

**BOROUGH OF ROOSEVELT
COUNCIL MEETING AGENDA
JANUARY 22, 2018 @ 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 2, 2018 which was posted on the Bulletin Board at the Roosevelt Post Office, on the Bulletin Board in the Roosevelt Post Office and in the Borough Hall. The notice was mailed to The Times and Asbury Park Press.

ROLL CALL: Councilmember Robin Middleman Filepp
Councilmember Michael Hamilton
Councilmember Cody Parker
Councilmember Maureen Parrott
Councilmember Deirdre Sheean
Councilmember Joseph Trammell
Mayor Peggy Malkin

MAYOR'S REPORT

PUBLIC COMMENT (Agenda items only)

APPROVAL OF MINUTES

- January 2, 2018 Reorganization Council Meeting Minutes
- January 2, 2018 Regular Council Meeting Minutes

CORRESPONDENCE

ORDINANCES - SECOND READING

Ordinance 18-01 An Ordinance Setting the Salary Range and Compensation of Certain Officials, Positions and Employees in the Borough of Roosevelt, County of Monmouth, State of New Jersey

Mayor Malkin opens the public hearing at _____.

Mayor Malkin closes the public hearing at _____.

RESOLUTIONS

Resolution 18-31 Payment of Bills for January 22, 2018
Resolution 18-32 Resolution Appointing Planning Board Secretary
Resolution 18-33 Authorizing Change in Monetary Amount of Petty Cash Fund
Resolution 18-34 Ratifying and Awarding Contracts for the Emergency Replacement of a Channel Grinder in the Wastewater Treatment Plant of the Borough of Roosevelt

REPORTS OF COMMITTEE CHAIRS

Administration
Community Dev/Code
Envi. Health & Safety
Finance
Public Works
Utilities

Councilmember Hamilton
Councilmember Filepp
Councilmember Sheean
Councilmember
Councilmember Parker
Councilmember Trammell

REPORTS OF BOROUGH OFFICIALS (If requested by Mayor or Committee Chair)

OLD BUSINESS

NEW BUSINESS

1. Personnel – Water/Sewer Operator

PUBLIC COMMENT (Any item)

CLOSED SESSION: (Resolution 18-35)

ADJOURNMENT

TIME OUT: _____

ORDINANCE NO: 18-01
INTRODUCTION DATE: 01-02-18
ADOPTION DATE:

AN ORDINANCE SETTING THE SALARY RANGE AND COMPENSATION OF CERTAIN OFFICIALS, POSITIONS AND EMPLOYEES IN THE BOROUGH OF ROOSEVELT, COUNTY OF MONMOUTH, STATE OF NEW JERSEY

BE IT ORDAINED by the Mayor and Council of the Borough of Roosevelt, County of Monmouth, State of New Jersey:

Section 1 The salary range for providing wages and compensation of certain officials, positions and employees of the Borough of Roosevelt, County of Monmouth, State of New Jersey are set as follows:

	MINIMUM:	MAXIMUM:
<u>Current Fund:</u>		
Borough Administrator	\$ 15,000.00	\$ 40,000.00
Borough Clerk	\$ 20,000.00	\$ 65,000.00
Deputy Borough Clerk	\$ 8,000.00	\$ 45,000.00
Registrar of Vital Statistics	\$ 2,500.00	\$ 6,000.00
Deputy Registrar of Vital Statistics	\$ 1,500.00	\$ 5,500.00
Purchasing Agent	\$ 10,000.00	\$ 70,000.00
Chief Financial Officer	\$ 6,000.00	\$ 30,000.00
Borough Treasurer	\$ 500.00	\$ 25,000.00
Tax Collector	\$ 6,500.00	\$ 25,000.00
Tax Assessor	\$ 6,500.00	\$ 25,000.00
Zoning Officer	\$ 500.00	\$ 10,000.00
Assistant Zoning Officer	\$ 500.00	\$ 2,500.00
Code Enforcement Officer	\$ 500.00	\$ 6,000.00
Assistant Code Enforcement Officer	\$ 500.00	\$ 2,500.00
Housing Inspector	\$ 500.00	\$ 10,000.00
Recycling Coordinator	\$ 250.00	\$ 1,000.00
Recreation Director	\$ 3,000.00	\$ 20,000.00
Clean Community Coordinator	\$ 150.00	\$ 1,000.00
Risk Management Officer	\$ 300.00	\$ 1,000.00
Right to Know Coordinator	\$ 300.00	\$ 1,000.00
Superintendent of Public Works	\$ 22,000.00	\$ 45,000.00
<u>Water/Sewer Utility Fund</u>		
Water/Sewer Collector	\$ 5,000.00	\$ 10,000.00
Chief Financial Officer	\$ 5,000.00	\$ 15,000.00
Borough Treasurer	\$ 4,000.00	\$ 10,000.00
Water/Sewer Operator	\$50,000.00	\$ 85,000.00

Section 2. The range for hourly rates for providing wages and compensation of certain officials, positions and employees in the Borough of Roosevelt, County of Monmouth, State of New Jersey are set as follows:

Current Fund

Assistant Administrative Clerk	\$ 10.00	\$ 30.00
Public Works Employee	\$ 8.00	\$ 25.00
Public Works Artisan	\$ 8.00	\$ 12.00
Temporary Emergency Help	\$ 10.00	\$ 17.00
Snow Plow Driver	\$ 10.00	\$ 25.00
Tree Maintenance Specialist	\$ 20.00	\$ 35.00
Planning Board Secretary	\$ 11.00	\$ 25.00
Environmental Commission Secretary	\$ 11.00	\$ 25.00
Crossing Guard	\$ 12.00	\$ 25.00
Clerk/Secretary	\$ 10.00	\$ 20.00

Water/Sewer Utility

Water/Sewer Maintenance	\$ 20.00	\$ 30.00
Clerk/Secretary	\$ 11.00	\$ 20.00

Section 3. The range for providing wages and compensation for the employees of the Roosevelt Community Summer Camp in the Borough of Roosevelt, County of Monmouth, State of New Jersey are set as follows:

Summer Camp Supervisor	\$400.00/year	\$800.00/year
Nursery Program Coordinator	\$ 8.25/hour	\$ 20.00/hour
Counselor	\$ 14.50/hour	\$ 17.00/hour
Lifeguard	\$ 10.25/hour	\$ 20.00/hour
Junior Counselor	\$ 8.25/hour	\$ 12.50/hour
Band Instructor	\$ 40.00/hour	\$ 50.00/hour

Section 4. The annual salaries and hourly rates shall be established by a resolution of the Borough Council.

Section 5. The Borough's Chief Financial Officer is hereby authorized to transfer such sums of money from the municipal operating accounts to the payroll account as may be necessary to cover periodic payroll payments.

Section 6. All ordinances or parts of ordinances inconsistent herewith are repealed, but only to the extent of such inconsistency.

Section 7. This Ordinance shall become effective immediately upon its final passage and publication as required by law.

Section 8. All ordinances and parts of ordinances inconsistent herewith are hereby repealed.

Section 9. This ordinance shall take effect upon adoption and publication as required by law.

ATTEST:

APPROVED:

Kathleen Hart, Borough Clerk

Peggy Malkin, Mayor

RESOLUTION NO. 18-31
MEETING DATE: 01-22-18

PAYMENT OF BILLS FOR JANUARY 22, 2018

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

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

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

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

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

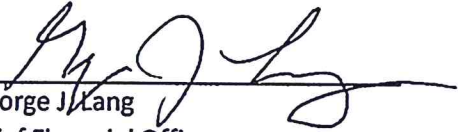
I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 22, 2018.

Kathleen Hart
Borough Clerk

BOROUGH OF ROOSEVELT

I, George J. Lang, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following bill list to be paid.

