

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

COUNCIL REORGANIZATION & REGULAR MEETING AGENDA
JANUARY 5, 2026 @ 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 published in The Times and Asbury Park Press.

OATH OF OFFICE (Administered to Newly Elected Officials)

Borough Council (3 Year Term expires 12/31/28)Danelle Feigenbaum
Borough Council (3 Year Term expires 12/31/28)Constance Herrstrom
Borough Council (1 Year Unexpired Term expires 12/31/27).....Claudia Luongo

ROLL CALL

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

MAYOR'S REPORT:

PUBLIC COMMENT: (Agenda items only)

MINUTES:

1. Regular Meeting Minutes – December 16, 2025
2. Closed Meeting Minutes – December 16, 2025

ORDINANCE:

FIRST READING

2026-01 Calendar Year 2026 Ordinance to Exceed the Municipal Budget
 Appropriation Limits and to Establish a Cap Bank (NJSA. 40a:4-45.14)

Second reading and public hearing scheduled for January 20, 2026 at Borough Hall, 33 North Rochdale Avenue, Roosevelt, NJ.

CONSENT AGENDA RESOLUTIONS:

Resolution 26-01 Selecting a President of the Council for the Year 2026
Resolution 26-02 Establishing Council Committees for the Year 2026
Resolution 26-03 Appointing the Planning Board Class III Member for the Year 2026
Resolution 26-04 Adopting “Roberts Rules of Order”

- Resolution 26-05 Providing for 2026 Temporary Budget Appropriations
- Resolution 26-06 Designating Official Newspapers for the Borough Trenton Times and Asbury Park Press
- Resolution 26-07 Consent to Appointments for 2026 – Borough Officials
- Resolution 26-08 Authorizing the Award of a Contract for Professional Legal Services
- Resolution 26-09 Authorizing the Award of a Contract for Professional Engineering Services
- Resolution 26-10 Authorizing the Award of a Contract for Professional Auditing Services
- Resolution 26-11 Authorizing the Award of a Contract for Professional Bond Counsel Services
- Resolution 26-12 Authorizing the Award of a Contract for Professional Planning Consultant Services
- Resolution 26-13 Resolution Adopting Cash Management Plan
- Resolution 26-14 Appointing a Public Agency Compliance Officer
- Resolution 26-15 2026 Designating Northfield Bank as Depository for the Roosevelt Municipal Court
- Resolution 26-16 Designating Provident Bank as Depository for the Borough of Roosevelt
- Resolution 26-17 Authorizing the Roosevelt Tax Collector to Cancel Property Tax Refunds and Delinquencies of Less than \$5.00 Pursuant to N.J.S.A. 40A17.1
- Resolution 26-18 Establishing the Rate of Interest to be Charged on Delinquent Taxes and Other Municipal Charges
- Resolution 26-19 Authorizing a Shared Services Agreement with Millstone Township for the Utilization of Millstone Municipal Court and Related Personnel Services
- Resolution 26-20 Appointments of Municipal Court Officers and Employees
- Resolution 26-21 Authorizing a Shared Services Agreement with the Township of Millstone for Repair, Maintenance and Snow Removal on Nurko Road for the Year 2026
- Resolution 26-22 Authorizing a Shared Services Agreement with the Township of Millstone for Certified Municipal Recycling Coordinator and Recycling Reporting Services
- Resolution 26-23 Acknowledging Deputy Registrar of Vital Statistics
- Resolution 26-24 Appointing Councilmembers to Serve as Representatives to the Various Boards and Committees of the Borough
- Resolution 26-25 Appointment of a Representative and an Alternate Representative to the Monmouth County Community Development Block Grant (CDBG)
- Resolution 26-26 Designating a Borough Historian for the Borough of Roosevelt
- Resolution 26-27 Resolution Authorizing Participation in the Assunpink Watershed Group Organized by The Watershed Institute

ANNOUNCEMENT OF MAYOR’S APPOINTMENTS NOT REQUIRING COUNCIL APPROVAL

1. Mayor's appointment to the Borough of Roosevelt Planning Board - Mayor's Designee
2. Mayor’s appointment to the Borough of Roosevelt Planning Board
3. Mayor’s Appointments to the Borough of Roosevelt Environmental Commission

REPORTS OF COMMITTEE CHAIRS:

- | | |
|-----------------------|---------------------|
| Administration | Councilmember _____ |
| Community Dev/Code | Councilmember _____ |
| Envi, Health & Safety | Councilmember _____ |
| Finance | Councilmember _____ |

Public Works
Utilities

Councilmember _____
Councilmember _____

REPORTS OF BOROUGH OFFICIALS:

UNFINISHED BUSINESS:

NEW BUSINESS:

PUBLIC COMMENT (Any item)

M/Malkin opens the public comment at _____

M/Malkin closes the public comment at _____

CLOSED SESSION:

Resolution 26-xx Providing for a Private Executive Meeting that Excludes the Public

ADJOURNMENT:

TIME OUT: _____

DRAFT

RESOLUTION NO. 26-01
MEETING DATE: 01-05-2026

RESOLUTION SELECTING A PRESIDENT OF THE COUNCIL FOR THE YEAR 2026

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

WHEREAS, N.J.S.A. 40A:60-3 requires the Borough Council at the annual meeting to select from its members a President of the Council who shall preside at all meetings when the Mayor does not preside and to perform all the duties of the Mayor during any period in which the Mayor is absent from the Borough for three (3) days or more, or is unable to perform the duties of the office; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Roosevelt, in the County of Monmouth, State of New Jersey as follows:

1. _____ is hereby selected as President of the Council for the year 2026 and until the next annual meeting pursuant to the requirements of N.J.S.A. 40A:60-3.
2. The Borough Clerk is directed to forward a certified copy of this resolution to the Council President and Mayor.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-02
MEETING DATE: 01-05-2026

RESOLUTION ESTABLISHING COUNCIL COMMITTEES FOR THE YEAR 2026

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

WHEREAS, N.J.S.A. 40A:60-3(e) authorizes the Borough Council at its annual meeting to establish committees of the Council for the ensuing year; and

WHEREAS, it is the desire of the Borough Council to establish committees in order to facilitate the work of the Council; and

WHEREAS, the Mayor has proposed the assignment of committee chairs for the year 2026.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Roosevelt, in the County of Monmouth, State of New Jersey as follows:

1. The following Borough Council Committees are hereby established for the year 2026:

COMMITTEE	COMMITTEE CHAIR		
Administration			
Community Development/Code Enforcement			
Environmental Health & Safety			
Finance			
Public Works			
Utilities			

2. Special committees shall be established as deemed necessary by the Mayor or a majority of the members of the Borough Council.
3. The Committee Chair shall report at each meeting of the Borough Council on the committee's principal activities and recommendations.
4. Committees shall not act in any manner or make decisions which set precedent or are at variance with existing policy.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-03
MEETING DATE: 01-05-2026

