

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

COUNCIL REGULAR MEETING AGENDA
AUGUST 4, 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:

MINUTES:

1. Regular Council Meeting Minutes – July 7, 2025

ORDINANCE:

FIRST READING:

Ordinance 2025-12 Ordinance Providing for Sewer Main Repairs/Replacement and Laterals Replacement Appropriating \$28,000 Water/Sewer Capital Improvement Fund to Finance a Portion of the Costs Thereof, Authorized in and by the Borough of Roosevelt, in the County of Monmouth, New Jersey

RESOLUTION:

PUBLIC HEARING OF THE 2025 BUDGET:

M/Malkin opens the public comment at _____

M/Malkin closes the public comment at _____

Resolution 24-94 Resolution Adopting the 2025 Budget

SECTION 2 - UPON ADOPTION FOR YEAR 2025

RESOLUTION 25-94

COUNCIL MEMBERS of the **MONMOUTH** BOROUGH

Be it Resolved by the ROOSEVELT, County of MONMOUTH, that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$ 919,686.44 (Item 2 below) for municipal purposes, and
- (b) \$ - (Item 3 below) for school purposes in Type I School Districts only (N.J.S.A. 18A:9-2) to be raised by taxation and,
- (c) \$ - (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (N.J.S.A. 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations.
- (d) \$ - (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) \$ - (Sheet 44) Arts and Culture Trust Fund Levy
- (f) \$ - (Item 5 Below) Minimum Library Tax

RECORDED VOTE

(Insert last name)

Ayes	Abstained
Nays	Absent

SUMMARY OF REVENUES		08-100	\$
1. General Revenues			
Surplus Anticipated		08-100	\$ 298,000.00
Miscellaneous Revenues Anticipated		13-099	\$ 86,825.00
Receipts from Delinquent Taxes		15-499	\$ 40,000.00
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSED (Item 6(a), Sheet 11)		07-190	\$ 919,686.44
3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:			
Item 6, Sheet 42	07-195	\$	
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)	07-191	\$	
TOTAL AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY			\$ -
4. To Be Added to the Certificate for the Amount to be Raised by Taxation for Schools in Type II School Districts Only:			
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)	07-191		\$ -
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY TAX		07-192	\$ -
Total Revenues		13-299	\$ 1,344,511.44

SUMMARY OF APPROPRIATIONS

5. GENERAL APPROPRIATIONS:		
Within "CAPS"		
(a & b) Operations Including Contingent	XXXXXX	XXXXXXXXXXXXXXXXXX
(e) Deferred Charges and Statutory Expenditures - Municipal	XXXXXX	XXXXXXXXXXXXXXXXXX
(g) Cash Deficit	34-201	\$ 807,352.50
(g) Cash Deficit	34-209	\$ 55,989.00
(g) Cash Deficit	46-885	\$ -
Excluded from "CAPS"	XXXXXX	XXXXXXXXXXXXXXXXXX
(a) Operations - Total Operations Excluded from "CAPS"	34-305	\$ 265,437.00
(c) Capital Improvements	44-999	\$ 20,000.00
(d) Municipal Debt Service	45-999	\$ 99,682.00
(e) Deferred Charges - Municipal	46-999	\$ -
(f) Judgments	37-480	\$ -
(n) Transferred to Board of Education for Use of Local Schools (N.J.S.A. 40:48-17.1 & 17.3)	29-405	\$ -
(g) Cash Deficit	46-885	\$ -
(k) For Local District School Purposes	29-410	\$ -
(m) Reserve for Uncollected Taxes	50-899	\$ 96,050.94
6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICT ONLY (N.J.S.A. 40A:4-13)	07-195	
Total Appropriations	34-499	\$ 1,344,511.44

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the _____ day of _____, 2025. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2025 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this _____ day of _____, 2025, _____, Clerk

Signature

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

**RESOLUTION NO. 25-95
MEETING DATE: 08-04-2025**

PAYMENT OF BILLS FOR AUGUST 4, 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 August 4, 2025.

