

DRAFT

**BOROUGH OF ROOSEVELT
COUNCIL REORGANIZATION MEETING AGENDA
JANUARY 7, 2019 @ 700 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 published in The Times and Asbury Park Press.

OATH OF OFFICE (Administered to Newly Elected Officials)

Borough Council (3 Year Term expires 12/31/21) **Cody Parker**
Borough Council (3 Year Term expires 12/31/21) **Steven Bowen**

ROLL CALL

Councilmember Steven Bowen
Councilmember Luke Dermody
Councilmember Louis Esakoff
Councilmember Michael Hamilton
Councilmember Cody Parker
Councilmember Joseph Trammell
Mayor Peggy Malkin

PUBLIC COMMENT (Agenda items only)

RESOLUTIONS

- Resolution 19-01 Selecting a President of the Council for the Year 2019
- Resolution 19-02 Establishing Council Committees for the Year 2019
- Resolution 19-03 Appointing the Planning Board Class III Member for the Year 2019
- Resolution 19-04 Adopting "Roberts Rules of Order"
- Resolution 19-05 Establishing Schedule of Public Meetings
- Resolution 19-06 Designating Official Newspapers for the Borough Trenton Times and Asbury Park Press
- Resolution 19-07 Consent to Appointments for 2019 – Borough Officials
- Resolution 19-08 Authorizing the Award of a Contract for Professional Legal Services
- Resolution 19-09 Authorizing the Award of a Contract for Professional Engineering Services
- Resolution 19-10 Authorizing the Award of a Contract for Professional Auditing Services
- Resolution 19-11 Authorizing the Award of a Contract for Professional Bond Counsel Services
- Resolution 19-12 Authorizing the Award of a Contract for Professional Planning Consultant Services
- Resolution 19-13 Authorizing the Award of a Contract for Professional Labor Counsel
- Resolution 19-14 Providing for 2019 Temporary Budget Appropriations
- Resolution 19-15 Designating Ocean First Bank as Depository for the Roosevelt Municipal Court
- Resolution 19-16 Designating First Constitution Bank, Hightstown Branch as Depository for the Borough of Roosevelt

Resolution 19-17	Authorizing the Roosevelt Tax Collector to Cancel Property Tax Refunds and Delinquencies of Less than \$5.00 Pursuant to N.J.S.A. 40A17.1
Resolution 19-18	Establishing the Rate of Interest to be Charged on Delinquent Taxes and Other Municipal Charges
Resolution 19-19	Authorizing a Shared Services Agreement with Millstone Township for the Utilization of Millstone Municipal Court and Related Personnel Services
Resolution 19-20	Appointment of Municipal Court Employees
Resolution 19-21	Authorizing a Shared Services Agreement with the Township of Millstone for Repair, Maintenance and Snow Removal on Nurko Road for the Year 2019
Resolution 19-22	Authorizing a Shared Services Agreement with the Township of Millstone for Certified Recycling Coordinator
Resolution 19-23	Appointing Local Registrar of Vital Statistics
Resolution 19-24	Appointing Deputy Registrar of Vital Statistics
Resolution 19-25	Appointing Councilmembers to Serve as Representatives to the Various Boards and Committees of the Borough
Resolution 19-26	Appointment of a Representative and an Alternate Representative to the Monmouth County Community Development Block Grant (CDBG)
Resolution 19-27	2019 Software Support and License Agreement with Edmunds & Associates, Inc.
Resolution 19-28	Accept Contract for Website and Email Hosting to City Connections LLC for 2019
Resolution 19-29	Designating a Borough Historian for the Borough of Roosevelt
Resolution 19-30	Authorizing a Contract with Cross Over Networks

ANNOUNCEMENT OF MAYOR’S APPOINTMENTS NOT REQUIRING COUNCIL APPROVAL

1. Mayor’s Appointments to the Borough of Roosevelt Planning Board
2. Mayor’s Appointments to the Borough of Roosevelt Environmental Commission

PUBLIC COMMENT (Any item)

ADJOURNMENT

TIME OUT _____

RESOLUTION NO. 19-01
MEETING DATE: 01-07-19

RESOLUTION SELECTING A PRESIDENT OF THE COUNCIL FOR THE YEAR 2019

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

WHEREAS, N.J.S.A. 40A:60-3 requires the Borough Council at the annual meeting to select from its members a President of the Council who shall preside at all meetings when the Mayor does not preside and to perform all the duties of the Mayor during any period in which the Mayor is absent from the Borough for three (3) days or more, or is unable to perform the duties of the office; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Roosevelt, in the County of Monmouth, State of New Jersey as follows:

1. _____ is hereby selected as President of the Council for the year 2019 and until the next annual meeting pursuant to the requirements of N.J.S.A. 40A:60-3.
2. The Borough Clerk is directed to forward a certified copy of this resolution to the Council President and Mayor Malkin.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-02
MEETING DATE: 01-07-19

