

DRAFT

BOROUGH OF ROOSEVELT COUNCIL MEETING AGENDA JUNE 11, 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 Steven Bowen
- 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

1. May 29, 2018 Regular Council Meeting Minutes

CORRESPONDENCE:

1. Letter from the State of NJ, DEP, dated May 23, 2018, regarding Settlement Agreement for violations of the Safe Drinking Water Act
2. Letter from United States EPA, dated May 31, 2018, regarding Compliance Evaluation Inspection (CEI) conducted on May 7, 2018

ORDINANCES:

ORDINANCE 18-02, SECOND READING

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 (SEE CHANGES IN BOLD FONT)

EXPLANATORY STATEMENT: This ordinance amends the Salary Ordinance for 2018 Summer Recreation.

M/Malkin open the public comment at _____.

M/Malkin closes the public comment at _____.

ORDINANCE 18-03, SECOND READING

CALENDAR YEAR 2018 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (NJSA. 40A:4-45.14)

EXPLANATORY STATEMENT: This Ordinance authorizes an increase to 3.5% over the previous year's final appropriations.

M/Malkin open the public comment at _____.

M/Malkin closes the public comment at _____.

RESOLUTIONS:

Resolution 18-81 Payment of Bills for June 11, 2018

Resolution 18-82 Setting Fees for a Recreational Summer Camp

Resolution 18-83 Setting Reimbursement Guidelines for Recreation Activity: July 4th Celebration

Resolution 18-84 Appointment of Municipal Court Employees

REPORTS OF COMMITTEE CHAIRS

Administration	Councilmember Parrott
Community Dev/Code	Councilmember Parker
Envi. Health & Safety	Councilmember Sheean
Finance	Councilmember Hamilton
Public Works	Councilmember Bowen
Utilities	Councilmember Trammell

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

OLD BUSINESS

NEW BUSINESS

1. Use of Borough Hall: RAP Board Meeting, Sunday October 14, 2018 from 9:30 am – 12:30 pm.

PUBLIC COMMENT (Any item)

CLOSED SESSION:

Resolution 18- Providing for a Private Executive Meeting that Excludes the Public

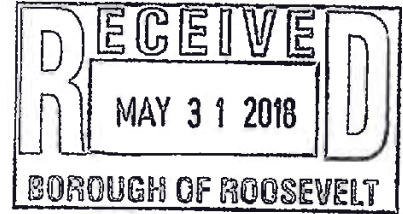
Time In: _____ Time Out: _____

ADJOURNMENT

TIME OUT: _____



State of New Jersey



PHILIP D. MURPHY
Governor

DEPARTMENT OF ENVIRONMENTAL PROTECTION
CENTRAL BUREAU OF WATER COMPLIANCE & ENFORCEMENT
Mail Code 44-03/P.O. BOX 420
401 EAST STATE STREET
Trenton, NJ 08625-0420
AX: (609) 292-6450

CATHERINE R. McCABE
Acting Commissioner

SHEILA Y. OLIVER
Lt. Governor

CERTIFIED MAIL/RRR
7016 2140 0000 0904 7366

May 23, 2018

Roosevelt Borough Clerk
33 N Rochdale Ave
P.O. Box 128
Roosevelt, NJ 08555

Re: Settlement Agreement
Roosevelt Borough Water Department
PWSID # 1341001
Compliance Activity # NEA180001
Roosevelt Borough, Monmouth County

Dear Madam:

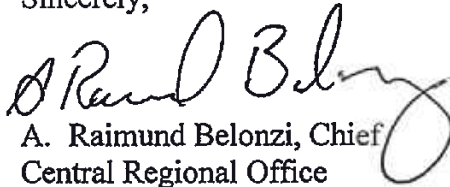
Enclosed are two (2) Settlement Agreements which were prepared by the New Jersey Department of Environmental Protection ("Department") in order to resolve the penalty liability accrued by Roosevelt Borough for violations of the Safe Drinking Water Act (N.J.S.A. 58:12A-1 et seq.).

A duly authorized representative of Roosevelt Borough should sign both Settlement Agreement originals and return both (2) signed originals to the letterhead address above within thirty (30) days of receipt of this letter.

The executed Settlement Agreement and penalty invoice of \$1,696.00 for remittance will be sent under separate cover letter.

If you should have any questions regarding this matter, please contact Larry Cyr of my staff, at (609) 439-8919.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Raimund Belonzi". The signature is fluid and cursive, with the first initial "A" being particularly large and stylized.

A. Raimund Belonzi, Chief
Central Regional Office
Water Compliance & Enforcement

Enclosure



State of New Jersey

PHILIP D. MURPHY
Governor

DEPARTMENT OF ENVIRONMENTAL PROTECTION
CENTRAL BUREAU OF WATER COMPLIANCE & ENFORCEMENT
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FAX: (609) 292-6450

CATHERINE R. McCABE
Acting Commissioner

SHEILA Y. OLIVER
Lt. Governor

CERTIFIED MAIL/RRR

IN THE MATTER OF
Roosevelt Borough

SETTLEMENT AGREEMENT

This Settlement Agreement is entered into pursuant to the authority vested in the Commissioner of the New Jersey Department of Environmental Protection ("Department") by N.J.S.A. 13:1D-1 et seq. and the Safe Drinking Water Act ("Act") N.S.A. 58:12A-1 et seq. and duly delegated to the Bureau Chief of the Central Regional Office of Water Compliance and Enforcement, pursuant to N.J.S.A.13: 1B-4.

Roosevelt Borough owns and operates a public community water system ("system") as defined by N.J.A.C. 7:10-1.3, Potable Water Identification Number 1341001, serving a population of 880.

Roosevelt Borough failed to conduct Stage 2 Disinfection Byproducts sampling during 2016 and provide Public Notification for this violation.

Roosevelt Borough failed to conduct Stage 2 Disinfection Byproducts sampling during the correct month of August 2017.

The Department may compromise its claim for a maximum civil administrative penalty and settle this matter in accordance with SDW N.J.S.A.58:12A-10 and N.J.S.A.7:10-3.4(d).

The Department and Roosevelt Borough have agreed to settle this matter in accordance with the following terms:

1. In full settlement of the aforementioned violations Roosevelt Borough shall pay a penalty of \$1,696.00 by check made payable to "Treasurer, State of New Jersey" and remit to the Division of Revenue at the address stated on enclosed invoice within 60 calendar days from the date of full execution of this Settlement Agreement.
2. If Roosevelt Borough fails to pay the above penalty in accordance with the terms and conditions of this Settlement Agreement, the Department may bring a summary action in the

Superior Court to collect such penalty pursuant to R.4:67-6, or file this Settlement Agreement as a judgement under the Penalty Enforcement Law, N.J.S.A. 2A:58-1 et seq.

4. Nothing in this Settlement Agreement shall preclude the Department from taking enforcement action against Roosevelt Borough for violations not set forth in this Settlement Agreement.

5. Nothing in this Settlement Agreement restricts the ability of the Department to raise the above findings in any other proceeding, specifically including, but not limited to, proceedings pursuant to N.J.S.A. 13:1E-126 et seq., (commonly referred to as A-901).

6. This Settlement Agreement shall be effective upon execution by both parties.

NJ Department of Environmental Protection

DATE: _____

BY: _____

A. Raimund Belonzi, Chief
Central Regional Office
Water Compliance and Enforcement

Roosevelt Borough

DATE: _____

BY: _____

Print name _____

Title _____

By this signature, I certify that I have full authority to execute this document on behalf of Roosevelt Borough.



UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 2
290 BROADWAY
NEW YORK, NY 10007-1866

MAY 31 2018

CERTIFIED MAIL – RETURN RECEIPT REQUESTED

Article Number: 7016 1370 0001 3673 6869

Toby Moore Jr., Chief Operator
Roosevelt Boro WTP
33 North Rochdale Ave.
P.O. Box 128
Roosevelt, NJ 08555



**RE: Roosevelt Boro WTP (NJ0022918)
Compliance Evaluation Inspection (CEI) conducted on May 7, 2018**

Dear Mr. Moore:

On May 7, 2018, the United States Environmental Protection Agency (EPA), Region 2, conducted a CEI at the Roosevelt Boro Wastewater Treatment Plant (WTP), located at 85 Pine Drive in Roosevelt, New Jersey.

