

**BOROUGH OF ROSELLE  
MAYOR AND COUNCIL  
WORKSHOP MEETING MINUTES  
SEPTEMBER 13, 2023 – 6:30 P.M.**

Mayor Donald Shaw called the Workshop Meeting of the Mayor and Council of the Borough of Roselle, Union County, New Jersey held on September 13, 2023 at 6:30 p.m. The flag salute was done and the invocation was given by Reverend Jones.

Borough Clerk Sanchez read into the record the “Open Public Meetings Act” compliance statement.

**STATEMENT OF COMPLIANCE**

The requirements of N.J.S.A. 10:4-6 et seq., the “Sunshine Law” has been met. A notice of this meeting was sent to the Star Ledger, published in the Home News Tribune on December 23, 2022, posted on the Bulletin Board in Borough Hall and on the Borough’s website and filed in the Office of the Municipal Clerk.

**ROLL CALL**

**Present:**

Honorable Cynthia Johnson	(3 <sup>rd</sup> Ward
Honorable Cindy Thomas	(4 <sup>th</sup> Ward)
Honorable John Fortuna	(5 <sup>th</sup> Ward)
Honorable Brandon Bernier	(2 <sup>nd</sup> Ward/Council President)
Honorable Donald Shaw	(Mayor)

**Also Present:**

Lisette Sanchez, Borough Clerk  
Shanel Robinson, Acting Borough Administrator  
Mohamed Jalloh, Esq.

**Absent:**

Honorable Richard Villeda	(1 <sup>st</sup> Ward)
Honorable Denise Wilkerson	(At-Large)

**PUBLIC COMMENT**

Mayor Shaw opened up the public comment portion of the meeting.

1. **Vincent Blake** 419 Drake Avenue expressed his concerns about a Borough tree in front of his property which blocks his sewer line and asked for assistance.

Seeing no one else come forward, Mayor Shaw closed the public comment.

**DEPARTMENT REPORTS**

**Administration** - Shanel Robinson, Acting Borough Administrator reported the following for the month of August 2023:

- Grant Writer Dave Biunno is excused from giving his in-person report and confirmed that Mr. Biunno has filed the three grants

**Human Resources** – Human Resources Coordinator Kheesha Walls reported the following for the month of August 2023:

- Scheduled interviews for the position of Recreation Director
- Scheduled interviews for Keyboarding Clerk 1 position.
- Deputy Court Administrator candidate selected and resolution pending approval.
- Issued employee communications and rollout of mandatory trainings for Cyber Security and Sexual Harassment training for all employees
- Sent communication to Division / Department Heads implementing Employee Performance Reviews for the period covering January 1, 2023 through June 30, 2023
- Participated in onboarding session of twenty-two Crossing Guards
- Distributed Benefits Open Enrollment communications to employees. Scheduled meeting with benefits vendors and benefits broker.
- Processed two Laborer 1 candidates for the Clean Communities grant program
- Personnel File Management on-going
- Received applicant responses for the positions of Police Officer and Firefighter
- Addressed multiple employee relations, HR and Payroll issues/questions with staff and OPEIU

**Code Enforcement** – Code Enforcement Officer Valeria Watson reported the following for the month of August 2023:

**Residential and Commercial Properties:**

- Revenue for COs: \$2,600.00
- Rental Registrations: \$100.00
- Vacant Properties: \$0
- Zoning: \$930.00
- High grass violations: 53
- Exteriors Maintenance violations: 23
- Interior Maintenance violations: 2
- Tree Violations: 1
- Garbage & Debris Violations: 5
- Vehicle Violations: 2
- Bulk Violations: 2
- Miscellaneous Complaints: 3
- Zoning Inspections: 33
- Summonses: 17

**Economic & Housing Development** – Redevelopment Coordinator Victor Klymenko reported the following for the month of August 2023:

- 118 Roselle Properties Urban Renewal, LLC is proceeding with condemnation process and Court appointed commissioners to rule on financial matters no later than February 5, 2024
- FOYA Group (IHOP) completed all documentation (financial agreement and PILOT), executed all agreements, and will fence the lot next week for ground breaking
- St. Georges' Redevelopment – Financial reviews and redevelopment matters under final discussions with redeveloper and Proformas now available
- VASCO Ventures - Owner prepared unacceptable construction plans for developing property at 792 E 3rd. Redevelopment counsel to again discuss plans for demolition and redevelopment
- Rose Homes: 3 undersized lot applications were signed by the Assistant Borough Administrator and will move forward to Planning Board for approval
- Park Apartments: Phase V now financed and under construction
- Wood Avenue Dunkin Donuts is moving to Zoning Board for review of their refiled application
- WAWA open resolution compliance matters: Colliers is pursuing as built reviews, and are monitoring environmental items that the Borough is responsible to handle
- SuperFresh supermarket is being worked on and moving forward