RESOLUTION ESTABLISHING COUNCIL COMMITTEES FOR THE YEAR 2019

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

WHEREAS, N.J.S.A. 40A:60-3(e) authorizes the Borough Council at its annual meeting to establish committees of the Council for the ensuing year; and

WHEREAS, it is the desire of the Borough Council to establish committees in order to facilitate the work of the Council; and

WHEREAS, the Mayor has proposed the assignment of committee chairs for the year 2019.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Roosevelt, in the County of Monmouth, State of New Jersey as follows:

1. The following Borough Council Committees are hereby established for the year 2019:

COMMITTEE	COMMITTEE CHAIR		
Administration			
Community Development/Code Enforcement			
Environmental Health & Safety			
Finance			
Public Works			
Utilities			

2. Special committees shall be established as deemed necessary by the Mayor or a majority of the members of the Borough Council.
3. The Committee Chair shall report at each meeting of the Borough Council on the committee's principal activities and recommendations.
4. Committees shall not act in any manner or make decisions which set precedent or are at variance with existing policy.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-03
MEETING DATE: 01-07-19

**RESOLUTION OF THE BOROUGH COUNCIL APPOINTING THE PLANNING
BOARD CLASS III MEMBER FOR THE YEAR 2019**

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

WHEREAS, N.J.S.A. 40:55D-23, requires the municipal governing body to appoint a governing body member as the Class III Member of the Planning Board; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Roosevelt, in the County of Monmouth, State of New Jersey as follows:

1. Pursuant to the requirements N.J.S.A. 40:55D-23, _____ is hereby appointed to the Planning Board as the Class III member for a term of one (1) year and until a successor shall be appointed.
2. The Borough Clerk is directed to forward a certified copy of this resolution to the appointee and the Planning Board.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 19-04
MEETING DATE: 01-07-19**

RESOLUTION ADOPTING "ROBERT'S RULES OF ORDER"

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

BE IT RESOLVED that the Governing Body of the Borough of Roosevelt hereby adopt "Robert's Rules of Order" as parliamentary procedures for conducting business at its meetings.

ROLL CALL:

**AYES:
NAYS:
ABSTAIN:
ABSENT:**

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-05
MEETING DATE: 01-07-19

SCHEDULE OF PUBLIC MEETINGS FOR THE YEAR 2019

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

BE IT RESOLVED by the Borough Council of the Borough of Roosevelt, in the County of Monmouth, State of New Jersey that the regular Council meetings will be held on the following dates during the year 2019:

January 7	January 28
February 11	February 25
March 11	March 25
April 8	April 22
May 13	May 28 (Tuesday)
June 10	June 24
July 8	July 22
August 12	August 26
September 9	September 23
October 15 (Tuesday)	October 28
November 12 (Tuesday)	November 25
December 9	December 23

BE IT FURTHER RESOLVED that the Reorganization and first meeting of the year 2020 shall be held on Monday, January 6, 2020.

All meetings will be held in the Municipal Building, Roosevelt, NJ at 7:00 P.M. Formal action will be taken at all meetings.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

BOROUGH OF ROOSEVELT
COUNTY OF MONMOUTH
STATE OF NEW JERSEY

RESOLUTION NO. 19-06
MEETING DATE: 01-07-19

RESOLUTION DESIGNATING OFFICIAL NEWSPAPERS

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

BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that Asbury Park Press and The Times (Trenton Times) are hereby designated as the official newspapers for the Borough of Roosevelt for the year 2019.

BE IT FURTHER RESOLVED, that said newspapers are designated to receive any and all meeting notices of the Borough and official documents for publication as required by law.

BE IT FURTHER RESOLVED, that the bulletin boards at the Municipal Building and the Post Office are hereby designated for posting of all official notices.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-07
MEETING DATE: 01-07-19

CONSENT TO APPOINTMENTS FOR 2019 -
BOROUGH OFFICIALS

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

BE IT RESOLVED that the following appointments are hereby made by the Mayor and confirmed by the Council of the Borough of Roosevelt:

	<u>Joint Insurance Fund Commissioner</u>	
Gregg Possiel	1 yr.	December 31, 2019
	<u>Safety Coordinator</u>	
Gregg Possiel	1 yr.	December 31, 2019
	<u>Tax Search Officer</u>	
Salvatore Cannizzaro	1 yr.	December 31, 2019
	<u>Assessment Search Officer</u>	
Kathleen Hart	1 yr.	December 31, 2019
	<u>Public Agency Compliance Officer (P.A.C.O.)</u>	
Ana Devebec	1 yr.	December 31, 2019
	<u>Records Officer</u>	
Ana Devebec	1 yr.	December 31, 2019
	<u>Clean Communities Coordinator</u>	
Ron Kostar	1 yr.	December 31, 2019
	<u>Emergency Management Coordinator</u>	
Rob Masterson	1 yr.	December 31, 2019
	<u>Deputy Emergency Management Coordinator</u>	
Cody Parker	1 yr.	December 31, 2019
	<u>Public Defender</u>	
Raymond Raya, Esq.	1 yr.	December 31, 2019
	<u>Prosecutor</u>	
Susan L. Solda DeSimone, Esq.	1 yr.	December 31, 2019
	<u>Zoning Officer</u>	
Jeremy Kuipers	1 yr.	December 31, 2019

