

BOROUGH OF ROOSEVELT
33 N. Rochdale Ave, Roosevelt Borough, NJ 08555

COUNCIL MEETING AGENDA
APRIL 27, 2020 @ 7:00 P.M.

DUE TO THE CORONAVIRUS AND THE NEED FOR SOCIAL DISTANCING, THIS MEETING WILL BE HELD REMOTELY AND AVAILABLE TO THE PUBLIC IN A LIVE FEED. TO ACCESS THE MEETING PLEASE FOLLOW THE INSTRUCTIONS BELOW:

ROOSEVELT BOROUGH is inviting you to a scheduled Zoom meeting.

Topic: ROOSEVELT BOROUGH's Zoom Meeting
Time: Apr 27, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
Topic: ROOSEVELT BOROUGH's Zoom Meeting COUNCIL MEETING 4/27/20 7PM
Time: Apr 27, 2020 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/3251865085?pwd=L1RWNlhPYTZZdUZ5R3piT0NZWHhuUT09>

Meeting ID: 325 186 5085
Password: 968068

One tap mobile
+16465588656,,3251865085#,,#968068# US (New York)
+13126266799,,3251865085#,,#968068# US (Chicago)

Dial by your location
+1 646 558 8656 US (New York)
+1 312 626 6799 US (Chicago)
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US
+1 301 715 8592 US
+1 346 248 7799 US (Houston)

TIME IN _____

Adequate notice of this meeting, as required by Chapter 231, P.L. 1975, has been provided by a public notice on January 6, 2020 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

PUBLIC COMMENT (Agenda items only)

APPROVAL OF MINUTES

- 1. Regular Meeting Minutes – April 13, 2020

CORRESPONDENCE

- 1. Letter from Roberts Engineer, dated April 13, 2020 regarding Stormwater Ordinance amendment
- 2. Letter from Roberts Engineering, dated April 23, 2020 regarding the NJDOT Application for Municipal Aid Grant FY2021

RESOLUTIONS

- Resolution 20-51 Payment of Bills of April 27, 2020
- Resolution 20-52 Resolution Authorizing Roberts Engineering Group, LLC to Solicit Bids for Road Replacement Projects for Nurko Road, Elm Court, and Borough Hall Parking Lot

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

OLD BUSINESS

NEW BUSINESS

- 1. Discussion to Amend Stormwater Ordinance
- 2. Discussion on NJDOT FY2021 Grant – Roads
- 3. Application for License to Rent Residential Property: 11 Pine Drive, Block 3 Lot 15
- 4. Application for License to Rent Residential Property: 18 Farm Lane, Block 8 Lot 17
- 5. Application for License to Rent Residential Property: 26 Farm Lane, Block 8 Lot 21

PUBLIC COMMENT (Any item)

M/Malkin opens the public comment at _____

M/Malkin closes the public comment at _____

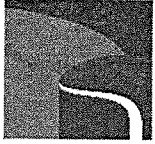
CLOSED SESSION

Resolution 20- 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

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

April 13, 2020

Kathleen Hart, RMC, CMR
Borough Clerk
Borough of Roosevelt
33 North Rochdale Avenue
P.O. Box 128
Roosevelt, New Jersey 08555

Re: NJPDES Stormwater Permit
Stormwater Ordinance
Borough of Roosevelt, Monmouth County, New Jersey
Our File No.: R4102

Dear Kathleen:

As you know, the Borough maintains a Tier A MS4 New Jersey Pollutant Discharge Elimination System (NJPDES) Stormwater Permit and must remain in compliance each year. On March 2, 2020, the NJDEP informed the Borough that the Stormwater Management rules at NJAC 7:8 were amended and this will require the Borough to modify and update its Stormwater Control Ordinance to be consistent with the new rules adopted on March 2, 2020. The Borough must update or replace its stormwater control ordinance in order to remain compliant with its New Jersey Pollutant Discharge Elimination system (NJPDES) Municipal Separate Stormwater System (MS4) Permit.

Attached to this letter please find a copy of the NJDEP notification. The new Stormwater Control Ordinance must be adopted and effective by March 3, 2021. However, I recommend that Borough move forward with this Ordinance as this is the Stormwater Ordinance by which new development must comply.

