

**DRAFT**  
**BOROUGH OF ROOSEVELT**  
**COUNCIL REGULAR MEETING AGENDA**  
**MAY 13, 2019 @ 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 7, 2019 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 published in The Times and Asbury Park Press.

**ROLL CALL**

Councilmember Steven Bowen  
Councilmember Luke Dermody  
Councilmember Louis Esakoff  
Councilmember Michael Hamilton  
Councilmember Joseph Trammell  
Councilmember Chad Vroman  
Mayor Peggy Malkin

**MAYOR'S REPORT**

**PUBLIC COMMENT (Agenda items only)**

**APPROVAL OF MINUTES**

- April 22, 2019 Regular Council Meeting
- April 22, 2019 Closed Meeting

**CORRESPONDENCE**

**ORDINANCES**

**FIRST READING AND INTRODUCTION**

**ORDINANCE 19-01**

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

EXPLANATORY STATEMENT: This ordinance amends the Salary Ordinance.

Second reading and Public Hearing to be held on June 10, 2019 at 7:00 p.m. at the Roosevelt Borough Hall, 33 N. Rochdale Avenue, Roosevelt, New Jersey.

**Public Hearing to be held on May 28, 2019 at 7:00 p.m. at the Borough of Roosevelt, 33 N. Rochdale Avenue, Roosevelt, NJ 08555**

## **FIRST READING AND INTRODUCTION**

### **ORDINANCE 19-02**

CALENDAR YEAR 2019 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.

**Public Hearing to be held on May 28, 2019 at 7:00 p.m. at the Borough of Roosevelt, 33 N. Rochdale Avenue, Roosevelt, NJ 08555**

## **FIRST READING AND INTRODUCTION**

### **BOND ORDINANCE 19-03**

BOND ORDINANCE PROVIDING FOR ROAD IMPROVEMENTS TO NURKO ROAD AND ELM COURT AND VARIOUS CAPITAL IMPROVEMENTS

EXPLANATORY STATEMENT: This bond ordinance is providing for various road improvements to Nurko Road and Elm Court and Various Capital Improvements.

**Public Hearing to be held on May 28, 2019 at 7:00 p.m. at the Borough of Roosevelt, 33 N. Rochdale Avenue, Roosevelt, NJ 08555**

## **RESOLUTIONS**

- Resolution 19-65      Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"
- Resolution 19-66      Payment of Bills of May 13, 2019
- Resolution 19-67      Authorizing a Refund for Homestead Benefit to Block 3, Lot 12
- Resolution 19-68      Authorizing the Award of Lease Agreement for Lease of Water Tank Space and a Portion of Property located at 35 North Valley Road, Roosevelt, NJ 08555 for Wireless Communications Facilities to T-Mobile
- Resolution 19-69      Introduction of the 2019 Municipal Budget

Public Hearing to be held on June 10, 2019 at 7:00 p.m. at the Borough of Roosevelt, 33 N. Rochdale Avenue, Roosevelt, NJ 08555

## **REPORTS OF COMMITTEE CHAIRS**

Councilmember Bowen	Public Works
Councilmember Esakoff	Administration
Councilmember Dermody	Community Dev/Code
Councilmember Hamilton	Finance
Councilmember Trammell	Utilities
Councilmember Vroman	Envi, Health & Safety

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

**OLD BUSINESS**

**NEW BUSINESS**

1. Use of Borough Hall – RAP on May 23, 2019 from 1pm – 5:45pm for rehearsal.

**PUBLIC COMMENT (Any item)**

**CLOSED SESSION**

Resolution 19-70 Providing for a Private Executive Meeting that Excludes the Public

Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_

**ADJOURNMENT**

**TIME OUT:** \_\_\_\_\_

**RESOLUTION NO. 19-65  
MEETING DATE: 05-13-19**

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE  
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment  
Decisions Under Title VII of the Civil Rights Act of 1964"**

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

**WHEREAS**, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

**WHEREAS**, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

**NOW, THEREFORE BE IT RESOLVED**, That the *Mayor and Council* of the *Borough of Roosevelt*, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

**ROLL CALL:**

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**Certification**

**I HEREBY CERTIFY** the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on May 13, 2019.

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Kathleen Hart  
Borough Clerk