Code Enforcement Officer

Jeremy Kuipers 1 yr. December 31, 2019

Housing Inspector

Jeremy Kuipers 1 yr. December 31, 2019

School Crossing Guards

Fran Hezrony 1 yr. December 31, 2019

Danielle Hubiak 1 yr. December 31, 2019

Alissa Schembry 1 yr. December 31, 2019

Christie Hague 1 yr. December 31, 2019

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-08
MEETING DATE: 01-07-19

**AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL
LEGAL SERVICES TO GREGORY J. CANNON, ESQ.**

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

WHEREAS, there exists the need for professional legal services for 2019 pertaining to general municipal, water and sewer, redevelopment, personnel and litigation/union matters; and

WHEREAS, the Borough Council wishes to appoint Gregory J. Cannon of the firm Sobel Han, LLP as Borough Attorney effective January 1, 2019; and

WHEREAS, the cost for the proposed services shall not exceed \$2,500.00 a month without further approval by the Borough Council with exception to adversarial matters billed at an hourly rate of \$150.00; and

WHEREAS, funds for this purpose will be made available in the 2019 budget; and

WHEREAS, the Governing Body issued a Request for Qualifications/Proposals with a response date of December 13, 2018 and received one (1) response for professional legal services; and,

WHEREAS, the Governing Body reviewed the proposal and Gregory J. Cannon of the firm Sobel Han, LLP meets all the qualifications; and,

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed upon further action of the Borough Council; and

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Roosevelt and Gregory J. Cannon of the firm Sobel Han, LLP regarding the above-referenced professional legal services, as set forth herein.
2. That this contract is awarded pursuant to Fair and Open Process.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-09
MEETING DATE: 01-07-19

**AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL
ENGINEERING SERVICES TO CARMELA ROBERTS, P.E., OF ROBERTS
ENGINEERING GROUP, LLC.**

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

WHEREAS, there exists the need for professional engineering services for 2019; and

WHEREAS, the Borough Council wishes to appoint Carmela Roberts, P.E. of the firm Roberts Engineering Group, LLC as Borough Engineer effective January 1, 2019; and

WHEREAS, the cost for the proposed services shall not exceed \$60,000.00 without further approval by the Borough Council; and,

WHEREAS, funds for this purpose will be made available in the 2019 budget; and

WHEREAS, the Governing Body issued a Request for Qualifications/Proposals with a response date of December 13, 2018 and received one (1) response for engineer; and,

WHEREAS, the Governing Body reviewed the proposal and Carmela Roberts, P.E. of the firm Roberts Engineering Group, LLC meets all the qualifications; and,

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed upon further action of the Borough Council; and

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Roosevelt and Carmela Roberts, P.E. of the firm Roberts Engineering Group, LLC regarding the above-referenced professional engineering services, as set forth herein.
2. That this contract is awarded pursuant to Fair and Open Process.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-10
MEETING DATE: 01-07-19

**AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL AUDITING
SERVICES TO GERARD STANKIEWICZ, CPA, RMA FOR THE CALENDAR YEAR 2019**

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

WHEREAS, there exists the need for professional auditing services for 2019; and

WHEREAS, the Borough Council wishes to appoint Gerard Stankiewicz, CPA, RMA of Samuel Klein and Company as Borough Auditor effective January 1, 2019; and

WHEREAS, the cost for the proposed services shall not exceed \$25,000.00 without further approval by the Borough Council; and

WHEREAS, funds for this purpose will be made available in the 2019 budget; and

WHEREAS, the Governing Body issued a Request for Qualifications/Proposals with a response date of December 13, 2018 and received one (1) response for auditor; and

WHEREAS, the Governing Body reviewed the proposal and Gerard Stankiewicz, CPA, RMA of the firm Samuel Klein and Company meets all the qualifications; and

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed upon further action of the Borough Council; and

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Roosevelt, in the County of Monmouth, State of New Jersey as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Roosevelt and Gerard Stankiewicz, CPA, RMA of the firm Samuel Klein and Company regarding the above-referenced professional auditing services, as set forth herein.
2. That this contract is awarded pursuant to Fair and Open Process.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-11
MEETING DATE: 01-07-19

AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL BOND COUNSEL SERVICES TO MEGHAN BENNETT CLARK OF THE FIRM GLUCKWALRATH LLP FOR THE CALENDAR YEAR 2019

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

WHEREAS, there exists the need for professional Bond Counsel services in connection with the financing of capital improvements for 2019; and

WHEREAS, the Borough Council wishes to appoint Meghan Bennett Clark of the firm GluckWalrath, LLP as Borough Bond Counsel effective January 1, 2019; and

