

**BOROUGH OF ROSELLE
MAYOR & COUNCIL
WORKSHOP MEETING MINUTES
MARCH 11, 2020**

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 March 11, 20120 at 6:31 P.M. The flag salute was done and the invocation was given by Mayor Dansereau.

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 2020 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

Councilwoman Wilkerson, Councilman Bernier, Councilwoman Thomas, Councilman Fortuna, Councilwoman Sousa, Councilwoman Johnson, and Mayor Dansereau

Attendee Name	Title	Status	Arrived
Denise Wilkerson	Councilwoman	P	
Brandon Bernier	Councilman	P	
Cindy Thomas	Councilwoman	P	
Isabel Sousa	Councilwoman	P	
John Fortuna	Councilman	P	
Cynthia Johnson	Councilwoman	P	
Christine Dansereau	Mayor	P	

Mayor Dansereau then opened up the meeting for public comment.

PUBLIC COMMENT

1. Larry Cohen, Volunteer Humane Society of New Jersey, spoke to USDA and he feels they are not doing their job in terms of inspections on dog breeders; and he said the problem still persists.

Seeing no one else come forward, Mayor Dansereau closed the public comment portion of the meeting.

DEPARTMENT REPORTS

1. Michael Schnurr, Tax Collector, gave reports on January and February 2020. He then made the following comments: In the month of January 2020, collections were just over \$5M; PD5 forms for Senior Citizen deductions were mailed out on January 30th, and the Borough website has information on the senior deductions and a link to the State page; in the month of February 2020, collections were \$10.7M, 91.61 percent in collections; 1099s were mailed out in February to the lien holders; tax delinquent notices were mailed out after the tax quarter was over; His annual report reflected that total taxes collected were just under \$68M, a collection rate of 96.87; 50; new tax liens were sold and were down from 63 for the prior year; as of last year, there were 109 tax sale certificates; 2019 as a whole was a successful year; and his 2020 goal is to have a perfect audit for taxes with the assistance of the Borough as well as governing bodying to assist in achieving that goal. Discussion ensued and Mr. Schnurr answered all questions posed to him by members of the governing body.
2. Carl O'Brien, Engineer, spoke to the Engineering Items that were listed on the agenda and made the following comments; FEMA confirmed that the Borough will be remapped and come into effect at the end of April 2020; there are plans for a town celebration because of this; the Borough is receiving funding for the Warren Street Park; the sidewalk replacement program came out of a list from DPW and go out to bid; it only covers sidewalks that are affected by Borough trees and won't compromise the trees if possible; he spoke to the paving resolutions and recommended the Council approve them; he answered questions that were sent to him by the governing body and will send any updates; answered all questions about a trestle posed by the Mayor. Discussion ensued and he answered all questions posed to him by the governing body.
3. Victor Klymenko, Economic Development Coordinator, made the following comments: there were positive updates in the area of redevelopment and Planning Board approval of 110 West 1st Avenue; it will be coming to the Council on the April 2020 meeting for Council consideration; it is a 90 unit development to the left of a laundry mat; 320 Chestnut Street will be a high end Peruvian restaurant. Mr. Klymenko answered all questions posed to him by the governing body.
4. Michael Tisdale, Code Enforcement Officer remarked that he had some positive new processes in place for the Code Enforcement Department and he made the following comments: they acquired two new additional vehicles which will allow each code enforcement officer to have their own vehicle to increase patrols; he also reassigned duties and will have officers who write summons to appear in court; created court folders with a checklist to be prepared for court; initiated efforts to get the titles of the sanitation inspectors changed; code enforcement officers now have badges which will coincide with their court ID numbers. Following this, he discussed the ordinance on the agenda for the sale of 1028 Warren Street. Discussion ensued and Mr. Tisdale answered all questions posed to him by members of the governing body.
5. Eric Pearson, Fire Chief, reported that, to date, the Fire Department responded to 250 fire alarm calls, which includes water, fires, hazards, and electrical; there were 417 ambulance calls for the year; there were two fires in the month of March; the first fire at 157 West 1st Avenue resulted in no casualties and no injuries, and the residents are now back in their home; the second fire at 1016 Thompson Avenue resulted in six families being displaced; the Red Cross was contacted and came out as well as the community, the Mayor and the Council President; the Fire Department and Police Department worked in unison to make

sure everything was secure; there were no casualties or injuries to report; the call numbers are going up with what's going on in the world, and they are handling it.

