

DRAFT

BOROUGH OF ROOSEVELT COUNCIL REGULAR MEETING AGENDA JUNE 24, 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

- June 10, 2019 Regular Council Meeting

CORRESPONDENCE

1. Letter from Roberts Engineering, dated June 20, 2019 regarding Improvements to Farm Lane

RESOLUTIONS

Resolution 19-81 Payment of Bills of June 24, 2019

Resolution 19-82 Resolution Authorizing the Borough Engineer to Make a Grant Application to the New Jersey Department of Transportation for Improvements to the Entire Length of School Lane

Resolution 19-83 Accept Contract for Website and Email Hosting to City Connections, LLC

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

PUBLIC COMMENT (Any item)

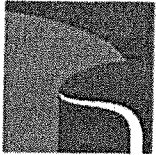
CLOSED SESSION

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

Time In: _____ Time Out: _____

ADJOURNMENT

TIME OUT: _____



Roberts
ENGINEERING GROUP LLC
Women Business Enterprise Certified

cc: Mayor
 Council
 CFO
 Ana
 Greg C.

1670 Whitchose-Hamilton Square Rd.
 Hamilton, New Jersey 08690
 609-586-1141 fax 609-586-1143
 www.RobertsEngineeringGroup.com

June 20, 2018

Mayor and Council
 Borough of Roosevelt
 P.O. Box 128
 33 North Rochdale Avenue
 Roosevelt, New Jersey 08555

Re: Improvements to Farm Lane
 Borough of Roosevelt, Monmouth County
 Our File No.: R4603

Dear Mayor and Council:


Enclosed with this letter, please find a copy of a letter received from the NJDOT dated March 25, 2019 notifying the Borough that it has been awarded funding through the Municipal Aid Program for Improvements to Farm Lane in the amount of \$240,000.00.

You may recall that the requested funding amount was for approximately \$325,000.00. The awarded allotment is \$85,000.00 less than the estimated construction cost. This cost does not include the costs for sanitary sewer repairs and water main replacement. However, I recommend that the sewer mains be televised for condition before assuming that replacement is required. In addition, I recommend the Borough consider replacing waters mains, similar to the improvements proposed at Homestead Lane, Cedar Court, and Elm Court. The estimated construction cost for water main and service replacement is approximately \$320,000.00. The costs for the water main replacement may be eligible for funding through the NJ I-Bank Loan Program. However, as previously discussed, there is no guarantee that loan funding will be awarded.

Design and inspection costs will not be eligible under the allotment and therefore were not included in the application made to the NJDOT. The anticipated costs for survey, design, permitting, bidding, and construction administration/inspection are as follows:

1. <u>Farm Lane Roadway Improvements</u>	
Survey, Design, Permitting, and Bidding =	\$27,000.00
<u>Construction Administration and Inspection =</u>	<u>\$31,000.00</u>
TOTAL =	\$58,000.00
2. <u>Farm Lane Roadway Improvements + Water and Sewer Improvements</u>	
Survey, Design, Permitting, and Bidding =	\$42,000.00
<u>Construction Administration and Inspection =</u>	<u>\$47,000.00</u>
TOTAL =	\$89,000.00

Please review the above figures and advise as to how the Council would like to move forward. Should you have any questions please feel free to contact me.

Very truly yours,

 Carmela Roberts, P.E., C.M.E.
 Borough Engineer

cc: Kathleen Hart, RMC, CMR, Borough Clerk
 George Lang, Borough CFO
 Ana Debevec, Borough Treasurer
 Gregory Cannon, Esq., Borough Attorney
 Cameron Corini, P.E., Roberts Engineering Group, LLC

RESOLUTION NO. 19-81
MEETING DATE: 06-24-19

PAYMENT OF BILLS FOR JUNE 24, 2019

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 24, 2019.