**RESOLUTION OF THE BOROUGH COUNCIL APPOINTING THE PLANNING
BOARD CLASS III MEMBER FOR THE YEAR 2026**

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

WHEREAS, N.J.S.A. 40:55D-23, requires the municipal governing body to appoint a governing body member as the Class III Member of the Planning Board; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Roosevelt, in the County of Monmouth, State of New Jersey as follows:

1. Pursuant to the requirements N.J.S.A. 40:55D-23, _____ is hereby appointed to the Planning Board as the Class III member for a term of one (1) year expiring December 31, 2026.
2. The Borough Clerk is directed to forward a certified copy of this resolution to the appointee and the Planning Board.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 26-04
MEETING DATE: 01-05-2026**

RESOLUTION ADOPTING “ROBERT’S RULES OF ORDER”

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

BE IT RESOLVED that the Governing Body of the Borough of Roosevelt hereby adopt “Robert’s Rules of Order” as parliamentary procedures for conducting business at its meetings.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-05
MEETING DATE: 01-05-2026

RESOLUTION PROVIDING FOR 2026 TEMPORARY BUDGET APPROPRIATIONS

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

WHEREAS, in the normal operation of business of the Borough of Roosevelt, it will be necessary for making contracts, commitments and payments prior to the adoption of the regular budget for the Borough of Roosevelt; and

WHEREAS revised Statute 40A:4-19 of the State of New Jersey provides that the Governing Body of any municipality may make temporary appropriations to provide for any contract, commitments or payments to be made between the beginning of the budget year; and

WHEREAS, the date of this resolution is within the thirty (30) days of the month of January 2026; and

WHEREAS, the total amount of appropriations hereunder of \$592,555.65 do not exceed twenty-six and one quarter percent (26.26%) of the total budget appropriations of the Borough of Roosevelt for 2025, exclusive of any 2025 appropriations made for debt and capital improvements.

NOW, THEREFORE, BE IT RESOLVED, that the following temporary budget for the Borough of Roosevelt for the year 2026 be adopted, and a certified copy of this resolution be forwarded to the Borough Chief Financial Officer and Treasurer for their records.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

Account Description	Temp Budget
Salaries - Gen Admin-Purch Agt/Records	23,091.34
Salaries- Gen Admin Office Manager	3,518.03
General Admin - Postage	393.75
General Admin - Stationary and Printing	118.13
General Admin - Professional Services	52.50
General Admin - Office Supplies	341.25
General Admin - Seminars and Conventions	315.00
General Admin - Dues and Subscriptions	78.75
General Admin - Travel	131.25
General Admin - Data Processing	2,625.00
General Admin - CodeRED	768.99
General Admin - Maint Contracts	1,050.00
General Admin - Misc Expense	1,181.25
Borough Council - Office Supplies	26.25
Borough Council - Seminars and Conventio	105.00
Borough Council - Dues and Subscriptions	78.75
Borough Council - Misc Expense	262.50
Salaries - Borough Clerk	8,795.33
Salaries - Deputy Borough Clerk	1,968.75
Salaries - Borough Clerk Admin Assistant	2,362.50
Salaries - Borough Clerk Registrar	915.34
Salaries - Borough Clerk Dep Registrar	525.00
Borough Clerk - Advertising	1,102.50
Borough Clerk - Postage	157.50
Borough Clerk - Stationary and Printing	105.00
Borough Clerk - Office Supplies	262.50
Borough Clerk - Election Costs	157.50
Borough Clerk - Seminars and Conventions	262.50
Borough Clerk - Dues and Subscriptions	105.00
Borough Clerk - Travel	52.50
Borough Clerk - Data Processing	52.50
Borough Clerk - Codification	1,181.25
Borough Clerk - Misc Expense	157.50
Salaries-Chief Financial Officer	7,218.75
Salaries -Treasurer	4,682.48
Financial Admin - Postage	157.50
Financial Admin - Stationary and Printin	105.00
Financial Admin - Professional Services	341.25
Financial Admin - Office Supplies	105.00
Financial Admin - Seminars and Conventio	131.25
Financial Admin - Dues and Subscriptions	13.13
Financial Admin - Travel	65.63
Financial Admin - Data Processing	78.75
Financial Admin - Misc Expense	157.50
Audit - Professional Services	3,281.25
Data Processing- Misc Expense	6,037.50

Salaries-Tax Collector	8,076.86
Revenue Admin - Advertising	105.00
Revenue Admin - Postage	420.00
Revenue Admin - Stationary and Printing	131.25
Revenue Admin - Office Supplies	78.75
Revenue Admin - Seminars and Conventions	118.13
Revenue Admin - Dues and Subscriptions	26.25
Revenue Admin - Travel	91.88
Revenue Admin - Data Processing	525.00
Revenue Admin - Misc Expense	26.25
Salaries-Tax Assessor	3,162.34
Tax Assessor - Postage	26.25
Tax Assessor - Stationary and Printing	13.13
Tax Assessor - Office Supplies	26.25
Tax Assessor - Seminars and Conventions	52.50
Tax Assessor - Dues and Subscriptions	39.38
Tax Assessor - Data Processing	183.75
Tax Assessor - Misc Expense	1,601.25
Legal Services - Legal Fees	13,125.00
Engineer - Professional Services	4,725.00
Engineer - Grant Applications	3,806.25
Engineer - Misc Expense	656.25
Salaries- Planning Board Secretary	1,102.50
Planning Board - Advertising	157.50
Planning Board - Postage	105.00
Planning Board - Legal Fees	1,312.50
Planning Board - Engineer Prof Service	787.50
Planning Board - Office Supplies	52.50
Planning Board - Dues and Subscriptions	78.75
Planning Board - Misc Expense	131.25
Salaries-Zoning Officer	2,415.00
Zoning Officer - Postage	39.38
Zoning Officer - Office Supplies	52.50
Zoning Officer - Travel	26.25
Zoning Officer - Misc Expense	91.88
Salaries-Code Enforcement	1,680.00
Salaries-Housing Official	419.21
Gen Liability - Misc Expense	5,591.25
Workers Comp - Misc Expense	3,622.50
Employee Group Health - Misc Expense	3,412.50
Unemployment Insurance - Misc Expense	420.00
Salaries-Crossing Guards	2,625.00
Salaries - Emergency Management	393.75
Emergency Mgt - Seminars and Conventions	78.75
Emergency Mgt - Dues and Subscriptions	13.13
Emergency Mgt - Travel	13.13
Emergency Mgt - Misc Expense	26.25

