

**BOROUGH OF ROSELLE
MAYOR & COUNCIL
WORKSHOP MEETING MINUTES
MARCH 13, 2019 at 6:30 PM**

Council President Wilkerson called the Workshop Meeting of the Mayor and Council of the Borough of Roselle, Union County, New Jersey, held at Borough Hall, 210 Chestnut Street, Roselle, New Jersey to order on March 13, 2019 at 6:31 P.M. The flag salute was done and the invocation was given by Councilwoman Shaw.

The Acting Municipal Clerk, Ms. Massey, read the “Open Public Meetings Act” compliance statement.

STATEMENT OF COMPLIANCE

This is to state for the record that this meeting is being held according to the requirements of the Open Public Meetings Act, Section 5, Chapter 231, P.L. 1975, by posting and maintaining the annual notice of regular and workshop meetings on the Borough Hall Bulletin Board, by emailing the Annual Notice of Regular and Workshop meetings for 2019 to the Union County Local Source and The Home News Tribune in 2019, by posting on the Borough of Roselle website, and by filing said notice in the Office of the Municipal Clerk.

ROLL CALL:

Attendee Name	Title	Status	Arrived
Reginald Atkins	Councilman	P	6:34pm
Kim Shaw	Councilwoman	P	
Cynthia Johnson	Councilwoman	P	
Brandon Bernier	Councilman	P	
John Fortuna	Councilman	P	
Denise Wilkerson	Councilwoman	P	
Christine Dansereau	Mayor	A	

SPECIAL COMMUNICATIONS/PRESENTATIONS

Mr. Thomas Hurley, Spatial Data Logic, introduced himself and disseminated handouts to the Governing Body. He explained the concept of his company, stating that it is a Municipal Management Company, dealing with permitting and licensing procedures. He said that they are NJ-based, with their home office in Somerset. They have about 140 Municipalities currently using their software, for everything from Code Enforcement to Building and Housing. He gave their web address www.Spatialdatalogic.com; and encouraged the Governing Body to peruse it at their leisure. He said they have an administrative side and Citizen Portal for processing and uploading of information from the public; and there is a free app for residents to use. He announced that SDL also does free website hosting. He mentioned that complaints are uploaded and the software creates a work order from the complaint. He showed the Governing Body how

the search tool works; and what it shows as it relates to Building Department paperwork and the most common Open Public Records Act (OPRA) Requests. He talked about how the software saves time in the inspection process because Inspectors can use the app and it updates the system in the office in real time. He then answered questions from the Council Members.

NEW VOTING BUSINESS:

RESOLUTION NUMBER 2019-095

A RESOLUTION APPOINTING FUND COMMISSIONER AND ALTERNATE FUND COMMISSIONER FOR THE PUBLIC ENTITY JOINT INSURANCE FUND

WHEREAS, the Borough of Roselle is a member of the Public Entity Joint Insurance Fund; and **WHEREAS**, it is required for the Borough of Roselle to have representation on the Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED on this 13th day of March, 2019 by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey that:

1. Jack P. Layne is hereby appointed as Fund Commissioner representing the Borough Roselle on the Public Entity Joint Insurance Fund Board of Commissioners.
2. Eric Walker is hereby appointed as Alternate Fund Commissioner representing the Borough of Roselle on the Public Entity Joint Insurance Fund Board of Commissioners.

I do hereby certify that the foregoing is a true copy of a resolution passed by the Borough Council of the Borough of Roselle at a workshop meeting held on the 13th day of March 2019.

Motion by Councilman Atkins, seconded by Councilman Bernier, to adopt Resolution Number 2019-095.

Discussion:

Councilman Atkins asked Mr. Layne if he could provide information on what the JIF Commissioner actually does.

Borough Administrator, Jack Layne, explained that Commissioners of the JIF are charged with representing the insurance interest for the community. He said that they look at the claims and report back to the Borough; and that as a member of the body, a commissioner is even able to help control costs. He said that it is good that we are represented and that we participate.

Vote Record - Resolution Number 2019-095				
	Ayes	Nays	Abstain	Absent
Councilman Atkins	x			
Councilwoman Shaw	x			
Councilwoman Johnson	x			
Councilman Bernier	x			
Councilman Fortuna	x			
Councilwoman Wilkerson	x			
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

RESOLUTION NUMBER 2019-096
RESOLUTION DESIGNATING APPOINTING AUTHORITY

WHEREAS, the Civil Service Commission has previously determined that the Borough Council is the Appointing Authority for the Borough of Roselle as defined in *N.J.A.C. 4A:1-1.3*; and

WHEREAS, the Council has by ordinance delegated a portion of its executive responsibilities including personnel and disciplinary matters to the Borough Administrator; and

WHEREAS, the Council is desirous of designating, Jack Layne, Borough Administrator as the Appointing Authority to attend to all personnel matters including those involving the New Jersey Civil Service Commission; and

NOW THEREFORE BE IT RESOLVED, that Jack Layne, Borough Administrator is hereby designated as the Appointing Authority with all rights, responsibilities and authority to attend to all personnel matters including those involving the New Jersey Civil Service Commission effective immediately upon the adoption of this Resolution.