Kathleen Hart
Borough Clerk

June 20, 2019
01:31 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 1

6-24-19 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
BOROU005 BOROUGH OF HIGHTSTOWN								
	19-00396	06/13/19	LANDFILL TIPPING FEES:MAY 2019	Open	5,469.44	0.00		
	19-00419	06/19/19	SOLID WASTE CONTRACT:JUN 2019	Open	<u>5,571.34</u>	0.00		
					11,040.78			
CARPE005 CARPENTER, JACQUELINE								
	19-00385	06/06/19	REIMB:BACKGROUND CHECK FEE	Open	40.66	0.00		
CENTR005 CENTRAL JERSEY WASTE &								
	19-00016	01/11/19	2019 RECYCLING CONTRACT	Open	2,097.24	0.00		B
CITYC005 CITY CONNECTIONS, LLC								
	19-00422	06/20/19	2019 WEBSITE & EMAIL HOSTING	Open	2,040.00	0.00		
CROSS005 CROSS OVER NETWORKS, LLC								
	19-00157	03/04/19	2019 OFF-SITE SERVER BACKUPS	Open	70.00	0.00		B
	19-00249	04/11/19	2019 EMAIL ARCHIVING	Open	230.00	0.00		B
	19-00405	06/18/19	2019 TEAMVIEWER ANTI-VIRUS	Open	25.00	0.00		B
	19-00406	06/18/19	IT SERVICES-APRIL 2019	Open	<u>1,803.10</u>	0.00		
					2,128.10			
DOMSG005 DOM'S GETTY, INC.								
	19-00380	06/05/19	REPAIRS:FORD PICKUP TRUCK	Open	589.41	0.00		
ENTER005 ENTERTAINERS PLUS, LLC								
	19-00350	05/28/19	ENTERTAINMENT-4TH OF JULY	Open	400.00	0.00		
GANNE005 GANNETT NJ NEWSPAPERS								
	19-00407	06/18/19	MAY 2019 NOTICES	Open	627.36	0.00		
GLUCK005 GLUCK WALRATH, LLP								
	19-00399	06/13/19	BOND COUNSEL SERVICES 5/24/19	Open	70.00	0.00		
JCPL0005 JCP & L								
	19-00420	06/20/19	MAY 2019 ELECTRIC SERVICE	Open	943.18	0.00		
KUCKE005 KUCKER HANEY PAINT COMPANY								
	18-00840	12/04/18	PAINT & SUPPL FOR BOROUGH HALL	Open	31.99	0.00		B
LYONS005 LYONS ENVIRONMENTAL SERV, LLC								
	19-00397	06/13/19	WATER TESTING-4/23-5/22/19	Open	1,192.00	0.00		
	19-00398	06/13/19	SEWER PLANT SERVICES:5/3-5/26	Open	<u>925.19</u>	0.00		
					2,117.19			
NJDEP005 NJ DEPARTMENT OF HEALTH								
	19-00384	06/06/19	DOG REPORT:MAY 2019	Open	1.20	0.00		
PASSA005 PASSAIC VALLEY SEWERAGE								
	19-00393	06/12/19	SLUDGE DISPOSAL-MAY 2019	Open	329.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
PEGER005 PEGER, KYLE d/b/a	19-00266	04/17/19	PUBLIC LAND MAINTENANCE 2019	Open	1,970.00	0.00		B
PETTY005 PETTY CASH	19-00386	06/10/19	REIMBURSE PETTY CASH	Open	80.08	0.00		
	19-00389	06/12/19	REIMBURSE PETTY CASH	Open	55.42	0.00		
	19-00415	06/19/19	REIMBURSE PETTY CASH	Open	111.83	0.00		
	19-00418	06/19/19	REIMBURSE PETTY CASH	Open	24.75	0.00		
					<u>272.08</u>			
POSSI005 POSSIEL, GREGG	19-00416	06/19/19	REIMB:ADDITIONAL GRIDMAX	Open	51.95	0.00		
POSTM005 POSTMASTER	19-00401	06/13/19	STAMPS:TAX & w/S COLLECTOR	Open	220.00	0.00		
PSEGC005 PSE & G CO.	19-00413	06/19/19	MAY 2019 GAS SERVICE	Open	127.99	0.00		
ROBER005 ROBERTS ENGINEERING GROUP, LLC	18-00693	10/02/18	ROAD IMPROV:HOMESTEAD & CEDAR	Open	198.00	0.00		B
	19-00076	01/30/19	WATER MAIN REPLACEMENT	Open	847.50	0.00		B
	19-00400	06/13/19	MISC ENGINEERING 4/29-5/13/19	Open	592.50	0.00		
	19-00402	06/13/19	PREPARE STORMWATER PERMIT	Open	747.50	0.00		
					<u>2,385.50</u>			
ROOSE020 ROOSEVELT PUBLIC SCHOOL	19-00364	06/03/19	CLEAN COMM-LITTER PICKUP	Open	500.00	0.00		
RUSSE005 RUSSELL REID, INC.	19-00111	02/11/19	2019 SLUDGE REMOVAL	Open	410.90	0.00		B
STAPL005 STAPLES BUSINESS ADVANTAGE	19-00358	05/30/19	OFFICE SUPPLIES	Open	207.42	0.00		
SUTPH005 SUTPHEN MEMORIAL, INC.	19-00009	01/10/19	2019 CEMETERY MANAGEMENT	Open	925.00	0.00		B
THEHO010 THE HOME DEPOT	19-00404	06/17/19	ELECTRICAL SUPPLIES-BORO HALL	Open	15.68	0.00		
TOWNS010 TOWNSHIP OF EAST BRUNSWICK -	19-00361	05/31/19	SUMMER CAMP TRIP 8/14/19	Open	160.00	0.00		
TULLO005 TULLOSS, MARY	19-00421	06/20/19	REIMB:6/14/19 SUMMIT	Open	35.00	0.00		
VERIZ005 VERIZON	19-00390	06/12/19	609-448-0539 MAY 2019	Open	278.46	0.00		
VERIZ010 VERIZON FIOS	19-00391	06/12/19	INTERNET:SEWER PLANT-6/1 BILL	Open	115.64	0.00		