Salaries-Streets and Roads	10,500.00
Streets and Roads - Equipment Maintenance	393.75
Streets and Roads - Materials Sand & Sno	1,735.91
Streets and Roads - Materials - Road	26.25
Streets and Roads - Dues and Subscriptio	13.13
Streets and Roads - Travel	26.25
Streets and Roads - Equipment	525.00
Streets and Roads - Misc Expense	3,937.50
Recycling Contractual	11,267.55
Solid Waste/Recycling - Misc Expense	105.00
Buildings and Grounds - Bldg Maintenance	3,675.00
Buildings and Grounds - Grounds Maintena	5,775.00
Buildings and Grounds - Equipment Mainte	813.75
Buildings and Grounds - Prof Service con	26.25
Buildings and Grounds - Equipment	262.50
Buildings and Grounds - Cemetery	2,441.25
Buildings and Grounds - Maint Contracts	262.50
Buildings and Grounds - Security System	131.25
Buildings and Grounds - Misc Expense	2,625.00
Vehicle Maintenance - Misc Expense	525.00
Public Health Services - Misc Expense	2,115.75
Salaries-Environmental Commission	577.50
Environmental Commission - Advertising	52.50
Environmental Commission - Postage	13.13
Environmental Commission - Stationary an	32.81
Environmental Commission - Seminars and	26.25
Environmental Commission - Dues and Subs	91.88
Environmental Commission - Misc Expense	1,095.94
Animal Control Services - Misc Expense	525.00
Salaries-Recreation Director	3,127.16
Recreation - Senior Citizens	630.00
Recreation - Activities and Programs	262.50
Recreation - Misc Expense	393.75
Celeb of Public Events- Misc Expense	2,625.00
Electric Utility	1,575.00
Street Lighting	2,677.50
Telephone/Telecommunications	1,575.00
Gas Utility	1,312.50
Vehicle Fuel	498.75
Landfill Charges	9,712.50
PUBLIC EMPLOYEES RETIREMENT SYSTEM	5,772.11
SOCIAL SECURITY SYSTEM (O.A.S.I.)	7,875.00
DCRP	1,050.00
RECYCLING TAX	367.50
CLEAN COMMUNITIES	1,050.00
MUNICIPAL COURT-MILLSTONE	1,575.00
PUBLIC DEFENDER	26.25

SOLID WASTE COLLECTION-HIGHTSTOWN	19,376.18
FIRE PROTECTION SERVICES-MILLSTONE	43,440.86
ANIMAL CONTROL SERVICES - MANALAPAN	3,281.25
MONMOUTH COUNTY DISPATCH	2,161.43
CAPITAL IMPROVEMENT FUND	5,250.00
PAYMENT OF BOND PRINCIPAL	3,937.50
PAYMENT OF BOND ANTICIPATION/CAPITAL NOT	8,137.50
INTEREST ON BONDS	328.13
INTEREST ON NOTES	<u>13,763.40</u>
	<u>327,720.97</u>

Account Description	Temp Budget
Water - Advertising	52.50
Water - Postage	157.50
Water - Stationary and Printing	157.50
Water - Equipment Maintenance	262.50
Water - Audit	1,548.75
Water - Engineer	6,562.50
Water - Office Supplies	78.75
Water - Dues and Subscriptions	98.44
Water - Equipment	2,625.00
Water - Data Processing	1,312.50
Water - Repairs and Maintenance	9,187.50
Water - Electric	3,937.50
Water - Telephone/Telecommunications	787.50
Water - Sludge Removal	2,625.00
Water - Plant Management Services	18,900.00
Water - Insurance	787.50
Water - Lab Testing Supplies	262.50
Water - Lab Testing Fees	2,625.00
Water - Water Taxes	105.00
Water - Water Permit Fees	1,312.50
Water - Safety	1,837.50
Water - Water Breaks	2,625.00
Water - Chemicals	8,137.50
Water - Water Meters	2,625.00
Water - Misc Expense	2,100.00
Sewer - Postage	131.25
Sewer - Stationary and Printing	262.50
Sewer - Equipment Maintenance	1,312.50
Sewer - Audit	1,548.75
Sewer - Engineer	2,625.00
Sewer - Office Supplies	105.00
Sewer - Equipment	525.00
Sewer - Data Processing	708.75
Sewer - Repairs and Maintenance	6,664.61
Sewer - Gas Utility	682.50
Sewer - Electric	7,350.00
Sewer - Telephone/Telecommunications	656.25
Sewer - Sludge Removal	9,712.50
Sewer - Plant Management Services	33,337.50
Sewer - Insurance	787.50
Sewer - Sewer Permit Fees	1,706.25
Sewer - Safety	262.50
Sewer - Chemicals	24,937.50

Sewer - ROTO Expenses	1,050.00
Sewer - TV Inspections	1,837.50
Sewer - Misc Expense	525.00
CAPITAL IMPROVEMENTS	6,562.50
PAYMENT BANS	11,812.50
PAYMENT OF BOND PRINCIPAL	32,812.50
INTEREST ON BONDS	10,712.36
INTEREST ON NOTES	11,580.98
NJEIT LOAN PAYMENTS	<u>23,914.54</u>
	<u>264,834.68</u>

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 26-06
MEETING DATE: 01-05-2026

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

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

BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that Asbury Park Press and The Times (Trenton Times) are hereby designated as the official newspapers for the Borough of Roosevelt for the year 2026.

BE IT FURTHER RESOLVED, that said newspapers are designated to receive any and all meeting notices of the Borough and official documents for publication as required by law.

BE IT FURTHER RESOLVED, that the bulletin boards at the Municipal Building and the Post Office are hereby designated for posting of all official notices.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-07
MEETING DATE: 01-05-2026

**CONSENT TO APPOINTMENTS FOR 2026 -
BOROUGH OFFICIALS**

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

BE IT RESOLVED that the following appointments are hereby made by the Mayor and confirmed by the Council of the Borough of Roosevelt:

	<u>Joint Insurance Fund Commissioner</u>	
Fred Septak	1 yr.	December 31, 2026
	<u>Safety Coordinator</u>	
Fred Septak	1 yr.	December 31, 2026
	<u>Right to Know Coordinator</u>	
Fred Septak	1 yr.	December 31, 2026
	<u>Tax Search Officer</u>	
Salvatore Cannizzaro	1 yr.	December 31, 2026
	<u>Assessment Search Officer</u>	
Kathleen Hart	1 yr.	December 31, 2026
	<u>Records Officer</u>	
Ana Devebec	1 yr.	December 31, 2026
	<u>Clean Communities Coordinator</u>	
Maria Dellasala	1 yr.	December 31, 2026
	<u>Emergency Management Coordinator</u>	
Claire Burkhart	3 yr.	December 31, 2026
	Deputy Emergency Management Coordinator	
Peggy Malkin	1 yr.	December 31, 2026
	<u>Zoning Officer</u>	
Jeremy Kuipers	1 yr.	December 31, 2026
	<u>Code Enforcement Officer</u>	
Ed Szbanz	1 yr.	December 31, 2026
	<u>Housing Inspector</u>	
Jeremy Kuipers	1 yr.	December 31, 2026

School Crossing Guards

Adrienne Cheshier	1 yr.	December 31, 2026
Alissa Schembry	1 yr.	December 31, 2026
Ramatoulaye Cisse	1 yr.	December 31, 2026

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-08
MEETING DATE: 01-05-2026

**AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL
LEGAL SERVICES TO GREGORY J. CANNON, ESQ. OF CANNON &
MCGUINN, LLC**

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

WHEREAS, there exists the need for professional legal services for 2026 pertaining to general municipal, water and sewer, redevelopment, personnel and litigation/union matters; and

WHEREAS, the Borough Council wishes to appoint Gregory J. Cannon of the firm Cannon & McGuinn, LLC as Borough Attorney effective January 1, 2026; and

