

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

COUNCIL REGULAR MEETING AGENDA
JULY 21, 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 received from Roberts Engineering Group, LLC, dated July 3, 2025 regarding Improvements to Tamara Drive.
2. Letter received from Roberts Engineering Group, LLC, dated July 15, 2025, regarding a six (6) month extension for the Improvements to Lake Drive.

MINUTES:

1. Regular Council Meeting Minutes – June 16, 2025

RESOLUTIONS:

Resolution 25-88	Resolution Acknowledging Receipt and Review of Planning Board Consistency Report for Ordinance 2025-10
Resolution 25-89	Resolution Acknowledging Receipt and Review of Planning Board Consistency Report for Ordinance 2025-11

ORDINANCES:

Second Reading and Public Hearing:

Ordinance 2025-10	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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Second Reading and Public Hearing:

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

CONSENT AGENDA RESOLUTIONS:

Resolution 25-90	Payment of Bills for July 21, 2025
Resolution 25-91	Resolution Authorizing the Borough Engineer to Request a Six-Month Award Extension from the New Jersey Department of Transportation in Connection with the Grant Received for Improvements to Lake Drive
Resolution 25-92	Resolution of the Borough Council of the Borough of Roosevelt Approving Change Order No. 3 and Payment No. 4 to P.M. Construction Corp. for Improvements to Tamara Drive
Resolution 25-93	Resolution of the Borough Council of the Borough of Roosevelt Waiving May/June Water and Sewer Utility Billings for 5 Cedar Court, Block 2, Lot 51

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 Luongo

REPORTS OF BOROUGH OFFICIALS:

UNFINISHED BUSINESS:

NEW BUSINESS:

- Hydrant Flushing – Tuesday 8/26/25 (east side of town) and Thursday 8/28/25 (west side of town).

PUBLIC COMMENT (Any item)

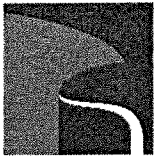
M/Malkin opens the public comment at _____
M/Malkin closes the public comment at _____

CLOSED SESSION:

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

ADJOURNMENT

TIME OUT: _____



MEMORANDUM

TO: Mayor and Council
 Borough of Roosevelt

FROM: Carmela Roberts, PE, CME, CPWM *CR*
 Borough Engineer

DATE: July 3, 2025

RE: Improvements to Tamara Drive
 Payment No. 4
 Our File No.: R4413

Attached please find the following in reference to Payment No. 4 and Change Order No. 3 which is a partial payment through June 17, 2025 for mobilization, site clearing, test pits, inlet frames and grates, manhole frame and cover, concrete curb, sidewalk, detectable warning surface, milling and paving, topsoiling, fertilizing, seeding, and fuel and asphalt prices adjustments:

1. Payment No. 4
2. Change Order No. 3
3. Invoice No. 4
4. Certified Payrolls
5. Monthly Project Workforce Report

Change Order No. ³~~4~~ results in a net decrease to the original contract amount by \$3,100.57 (-0.32%). The change order accounts for additional work as required in the field, as-built quantity adjustments, fuel and asphalt price adjustments, and inlet repairs as determined necessary in the field.

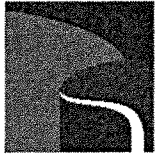
The total recommended amount of \$266,648.95 is funded as follows:

Water/Sewer:	\$8,820.00
Capital Roadway:	\$257,828.95

I recommend payment be made to P.M. Construction Corp. in the amount of \$266,648.95

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

cc: Kathleen Hart, RMC, CMR, Borough Clerk
 Ana Debevec, Borough Treasurer
 Scott M. Frueh, Borough CFO
 Kevin Matos, PM Construction Corp.
 Esme Severino, PM Construction Corp.
 Cameron Corini, PE, CME, CPWM, Roberts Engineering Group, LLC
 Giovanni Zangrilli, Roberts Engineering Group, LLC
 Kelly Pham, EIT, Roberts Engineering Group, LLC
 Stephanie Katz, Roberts Engineering Group, LLC



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

July 15, 2024⁴⁵

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

Re: Improvements to Lake Drive
Borough of Roosevelt, Monmouth County, New Jersey
Our File No.: R4415

Dear Mayor and Council:

As you know, the NJDOT has awarded two grants to the Borough of Roosevelt funding improvements to Lake Drive through the Municipal Aid Program. Municipal Aid for Fiscal Year 2024 was awarded for Improvements to Lake Drive and Spruce Lane in the amount of \$183,337.00. Municipal Aid for Fiscal Year 2025 was awarded for Improvements to Lake Drive and South Valley Road in the amount of 135,910.00. As discussed, we are combining the two projects and their funding under one project to reduce project costs. The combined amount of funding awarded for FY2024 and FY2025 is \$319,247.00. The project must be awarded to a contractor no later than the deadline for the FY2024 award, November 1, 2025.