WHEREAS, the cost for the proposed services shall not exceed \$25,000.00 without further approval by the Borough Council; and

WHEREAS, funds for this purpose will be made available in the 2019 budget; and

WHEREAS, the Governing Body issued a Request for Qualifications/Proposals with a response date of December 13, 2018 and received two (2) responses for bond counsel; and

WHEREAS, the Governing Body reviewed the proposals and Meghan Bennett Clark of the firm GluckWalrath, LLP meets all the qualifications; and

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed upon further action of the Borough Council; and

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement between the Borough of Roosevelt and Meghan Bennett Clark of the firm GluckWalrath, LLP regarding the above-referenced professional bond counsel services, as set forth herein.
2. That this contract is being awarded pursuant to Fair and Open Process.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-12
MEETING DATE: 01-07-19

**AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL PLANNING
CONSULTANT SERVICES TO THOMAS A. THOMAS, P.O., A.I.C.P. OF THOMAS
PLANNING ASSOCIATES, LLC FOR THE CALENDAR YEAR 2019**

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

WHEREAS, there exists the need for professional Planning services for 2019; and

WHEREAS, the Borough Council wishes to appoint Thomas A. Thomas, P.O., A.I.C.P. of the
firm Thomas Planning Associates, LLC as Borough Planner effective January 1, 2019; and

WHEREAS, the cost for the proposed services shall not exceed \$5,000.00 without further
approval by the Borough Council; and

WHEREAS, funds for this purpose will be made available in the 2019 budget; and

WHEREAS, the Governing Body issued a Request for Qualifications/Proposals with a response
date of December 13, 2018 and received one (1) response for planner; and

WHEREAS, the Governing Body reviewed the proposals and Thomas A. Thomas, P.O., A.I.C.P.
of the firm Thomas Planning Associates, LLC meets all the qualifications; and

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed
upon further action of the Borough Council; and

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the
Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement
between the Borough of Roosevelt and Thomas A. Thomas, P.O., A.I.C.P. of the firm
Thomas Planning Associates, LLC regarding the above-referenced professional planning
services, as set forth herein.
2. That this contract is being awarded pursuant to Fair and Open Process.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough
Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

**RESOLUTION NO. 19-13
MEETING DATE: 01-07-19**

**AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL LABOR COUNSEL
TO KERRY E. HIGGINS, ESQ OF MCKENNA, DUPONT, HIGGINS & STONE, P.C. FOR THE
CALENDAR YEAR 2019**

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

WHEREAS, there exists the need for professional Labor Counsel services for 2019; and

WHEREAS, the Borough Council wishes to appoint Kerry E. Higgins, Esq. of the firm
McKenna, Dupont, Higgins & Stone, P.C. as Borough Labor Counsel effective January 1, 2019; and

WHEREAS, the cost for the proposed services shall not exceed \$5,000.00 without further
approval by the Borough Council; and

WHEREAS, funds for this purpose will be made available in the 2019 budget; and

WHEREAS, the Governing Body issued a Request for Qualifications/Proposals with a response
date of December 13, 2018 and received one (1) response for labor counsel; and

WHEREAS, the Governing Body reviewed the proposals and Kerry E. Higgins, Esq. of the firm
McKenna, Dupont, Higgins & Stone, P.C. meets all the qualifications; and

WHEREAS, the anticipated term of this contract is for one (1) year, and it may only be renewed
upon further action of the Borough Council; and

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the
Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Mayor is authorized to execute and the Borough Clerk to attest an Agreement
between the Borough of Roosevelt and Kerry E. Higgins, Esq. of the firm McKenna, Dupont,
Higgins & Stone, P.C. regarding the above-referenced professional planning services, as set
forth herein.
2. That this contract is being awarded pursuant to Fair and Open Process.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough
Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-14
MEETING DATE: 01-07-19

RESOLUTION PROVIDING FOR 2019 TEMPORARY BUDGET APPROPRIATIONS

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

WHEREAS, in the normal operation of business of the Borough of Roosevelt, it will be necessary for making contracts, commitments and payments prior to the adoption of the regular budget for the Borough of Roosevelt, and

WHEREAS revised Statute 40A:4-19 of the State of New Jersey provides that the Governing Body of any municipality may make temporary appropriations to provide for any contract, commitments or payments to be made between the beginning of the budget year, and

WHEREAS, the date of this resolution is within the thirty (30) days of the month of January 2019; and

WHEREAS, the total amount of appropriations hereunder of \$486,971.00 do not exceed twenty-six and one quarter percent (26.25%) of the total budget appropriations of the Borough of Roosevelt for 2018, exclusive of any 2018 appropriations made for debt and capital improvements.