Within **thirty (30) calendar days** of receipt of this letter, please respond to the EPA in writing with the actions you have taken or will take to address the **Potential Noncompliance Items** identified in the enclosed inspection report.

If you have any questions, please feel free to contact me at (212) 637-4268, or you may contact Ms. Katherine Mann of my staff at (212) 637-4226 or mann.katherine@epa.gov.

Sincerely yours,

Justine Modigliani, P.E., Chief
Compliance Section
Water Compliance Branch

Enclosure

cc: Kathleen Hart, Borough Clerk, Roosevelt Borough w/enclosure
Joe Trammell, Borough Council President / Head of Utilities, Roosevelt Borough
w/enclosure
Rich Paull, Director, Division of Water and Land Use Enforcement, NJDEP w/enclosure
Larry Cyr, Environmental Engineer, Central Borough of Water Compliance and
Enforcement, NJDEP w/enclosure (electronic)

INSTRUCTIONS

Section A: National Data System Coding (i.e., PCS)

Column 1: Transaction Code: Use N, C, or D for New, Change, or Delete. All inspections will be new unless there is an error in the data entered.

Columns 3-11: NPDES Permit No. Enter the facility's NPDES permit number - third character in permit number indicates permit type for U=unpermitted, G=general permit, etc.. (Use the Remarks columns to record the State permit number, if necessary.)

Columns 12-17: Inspection Date. Insert the date entry was made into the facility. Use the year/month/day format (e.g., 04/10/01 = October 01, 2004).

Column 18: Inspection Type*. Use one of the codes listed below to describe the type of inspection:

A	Performance Audit	U	IU Inspection with Pretreatment Audit	!	Pretreatment Compliance (Oversight)
B	Compliance Biomonitoring	X	Toxics Inspection	@	Follow-up (enforcement)
C	Compliance Evaluation (non-sampling)	Z	Sludge - Biosolids	{	Storm Water-Construction-Sampling
D	Diagnostic	#	Combined Sewer Overflow-Sampling	}	Storm Water-Construction-Non-Sampling
F	Pretreatment (Follow-up)	\$	Combined Sewer Overflow-Non-Sampling	:	Storm Water-Non-Construction-Sampling
G	Pretreatment (Audit)	+	Sanitary Sewer Overflow-Sampling	~	Storm Water-Non-Construction-Non-Sampling
I	Industrial User (IU) Inspection	&	Sanitary Sewer Overflow-Non-Sampling	<	Storm Water-MS4-Sampling
J	Complaints	\	CAFO-Sampling	-	Storm Water-MS4-Non-Sampling
M	Multimedia	=	CAFO-Non-Sampling	>	Storm Water-MS4-Audit
N	Spill	2	IU Sampling Inspection		
O	Compliance Evaluation (Oversight)	3	IU Non-Sampling Inspection		
P	Pretreatment Compliance Inspection	4	IU Toxics Inspection		
R	Reconnaissance	5	IU Sampling Inspection with Pretreatment		
S	Compliance Sampling	6	IU Non-Sampling Inspection with Pretreatment		
		7	IU Toxics with Pretreatment		

Column 19: Inspector Code. Use one of the codes listed below to describe the lead agency in the inspection.

A	State (Contractor)	O	Other Inspectors, Federal/EPA (Specify in Remarks columns)
B	EPA (Contractor)	P	Other Inspectors, State (Specify in Remarks columns)
E	Corps of Engineers	R	EPA Regional Inspector
J	Joint EPA/State Inspectors—EPA Lead	S	State Inspector
L	Local Health Department (State)	T	Joint State/EPA Inspectors—State lead
N	NEIC Inspectors		

Column 20: Facility Type. Use one of the codes below to describe the facility.

- 1 — Municipal. Publicly Owned Treatment Works (POTWs) with 1987 Standard Industrial Code (SIC) 4952.
- 2 — Industrial. Other than municipal, agricultural, and Federal facilities.
- 3 — Agricultural. Facilities classified with 1987 SIC 0111 to 0971.
- 4 — Federal. Facilities identified as Federal by the EPA Regional Office.
- 5 — Oil & Gas. Facilities classified with 1987 SIC 1311 to 1389.

Columns 21-66: Remarks. These columns are reserved for remarks at the discretion of the Region.

Columns 67-69: Inspection Work Days. Estimate the total work effort (to the nearest 0.1 work day), up to 99.9 days, that were used to complete the inspection and submit a QA reviewed report of findings. This estimate includes the accumulative effort of all participating inspectors; any effort for laboratory analyses, testing, and remote sensing; and the billed payroll time for travel and pre and post inspection preparation. This estimate does not require detailed documentation.

Column 70: Facility Evaluation Rating. Use information gathered during the inspection (regardless of inspection type) to evaluate the quality of the facility self-monitoring program. Grade the program using a scale of 1 to 5 with a score of 5 being used for very reliable self-monitoring programs, 3 being satisfactory, and 1 being used for very unreliable programs.

Column 71: Biomonitoring Information. Enter D for static testing. Enter F for flow through testing. Enter N for no biomonitoring.

Column 72: Quality Assurance Data Inspection. Enter Q if the inspection was conducted as followup on quality assurance sample results. Enter N otherwise.

Columns 73-80: These columns are reserved for regionally defined information.

Section B: Facility Data

This section is self-explanatory except for "Other Facility Data," which may include new information not in the permit or PCS (e.g., new outfalls, names of receiving waters, new ownership, other updates to the record, SIC/NAICS Codes, Latitude/Longitude).

Section C: Areas Evaluated During Inspection

Check only those areas evaluated by marking the appropriate box. Use Section D and additional sheets as necessary. Support the findings, as necessary, in a brief narrative report. Use the headings given on the report form (e.g., Permit, Records/Reports) when discussing the areas evaluated during the inspection.

Section D: Summary of Findings/Comments

Briefly summarize the inspection findings. This summary should abstract the pertinent inspection findings, not replace the narrative report. Reference a list of attachments, such as completed checklists taken from the NPDES Compliance Inspection Manuals and pretreatment guidance documents, including effluent data when sampling has been done. Use extra sheets as necessary.

*Footnote: In addition to the inspection types listed above under column 18, a state may continue to use the following wet weather and CAFO inspection types until the state is brought into ICIS-NPDES: K: CAFO, V: SSO, Y: CSO, W: Storm Water 9: MS4. States may also use the new wet weather, CAFO and MS4 inspections types shown in column 18 of this form. The EPA regions are required to use the new wet weather, CAFO, and MS4 inspection types for inspections with an inspection date (DTIN) on or after July 1, 2005.

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY
REGION 2, DECA-WCB
 20th Floor, 290 Broadway, NY, NY 10007

COMPLIANCE EVALUATION INSPECTION REPORT

Compliance Evaluation Inspection: Roosevelt Boro Wastewater Treatment Plant	
Inspection Date: May 7, 2018	EPA Representative: Katherine Mann, Physical Scientist, USEPA Region 2, (212) 637-4226
Inspection Time: 9:30 AM – 3:45 PM	NJDEP Representative: Larry Cyr, Environmental Engineer, (609) 292-3010
Facility Representatives: Toby Moore Jr., Chief Operator, Roosevelt Boro WTP Joe Trammell, Boro Council President/Head of Utilities, Roosevelt Boro	
Site Information: Lat / Long: 42.216806, -74.488558 Roosevelt Boro WTP 85 Pine Drive Roosevelt, NJ 08555 NJPDES No. NJ0022918 SIC Code: 4952 - Sewerage Systems	

INTRODUCTION:

On May 7, 2018, the United States Environmental Protection Agency (EPA) and the New Jersey Department of Environmental Protection (NJDEP) conducted a Compliance Evaluation Inspection (CEI) at the Roosevelt Boro Wastewater Treatment Plant (WTP) located at 85 Pine Drive in Roosevelt, New Jersey (the "Facility"). The objective of the CEI was to determine the Facility's compliance with its New Jersey Pollutant Discharge Elimination System (NJPDES) permit NJ0022918 (the "Permit") for discharges into Assunpink Creek. The current version of the Permit became effective on 2/1/2014 and will expire on 1/31/2019. Weather at the time of the CEI was sunny and approximately 72°F. EPA and NJDEP inspectors were met by Mr. Joe Trammell and performed a Facility walk-through with Mr. Trammell. Later, EPA and NJDEP performed a walk-through and reviewed records with Mr. Toby Moore Jr., Chief Operator of the WTP.

