

DRAFT

BOROUGH OF ROOSEVELT COUNCIL REGULAR MEETING AGENDA SEPTEMBER 23, 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

- September 9, 2019 Regular Council Meeting

CORRESPONDENCE

1. Letter from NJDEP, dated August 28, 2019 regarding Compliance Evaluation and Assistance Inspection at the Sewer Plant

RESOLUTIONS

Resolution 19-97 Payment of Bills of September 23, 2019

Resolution 19-98 Authorize Award to Replace the Transfer Switch on the Generator at the Water Plant to Genserve

Resolution 19-99 Resolution Authorizing the Solicitation of Bids for the Collection and Disposal of Recyclable Materials from Residential Properties, Municipal Building, Public School, and Water & Sewer Treatment Facilities in the Borough of Roosevelt

Resolution 19-100 Adopting the Municipal Emergency Operations Plan and Authorizing Continual Participation in the Monmouth County Intra-County Mutual Aid and Assistance Agreement

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 8 Wireless Microphones – RAP for rehearsal scheduled on Sunday, 9/29/19 for the Benjamin Brown show.
2. Rabies Clinic – November 14, 2019 from 6-7pm at the DPW Garage.

PUBLIC COMMENT (Any item)

CLOSED SESSION

Resolution 19-101 Providing for a Private Executive Meeting that Excludes the Public

Time In: _____ Time Out: _____

ADJOURNMENT

TIME OUT: _____



State of New Jersey

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
FAX: (609) 292-6450

PHILIP D. MURPHY
Governor

CATHERINE R. McCABE
Commissioner

SHEILA Y. OLIVER
Lt. Governor

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

August 28, 2019

RE: Compliance Evaluation and Assistance Inspection
Roosevelt Borough Sanitary Collection System
PROGRAM INTEREST ID # 96163
PROGRAM: Water Quality
Compliance Activity # SCI 190001
Roosevelt Borough, Monmouth County

Dear Madam:

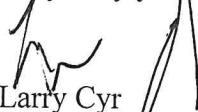
A Compliance Evaluation and Assistance Inspection of your facility was conducted on May 29, 2019. Please address any comments or concerns noted in the attached report.

Note that you may also review your inspection report as well as many other DEP reports online at www.nj.gov/dep/inspections. This website also gives you the opportunity to provide us feedback about our operations. We would appreciate your input and will share all results with you upon your completion of a survey.

This Department appreciates the continued operation of your facilities in an environmentally responsible manner.

If you have any questions concerning the attached report, contact me at (609) 439-8919.

Very truly yours,



Larry Cyr
Environmental Engineer

Attachment

c: Michael Lyons, Licensed Operator

**RESOLUTION NO. 19-97
MEETING DATE: 09-23-19**

PAYMENT OF BILLS FOR SEPTEMBER 23, 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 September 23, 2019.

Kathleen Hart
Borough Clerk

September 19, 2019
12:02 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

Page No: 1

9-23-19 BILL LIST

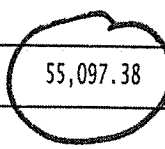
P.O. Type: All
Range: First
Format: Condensed

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
AMBRO005 AMBROSINO, AMANDA	19-00591	09/06/19	REIMB:8/9 SUMMER CAMP TRIP	Open	65.00	0.00		
BILYK005 BILYK, JOHN	19-00577	08/28/19	3/Q/2019 ANIMAL CONTROL SERV	Open	200.00	0.00		
BOROU005 BOROUGH OF HIGHTSTOWN	19-00590	09/05/19	CHIP BRANCHES-CEMETERY,PINE DR	Open	378.75	0.00		
CENTR005 CENTRAL JERSEY WASTE &	19-00016	01/11/19	2019 RECYCLING CONTRACT	Open	2,097.24	0.00		B
CMRSF005 CMRS-FP	19-00621	09/18/19	POSTAGE FOR POSTAGE METER	Open	300.00	0.00		
CROSS005 CROSS OVER NETWORKS, LLC	19-00157	03/04/19	2019 OFF-SITE SERVER BACKUPS	Open	70.00	0.00		B
	19-00593	09/06/19	2019 OFF-SITE EDMUNDS BACKUP	Open	12.45	0.00		B
					82.45			
ECONO005 ECONO SIGNS, LLC	19-00503	07/29/19	VARIOUS SIGNS	Open	335.20	0.00		
GROEN005 GROENDYKE, EARL	19-00594	09/06/19	REPAIR CATCH BASIN-HOMESTEAD	Open	175.00	0.00		
JCPL0005 JCP & L	19-00608	09/13/19	W/S-AUG 2019 ELECTRIC SERVICE	Open	2,664.05	0.00		
MAINP005 MAIN POOL & CHEMICAL CO., INC.	19-00574	08/27/19	SEWER-8/6/19 DELIVERY	Open	3,140.60	0.00		
MUNIC010 MUNICIPAL MAINTENANCE CO.	19-00616	09/17/19	REPAIR COLLAPSED TANKS	Open	15,163.61	0.00		
NEWJE005 NEW JERSEY PLANNING OFFICIALS	19-00581	09/03/19	P/L BOARD-10/5/19 TRAINING	Open	85.00	0.00		
NJDEP005 NJ DEPARTMENT OF HEALTH	19-00617	09/18/19	DOG REPORT:AUG 2019	Open	4.20	0.00		
PASSA005 PASSAIC VALLEY SEWERAGE	19-00604	09/12/19	SLUDGE DISPOSAL-AUG 2019	Open	921.20	0.00		
PEGER005 PEGER, KYLE d/b/a	19-00266	04/17/19	PUBLIC LAND MAINTENANCE 2019	Open	1,320.00	0.00		B
	19-00605	09/12/19	BRUSH TRIMMING-TAMARA DRIVE	Open	60.00	0.00		
					1,380.00			