NOW, THEREFORE, BE IT RESOLVED, that the following temporary budget for the Borough of Roosevelt for the year 2019 be adopted, and a certified copy of this resolution be forwarded to the Borough Chief Financial Officer and Treasurer for their records.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

**BOROUGH OF ROOSEVELT
2019 TEMPORARY BUDGET
CURRENT FUND**

GENERAL GOVERNMENT FUNCTIONS

General Administration:	
Salaries and Wages	17,000.00
Data Processing	10,000.00
Other Expenses	4,200.00
Mayor and Council:	
Other Expenses	650.00
Municipal Clerk:	
Salaries and Wages	12,000.00
Other Expenses	3,000.00
Financial Administration:	
Salaries and Wages	10,000.00
Other Expenses	1,500.00
Audit Services:	
Other Expenses	500.00
Revenue Administration (Collection of Taxes):	
Salaries and Wages	6,000.00
Other Expenses	2,400.00
Tax Assessment Administration (Assessment of Taxes):	
Salaries and Wages	2,400.00
Other Expenses	1,000.00
Legal Services and Costs:	
Other Expenses	15,000.00
Engineering Services and Costs:	
Other Expenses	7,000.00

LAND USE ADMINISTRATION

Planning Board:	
Salaries and Wages	1,100.00
Other Expenses	5,000.00
Zoning Officer:	
Salaries and Wages	2,500.00
Other Expenses	200.00

INSURANCE

Purchase of Insurance:	
Unemployment Compensation Insurance	600.00
Liability	8,000.00
Worker Compensation	9,000.00
Employee Group Plans	5,000.00

**BOROUGH OF ROOSEVELT
2019 TEMPORARY BUDGET
CURRENT FUND**

PUBLIC SAFETY FUNCTIONS

Office of Emergency Management:	
Other Expenses	300.00
Aid to Volunteer First Aid	
Other Expenses	4,000.00
School Crossing Guards:	
Salaries and Wages	5,000.00

PUBLIC WORKS FUNCTIONS

Streets and Road Maintenance (Road Repairs and Maintenance):	
Salaries and Wages	13,000.00
Other Expenses	15,000.00
Solid Waste Collection (Garbage and Trash Removal):	
Other Expenses	8,000.00
Public Buildings and Grounds:	
Other Expenses	13,000.00
Vehicle Maintenance:	
Other Expenses	400.00

HEALTH AND HUMAN SERVICES FUNCTIONS

Public Health Services	
Other Expenses	2,300.00
Environmental Commission:	
Salaries and Wages	500.00
Other Expenses	1,000.00
Animal Control:	
Other Expenses	400.00

PARK AND RECREATION FUNCTIONS

Recreation Services and Programs:	
Salaries and Wages	2,500.00
Other Expenses	3,000.00

OTHER COMMON OPERATING
FUNCTIONS

Celebration of Public Events:	
Other Expenses	400.00

CODE ENFORCEMENT

Salaries and Wages	550.00
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HOUSING INSPECTION

Salaries and Wages	750.00
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UTILITY EXPENSE AND BULK PURCHASES

Electricity	1,200.00
Street Lighting	3,000.00
Telephone	1,500.00
Gas (Natural and Propane)	3,000.00
Gasoline	1,200.00

**BOROUGH OF ROOSEVELT
2019 TEMPORARY BUDGET
CURRENT FUND**

LANDFILL/SOLID WASTE DISPOSAL

COSTS

Landfill Tipping Fees:

Other Expenses 10,000.00

STATUTORY EXPENDITURES

Contribution to:

Social Security System (O.A.S.I.) 7,000.00

Recycling Tax 500.00

SHARED SERVICES

Hightstown Shared Services Trash Collection 17,000.00

Police Dispatch/911 - Monmouth County 7,421.00

Millstone Fire Protection Services 15,000.00

Capital Improvement Fund 4,000.00

TOTAL CURRENT FUND 264,971.00

WATER SEWER UTILITY FUND

OPERATING

Other Expenses 180,000.00

DEBT SERVICE

Principal and Interest FHA Loan -1982 9,000.00

NJEIT Loan Interest 8,000.00

NJEIT Loan Principal 25,000.00

TOTAL WATER SEWER UTILITY FUND 222,000.00

GRAND TOTAL 486,971.00

THIS IS TO CERTIFY THAT THIS IS A TRUE AND COMPARED COPY OF A RESOLUTION ADOPTED BY THE BOROUGH COUNCIL OF THE BOROUGH OF ROOSEVELT.