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
1/22/18 Bill List	various	225,477.40


George J. Lang
Chief Financial Officer

Dated: January 22, 2018

January 18, 2018
12:43 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

1-22-18 BILL LIST

P.O. Type: All
Range: First
Format: Condensed

to Last

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
BOARD005 BOARD OF FIRE COMMISSIONERS OF	18-00004	01/11/18	2018 FIRE SERVICES:1/Q/18	Open	7,500.00	0.00		
BOROU005 BOROUGH OF HIGHTSTOWN	18-00022	01/12/18	SOLID WASTE CONTRACT:JAN 2018	Open	5,462.10	0.00		
CENTR005 CENTRAL JERSEY WASTE &	18-00011	01/11/18	2018 RECYCLING CONTRACT	Open	2,046.09	0.00		B
CMRSF005 CMRS-FP	18-00010	01/11/18	POSTAGE FOR POSTAGE METER	Open	500.00	0.00		
COM00002 COMCAST	17-00951	12/31/17	W/S-FINAL BILL-NOV 2017	Open	109.39	0.00		
DELAG005 DE LAGE LANDEN FINANCIAL	18-00007	01/11/18	#01 JAN'18 12/15-1/14 COPIER	Open	161.71	0.00		
EDMUN005 EDMUNDS & ASSOCIATES	18-00029	01/16/18	2018 MCSJ SOFTWARE MAINTENANCE	Open	6,308.00	0.00		
GLUCK005 GLUCK WALRATH, LLP	17-00950	12/31/17	BAN CLOSING	Open	1,100.00	0.00		
JCIJ0005 JCI JONES CHEMICAL, INC.	17-00084	01/25/17	WATER-2017 CHEMICAL CONTRACT	Open	338.00	0.00		B
	17-00085	01/25/17	SEWER-2017 CHEMICAL CONTRACT	Open	1,677.00	0.00		B
					2,015.00			
JCPL0005 JCP & L	17-00952	12/31/17	W/S-DEC 2017 ELECTRIC SERVICE	Open	3,660.13	0.00		
KARAS005 KARASICK, IRA	17-00939	12/31/17	LEGAL SERVICES-DEC 2017	Open	2,500.00	0.00		
KLENZ005 KLENZOID, INC.	17-00924	12/19/17	WATER-KLENPHOS 12/14/17	Open	2,380.00	0.00		
MGLF0005 MGL FORMS-SYSTEMS, LLC	17-00884	12/04/17	FINANCE-2017 1099-MISC FORMS	Open	52.00	0.00		
MOBIL005 MOBILE MINI, INC.	18-00023	01/12/18	TRAILER RENTAL 1/2-1/29/18	Open	409.99	0.00		
MONMO070 MONMOUTH COUNTY PUBLIC WORKS &	17-00935	12/31/17	BRINING/SALTING:12/14-12/16/17	Open	2,573.69	0.00		
	17-00949	12/31/17	BRINING/SALTING:12/29,12/30/17	Open	1,420.24	0.00		
					3,993.93			