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
PSEGC005 PSE & G CO.								
	19-00610	09/16/19	AUG 2019 GAS SERVICE	Open	44.05	0.00		
PUMPI005 PUMPING SERVICES, INC.								
	19-00463	07/15/19	EMERGENCY-NEW PUMP & INSTALL	Open	9,411.00	0.00		
ROBER005 ROBERTS ENGINEERING GROUP, LLC								
	19-00076	01/30/19	WATER MAIN REPLACEMENT	Open	1,566.75	0.00		B
	19-00626	09/19/19	MISC ENGINEERING 8/6-8/23/19	Open	<u>2,293.25</u>	0.00		
					3,860.00			
RUSSE005 RUSSELL REID, INC.								
	19-00111	02/11/19	2019 SLUDGE REMOVAL	Open	1,150.52	0.00		B
SOBEL005 SOBEL HAN & CANNON, LLP								
	19-00618	09/18/19	LEGAL SERVICES-APR/MAY/JUN2019	Open	7,500.00	0.00		
	19-00619	09/18/19	APR/MAY 2019 SERV-HILLTOP SWIM	Open	1,180.40	0.00		
	19-00620	09/18/19	APR/MAY 2019 SERV:ELLENTUCK	Open	<u>2,820.00</u>	0.00		
					11,500.40			
STAPL005 STAPLES BUSINESS ADVANTAGE								
	19-00505	07/29/19	OFFICE SUPPLIES	Open	26.50	0.00		
	19-00549	08/13/19	OFFICE & JANITORIAL SUPPLIES	Open	<u>77.18</u>	0.00		
					103.68			
SUTPH005 SUTPHEN MEMORIAL, INC.								
	19-00508	07/29/19	2019 CEMETERY MANAGEMENT	Open	775.00	0.00		B
THEH0010 THE HOME DEPOT								
	19-00575	08/27/19	(2) CARAFES FOR MEETINGS	Open	45.58	0.00		
	19-00592	09/06/19	VARIOUS ITEMS	Open	59.13	0.00		
	19-00598	09/10/19	PAINTING SUPPLIES	Open	<u>49.11</u>	0.00		
					153.82			
UNIVA005 UNIVAR USA, INC.								
	19-00561	08/21/19	SEWER-DELTA FLOC 8/20/19	Open	713.91	0.00		
VERIZ005 VERIZON								
	19-00606	09/13/19	609-448-0539 AUG 2019	Open	222.59	0.00		
	19-00607	09/13/19	INTERNET/PHONE-W/P-8/24 BILL	Open	<u>170.11</u>	0.00		
					392.70			
<hr/>								
Total Purchase Orders:	34	Total P.O. Line Items:	0	Total List Amount:	55,097.38	Total Void Amount:		0.00



TOTAL CARRIED FORWARD FROM BILL LIST

55,097.38

MANUAL CHECKS

CK# 10446 POSTMASTER
CK# 10448 POSTMASTER

70.50

70.50 141.00

GRAND TOTAL OF 9/23/19 BILL LIST

55,238.38

Totals by Year-Fund		Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description	Fund						
	9-01	20,125.03	0.00	20,125.03	0.00	0.00	20,125.03
	9-09	33,401.40	0.00	33,401.40	0.00	0.00	33,401.40
Year Total:		53,526.43	0.00	53,526.43	0.00	0.00	53,526.43
	C-08	1,566.75	0.00	1,566.75	0.00	0.00	1,566.75
ANIMAL CONTROL	T-13	4.20	0.00	4.20	0.00	0.00	4.20
Total of All Funds:		55,097.38	0.00	55,097.38	0.00	0.00	55,097.38