DATED: January 7, 2019

ATTEST:

Kathleen Hart, Borough Clerk

RESOLUTION NO. 19-15
MEETING DATE: 01-07-19

**DESIGNATING OCEAN FIRST BANK AS DEPOSITORY FOR
THE ROOSEVELT MUNICIPAL COURT**

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 designated Millstone Township Municipal Court as the Court facility to be used by the Borough of Roosevelt.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that Ocean First Bank, Freehold Branch, is hereby designated as a depository of this Court and that the Current Account be opened and maintained in the name of the Borough of Roosevelt Municipal Court; and

BE IT FURTHER RESOLVED, that the Honorable Judge and, Sonia Paxtor, Court Administrator, are hereby authorized on behalf of this Court to sign and endorse checks from said account.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-16
MEETING DATE: 01-07-19

**DESIGNATING FIRST CONSTITUTION BANK,
HIGHTSTOWN BRANCH AS DEPOSITORY FOR THE BOROUGH OF ROOSEVELT**

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

BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that First Constitution Bank, Hightstown Branch, is hereby designated as a depository of this Borough during the year 2019; and

BE IT FURTHER RESOLVED that the following accounts are to be maintained at First Constitution Bank:

1. Current Fund
2. Trust Fund
3. General Capital Fund
4. Water/Sewer Operating Fund
5. Water/Sewer Capital Fund
6. Animal Control Fund
7. Disbursement Account
8. Payroll Account

BE IT FURTHER RESOLVED, that the First Constitution Bank, Hightstown Branch is authorized to make payments from the funds of this Borough upon acceptance of written documents signed by three (3) of its following officers: Mayor, Council President, Council Finance Committee Members, Borough Clerk, Treasurer or Chief Financial Officer.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-17
MEETING DATE: 01-07-19

**AUTHORIZING THE ROOSEVELT TAX COLLECTOR TO CANCEL PROPERTY TAX
REFUNDS AND DELINQUENCIES OF LESS THAN \$5.00 PURSUANT TO N.J.S.A. 40A:17.1**

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

WHEREAS, the Roosevelt Finance Department has recommended that the authorization be afforded to the Borough of Roosevelt Tax Collector to cancel any property tax refunds and delinquencies of less than \$5.00 pursuant to the authority granted by the New Jersey Local Fiscal Affairs law, N.J.S.A. 40a:5-17.1, inasmuch as processing of notices of such tax refunds or delinquencies is not cost effective when compared to the amount of funds in question; and

WHEREAS, the Mayor and Council of the Borough of Roosevelt have reviewed said recommendations and find the same to be in the best interest of the Borough of Roosevelt, and further find that such practice is not unreasonable.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, that the Borough of Roosevelt Tax Collector be and is hereby authorized, pursuant to N.J.S.A. 40A:5-17.1, to cancel any property tax refund or delinquency that is less than \$5.00.

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 January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-18
MEETING DATE: 01-07-19

**ESTABLISHING THE RATE OF INTEREST TO BE CHARGED ON
DELINQUENT TAXES AND OTHER MUNICIPAL CHARGES**

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

WHEREAS, the Mayor and Council of the Borough of Roosevelt are empowered pursuant to N.J.S.A. 54:4-67, to fix the rate on interest to be charged for nonpayment of taxes and other municipal charges; and

WHEREAS, the Mayor and Council of the Borough of Roosevelt find that assessment of interest against delinquent municipal taxes and other charges will encourage prompt payment of same by property owners, resulting in more efficient collection of revenues by the Borough of Roosevelt; and

WHEREAS, the Mayor and Council of the Borough of Roosevelt find that it is in the best interest of the citizens of the Borough of Roosevelt to assess such interest.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, that the Tax Collector is hereby authorized to charge the maximum legal rate of interest allowed pursuant to N.J.S.A. 54:4-67 for delinquencies as defined therein, as may be amended and supplemented from time to time, which rates are presently as follows:

Eight percent (8%) interest on delinquencies up to one thousand five-hundred dollars (\$1,500.00);

Eighteen percent (18%) interest on delinquencies equal to or greater than one thousand five-hundred dollars and one cent (\$1,500.01)

provided that no interest shall be charged on payment if any installment is made ten (10) calendar days following the date upon when installment becomes payable.

BE IT FURTHER RESOLVED, that when any delinquency as defined in N.J.S.A. 54:4-67, is in excess of ten thousand dollars (\$10,000.00), the Borough of Roosevelt Tax Collector is hereby authorized to impose the penalty thereon at a minimum legal rate of interest allowed pursuant to N.J.S.A. 54:4, as may be amended and supplemented from time to time, which penalty is presently six percent (6%).

BE IT FURTHER RESOLVED, that the Borough of Roosevelt Water/Sewer Collector is hereby authorized to charge the maximum rate of interest allowed by law for the water/sewer delinquencies, as may be amended and supplemented from time to time, which rate are presently as follows:

Eight percent (8%) interest on delinquencies up to one thousand five-hundred dollars (\$1,500.00);

Eighteen percent (18%) interest on delinquencies equal to or greater than one thousand five-hundred dollars and one cent (\$1,500.01)

provided that no interest be charged if payments of any installments were made within ten (10) calendar days following the date upon when payable.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-19
MEETING DATE: 01-07-19

**AUTHORIZING A SHARED SERVICES AGREEMENT WITH MILLSTONE TOWNSHIP FOR
THE UTILIZATION OF MILLSTONE TOWNSHIP MUNICIPAL COURT
AND RELATED PERSONNEL SERVICES**