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE  
WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in  
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES  
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY  
COUNTY OF **MONMOUTH**

We, members of the governing body of the **Borough of Roosevelt** being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the **Mayor and Council** of the **Borough of Roosevelt** in the county of (**Monmouth**);
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

(L.S.) Peggy Malkin, Mayor	(L.S.) Joseph Trammell, Councilmember
(L.S.) Steven Bowen, Councilmember	(L.S.) Chad Vroman, Councilmember
(L.S.) Luke Dermody, Councilmember	(L.S.)
(L.S.) Louis Esakoff, Councilmember	(L.S.)
(L.S.) Michael Hamilton, Councilmember	(L.S.)

Sworn to and subscribed before me this  
\_\_\_\_\_ day of \_\_\_\_\_  
Notary Public of New Jersey

\_\_\_\_\_  
Kathleen Hart, Borough Clerk

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The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

**RESOLUTION NO. 19-66**  
**MEETING DATE: 05-13-19**

**PAYMENT OF BILLS FOR MAY 13, 2019**

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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 May 13, 2019.

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Kathleen Hart  
Borough Clerk

May 9, 2019  
01:45 PM

BOROUGH OF ROOSEVELT  
Bill List By Vendor Name

Page No: 1

5-13-19 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
AMFAR005 A & M FARMS & GARDEN CENTER	19-00187	03/13/19	(1) YARD BLACK MULCH-BORO HALL	Open	30.00	0.00		
BOARD005 BOARD OF FIRE COMMISSIONERS OF	19-00277	04/25/19	2019 FIRE SERVICES:2/Q/2019	Open	7,500.00	0.00		
BOROU005 BOROUGH OF HIGHTSTOWN	19-00271	04/24/19	POTHOLE REPAIRS-APR 2019	Open	245.00	0.00		
	19-00272	04/24/19	LANDFILL TIPPING FEES:MAR 2019	Open	1,943.31	0.00		
	19-00302	05/07/19	REPAIR (4) MUELLER HYDRANTS	Open	408.75	0.00		
					<u>2,597.06</u>			
BURNE005 BURNETTE, JOHNATHON & ERICA	19-00306	05/07/19	TAX REFUND B3/L12	Open	138.52	0.00		
CANNI005 CANNIZZARO, SALVATORE	19-00287	05/01/19	TAX COLL-REIMB:INK CARTRIDGE	Open	47.44	0.00		
CMRSF005 CMRS-FP	19-00295	05/02/19	POSTAGE FOR POSTAGE METER	Open	250.00	0.00		
CORBI005 CORBIN STEEL & STONE COMPANY	19-00274	04/24/19	STEEL ROAD PLATE	Open	500.00	0.00		
CUIFF005 CUIFFO, KIM	19-00296	05/06/19	TRAVEL EXP REIMB 3/29-4/12/19	Open	132.24	0.00		
DEBEV005 DEBEVEC, ANA	19-00311	05/07/19	TRAVEL EXPENSE 1/3-5/7/19	Open	58.58	0.00		
EASTW005 EAST WINDSOR FLOOR COVERING	19-00229	04/08/19	NEW FLOORING BOROUGH HALL	Open	9,500.00	0.00		B
FRANC005 FRANCO TYP-POSTALIA, INC.	19-00279	04/25/19	2/Q/2019 METER/SCALE RENTAL	Open	117.00	0.00		
HARTK005 HART, KATHLEEN	19-00300	05/07/19	REIMBURSE RMC LICENSE FEE	Open	50.00	0.00		
HOLDE005 HOLDEN, JOHN B.	19-00039	01/17/19	2019 WATER PLANT MGMT-JAN-MAY	Open	5,000.00	0.00		B
	19-00305	05/07/19	WATER PLANT SERVICES-APR2019	Open	300.00	0.00		
					<u>5,300.00</u>			
JCPL0005 JCP & L	19-00275	04/25/19	MAR 2019 ELECTRIC SERVICE	Open	1,037.32	0.00		
	19-00313	05/08/19	W/S-APR 2019 ELECTRIC SERVICE	Open	4,572.38	0.00		
					<u>5,609.70</u>			

May 9, 2019  
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BOROUGH OF ROOSEVELT  
Bill List By Vendor Name