**Engineering** – Borough Engineer Carol O'Brien reported the following for the month of August 2023:

- 2021 NJDOT Roadways – Drake and W. 4th – Final closeout documents for DOT
- 2022 NJDOT and CDBG Year 48 – Project complete and in process of closeout
- Utility Company Construction-ETG completed paving
- Arminio Field House - Work is complete and signs have been installed. Contractor addressing minor punch list items. Pad for fitness station completed and equipment installation end of September/early October
- Traffic Safety Meeting – 4-way stop study being conducted – Pine & 5th, Walnut and 7th, Rivington and 10th, Harrison and 7th, Thompson Avenue
- Additional areas being looked at to address speeding and accidents – PD provided speed data and crash history, overall study contemplated, 3rd Avenue by school received
- Poplar Park – Contractor's site work is complete. Received quote for fence replacement
- Capital Budget request authorized for 2023 NJDOT Road Project, 2023 Roadways, CDBG Yr-49, Home Terrace Park
- Storm and Sanitary Sewer Assessments and repair
- Community Rating System 5-year Recertification
- Tax Map update – work currently in process

**OEM** – OEM Coordinator Reverend Roy Jones reported the following for the month of August 2023:

- Roselle OEM is still looking for ways to increase efficiency and operation and is seeking an Assistant Secretary to help with administrative duties
- Expanding organization with new and improved membership drive and team
- OEM Members are encouraged to take FEMA training and other training classes
- Put together a new Organization Flow Chart System
- Putting together a survey of all OEM to seek suggestions to improve Roselle OEM
- Morale has dropped in part to not having an operational area to carry out and house the various tasks which the OEM organization must handle
- Requesting to use the old RVAC as a charging location for OEM radios
- The emergency Operations Plan received department signoffs so the final plan can be drawn up
- Four new members are being followed up as possible members

**Police Department** – Captain Helder Freire reported the following for the month of August 2023:

- Interviewed new applicants for the Clerk I position
- National Night Out Against Crime 2023 was successful
- Enrolled four new GAP Waiver Police Applicants into the Police Academy
- Switched over to new phone system
- Hired and trained crossing guards for new school year
- Conducted new hire police officer orientation
- In-house training for new officers
- New school year prep and messaging / school safety
- Security for Uptown Vibes and Movie Nights
- St. Joseph the Carpenter School parent meet and greet event
- Preparing for Rolling Thunder MC event on 9/17/23
- Trained new Clerks
- Coordinated install of new controllers in various traffic light locations
- Drunk Driving Patrol (Grant – Drive Sober or Get Pulled Over)
- Calls for Service: 2,687
- Area Checks/ Park & Walks: 823
- M. V. Accidents: 105
- Drunk Drivers: 9
- Ambulance: 173
- Summons Issued for August: 1,366
- Call Taking Time: 3 min 50 seconds
- Call Holding Time: 40 seconds
- Response Time: 2 min 10 seconds

**Fire Department** – Battalion Chief Christopher Laba reported the following for the month of August 2023:

- Total ambulance calls for 2023: 1,745
- Total fire alarms for 2023: 1,534
- Total ambulance collection for August 2023: \$34,711.83
- Total ambulance collection for 2023: \$282,589.63
- Smoke alarm/CO detectors/fire extinguisher certs: 22
- Multiple dwellings: 70
- Violations issued (failed): 19
- Certificate of Inspection issued (passed): 37
- Inspection worksheets generated: 53
- Permit and Registration Fee Payments: \$16,341.00
- Trying to set up a date for CPR Training

**Department of Public Works** – Assistant Supervisor Jermaine Randle reported the following for the month of August 2023:

- Removed a tree on 55 Alison Road and on Clover Street as well as several tree stumps
- Upgraded the lighting outside of the Amalfe Community Center
- Vegetation and tree parts are being picked up
- Trash and recycle are being picked up
- Made vehicle repair to one of the garbage trucks
- Working with the Roselle Police Department to update defibrillators in the Borough
- Received quotes to have DPW buildings upgraded such as the salt dome, storage building