WHEREAS, the cost for the proposed services shall not exceed \$2,750.00 a month without further approval by the Borough Council with exception to adversarial matters billed at an hourly rate of \$165.00; and

WHEREAS, funds for this purpose will be made available in the 2026 budget; and

WHEREAS, the Governing Body issued a Request for Qualifications/Proposals with a response date of December 11, 2025 and received one (1) response for professional legal services; and

WHEREAS, the Governing Body reviewed the proposal and Gregory J. Cannon of the firm Cannon & McGuinn, LLC meets all the qualifications; and

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed upon further action of the Borough Council; and

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Roosevelt and Gregory J. Cannon of the firm Cannon & McGuinn, LLC regarding the above-referenced professional legal services, as set forth herein.
2. That this contract is awarded pursuant to Fair and Open Process.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-09
MEETING DATE: 01-05-2026

**AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL
ENGINEERING SERVICES TO CARMELA ROBERTS, P.E., OF ROBERTS
ENGINEERING GROUP, LLC**

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

WHEREAS, there exists the need for professional engineering services for 2026; and

WHEREAS, the Borough Council wishes to appoint Carmela Roberts, P.E. of the firm Roberts Engineering Group, LLC as Borough Engineer effective January 1, 2026; and

WHEREAS, the cost for the proposed services shall not exceed \$60,000.00 without further approval by the Borough Council; and

WHEREAS, funds for this purpose will be made available in the 2026 budget; and

WHEREAS, the Governing Body issued a Request for Qualifications/Proposals with a response date of December 11, 2025 and received one (1) response for engineer; and

WHEREAS, the Governing Body reviewed the proposal and Carmela Roberts, P.E. of the firm Roberts Engineering Group, LLC meets all the qualifications; and

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed upon further action of the Borough Council; and

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Roosevelt and Carmela Roberts, P.E. of the firm Roberts Engineering Group, LLC regarding the above-referenced professional engineering services, as set forth herein.
2. That this contract is awarded pursuant to Fair and Open Process.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-10
MEETING DATE: 01-05-2026

**AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL AUDITING
SERVICES TO GERARD STANKIEWICZ, CPA, RMA FOR THE CALENDAR YEAR 2026**

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

WHEREAS, there exists the need for professional auditing services for 2026; and

WHEREAS, the Borough Council wishes to appoint Gerard Stankiewicz, CPA, RMA of Samuel Klein and Company as Borough Auditor effective January 1, 2026; and

WHEREAS, the cost for the proposed services shall not exceed \$25,000.00 without further approval by the Borough Council; and

WHEREAS, funds for this purpose will be made available in the 2026 budget; and

WHEREAS, the Governing Body issued a Request for Qualifications/Proposals with a response date of December 11, 2025 and received one (1) response for auditor; and

WHEREAS, the Governing Body reviewed the proposal and Gerard Stankiewicz, CPA, RMA of the firm Samuel Klein and Company meets all the qualifications; and

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed upon further action of the Borough Council; and

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Roosevelt, in the County of Monmouth, State of New Jersey as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Roosevelt and Gerard Stankiewicz, CPA, RMA of the firm Samuel Klein and Company regarding the above-referenced professional auditing services, as set forth herein.
2. That this contract is awarded pursuant to Fair and Open Process.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 25-11
MEETING DATE: 01-05-2026

AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL BOND COUNSEL SERVICES TO MEGHAN BENNETT OF THE FIRM DILWORTH PAXSON LLP FOR THE CALENDAR YEAR 2026

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

WHEREAS, there exists the need for professional Bond Counsel services in connection with the financing of capital improvements for 2026; and

WHEREAS, the Borough Council wishes to appoint Meghan Bennett of the firm Dilworth Paxson LLP as Borough Bond Counsel effective January 1, 2026; and

WHEREAS, the cost for the proposed services shall not exceed \$25,000.00 without further approval by the Borough Council; and

WHEREAS, funds for this purpose will be made available in the 2026 budget; and

WHEREAS, the Governing Body issued a Request for Qualifications/Proposals with a response date of December 11, 2025 and received one (1) responses for bond counsel; and

WHEREAS, the Governing Body reviewed the proposal and Meghan Bennett of the firm Dilworth Paxson, LLP meets all the qualifications; and

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed upon further action of the Borough Council; and

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Roosevelt and Meghan Bennett of the firm Dilworth Paxson, LLP regarding the above-referenced professional bond counsel services, as set forth herein.
2. That this contract is being awarded pursuant to Fair and Open Process.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-12
MEETING DATE: 01-05-2026

**AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL PLANNING
CONSULTANT SERVICES TO T. ANDREW THOMAS, P.P. OF THOMAS PLANNING
ASSOCIATES, LLC FOR THE CALENDAR YEAR 2026**

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

WHEREAS, there exists the need for professional Planning services for 2026; and

WHEREAS, the Borough Council wishes to appoint T. Andrew Thomas, P.P of the firm Thomas Planning Associates, LLC as Borough Planner effective January 1, 2026; and

WHEREAS, the cost for the proposed services shall not exceed \$5,000.00 without further approval by the Borough Council; and

WHEREAS, funds for this purpose will be made available in the 2026 budget; and

WHEREAS, the Governing Body issued a Request for Qualifications/Proposals with a response date of December 11, 2025 and received one (1) response for planner; and

WHEREAS, the Governing Body reviewed the proposal and T. Andrew Thomas, P.P of the firm Thomas Planning Associates, LLC meets all the qualifications; and

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed upon further action of the Borough Council; and

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Roosevelt and T. Andrew Thomas, P.P of the firm Thomas Planning Associates, LLC regarding the above-referenced professional planning services, as set forth herein.
2. That this contract is being awarded pursuant to Fair and Open Process.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 26-13
MEETING DATE: 01-05-2026**

RESOLUTION ADOPTING CASH MANAGEMENT PLAN

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

WHEREAS, it is the desire of the Borough of Roosevelt to establish and maintain a uniform and documented cash management plan regarding the use and investment of its cash assets and;

WHEREAS, the Chief Financial Officer has developed an initial plan for the management of cash.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey hereby adopts said cash management plan and that said plan be implemented immediately.

BE IT FURTHER RESOLVED, that the Borough Clerk forward certified copies of this resolution together with a copy of the plan the Chief Financial Officer and Purchasing Agent.

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 January 5, 2026.

Kathleen Hart, Borough Clerk

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

CASH MANAGEMENT PLAN

I. STATEMENT OF PURPOSE

This Cash Management Plan (the “Plan”) is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits (“Deposits”) and investments (“Permitted Investments”) of certain public funds of Borough of Roosevelt, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to ensure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to ensure that any Deposit or Permitted Investment matures within the time period that approximates the perspective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN

The Plan intended to cover the deposit and/or investment of the accounts of Borough of Roosevelt:

ALL FUNDS

III. DESIGNATION OF OFFICIALS OF BOROUGH OF ROOSEVELT AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN AND AUTHORIZED SIGNERS FOR THE ACCOUNTS

The Chief Financial Officer of Borough of Roosevelt (the Designated Official) is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such official of Borough of Roosevelt is directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials.