June 20, 2019
01:31 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 3

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
VERIZ010 VERIZON FIOS				Continued				
	19-00395	06/13/19	INTERNET:BORO HALL-6/1 BILL	Open	<u>144.99</u>	0.00		
					260.63			
WATCH005 WATCHUNG SPRING WATER CO., INC								
	19-00392	06/12/19	WATER+RENTAL:DELIVERY 5/23/19	Open	23.77	0.00		
WEBHA005 WEB HAULING & DISTRIBUTION, INC								
	19-00362	05/31/19	PUMP LAKE DR PUMP PIT 5/23/19	Open	222.03	0.00		
WEBOU005 WEB OUTBACK								
	19-00355	05/29/19	RESTROOM RENTAL-MAY 2019	Open	110.00	0.00		
Total Purchase Orders: 44					Total P.O. Line Items: 0	Total List Amount: 30,632.52	Total Void Amount: 0.00	

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	8-01	31.99	0.00	31.99	0.00	0.00	31.99
	9-01	25,587.92	0.00	25,587.92	0.00	0.00	25,587.92
	9-09	<u>3,465.91</u>	<u>0.00</u>	<u>3,465.91</u>	<u>0.00</u>	<u>0.00</u>	<u>3,465.91</u>
Year Total:		29,053.83	0.00	29,053.83	0.00	0.00	29,053.83
	C-04	198.00	0.00	198.00	0.00	0.00	198.00
	C-08	<u>847.50</u>	<u>0.00</u>	<u>847.50</u>	<u>0.00</u>	<u>0.00</u>	<u>847.50</u>
Year Total:		1,045.50	0.00	1,045.50	0.00	0.00	1,045.50
	G-02	500.00	0.00	500.00	0.00	0.00	500.00
ANIMAL CONTROL	T-13	1.20	0.00	1.20	0.00	0.00	1.20
Total Of All Funds:		<u>30,632.52</u>	<u>0.00</u>	<u>30,632.52</u>	<u>0.00</u>	<u>0.00</u>	<u>30,632.52</u>

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

**RESOLUTION NO. 19-82
MEETING DATE: 06-24-19**

**RESOLUTION AUTHORIZING THE BOROUGH ENGINEER TO MAKE A GRANT
APPLICATION TO THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR
IMPROVEMENTS TO THE ENTIRE LENGTH OF SCHOOL LANE**

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

WHEREAS, the New Jersey Department of Transportation (“NJDOT”) recently announced that it is currently accepting applications for the NJDOT’s Municipal Aid, Transit Village, Bikeway, and Safe Streets to Transit grant programs; and

WHEREAS, the Borough of Roosevelt (the “Borough”) has previously benefitted from NJDOT grant programs, and in the past few years, has applied for and received grant awards exceeding \$500,000 to fund various road improvements throughout the Borough; and

WHEREAS, the under the process for the current NJDOT’s Municipal Aid, Transit Village, Bikeway, and Safe Streets to Transit grant programs, the Borough would be required to submit a grant application, prepared by a professional engineer, on or before July 19, 2019; and

WHEREAS, after inspection of the Borough’s roadways and consideration of interfacing with other ongoing utility and roadway improvement projects, the Borough Engineer recommended that the Borough make a grant application to the NJDOT for improvements to either: (1) the entire length of School Lane; (2) Pine Drive between Tamara Drive and North Rochdale Avenue; or (3) Tamara Drive between Pine Drive and South Rochdale Avenue; and

WHEREAS, after public announcement, consideration, and opportunity for public comment at the Borough Council meeting on May 28, 2019, the Mayor and Council determined the Borough will make an application to the NJDOT for a grant to fund improvements to the entire length of School Lane; and

WHEREAS, the Borough Engineer provided the Borough with a cost proposal not to exceed \$4,000.00 to prepare and file a grant application with the NJDOT on behalf of the Borough to seek funding for improvements to the entire length of School Lane; and

WHEREAS, the Borough’s Chief Financial Officer has certified the availability of funds in the amount not to exceed \$4,000.00;

NOW, THEREFORE BE IT RESOLVED, by the Governing Body of the Borough of Roosevelt, County of Monmouth, State of New Jersey that Roberts Engineering Group, LLC is hereby authorized to prepare and file a grant application with the NJDOT on behalf of the Borough to seek funding for improvements to the entire length of School Lane, in a total amount not to exceed \$4,000.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent, and Roberts Engineering Group, LLC.

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 24, 2019.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 19-83
MEETING DATE: 06-24-19**

**RESOLUTION TO ACCEPT CONTRACT FOR WEBSITE AND EMAIL HOSTING TO
CITY CONNECTIONS, LLC**

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

WHEREAS, the Borough is in need of a Borough website and email accounts for 2019; and

WHEREAS, City Connections, LLC submitted an agreement for 2019 in the amount of \$2,040.00; and

WHEREAS, the Chief Financial Officer has certified that funds are available.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Roosevelt hereby accepts the agreement from City Connections, LLC in the amount not to exceed \$1,500.00 for the Borough website and \$540.00 (30 x \$18.00) for email accounts for a total of \$2,040.00.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on June 20, 2019.

Kathleen Hart
Borough Clerk