**PRESENTATIONS** - None

**CLOSED EXECUTIVE SESSION**

**RESOLUTION NUMBER 2023-302**

**RESOLUTION AUTHORIZING A CLOSED (EXECUTIVE SESSION)**

**WHEREAS**, Section 8 of the Open Public Meeting Act, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough of Roselle Council, County of Union, State of New Jersey, as follows:

1. The public shall be excluded from discussions of and action hereinafter specified as:

Page 5 of 20

- Personnel Matters
- Contract Negotiations
- Contractual Matters
- Litigation Matters
- Matters Falling Within Attorney Client Privilege

2. It is anticipated at this time, the above stated subject matters will be made public when it is determined that the need for confidentiality no longer exists.

This resolution shall take effect immediately.

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop Meeting of said Council held on September 13, 2023.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey this 13<sup>th</sup> day of September 2023.

**No action taken on Resolution 2023-302.**

## **RESOLUTIONS**

### **RESOLUTION NUMBER 2023-303**

#### **RESOLUTION APPROVING THE FILING OF A 2024 NEW JERSEY DEPARTMENT OF TRANSPORTATION, ROSELLE BIKEWAY STATEN ISLAND RAPID TRANSIT PROJECT GRANT APPLICATION**

**WHEREAS**, the New Jersey Department of Transportation (NJDOT) has grant funds available through its 2024 Bikeway Program and the Borough of Roselle is eligible to apply for this grant opportunity to construct a bikeway and pedestrian path along the former Staten Island Rapid Transit (SIRT) Railway line and Right of Way that runs through the Borough from its western border with Cranford to its eastern border with Linden; and

**WHEREAS**, this project will support expanded means and methods for connectivity, transportation and passive recreation with the Borough of Roselle and Union County through its Union County Parks Master Plan, Union County Connects “Rails to Trails” Program; and

**WHEREAS**, the Mayor and Council of the Borough of Roselle are in support of the NJDOT 2024 Bikeway Program and wish to file an application in the amount of \$190,000 for its SIRT Bikeway Project; and

**WHEREAS**, there is no requirement for matching funds for the NJDOT 2024 Bikeway Grant Program; and

**WHEREAS**, an application for NJDOT Safe Routes to School Grant funds may not be filed nor funds spent in a municipality without authorization by the Governing Body:

**NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Roselle, County of Union, State of New Jersey, formally approve the grant application for the above stated project.**

1. BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as **Bikeway-2024-SIRT Project-00035** to the New Jersey Department of Transportation on behalf of the Borough of Roselle.
2. BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Roselle and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves execution of the grant agreement.
3. BE IT FURTHER RESOLVED that a copy of this Resolution shall be sent to the Commissioner of the New Jersey Department of Transportation.
4. BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

#### **CERTIFICATION**

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop Meeting of said Council held on September 13, 2023.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey this 13th day of September, 2023.

My signature, the Clerk's seal, and the signature of the Mayor serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve execution of the grant agreement as authorized by the resolution above.

#### **RESOLUTION NUMBER 2023-304**

#### **RESOLUTION AUTHORIZING PARTICIPATION IN THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS REVITALIZATION PLAN 2024 PROGRAM**

**WHEREAS**, the New Jersey Department of Community Affairs (NJDCA) has funds available through its Revitalization Plan 2024 Program (RPP) funded through the American Rescue Plan to strengthen the ability of municipalities to revitalize and improve declining neighborhoods through the planning and implementation of strategies that will serve as a catalyst for economic development and encourage private development; and

**WHEREAS**, RPP grant funds may be used for the planning and administration of RPP activities that align with the priorities articulated in the State of New Jersey 2021 Recovery Plan Performance Report, including, but not limited to, the provision of equal access to appropriate public services; promoting equity for underserved, marginalized and adversely affected groups by direct programs to prioritize economic and racial equity; Small Business Stimulus; environmental equity; housing opportunities; and

**WHEREAS**, the Mayor and Municipal Council of the Borough of Roselle are in support of the NJDCA Revitalization Plan 2024 Program, which will provide a grant of \$250,000 to continue the revitalization of Chestnut Street from First Avenue to Fourth Avenue and its surrounding areas; and to extend this Chestnut Street revitalization plan to Twelfth Avenue; and

**WHEREAS**, the RPP grant program does not require a cash match; and

**WHEREAS**, an application for such funds may not be filed nor funds spent in a municipality without authorization by the Governing Body; and

**WHEREAS**, the Mayor and Municipal Council of the Borough of Roselle endorse and support the RPP grant application because of the economic, safety, health and environmental benefits to our municipality, and it is in the best interests of the residents of the Borough of Roselle.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Municipal Council of the Borough of Roselle hereby approve the filing of a grant application for the NJDCA Revitalization Plan 2024 Program.