Kathleen Hart
Borough Clerk

8-4-25 BILL LIST 12:16 PM

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>Bld: 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	Status	Amount	Void Amount	Contract	PO Type
BOROU005	BOROUGH OF HIGHTSTOWN					
25-00470	07/23/25 LANDFILL TIPPING FEES:JUN 2025	Open	\$2,296.44	\$0.00		
25-00490	07/29/25 SOLID WASTE CONTRACT:AUG 2025	Open	\$6,274.17	\$0.00		
	Vendor Total:		\$8,570.61			
CANNO010	CANNON & MCGUINN, LLC					
25-00479	07/28/25 LEGAL SERVICES-JUN 225	Open	\$2,750.00	\$0.00		
CINTA005	CINTAS CORPORATION					
25-00463	07/23/25 BORO HALL 7/22/25	Open	\$52.95	\$0.00		
CROSS005	CROSS OVER NETWORKS, LLC					
25-00110	02/13/25 2025 IT SERVICES	Open	\$453.54	\$0.00		B
DONAT005	DONATO, ESQ., MICHELE					
25-00466	07/23/25 PLANNING BOARD 6/9-6/30/25	Open	\$1,126.60	\$0.00		
EARLE005	EARLE ASPHALT COMPANY					
25-00394	06/18/25 W/S CONNECTION-64 LAKE DRIVE	Open	\$18,252.85	\$0.00		
GANNE005	GANNETT NJ NEWSPAPERS					
25-00473	07/24/25 JUN 2025 NOTICES	Open	\$215.60	\$0.00		
INTER015	INTERSTATE WASTE SERVICES, INC					
25-00015	01/13/25 2025 RECYCLING CONTRACT	Open	\$3,577.00	\$0.00		B
LEAF0005	LEAF COMMERCIAL CAPITAL, INC.					
25-00486	07/29/25 KYOCERA COPIER PYMT 21 OF 60	Open	\$171.48	\$0.00		
MAINP005	MAIN POOL & CHEMICAL CO., INC.					
25-00049	01/23/25 SEWER-2025 SODIUM ALUMINATE	Open	\$5,164.50	\$0.00		B
MGLFO005	MGL FORMS-SYSTEMS, LLC					
25-00464	07/23/25 BLANK WATER/SEWER BILLS	Open	\$695.00	\$0.00		
MONMO065	MONMOUTH COUNTY CLERK'S OFFICE					
25-00459	07/14/25 SAMPLE BALLOTS-6/10/25 PRIMARY	Open	\$517.00	\$0.00		
MONMO025	MONMOUTH COUNTY-COUNTY TAX					
25-00454	07/10/25 3/Q/2025 COUNTY TAXES	Open	\$66,778.09	\$0.00		
MONMO035	MONMOUTH COUNTY-HEALTH TAX					
25-00455	07/10/25 3/Q/2025 HEALTH TAXES	Open	\$1,093.45	\$0.00		
MONMO030	MONMOUTH COUNTY-LIBRARY TAX					
25-00456	07/10/25 3/Q/2025 LIBRARY TAXES	Open	\$4,033.22	\$0.00		

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

07/31/2025

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Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
MONMO040 25-00457	07/10/25	MONMOUTH COUNTY-OPEN SPACE TAX 3/Q/2025 OPEN SPACE TAXES	Open	\$10,277.29	\$0.00		
NJADV005 25-00468	07/23/25	NJ ADVANCE MEDIA LEGAL NOTICES-6/5 & 6/18/25	Open	\$13.52	\$0.00		
PEGER005 25-00352 25-00471	05/29/25 07/24/25	PEGER, KYLE d/b/a MULCH & STONE AT BORO HALL MOWING-33 LAKE DRIVE	Open Open	\$870.00 \$100.00	\$0.00 \$0.00		
Vendor Total:				\$970.00			
PETTY005 25-00462 25-00488 25-00489	07/21/25 07/29/25 07/29/25	PETTY CASH REIMBURSE PETTY CASH REIMBURSE PETTY CASH REIMBURSE PETTY CASH	Open Open Open	\$89.91 \$19.50 \$31.17	\$0.00 \$0.00 \$0.00		
Vendor Total:				\$140.58			
POSTM005 25-00478	07/28/25	POSTMASTER 300 STAMPS FOR TAX BILLS	Open	\$234.00	\$0.00		
PSEGC005 25-00467	07/23/25	PSE & G CO. JUN 2025 GAS SERVICE	Open	\$148.81	\$0.00		
ROBER005 22-00437 23-00499 24-00090 25-00229 25-00334 25-00480 25-00481 25-00482 25-00483 25-00484 25-00491	07/27/22 09/25/23 02/07/24 04/08/25 05/21/25 07/28/25 07/28/25 07/28/25 07/28/25 07/28/25 07/28/25 07/30/25	ROBERTS ENGINEERING GROUP, LLC ROAD IMPROVEMENTS:TAMARA DRIV ROAD IMPROVEMENTS:NORTH VALLE REPLACE TRICKLING FILTERS ROAD IMPROV:LAKE/SPRUCE/S.VALL NJDOT GRANT 2026 APPLICATION NEW WATER SEWER SERV-64 LAKE RVW SEWER VIDEOS OF LAKE DR RVW DEP STORMWATER GRANT OPP TIER B TO TIER A STORMWATER WATER TANK INSPECTION PB REVIEW-JCP&L	Open Open Open Open Open Open Open Open Open Open Open	\$3,750.00 \$74.50 \$2,193.75 \$4,154.50 \$2,270.75 \$1,832.75 \$1,075.00 \$32.50 \$428.50 \$99.00 \$1,563.75	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00		B B B B B
Vendor Total:				\$17,475.00			
ROOSE005 25-00493	07/30/25	ROOSEVELT BOARD OF EDUCATION AUG 2025 SCHOOL TAXES	Open	\$160,045.00	\$0.00		
SAMUE005 25-00477	07/28/25	SAMUEL KLEIN AND COMPANY, LLP 2023 ANNUAL AUDIT-FINAL BILL	Open	\$11,150.00	\$0.00		
SHORE005 25-00485	07/29/25	SHORE BUSINESS SOLUTIONS USAGE 6/21/25-7/20/25	Open	\$2.39	\$0.00		
SUTPH005 25-00371	06/05/25	SUTPHEN MEMORIAL, INC. 2025 CEMETERY MANAGEMENT	Open	\$775.00	\$0.00		B
THEHO010		THE HOME DEPOT					