Prior to adoption of the Ordinance I will review the existing and new to determine whether the current ordinance should be replaced rather than revised, and whether any changes are appropriate to the ordinance for the Borough. My fee to review and modify the ordinance as needed is at a fee not to exceed \$1,500.

Please let me know when I may begin the Stormwater Ordinance update.

If you have any questions, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in cursive script that reads "Carmela Roberts".

Carmela Roberts, P.E., CME
Borough Engineer

Enclosures

cc: Mayor and Council
Ana Debevec, Treasurer



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ENGINEERING GROUP LLC
Women Business Enterprise Certified

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

April 23, 2020

Mayor and Council
Borough of Roosevelt
33 North Rochdale Avenue
Roosevelt, New Jersey 08555

Re: NJDOT Application for Municipal Aid Grant FY2021
Our File No.: R4603

Dear Mayor and Council:

The New Jersey Department of Transportation has announced that it will be accepting applications for the Municipal Aid, Transit Village, Bikeway, and Safe Streets to Transit grant Programs. Applications must be submitted on or before July 1, 2020. I have reviewed the grant programs and recommend the Borough make application under the Municipal Aid Program this year. This year I am recommending that a grant application be submitted for one of the following projects:

1. Improvements to Pine Drive between Tamara Drive and the dead end near the Wastewater Treatment Plant.
2. Improvements to Pine Drive between Tamara Drive and North Rochdale Avenue.
3. Improvements to Tamara Drive between Pine Drive and South Rochdale Avenue.

The roads outlined above require mill and overlay with base repairs as necessary. In addition, deteriorated curbs will be replaced as necessary, existing storm drain inlets will be upgraded to meet NJDOT Bicycle Safe Standards and NJDEP Stormwater Regulations, and curb ramps will be reconstructed to meet current ADA standards.

I am prepared to move forward with preparation of an application and request authorization at your next available Council Meeting. Our cost to prepare the application will be at a cost not to exceed \$4,000.00.

Should you have any questions, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in cursive script that reads "Carmela Roberts".

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

CC: Kathleen Hart, RMC, CMR, Borough Clerk
George Lang, Borough CFO
Ana Debevec, Borough Treasurer
Cameron Corini, PE, CME, Roberts Engineering Group, LLC

**RESOLUTION NO. 20-51
MEETING DATE: 04-13-2020**

PAYMENT OF BILLS FOR APRIL 27, 2020

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 April 27, 2020.

Kathleen Hart
Borough Clerk

April 23, 2020
12:08 PM

BOROUGH OF ROOSEVELT
Bill List By Vendor Name

4-27-20 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								
	20-00216	03/30/20	PANSIES AND FERTILIZER	Open	51.96	0.00		
BILLW005 BILL WAGNER & SON, INC.								
	20-00224	04/01/20	HEATER-CHEMICAL ROOM @ S/P	Open	1,300.00	0.00		
BOROU005 BOROUGH OF HIGHTSTOWN								
	20-00261	04/20/20	SOLID WASTE CONTRACT:APR 2020	Open	5,682.77	0.00		
	20-00271	04/22/20	LANDFILL TIPPING FEES:MAR 2020	Open	2,129.73	0.00		
					<u>7,812.50</u>			
CENTR005 CENTRAL JERSEY WASTE &								
	20-00030	01/21/20	2020 RECYCLING CONTRACT	Open	2,970.00	0.00		B
CMRSF005 CMRS-FP								
	20-00263	04/22/20	POSTAGE FOR POSTAGE METER	Open	300.00	0.00		
CROSS005 CROSS OVER NETWORKS, LLC								
	20-00135	02/20/20	2020 OFF-SITE SERVER BACKUPS	Open	35.00	0.00		B
	20-00136	02/20/20	2020 OFF-SITE EDMUNDS BACKUP	Open	12.45	0.00		B
	20-00137	02/20/20	2020 TEAMVIEWER ANTI-VIRUS	Open	35.00	0.00		B
	20-00138	02/20/20	2020 IT SERVICES	Open	103.00	0.00		B
	20-00139	02/20/20	2020 EMAIL ARCHIVING	Open	115.00	0.00		B
					<u>300.45</u>			
DONAT005 DONATO, ESQ., MICHELE								
	20-00265	04/22/20	NAZAROV APPLIC RWV 2/28,3/3/20	Open	94.05	0.00		
	20-00266	04/22/20	PLANNING BOARD 2/18-3/31/20	Open	538.60	0.00		
					<u>632.65</u>			
GANNE005 GANNETT NJ NEWSPAPERS								
	20-00252	04/17/20	MAR 2020 NOTICES	Open	801.45	0.00		
JCPL0005 JCP & L								
	20-00277	04/22/20	MAR 2020 ELECTRIC SERVICE	Open	963.06	0.00		
LYONS005 LYONS ENVIRONMENTAL SERV, LLC								
	20-00245	04/17/20	ADDT'L SERVICES-3/19/20	Open	222.65	0.00		
MAINP005 MAIN POOL & CHEMICAL CO., INC.								
	20-00210	03/25/20	SEWER-3/18/20 DELIVERY	Open	3,370.40	0.00		
MONMO015 MONMOUTH COUNTY OFFICE OF								
	20-00272	04/22/20	2020 SHARED SERVICE FEE	Open	7,569.00	0.00		
MONMO010 MONMOUTH COUNTY SCAT								
	20-00278	04/22/20	SCAT SERVICES:1/Q/2020	Open	1,240.00	0.00		