RESOLUTION NO. 19-98
MEETING DATE: 09-23-19

**AUTHORIZE AWARD TO REPLACE THE TRANSFER SWITCH ON THE
GENERATOR AT THE WATER PLANT TO GENSERVE**

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

WHEREAS, the transfer switch on the generator at the water plant needs to be replaced;
and

WHEREAS, two quotes were received as follows:

GenServe	\$6,964.00
Gary Kubiak & Son Electric, Inc.	\$8,048.00

WHEREAS, the Chief Financial Officer has certified the funds.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roosevelt authorize the award to replace the transfer switch on the generator at the water plant to GenServe at a price of 6,964.00

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Borough Clerk to be a true copy, be forwarded to GenServe, the Certified Municipal Financial Officer, and the 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 September 23, 2019.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 19-99
MEETING DATE: 09-23-19**

RESOLUTION AUTHORIZING THE SOLICITATION OF BIDS FOR THE COLLECTION AND DISPOSAL OF RECYCLABLE MATERIALS FROM RESIDENTIAL PROPERTIES, MUNICIPAL BUILDING, PUBLIC SCHOOL, AND WATER & SEWER TREATMENT FACILITIES IN THE BOROUGH OF ROOSEVELT

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

WHEREAS, the Borough of Roosevelt, County of Monmouth, State of New Jersey (the "Borough") provides for the collection and disposal of recyclable materials from residential and public properties within the limits of the Borough in accordance with State law and NJDEP rules and regulations; and

WHEREAS, the Borough's current contract for the collection and disposal of recyclable materials from residential and public properties expires on December 31, 2019; and

WHEREAS, on January 1, 2020 and beyond, the Borough will require a contractor to continue collecting and disposing recyclable materials from residential and public properties within the Borough; and

WHEREAS, in accordance with the New Jersey Local Public Contracts Law, the Borough seeks to solicit bids for a five-year contract, renewable annually at the Borough's option, for the collection and disposal of recyclable materials from residential and public properties within the Borough; and

WHEREAS, the Borough has prepared bid specifications for the anticipated contract, which are attached hereto as Exhibit A;

NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Borough of Roosevelt hereby authorizes the solicitation of bids from qualified contractors for the collection and disposal of recyclable materials from residential and public properties within the Borough in accordance with the bid specifications attached hereto as Exhibit A.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be sent to the Chief Financial Officer, Purchasing Agent, and Borough Clerk.

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 September 23, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-100
MEETING DATE: 09-23-19

**ADOPTING THE MUNICIPAL EMERGENCY OPERATIONS PLAN AND
AUTHORIZING CONTINUAL PARTICIPATION IN THE MONMOUTH COUNTY
INTRA-COUNTY MUTUAL AID AND ASSISTANCE AGREEMENT**

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

WHEREAS, Chapter 222, Public Law 1989 mandates the development and approval of Emergency Operations Plans for all municipalities, counties and the State; and

WHEREAS, an Emergency Operations Plan will allow the municipality in correlation with the Municipal Office of Emergency Management to better prepare and manage jurisdiction-wide emergencies; and

WHEREAS, the Borough of Roosevelt submitted an Emergency Operations Plan through the County Office of Emergency Management to the State Office of Emergency Management for initial review and approval that will require recertification every four (4) years on November 30, 2018; and

WHEREAS, the Mayor and Council of the Borough of Roosevelt are in receipt of an Emergency Operations Plan and a request from the Roosevelt Office of Emergency Management for formal adoption; and

WHEREAS, on September 16, 2015, the Borough of Roosevelt adopted Resolution 15-92 authorizing the Borough to Participate in Intra-County Mutual Aid and Assistance Agreements with Participating Units in the County of Monmouth.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Roosevelt that the Roosevelt Borough Emergency Operations Plan be and is hereby adopted.

BE IT FURTHER RESOLVED that the Borough of Roosevelt hereby authorizes the continual participation in the Monmouth County Intra-County Mutual Aid and Assistance Agreement as referenced for the term consistent with the Municipal Emergency Operations Plan.

BE IT FURTHER RESOLVED that a true certified copy of this Resolution shall be forwarded to the Monmouth County Sheriff, Monmouth County Office of Emergency Management Coordinator, Roosevelt Borough OEM Coordinator, Millstone Township Fire Department and Roosevelt First Aid Department.

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 September 23, 2019.

Kathleen Hart
Borough Clerk

**RESOLUTION NO. 19-101
MEETING DATE: 09-23-19**

**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. Ellentuck v. Roosevelt OPRA Litigation Update
 - b. Roosevelt v. Hilltop Swim Club Litigation Update
- 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 September 23, 2019.

Kathleen Hart
Borough Clerk