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
THEHO010		THE HOME DEPOT		<i>Account Continued</i>			
25-00487	07/29/25	MISC ITEMS 7/29/25	Open	\$24.88	\$0.00		
TOWNS015		TOWNSHIP OF MANALAPAN					
25-00492	07/30/25	ANIMAL CONTROL SERV-AUG 2025	Open	\$1,041.66	\$0.00		
VERIZ015		VERIZON					
25-00465	07/23/25	PHONE/INTERNET-JUL 2025	Open	\$816.41	\$0.00		
WEBHA005		WEB HAULING & DISTRIBUTION,INC					
25-00365	06/03/25	PUMP SLUDGE TANK 5/28/25	Open	\$889.08	\$0.00		
25-00366	06/03/25	PUMP LAKE DR PUMP PIT 5/27/25	Open	\$274.40	\$0.00		
		Vendor Total:		\$1,163.48			
WEBOU005		WEB OUTBACK					
25-00419	06/30/25	RESTROOM RENTAL-MAY & JUN 2025	Open	\$350.00	\$0.00		
WILDE005		WILDER, HILARY					
25-00316	05/12/25	REIMB:NJ SUSTAINABILITY SUMMIT	Open	\$45.00	\$0.00		

Total Purchase Orders: 47 Total P.O. Line Items: 0 Total List Amount: \$318,124.91 Total Void Amount: \$0.00



TOTAL CARRIED FORWARD FROM BILL LIST

318,124.91

MANUAL CHECKS

ACH NJIB-2023 P&I LOAN PAYMENT
ACH NJIB-2010 P&I LOAN PAYMENT
ACH NJIB-2016 P&I LOAN PAYMENT

10,625.05

23,831.31

32,618.25

67,074.61

GRAND TOTAL OF 8/4/25 BILL LIST

385,199.52

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

07/31/2025

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Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	4-01	\$6,100.00	\$0.00	\$6,100.00	\$0.00	\$0.00	\$6,100.00
	4-09	\$5,050.00	\$0.00	\$5,050.00	\$0.00	\$0.00	\$5,050.00
	Year Total:	\$11,150.00	\$0.00	\$11,150.00	\$0.00	\$0.00	\$11,150.00
	5-01	\$266,233.54	\$0.00	\$266,233.54	\$0.00	\$0.00	\$266,233.54
	5-09	\$8,919.27	\$0.00	\$8,919.27	\$0.00	\$0.00	\$8,919.27
	Year Total:	\$275,152.81	\$0.00	\$275,152.81	\$0.00	\$0.00	\$275,152.81
	C-04	\$7,979.00	\$0.00	\$7,979.00	\$0.00	\$0.00	\$7,979.00
	C-08	\$2,193.75	\$0.00	\$2,193.75	\$0.00	\$0.00	\$2,193.75
	Year Total:	\$10,172.75	\$0.00	\$10,172.75	\$0.00	\$0.00	\$10,172.75
	T-12	\$21,649.35	\$0.00	\$21,649.35	\$0.00	\$0.00	\$21,649.35
Total Of All Funds:		\$318,124.91	\$0.00	\$318,124.91	\$0.00	\$0.00	\$318,124.91