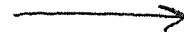
Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
MONMO025 MONMOUTH COUNTY-COUNTY TAX	20-00273	04/22/20	2/Q/2020 COUNTY TAXES	Open	53,219.76	0.00		
MONMO035 MONMOUTH COUNTY-HEALTH TAX	20-00275	04/22/20	2/Q/2020 HEALTH TAXES	Open	1,071.77	0.00		
MONMO030 MONMOUTH COUNTY-LIBRARY TAX	20-00274	04/22/20	2/Q/2020 LIBRARY TAXES	Open	3,807.08	0.00		
MONMO040 MONMOUTH COUNTY-OPEN SPACE TAX	20-00276	04/22/20	2/Q/2020 OPEN SPACE TAXES	Open	6,141.63	0.00		
NJADV005 NJ ADVANCE MEDIA	20-00244	04/17/20	LEGAL NOTICES-4/3/20	Open	6.96	0.00		
PASSA005 PASSAIC VALLEY SEWERAGE	20-00256	04/20/20	SLUDGE DISPOSAL-MAR 2020	Open	658.00	0.00		
PETTY005 PETTY CASH	20-00236	04/09/20	REIMBURSE PETTY CASH	Open	47.00	0.00		
	20-00238	04/13/20	REIMBURSE PETTY CASH	Open	14.37	0.00		
					<u>61.37</u>			
PSEGC005 PSE & G CO.	20-00257	04/20/20	MAR 2020 GAS SERVICE	Open	480.98	0.00		
ROBER005 ROBERTS ENGINEERING GROUP, LLC	18-00693	10/02/18	ROAD IMPROV:HOMESTEAD & CEDAR	Open	1,076.25	0.00		B
	20-00088	02/05/20	2019 CERT STORMWATER PERMIT	Open	380.00	0.00		B
	20-00258	04/20/20	DRBC YEARLY WATER AUDIT	Open	1,773.75	0.00		
	20-00259	04/20/20	GENERAL SEWER 3/2-3/19/20	Open	1,037.00	0.00		
	20-00260	04/20/20	MISC ENGINEERING 2/24/20 AT&T	Open	371.25	0.00		
	20-00264	04/22/20	NAZAROV APPLIC RWV 2/24-3/3/20	Open	1,008.75	0.00		
					<u>5,647.00</u>			
RUSSE005 RUSSELL REID, INC.	20-00132	02/19/20	2020 SLUDGE REMOVAL	Open	821.80	0.00		B
SOBEL005 SOBEL HAN & CANNON, LLP	20-00279	04/23/20	LEGAL SERVICES-FEB 2020	Open	2,500.00	0.00		
	20-00280	04/23/20	FEB 2020 SERV-HILLTOP SWIM	Open	525.00	0.00		
	20-00281	04/23/20	FEB 2020 SERV-ELLENTUCK	Open	450.00	0.00		
					<u>3,475.00</u>			
SUTPH005 SUTPHEN MEMORIAL, INC.	20-00025	01/17/20	2020 CEMETERY MANAGEMENT	Open	775.00	0.00		B
THEHO010 THE HOME DEPOT	20-00242	04/17/20	MISC SUPPLIES FOR BORO HALL	Open	131.58	0.00		
TREAS010 TREASURER, STATE OF NJ	20-00268	04/22/20	2019 EFFLUENT VIOLATION	Open	2,000.00	0.00		