I, Lydia D. Massey, Acting Municipal 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 March 13, 2019.

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 March 2019.

Motion by Councilman Atkins, seconded by Councilwoman Johnson, to adopt Resolution Number 2019-096

Discussion:

Councilman Atkins asked if he could be provided with additional information on the position of the Appointing Authority.

Borough Attorney, Karen Brown, explained that the Borough Administrator had previously been designated as the Appointing Authority and has many Personnel responsibilities. She iterated that in order for him to best carry out those duties, it is necessary for him to be the Civil Service Appointing Authority.

Vote Record - Resolution Number 2019-096				
	Ayes	Nays	Abstain	Absent
Councilman Atkins	x			
Councilwoman Shaw	x			
Councilwoman Johnson	x			
Councilman Bernier	x			
Councilman Fortuna	x			
Councilwoman Wilkerson	x			
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

COMMENTS AND REPORTS BY ADMINISTRATOR

Borough Administrator, Jack Layne, stated that he had been in communication with Brown and Brown, speaking with Mr. Feuerstein, who sent his apologies for not getting back to Councilwoman Shaw. With respect to where they are at present, they are working on a market study, which is due April 30, 2019. They are working with Oxford United Healthcare to complete an assessment of services available. He said that he anticipates weekly reporting on progress, rather than quarterly reports.

He mentioned the discussion about the pedestrian walk signs, stating that they will begin putting them out at the schools. He also mentioned that pressure-washing will begin in the spring, after which Borough Hall will be painted. He remarked that new signage will be put up near the Police Department; and that a new Borough Seal would be put up in the front of the Building.

He spoke to the revision of the Scattered Site Redevelopment Plan; and asked that the Governing Body consider adding an Ordinance to amend the plan to the Regular Meeting Agenda. He stated that a representative from Rose Homes was available to answer any questions that the Governing Body might have. Mr. Al Faella, then gave an overview of the proposed changes to the Redevelopment Plan and answered questions from Council Members.

Council Members Atkins and Johnson expressed their thoughts regarding the amendment and discussion ensued. It was the consensus of the Council that the Amendment to the Scattered Site Redevelopment Plan be placed on the March 20, 2019 Regular Meeting Agenda for consideration.

Mr. Layne also mentioned that there is an Ordinance on the Regular Meeting Agenda to approve changes to the Golf Course Redevelopment Plan. He said that there are 3 major changes to be considered- subdivision, bike path and corrections from the old Chapter 118 to fall into compliance with Chapter 78.

The Governing Body expressed concern about the process of approval for the Ordinance; and wanted to know if it was required to go before the Planning Board first. Discussion on the matter continued, and it was recommended that the Borough Attorney fully vet the ordinance with the advice of Redevelopment Attorney and make a recommendation.

Mr. Layne went on to describe the request from Maser Consulting for additional funding for Site Remediation for the Arminio Field project. He said that the money would come from funds that have already been set aside in the grant.

Council President Wilkerson added that we are due 2 million dollars from Green Acres that won't be released to us until the Site Remediation is completed. Discussion ensued; and it was suggested by Councilwoman Shaw that the Engineer come and explain exactly what has to be done and what the cost would be.

Borough Administrator asked, with respect to the Bill List, if the Council would be amenable to having one Bill List, with any amendments being disseminated on the Friday before the Council Meeting.

After discussing the options, the Council consented to one Bill List per month.

Council Members were then asked if there were any questions regarding the items listed on the March 20, 2019 Regular Meeting Agenda.

Councilman Bernier spoke to the Ordinance Amending the Scattered Site Redevelopment Plan, suggesting that a statement be requested from the Borough Planner regarding the decision of the Planning Board not to accept the amendment to the Plan.

He also mentioned that he had sought clarification from Chief Barnes regarding Ordinance Number 2593-19, for a Handicap Parking Space for a specific person because the Ordinance dictates that there is no parking on one side of the street; and it appeared that the Handicap space would go on that side where parking is prohibited. He said that he is awaiting clarification.

Councilman Atkins questioned item #10, asking for explanation as to why the tax rate had to be fixed.

Council President Wilkerson asked if there were any items that the Council wanted to put on a consent agenda.

Councilman Bernier offered that everything could go onto a consent agenda, with the exception of the Bill List and the item from Maser Consulting.

Councilwoman Shaw stated that she was not in agreement with anything going onto a consent agenda.

