46	\$0.00		B
		<b>Vendor Total:</b>		<b>\$7,264.46</b>			
MODER005 25-00266	04/22/25	MODERN GROUP LTD d/b/a BORO HALL GENERATOR-STARTER	Open	\$2,146.49	\$0.00		
25-00349	05/29/25	SERVICE CALL 4/21/25 BORO HALL	Open	\$1,100.75	\$0.00		
		<b>Vendor Total:</b>		<b>\$3,247.24</b>			
NJDEP005 25-00392	06/12/25	NJ DEPARTMENT OF HEALTH DOG REPORT:MAY 2025	Open	\$31.80	\$0.00		
ORKIN005 25-00337	05/22/25	ORKIN PEST CONTROL SERVICE MAY 2025 PEST CONTROL	Open	\$63.00	\$0.00		
25-00342	05/28/25	TREATMENT AT WTP ON 5/28/25	Open	\$149.00	\$0.00		
25-00391	06/11/25	JUN 2025 PEST CONTROL	Open	\$63.00	\$0.00		
		<b>Vendor Total:</b>		<b>\$275.00</b>			
PASSA005 25-00353	05/29/25	PASSAIC VALLEY SEWERAGE SLUDGE DISPOSAL-APR 2025	Open	\$638.40	\$0.00		
PETTY005 25-00333	05/20/25	PETTY CASH REIMBURSE PETTY CASH	Open	\$82.06	\$0.00		
25-00340	05/28/25	REIMBURSE PETTY CASH	Open	\$103.70	\$0.00		
25-00345	05/28/25	REIMBURSE PETTY CASH	Open	\$3.29	\$0.00		
25-00357	06/02/25	REIMBURSE PETTY CASH	Open	\$17.05	\$0.00		
25-00367	06/04/25	REIMBURSE PETTY CASH	Open	\$53.30	\$0.00		
25-00380	06/09/25	REIMBURSE PETTY CASH	Open	\$82.06	\$0.00		
		<b>Vendor Total:</b>		<b>\$341.46</b>			
ROBER005 22-00437	07/27/22	ROBERTS ENGINEERING GROUP, LLC ROAD IMPROVEMENTS:TAMARA DRIVE	Open	\$1,097.00	\$0.00		B
23-00499	09/25/23	ROAD IMPROVEMENTS:NORTH VALLE	Open	\$286.50	\$0.00		B
24-00090	02/07/24	REPLACE TRICKLING FILTERS	Open	\$2,680.25	\$0.00		B
25-00229	04/08/25	ROAD IMPROV:LAKE/SPRUCE/S.VALL	Open	\$588.75	\$0.00		B

**BOROUGH OF ROOSEVELT**  
Bill List By Vendor Name

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
ROBER005		ROBERTS ENGINEERING GROUP, LLC		<i>Account Continued</i>			
25-00355	05/29/25	PB REVIEW-5 CEDAR COURT	Open	\$294.00	\$0.00		
25-00359	06/02/25	RVW CANNABIS ORD W/T.HARTLEY	Open	\$49.50	\$0.00		
25-00360	06/02/25	WATER TOWER INSPEC PROPOSAL	Open	\$891.00	\$0.00		
25-00361	06/02/25	MISC SEWER 4/22-4/24/25	Open	\$343.75	\$0.00		
25-00362	06/02/25	RVW OPTIONS FY2026 DOT GRANT	Open	\$148.50	\$0.00		
25-00363	06/02/25	TIER B TO TIER A STORMWATER	Open	\$1,755.00	\$0.00		
25-00376	06/09/25	ENGINEERING REVIEW-WINERY	Open	\$2,298.00	\$0.00		
		<b>Vendor Total:</b>		<b>\$10,432.25</b>			
ROOSE035		ROOSEVELT BOROUGH BULLETIN					
25-00291	04/30/25	CLEAN COMM-LITTER PICKUP	Open	\$100.00	\$0.00		
RUSSE005		RUSSELL REID, INC.					
25-00100	02/11/25	2025 SLUDGE REMOVAL	Open	\$1,400.49	\$0.00		B
SHORE005		SHORE BUSINESS SOLUTIONS					
25-00343	05/28/25	USAGE 4/21/25-5/20/25	Open	\$15.50	\$0.00		
STAPL005		STAPLES BUSINESS ADVANTAGE					
25-00332	05/19/25	OFFICE & JANITORIAL SUPPLIES	Open	\$168.57	\$0.00		
SUTPH005		SUTPHEN MEMORIAL, INC.					
25-00027	01/14/25	2025 CEMETERY MANAGEMENT	Open	\$775.00	\$0.00		B
TOWNS015		TOWNSHIP OF MANALAPAN					
25-00370	06/04/25	ANIMAL CONTROL SERV-JUN 2025	Open	\$1,041.66	\$0.00		
UNITE005		UNITED FIRE PROTECTION CORP.					
25-00354	05/29/25	SEWER-SEMI-ANNUAL INSPECTION	Open	\$700.98	\$0.00		
VERIZ015		VERIZON					
25-00347	05/28/25	PHONE/INTERNET-MAY 2025	Open	\$825.48	\$0.00		
WBMAS005		W.B. MASON CO., INC.					
25-00350	05/29/25	DELIVERY/RENTAL-MAY 2025	Open	\$54.91	\$0.00		
WEBHA005		WEB HAULING & DISTRIBUTION, INC					
25-00315	05/09/25	PUMP LAKE DR PUMP PIT 4/28/25	Open	\$274.40	\$0.00		
25-00338	05/27/25	PUMP BORO HALL PUMP PIT 5/19	Open	\$274.40	\$0.00		
		<b>Vendor Total:</b>		<b>\$548.80</b>			
WEBOU005		WEB OUTBACK					
25-00317	05/12/25	RESTROOM RENTAL-MAR & APR 2025	Open	\$350.00	\$0.00		