6. Brian Barnes, Chief of Police, commented on one of the vehicles that the Code Enforcement Officer spoke to and said it should be checked to make sure it is safe; he stated that since he's taken over as Police Chief in 2019, robberies and burglaries have been down ,which is 14.29 percent and his plan is to get the numbers that he can control down such as assault and domestic violence; as of February 2020 they had 2,200 calls for service; there were 300 park and walks in January, and 242 park and walks in February; they had 66 accidents last month; he said all in all, the Police Department is doing well and Police, Fire and Health Departments are working together for what's going on currently to mitigate as much as they can. He advised that a lot of municipalities are cancelling activities to scale back from crowd situation due to the Corona virus. He thanked the governing body in advance for their consideration of new the police department promotions. He answered all questions posed to him by members of the governing body.
7. Jeanne Ryan, Library Director, thanked the Department of Public works for fixing the furnace at the library.
8. Charles Glagola, Health Official, gave an update to the governing body on the Corona Virus and made the following comments: State Epidemiologist Julia Wells has scheduled regular conferences with all the Union County Health Officials to keep everyone updated; all information received about COVID-19 is given to Public Information Officer Kathy Lloyd for posting; he is speaking with Melissa Eustice, Public Health Nurse and Communicable Disease Investigator, is making site visits and providing pertinent information to all day care centers and senior housing buildings; she also does regular visits for blood sugar and high blood pressure screenings; Chuck also reported that he visited day care centers and senior buildings in the Borough; and that he is working with the Board of Education on the proper protocols and notification procedures regarding the virus; as of his report, there are no confirmed cases in the Borough of Roselle; if cases increase in the Borough, it will require the cancellation or postponement of certain events small and large to reduce the level of crowding and exposure; the CDC has come out with new guidance on risk categories which are international travel and contacts with confirmed cases; and he gave some examples to the governing body; he will be working with the Police, Fire and OEM, and DPW, and will get information on funding that will possibly the Federal Government. He said it usually goes to the County who then distributes it to the Local Governments. Discussion ensued and he answered all questions posed to him by the governing body.

Councilman Bernier asked Health Officer Glagola for advice on how to conduct the meeting being that there proclamations as well as promotions on the agenda that normally draw more people to meetings. Mr. Glagola read information to Mr. Bernier about public gatherings as it related to mass gatherings. Discussion ensued and Council President Wilkerson said they would take it up off line. Mr. Glagola said he will find out what other municipalities are doing. Police Chief Barnes weighed in on the situation and gave his input. Mayor Dansereau commented that part of the concern should include what the risk level is for the Borough.

9. Kathy Lloyd, Public Information Officer, announced that she is adding information on the Borough of Roselle Website about the Corona Virus to direct residents to proper information

so that they can be fully aware of the facts and the trust about the virus. Discussion ensued and Ms. Lloyd answered all questions posed to her from members of the governing body. She also stated that the school board should work closer with the Borough to provide information before putting it out too keep the Borough in the loop. She also reported that the census information is ready to go and banners will be hung on Monday; census materials is coming in from the County.

Mayor Dansereau asked if there were any items for discussion to set the agenda. Council President Wilkerson said that she would like to add a proclamation for the Abraham Clark High School Cheerleaders who won their first competition award.

Mayor Dansereau commented on how to reduce the number of people present during a meeting and how it will occur, and she said they will know more after her meeting with the Health Official.