The followings signers are authorized to sign checks for the Year 2026:

1. Borough of Roosevelt Animal Control Account

to be signed by any three (3) of the following officers: Mayor, Council President, Council Finance Committee Members, Borough Clerk, Treasurer or Chief Financial Officer

2. Borough of Roosevelt Capital Account

to be signed by any three (3) of the following officers: Mayor, Council President, Council Finance Committee Members, Borough Clerk, Treasurer or Chief Financial Officer.

3. Borough of Roosevelt Trust Account

to be signed by any three (3) of the following officers: Mayor, Council President, Council Finance Committee Members, Borough Clerk, Treasurer or Chief Financial Officer.

4. Borough of Roosevelt Water/Sewer Operating Fund

to be signed by any three (3) of the following officers: Mayor, Council President, Council Finance Committee Members, Borough Clerk, Treasurer or Chief Financial Officer.

5. Borough of Roosevelt Water/Sewer Capital Fund

to be signed by any three (3) of the following officers: Mayor, Council President, Council Finance Committee Members, Borough Clerk, Treasurer or Chief Financial Officer.

6. Borough of Roosevelt Current Account

to be signed by any three (3) of the following officers: Mayor, Council President, Council Finance Committee Members, Borough Clerk, Treasurer or Chief Financial Officer.

7. Borough of Roosevelt Payroll Account

to be signed by any three (3) of the following officers: Mayor, Council President, Council Finance Committee Members, Borough Clerk, Treasurer or Chief Financial Officer.

8. Borough of Roosevelt Disbursement Account

to be signed by any three (3) of the following officers: Mayor, Council President, Council Finance Committee Members, Borough Clerk, Treasurer or Chief Financial Officer.

IV. DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

Provident Bank

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above.

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL

The following firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official of Borough of Roosevelt referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above.

NONE

VI. AUTHORIZED INVESTMENTS

A. Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- 1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- 2) Government money market mutual funds;
- 3) Any obligations that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or external factor;

- 4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within the school district is located;
- 5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investments of the Department of the Treasury for Investments by Local Units;
- 6) Local government investment pools;
- 7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281(c.52:18A-90.4); or
- 8) Agreements for the repurchase of fully collateralized securities if:
 - a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - b) the custody of collateral is transferred to a third party;
 - c) the maturity of the agreement is not more than 30 days;
 - d) the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970,c.236(C.17:9-41); and
 - e) A master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- a) which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940”, 15 U.S.C. sec.80a-1 et seq., and operated in accordance with 17 C.F.R. sec.270.2a-7.
- b) The portfolio of which is limited to US Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec.270.2a-7 and repurchase agreements that are collateralized by such US Government securities; and
- c) Which has:
 - (i) attained the higher ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
 - (ii) Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940,” 15 U.S.C. sec.80b-1 et seq., with experience investing in US Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An Investment pool:

- (a) which is managed in accordance with 17 C.F.R. sec.270.2a-7;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to US Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such US Government securities;
- (d) which is in compliance with rules adopted pursuant to the “Administrative Procedure Act”, P.L. 1968,c.410(c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments;
- (e) which does not permit investments in instruments that are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have value that approximates their par value; or utilize an index that does not support a stable net asset value; and

(f) which purchases and redeems investments directly from the issuer, government money market mutual fund, of the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9(C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in US Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such US Government securities.

B. Notwithstanding the above authorization, the moneys on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

NO INVESTMENT TO EXCEED ONE (1) YEAR

VII. SAFEKEEPING CUSTODY PAYMENT & ACKNOWLEDGEMENT OF RECEIPT OF PLAN

To the extent that any Deposit of Permitted Investment involves a document or security which is not physically held by Borough of Roosevelt, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of Borough of Roosevelt to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investment are either received by Borough of Roosevelt or by a third party custodian prior to or upon the release of Borough of Roosevelt's funds.

To assure that all parties with whom Borough of Roosevelt deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official.

VIII. REPORTING REQUIREMENTS

On the first day of each month during which this Plan is in effect, the Designated Official referred to in Section III hereof shall supply to the Governing Body of Borough of Roosevelt a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of Borough of Roosevelt as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the Governing Body of Borough of Roosevelt.

IX. Best Practices for Wire Transfers and ACH Payments

1. **Review contracts with financial institutions** – Your entity’s legal counsel must immediately review all agreements and be certain that the “presumptive liability” is placed on financial institutions that process wire transfers and ACH payments.
2. **Confirm receipt of Best Practices** – Verify that your Chief Financial Officer has reviewed each of these practices and provides specific “no exception guidelines” as to wire transfer and ACH payment policy and procedures.
3. **Include Best Practices in Annual Cash Management Plan** – Require that your Chief Financial Officer includes the entire Best Practices for Wire Transfer, ACH Payments, and Check Issuance protocol as part of the Annual Cash Management Plan pursuant to N.J.S.A. 40A:5-14, which is required to be adopted annually by the governing body.
4. **Establish specific wire transfer and ACH payment requirements** – Wire transfers payments are completed the same day while ACH payments take 1-2 business days for the transaction to be completed.

Banking institutions have indicated that ACH payments are more secure than wire transfers. The following requirements must be part of your wire transfer and ACH payments policy:

- a. Identify at least two authorized individuals in the covered entity who are authorized to execute and confirm wire transfers and ACH payments respectively. The Official with financial administrative rights that is tasked with this process is required to have an appropriate level of responsibility. This official will set up the wire transfer or the ACH payment and the other official, also with an appropriate level of responsibility will authorize the release of the wire or ACH payment directly with the bank utilizing a separate platform other than the electronic platform utilized to initiate the wire, i.e., Telephone call or Phone Text, not an email on the same network.
- b. Free form wire transfers and ACH payments must be blocked in the banking system. Only wire transfers where an approved wire or ACH template is authorized are allowed. Wire and ACH Template authorizations should go through the same approval process as noted in a. above, wherein the Finance office initiates and the Administrative office confirms. Also, any changes to a template must be authorized using this same process. A wire transfer or ACH payment requires at least two forms of verification from the vendor bank before a transfer can be authorized. The verification should include: (i) Multi-factor authentication for each authorized user; (ii) user verbal authorization and verbal confirmation using phone contact information on file, not the phone number in an email; and (iii) a limited email exchange to confirm the wire transfer. The additional factor(s) can be a text with a code sent to an authorized user’s smartphone, a hard token, or biometrics. The email exchange shall never contain specific information relating to the actual contents of the transfer.
- c. For all wire/ACH transfer of funds, the following information is required:
 - i. Must create a template for all transactions.
 - ii. Name of person spoken to, including the recipient vendor title and telephone number.
 - iii. Name of the two individuals from the covered entity that verbally and in writing confirmed the authorization of the transfer, and the receiving bank information, including routing number, account number and dollar amount.
 - iv. Confirming telephone call to vendor/receiving entity verifying transfer authorization, receiving bank information including routing number, account number and dollar amount.
 - v. Memorialization of the transfer and confirmation of completion of the transaction.