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**Total Purchase Orders: 62 Total P.O. Line Items: 0 Total List Amount: \$110,698.18 Total Void Amount: \$0.00**

**BOROUGH OF ROOSEVELT**  
Bill List By Vendor Name

06/12/2025

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<b>Totals by Year-Fund</b>							
<b>Fund Description</b>	<b>Fund</b>	<b>Budget Rcvd</b>	<b>Budget Held</b>	<b>Budget Total</b>	<b>Revenue Total</b>	<b>G/L Total</b>	<b>Total</b>
	5-01	\$59,573.93	\$0.00	\$59,573.93	\$0.00	\$0.00	\$59,573.93
	5-09	\$41,797.95	\$0.00	\$41,797.95	\$0.00	\$0.00	\$41,797.95
	<b>Year Total:</b>	<b>\$101,371.88</b>	<b>\$0.00</b>	<b>\$101,371.88</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$101,371.88</b>
	C-04	\$1,972.25	\$0.00	\$1,972.25	\$0.00	\$0.00	\$1,972.25
	C-08	\$2,680.25	\$0.00	\$2,680.25	\$0.00	\$0.00	\$2,680.25
	<b>Year Total:</b>	<b>\$4,652.50</b>	<b>\$0.00</b>	<b>\$4,652.50</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,652.50</b>
	G-02	\$2,050.00	\$0.00	\$2,050.00	\$0.00	\$0.00	\$2,050.00
	T-12	\$2,592.00	\$0.00	\$2,592.00	\$0.00	\$0.00	\$2,592.00
<b>ANIMAL CONTROL</b>	T-13	\$31.80	\$0.00	\$31.80	\$0.00	\$0.00	\$31.80
	<b>Year Total:</b>	<b>\$2,623.80</b>	<b>\$0.00</b>	<b>\$2,623.80</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,623.80</b>
<b>Total Of All Funds:</b>		<b>\$110,698.18</b>	<b>\$0.00</b>	<b>\$110,698.18</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$110,698.18</b>

BOROUGH OF ROOSEVELT

I, Scott M. Frueh, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following bill list to be paid:

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
6/16/25 Bill List	various	\$110,698.18

*Scott M. Frueh*

Scott M. Frueh  
Chief Financial Officer

Dated: 6/16/25

**RESOLUTION NO. 25-79**  
**MEETING DATE: 06-16-2025**

**RESOLUTION AWARDING CONTRACT FOR INSPECTION OF THE 75,000 GALLON  
ELEVATED WATER TOWER TO PITTSBURG TANK & TOWER GROUP**

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

**WHEREAS**, the Borough Engineer requested proposals for the inspection of the 75,000 gallon  
Elevated Water Tower from four (4) contractors; and

**WHEREAS**, only two (2) proposals were received as follows:

Pittsburg Tank & Tower Group Henderson, Kentucky 42419	\$2,125.00
Mumford-Bjorkman Associates, Inc. (MBA) New Castle, Delaware 19720	\$4,500.00

**WHEREAS**, the Borough Engineer recommends a contract to be awarded to Pittsburg Tank  
& Tower Group in the amount of \$2,125.00 for the inspection of the 75,000 gallon Elevated Water  
Tower; and

**WHEREAS**, the Chief Financial Officer has certified the funds.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council hereby approve the  
proposal and award a contract to Pittsburg Tank & Tower Group for the inspection of the 75,000  
gallon Elevated Water Tower in the amount of \$2,125.00.