**BE IT FURTHER RESOLVED**, that the signature of the Mayor, Borough Administrator and/or any other municipal official, or their successors in said titles, which is required on the grant application and grant agreement, and any other documents necessary in connection therewith, is hereby authorized.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

#### **CERTIFICATION**

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by



the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop Meeting held of said Council held September 13, 2023.

**IN WITNESS WHEREOF**, I have hereunder set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey this 13<sup>th</sup> day of September 2023.

**RESOLUTION NUMBER 2023-305**

**RESOLUTION AUTHORIZING PARTICIPATION IN THE  
GREENING UNION COUNTY 2023 GRANT PROGRAM**

**WHEREAS**, the Union County Board of Commissioners has established a program to plant new trees throughout Union County that will lower air pollution, improve air quality and improve the overall quality of life; and

**WHEREAS**, under the guidelines for this program the County of Union will match every tree purchased by each participating municipality; and

**WHEREAS**, the Borough of Roselle has been designated as a “Tree City USA” and maintains an active program to plant new trees on an annual basis; and

**WHEREAS**, funds not to exceed \$5,000 are available in the FY2023 Borough of Roselle municipal budget to purchase tree saplings, which will thereby enable the County of Union to double the number of trees planted this year in the Borough of Roselle at no additional cost as part of the 2023 Greening Union County Grant Program

**NOW, THEREFORE, BE IT RESOLVED** that the Municipal Council of the Borough of Roselle hereby approves participation in the FY2023 Greening Union County Grant Program and the Union County Board of Commissioners is hereby commended for continuing this important environmental program.

**BE IT FURTHER RESOLVED**, that the signature of the Mayor and/or any other municipal official, or their successors in said titles, which is required on the grant application and grant agreement, and any other documents necessary in connection therewith, is hereby authorized.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately.

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop Meeting held of said Council held September 13, 2023.

**IN WITNESS WHEREOF**, I have hereunder set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey this 13th day of September 2023.

**RESOLUTION NUMBER 2023-306**

**RESOLUTION HIRING PART TIME SEASONAL LABORERS  
UNDER THE PROVISIONS OF THE CLEAN COMMUNITIES GRANT  
AT A RATE OF \$14.13 PER HOUR**

**WHEREAS**, there is a need in the Borough of Roselle to supplement its workforce with seasonal, part-time laborers on a temporary basis in the position of Laborer 1; and

**WHEREAS**, the following applicants were interviewed and judged to be qualified for employment in the title of Laborer 1 under the provisions of the Clean Communities grant-funded program:

1. Rachel Alvarez
2. Julian Alviles
3. Layla Colvin

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Roselle that the aforementioned individuals are hereby appointed to the position of Laborer 1, on a part-time, seasonal basis at a maximum of 15 hours per week with a hourly rate of \$14.13 per hour, to be paid through funding and provisions of the Clean Communities grant. Said individuals to be supervised by the Department of Public Works in the Borough of Roselle, effective Thursday, September 14, 2023. The end date for said Laborer assignments is January 24, 2024, or upon reaching funding capacity, whichever should occur first.

**BE IT FURTHER RESOLVED**, that the hiring of said Laborers is subject to the satisfactory completion of a criminal background check, the initial cost of which is to be borne by employees and will be reimbursed by the Borough so long as the check is satisfactory and employment is continued.

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey, at a Workshop Meeting of said Council held September 13, 2023.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey, this 13<sup>th</sup> day of September, 2023.

**RESOLUTION NUMBER 2023-307**

**RESOLUTION ACKNOWLEDGING END OF SEASONAL TEMPORARY LABORERS' ASSIGNMENT**

**WHEREAS**, the following employees were hired as Part Time Seasonal Temporary Laborers in the Department of Public Works, and

<b>Name</b>	<b>Name</b>
1. Kanye Crockett	5. Jahrad Shepherd
2. Tyresse Harrington	6. Jay Watson
3. Dontay Payne	7. Jonathan Walker
4. Anthony Pottinger	8. Andre Williams

**WHEREAS**, the services of said employees are no longer required by the Borough of Roselle. Therefore, the temporary work assignments of said employees ended as follows:

<b>Name</b>	<b>Effective Date</b>
1. Kanye Crockett	September 8, 2023
2. Tyresse Harrington	August 29, 2023
3. Dontay Payne	September 8, 2023
4. Anthony Pottinger	August 25, 2023
5. Jahrad Shepherd	September 7, 2023
6. Jay Watson	August 18, 2023
7. Jonathan Walker	August 25, 2023
8. Andre Williams	September 7, 2023

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Roselle, hereby acknowledges the end of the Part Time Seasonal Temporary Laborers assignments effective specific date above.