The WTP treats flow from approximately 900 residents and has a permitted flow rate of 0.25 MGD. There are no significant industrial users that send flow to the WTP. The Facility consists of a Muffin Monster grinder, auger, bar screen, influent wet well, two (2) primary settling tanks, two (2) trickling filters, two (2) final settling tanks, chlorine contact tank, final effluent chamber and outfall. In addition, sludge is stored in an old Imhoff tank that was part of the original Facility installed in 1936. Sludge is sampled twice per month and hauled to the Passaic Valley Sewerage Commission (PVSC) WTP, where it is incinerated. Rags removed by the auger and raked from the bar screen are held temporarily in a trash can, then picked up from the Facility and disposed of as municipal solid waste.

According to Mr. Moore, he collects final effluent samples every first and second Thursday of each month, which are analyzed by Garden State Laboratories, Inc. Annual and semi-annual Waste Characterization Report (WCR) sampling, as well as quarterly toxicity testing, are performed by American Aquatic Testing, Inc. Mr. Moore monitors temperature, pH and chlorine onsite daily.

Following its inspection performed on 11/29/2017, NJDEP issued a Notice of Violations (NOV) to the Facility for a number of operation and maintenance (O&M) and reporting deficiencies. The Facility had addressed some but not all of the violations noted by the NJDEP at the time of the CEI.

According to Facility representatives, a new chief operator is set to start on June 1, and Mr. Moore will be retiring at the end of June 2018.

POTENTIAL NON-COMPLIANCE ITEMS:

1. Part I.A.1.c of the Permit and N.J.A.C. 7:14A-6.12(a) state that, "A permittee shall, at all times, maintain in good working order and operate the treatment works and facilities which are installed or used by the permittee to achieve compliance with the terms and conditions of the discharge permit." The following operation and maintenance (O&M) concerns were identified at the time of the CEI:
 - a. Scum build-up was observed in the primary settling tank skimmer troughs, which were in need of cleaning.
 - b. The rubber squeegee on one of the primary settling tank skimmer arms was missing.
 - c. A couple of the nozzles on the trickling filters were clogged and in need of maintenance.
 - d. Solids build-up was observed behind the weir in the final effluent chamber (believed to be the result of Delta-floc coagulant added prior to chlorine disinfection).
 - e. Sodium aluminate tanks were in need of cleaning and/or replacement (per the Facility's April 2018 response to the NJDEP's NOV, the Facility will be replacing the tanks, sandblasting and zinc coating the tank stands, and replacing the rails and grating).
2. Part I.A.1.c of the Permit and N.J.A.C. 7:14A-6.12(c) require the Facility to comply with the following O&M manual requirements:
 - a. The O&M manual shall be made available for inspection upon request by an authorized representative of the Department.
 - b. An O&M manual shall describe, at a minimum, the following:
 - i. Operator and staff responsibilities;
 - ii. Staff guidance for emergency situations;
 - iii. Identification of NJPDES permit requirements and the obligation to meet these requirements;
 - iv. Operating procedures including a detailed description of each major treatment unit/process with relationship to related units, safe operating procedure for normal operation, including common operating problems, safe operating procedures for operating during emergency conditions, and any fail-safe features;
 - v. A program of regularly scheduled inspection and maintenance; and
 - vi. An emergency plan in accordance with N.J.A.C 7:14A-6.12(d).

At the time of the CEI, the Facility did not have an O&M manual available for review. NJDEP had an outline of maintenance activities that the Facility had previously prepared; however, the outline did not include all of the minimum requirements listed above. During the CEI, Mr. Moore stated that he was working on updating the outline and developing an O&M manual using the NJDEP's O&M Assessment Guide for WTPs: <http://www.nj.gov/dep/dwq/pdf/o-n-m-assessment-guide-wwtp.pdf>.

3. Part III of the Permit requires the Facility to submit a monthly Discharge Monitoring Report (DMR) within 25 days after the end of every month beginning from the effective date of the Permit (EDP). Based on data retrievals from EPA's ECHO database and NJDEP's Data Miner database, the Facility has experienced numerous failures to timely and correctly submit its DMRs. For instance, in 2017, the Facility failed to submit entire DMRs on time for the months of April and July (sampling was performed, but DMRs were not submitted until November 2017). Incomplete DMRs were submitted in January, February, May, and

August. Data were incorrectly reported in April, August, September and November, resulting in false effluent limit exceedances. These and additional reporting deficiencies have been noted by NJDEP in its annual inspection reports (reviewed for 2015-2017) and were included in the above-mentioned NOV. In 2018, the Facility incorrectly reported sampling results for total nitrogen (January).

At the time of the CEI, the following laboratory data were available on site but had not yet been submitted by the Facility:

- December 2016 lab results for pH indicating no violation
- August and September 2017 lab results for total phosphorus indicating no violation
- January 2018 lab results for total nitrogen indicating no violation (submitted subsequent to the CEI)