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

WHEREAS, N.J.S.A. 2B:12-1(c) and N.J.S.A. 40A:65-1 authorizes a contract between municipalities for the performance and provision of services related to the operation of a Municipal Court and related services.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt as follows:

1. The Mayor and Council of the Borough of Roosevelt thereby authorize a contract for the performance and provision of facilities and services related to the operation of a Municipal Court with the Township of Millstone.
2. The contract provides for the designation of the Millstone Township Municipal Court as the Municipal Court for the Borough of Roosevelt and the utilization of the facilities of the Township of Millstone and services of the officers and employees of the Municipal Court of the Township of Millstone, including but not limited to the Court Administrator, the Municipal Prosecutor and the Municipal Public Defender, and for the establishment and maintenance of any and all accounts and records required by law at the Municipal Court of the Township of Millstone.
3. The compensation paid to the Township of Millstone for the use of its facilities and provisions of the services authorized by this resolution and the contract necessary to implement this resolution shall not exceed \$6,000.00 for the period of January 1, 2019 to December 31, 2019.

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized to execute a Contract for the provision of the above services, a copy of which contract shall be maintained in the Borough Clerk's Office.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

**RESOLUTION NO. 19-20
MEETING DATE: 01-07-19**

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 2019.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that Phyllis Iozzi be appointed the Violation Clerk; and

BE IT FURTHER RESOLVED that Julia Burton, and Cathy Gaertner be appointed to assist the Court Administrator for emergency coverage only; and

BE IT FURTHER RESOLVED that Sonia Paxtor be appointed the Court Administrator for the Borough of Roosevelt; and

BE IT FURTHER RESOLVED that Raymond Raya, Esq. be appointed as Public Defender; and

BE IT FURTHER RESOLVED that Susan L. Solda DeSimone, Esq. be appointed as Municipal Prosecutor; and

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 January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-21
MEETING DATE: 01-07-19

**AUTHORIZING A SHARED SERVICES AGREEMENT
WITH THE TOWNSHIP OF MILLSTONE FOR REPAIR, MAINTENANCE
AND SNOW REMOVAL ON NURKO ROAD FOR THE YEAR 2019**

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

WHEREAS, the Township of Millstone (Millstone) and the Borough of Roosevelt (Roosevelt) (hereinafter collectively referred to as the “Parties”) wish to encourage inter-municipal cooperation and planning with regard to their common interest in the repair and maintenance and snow removal of the street known as Nurko Road; and

WHEREAS, the “Uniform Shared Services and Consolidation Act”, N.J.S.A. 40A:65-1, et seq. authorizes a municipality to contract with any public or private entity for the provision of any service which the municipality itself could provide directly; and

WHEREAS, the Parties have each duly authorized their proper officials to enter into and execute this Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Borough of Roosevelt is hereby authorized to enter into a Shared Services Agreement with the Township of Millstone, pursuant to the “Uniform Shared Services and Consolidation Act”, N.J.S.A. 40A:65-1, et seq., to provide services referenced above.
2. That the Mayor is authorized to execute and the Municipal Clerk to attest to the Agreement.
3. That the Agreement shall not become effective until such time as the governing bodies of both municipalities have duly authorized their appropriate Municipal Officials to execute and attest the attached Agreement, and the Agreement has been duly executed and attested.
4. That a certified copy of this resolution shall be provided to the Millstone Township 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 January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-22
MEETING DATE: 01-07-18

**AUTHORIZING A SHARED SERVICES AGREEMENT
WITH THE TOWNSHIP OF MILLSTONE FOR CERTIFIED RECYCLING COORDINATOR**

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

WHEREAS, the Township of Millstone (Millstone) and the Borough of Roosevelt (Roosevelt) (hereinafter collectively referred to as the “Parties”) wish to encourage inter-municipal cooperation and planning with regard to Certified Recycling Coordinator Services; and

WHEREAS, the “Uniform Shared Services and Consolidation Act”, N.J.S.A. 40A:65-1, et seq. authorizes a municipality to contract with any public or private entity for the provision of any service which the municipality itself could provide directly; and

WHEREAS, the Parties agree that Millstone Township will provide Certified Recycling Coordinator Services to Roosevelt Borough at a cost not to exceed \$200.00 annually; and

WHEREAS, the Parties have each duly authorized their proper officials to enter into and execute this Agreement.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That the Borough of Roosevelt is hereby authorized to enter into a Shared Services Agreement with the Township of Millstone, pursuant to the “Uniform Shared Services and Consolidation Act”, N.J.S.A. 40A:65-1, et seq., to provide services referenced above.
2. That the Mayor is authorized to execute and the Municipal Clerk to attest to the Agreement.
3. That the Agreement shall not become effective until such time as the governing bodies of both municipalities have duly authorized their appropriate Municipal Officials to execute and attest the attached Agreement, and the Agreement has been duly executed and attested.
4. That a certified copy of this resolution shall be provided to the Millstone Township 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 January 7, 2019.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 19-23
MEETING DATE: 01-07-19**

APPOINTING LOCAL REGISTRAR OF VITAL STATISTICS

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

BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that Kathleen Hart
be and is hereby appointed Local Registrar of Vital Statistics commencing January 1, 2019 and ending
December 31, 2019.

