

**BOROUGH OF ROSELLE
MAYOR & COUNCIL
WORKSHOP MEETING MINUTES
AUGUST 14, 2019**

Mayor Dansereau 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 August 14, 2019 at 6:36 P.M. The flag salute was done and the invocation was given by Councilman Bernier.

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	6:53pm
Kim Shaw	Councilwoman	A	
Cynthia Johnson	Councilwoman	P	
Brandon Bernier	Councilman	P	
John Fortuna	Councilman	P	
Denise Wilkerson	Councilwoman	P	
Christine Dansereau	Mayor	P	

NEW VOTING BUSINESS

Motion by Councilman Bernier, seconded by Council President Wilkerson to adopt Resolution Number 2019-214.

RESOLUTION NUMBER 2019-214

RESOLUTION AUTHORIZING SUBMISSION OF A GRANT APPLICATION AND
EXECUTION OF A GRANT AGREEMENT WITH NEW JERSEY DEPARTMENT OF
TRANSPORTATION FOR THE 2020 NJDOT VARIOUS STREETS IMPROVEMENT
PROJECT WITHIN THE BOROUGH

WHEREAS, N.J.S.A. 40A:4-8 provides that the budget be read by title only at the time of public hearing if providing that at least one week prior to the date of hearing a complete copy of the approved budget as advertised has been posted in the Municipal Building, the local public library, and copies have been made available by the Clerk to persons requesting them; and

WHEREAS, these conditions have been met;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Roselle, County of Union, State of New Jersey, that the budget shall be read by title only.

I, Lydia Massey, Acting 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 July 10, 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 10th day of July, 2019.

Vote Record - Resolution Number 2019-214				
	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				

Mayor Dansereau then announced that there would be several presentations as follows:

SPECIAL COMMUNICATIONS/PRESENTATIONS

William Perry, Senior Consultant Corporate Real Estate, PSE&G talked about the current project underway to relocate a sewer line that is obstructing the path of the base of towers that are being replaced. He said that there is a reimbursement agreement, which the company is looking to have to have the Council adopt, which will pay for the Borough's Engineering and Contracting for the sewer line to be replaced. He referenced the original project, to replace towers along their right-of-way, which runs along the railroad tracks owned by the New Jersey Department of Transportation (NJDOT). He said that mailings have gone out to the residents in the affected areas.

He then entertained questions from the Governing Body.

David Biunno, Grant Writer, talked about Resolution Numbers 13 and 14. He reported that the Borough was awarded the Neighborhood Preservation Grant, which will focus on upgrading Chestnut Street between First and Third Avenues. The Green Acres Enabling Grant Resolution will pay for the Arminio Field Project. The Safe and Secure Communities Grant Resolution had

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to be amended to include language detailing the matching funds provision. He said that a grant was filed with the county to complete upgrades at our local polling locations; and that the Library Grant is proceeding.

He answered question from the Mayor and Council regarding the various grants.

DEPARTMENT AND OFFICIALS' REPORTS

Pamela Steele, Tax Assessor, provided a handout titled, "NJ Homeowner's Guide to Property Taxes," and gave an overview of the process of property tax assessment. She explained determination of a tax rate as it relates to assessment. She talked about the statute governing the Office of the Tax Assessor and described some duties of the Assessor. She said that the current tax rate is 8.304 and explained the formula for calculating individual property taxes. She said that there is a process for tax appeal and she also talked about home improvements that require permits, which may affect assessment.

COMMENTS AND REPORTS BY ADMINISTRATOR

Borough Administrator, Jack Layne spoke to the status of the Arminio Field Project, stating that the field itself is done; but there are some ancillary items that need to be completed. He said that we are waiting on the Board of Education to get a few things nailed down. He reported that the copiers in Borough Hall and our other buildings have been replaced, with an expected savings of about \$5,900. He said that contract the collective bargaining units are meeting to discuss contracts and that negotiations are underway with the Police Department He talked about the Pothole killer fixing a huge pothole on the Gordon Street Bridge. He also announced that Roselle First would be moving to the Community Center, with OEM moving into Borough Hall.

Council Members Atkins and Johnson voiced concerns about Roselle First Moving to the Community Center.

Mayor Dansereau explained that the reason for the switch was to give the Office of Emergency Management a place to muster in the case of an emergency. She said that OEM needs to be located in a place where there is a generator, so that communication equipment will work without interruption.

Discussion continued as to the efficacy of the move of each office.

Councilman Atkins asked if there was a timeline for the accessory items to be completed for Arminio Field; and discussion ensued surrounding Arminio Field and its completion.

Mayor Dansereau asked if there were any questions regarding the ordinances and resolutions listed for voting on the Regular Meeting Agenda, as set forth below.