The Borough Sewer Operator, Mike Lyons, has had the sewer mains on Lake Drive between South Rochdale Avenue and Spruce Court cleaned and televised to evaluate the existing condition of the mains. The inspection found several areas with root protrusions as well as minor cracks throughout the system. There is also one area where the pipe has settled causing a slight low point/belly.

In September 2024, the Operator performed herbicide foam injection into the mains on Lake Drive to eliminate the root protrusions. The foam treatment was applied to the entire length of the sewer main on Lake Drive. In June 2025, the Operator performed closed-circuit television inspection to observe the results of the herbicidal foam treatment.

The fine roots at pipe joints appear to have been effectively treated but many of the dead roots remain attached. The heavier root masses extending out of sanitary laterals appear to have survived the initial herbicidal foam treatment and will require further attention to clear the sewer main. The root protrusions observed are of concern in certain locations. There are locations where the roots are dense and impassable by a camera which will lead to a blockage in the future. It is recommended that the Operator hires the services of a sewer cleaning company to cut off the remaining roots.

In six (6) locations there are root masses extending out of the service laterals. The root masses do not appear to have been killed by the herbicide treatment. At these locations, it is recommended to replace the service lateral connection from the sewer main to the property line, including the street cleanout.

There is longitudinal cracking in two locations between manholes 80 and 81. The Borough should take the opportunity to replace damaged sections of sewer main. It is recommended to replace short lengths of 8" diameter VCP sewer main with new 8" diameter PVC piping. Another sewer main spot repair is recommended at a deteriorated pipe joint between manholes 75 and 76.

In addition, many of the manholes are greater than 400-ft. apart which does not comply with current NJDEP regulations. We recommend sanitary manholes be added to the system to ensure the sewer main lengths are less than the maximum allowable 400-ft. This will require the installation of four (4) new manholes.

The anticipated construction cost for the above referenced manhole construction, sewer main repairs, and lateral repairs is anticipated to be approximately \$100,000.00.

The anticipated engineering fees are as follows:

- Design:	\$ 4,000.00
- <u>Construction Administration and Inspection:</u>	<u>\$ 9,000.00</u>
- TOTAL:	\$13,000.00

As outlined in prior letters and discussed during the Council meeting of September 16, 2024, the project must be awarded by November 2025 to comply with the NJDOT funding requirements. However, that date is fast approaching and may not be feasible. We recommend that the Borough submit a request for a 6-month extension to award in accordance with the NJDOT State Aid Handbook. A 6-month extension is permitted if "Utility relocation work precludes advertisement, bid, and award during the 24-month deadline. The municipality has demonstrated communication and coordination with all utility service providers within 12 months of municipal local aid grant agreement execution; however, utility service providers are indicating that relocation work must be performed prior to the construction of the project." Sewer evaluation commenced within 12 months of the grant award. Therefore, a 6-month extension is allowable and recommended.

We are requesting authorization to request an extension of time from NJDOT as well as approval to move forward with the additional engineering and inspection required at your next available council meeting. Please review the above figures and advise as to how the Council would like to move forward. Should you have any questions, please feel free to contact this office.