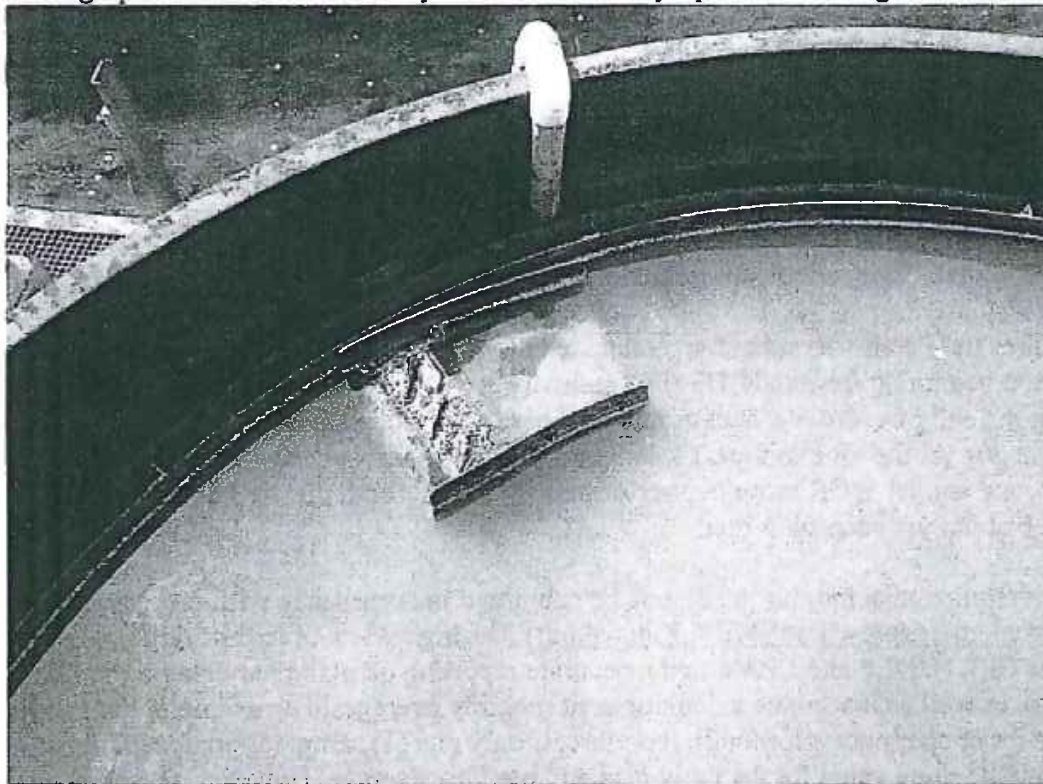
4. Part III of the Permit requires the Facility to submit an annual WCR within 25 days after the end of every 12-month monitoring period beginning from the EDP (i.e., annually, by February 26), and a semi-annual WCR within 25 days after the end of every 6-month monitoring period from the EDP (i.e., semi-annually, by February 26 and August 26). At the time of the CEI, laboratory data for semi-annual WCR sampling performed on 12/14/2017, and annual WCR sampling performed 1/29/2018 (both due by February 26, 2018), were available but had not yet been submitted.
5. Part IV.C.1.f of the Permit requires that monitoring results be submitted in accordance with the current DMR Manual (http://www.nj.gov/dep/dwq/pdf/MRF_Manual.pdf). During review of monitoring records available at the time of the CEI, NJDEP and EPA noted inaccurate reporting of analytical data on the DMRs (as noted in Item 3, above), as well as inaccurate calculations of monthly averages. For example, the Facility is only required to sample for copper once per month; therefore, if only one (1) sample is analyzed, the Facility should be reporting the same value for the daily max and monthly average. However, these values were different on DMRs reviewed during the CEI. It was unclear how Mr. Moore was calculating the value used for the monthly average field.
6. Part IV.D.2.a.iv of the Permit requires the Facility to submit a Compliance Schedule Progress Report for Copper within 48 months from the EDP, or by February 1, 2018. At the time of the CEI, the Facility had not yet submitted the Compliance Schedule Progress Report to the NJDEP and did not have a copy of the report available for review. Progress Reports submitted in 2015, 2016 and 2017 were available on site.
7. In accordance with Appendix B of the Permit, the Facility has Reclaimed Water Beneficial Reuse (RWBR) approval for sanitary sewer jetting and STP washdown. Part IV.E.13.d of the Permit requires the Facility to submit a Beneficial Reuse Annual Report by February 1 of each year beginning from the EDP. During the CEI, Mr. Moore produced letters stating that the Facility does not conduct any reuse activities, which were sent to the NJDEP via certified mail in Dec. 2015, Jan. 2016 and Dec. 2017. At the time of the CEI, the Facility had not submitted the annual report (or letter in lieu of the report) due February 1, 2018.
8. Part IV.F of the Permit required the Facility to conduct a Local Limits Evaluation, at a minimum to evaluate the need for local limits for copper, within 18 months of the effective date of the Permit, or by August 1, 2015. At the time of the CEI, a Local Limits Evaluation had not been performed. According to Mr. Moore, there are no significant industrial users that send flow to the Facility. Mr. Moore had a letter dated December 30, 2015 addressed to NJDEP that claimed non applicability of this Permit requirement, but it was unclear whether this letter had actually been transmitted to NJDEP. Mr. Moore stated that he would resend the letter.

ATTACHMENT:

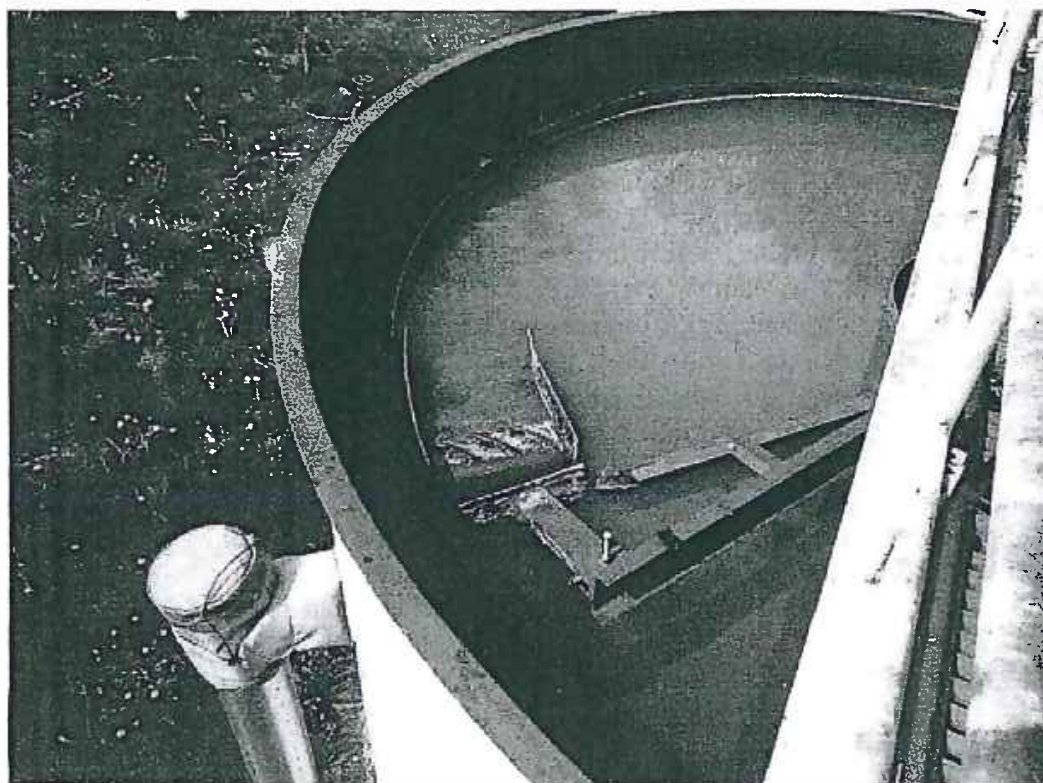
1. Photographs

ATTACHMENT 1: PHOTOGRAPHS

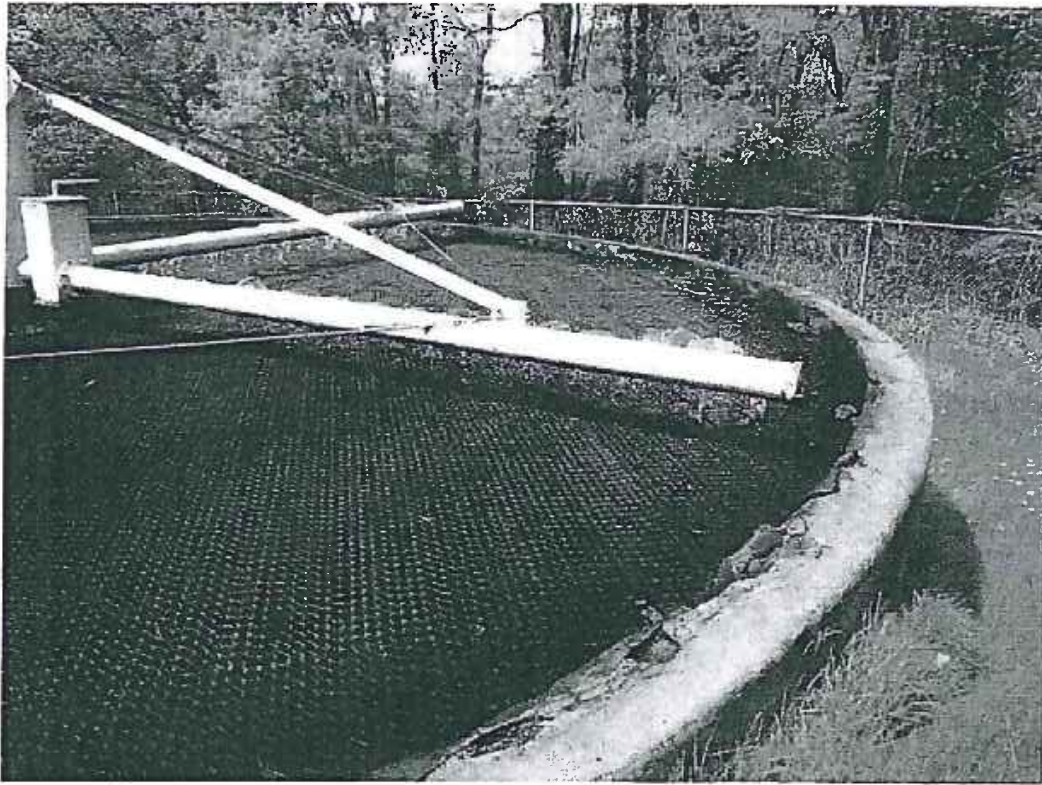
Photographs taken on 5/7/2018 by K. Mann with Olympus TG-830 digital camera.