SETTING THE AGENDA FOR THE AUGUST 21, 2019 REGULAR MEETING

APPROVAL OF MINUTES OF MEETINGS

Minutes of the Mayor and Council Regular Meeting – June 19, 2019
Minutes of the Mayor and Council Workshop Meeting – July 10, 2019
Minutes of the Mayor and Council Closed Executive Session – July 10, 2019
Minutes of the Mayor and Council Closed Executive Session – July 17, 2019
Minutes of the Mayor and Council Closed Executive Session – July 18, 2019
Minutes of the Mayor and Council Special Meeting – July 24, 2019

COMMITTEE REPORTS

INTRODUCTION, CONSIDERATION AND PASSAGE OF ORDINANCES

ORDINANCE ON SECOND READING & FINAL PASSAGE – Ordinance 2602-19

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 – [Public Hearing August 21, 2019]

ORDINANCE ON SECOND READING & FINAL PASSAGE – Ordinance 2603-19

AN ORDINANCE ADOPTING A CODIFICATION AND REVISION OF THE ORDINANCES OF THE BOROUGH OF ROSELLE, COUNTY OF UNION, STATE OF NEW JERSEY; PROVIDING FOR THE MAINTENANCE OF SAID CODE; REPEALING AND SAVING FROM REPEAL CERTAIN ORDINANCES NOT INCLUDED THEREIN; ESTABLISHING A PENALTY FOR ALTERING OR TAMPERING WITH THE CODE; AND MAKING CERTAIN CHANGES IN PREVIOUSLY ADOPTED ORDINANCES [Public Hearing August 21, 2019]

ORDINANCE ON SECOND READING & FINAL PASSAGE – Ordinance 2604-19

ORDINANCE OF THE BOROUGH OF ROSELLE, COUNTY OF UNION AND STATE OF NEW JERSEY, REVISING, AMENDING AND/OR SUPPLEMENTING THE CODE OF THE BOROUGH OF ROSELLE BY ADDING A NEW ARTICLE III, MORSES CREEK FLOOD CONTROL COMMISSION, TO CHAPTER 14, BOARDS, COMMISSIONS, COUNCILS AND AUTHORITIES [Public Hearing August 21, 2019]

ORDINANCE ON INTRODUCTION & FIRST READING - Ordinance 2605-19

ORDINANCE GRANTING MUNICIPAL CONSENT TO CROSS RIVER FIBER, INC. AND AUTHORIZING THE EXECUTION OF A RIGHTS-OF-WAY USE AGREEMENT THEREWITH [Public Hearing September 18, 2019 Pending Approval]

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ORDINANCE ON INTRODUCTION & FIRST READING - Ordinance 2606-19

ORDINANCE OF THE BOROUGH OF ROSELLE, COUNTY OF UNION, NEW JERSEY
APPROVING APPLICATION FOR, AND AUTHORIZING THE EXECUTION OF A
FINANCIAL AGREEMENT [Public Hearing September 18, 2019 Pending Approval]

CLOSED EXECUTIVE SESSION

2019- Resolution for Closed (Executive) Session

- Potential Litigation

PUBLIC COMMENTS (on Pending resolutions only)

RESOLUTIONS

<u>Mayor Dansereau</u>	
1.	A Resolution Regarding the Neighborhood Preservation Program (NPP) Grants Committee for Chestnut Street [To be provided]
<u>Borough Administrator</u>	
2.	Resolution of the Mayor and Council of the Borough of Roselle, in the County of Union, State of New Jersey, Designating East First Avenue Storage Urban Renewal, LP as Redeveloper of Block 403, Lot 1 on the Tax Map of the Borough and Approving the Execution of a Redevelopment Agreement in Connection Therewith
3.	Resolution Re-appointing Acting Municipal Clerk
4.	Resolution Approving Leave of Absence From Position of Deputy Municipal Clerk
<u>Clerk's Office</u>	
5.	Authorizing Renewal of A.B.C. License and Authorizing the Borough Clerk to Issue Same
6.	Resolution Granting a Special Permit for a Social Affair and Authorizing the Borough Clerk to Certify Same Special Permit Application
<u>Code Enforcement</u>	
7.	Resolution Hiring as a Full-Time Keyboarding Clerk 1 in the Code Enforcement Office at the Contractual Annual Salary of \$30,808.44
<u>Department of Public Works</u>	
8.	Resolution Approving a Memorandum of Understanding and Hold Harmless Agreement With the County of Union for Use of the Conservation Center for Leaf Disposal for the 2019/2020 Period
<u>Engineering</u>	
9.	Resolution Awarding Construction Contract for the 2018 NJDOT Roadway Improvement Project Funded by NJDOT and the Municipality Within the Borough of Roselle, Union County, New Jersey