**BE IT FURTHER RESOLVED** that a copy of this Resolution, certified by the Borough  
Clerk to be a true copy, be forwarded to Pittsburg Tank & Tower Group, the Certified Municipal  
Financial Officer, the Treasurer and the 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 June 16, 2025.

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Kathleen Hart  
Borough Clerk

BOROUGH OF ROOSEVELT

I, Scott M. Frueh, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following contract to be awarded:

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
Pittsburg Tank & Tower Group (Water Tower Inspection)	Water O/E	\$2,125.00

Scott M. Frueh  
Scott M. Frueh  
Chief Financial Officer

Dated: 6/16/25

**RESOLUTION NO. 25-80**  
**MEETING DATE: 06-16-2025**

**RESOLUTION AUTHORIZING A REFUND OF TAXES FOR OVERPAYMENT TO  
BLOCK 7, LOT 25, 19 NORTH VALLEY DRIVE**

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

**WHEREAS**, there has been a tax overpayment for the 2nd quarter 2025 taxes for Block 7, Lot 25 19 North Valley Drive, in the amount of \$2,773.42 resulting from an overpayment; and

**WHEREAS**, the Tax Collector has requested that said overpayment be refunded in the amount of \$2,773.42 to Mark and Trisica Borosko, 19 North Valley Drive, P.O. Box 10, Roosevelt, NJ 08555.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Roosevelt that the Tax Collector is hereby authorized to issue a refund in the amount of \$2,773.42 Mark and Trisica Borosko, 19 North Valley Drive, P.O. Box 10, Roosevelt, NJ 08555.representing the tax overpayment as set forth herein.

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 June 16, 2025.

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Kathleen Hart  
Borough Clerk

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

**RESOLUTION NO. 25-81  
MEETING DATE: 06-16-2025**

**RESOLUTION AWARDING CONTRACT TO EARLE ASPHALT COMPANY FOR  
INSTALLATION OF NEW WATER SERVICE AND SANITARY SEWER LATERAL  
AT 64 LAKE DRIVE**

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

**WHEREAS**, a new water service and sanitary sewer lateral is required at 64 Lake Drive for the proposed winery and existing barns; and

**WHEREAS**, the Borough must provide a water service connection between the existing water main in the roadway to a new curb valve and meter behind the curb line and also provide a new sanitary sewer lateral between the existing sewer main in the roadway to a new cleanout behind the curb line; and

**WHEREAS**, the Borough cannot install the new connections and the Borough Engineer contacted two (2) contractors to obtain quotes for installation of both connections; and

**WHEREAS**, only one quote was received from Earle Asphalt Company in the amount of \$16,472.46; and

**WHEREAS**, the Borough requested and received escrow from the property owners at 64 Lake Drive in the amount of \$16,472.46 to cover the estimated costs of construction and \$3,000.00 to cover the cost of inspection; and

**WHEREAS**, the Borough's Chief Financial Officer has certified the availability of funds.

**NOW, THEREFORE BE IT RESOLVED**, by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey that Earle Asphalt Company is hereby authorized to install new water service and sanitary sewer lateral at 64 Lake Drive in the amount of \$16,472.46.

**BE IT FURTHER RESOLVED**, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent, Roberts Engineering Group, LLC and Earle Asphalt Company.

**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 June 16, 2025.

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Kathleen Hart  
Borough Clerk

BOROUGH OF ROOSEVELT

I, Scott M. Frueh, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following contract to be awarded:

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
Earle Asphalt Company (New W/S Connection at 64 Lake Drive)	Escrow-Winery-64 Lake Drive T-12-56-286-000-541	16,472.46

Scott M. Frueh

Scott M. Frueh  
Chief Financial Officer

Dated: 6/16/25

**RESOLUTION NO. 25-82**  
**MEETING DATE: 06-16-2025**

**RESOLUTION AUTHORIZING RETURN OF ESCROW FUNDS FOR  
15 S. ROCHDALE AVENUE (BLOCK 10, LOT 4)**

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

**WHEREAS**, Larry and Adrienne Cheshier of 15 S. Rochdale Avenue, (Block 10, Lot 4) submitted escrow funds for engineering review; and

**WHEREAS**, it has been determined that no Professional Service invoices are due on this account, all having been paid in full; and

**WHEREAS**, there is a balance of \$125.00 in said escrow account that should be refunded to the applicant; and

**WHEREAS**, it has been requested that the escrow balance in the amount of \$125.00 be refunded to the applicant.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Roosevelt that the Treasurer is hereby authorized to issue a refund of escrow funds in the amount of \$125.00 to Larry and Adrienne Cheshier of 15 S. Rochdale Avenue (Block 10, Lot 4), Roosevelt, NJ 08555 representing the escrow balance(s) as set forth herein.

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 June 16, 2025.

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Kathleen Hart  
Borough Clerk