April 23, 2020
12:08 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
USBAN010 U.S. BANK OPERATIONS CENTER								
	20-00269	04/22/20	2011 MCIA-BOND INTEREST PYMT	Open	25,449.97	0.00		
	20-00270	04/22/20	2012 MCIA-BOND INTEREST PYMT	Open	<u>6,549.97</u>	0.00		
					31,999.94			
VERIZ005 VERIZON								
	20-00251	04/17/20	609-448-0539 MAR 2020	Open	240.80	0.00		
	20-00267	04/22/20	609-443-1440 MAR 2020	Open	<u>92.55</u>	0.00		
					333.35			
VERIZ010 VERIZON FIOS								
	20-00249	04/17/20	INTERNET:BORO HALL-4/1 BILL	Open	144.99	0.00		
WATCH005 WATCHUNG SPRING WATER CO., INC								
	20-00250	04/17/20	WATER+RENTAL:DELIV 3/25/20	Open	36.36	0.00		
WEBHA005 WEB HAULING & DISTRIBUTION, INC								
	20-00222	04/01/20	PUMP LAKE DR PUMP PIT 3/25/20	Open	233.13	0.00		
Total Purchase Orders: 48 Total P.O. Line Items: 0 Total List Amount:					138,579.82	Total Void Amount:	0.00	



TOTAL CARRIED FORWARD FROM BILL LIST 138,579.82

MANUAL CHECKS

CK# 10849	POSTMASTER (BRANCH PICKUP FLYER)	71.43	
CK# 10851	U.S.BANK CUST/PRO CAP8 (OUTSIDE REDEMPTION)	6,347.27	<u>6,418.70</u>

GRAND TOTAL OF 4/27/20 BILL LIST 144,998.52

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
	0-01	94,264.24	0.00	94,264.24	0.00	0.00	94,264.24
	0-09	<u>42,136.53</u>	<u>0.00</u>	<u>42,136.53</u>	<u>0.00</u>	<u>0.00</u>	<u>42,136.53</u>
Year Total:		136,400.77	0.00	136,400.77	0.00	0.00	136,400.77
	C-04	1,076.25	0.00	1,076.25	0.00	0.00	1,076.25
	T-12	1,102.80	0.00	1,102.80	0.00	0.00	1,102.80
Total of All Funds:		<u><u>138,579.82</u></u>	<u><u>0.00</u></u>	<u><u>138,579.82</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>138,579.82</u></u>

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

**RESOLUTION NO. 20-52
MEETING DATE: 04-27-2020**

**RESOLUTION AUTHORIZING ROBERTS ENGINEERING GROUP, LLC
TO SOLICIT BIDS FOR ROAD REPLACEMENT PROJECTS FOR
NURKO ROAD, ELM COURT, AND BOROUGH HALL PARKING LOT**

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

WHEREAS, on or about February 21, 2018, the New Jersey Department of Transportation (“NJDOT”) awarded the Borough of Roosevelt, County of Monmouth, State of New Jersey (the “Borough”) a municipal aid grant in the amount of \$350,000 to make certain road improvements to Nurko Road and Elm Court (the “Road Replacement Project”); and

WHEREAS, the Borough previously authorized the Borough Engineer to include certain necessary improvements to the Borough Hall parking lot in the Road Replacement Project for reasons of economy and efficiency; and

WHEREAS, the Borough must make an award of a contract to complete the Road Replacement Project on or before August 21, 2020, or the Borough will forfeit the NJDOT’s municipal aid grant and jeopardize the Borough’s eligibility for future NJDOT grant funding; and

WHEREAS, the Borough Engineer has prepared plans and bid specifications for the Road Replacement Project; and

WHEREAS, the costs of the within contemplated bid solicitation will be paid from funds allocated for that purpose, and for which the Borough CFO has certified funding is available;

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 advertise and solicit bids from qualified contractors for the construction of certain improvements to Nurko Road, Elm Court, and the Borough Hall parking lot.

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 April 27, 2020.

Kathleen Hart
Borough Clerk