Mayor Dansereau then asked the governing body which items they wanted on the consent agenda.

Councilman Bernier, seconded by Council President Wilkerson, made a motion to make a consent agenda out of Resolution Items # 1 through 20.

Vote Record – To Make a Consent Agenda				
	Ayes	Nays	Abstain	Absent
Councilwoman Wilkerson	x			
Councilman Bernier	x			
Councilwoman Thomas	x			
Councilwoman Sousa	x			
Councilman Fortuna	x			
Councilman Johnson			x	
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

Council President Wilkerson asked for Ordinance Number 2615-20 and Ordinance 2616-20 to be removed from the agenda, and she said that discussion still needs to take place as she is aware that are other changes being proposed on said ordinances. Mayor Dansereau gave her input and felt there was no need to remove the ordinances off of the agenda, and asked the Council to consider moving it forward. Attorney Jalloh answered all questions posed to him as it relates to the ordinances. Discussion ensued, and Councilman Bernier echoed the sentiment of Council President Wilkerson. Following this, Councilman Bernier made a motion, seconded by Councilwoman Wilkerson to refer the ordinances to the Governance Committee for further review.

Vote Record – To Remove Ordinance Numbers 2615-20 & 2616-20 from the Proposed Agenda				
	Ayes	Nays	Abstain	Absent
Councilwoman Wilkerson	x			
Councilman Bernier	x			
Councilwoman Thomas	x			
Councilwoman Sousa	x			
Councilman Fortuna	x			
Councilman Johnson		x		
X Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

Following this, there was no other discussion regarding agenda items.

SETTING THE AGENDA FOR THE MARCH 18, 2020 REGULAR MEETING

REGULAR MEETING

PROCLAMATIONS

100th Birthday Celebration of Dorothy Andersen
 Women’s History Month
 Phenomenal Woman Awards

APPROVAL OF MINUTES OF MEETINGS

Minutes of the Mayor and Council Workshop Meeting – January 8, 2020
 Minutes of the Mayor and Council Regular Meeting – January 15, 2020
 Minutes of the Mayor and Council Special Meeting - January 27, 2020
 Minutes of the Mayor and Council Closed Executive Session Special Mtg. – January 27, 2020
 Minutes of the Mayor and Council Workshop Meeting – February 11, 2020
 Minutes of the Mayor and Council Closed Executive Session Workshop Mtg.–February 11, 2020

INTRODUCTION, CONSIDERATION AND PASSAGE OF ORDINANCES

ORDINANCE ON SECOND READING & FINAL PASSAGE – Ordinance 2612-20
 AN ORDINANCE AMENDING CHAPTER 338, “RETAIL ESTABLISHMENTS” OF THE
 CODE OF THE BOROUGH OF ROSELLE TO RESTRICT THE SALE OF CERTAIN
 ANIMALS [Public Hearing – March 18, 2020]

ORDINANCE ON SECOND READING & FINAL PASSAGE – Ordinance 2613-20
 AN ORDINANCE AMENDING CHAPTER 523 OF THE BOROUGH CODE TO
 DESIGNATE A HANDICAP PARKING SPACE RESERVED FOR A SPECIFIC PERSON IN
 FRONT OF A CERTAIN RESIDENCE - Eleanor Gordon [Public Hearing – March 18, 2020]