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
MONMO010 MONMOUTH COUNTY SCAT								
	17-00942	12/31/17	SCAT SERVICES:4/Q/2017	Open	2,015.00	0.00		
MONMO020 MONMOUTH MUNICIPAL JIF								
	18-00013	01/11/18	2018 INSUR-FIRST INSTALLMENT	Open	13,963.99	0.00		
MOORE005 MOORE, JR., TOBY								
	18-00033	01/18/18	REIMB:COMPUTER REPAIR/ANTI-VIR	Open	179.99	0.00		
	18-00034	01/18/18	REIMB:2017 TRAVEL EXPENSE	Open	833.16	0.00		
	18-00035	01/18/18	REIMB:VEHICLE FUEL 1/16/18	Open	56.53	0.00		
	18-00036	01/18/18	REIMB:2018 PLANT LOG BOOKS	Open	70.90	0.00		
	18-00037	01/18/18	REIMB:2018 WALL CALENDAR	Open	28.99	0.00		
	18-00038	01/18/18	REIMB:TRAVEL EXP 1/26,2/2/17	Open	58.30	0.00		
					<u>1,227.87</u>			
MUNIC010 MUNICIPAL MAINTENANCE CO.								
	17-00772	10/12/17	REPAIR TRICKLING FILTER	Open	2,290.00	0.00		
NJCON005 NJ CONFERENCE OF MAYORS								
	18-00005	01/11/18	2018 MEMBERSHIP DUES	Open	295.00	0.00		
NJENV005 NJ ENVIRONMENTAL INFRA TRUST								
	18-00020	01/12/18	NJEIT P&I 2010 LOAN PAYMENT	Open	8,991.90	0.00		
	18-00021	01/12/18	NJEIT P&I 2016 LOAN PAYMENT	Open	13,946.00	0.00		
					<u>22,937.90</u>			
NJSTA005 NJ STATE LEAGUE/MUNICIPALITIES								
	18-00009	01/11/18	2018 MEMBERSHIP DUES	Open	252.00	0.00		
ONECA005 ONE CALL CONCEPTS, INC.								
	17-00943	12/31/17	4/Q/2017 "CALL BEFORE YOU DIG"	Open	31.25	0.00		
PARIS005 PARIS AUTOMOTIVE SUPPLY								
	17-00920	12/18/17	SPARK PLUG, STARTING FLUID	Open	5.22	0.00		
PARR005 PARROTT, MAUREEN								
	18-00032	01/17/18	REIMB:CONFERENCE+PARKING	Open	85.00	0.00		
PASSA005 PASSAIC VALLEY SEWERAGE								
	17-00933	12/22/17	SLUDGE DISPOSAL 11/16-12/15/17	Open	658.00	0.00		
PETTY005 PETTY CASH								
	17-00938	12/31/17	REIMBURSE PETTY CASH	Open	37.00	0.00		
	18-00002	01/11/18	REIMBURSE PETTY CASH	Open	50.00	0.00		
	18-00024	01/12/18	REIMBURSE PETTY CASH	Open	50.00	0.00		
					<u>137.00</u>			
PSEGC005 PSE & G CO.								
	18-00031	01/17/18	DEC 2017 GAS SERVICE	Open	640.66	0.00		
RANIC005 R.A. NICHOLS PLUMBING &								
	17-00869	11/21/17	EMERGENCY REPAIRS:2 N.VALLEY	Open	3,488.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
ROOSE005 ROOSEVELT BOARD OF EDUCATION	18-00014	01/11/18	JAN 2018 SCHOOL TAXES	Open	132,199.00	0.00		
SAUSE005 SAUSE, RICHARD	18-00017	01/12/18	EMERG SERV:W/P CHLORINE LINE	Open	250.00	0.00		
SENI0005 SENIOR CITIZENS OF ROOSEVELT	17-00937	12/31/17	DEC 2017 REIMBURSEMENT	Open	28.66	0.00		
STAPL005 STAPLES BUSINESS ADVANTAGE	17-00927	12/19/17	OFFICE SUPPLIES	Open	131.20	0.00		
STATE005 STATE OF NEW JERSEY-PWT	18-00039	01/18/18	4/Q/2017 WATER TAX	Open	68.38	0.00		
THEH0010 THE HOME DEPOT	18-00003	01/11/18	ICE MELT-5 BAGS	Open	99.85	0.00		
UNIVA005 UNIVAR USA, INC.	17-00912	12/13/17	SEWER-DELTA FLOC 12/12/17	Open	1,241.22	0.00		
	17-00918	12/18/17	SEWER-DELTA FLOC 12/14/17	Open	<u>1,311.22</u>	0.00		
					2,552.44			
COMPU005 UNIVERSITY SERVICE COMPANY, INC	18-00012	01/11/18	2018 OFF-SITE SERVER BACKUPS	Open	75.00	0.00		B
VERIZ005 VERIZON	17-00944	12/31/17	609-448-0539 DEC 2017	Open	265.71	0.00		
	17-00945	12/31/17	609-448-8932 DEC 2017	Open	180.60	0.00		
	17-00948	12/31/17	FIOS/PHONE-W/P-12/28 BILL	Open	<u>164.91</u>	0.00		
					611.22			
VERIZ010 VERIZON FIOS	17-00946	12/31/17	INTERNET:BORO HALL 1/1 BILL	Open	149.99	0.00		
	17-00947	12/31/17	INTERNET:SEWER PLANT-1/1 BILL	Open	<u>120.64</u>	0.00		
					270.63			
VETER005 VETERAN'S MAINTENANCE, INC.	17-00914	12/14/17	REPAIR/RE-INSULATE WATER LINE	Open	2,345.00	0.00		
VITAL005 VITAL COMMUNICATIONS, INC.	18-00018	01/12/18	TAX COLL-JAN 2018 DATA SERV	Open	102.00	0.00		
	18-00019	01/12/18	W/S-JAN 2018 DATA SERVICES	Open	<u>25.50</u>	0.00		
					127.50			
WATCH005 WATCHUNG SPRING WATER CO., INC	17-00934	12/28/17	WATER+COOLER RENT:11/28,12/19	Open	56.53	0.00		
WEBHA005 WEB HAULING & DISTRIBUTION, INC	17-00940	12/31/17	PUMP LAKE DR PUMP PIT 12/28/17	Open	203.70	0.00		
WEBOU005 WEB OUTBACK	17-00941	12/31/17	RESTROOM RENTAL-DEC 2017	Open	95.00	0.00		

