

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

**Mayor and Council
Reorganization & Regular Meeting Minutes of January 4, 2022**

Mayor Malkin opened the meeting at 7:04 pm and explained that due to the Coronavirus and the need for social distancing, this meeting is being held remotely and available to the public in a live feed. Mayor Malkin read the Open Public Meetings Act statement: “Adequate notice of this meeting, as required by Chapter 231, P.L. 1975, has been provided by a public notice on December 24, 2021, which was posted on the Bulletin Boards at the Roosevelt Post Office and in the Borough Hall. The notice was published in The Times and Asbury Park Press.

OATH OF OFFICE was administered by Borough Clerk, Kathleen Hart to Mr. Robert Atwood and Steven Macher for a 3-year term to the Borough Council, term expires 12/31/24.

ROLL CALL

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

Also in attendance: Andrew Sobel, Esq., Christine Malamut, Esq., Kathleen Hart, Borough Clerk

MAYOR’S REPORT: M/Malkin wished all a Happy New Year and discussed COVID-19, possibility of the loss of the Roosevelt Public school and new residents moving in. M/Malkin would like to remind Roosevelt residents that Roosevelt is an historic place and the entire town is on the State and Federal registries for Historic Places and asked residents to be more cognitive of the historic status and keep your property neat and clean. Many residents are clear cutting down all the trees on the property and reminded residents that a tree removal permit is required. Please get to know your neighbors and enjoy the many activities in Roosevelt. Please help save the public school.

PUBLIC COMMENT (Agenda items only):

M/Malkin opened the meeting to Public Comment for agenda items only at 7:22 pm.

No public comment.

M/Malkin closed the Public Comment for agenda items at 7:22 pm.

CORRESPONDENCE:

1. A letter from Steve Koffler expressing appreciation for Ana Debevec and a donation to the Borough of Roosevelt.
2. A resignation letter, dated December 31, 2021 from Kaitlyn Ippolito, who is the Deputy Clerk and Environmental Commission Secretary with an effective January 14, 2022.

RESOLUTIONS:

Resolution 22-01 Selecting a President of the Council for the Year 2022

C/Trammell made a motion to nominate Mike Hamilton, Resolution 22-01, with a second offered by C/Herrstrom. No discussion.

Roll Call

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

Resolution 22-02 Establishing Council Committees for the Year 2022

C/Esakoff made a motion to adopt Resolution 22-02, with a second offered by C/Trammell. No discussion.

Roll Call

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

Resolution 22-03 Appointing the Planning Board Class III Member for the Year 2022

C/Esakoff made a motion to adopt Resolution 22-03, with a second offered by C/Trammell. No discussion.

Roll Call

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

Resolution 22-04 Adopting “Roberts Rules of Order”

C/Trammell made a motion to adopt Resolution 22-04, with a second offered by C/Herrstrom. No discussion.

Roll Call

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

Resolution 22-05 Establishing Schedule of Public Meetings

C/Hamilton made a motion to adopt Resolution 22-05, with a second offered by C/Trammell. No discussion.

Roll Call

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

Resolution 22-06 Designating Official Newspapers for the Borough Trenton Times and Asbury Park Press

C/Hamilton made a motion to adopt Resolution 22-06, with a second offered by C/Trammell. No discussion.

Roll Call

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

Resolution 22-07 Consent to Appointments for 2022 – Borough Officials

C/Hamilton made a motion to adopt Resolution 22-07, with a second offered by C/Atwood. No discussion.

Roll Call

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

Resolution 22-08 Authorizing the Award of a Contract for Professional Legal Services
 C/Hamilton made a motion to adopt Resolution 22-08, with a second offered by C/Herrstrom. No discussion.

Roll Call

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

Resolution 22-09 Authorizing the Award of a Contract for Professional Engineering Services
 C/Trammell made a motion to adopt Resolution 22-09, with a second offered by C/Atwood. No discussion.

Roll Call

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

Resolution 22-10 Authorizing the Award of a Contract for Professional Auditing Services
 C/Esakoff made a motion to adopt Resolution 22-10, with a second offered by C/Trammell. No discussion.

Roll Call

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

Resolution 22-11 Authorizing the Award of a Contract for Professional Bond Counsel Services
 C/Hamilton made a motion to adopt Resolution 22-11, with a second offered by C/Esakoff. No discussion.

Roll Call

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

Resolution 22-12 Authorizing the Award of a Contract for Professional Planning Consultant Services
 C/Hamilton made a motion to adopt Resolution 22-12, with a second offered by C/Herrstrom. No discussion.

Roll Call

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

Resolution 22-13 Resolution to Accept Contract for Website and Email Hosting to City Connections LLC
 C/Trammell made a motion to adopt Resolution 22-13, with a second offered by C/Esakoff. No discussion.

Roll Call

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

Resolution 22-14 Appointing a Public Agency Compliance Officer

C/Esakoff made a motion to adopt Resolution 22-14, with a second offered by C/Hamilton. No discussion.

Roll Call

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

Resolution 22-15 2022 Designating Ocean First Bank as Depository for the Roosevelt Municipal Court

C/Esakoff made a motion to adopt Resolution 22-15, with a second offered by C/Herrstrom. No discussion.

Roll Call

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

Resolution 22-16 Designating First Constitution Bank/Lakeland Bank, Hightstown Branch as Depository for the Borough of Roosevelt

C/Esakoff made a motion to adopt Resolution 22-16, with a second offered by C/Trammell. No discussion.

Roll Call

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

Resolution 22-17 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

C/Herrstrom made a motion to adopt Resolution 22-17, with a second offered by C/Hamilton. No discussion.