Page No: 2

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
KUCKE005 KUCKER HANEY PAINT COMPANY								
	18-00840	12/04/18	PAINT & SUPPL FOR BOROUGH HALL	Open	73.94	0.00		B
KYOCE005 KYOCERA DOCUMENT SOLUTIONS AME								
	19-00304	05/07/19	KYOCERA COPIER PYMT 7 OF 60	Open	194.63	0.00		
LYONS005 LYONS ENVIRONMENTAL SERV, LLC								
	19-00038	01/17/19	2019 SEWER PLANT MGMT-JAN-MAY	Open	9,075.00	0.00		B
MONMO020 MONMOUTH MUNICIPAL JIF								
	19-00276	04/25/19	2019 INSUR-SECOND INSTALLMENT	Open	11,794.00	0.00		
NJDEP005 NJ DEPARTMENT OF HEALTH								
	19-00286	05/01/19	DOG REPORT:APR 2019	Open	4.80	0.00		
NORTH005 NORTHEASTERN BUILDING SUPPLY								
	18-00850	12/10/18	DOORS,TRIM,CHAIR-RAIL	Open	1,021.13	0.00		B
ORKIN005 ORKIN PEST CONTROL SERVICE								
	19-00270	04/23/19	APR 2019 PEST CONTROL	Open	38.18	0.00		
PETTY005 PETTY CASH								
	19-00282	04/25/19	REIMBURSE PETTY CASH	Open	22.33	0.00		
	19-00284	04/29/19	REIMBURSE PETTY CASH	Open	63.23	0.00		
	19-00303	05/07/19	REIMBURSE PETTY CASH	Open	<u>10.55</u>	0.00		
					96.11			
PUMPI005 PUMPING SERVICES, INC.								
	19-00246	04/11/19	PUMP RENTAL 2/26-3/26/19	Open	3,402.00	0.00		
ROBER005 ROBERTS ENGINEERING GROUP, LLC								
	18-00693	10/02/18	ROAD IMPROV:HOMESTEAD & CEDAR	Open	1,466.25	0.00		B
	19-00076	01/30/19	WATER MAIN REPLACEMENT	Open	1,541.25	0.00		B
	19-00307	05/07/19	OPEN SPACE PRES ANNUAL REPORT	Open	57.50	0.00		
	19-00308	05/07/19	ATTEND 4/8/19 COUNCIL MEETING	Open	371.25	0.00		
	19-00309	05/07/19	PHONE CALL W/COUNTY RE:STOP	Open	82.50	0.00		
	19-00310	05/07/19	GENERAL WATER 3/25/19	Open	120.00	0.00		
	19-00315	05/08/19	PREPARE YEARLY WATER AUDIT	Open	2,838.75	0.00		
	19-00316	05/08/19	SODIUM HYPOCHLORITE FEED SYSTM	Open	<u>206.25</u>	0.00		
					6,683.75			
ROOSE005 ROOSEVELT BOARD OF EDUCATION								
	19-00278	04/25/19	MAY 2019 SCHOOL TAXES	Open	131,809.00	0.00		
SENI005 SENIOR CITIZENS OF ROOSEVELT								
	19-00312	05/07/19	MAY 2019 REIMBURSEMENT	Open	65.00	0.00		
SOBEL005 SOBEL HAN, LLP								
	19-00267	04/23/19	LEGAL SERVICES-NOV/DEC 2018	Open	5,000.00	0.00		
	19-00268	04/23/19	DEC 2018 SERV-ELLENTUCK OPRA	Open	570.00	0.00		
	19-00269	04/23/19	NOV 2018 SERV-GREEN ACRES	Open	<u>135.00</u>	0.00		
					5,705.00			