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop Meeting of said Council held September 13, 2023.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey this 13<sup>th</sup> day of September, 2023.

**RESOLUTION NUMBER 2023-308**

**RESOLUTION ACKNOWLEDGING THE RESIGNATION OF  
DAMIEN JOHNSON OF THE DEPARTMENT OF PUBLIC WORKS**

**WHEREAS**, Damien Johnson has notified the Borough of Roselle that he will be resigning from the position of Truck Driver of the Borough of Roselle's Department of Public Works, and

**WHEREAS**, Damien Johnson submitted a letter of resignation dated September 1, 2023 to be effective September 1, 2023.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Roselle, hereby acknowledges the resignation of Damien Johnson effective September 1, 2023.

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop Meeting of said Council held September 13, 2023.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey this 13<sup>th</sup> day of September, 2023.

**RESOLUTION NUMBER 2023-309**

**RESOLUTION ACKNOWLEDGING THE RESIGNATION OF  
TRAVELLE JACKSON OF THE DEPARTMENT OF PUBLIC WORKS**

**WHEREAS**, Travelle Jackson has notified the Borough of Roselle that he will be resigning from the position of Laborer 1 of the Borough of Roselle's Department of Public Works, and

**WHEREAS**, Travelle Jackson submitted a letter of resignation dated August 25, 2023 to be effective September 8, 2023.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Roselle, hereby acknowledges the resignation of Travelle Jackson effective September 8, 2023.

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop Meeting of said Council held September 13, 2023.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey this 13<sup>th</sup> day of September, 2023.

**RESOLUTION NUMBER 2023-310**

**RESOLUTION ACKNOWLEDGING THE RESIGNATION OF**

Page 12 of 20

## **AASIYAH MATHIS OF THE DEPARTMENT OF PUBLIC WORKS**

**WHEREAS**, Aasiyah Mathis has notified the Borough of Roselle that she will be resigning from the position of Laborer 1 of the Borough of Roselle's Department of Public Works, supporting the Clean Communities initiative and

**WHEREAS**, Aasiyah Mathis submitted a letter of resignation dated August 31, 2023 to be effective August 31, 2023.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Roselle, hereby acknowledges the resignation of Aasiyah Mathis effective August 31, 2023.

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop Meeting of said Council held September 13, 2023.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey this 13<sup>th</sup> day of September, 2023.

### **RESOLUTION NUMBER 2023-311**

#### **RESOLUTION HIRING PART TIME SEASONAL LABORERS IN THE DEPARTMENT OF PUBLIC WORKS AT A RATE OF \$18.00 PER HOUR**

**WHEREAS**, there is a need in the Department of Public Works to supplement its workforce with seasonal, part-time laborers on a temporary basis in the position of Laborer 1; and

**WHEREAS**, the following applicants were interviewed and adjudged to be qualified for employment in the title of Laborer 1 with the aforementioned terms and conditions within the Department of Public Works:

- |    |                 |    |                |
|----|-----------------|----|----------------|
| 4. | Kelvin Carter   | 7. | Adjei Lomo     |
| 5. | Steve Dale      | 8. | Venegas Mendez |
| 6. | Theodore Gilder | 9. | Noroy Theodore |

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Roselle that the aforementioned individuals are hereby appointed to the position of Laborer 1, on a part-time, seasonal basis at an hourly rate of \$18.00 per hour in the Department of Public Works in the Borough of Roselle, effective Thursday, September 14, 2023 through March 13, 2024, subject to the successful completion of the ninety (90) day working test period; and

**BE IT FURTHER RESOLVED**, that the hiring of said Laborers is subject to the satisfactory completion of a criminal background check, the initial cost of which is to be borne by employees and will be reimbursed by the Borough so long as the check is satisfactory and employment is continued. A waiver of the Borough's residency requirement is granted for Noroy Theodore.