Very truly yours,



Carmela Roberts, PE, CME, CPWM
Borough Engineer

cc: Kathleen Hart, RMC, CMR, Borough Clerk
Scott Frueh, Borough CFO
Ana Debevec, Borough Treasurer
Mike Lyons, Borough Sewer Operator
Cameron Corini, PE, CME, CPWM, Roberts Engineering Group, LLC
Justin Streleckis, PE, Roberts Engineering Group, LLC
Thak Bakhru, PE, Roberts Engineering Group, LLC
Kelly Pham, EIT, Roberts Engineering Group, LLC

RESOLUTION NO. 25-88
MEETING DATE: 07-21-2025

**RESOLUTION ACKNOWLEDGING RECEIPT AND REVIEW OF PLANNING BOARD
CONSISTENCY REPORT FOR ORDINANCE 2025-10**

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

WHEREAS, the Roosevelt Borough Council introduced Ordinance No. 2025-10 and referred it to the Planning Board pursuant to N.J.S.A. 40:55D-26(a); and

WHEREAS, on June 29, 2025, the Planning Board reported its findings on Ordinance 2025-10 to the Borough Council.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council acknowledges receipt and has reviewed the Planning Board report finding Ordinance 2025-10 to be consistent with the Master Plan.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Borough Clerk to be a true copy, be forwarded to the Planning Board Secretary.

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 July 21, 2025.

Kathleen Hart
Borough Clerk

BOROUGH OF ROOSEVELT

33 North Rochdale Avenue
P.O. Box 128
Roosevelt, NJ 08555
Board Secretary: April Claudio

Phone: (609)448-0539
Fax: (609)448-8716
Web: www.rooseveltnj.us
april@rooseveltnj.us

June 29, 2025

Kathleen Hart
Municipal Clerk
clerk@rooseveltnj.us

RE: Ordinance 2025-10 & Ordinance 2025-11

Dear Ms. Hart:

On June 19, 2025, the Roosevelt Planning Board reviewed Ordinances 2025-10 and Ordinance 2025-11. There were no issues with Ordinance 2025-10, permitting the keeping of chickens, except for the concern about avian flu. The Board voted 7-1 to endorse the ordinance as introduced by the Governing Body.

There was a thorough discussion on Ordinance 2025-11, permitting cannabis cultivators in the R-AG/400 zone. Board member Hartley expressed concern that the 80 foot setback from the road is not enough distance. Board member Septak suggested adding regulations that require a buffer to shield the greenhouses from the road. Board Attorney Michele Donato questioned whether or not it was permitted by law to only permit one micro business by ordinance. Ultimately the Board voted 5-2 with one abstention to endorse the ordinance as introduced by the Governing Body. Board Chair Allison Petrilla formed a sub-committee of herself, Mr. Hartley and Mayor Malkin to do a further review of the R-AG/400 zone and possibly suggest future amendments for the Governing Body to review.

If you have any questions please feel free to reach out to me. Thank you.

Sincerely,



April Claudio
Board Secretary

**RESOLUTION NO. 25-89
MEETING DATE: 07-21-2025**

**RESOLUTION ACKNOWLEDGING RECEIPT AND REVIEW OF PLANNING BOARD
CONSISTENCY REPORT FOR ORDINANCE 2025-11**

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

WHEREAS, the Roosevelt Borough Council introduced Ordinance No. 2025-11 and referred it to the Planning Board pursuant to N.J.S.A. 40:55D-26(a); and

WHEREAS, on June 29, 2025, the Planning Board reported its findings on Ordinance 2025-11 to the Borough Council.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council acknowledges receipt and has reviewed the Planning Board report finding Ordinance 2025-11 to be consistent with the Master Plan.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Borough Clerk to be a true copy, be forwarded to the Planning Board Secretary.

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 July 21, 2025.

Kathleen Hart
Borough Clerk

BOROUGH OF ROOSEVELT

33 North Rochdale Avenue
P.O. Box 128
Roosevelt, NJ 08555
Board Secretary: April Claudio

Phone: (609)448-0539
Fax: (609)448-8716
Web: www.rooseveltnj.us
april@rooseveltnj.us

June 29, 2025

Kathleen Hart
Municipal Clerk
clerk@rooseveltnj.us

RE: Ordinance 2025-10 & Ordinance 2025-11

Dear Ms. Hart:

On June 19, 2025, the Roosevelt Planning Board reviewed Ordinances 2025-10 and Ordinance 2025-11. There were no issues with Ordinance 2025-10, permitting the keeping of chickens, except for the concern about avian flu. The Board voted 7-1 to endorse the ordinance as introduced by the Governing Body.