January 18, 2018
12:43 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 4

Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type

Total Purchase Orders:	59	Total P.O. Line Items:	0	Total List Amount:	225,339.34	Total Void Amount:	0.00
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TOTAL CARRIED FORWARD FROM BILL LIST	225,339.34
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MANUAL CHECKS

CK# 9216	POSTMASTER	138.06
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TOTAL-MANUAL CHECKS	<u>138.06</u>
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GRAND TOTAL OF 1/22/18 BILL LIST	<u><u>225,477.40</u></u>
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Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	7-01	10,070.06	0.00	10,070.06	0.00	0.00	10,070.06
	7-09	21,324.73	0.00	21,324.73	0.00	0.00	21,324.73
Year Total:		<u>31,394.79</u>	<u>0.00</u>	<u>31,394.79</u>	<u>0.00</u>	<u>0.00</u>	<u>31,394.79</u>
	8-01	162,179.24	0.00	162,179.24	0.00	0.00	162,179.24
	8-09	30,665.31	0.00	30,665.31	0.00	0.00	30,665.31
Year Total:		<u>192,844.55</u>	<u>0.00</u>	<u>192,844.55</u>	<u>0.00</u>	<u>0.00</u>	<u>192,844.55</u>
	C-08	1,100.00	0.00	1,100.00	0.00	0.00	1,100.00
Total of All Funds:		<u><u>225,339.34</u></u>	<u><u>0.00</u></u>	<u><u>225,339.34</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>225,339.34</u></u>

RESOLUTION NO. 18-32
MEETING DATE: 01-22-18

RESOLUTION APPOINTING PLANNING BOARD SECRETARY

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 Lorraine Maher be and is hereby appointed Planning Board Secretary for the Borough of Roosevelt, beginning January 9, 2018 at an hourly rate of \$25.00.

BE IT FURTHER RESOLVED that a copy of this resolution, certified by the Borough Clerk to be a true copy be forwarded to Lorraine Maher, Kevin McNally, Planning Board Chair, George Lang, Chief Financial Officer and Ana Debevec, Treasurer.