ORDINANCE ON SECOND READING & FINAL PASSAGE– Ordinance 2614-20

AN ORDINANCE AMENDING CHAPTER 523 OF THE BOROUGH CODE TO DESIGNATE A HANDICAP PARKING SPACE RESERVED FOR A SPECIFIC PERSON IN FRONT OF A CERTAIN RESIDENCE - Timiko S. Watkins [Public Hearing – March 18, 2020]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance 2615-20
AMENDING AN ORDINANCE ENTITLED “AN ORDINANCE FIXING THE SALARIES OF CERTAIN OFFICIALS AND EMPLOYEES OF THE BOROUGH OF ROSELLE, IN THE COUNTY OF UNION, STATE OF NEW JERSEY” [Proposed date of Public Hearing – April 15, 2020 Pending Approval]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance 2616-20
AN ORDINANCE TO AMEND CHAPTER 100-3, OF THE CODE OF THE BOROUGH OF ROSELLE ENTITLED “STAFFING LEVEL ’S” [Proposed date of Public Hearing – April 15, 2020 Pending Approval]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance 2617-20
AN ORDINANCE AMENDING CHAPTER 523 OF THE BOROUGH CODE TO DESIGNATE A HANDICAP PARKING SPACE RESERVED FOR A SPECIFIC PERSON IN FRONT OF A CERTAIN RESIDENCE – Betty Ann Farinelli [Proposed date of Public Hearing – April 15, 2020 Pending Approval]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance 2618-20
AN ORDINANCE AMENDING CHAPTER 523 OF THE BOROUGH CODE TO DESIGNATE A HANDICAP PARKING SPACE RESERVED FOR A SPECIFIC PERSON IN FRONT OF A CERTAIN RESIDENCE – Simon Yanez [Proposed date of Public Hearing – April 15, 2020 Pending Approval]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance 2619-20
ORDINANCE OF THE BOROUGH OF ROSELLE, IN THE COUNTY OF UNION, NEW JERSEY AUTHORIZING SALE OF PROPERTY AND EXECUTION OF PURCHASE AND SALE AGREEMENT AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH [Proposed date of Public Hearing – April 15, 2020 Pending Approval]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance 2620-20
AN ORDINANCE TO AMEND BOROUGH CODE CHAPTER 523, SECTION, 124, ESTABLISHING PROHIBITED PARKING ZONES DURING CERTAIN HOURS AND CHAPTER 523, SECTION 33, TIME LIMIT PARKING [Proposed date of Public Hearing – April 15, 2020 Pending Approval]

PUBLIC COMMENTS (on Pending resolutions only)

RESOLUTIONS

Mayor’s Office	
1.	Mayor’s Appointment of a Member to the Zoning Board of Adjustment With the Consent of Council

Building Department	
2.	Resolution Appointing William Wilkins to the Position of Full-Time Construction Code Official at the Salary of \$95,000.00
Finance Department	
3.	Resolution Authorizing Refund of Fees Paid For Usage of Amalfe Community Center
4.	Resolution Authorizing Approval of the Calendar Year 2020 Emergency Temporary Appropriation
5.	Transfer of Funds Between Lines Items
Engineering	
6.	Resolution Authorizing Professional Engineering Services for the Federal Emergency Management Agency (FEMA) Floodplain Management Services and Map Revision As Funded By The Municipality Within The Borough Of Roselle, Union County, New Jersey
7.	Resolution Authorizing Professional Engineering Services in Connection With The Warren Street Park Due Diligence Analysis Funded by the Municipality Within the Borough of Roselle, Union County, New Jersey
8.	Resolution Authorizing Professional Engineering Design and Construction Administration Services in Connection With The Fiscal Year 2020 Sidewalk Improvements Funded by the Municipality Within the borough of Roselle, Union County, New Jersey
9.	Resolution Awarding Construction Contract for the 2019 Various Roadway Improvement Project (William Street, Warren Street, and Brooklawn Avenue) Funded by the Municipality Within the Borough of Roselle, Union County, New Jersey
10.	Resolution Authorizing Professional Engineering Construction Administration Services in Connection With the 2019 Various Roadway Improvement Project Funded by the Municipality Within the Borough of Roselle, Union County, New Jersey
Grant Writer	
11.	Resolution Authorizing the Mayor to Execute an Agreement with DMR Architects in the Amount of \$23,750.00 for Grant Assistance and Schematic Design Services Related to the Renovation and Addition to the Roselle Public Library
12.	New Jersey Library Construction Bond Act Resolution to Apply for Funds
13.	New Jersey Library Construction Bond Act Resolution of Intent to Provide Match Funding
Police Department	
14.	Resolution Appointing William Byrnes to the Position of Police Captain
15.	Resolution Appointing Craig. G. Howlett to the Position of Police Lieutenant
16.	Resolution Appointing Brian A. Field to the Position of Police Sergeant
17.	Authorizing the Police Department to Dispose of Abandoned and Unclaimed Bicycles by Public Auction
Tax Assessor	
18.	Resolution Authorizing Settlement of 2019 Correction of Error Tax Appeal Entitled 2016 Frank Roselle Urban Renewal, LLC v. Borough of Roselle, Docket No.:

	013543-2019, Block 2604, Lot 6, Commonly Known as 1169 ST. George Ave. and Block 2604, Lot 7, Commonly Known as 1159-1163 St. George Ave
Tax Collector	
19.	Authorize Tax Title Lien Redemptions
20.	Authorize Refund of Tax Overpayments

OATH OF OFFICE ADMINISTERED TO PUBLIC SAFETY PERSONNEL

PAYMENT OF BILLS

21.	A Bill List Dated March 18, 2020 [To be provided]
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COUNCIL COMMENT

Councilwoman Isabel Sousa thanked the Fire & Police for coming out promptly to the fire in the 1st Ward on Thompson Avenue; she sent her condolences to a family in the 1st Ward who had a death in the family, and she is looking forward to celebrating Phenomenal Women next week.

Councilman Bernier thanked the Borough Administrator and the Department Heads for their reports and feels it went over very well and that the reports were very informative.

Councilwoman Johnson thanked everyone for coming out to the meeting and thanked the Department Heads for a job well done. She also thanked the Borough Attorney for keeping everyone informed.

Councilwoman Thompson thanked every for coming out and thanked the Department Heads for their reports said they were very informative. She thanked Health Official Glagola for his report on the Corona Virus. She wished everyone a safe trip home.

Councilman Fortuna thanked the everyone for coming to the meeting; he said the Engineering report shows things that needed to be corrected and said there is good work being done and that everyone should be proud of it. He also thanked Mr. Tisdale for work that was done in the 5th Ward.

Council President Wilkerson echoed the sentiment of her Council colleagues that the meeting was very informative with the Department Heads giving their reports; and she encouraged all department heads to attend so they can work things out when they have something on the agenda for their respective departments. She gave her condolences to the Hussein family.

MAYOR'S COMMENT

Mayor Dansereau said she is very excited about the West Brook Flood project and that she is happy that there will be a new flood map that will give relief to people who are paying outrageous amounts of money for flood insurance; she thanked all the people who stayed for the meeting, and that more information will be provided; she remarked that she asked the Redevelopment Attorney and Redevelopment Coordinator to attend Planning Board Sessions to educate the new members so they understand what they are voting on; the communication process is on-going and she is meeting with Mayors from other municipalities by conference

everyday regarding the Corona Virus, and that she will ensure communication between the Borough and Roselle Board of Education.

Motion by Councilman Bernier; seconded by Councilman Fortuna to adopt Resolution Number 2020-109 to go into Closed Executive Session. All were in favor; none were opposed.

**RESOLUTION NUMBER 2020-109
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:
 - 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.

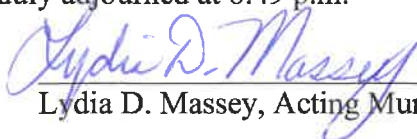
I, Lydia D. Massey, Acting Municipal Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop meeting of said Council held March 11, 2020.

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 11th day of March 2020.
Lydia Massey, Acting Municipal Clerk

The governing body came out of Closed Executive Session at 9:07 p.m.

ADJOURNMENT

On a motion by Councilwoman Johnson, seconded by Councilman Bernier; all were in favor, none were opposed; and the meeting was duly adjourned at 8:49 p.m.


Lydia D. Massey, Acting Municipal Clerk