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey, at a Workshop Meeting of said Council held September 13, 2023.

**Motion to adopt Resolution Numbers 2023-303 through 2023-311 by Council President Bernier, second by Councilman Fortuna.**

<b>Vote Record –(Resolution Nos. 2023-303 through 2023-311)</b>				
	Ayes	Nays	Abstain	Absent
Councilman Villeda				X
Councilwoman Johnson	X			
Councilwoman Thomas	X			
Councilman Fortuna	X			
Councilwoman Wilkerson				X
Council President Bernier	X			
<input checked="" type="checkbox"/> <b>Adopted</b> <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

### **RESOLUTION NUMBER 2023-312**

#### **RESOLUTION APPROVING SETTLEMENT**

**WHEREAS**, a civil action entitled Celeste Sitarski v. Borough of Roselle, Docket No. UNN-L-3628-20, was filed with the Superior Court of New Jersey, Law Division, Union County; and

**WHEREAS**, prior to trial and through the mediation process, the parties reached an agreement for settlement of all claims in the amount of \$35,000, which sum is to be paid by Public Entity Joint Insurance Fund, the Joint Insurance Fund of which the Borough of Roselle is a member, on behalf of the Borough of Roselle; and

**WHEREAS**, settlement of this matter for the aforementioned sum has been handled by the Public Entity Joint Insurance Fund as well as defense counsel assigned by Public Entity Joint Insurance Fund; and

**WHEREAS**, the Public Entity Joint Insurance Fund’s outside defense counsel has recommended that this litigation be settled for the amount of \$35,000 to avoid the cost, disruption and uncertainty of further litigation; and

**WHEREAS**, the Public Entity Joint Insurance Fund is in agreement with the recommendation of outside defense counsel.

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Roselle that the aforementioned settlement is hereby authorized; and

**BE IT FURTHER RESOLVED** that the Mayor, Borough Clerk and any other appropriate officials be and are hereby authorized to execute such documents as necessary to implement the foregoing in a form satisfactory to the Borough Attorney.

I, Lisette Sanchez, Borough Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop Meeting of said Council held September 13, 2023.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey this 13<sup>th</sup> day of September 2023.

**Motion to adopt Resolution Number 2023-312 by Councilman Fortuna, second by Councilwoman Thomas.**

<b>Vote Record –(Resolution Nos. 2023-312)</b>				
	Ayes	Nays	Abstain	Absent
Councilman Villeda				X
Councilwoman Johnson		X		
Councilwoman Thomas	X			
Councilman Fortuna	X			
Councilwoman Wilkerson				X
Council President Bernier			X	
<input checked="" type="checkbox"/> <b>Adopted</b> <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

## **SETTING THE AGENDA FOR THE SEPTEMBER 20, 2023 REGULAR MEETING**

### **PROCLAMATION**

Page 15 of 20

Borough of Roselle  
Minutes of the September 13, 2023 Workshop Meeting Minutes

Proclamation for Gladys Trinidad  
Proclamation for Library Card Sign Up Month

**APPROVAL OF MINUTES OF MEETINGS**

Minutes of the Mayor and Council Workshop Meeting – August 9, 2023  
Minutes of the Mayor and Council Regular Meeting – August 16, 2023  
Minutes of the Mayor and Council Special Meeting – August 29, 2023

**INTRODUCTION, CONSIDERATION AND PASSAGE OF ORDINANCES**

**ORDINANCE ON FIRST READING/ INTRODUCTION- Ordinance Number XXXX-23**

ORDINANCE AMENDING CHAPTER 523 OF THE BOROUGH CODE TO DESIGNATE A HANDICAP PARKING SPACE RESERVED FOR A SPECIFIC PERSON ON THE WEST SIDE OF A CERTAIN RESIDENCE (1100 RIVINGTON STREET, APT A)

- a) Motion to Adopt: Second:
- b) Public Hearing scheduled for October 18, 2023

**ORDINANCE ON FIRST READING/ INTRODUCTION- Ordinance Number XXXX-23**

ORDINANCE AMENDING CHAPTER 523 OF THE BOROUGH CODE TO DESIGNATE A HANDICAP PARKING SPACE RESERVED FOR A SPECIFIC PERSON ON THE SOUTH SIDE OF GRAND STREET OF A CERTAIN RESIDENCE (1100 RIVINGTON STREET, APT B)