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 22, 2018.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 18-33
MEETING DATE: 01-22-18

**RESOLUTION AUTHORIZING CHANGE IN MONETARY AMOUNT OF PETTY
CASH FUND**

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

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash fund; and

WHEREAS, it is the desire of the Borough of Roosevelt, County of Monmouth, that the Administrative Petty Cash Fund for the Borough be increased from Two Hundred Dollars (\$200.00) to Five Hundred Dollars (\$500.00); and

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 Council hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED that a copy of this resolution, certified by the Borough Clerk to be a true copy be forwarded to George Lang, Chief Financial Officer and Ana Debevec, Treasurer.

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 22, 2018.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 18-34
MEETING DATE: 01-22-18**

**RESOLUTION RATIFYING AND AWARDING CONTRACTS FOR
THE EMERGENCY REPLACEMENT OF A CHANNEL GRINDER IN THE
WASTEWATER TREATMENT PLANT OF THE BOROUGH OF ROOSEVELT**

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

WHEREAS, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the “Borough”) owns and operates a wastewater treatment system as defined in N.J.S.A. 40A:11-15; and

WHEREAS, on or about January 10, 2018, the Borough Engineer determined that the channel grinder in the Borough’s wastewater treatment plant was not working properly and required immediate repair and replacement; and

WHEREAS, the Borough Engineer advised that failing to immediately replace the channel grinder in the Borough’s wastewater treatment plant would create an emergency affecting the public health, safety and welfare of the Borough’s residents; and

WHEREAS, in accordance with N.J.S.A. 40A:11-6, the Borough’s Mayor advised the Borough’s Purchasing Agent in writing of the nature and necessity of an emergency contract to replace the channel grinder in the Borough’s wastewater treatment plant, which written notification is attached hereto as Exhibit A; and

WHEREAS, the Borough Engineer was able to obtain a quote from JWC Environmental in the amount of \$14,759.55 to immediately order a new channel grinder for the Borough’s wastewater treatment plant, which quote is attached hereto as Exhibit B; and

WHEREAS, the Borough Engineer was able to obtain a quote from EDC Electric in the amount of \$4,000.00 for the removal and replacement of the channel grinder in the Borough’s wastewater treatment plant, which quote is attached hereto as Exhibit C; and

WHEREAS, pursuant to N.J.S.A. 40A:11-6, the Borough is authorized to award contracts for goods and services without public advertising for bids and bidding therefor, regardless of whether or not the contract price will exceed the bid threshold, when an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or the performance of services; and

WHEREAS, pursuant to N.J.S.A. 40A:11-3, as adjusted by the Governor and Department of the Treasury of the State of New Jersey under their statutory authority, the bid threshold is currently \$17,500; and

WHEREAS, pursuant to N.J.S.A. 40A:11-6.1, the Borough was authorized to award a contract in the amount of \$14,759.55 to JWC Environmental to immediately order a new channel grinder for the Borough’s wastewater treatment plant insofar as it was impracticable to obtain any other competitive quotations, notwithstanding that said contract is more than 15% of, but less than the \$17,500 bid threshold; and

WHEREAS, pursuant to N.J.S.A. 40A:11-6.1, the Borough was authorized to award a contract in the amount of \$4,000.00 to EDC Electric to immediately for the removal and replacement of the channel grinder in the Borough's wastewater treatment plan insofar as it was impracticable to obtain any other competitive quotations, notwithstanding that said contract is more than 15% of, but less than the \$17,500 bid threshold; and

WHEREAS, notwithstanding any of the foregoing, the Borough is authorized, pursuant to N.J.S.A. 40A:11-5(1)(gg), to award contracts to EDC Electric and JWC Environmental without public advertising for bids and bidding therefor, regardless of whether or not the contract price will exceed the bid threshold, because said contracts relate to the designing, financing, construction, operation, maintenance, or any combination thereof, or any component or parts of a wastewater treatment system, as defined in N.J.S.A. 40A:11-15;