SETTING THE AGENDA FOR THE MARCH 20, 2019 REGULAR MEETING

PROCLAMATIONS

American Red Cross Month 2019
Women’s History Month
Youth Art Month

WOMEN’S HISTORY MONTH CERTIFICATES OF RECOGNITION

- Tracey Williams - Council President Denise Wilkerson
- Councilman Brandon Bernier
- Councilwoman Cynthia Johnson
- Councilwoman Kim Shaw
- June Simmons - Councilman John Fortuna
- Councilman Reginald Atkins
- Mayor Christine Dansereau
-

CERTIFICATE OF RECOGNITION

Joe Skrec, Coach of Roselle Catholic Girls Basketball Team

CORRESPONDENCE / APPOINTMENTS

Direct Appointment from Mayor to Planning Board

APPROVAL OF MINUTES OF MEETINGS

Minutes of the Mayor and Council Workshop Meeting – January 9, 2019
Minutes of the Mayor and Council Special Meeting – January 24, 2019
Minutes of the Mayor and Council Special Meeting – January 30, 2019

COMMITTEE REPORTS

INTRODUCTION, CONSIDERATION AND PASSAGE OF ORDINANCES

ORDINANCE ON SECOND READING & FINAL PASSAGE– Ordinance 2590-19
AN ORDINANCE AMENDING CHAPTER 113 OF THE BOROUGH CODE TO
DESIGNATE A HANDICAP PARKING SPACE RESERVED FOR A SPECIFIC PERSON IN
FRONT OF A CERTAIN RESIDENCE (Margaret Irwin) - [Public Hearing March 20, 2019
Pending Approval]

ORDINANCE ON SECOND READING & FINAL PASSAGE – Ordinance 2591-19

ORDINANCE OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ROSELLE, IN THE COUNTY OF UNION, STATE OF NEW JERSEY, APPROVING AMENDMENT TO CENTRAL ROSELLE REVITALIZATION PLAN [Public Hearing March 20, 2019 Pending Approval]

ORDINANCE ON SECOND READING & FINAL PASSAGE– Ordinance 2592-19
ORDINANCE OF THE BOROUGH OF ROSELLE AUTHORIZING THE EXECUTION OF A LEASE AGREEMENT FOR BLOCK 3401, LOT 2, AND MANAGEMENT AGREEMENT FOR BLOCK 3401, LOTS 1 AND 2, FOR THE ARMINIO FIELD PROJECT [Public Hearing March 20, 2019 Pending Approval]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance 2593-19
AN ORDINANCE AMENDING CHAPTER 113 OF THE BOROUGH CODE TO DESIGNATE A HANDICAP PARKING SPACE RESERVED FOR A SPECIFIC PERSON IN FRONT OF A CERTAIN RESIDENCE – (Jacqueline D. Mitchell) - [Public Hearing April 17, 2019 Pending Approval]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance 2594-19
AN ORDINANCE OF THE BOROUGH COUNCIL OF THE BOROUGH OF ROSELLE APPROVING THE AMENDED REDEVELOPMENT PLAN FOR THE ROSELLE GOLF CLUB REDEVELOPMENT AREA PURSUANT TO THE NEW JERSEY LOCAL REDEVELOPMENT AND HOUSING LAW (N.J.S.A. 40a:12A-1, ET SEQ.) - [Public Hearing April 17, 2019 Pending Approval]

PUBLIC COMMENTS (on Pending resolutions only)

RESOLUTIONS

Borough Attorney

1. Authorizing Annual Appointment of Public Agency Compliance Officer (P.A.C.O) for the Borough Of Roselle

Engineering

2. Resolution Authorizing the Release of Performance Guarantee For Briad Development

Police Department

3. Resolution Appointing Brian R. Brennan to the Position of Police Captain
4. Resolution Appointing Carmen I. Olivera to the Position of Police Lieutenant
5. Resolution Appointing Delmonte Pryor to the Position of Police Lieutenant
6. Resolution Appointing Christopher B. DaSilva to the Position of Police Sergeant
7. Resolution Appointing Eric S. McGrath to the Position of Police Sergeant
8. Resolution Appointing Jaclyn R. Odom to the Position of Police Sergeant

Tax Assessor

9. Resolution Authorizing Settlement of the 2017 Tax Appeal Entitled Morales, Lillian

Lopez, Victor v. Borough of Roselle, Docket No.: 011691-2017, Block 6702, Lot 6,
Commonly Known as 302 Aldene Road

Tax Collector

10. Resolution to Fix the 2019 Rate of Interest to be Charged on Delinquent Taxes or Assessments
11. Resolution to Authorize Tax Title Lien Redemptions
12. Resolution to Authorize Refund of Tax Overpayments

PAYMENT OF BILLS

13. A Bill List Dated March 20, 2019

OATHS OF OFFICE ADMINISTERED TO PUBLIC SAFETY PERSONNEL

Council President Wilkerson then declared the time for general Public Comment.