There was a thorough discussion on Ordinance 2025-11, permitting cannabis cultivators in the R-AG/400 zone. Board member Hartley expressed concern that the 80 foot setback from the road is not enough distance. Board member Septak suggested adding regulations that require a buffer to shield the greenhouses from the road. Board Attorney Michele Donato questioned whether or not it was permitted by law to only permit one micro business by ordinance. Ultimately the Board voted 5-2 with one abstention to endorse the ordinance as introduced by the Governing Body. Board Chair Allison Petrilla formed a sub-committee of herself, Mr. Hartley and Mayor Malkin to do a further review of the R-AG/400 zone and possibly suggest future amendments for the Governing Body to review.

If you have any questions please feel free to reach out to me. Thank you.

Sincerely,



April Claudio
Board Secretary

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**

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.

PUBLIC NOTICE: PLEASE TAKE NOTICE that the foregoing Ordinance was introduced and passed on first reading on the 16th day of June, 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 21st day of July, 2025 at the Municipal Building 33. N. Rochdale Avenue, Roosevelt, New Jersey
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

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.

PUBLIC NOTICE: PLEASE TAKE NOTICE that the foregoing Ordinance was introduced and passed on first reading on the 16th day of June, 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 21st day of July, 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. 25-90
MEETING DATE: 07-21-2025**

PAYMENT OF BILLS FOR JULY 21, 2025

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 July 21, 2025.

Kathleen Hart
Borough Clerk

7-21-25 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 #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ALPHA005		ALPHADOG SOLUTIONS, INC.					
25-00128	02/21/25	2025 WEBSITE MANAGEMENT	Open	\$720.00	\$0.00		B
BOROU005		BOROUGH OF HIGHTSTOWN					
25-00453	07/09/25	SOLID WASTE CONTRACT:JUL 2025	Open	\$6,274.17	\$0.00		
CANNO010		CANNON & MCGUINN, LLC					
25-00458	07/14/25	LEGAL SERVICES-MAY 2025	Open	\$2,750.00	\$0.00		
CINTA005		CINTAS CORPORATION					
25-00444	07/09/25	BORO HALL & WTP 7/8/25	Open	\$95.90	\$0.00		
CONOV005		CONOVER BUILDING MAINTENANCE					
25-00451	07/09/25	JUL 2025 SERVICES	Open	\$223.89	\$0.00		
DONAT005		DONATO, ESQ., MICHELE					
25-00435	07/07/25	PB REVIEW-5 CEDAR COURT	Open	\$35.00	\$0.00		
EDMUN005		EDMUNDS GOVTECH					
25-00437	07/07/25	BLANK TAX BILLS (100)	Open	\$37.00	\$0.00		
FOODF005		FOOD FOR ALL FOOD TRUCK, LLC					
25-00381	06/09/25	FOOD TRUCK FOR 4th OF JULY	Open	\$3,500.00	\$0.00		
HOLDE005		HOLDEN, JOHN B.					
25-00091	02/10/25	2025 WATER PLANT MANAGEMENT	Open	\$5,415.00	\$0.00		B
25-00440	07/07/25	EMERGENCY CALL-4 S. ROCHDALE	Open	\$178.88	\$0.00		
25-00441	07/07/25	NEW WATER SERVICE-64 LAKE DR.	Open	\$477.00	\$0.00		
25-00442	07/07/25	ADDITIONAL SERVICES-JUN 2025	Open	\$119.25	\$0.00		
		Vendor Total:		\$6,190.13			
INTER015		INTERSTATE WASTE SERVICES, INC					
25-00015	01/13/25	2025 RECYCLING CONTRACT	Open	\$3,577.00	\$0.00		B
JCPL0005		JCP & L					
25-00448	07/09/25	JUN 2025 ELECTRIC SERVICE	Open	\$1,086.51	\$0.00		
25-00449	07/09/25	W/S-JUN 2025 ELECTRIC SERVICE	Open	\$4,110.40	\$0.00		
		Vendor Total:		\$5,196.91			
LYONS005		LYONS ENVIRONMENTAL SERV, LLC					
25-00460	07/14/25	ADDT'L SERVICES 6/26-7/1/25	Open	\$542.66	\$0.00		
MAINP005		MAIN POOL & CHEMICAL CO., INC.					
25-00045	01/23/25	WATER-2025 SODIUM HYPOCHLORITE	Open	\$624.56	\$0.00		B
MONMO045		MONMOUTH COUNTY TREASURER					
25-00446	07/09/25	POSTAGE FOR SAMPLE BALLOTS	Open	\$68.37	\$0.00		