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

- (1) The Borough Purchasing Agent's emergency award of a contract in the amount of \$14,759.55 to JWC Environmental for a new channel grinder for the Borough's wastewater treatment plant is hereby ratified and approved; and
- (2) The Borough Purchasing Agent's emergency award of a contract in the amount of \$4,000 to EDC Electric to remove and replace the channel grinder in the Borough's wastewater treatment plant is hereby ratified and approved;

AND, BE IT FURTHER RESOLVED that the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey hereby authorizes the Borough CFO and/or Borough Purchasing Agent to remit payment, in accordance with the Borough's policies and procedures, to JWC Environmental, and EDC Electric in accordance with N.J.S.A. 40A:11-6;

AND, BE IT FURTHER RESOLVED that a certified copy of this resolution shall be provided by the Borough Clerk to each of the following:

1. Borough CFO
2. Borough Purchasing Agent
3. Borough Engineer
4. Borough Sewer Plant Operator
5. JWC Environmental
6. EDC Electric

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 22, 2018.

Kathleen Hart
Borough Clerk

BOROUGH OF ROOSEVELT

I, George J. Lang, Chief Financial Officer of the Borough of Roosevelt, do hereby certify that funds are available for the following contracts to be awarded.

<u>Vendor</u>	<u>Budget Account</u>	<u>Total Award</u>
JWC Environmental	Water-Sewer Improvements 2016-018	14,759.55
EDC Electric Corporation	Water-Sewer Improvements 2016-018	4,000.00


George J. Lang
Chief Financial Officer

Dated: January 22, 2018

EXHIBIT A
NOTICE OF EMERGENCY CONTRACT DECLARATION PURSUANT TO N.J.S. 40A:11-6

Date: January 12, 2018

From: Mayor Peggy Malkin

To: Purchasing Agent, Borough of Roosevelt

The undersigned, being the Mayor of the Borough of Roosevelt, County of Monmouth, State of New Jersey, does hereby give notice that he or she is declaring an emergency affecting the public health, safety or welfare pursuant to N.J.S. 40A:11-6. This notice is given in connection with the negotiation or awarding of a contract without public advertising for bids and bidding therefor, notwithstanding that the contract price may or will exceed the bid threshold.

You are hereby authorized to take such action as shall be required to provide for the payment of the contract or invoice price to be delivered upon completion of the work to resolve.

Nature of Emergency: To replace the channel grinder in the Borough's wastewater treatment plant

Time of Occurrence: On or about January 10, 2018

Need for Invoking Emergency: Affects the public health, safety and welfare of the Borough's residents

Peggy Malkin 1/12/18
Signature Mayor

Received and Acknowledged:

Ana Debevec
Borough Purchasing Agent

C: George Lang, CFO

Exhibit B



Customer Service Center
2600 S. Garnsey Street
Santa Ana, CA 92707 USA
Phone: 949 833-3888
Toll Free: 800 331-2277
Fax: 714 549-4007

Customer: 6000920
Gerry
Roosevelt, Borough of
PO Box 1287
33 Rochdale Avenue
Roosevelt, NJ 08555-0128

Quote Number: 42044 RevD
Quote Date: 01/02/2018
Terms: Net 30 Days
Pricing: Valid 60 Days
FOB: Origin
Lead Time: 3-4 Weeks ARO / One Way
Shipping & Handling Included
Grinder Serial #: 101430-1-1

US
(609)586-1141

gandersen@robertsengineeringgro
up.com

Project: Borough of Roosevelt

All orders will be billed the applicable sales tax, based on the "ship to address", unless a valid tax exemption certificate is provided prior to shipment.