PUBLIC COMMENT

1. Larry Cohen, Fanwood, NJ, of the Humane Society, voiced support of an Ordinance that would prohibit new pet stores opening in town from selling dogs and cats from puppy mills. He said that 127 towns in NJ are in support of the Ordinance; and that two states have made it state law. He talked about NJ's Pet Protection Act, mostly the part of the law that requires pet stores in NJ to source their cats and dogs from USDA certified breeders. He said that it is incumbent upon a municipality to adopt such an ordinance because it sends a message to those stores buying from puppy mills that this type of business is not welcome in the town.
2. Anthony Esposito, 414 East 3rd Avenue, came before the Council and stated that he was there because he got a Building Permit for improvement to his property that cost him \$4,515. He said that he now understands why people do work on their homes without permits; and posited that the Borough needs to take a good look at how the Building Department Operates. He talked about assessed value and how assessments go up when improvements are done. He spoke about the foreclosure crisis a few years ago and detailed how investors buy, renovate and sell homes. He said that after the renovations are done, a new assessment comes out about one year later and it's the new home buyer that gets hit with the tax increase. He said that there is, however a State Law that provides for 5-year Tax Abatements for improvements.

Upon the expiration of the allotted 4 minutes, Mr. Esposito asked for an extension of time to speak.

Motion by Councilman Fortuna, seconded by Councilman Bernier to extend Mr. Esposito's time by 1 minute.

Vote Record - Motion to Extend Mr. Esposito's time by 1 minute				
	Ayes	Nays	Abstain	Absent
Councilman Atkins		x		
Councilwoman Shaw		x		
Councilwoman Johnson	x			
Councilman Bernier	x			
Councilman Fortuna	x			
Councilwoman Wilkerson	x			
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

Seeing no one else come forward, Council President Wilkerson closed the Public Comment portion of the meeting.

COUNCIL COMMENT

Councilman Bernier thanked Mr. Layne for a very detailed report, stating that he looks forward to similar reports going forward. He said that Mr. Esposito is right about the Tax Abatement process; and that he would look into the Building Department fees. He spoke briefly about Spatial Data Logic (SDL), stating that after looking into many different software offerings, SDL is the clear choice. HE said that the decision was made based on feedback from the employees who will use it.

Councilwoman Johnson stated that she would save her comments for the Regular Meeting.

Councilwoman Shaw remarked that she had no comments, but now has a question based on Councilman Bernier's comments. She said that if this was, in fact, a decision made to hire SDL, she'd like to see the cost proposal from SDL as well as the other vendors.

Councilman Fortuna said that with reference to Mr. Esposito's comments, the construction permit fee is a little high. He commented that although the Building Department Fees may not be outrageous as compared to the towns around us, it seems a bit steep for the median income in Roselle.

Councilman Atkins thanked everyone for coming out and welcomed Mr. Layne to his first meeting.

Council President Wilkerson began her comments and Councilman Atkins called a point of order.

The point of order was not recognized; and Council President Wilkerson continued her comments.

Council President Wilkerson thanked Borough Attorney, Karen Brown and Acting Municipal Clerk, Lydia Massey for helping her prepare for the meeting. She said she demo'd the new website at her Ward Meeting last night and it was a big hit.

CLOSED (EXECUTIVE) SESSION

At 8:15 p.m., Council President Wilkerson asked for a motion to go into Closed Executive Session. Motion by Councilman Atkins, seconded by Councilwoman Johnson to move Resolution Number 2019-097.

RESOLUTION NUMBER 2019-097
RESOLUTION AUTHORIZING A CLOSED (EXECUTIVE) SESSION

WHEREAS, Section 8 of the Open Public Meetings 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:
 - Bullock vs. Borough of Roselle
 - Ramirez vs. Borough of Roselle
 - Anticipated litigation
 - Matters falling within the attorney-client privilege
 - Personnel Matters
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, Lydia D. Massey, Acting Municipal 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 March 13, 2019.

Vote Record - Resolution 2019-097				
	Ayes	Nays	Abstain	Absent
Councilman Atkins	x			
Councilwoman Shaw	x			
Councilwoman Johnson	x			
Councilman Bernier	x			
Councilman Fortuna	x			
Councilwoman Wilkerson	x			
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

The governing body came out of Closed Executive Session at 9:41 p.m.

ADJOURNMENT

On a motion by Councilman Atkins, seconded by Councilwoman Johnson, with all in favor and none opposed, the meeting was duly adjourned at 9:41 p.m.

ATTEST:

Lydia D. Massey, Acting Municipal Clerk