- a) Motion to Adopt: Second:
- b) Public Hearing scheduled for October 18, 2023

**ORDINANCE ON FIRST READING/ INTRODUCTION- Ordinance Number XXXX-23**

ORDINANCE AMENDING CHAPTER 523 OF THE BOROUGH CODE TO DESIGNATE A HANDICAP PARKING SPACE RESERVED FOR A SPECIFIC PERSON ON THE WEST SIDE OF A CERTAIN RESIDENCE (1100 RIVINGTON STREET, APT C)

- a) Motion to Adopt: Second:
- b) Public Hearing scheduled for October 18, 2023

**ORDINANCE ON FIRST READING/ INTRODUCTION- Ordinance Number XXXX-23**



AN ORDINANCE TO AMEND AND SUPPLEMENT CHAPTER 380 “SOLID WASTE AND RECYCLING”, ARTICLE III “DUMPING”, SECTION 13 “VIOLATIONS AND PENALTIES” AND SECTION 14 “TRUCKS NOT TO REMAIN ON STREETS” OF THE CODE OF THE BOROUGH OF ROSELLE

- a) Motion to Adopt: Second:  
b) Public Hearing scheduled for October 18, 2023

**RESOLUTIONS**

<b><u>BOROUGH ATTORNEY</u></b>	
1.	RESOLUTION OF THE BOROUGH OF ROSELLE AUTHORIZING SETTLEMENT OF THE TAX APPEAL ENTITLED BOROUGH OF ROSELLE V. 490 WEST 1, LLC IN THE TAX COURT OF NEW JERSEY, FOR THE PROPERTY LOCATED AT BLOCK 6002, LOT 13, COMMONLY KNOWN AS 490 WEST 1 <sup>ST</sup> AVENUE
<b><u>BOROUGH CLERK</u></b>	
2.	RESOLUTION GRANTING A TEMPORARY ENTERTAINMENT LICENSE TO IT’S A VIBE EVENTS, LLC
3.	RESOLUTION APPROVING A.B.C. PERSON-TO-PERSON LICENSE TRANSFER
<b><u>ENGINEERING</u></b>	
4.	RESOLUTION AUTHORIZING FINAL PAYMENT BASED ON AS-BUILT QUANTITIES AND RELEASE OF RETAINAGE FOR THE CDBG YR 47 ROSELLE ROAD IMPROVEMENTS ON FRANK STREET (WHITE STREET TO ST GEORGES AVE) PROJECT FUNDED BY THE MUNICIPALITY WITHIN THE BOROUGH OF ROSELLE, UNION COUNTY, NEW JERSEY
<b><u>FINANCE</u></b>	
5.	RESOLUTION AUTHORIZING THE INSERTION OF SPECIAL ITEMS OF REVENUES AND APPROPRIATIONS IN THE 2023 MUNICIPAL BUDGET, PURSUANT TO N.J.S.A. 40A:4-87 (STATE BODY ARMOR)
6.	RESOLUTION AUTHORIZING THE INSERTION OF SPECIAL ITEMS OF REVENUES AND APPROPRIATIONS IN THE 2023 MUNICIPAL BUDGET, PURSUANT TO N.J.S.A. 40A:4-87 (BULLET PROOF VEST)
7.	RESOLUTION AUTHORIZING THE INSERTION OF SPECIAL ITEMS OF REVENUES AND APPROPRIATIONS IN THE 2023 MUNICIPAL BUDGET, PURSUANT TO N.J.S.A. 40A:4-87 (CLEAN COMMUNITIES)
8.	RESOLUTION AUTHORIZING THE INSERTION OF SPECIAL ITEMS OF REVENUES AND APPROPRIATIONS IN THE 2023 MUNICIPAL BUDGET, PURSUANT TO N.J.S.A. 40A:4-87 (RECYLING TONNAGE)