Roll Call

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

Resolution 22-18 Establishing the Rate of Interest to be Charged on Delinquent Taxes and Other Municipal Charges

C/Esakoff made a motion to adopt Resolution 22-18, with a second offered by C/Atwood. No discussion.

Roll Call

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

Resolution 22-19 Authorizing a Shared Services Agreement with Millstone Township for the Utilization of Millstone Municipal Court and Related Personnel Services

C/Trammell made a motion to adopt Resolution 22-19, with a second offered by C/Esakoff. No discussion.

Roll Call

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

Resolution 22-20 Appointments of Municipal Court Officers and Employees

C/Esakoff made a motion to adopt Resolution 22-20, with a second offered by C/Atwood. No discussion.

Roll Call

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

Resolution 22-21 Authorizing a Shared Services Agreement with the Township of Millstone for Repair, Maintenance and Snow Removal on Nurko Road for the Year 2022

C/Trammell made a motion to adopt Resolution 22-21, with a second offered by C/Hamilton. No discussion.

Roll Call

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

Resolution 22-22 Authorizing a Shared Services Agreement with the Township of Millstone for Certified Recycling Coordinator

C/Herrstrom made a motion to adopt Resolution 22-22, with a second offered by C/Trammell. No discussion.

Roll Call

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

Resolution 22-23 Appointing Deputy Registrar of Vital Statistics

C/Esakoff made a motion to adopt Resolution 22-23, with a second offered by C/Trammell. No discussion.

Roll Call

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

Resolution 22-24 Appointing Councilmembers to Serve as Representatives to the Various Boards and Committees of the Borough

C/Esakoff made a motion to adopt Resolution 22-24, with a second offered by C/Trammell. No discussion.

Roll Call

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

Resolution 22-25 Appointment of a Representative and an Alternate Representative to the Monmouth County Community Development Block Grant (CDBG)

C/Herrstrom made a motion to adopt Resolution 22-25, with a second offered by C/Hamilton. No discussion.

Roll Call

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

Resolution 22-26 Authorizing the Award of a Non-Fair and Open Contract for Professional Information Technology Services to Cross Over Networks, LLC, 34 Almond Drive, Toms River, NJ 08753

C/Trammell made a motion to adopt Resolution 22-26, with a second offered by C/Esakoff. No discussion.

Roll Call

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

Resolution 22-27 Designating a Borough Historian for the Borough of Roosevelt
 C/Hamilton made a motion to adopt Resolution 22-27, with a second offered by C/Herrstrom. No discussion.

Roll Call

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

Resolution 22-28 Providing for 2022 Temporary Budget Appropriations
 C/Hamilton made a motion to adopt Resolution 22-28, with a second offered by C/Esakoff. No discussion.

Roll Call

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

C/Esakoff asked if the Council would like to have the resolutions under a Consent Agenda so there is only one vote taken. Any resolutions relating to budget matters will not be part of the Consent Agenda and listed separately. The Council discussed and decided to have a consent agenda starting at the January 18, 2022 council meeting.

ANNOUNCEMENT OF MAYOR’S APPOINTMENTS NOT REQUIRING COUNCIL APPROVAL:

Mayor’s Appointments to the Borough of Roosevelt Planning Board

BE IT RESOLVED that Michael Hamilton 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, 2022 and ending December 31, 2022.

BE IT FURTHER RESOLVED that June Ord is hereby appointed as a Class IV member to the Borough of Roosevelt Planning Board for a four (4) year term commencing January 1, 2022 and ending December 31, 2025.

BE IT FURTHER RESOLVED that Esther Psarakis is hereby appointed as an Alternate I member to the Borough of Roosevelt Planning Board to fulfill the unexpired term of David Teich ending December 31, 2022.

Mayor’s Appointments to the Borough of Roosevelt Environmental Commission

BE IT RESOLVED that Kim Felong, Tim Hartley and Nick Murray are hereby appointed as members to the Borough of Roosevelt Environmental Commission for three (3) year terms commencing January 1, 2022 and ending December 31, 2024.

REPORTS OF COMMITTEE CHAIRS:

Environmental Health & Safety: No report.

Administration: No report.

Finance: C/Hamilton stated that there will be an upcoming Finance meeting with the CFO in the next few weeks to discuss the budget and fund balances.

Community Development/Code Enforcement: No report.

Public Works: No report.

Utilities: No report.

REPORTS OF BOROUGH OFFICIALS: Michael Ticktin, Environmental Commission Chairman asked if there was going to be an appointment of the Environmental Commission Secretary. M/Malkin stated not at this time but will keep him informed.

UNFINISHED BUSINESS: C/Hamilton discussed the Adopt a Storm Drain Program and would like to have a resolution on the next agenda endorsing the program and encourage residents to participate. This would be sufficient to help with the Sustainable Jersey. C/Esakoff questioned procedures on how to remove the debris. The Environmental Commission will come up with procedures.

NEW BUSINESS: M/Malkin announced the Monmouth County Board of Health flyers for COVID-19 testing and vaccine clinics. Flyers are posted on the Borough website and will be included in tonight's e-blast.

PUBLIC COMMENT (Any item):

M/Malkin opened the meeting to Public Comment for any item at 8:19 pm.

No public comment

C/Malkin closed the Public Comment at 8:19 pm.

M/Malkin stated that the next Council meeting is Tuesday, January 18, 2022 due to the holiday for Martin Luther King, Jr. birthday.

C/Esakoff moved to adjourn with a second offered by C/Trammell. With all in favor, the meeting adjourned at 8:20 pm.

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

Respectfully Submitted,

Kathleen Hart, Borough Clerk

Adopted Date: February 7, 2022