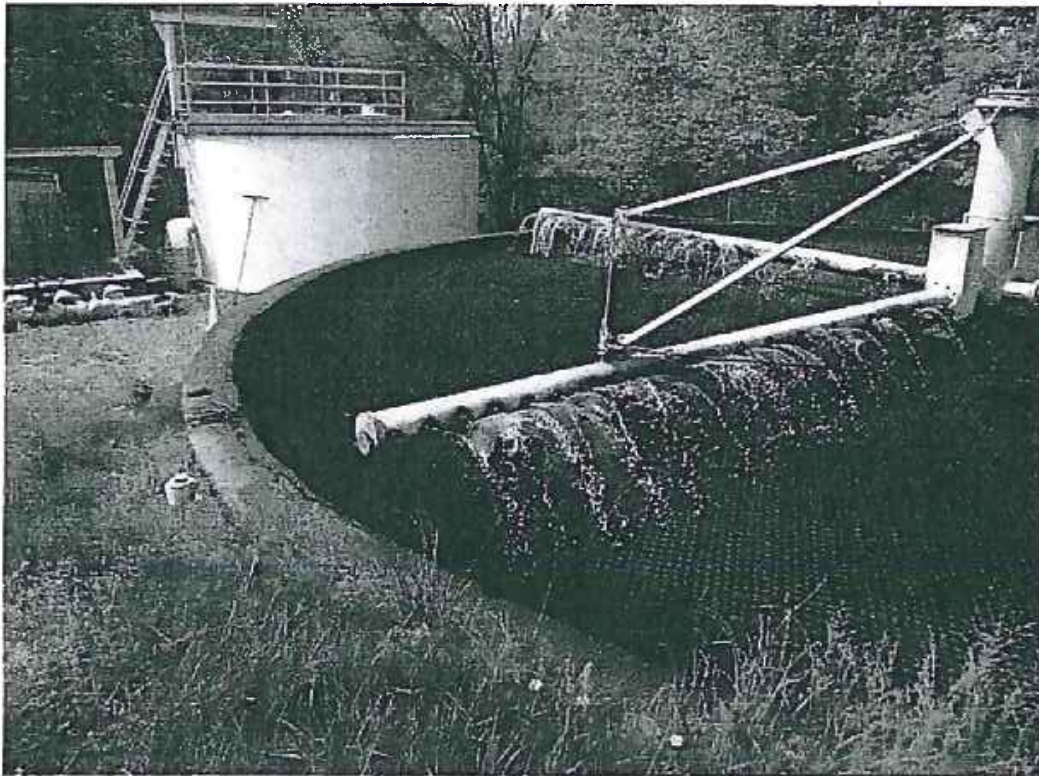
P5070001.JPG – Scum trough in need of cleaning in first primary settling tank



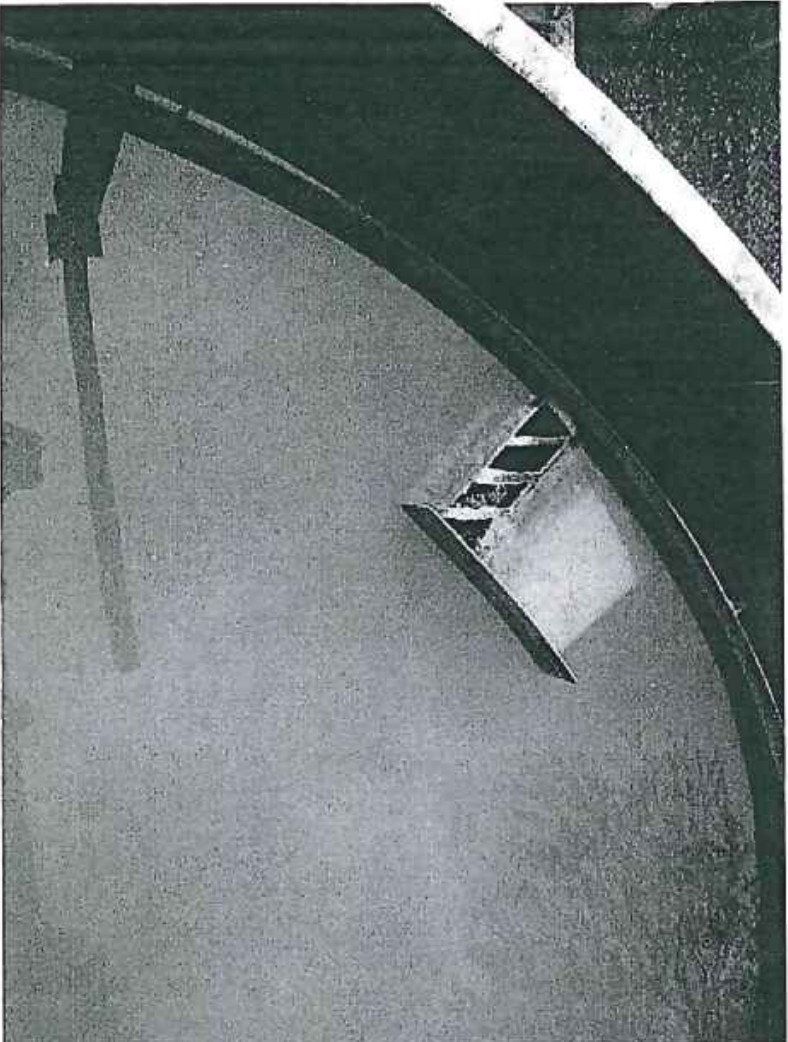
P5070004.JPG – Skimmer arm missing a rubber squeegee in the second primary settling tank. Scum build-up in trough (in need of cleaning) and solids build-up on ramp.



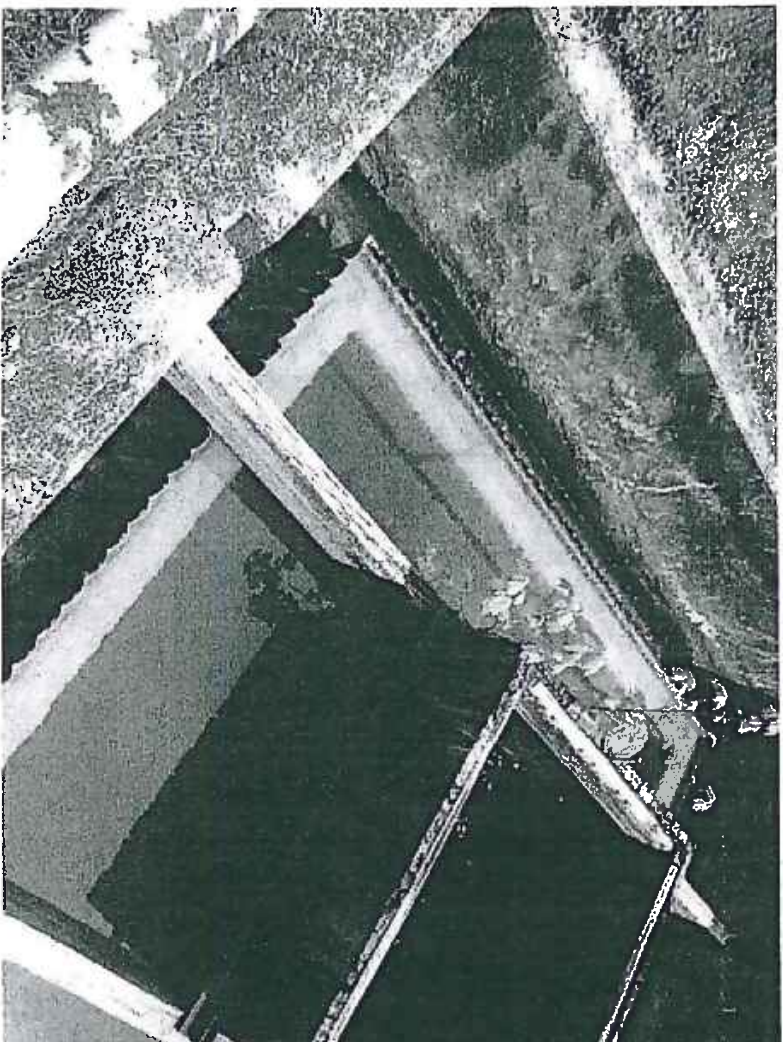
P5070006.JPG – Concrete deterioration on sides of trickling filter