- vi. Exception to the above is when a recurring transaction with an established template is transacted, steps iii-v will not have to be completed.
- d. Memorialization of each transfer/payment must be filed with the Chief Financial Officer/JIF treasurer and made available for audit.
- e. A detailed description of all wire transfers and ACH payments must be filed with the Chief Administrative Officer and the Clerk.
- f. Verbally confirm, within 24 hours, with receiving vendor/entity that the funds were credited to their account.
- g. Entities are required to establish a policy restricting the frequency of wire transfers to infrequent or emergent matters, and real estate transactions, rather than for routine payments to vendors. The frequency of fraudulent transactions for wire transfers is far greater than for checks. Templates must be set up for wire transfers and ACH payments.
- h. Entities are required to placing a dollar limit on wire transfers and ACH payments that is reasonable to your size entity but recognize when setting that limit that your coverage is limited to the maximum coverage of the crime policy and your entity will be responsible for any losses between the coverage limits and the wire limit you set.
- i. Establish on-line banking alerts for all wires & ACHs changes to a template. The online banking policy must include a requirement that the wire/ACH is not released until the recipient of the alert approves it.
- j. Covered entities are required to restrict all permissions on international wires. Authorized users are required to set up the restrictions on the banking institution's on-line system.
- k. Each Chief Financial Officer must utilize blocks and alerts in their banking system to ensure that any transactions not specifically authorized will be flagged by the banking system, and the Chief Financial Officer must authorize each flagged transaction. **The use of a Payee Positive Pay system for all checks and ACH transactions is required.** Additionally, daily review of overnight transactions and balances to identify any unusual transactions or events is strongly recommended.
- l. Notify the bank and Chief Financial Officer/Treasurer/Responsible individual immediately if suspicious activity is detected.

X. TERM OF PLAN

This Plan shall be in effect from January 1, 2026 to December 31, 2026. Attached to this Plan is a resolution of the Governing Body of Borough of Roosevelt approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendment to all parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

RESOLUTION NO. 26-14
MEETING DATE: 01-05-2026

**RESOLUTION APPOINTING A PUBLIC AGENCY
COMPLIANCE OFFICER**

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

WHEREAS, it is necessary that the Borough appoint a Public Agency Compliance Officer; and

WHEREAS, among the duties to be performed by the Public Agency Compliance Officer is the monitoring of Affirmative Action requirements submitted by vendors contract with the municipality, which duties have been performed by the Purchasing Agent, Ana Devebec, to serve a term commencing January 1, 2026 and expiring December 31, 2026.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Roosevelt that Ana Devebec, Treasurer/Purchasing Agent, Roosevelt Borough, P.O. Box 128, Roosevelt Borough, NJ 08555, is hereby appointed the Public Agency Compliance Officer for the Borough of Roosevelt.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Municipal Clerk to be a true copy, be forward to the Department of Treasury, Division of Purchase and Property, Contract Compliance & Audit Unit, EEO Monitor Program, P.O. Box 236, Trenton, NJ 08626-0230 and the appointee.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-15
MEETING DATE: 01-05-2026

**DESIGNATING NORTHFIELD BANK AS DEPOSITORY FOR
THE ROOSEVELT MUNICIPAL COURT**

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

WHEREAS, the Mayor and Council of the Borough of Roosevelt have designated Millstone Township Municipal Court as the Court facility to be used by the Borough of Roosevelt.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that Northfield Bank is designated as a depository of this Court and that the Current Account be opened and maintained in the name of the Borough of Roosevelt Municipal Court.

BE IT FURTHER RESOLVED, that the Honorable Judge and Sonia Fernandez, Court Administrator, are hereby authorized on behalf of this Court to sign and endorse checks from said account.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-16
MEETING DATE: 01-05-2026

**DESIGNATING PROVIDENT BANK AS DEPOSITORY FOR THE BOROUGH OF
ROOSEVELT**

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

BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that Provident Bank is hereby designated as a depository of this Borough during the year 2026.

BE IT FURTHER RESOLVED that the following accounts are to be maintained Provident Bank:

1. Current Fund
2. Trust Fund
3. General Capital Fund
4. Water/Sewer Operating Fund
5. Water/Sewer Capital Fund
6. Animal Control Fund
7. Disbursement Account
8. Payroll Account

BE IT FURTHER RESOLVED, that the Provident Bank is authorized to make payments from the funds of this Borough upon acceptance of written documents signed by three (3) of its following officers: Mayor, Council President, Council Finance Committee Members, Borough Clerk, Treasurer or Chief Financial Officer.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-17
MEETING DATE: 01-05-2026

**AUTHORIZING THE ROOSEVELT TAX COLLECTOR TO CANCEL PROPERTY TAX
REFUNDS AND DELINQUENCIES OF LESS THAN \$5.00 PURSUANT TO N.J.S.A. 40A:17.1**

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

WHEREAS, the Roosevelt Finance Department has recommended that the authorization be afforded to the Borough of Roosevelt Tax Collector to cancel any property tax refunds and delinquencies of less than \$5.00 pursuant to the authority granted by the New Jersey Local Fiscal Affairs law, N.J.S.A. 40A:5-17.1, inasmuch as processing of notices of such tax refunds or delinquencies is not cost effective when compared to the amount of funds in question; and

WHEREAS, the Mayor and Council of the Borough of Roosevelt have reviewed said recommendations and find the same to be in the best interest of the Borough of Roosevelt, and further find that such practice is not unreasonable.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, that the Borough of Roosevelt Tax Collector be and is hereby authorized, pursuant to N.J.S.A. 40A:5-17.1, to cancel any property tax refund or delinquency that is less than \$5.00.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-18
MEETING DATE: 01-05-2026

**ESTABLISHING THE RATE OF INTEREST TO BE CHARGED ON
DELINQUENT TAXES AND OTHER MUNICIPAL CHARGES**

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

WHEREAS, the Mayor and Council of the Borough of Roosevelt are empowered pursuant to N.J.S.A. 54:4-67, to fix the rate on interest to be charged for nonpayment of taxes and other municipal charges; and

WHEREAS, the Mayor and Council of the Borough of Roosevelt find that assessment of interest against delinquent municipal taxes and other charges will encourage prompt payment of same by property owners, resulting in more efficient collection of revenues by the Borough of Roosevelt; and

WHEREAS, the Mayor and Council of the Borough of Roosevelt find that it is in the best interest of the citizens of the Borough of Roosevelt to assess such interest.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, that the Tax Collector is hereby authorized to charge the maximum legal rate of interest allowed pursuant to N.J.S.A. 54:4-67 for delinquencies as defined therein, as may be amended and supplemented from time to time, which rates are presently as follows:

Eight percent (8%) interest on delinquencies up to one thousand five-hundred dollars (\$1,500.00);

Eighteen percent (18%) interest on delinquencies equal to or greater than one thousand five-hundred dollars and one cent (\$1,500.01)

provided that no interest shall be charged on payment if any installment is made ten (10) calendar days following the date upon when installment becomes payable.