10.	Resolution Authorizing Professional Engineering Construction Administration Services in Connection With the Fiscal Year 2018 NJDOT Various Roadway Improvements Funded by the New Jersey Department of Transportation (NJDOT) Local Aid Grant Program and the Municipality Within the Borough of Roselle, Union County, New Jersey
<u>Finance Department</u>	
11.	Resolution Combining Bonds Aggregating the Principal Sum of \$9,695,000 Authorized by Five Bond Ordinances Heretofore Adopted to Finance Part of the Cost of Various General Improvements in the Borough Of Roselle, County of Union, New Jersey Into One Consolidated Issue of Bonds And Providing for the Form, Maturities and Other Details of Said Consolidated Issue
12.	Resolution Approving the Release of Escrow to 220 Columbus Ave., LLC
<u>Grant Writer</u>	
13.	Green Acres Enabling Resolution
14.	Resolution Amending Resolution 2019-030 That Authorized the Filing of an Application With the New Jersey Department of Law and Public Safety Under Its FY 2019 Safe And Secure Communities Grant Program
<u>Police Department</u>	
15.	Appointing School Crossing Guards
16.	Resolution Authorizing the Award of a Non-Fair and Open Contract to Sysnet Solutions to Provide Computer Consulting Services for the Police Department Not to Exceed \$50,000.00
<u>Purchasing Agent</u>	
17.	Resolution Authorizing the Award of a Non-Fair and Open Contract to All Covered to Provide Computer Consulting Services for the Borough Not to Exceed \$35,000.00
18.	Resolution Authorizing the Award of a Non-Fair and Open Contract to Jaffe Communications to Provide Media/Public Information Consulting Services for the Borough Not to Exceed \$26,000.00
<u>Municipal Court</u>	
19.	Acceptance of the Resignation of Vivian J. Hoff
20.	Appointment of Acting Court Administrator
21.	Appointment of Acting Deputy Court Administrator
<u>Tax Collector</u>	
22.	Authorizing Tax Title Lien Redemptions
<u>PAYMENT OF BILLS</u>	
23.	A Bill List Dated August 21, 2019 [To be provided]

Councilman Bernier asked about Ordinance Number 2603-19, specifically if the Board of Health has to recodify any ordinances; or if they have to independently adopt the codification.

Acting Municipal Clerk, Lydia Massey stated that the Board of Health has supplied the committee and the attorney with documentation of what needed to be updated for the Code Book. She said that there will be a legal review of the Code Book before it is codified.

Council President Wilkerson asked if Ordinance Number 2606-19 was related to the Storage on First Avenue. She said that she felt like something in the ordinance was not complete.

Borough Attorney, Karen Brown said that the ordinance could be discussed in more detail in Executive Session.

Councilman Fortuna commented on resolution #18 to appoint Jaffe Communications, stating that the numbers don't add up.

(Workshop Meeting Continued)

Mayor Dansereau then declared the meeting open for Public Comment.

PUBLIC COMMENT

1. Ms. Jones, stated that she had spoken with Mr. Layne several times regarding her son's situation with the House Music Festival. She said that she also spoke with Ms. Simms and left a message for Mr. Shaw; but her call was never returned. She asked the Council move to reimburse her son for the money he paid for the House Music Festival.

Mayor Dansereau then closed the Public Comment portion of the meeting.

COUNCIL COMMENT

Councilman Atkins, thanked Councilman Bernier for his willingness to work on the budget and find common ground on how to get it passed.

Councilwoman Johnson echoed the sentiment of Councilman Atkins.

The Council then engaged in a brief discussion regarding the municipal budget.

At 9:01pm, Mayor Dansereau asked for a motion to go into Closed Executive Session.

Motion by Councilman Fortuna, seconded by Councilman Bernier, with all in favor and none opposed, the Governing Body adopted Resolution Number 2019-215 and went into Closed Executive Session.

CLOSED EXECUTIVE SESSION

RESOLUTION NUMBER 2019-215

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:
 - Personnel Matters
 - Matters falling within the 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.

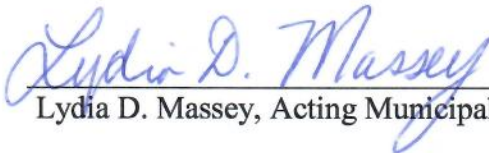
This resolution shall take effect immediately.

I, 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 August 14, 2019.

The Governing Body came out of Executive Session at 9:49pm.

ADJOURNMENT

On a motion by Councilman Atkins, seconded by Councilwoman Johnson, all were in favor, none opposed, and the meeting was duly adjourned at 9:50 p.m.


Lydia D. Massey, Acting Municipal Clerk