NOW THEREFORE BE IT RESOLVED by the Roosevelt Borough Council that this resolution
shall be forwarded to the State Registrar of Vital Statistics, P.O. Box 370, Trenton, New Jersey 08625-0370
and to the appointee.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough
Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

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

**RESOLUTION NO. 19-24
MEETING DATE: 01-07-19**

ACKNOWLEDGING DEPUTY REGISTRAR OF VITAL STATISTICS

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

BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that the appointment by the Local Registrar of Lorraine Maher as Deputy Registrar of Vital Statistics pursuant to N.J.S.A 26:8-17 is hereby acknowledged.

NOW THEREFORE BE IT RESOLVED by the Roosevelt Borough Council that this resolution shall be forwarded to the State Registrar of Vital Statistics, P.O. Box 370, Trenton, New Jersey 08625-0370 and to the appointee.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-25
MEETING DATE: 01-07-19

**APPOINTING COUNCILMEMBERS TO SERVE AS REPRESENTATIVES TO THE VARIOUS
BOARDS AND COMMITTEES OF THE BOROUGH**

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

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt, in the County of Monmouth and State of New Jersey, as follows:

1. That Councilmember _____ shall serve as representative to the Roosevelt Senior Organization.
2. That Councilmember _____ shall serve as representative to the Roosevelt Environmental Commission.
3. That Councilmember _____ shall serve as representative to the Roosevelt Board of Education.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-26
MEETING DATE: 01-07-19

**APPOINTMENT OF A REPRESENTATIVE AND ALTERNATE REPRESENTATIVE
TO THE MONMOUTH COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT
(CDBG)**

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

BE IT RESOLVED, by the Mayor and Council of the Borough of Roosevelt that _____ is hereby appointed as the Monmouth County Community Development Block Grant (CDBG) Representative for the term of one year commencing January 1, 2019 and terminating December 31, 2019; and

BE IT FURTHER RESOLVED, that _____ is hereby appointed as the Monmouth County Community Development Block Grant (CDBG) Alternate Representative for the term of one year commencing January 1, 2019 and terminating December 31, 2019.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

**RESOLUTION NO. 19-27
MEETING DATE: 01-07-19**

**2019 SOFTWARE SUPPORT AND LICENSE AGREEMENT WITH
EDMUNDS & ASSOCIATES, INC.**

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

WHEREAS, the Borough of Roosevelt wishes to maintain a software support and license agreement for the Roosevelt Administrative Offices from Edmunds & Associates, Inc. for CY2019 as follows:

2019 SOFTWARE MAINTENANCE

TAX COLLECTIONS	\$ 2,205.00
FINANCIAL ACCOUNTING	\$ 3,308.00
UTILITY BILLING	\$ 2,316.00
MCSJ WIPP TAX ANNUAL FEE	\$ 1,200.00
MCSJ WIPP UTILITY ANNUAL FEE	<u>\$ 1,200.00</u>
TOTAL	<u>\$10,229.00</u>

WHEREAS, the purchase of goods and services by local contracting units is authorized by Local Public Contracts Laws, N.J.S.40A:11-12; and

WHEREAS, the actual cost for the support agreements listed herein shall be \$10,229.00 for calendar year 2019; and

WHEREAS, the CFO has certified that funds will be available in the 2019 Temporary Budget for the purpose stated in this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Roosevelt, County of Monmouth, State of New Jersey, hereby authorize the Borough Clerk to execute the support agreements for computer software and maintenance as described herein for the calendar year 2019.

BE IT FURTHER RESOLVED that a copy of this Resolution, certified by the Borough Clerk to be a true copy, is forwarded to the following: Edmunds & Associates, Inc., Chief Financial Officer, Treasurer and Tax Collector.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-28
MEETING DATE: 01-07-19

**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 continues the need to host and maintain the Borough website and email accounts; and

WHEREAS, City Connections LLC has provided a price for 2019 of \$ _____; and

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

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Roosevelt hereby accepts the contract from City Connections LLC in the amount of _____ for hosting and maintaining the Borough website and \$ _____ per email account until December 31, 2019.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I hereby certify the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk

RESOLUTION NO. 19-29
MEETING DATE: 01-07-19

DESIGNATING A BOROUGH HISTORIAN FOR THE BOROUGH OF ROOSEVELT

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

BE IT RESOLVED by the Roosevelt Borough Council that _____ shall serve as the Borough Historian.

ROLL CALL:

AYES:

NAYS:

ABSTAIN:

ABSENT:

CERTIFICATION

I HEREBY CERTIFY the foregoing to be a true copy of a resolution adopted by the Borough Council at a meeting held on January 7, 2019.

Kathleen Hart
Borough Clerk