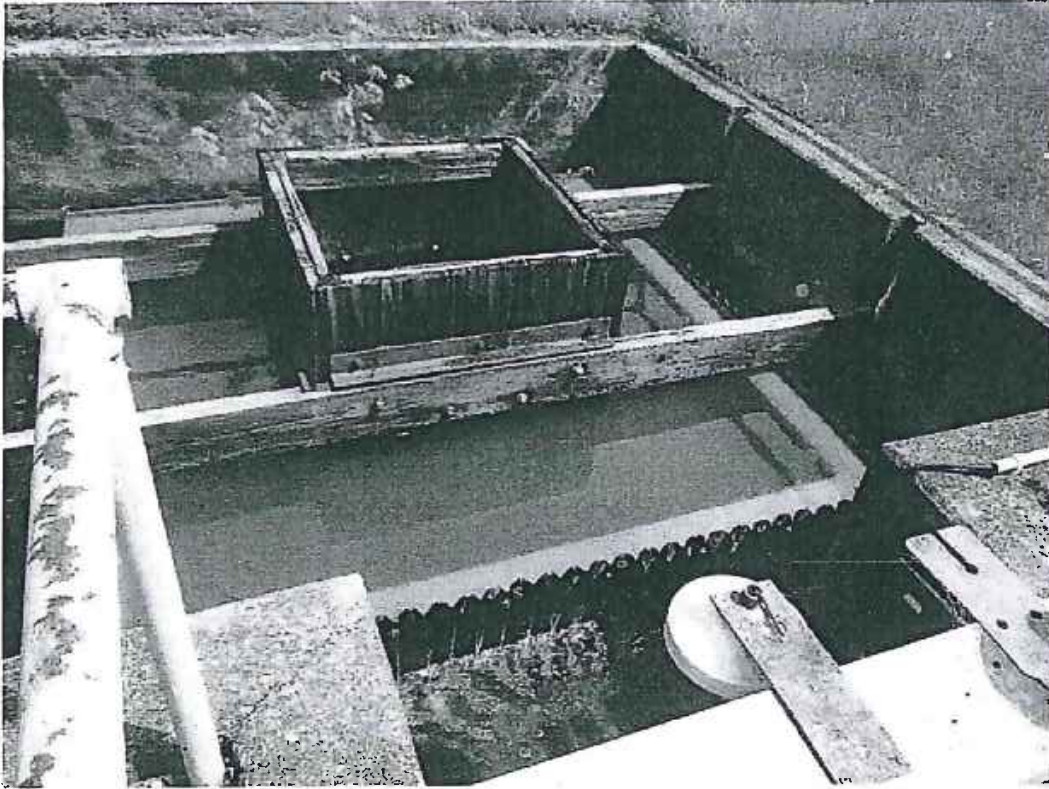
P5070007.JPG – Trickling filter with clogged nozzle



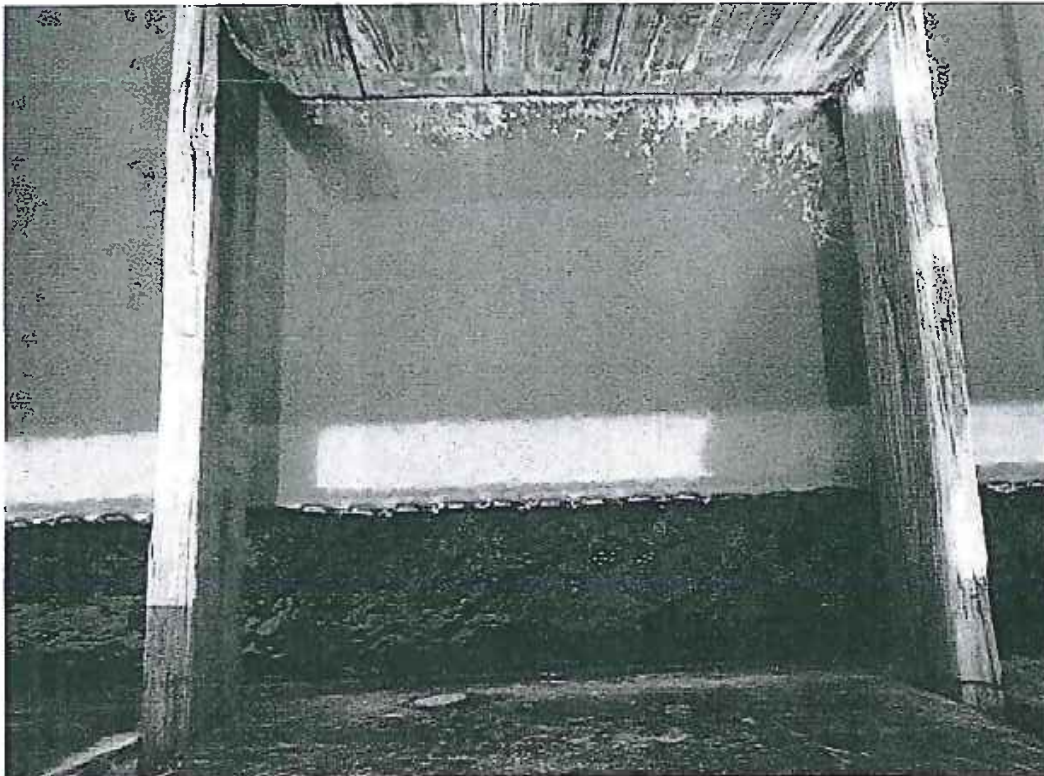
P5070008.JPG – Scum trough in final clarifier