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
MONMO045		MONMOUTH COUNTY TREASURER		<i>Account Continued</i>			
ORKIN005 25-00436	07/07/25	ORKIN PEST CONTROL SERVICE JUL 2025 PEST CONTROL	Open	\$63.00	\$0.00		
PMCON005 24-00232	04/17/24	P.M. CONSTRUCTION CORP. IMPROVEMENTS:TAMARA DRIVE	Open	\$266,648.95	\$0.00		B
PASSA005 25-00445	07/09/25	PASSAIC VALLEY SEWERAGE SLUDGE DISPOSAL-JUN 2025	Open	\$1,512.00	\$0.00		
PEGER005 25-00228	04/08/25	PEGER, KYLE d/b/a PUBLIC LAND MAINTENANCE:2025	Open	\$1,798.00	\$0.00		B
PETTY005 25-00461	07/17/25	PETTY CASH REIMBURSE PETTY CASH	Open	\$89.91	\$0.00		
RUSSE005 25-00100	02/11/25	RUSSELL REID, INC. 2025 SLUDGE REMOVAL	Open	\$2,334.15	\$0.00		B
SCHUB005 25-00439	07/07/25	SCHUBIGER, ERIC REIMB:4TH OF JULY ITEMS	Open	\$152.99	\$0.00		
SHORE005 25-00443	07/08/25	SHORE BUSINESS SOLUTIONS USAGE 5/21/25-6/20/25	Open	\$22.80	\$0.00		
STATE005 25-00438	07/07/25	STATE OF NEW JERSEY-PWT 2/Q/2025 WATER TAX	Open	\$52.52	\$0.00		
SUTPH005 25-00371	06/05/25	SUTPHEN MEMORIAL, INC. 2025 CEMETERY MANAGEMENT	Open	\$775.00	\$0.00		B
THEHO010 25-00447	07/09/25	THE HOME DEPOT DEWALT PRESSURE WASHER	Open	\$429.00	\$0.00		
TOWNS015 25-00452	07/09/25	TOWNSHIP OF MANALAPAN ANIMAL CONTROL SERV-JUL 2025	Open	\$1,041.66	\$0.00		
WWGRA005 25-00336	05/21/25	W.W. GRAINGER, INC. (2) STORAGE TANKS FOR WWTP	Open	\$3,765.72	\$0.00		

Total Purchase Orders: 31 Total P.O. Line Items: 0 Total List Amount: \$308,521.29 Total Void Amount: \$0.00

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

07/17/2025

02:49 PM

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	5-01	\$22,662.25	\$0.00	\$22,662.25	\$0.00	\$0.00	\$22,662.25
	5-09	\$18,698.09	\$0.00	\$18,698.09	\$0.00	\$0.00	\$18,698.09
	Year Total:	\$41,360.34	\$0.00	\$41,360.34	\$0.00	\$0.00	\$41,360.34
	C-04	\$257,828.95	\$0.00	\$257,828.95	\$0.00	\$0.00	\$257,828.95
	C-08	\$8,820.00	\$0.00	\$8,820.00	\$0.00	\$0.00	\$8,820.00
	Year Total:	\$266,648.95	\$0.00	\$266,648.95	\$0.00	\$0.00	\$266,648.95
	T-12	\$512.00	\$0.00	\$512.00	\$0.00	\$0.00	\$512.00
Total Of All Funds:		\$308,521.29	\$0.00	\$308,521.29	\$0.00	\$0.00	\$308,521.29

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>
7/21/25 Bill List	various	\$308,521.29

Scott M. Frueh

Scott M. Frueh
Chief Financial Officer

Dated: 7/21/25

RESOLUTION No. 25-91
MEETING DATE: 07-21-2025

RESOLUTION AUTHORIZING THE BOROUGH ENGINEER TO REQUEST A SIX-MONTH AWARD EXTENSION FROM THE NEW JERSEY DEPARTMENT OF TRANSPORTATION IN CONNECTION WITH THE GRANT RECEIVED FOR IMPROVEMENTS TO LAKE DRIVE