Part Number	Description	Qty	Unit Price	Extended Price
EVAL_CA	30005-0018-DI Grinder SN: 101430-1-1	1	\$0.00	\$0.00
30005-0018	30005-0018-DI WR Upgrade 17T Serrated Cam Cutters with Knurled Spacers 1:1 Stack Hardened Alloy STL Buna N Elastomers Cork & Rubber Gaskets Delta P Side Rails Motor Type: Electric Less Motor Less Reducer With Spool Paint Epoxy Green Grinder SN: TBD Wipes Ready Monster Upgrade includes: Patented 17T Wipes Ready Cutters and Spacers for 2D Cutting Patented Optimized Cut Control Gearing Patented Delta P Side Rails	1	\$11,412.00	\$11,412.00
A34010-0144-29	3HP TEFC 208-230/460V 182TC 1.15SF Paint Epoxy Green *To be assembled to grinder Assembly includes: motor, reducer, couplings, keys, gaskets and hardware	1	\$3,347.55	\$3,347.55



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MANUALS	O&M MANUALS	2	\$0.00	\$0.00
Shipping	Shipping & Handling One Way Shipping & Handling Included	1	\$0.00	\$0.00

Please verify serial number is correct.

Sub Total	\$14,759.55
Tax	
Total	\$14,759.55

Notes:

1. Please fax or mail a purchase order for the total amount and we can process your order.
Please include the following:
Billing Address, Ship to Address, and sales tax exemption certificate.
2. Reference our quote number on your purchase order.
3. Availability of parts are subject to change at any time.
4. 20% restocking fee on all returns.
5. Sales tax is not included in price.
6. JWCE standard one year warranty included except for older models i.e. GTS, MS and SPF models.
7. Subject to attached JWC Environmental Standard Terms and Conditions of Sale.

Thank-You for your Business!

JWC Environmental LLC
Yesenia Esquivel
Customer Service

Exhibit C



Post Office Box 7404
Shrewsbury, NJ 07702

(732) 741-5100 Phone
(732) 741-5850 Fax

Electrical Design & Construction Corporation

January 10, 2018

EDC# 18A110Q

Roberts Engineering Group
1670 Whitehorse Hamilton Square Road
Hamilton Township, NJ 08690
Attn: Jerry Anderson

Re: Comminuter Replacement-Borough of Roosevelt

Dear Jerry,

We propose to do the electrical portion of the subject project as follows:

Remove and replace owner supplied comminuter with the following exclusions and clarifications:

For the sum of: \$ 4,000.00

Exclusions: 1. Permit fees
2. Concrete Patching

Clarifications: 1. Owner to supply comminuter
2. Owner to clean channel prior to replacement
3. Work to be done during normal working hours (7AM-3:30 PM)
4. As per GP Jeager, start up is not needed for this replacement, if owner requires start up and training, please add \$ 830.00 to proposal

We hope this proposal meets with your approval. Please feel free to contact us with any questions.

Very Truly Yours,
Ray Estenes

**RESOLUTION NO. 18-35
MEETING DATE: 01-22-18**

**PROVIDING FOR A PRIVATE EXECUTIVE MEETING THAT
EXCLUDES THE PUBLIC**

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

WHEREAS, the “Open Public Meetings Act” enacted October 21, 1975 permits a public body to exclude the public from meetings or portions thereof wherein matters are to be discussed which are exempted from the requirements of the Act; and

WHEREAS, the said Act requires that prior to the holding of a meeting or portion thereof from which the public shall be excluded, the public body should adopt a Resolution at a public meeting providing for the holding of a private meeting; and

WHEREAS, the Borough Council of The Borough of Roosevelt has determined that a meeting should be held from which the public should be excluded in order to discuss a subject which is exempted under the said Act;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council, as follows:

- That the next portion of this meeting be held in Private Session.
- That the general nature of the matter(s) to be discussed relate to the matters:
 - a. Contractual Issue – Channel Grinder
- That no official action will be taken at the meeting but Minutes shall be kept and shall be available to the public after official action on the subject matter has been taken.
- It is anticipated the discussion conducted in closed session can be disclosed to the public after no further action is required in the matter.

ROLL CALL VOTE:

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 22, 2018.

Kathleen Hart
Borough Clerk