BE IT FURTHER RESOLVED, that when any delinquency as defined in N.J.S.A. 54:4-67, is in excess of ten thousand dollars (\$10,000.00), the Borough of Roosevelt Tax Collector is hereby authorized to impose the penalty thereon at a minimum legal rate of interest allowed pursuant to N.J.S.A. 54:4, as may be amended and supplemented from time to time, which penalty is presently six percent (6%).

BE IT FURTHER RESOLVED, that the Borough of Roosevelt Water/Sewer Collector is hereby authorized to charge the maximum rate of interest allowed by law for the water/sewer delinquencies, as may be amended and supplemented from time to time, which rate are presently as follows:

Eight percent (8%) interest on delinquencies up to one thousand five-hundred dollars (\$1,500.00);

Eighteen percent (18%) interest on delinquencies equal to or greater than one thousand five-hundred dollars and one cent (\$1,500.01)

provided that no interest be charged if payments of any installments were made within ten (10) calendar days following the date upon when payable.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-19
MEETING DATE: 01-05-2026

**AUTHORIZING A SHARED SERVICES AGREEMENT WITH MILLSTONE TOWNSHIP FOR
THE UTILIZATION OF MILLSTONE TOWNSHIP MUNICIPAL COURT
AND RELATED PERSONNEL SERVICES**

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

WHEREAS, N.J.S.A. 2B:12-1(c) and N.J.S.A. 40A:65-1 authorizes a contract between municipalities for the performance and provision of services related to the operation of a Municipal Court and related services.

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

1. The Mayor and Council of the Borough of Roosevelt thereby authorize a contract for the performance and provision of facilities and services related to the operation of a Municipal Court with the Township of Millstone.
2. The contract provides for the designation of the Millstone Township Municipal Court as the Municipal Court for the Borough of Roosevelt and the utilization of the facilities of the Township of Millstone and services of the officers and employees of the Municipal Court of the Township of Millstone, including but not limited to the Court Administrator, the Municipal Prosecutor and the Municipal Public Defender, and for the establishment and maintenance of any and all accounts and records required by law at the Municipal Court of the Township of Millstone.
3. The compensation paid to the Township of Millstone for the use of its facilities and provisions of the services authorized by this resolution and the contract necessary to implement this resolution shall not exceed \$6,000.00 for the period of January 1, 2026 to December 31, 2026.

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized to execute a Contract for the provision of the above services, a copy of which contract shall be maintained in the Borough Clerk's Office.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

**RESOLUTION NO. 26-20
MEETING DATE: 01-05-2026**

APPOINTMENTS OF MUNICIPAL COURT OFFICERS AND EMPLOYEES

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

WHEREAS, the Mayor and Council of the Borough of Roosevelt have voted to use the services of Millstone Township Municipal Court for the year 2026.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that Sonia Fernandez be appointed the Court Administrator.

BE IT FURTHER RESOLVED that Denise Yuhas, C.M.C.A. be appointed to the Violations Clerk.

BE IT FURTHER RESOLVED that Julia Burton, C.M.C.A. be appointed to assist the Court Administrator for emergency coverage only.

BE IT FURTHER RESOLVED that Raymond Raya, Esq. be appointed as Public Defender.

BE IT FURTHER RESOLVED that Susan L. Solda DeSimone, Esq. be appointed as Prosecutor.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby authorized to forward a true copy of this Resolution to Millstone Township Municipal Court.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-21
MEETING DATE: 01-05-2026

**AUTHORIZING A SHARED SERVICES AGREEMENT
WITH THE TOWNSHIP OF MILLSTONE FOR REPAIR, MAINTENANCE
AND SNOW REMOVAL ON NURKO ROAD FOR THE YEAR 2026**

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

WHEREAS, the Township of Millstone (Millstone) and the Borough of Roosevelt (Roosevelt) (hereinafter collectively referred to as the “Parties”) wish to encourage inter-municipal cooperation and planning with regard to their common interest in the repair and maintenance and snow removal of the street known as Nurko Road; and

WHEREAS, the “Uniform Shared Services and Consolidation Act”, N.J.S.A. 40A:65-1, et seq. authorizes a municipality to contract with any public or private entity for the provision of any service which the municipality itself could provide directly; and

WHEREAS, the Parties have each duly authorized their proper officials to enter into and execute this Agreement.

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

1. That the Borough of Roosevelt is hereby authorized to enter into a Shared Services Agreement with the Township of Millstone, pursuant to the “Uniform Shared Services and Consolidation Act”, N.J.S.A. 40A:65-1, et seq., to provide services referenced above.
2. That the Mayor is authorized to execute and the Municipal Clerk to attest to the Agreement.
3. That the Agreement shall not become effective until such time as the governing bodies of both municipalities have duly authorized their appropriate Municipal Officials to execute and attest the attached Agreement, and the Agreement has been duly executed and attested.
4. That a certified copy of this resolution shall be provided to the Millstone Township Clerk.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-22
MEETING DATE: 01-05-2026

**AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE TOWNSHIP OF
MILLSTONE FOR CERTIFIED MUNICIPAL RECYCLING COORDINATOR AND
RECYCLING REPORTING SERVICES**

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

WHEREAS, N.J.S.A. 40A:65-4, as part of the Uniform Shared Services and Consolidation Act, authorizes local units to enter into an Agreement to provide or receive any service that each local unit participating in the Agreement is empowered to provide or receive within its own jurisdiction; and

WHEREAS, the Township of Millstone and Borough of Roosevelt wish to enter into an Agreement for Certified Municipal Recycling Coordinator and Recycling Reporting Services to Roosevelt at a cost not to exceed \$200.00 annually.

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

1. That the Borough is hereby authorized to enter into the Shared Services Agreement with the Township of Millstone, pursuant to the "Uniform Shared Services and Consolidation Act", N.J.S.A. 40A:65-1, et seq., to provide the services referenced above.
2. That the Mayor is authorized to execute and the Municipal Clerk to attest to the Agreement.
3. That a certified copy of this resolution shall be provided to the Borough Purchasing Agent, Borough CFO, and Millstone Township.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 26-23
MEETING DATE: 01-05-2026**

ACKNOWLEDGING DEPUTY REGISTRAR OF VITAL STATISTICS

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

BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that the appointment by the Local Registrar of April Claudio as Deputy Registrar of Vital Statistics pursuant to N.J.S.A 26:8-17 is hereby acknowledged.