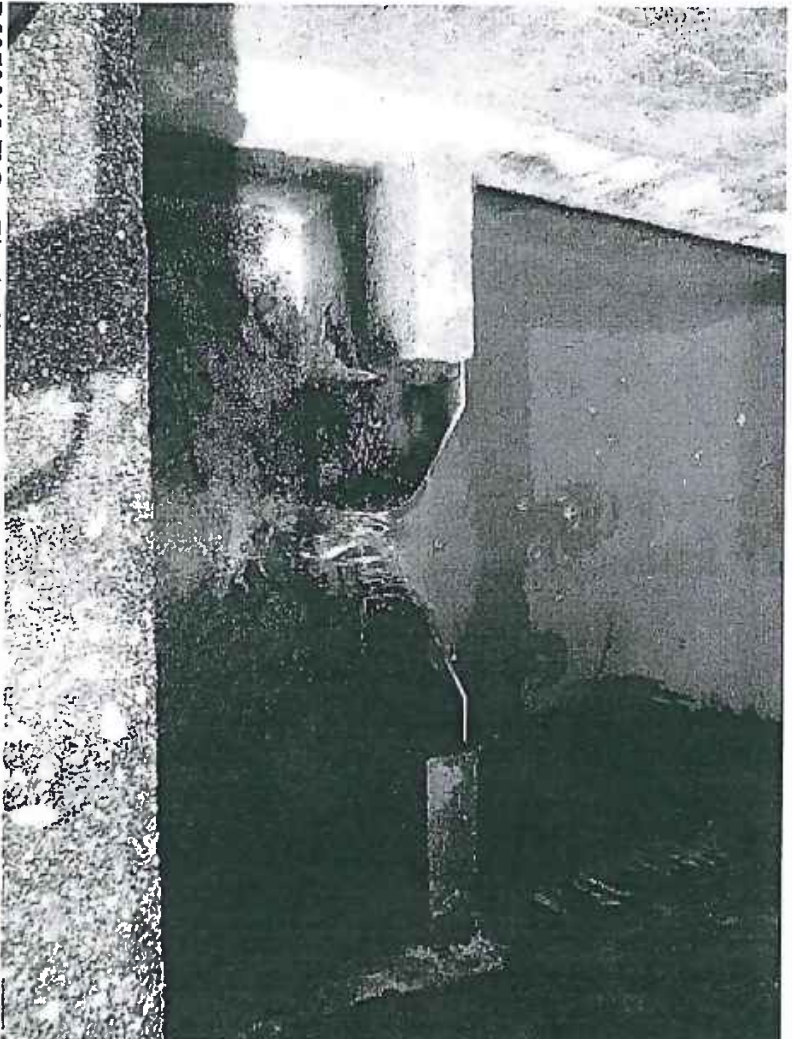
P5070012.JPG – Solids build-up behind weir in final effluent chamber



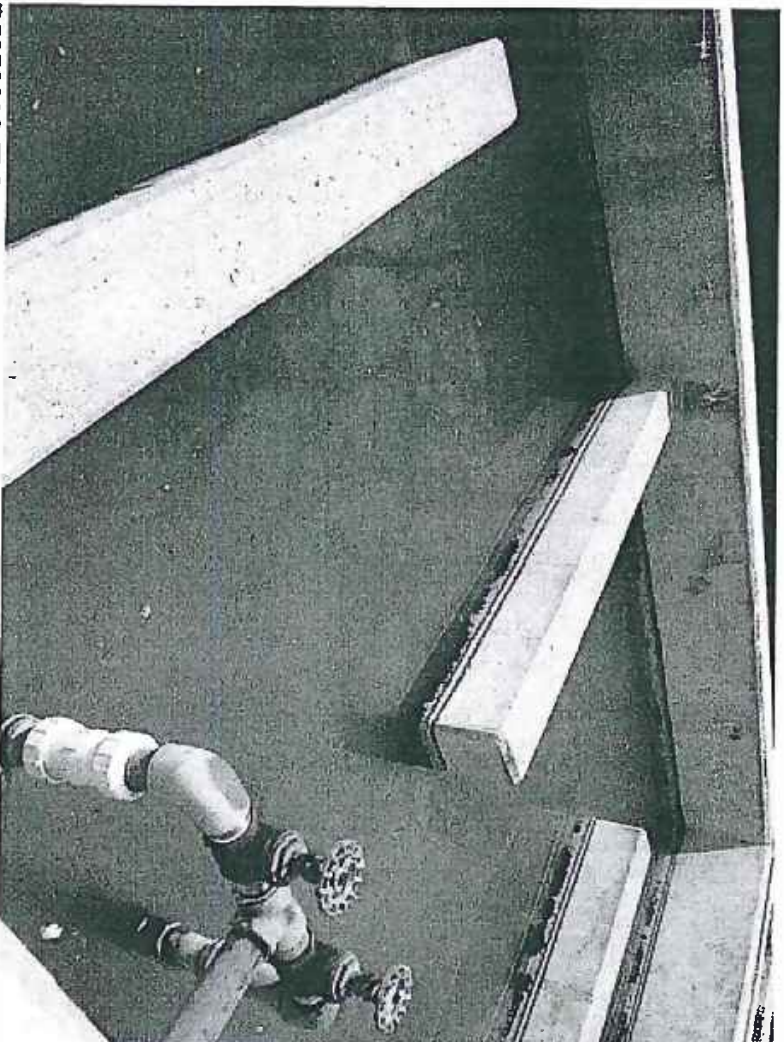
P5070013.JPG – Solids build-up behind weir in final effluent chamber



P5070014.JPG – Close up of solids build-up in final effluent chamber



P5070015.JPG – Final effluent and sampling location



P5070019.JPG – Chlorine contact tank

ORDINANCE NO: 18-02
INTRODUCTION DATE: 05-14-18
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 (SEE CHANGES IN **BOLD FONT**)

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:

Camp Supervisor	\$15.00/hour	\$20.00/hour
Assistant Camp Supervisor	\$12.00/hour	\$17.00/hour
Counselor	\$ 9.00/hour	\$ 14.00/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

**BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH**

**ORDINANCE NO.: 18-03
INTRODUCTION DATE: 05-29-2018
ADOPTION DATE:**

**CALENDAR YEAR 2018 ORDINANCE TO EXCEED THE MUNICIPAL
BUDGET APPROPRIATION LIMITS AND TO ESTABLISH
A CAP BANK (NJSA. 40A:4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A:4-45. 1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A:4-45. 15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Governing Body of the Borough of Roosevelt in the County of Monmouth finds it advisable and necessary to increase its CY 2018 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Governing Body of the Borough of Roosevelt hereby determines that a 1.0% increase in the budget for said year, amounting to \$7,969.36 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Governing Body of the Borough of Roosevelt hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Governing Body of the Borough of Roosevelt, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2018 budget year, the final appropriations of the Borough of Roosevelt shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$27,892.76, and that the CY 2018 municipal budget for the Borough of Roosevelt be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon; be filed with said Director within 5 days after such adoption.

ATTEST:

APPROVED:

Kathleen Hart, Borough Clerk

Peggy Malkin, Mayor

**RESOLUTION NO. 18-81
MEETING DATE: 06-11-18**

PAYMENT OF BILLS FOR JUNE 11, 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 June 11, 2018.