9.	RESOLUTION AUTHORIZING THE INSERTION OF SPECIAL ITEMS OF REVENUES AND APPROPRIATIONS IN THE 2023 MUNICIPAL BUDGET, PURSUANT TO N.J.S.A. 40A:4-87 (URBAN ENTERPRISE ZONE)
10.	RESOLUTION AUTHORIZING THE INSERTION OF SPECIAL ITEMS OF REVENUES AND APPROPRIATIONS IN THE 2023 MUNICIPAL BUDGET, PURSUANT TO N.J.S.A. 40A:4-87 (NEIGHBORHOOD PRESERVATION PROGRAM)
11.	RESOLUTION AUTHORIZING THE INSERTION OF SPECIAL ITEMS OF REVENUES AND APPROPRIATIONS IN THE 2023 MUNICIPAL BUDGET, PURSUANT TO N.J.S.A. 40A:4-87 (DMHAS)
<b><u>HUMAN RESOURCES</u></b>	
12.	RESOLUTION HIRING A FULL-TIME DEPUTY COURT ADMINISTRATOR IN THE OFFICE OF THE MUNICIPAL COURT AT THE CONTRACTURAL ANNUAL SALARY OF \$60,000.00
13.	RESOLUTION HIRING TWO FULL-TIME KEYBOARDING CLERKS IN THE POLICE DEPARTMENT AT AN ANNUAL SALARY OF \$33,347.76
14.	RESOLUTION HIRING A RECREATION DIRECTOR <b>(TO BE PROVIDED)</b>
15.	RESOLUTION APPOINTING SCHOOL CROSSING GUARDS
<b><u>POLICE DEPARTMENT</u></b>	
16.	RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE U.S. DEPARTMENT OF JUSTICE, BUREAU OF JUSTICE ASSISTANCE FEDERAL 2022 BULLETPROOF VEST PARTNERSHIP (BVP) REIMBURSEMENT GRANT PROGRAM
17.	RESOLUTION AUTHORIZING THE PURCHASE AND INSTALLATION OF POLICE EQUIPMENT FOR THE BOROUGH OF ROSELLE POLICE DEPARTMENT <b>(TO BE PROVIDED)</b>
18.	RESOLUTION AUTHORIZING THE EXTENDED PURCHASE OF RESPONSE ADMINISTRATION, SUPPORT AND MAINTENANCE FOR THE BOROUGH OF ROSELLE POLICE DEPARTMENT THROUGH NEW JERSEY STATE CONTRACT <b>(TO BE PROVIDED)</b>
<b><u>TAX COLLECTOR</u></b>	
19.	RESOLUTION AUTHORIZING A CONTRACT WITH REALAUCTION.COM, LLC FOR THE PURPOSE OF CONDUCTING AN ELECTRONIC MUNICIPAL TAX LIEN SALES FOR 2023
20.	RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENTS
<b><u>MAYOR &amp; COUNCIL</u></b>	
21.	RESOLUTION OF THE BOROUGH OF ROSELLE COUNCIL SUPPORTING MOM & POP SHOP, LLC'S APPLICATION TO THE NEW JERSEY CANNABIS REGULATORY COMMISSION FOR A CLASS 5 CANNABIS RETAILER LICENSE AND CONFIRMING THAT THE INTENDED SITE IS SUITABLE FOR THE OPERATIONS OF THE PROPOSED CANNABIS RETAILER

**Motion to set Consent Agenda with Items #s 1 through 13, 15 & 16, 19 through 21 by Council President Bernier, second by Councilman Fortuna.**

<b>Vote to Set Consent Agenda for September 20, 2023 Regular Meeting</b>				
	Ayes	Nays	Abstain	Absent
Councilman Villeda				X
Councilwoman Johnson	X		Item#21	
Councilwoman Thomas	X			
Councilman Fortuna	X			
Councilwoman Wilkerson				X
Council President Bernier	X			
<input checked="" type="checkbox"/> <b>Adopted</b> <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

### **NON-CONSENT AGENDA**

### **PAYMENT OF BILLS**

22.	RESOLUTION APPROVING THE BILLS LIST DATED SEPTEMBER 20, 2023 <b>[TO BE PROVIDED]</b>
-----	--

### **COUNCIL COMMENT**

Councilwoman Johnson talked about setting up a Cancer Awareness memory board in front of Borough Hall on October 7, 2023 and leave it up until the end of October 2023. Furthermore, she asked for support from the Borough Administration, Mayor and Council members.

Councilwoman Thomas extended her condolences to the Wilkerson family.

Councilman Fortuna had no comments.

Council President Bernier responded to statements about tree issues and what the Borough can reasonably do to assist residents. He also spoke to the Keyboarding Clerk salaries.

### **MAYOR'S COMMENTS**

Mayor Shaw thanked the Department Heads for their respective reports and asked everyone to keep the Wilkerson family in prayer. Funeral information can be obtained from Acting Borough Administrator Ms. Robinson.

## **ADJOURNMENT**

**Motion to adjourn by Councilwoman Thomas, second by Councilwoman Johnson. Motion was approved by unanimous vote. Meeting adjourned at 7:45 p.m.**

  
**Lisette Sanchez, Borough Clerk**