May 9, 2019  
01:45 PM

BOROUGH OF ROOSEVELT  
Bill List By Vendor Name

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
STAPL005 STAPLES BUSINESS ADVANTAGE								
	19-00127	02/26/19	TONER CART + SIGNS	Open	121.45	0.00		
	19-00175	03/08/19	OFFICE SUPPLIES	Open	<u>93.02</u>	0.00		
					214.47			
THEHO010 THE HOME DEPOT								
	19-00273	04/24/19	RECESSED CEILING LIGHT	Open	24.97	0.00		
	19-00283	04/26/19	SPONGE MOP & GREAT STUFF	Open	<u>18.92</u>	0.00		
					43.89			
USBAN010 U.S. BANK OPERATIONS CENTER								
	19-00280	04/25/19	2011 MCIA-BOND INTEREST PYMT	Open	27,447.38	0.00		
	19-00281	04/25/19	2012 MCIA-BOND INTEREST PYMT	Open	<u>7,223.64</u>	0.00		
					34,671.02			
ULINE005 ULINE								
	19-00150	02/28/19	WATER PLANT-EYEWASH STATIONS	Open	481.42	0.00		
	19-00226	04/04/19	EYEWASH STATION-WATER PLANT	Open	<u>212.13</u>	0.00		
					693.55			
UNIVA005 UNIVAR USA, INC.								
	19-00255	04/12/19	SEWER-DELTA FLOC 4/11/19	Open	356.96	0.00		
VERIZ005 VERIZON								
	19-00301	05/07/19	FIOS/PHONE-W/P-4/24/19 BILL	Open	182.40	0.00		
WRNEU005 W.R. NEUMANN COMPANY, INC.								
	19-00054	01/18/19	SEWER-2019 CHEMICAL CONTRACT	Open	2,023.50	0.00		B
	19-00131	02/26/19	WATER-2019 CHEMICAL CONTRACT	Open	<u>257.87</u>	0.00		B
					2,281.37			
WEBHA005 WEB HAULING & DISTRIBUTION, INC								
	19-00256	04/12/19	PUMP BORO HALL PUMP PIT 4/3/19	Open	222.03	0.00		

Total Purchase Orders: 55 Total P.O. Line Items: 0 Total List Amount: 240,458.77 Total Void Amount: 0.00

OK

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	8-01	6,830.07	0.00	6,830.07	0.00	0.00	6,830.07
	9-01	155,729.89	0.00	155,729.89	0.00	0.00	155,729.89
	9-09	<u>65,386.51</u>	<u>0.00</u>	<u>65,386.51</u>	<u>0.00</u>	<u>0.00</u>	<u>65,386.51</u>
Year Total:		221,116.40	0.00	221,116.40	0.00	0.00	221,116.40
	C-04	10,966.25	0.00	10,966.25	0.00	0.00	10,966.25
	C-08	<u>1,541.25</u>	<u>0.00</u>	<u>1,541.25</u>	<u>0.00</u>	<u>0.00</u>	<u>1,541.25</u>
Year Total:		12,507.50	0.00	12,507.50	0.00	0.00	12,507.50
ANIMAL CONTROL	T-13	4.80	0.00	4.80	0.00	0.00	4.80
Total of All Funds:		<u>240,458.77</u>	<u>0.00</u>	<u>240,458.77</u>	<u>0.00</u>	<u>0.00</u>	<u>240,458.77</u>

**RESOLUTION NO. 19-67**  
**MEETING DATE: 05-13-19**

**AUTHORIZING A REFUND OF TAXES FOR HOMESTEAD BENEFIT TO  
BLOCK 3, LOT 12**

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

**WHEREAS**, there has been a tax overpayment for Block 3, Lot 12 in the amount of \$138.52 resulting from the resident Homestead Benefit received on March 27, 2019; and

**WHEREAS**, the Tax Collector has requested that said overpayment be refunded in the amount of \$138.52 to Johnathon and Erica Burnette, 5 Pine Drive, P.O. Box 91, Roosevelt, NJ 08555.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Roosevelt that the Tax Collector is hereby authorized to issue a refund in the amount of \$138.52 to Johnathon and Erica Burnette, 5 Pine Drive, P.O. Box 91, Roosevelt, NJ 08555 representing the tax overpayment as set forth herein.

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 May 13, 2019.

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Kathleen Hart  
Borough Clerk

**RESOLUTION NO. 19-70**  
**MEETING DATE: 05-13-19**

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

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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. Litigation – Hilltop Swim Club, Docket No. MON-L-1455-19
  - b. Litigation - Jeff Ellentuck v Borough of Roosevelt and Kathleen Hart, Docket No. MON-L-21-19PW
  - c. Contracts
- 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 May 13, 2019.

---

Kathleen Hart  
Borough Clerk