Kathleen Hart
Borough Clerk

June 7, 2018
11:28 AM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

6-11-18 BILL LIST

P.O. Type: All
Range: First to Last
Format: Condensed
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
AFXFE005 AFX FENCING, INC.	18-00302	04/26/18	FENCING AT OLD PUMP HOUSE	Open	2,553.00	0.00		
ASHWD005 ASHWORTH-NALBONE, BENJAMIN	18-00404	06/07/18	2018 MAYOR'S AWARD	Open	50.00	0.00		
BALON005 BALON, BUTCH	18-00405	06/07/18	2018 ENVIRONMENTAL COMM AWARD	Open	50.00	0.00		
ENVIR005 ENVIRONMENTAL RESOURCE ASSOC	18-00304	04/26/18	SEWER-LAB QUALITY CONTROL TEST	Open	153.42	0.00		
FRIED005 FRIED BROTHERS, INC.	18-00376	05/24/18	PADLOCKS FOR WATER PLANT	Open	278.28	0.00		
GARDE005 GARDEN STATE LABORATORIES, INC	18-00368	05/21/18	APR 2018 LAB TESTING	Open	851.00	0.00		
JAMME005 JAMMER DOORS	18-00378	05/29/18	WIRELESS KEYPAD & 4 REMOTES	Open	305.00	0.00		
MATHI005 MATHIS BROS. SEWER & DRAIN	18-00396	06/06/18	SNAKE FLOOR DRAIN AT 5/P	Open	400.00	0.00		
MONTE005 MONTELEONE, HEIDI	18-00390	06/04/18	REIMB:6/21/18 SUMMIT	Open	35.00	0.00		
NJADV005 NJ ADVANCE MEDIA	18-00392	06/05/18	LEGAL NOTICES-5/25/18	Open	11.02	0.00		
ONSOL005 ONSOLVE, LLC	18-00356	05/16/18	2018 CoderED	Open	2,500.00	0.00		
PETTY005 PETTY CASH	18-00382	05/31/18	REIMBURSE PETTY CASH	Open	67.95	0.00		
	18-00386	06/04/18	REIMBURSE PETTY CASH	Open	68.53	0.00		
	18-00406	06/07/18	REIMBURSE PETTY CASH	Open	20.30	0.00		
	18-00407	06/07/18	REIMBURSE PETTY CASH	Open	10.95	0.00		
					<u>167.73</u>			
ROBER005 ROBERTS ENGINEERING GROUP, LLC	18-00398	06/06/18	SODIUM HYPOCHLORITE FEED SYSTM	Open	1,997.50	0.00		
	18-00399	06/06/18	PREPARE STORMWATER REPORT	Open	797.50	0.00		
	18-00400	06/06/18	GENERAL WATER 4/26-5/15/18	Open	405.00	0.00		
					<u>3,200.00</u>			
ROOSE005 ROOSEVELT BOARD OF EDUCATION	18-00408	06/07/18	JUN 2018 SCHOOL TAXES	Open	132,211.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
SAUSE005 SAUSE, RICHARD									
	18-00380	05/30/18	CALIBRATE DELTA FLOC CONTROL	Open	325.00	0.00			
	18-00381	05/30/18	REPLACE WATER METERS	Open	250.00	0.00			
	18-00395	06/05/18	WELL #3 INSTALL MASTER METER	Open	<u>462.24</u>	0.00			
					1,037.24				
SOLAR005 SOLARES LANDSCAPING, INC.									
	18-00309	04/27/18	LANDSCAPE MAINTENANCE 2018	Open	1,312.50	0.00		B	
STANL005 STANLEY, ALEXANDRIA									
	18-00403	06/07/18	2018 MAYOR'S AWARD	Open	50.00	0.00			
THEHO010 THE HOME DEPOT									
	18-00397	06/06/18	DUPLICATE KEYS	Open	21.44	0.00			
COMPU005 UNIVERSITY SERVICE COMPANY, INC									
	18-00384	05/31/18	IT SERVICES 5/18/18	Open	360.00	0.00			
VERIZ005 VERIZON									
	18-00393	06/05/18	FIOS/PHONE-W/P-5/28/18 BILL	Open	164.87	0.00			
VITAL005 VITAL COMMUNICATIONS, INC.									
	18-00379	05/30/18	JUN 2018 ON-LINE ACCESS FEE	Open	100.00	0.00			
WRNEU005 W.R. NEUMANN COMPANY, INC.									
	18-00102	02/07/18	SEWER-2018 CHEMICAL CONTRACT	Open	1,415.54	0.00		B	
WEBHA005 WEB HAULING & DISTRIBUTION, INC									
	18-00365	05/21/18	PUMP SLUDGE TANK 5/2/18	Open	660.00	0.00			
Total Purchase Orders: 30					Total P.O. Line Items: 0	Total List Amount: 147,887.04	Total Void Amount: 0.00		

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	8-01	140,153.24	0.00	140,153.24	0.00	0.00	140,153.24
	8-09	7,733.80	0.00	7,733.80	0.00	0.00	7,733.80
Total of All Funds:		<u>147,887.04</u>	<u>0.00</u>	<u>147,887.04</u>	<u>0.00</u>	<u>0.00</u>	<u>147,887.04</u>

RESOLUTION NO. 18-82
MEETING DATE: 06-11-18

RESOLUTION SETTING FEES FOR A RECREATIONAL SUMMER CAMP

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

WHEREAS, the Borough of Roosevelt desires to provide recreational opportunities for children during the summer; and

WHEREAS, the Recreation Director has arranged to offer Camp Roosevelt at the Roosevelt Public School; and

WHEREAS, the fees are required by ordinance to be set by the Borough Council; and

WHEREAS, a flyer describing the various programs and the costs thereof was distributed to parents last month, but there has been no vote by the Council authorizing the referenced programs or fees.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Roosevelt that Camp Roosevelt along with the fees to be charged for participation described in the flyer attached to this Resolution as Annex A, are approved.

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 June 11, 2018.

Kathleen Hart
Borough Clerk



BOROUGH OF ROOSEVELT
 P.O. Box 128
 Roosevelt, NJ 08555
 Phone: (609) 448-0539 Fax: (609) 448-8716
recreation@rooseveltnj.us



CAMP ROOSEVELT
 (For Children Entering 1st Grade – 7th Grade)

“Community-Friendship-Respect”

The Borough of Roosevelt is proud to offer Camp Roosevelt, led daily by Larisa Bondy and Gus Vuolle. The camp is based on the motto of “Community-Friendship-Respect.” This program will offer traditional camp activities such as sports, games, arts and crafts, trips, and special themed events, but with an additional emphasis on community based activities, outdoor skill building and exploration.

The program will run for six (6) weeks from Monday, July 9 – Friday, August 17 from 9:00am – 1:00pm. The cost of the program is \$450.00 per child. An After Camp program also will be available from 1:00pm – 5:00pm at an additional cost of \$290.00 per child. A few short bus trips are being planned which may require an additional fee. A camp calendar will be provided on the first day of the program.

A \$100.00 deposit is due for Camp Roosevelt and a \$50.00 deposit is due for After Camp upon registration, with the balance due by June 22. This is not an additional “registration fee.” The deposit simply assures us of the amount of children attending for proper planning. Deposits will be refunded only if the program is canceled. We will only offer the program if enough children register. A parent/guardian packet of information will be available in June and must be completed and returned on the first day your child attends the program.

CAMP ROOSEVELT– REGISTRATION 2018

Parent/Guardian Names _____

Address _____

Telephone Number _____ Emergency Phone _____

Email _____

	<u>Child's Name</u>	<u>Age/Grade in Fall 2018</u>
1 st Child	_____	_____
	Camp (9:00am – 1:00pm) _____	\$450.00
	After Camp (1:00pm – 5:00pm) _____	\$290.00
2 nd Child	_____	_____
	Camp (9:00am – 1:00pm) _____	\$450.00
	After Camp (1:00pm – 5:00pm) _____	\$290.00
3 rd Child	_____	_____
	Camp (9:00am – 1:00pm) _____	\$450.00
	After Camp (1:00pm – 5:00pm) _____	\$290.00

TOTAL COST: _____

DETACH THE BOTTOM PORTION OF THIS FLYER AND RETURN TO:
 BOROUGH OF ROOSEVELT, P.O. BOX 128, ROOSEVELT, NJ 08555

PLEASE MAKE ALL CHECKS PAYABLE TO “BOROUGH OF ROOSEVELT”

Annex A

RESOLUTION NO. 18-83
MEETING DATE: 06-11-18

**RESOLUTION SETTING REIMBURSEMENT GUIDELINES FOR RECREATION
ACTIVITY: JULY 4TH CELEBRATION**

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

WHEREAS, the Borough of Roosevelt desires to provide recreational opportunities for all of its citizens; and,

WHEREAS, the Recreation Director has arranged to have a celebration on the Fourth of July at the Roosevelt School Amphitheater; and

WHEREAS, the usual Roosevelt July 4th celebration includes free hotdogs, hamburgers, vege-burgers, root beer, and water; and

WHEREAS, the usual Roosevelt July 4th celebration includes free games for children; and

WHEREAS, the celebration provides a venue for Roosevelt organizations such as the Environmental Commission to have information tables.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Roosevelt has allocated up to \$1,500 for this activity.

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 June 11, 2018.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 18-84
MEETING DATE: 06-11-18**

APPOINTMENT OF MUNICIPAL COURT 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 2018.

WHEREAS, the Court Administrator has retired as of June 1, 2018 and the Violation Clerk will retire as of July 1, 2018; and

WHEREAS, Millstone Township Municipal Court has appointed Diana Santiago as Court Administrator, effective June 18, 2018 and Phyllis Iozzi as Violation Clerk effective June 11, 2018.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that Diana Santiago be appointed Court Administrator and Phyllis Iozzi be appointed Violation Clerk.

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 June 11, 2018.

Kathleen Hart
Borough Clerk