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

WHEREAS, on or about November 2023, the New Jersey Department of Transportation ("NJDOT") awarded the Borough of Roosevelt, County of Monmouth, State of New Jersey (the "Borough") a municipal aid grant in the amount of \$183,337.00 for road improvements to Lake Drive and Spruce Lane (the "Improvements to Lake Drive Project"); and

WHEREAS, under the terms of the municipal aid grant, the Borough is required to make an award of a contract to complete the project on or before November 1, 2025; and

WHEREAS, the project has been delayed as a result of maintenance activities required at the Borough's sanitary sewer mains and laterals in Lake Drive. The Borough has been in the process of improving the sanitary sewer main since July 2024 and must now move forward with additional repairs; and

WHEREAS, roadway improvements on Lake Drive may not take place until the sanitary sewer improvements are completed.

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey that the Borough Engineer, Roberts Engineering Group, LLC, is hereby authorized to request a six (6) month extension from the New Jersey Department of Transportation in connection with the Borough's municipal aid grant in the amount of \$183,337.00 for FY2024.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Mayor, Council-President, and Roberts Engineering Group, LLC.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 21, 2025.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 25-92
MEETING DATE: 07-21-2025**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT
APPROVING CHANGE ORDER NO. 3 AND PAYMENT NO. 4 TO P.M. CONSTRUCTION
CORP. FOR IMPROVEMENTS TO TAMARA DRIVE**

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

WHEREAS, by Resolution 4-64, dated April 15, 2024, the Borough of Roosevelt (the "Borough") awarded a contract to P.M. Construction Corp. (the "Contractor") in the amount of \$982,058.79 for Improvements to Tamara Drive (the "Project"); and

WHEREAS, the Borough previously approved Change Order No. 1 and Change Order No. 2; and

WHEREAS, the Contractor submitted Change Order No. 3 for additional work as required in the field, as-built quantity adjustments, fuel and asphalt price adjustments and inlet repairs as determined necessary in the field, which resulted in a decrease of \$3,100.57; decreasing the total contract amount to \$978,958.22; and

WHEREAS, the Contractor further submitted Request for Payment No. 4 in the amount of \$266,648.95 through June 17, 2025; and

WHEREAS, the Borough Engineer has inspected the Project and approved the Contractor's Change Order No. 3 and the Contractor's Request for Payment No. 4.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Roosevelt, County of Monmouth, State of New Jersey, does hereby approve Change Order No. 3 and Request for Payment No. 4 in the amount of \$266,648.95 to P.M. Construction Corp., which are attached hereto as Exhibit A.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to P.M. Construction Corp.; Scott Frueh, CFO; Ana Debevec, Treasurer/Purchasing Agent; Carmela Roberts, Borough Engineer.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on July 21, 2025.

Kathleen Hart
Borough Clerk

**RESOLUTION NO. 25-93
MEETING DATE: 07-21-2025**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT
WAIVING MARCH/APRIL WATER AND SEWER UTILITY BILLINGS FOR 5 CEDAR
COURT, BLOCK 2, LOT 51**

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

WHEREAS, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the “Borough”) operates public water and sewer utilities that provide such services to certain properties within the Borough; and

WHEREAS, the property known as 5 Cedar Court, Block 2, Lot 51 (the “Property”) maintains utility accounts with the Borough; and

WHEREAS, in early March 2023, the structures located upon the Property were severely damaged and destroyed in a casualty loss incident; and

WHEREAS, during the months of May and June 2025, the Borough billed the Property’s utility accounts for structures that were no longer habitable and/or no longer existed upon the Property; and

WHEREAS, the Borough has determined that the amount billed to the Property’s accounts do not accurately reflect the utilities being utilized, and finds that the Property did not utilize any of the municipal services for which it was billed.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey does hereby authorize the Borough CFO and Tax Collector to cancel and/or waive the Property’s water/sewer utility bill for May/June 2025 in the amount of \$372.00; and

BE IT FURTHER RESOLVED, that any interest and late fees shall be waived on the Property’s water/sewer utility accounts relating to the above-authorized cancellation; and

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Borough CFO, Tax Collector, and the owner of the Property.

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 July 21, 2025.

Kathleen Hart
Borough Clerk