NOW THEREFORE BE IT RESOLVED by the Roosevelt Borough Council that this resolution shall be forwarded to the State Registrar of Vital Statistics, P.O. Box 370, Trenton, New Jersey 08626-0370 and to the appointee.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 26-24
MEETING DATE: 01-05-2026

**APPOINTING COUNCILMEMBERS TO SERVE AS REPRESENTATIVES TO THE VARIOUS
BOARDS AND COMMITTEES OF THE BOROUGH**

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

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

1. That **Councilmember** _____ shall serve as representative to the Roosevelt Senior Organization.
2. That **Councilmember** _____ shall serve as representative to the Roosevelt Environmental Commission.
3. That **Councilmember** _____ shall serve as representative to the Roosevelt Board of Education.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 26-25
MEETING DATE: 01-05-2026

**APPOINTMENT OF A REPRESENTATIVE AND ALTERNATE REPRESENTATIVE
TO THE MONMOUTH COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG)**

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

BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that Michael Ticktin is hereby appointed as the Monmouth County Community Development Block Grant (CDBG) Representative for the term of one year commencing January 1, 2026 and terminating December 31, 2026; and

BE IT FURTHER RESOLVED, that Maureen Parrott is hereby appointed as the Monmouth County Community Development Block Grant (CDBG) Alternate Representative for the term of one year commencing January 1, 2026 and terminating December 31, 2026.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 26-26
MEETING DATE: 01-05-2026**

DESIGNATING A BOROUGH HISTORIAN FOR THE BOROUGH OF ROOSEVELT

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

BE IT RESOLVED by the Roosevelt Borough Council that Michael Ticktin shall serve as the Borough Historian.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 26-27
MEETING DATE: 01-05-2026

**RESOLUTION AUTHORIZING PARTICIPATION IN THE ASSUNPINK WATERSHED
GROUP ORGANIZED BY THE WATERSHED INSTITUTE**

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

WHEREAS, The Borough of Roosevelt through its professionals/staff/elected official has been engaging with the participants of the Assunpink Watershed work group organized by The Watershed Institute. The group started meeting in September 2022, to discuss issues of stormwater management, flooding, and water pollution; and

WHEREAS, The Borough of Roosevelt as well as all municipalities are required by the 2023 Municipal Separate Storm Sewer System (MS4) permit to develop a Watershed Improvement Plan (WIP) to reduce flooding, reduce water pollution, meet the pollution reduction goals in Total Maximum Daily Loads and achieve designated uses for waterways within each municipality; and

WHEREAS, the Department of Environmental Protection encourages municipalities to interact with their neighboring municipalities and to develop the Watershed Improvement plans on a regional basis; and

WHEREAS, The Watershed Institute has been awarded a grant by the New Jersey Department of Environmental Protection to develop a watershed management plan for the Assunpink Watershed and The Watershed Institute has contracted with Princeton Hydro to develop that plan; and

WHEREAS, in anticipation of receiving the grant, The Watershed Institute retained Princeton Hydro to develop a water quality monitoring program and monitor the water quality in the Assunpink Watershed so that the data could be used to develop the watershed management plan; and

WHEREAS, The Watershed Institute has retained Princeton Hydro to prepare the watershed management plan for the Assunpink Watershed. The proposed watershed management plan would utilize the water quality data; develop a matrix of best management practices (stormwater management systems) to address the water pollution impairments and flooding; and identify potential locations, projects and costs within the watershed to reduce water pollution and reduce flooding; and

WHEREAS, the proposed watershed management plan will provide the technical components for the Watershed Assessment Report thus reducing the work and cost to the municipality in preparing the Watershed Assessment Report; and

WHEREAS, the watershed management plan is being prepared at no cost to the municipality.

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

- The Mayor and Council, or their designee, are hereby authorized and directed to participate in the development of the watershed management plan by The Watershed Institute and Princeton Hydro.
- The Mayor and Council, or their designee are directed to provide to The Watershed Institute and Princeton Hydro any information or data that they reasonably requests.
- The Mayor and Council, or their designee will participate in the regional meetings scheduled by The Watershed institute.
- The Mayor and Council, or their designee will participate in the public information sessions required by the permit and will help facilitate the advertisement of the meeting.
- The Mayor and Council, or their designee will utilize the technical information from the watershed management plan to prepare the required Watershed Assessment Report.
- The designee for the purposes of the development of the watershed management plan and meetings is Hillary Wilder.

A copy of this Resolution, will be kept on file in the Office of the Clerk.

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 January 5, 2026.

Kathleen Hart
Borough Clerk

**MAYOR'S APPOINTMENTS TO THE BOROUGH OF ROOSEVELT
PLANNING BOARD**

Mayor Malkin appoints the following person to serve as member on the Borough of Roosevelt Planning Board.

BE IT RESOLVED that _____ shall serve as Mayor's Alternate as a Class I member to the Borough of Roosevelt Planning Board for a one (1) year term commencing January 1, 2026 and ending December 31, 2026.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Borough of Roosevelt Planning Board and to the appointee.

I HEREBY CERTIFY the foregoing to be a true copy of the appointments made by the Mayor of the Borough of Roosevelt at its meeting of January 5, 2026.

Kathleen Hart, RMC
Borough Clerk

**MAYOR'S APPOINTMENTS TO THE BOROUGH OF ROOSEVELT
PLANNING BOARD**

Mayor Malkin appoints the following people to serve as members on the Borough of Roosevelt Planning Board.

BE IT RESOLVED that **June Ord** is hereby appointed as a Class IV to the Borough of Roosevelt Planning Board for a four (4) year term commencing January 1, 2026 and ending December 31, 2029.

BE IT FURTHER RESOLVED that a copy of this appointment be forwarded to the Borough of Roosevelt Planning Board and to the appointee.

I HEREBY CERTIFY the foregoing to be a true copy of the appointments made by the Mayor of the Borough of Roosevelt at its meeting of January 5, 2026.

Kathleen Hart, RMC
Borough Clerk

**MAYOR'S APPOINTMENTS TO THE BOROUGH OF ROOSEVELT
ENVIRONMENTAL COMMISSION**

Mayor Malkin appoints the following people to serve as members on the Borough of Roosevelt Environmental Commission.

BE IT FURTHER RESOLVED that **Michael Ticktin** is hereby appointed as a member to the Borough of Roosevelt Environmental Commission for a three (3) year, term commencing January 1, 2026 and ending December 31, 2028.

BE IT RESOLVED that **Michael Ticktin** is hereby appointed as Chairperson to the Borough of Roosevelt Environmental Commission, term ending December 31, 2026.

BE IT FURTHER RESOLVED that **Ben Johnson** is hereby appointed as a member to the Borough of Roosevelt Environmental Commission for a three (3) year, term commencing January 1, 2026 and ending December 31, 2028.

BE IT FURTHER RESOLVED that **Tim Hartley** is hereby appointed as a member and the Planning Board Liaison to the Borough of Roosevelt Environmental Commission to fulfill the unexpired term, ending December 31, 2027.

BE IT FURTHER RESOLVED that **Kathleen Murphy** is hereby appointed as a member to the Borough of Roosevelt Environmental Commission to fulfill the unexpired term of Sam Ashburner, term ending December 31, 2026.

BE IT FURTHER RESOLVED that **Hilary Wilder** is hereby appointed as Alternate 1 member to the Borough of Roosevelt Environmental Commission to fulfill the unexpired term of Kathleen Murphy, term ending December 31, 2026.

BE IT FURTHER RESOLVED that a copy of these appointments be forwarded to the Borough of Roosevelt Environmental Commission and to the appointees.

I HEREBY CERTIFY the foregoing to be a true copy of the appointments made by the Mayor of the Borough of Roosevelt at its meeting of January 5, 2026.

Kathleen Hart, RMC
Borough Clerk