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>
8/4/25 Bill List	various	\$385,199.52

Scott M. Frueh

Scott M. Frueh
Chief Financial Officer

Dated: 8/4/25

RESOLUTION NO: 25-96
MEETING DATE: 08-04-2025

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF
ROOSEVELT ACCEPTING THE 2023 AUDIT REPORT**

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

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2023 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 53:23BB-34; and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the Governing Body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, at a minimum, the section of the annual audit entitled:

General Comments
Recommendations

and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Audit Report, and specifically the sections of the annual audit entitled:

General Comments
Recommendations

as evidence by a group affidavit from the governing body; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the Annual Audit, as per the regulation of the Local Finance Board; and

WHEREAS, failure to comply with the promulgation of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 53:27BB-52 – to wit:

“A local officer or a member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director of Local Government Services, under the provision of this Article, shall be guilty of misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Roosevelt, hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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 August 4, 2025.

Kathleen Hart
Borough Clerk

STATE OF NEW JERSEY
COUNTY OF MONMOUTH

GROUP AFFIDAVIT

We, members of the Governing Body of the Borough of Roosevelt, in the County of Monmouth, being duly sworn according to law, upon our oath, depose and say:

1. We are duly elected/appointed members of the Borough Council of the Borough of Roosevelt in the County of Monmouth;
2. In the performance of our duties, and pursuant to N.J.S.A. 5:30-6.5, we have familiarized ourselves with the content of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2022; and
3. We certify that we personally reviewed and are familiar with, at a minimum, the sections of the annual Report of Audit entitled: "Comments and Recommendations".

Peggy Malkin, Mayor

Louis Esakoff, Councilmember

Danelle Feigenbaum, Councilmember

Constance Herrstrom, Councilmember

Kristine Kaufman-Marut, Councilmember

Claudia Luongo, Councilmember

Ralph Warnick, Councilmember

Sworn and subscribed to before me this 4th Day of August 2024.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 25-97
MEETING DATE: 08-04-2025**

**RESOLUTION OF SUPPORT AND ENDORSEMENT OF
CANNASENSE CULTIVATORS, INC. FOR A CLASS 1: CANNABIS CULTIVATOR
MICROBUSINESS TO BE LOCATED AT 65 NORTH ROCHDALE AVENUE,
DESIGNATED ON THE BOROUGH'S TAX MAP AS BLOCK 5, LOTS 4, 6 & 7**

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

WHEREAS, on February 22, 2021, the State of New Jersey enacted the Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act (the "Act"), which legalizes the recreational use of cannabis by adults 21 years of age or older, and establishes a regulatory and licensing scheme for commercial cannabis operations, use and possession; and

WHEREAS, by Ordinance No. 2025-11 adopted July 21, 2025, the Borough of Roosevelt (the "Borough") permitted a Class 1 cannabis cultivator microbusiness within the Borough in accordance with the Act, and established land use and municipal licensing regulations for same; and

WHEREAS, CannaSense Cultivators, Inc., having its main business address at 109 Mercer Street, Hightstown, NJ 08520, has requested a Resolution of Support and Endorsement from the Borough to establish a Class 1 cannabis cultivator microbusiness at 65 North Rochdale Avenue, Roosevelt, NJ 08555, which is designated on the Borough's official Tax Map as Block 5, Lots 4, 6, & 7; and

WHEREAS, after reviewing and evaluating said request, the Borough has determined that the applicant's proposed location for a Class 1 cannabis cultivator microbusiness satisfy the criteria set forth in the Borough Code, and the issuance of a license to the applicant by the New Jersey Cannabis Regulatory Commission would not exceed any municipally-imposed limit;

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey hereby adopts this Resolution of Support and Endorsement for CannaSense Cultivators, Inc., 109 Mercer Street, Hightstown, NJ 08520, to establish a Class 1 cannabis cultivator microbusiness at 65 North Rochdale Avenue, Roosevelt, NJ 08555, which is designated on the Borough's official Tax Map as Block 5, Lots 4, 6, & 7; and

BE IT FURTHER RESOLVED that the Borough has authorized the type of cannabis business license sought by CannaSense Cultivators, Inc., and the issuance of a license to CannaSense Cultivators, Inc. by the New Jersey Cannabis Regulatory Commission would not exceed any municipally-imposed license limit; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to CannaSense Cultivators, Inc.

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 its public meeting held on August 4, 2025.

Kathleen Hart
Borough Clerk