

**BOROUGH OF ROSELLE
MAYOR & COUNCIL
MINUTES OF THE WORKSHOP MEETING
AUGUST 12, 2020**

Mayor Atkins called the Borough of Roselle, Union County, New Jersey, Mayor and Council Workshop meeting of the Borough of Roselle, Union County, New Jersey, held at Borough Hall, 210 Chestnut Street, Roselle, New Jersey to order on August 12, 2020 at 6:30 p.m. The flag salute was done, and the invocation was given by Mayor Atkins.

Acting Municipal Clerk, Lydia Massey then read the below Statement of Compliance into Record:

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:

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	Excused	
Reginald Atkins	Mayor	P	

ALSO PRESENT:

Jack Layne, Borough Administrator; Everett Falt, Assistant Borough Administrator; Mohamed Jalloh, Borough Attorney; Lydia D. Massey, Acting Municipal Clerk

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

PUBLIC COMMENT

Seeing no-one wishing to speak, Mayor Atkins closed the public comment portion of the meeting.

DEPARTMENT REPORTS

No Department Reports were given.

NEW VOTING BUSINESS

Motion by Councilman Bernier, seconded by Council President Wilkerson, to adopt Resolution Number 2020-221.

RESOLUTION NUMBER 2020-221

RESOLUTION AUTHORIZING A CHANGE ORDER FOR WORK COMPLETED BY ECONOMIC PROJECT SOLUTIONS, INC. , FOR THE BOROUGH OF ROSELLE

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, N.J.S.A. 40A:11-4.1(a); and

WHEREAS, there is presently a need to procure integrated project delivery services for the Borough of Roselle to retrofit, reopen, and reoccupy the Municipal, Firehouse, and DPW buildings; and

WHEREAS, the Borough has received a change order from Economic Project Solutions, Inc., expanding the scope of the work needed to retrofit the municipal building with protective barriers meant to ensure the health and safety of the public and borough employees; and

NOW THEREFORE BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF ROSELLE:

1. That a contract is awarded to Economic Project Solutions, Inc. to provide integrated project delivery services to the Borough for a total contract amount not to exceed \$11,687.50.
2. The Chief Financial Officer has certified that sufficient funds are available within the CY 2020 Capital Budget in the amount of \$11,687.50 in Account# C-04-55-258-618-003.
3. Pursuant to N.J.A.C. 50:30-5.5(e) the award of the contract shall be subject to the availability and appropriation of funds in the CY 2020 Capital budget in **account#** C-04-55-258-618-003; and
4. If funds are not available for the contract in the 2020 capital budget, the contract will be terminated.
5. That an executed copy of the Contract between the Borough and Economic Project Solutions, Inc., and a copy of this resolution shall be filed in the Office of the Borough Clerk and be available there for public inspection in accordance with law.
6. All previous Resolutions and/or orders and directives of Borough employees or officials, which are contrary to or inconsistent with the terms of this instant Resolution, are hereby rescinded, repealed and otherwise deemed ineffectual, to the extent of their inconsistency.
7. This Resolution shall take effect immediately.

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 August 12, 2020.

Vote Record – Resolution Number 2020-221				
	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				

Motion by Councilman Fortuna, seconded by Council President Wilkerson to adopt Resolution Number 2020-222.

RESOLUTION NUMBER 2020-222

AMENDING RESOLUTION 2020-188, A RESOLUTION DESIGNATING AUTHORIZED SIGNERS FOR BANK ACCOUNTS OF THE BOROUGH OF ROSELLE

WHEREAS, N.J.S.A. 40A:5-17.b(2) provides that checks drawn by a municipality be signed by the mayor or other chief executive officer and the municipal clerk and countersigned by such other officer or officers as designated, and

WHEREAS, Section 10-5 of the Borough Code provides that checks shall be signed by the Mayor, Clerk and countersigned by the Borough Chief Financial Officer or Borough Administrator, and that said signatures may be affixed by signature stamp, in accordance with the provisions of said section.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey that the following individuals are so designated by the Borough as authorized signatories are Reginald Atkins, Mayor; Lydia D. Massey, Acting Municipal Clerk; Anders T. Hasseler, Chief Financial Officer; and Jack Layne, Borough Administrator; and

BE IT RESOLVED, the Borough of Roselle has amounts on deposit under the following bank accounts:

Current Account
Federal and State Grant Account
Green Acres Account
Trust Account
Outside Police Trust Account
General Capital
Animal Control
Federal Special Law Enforcement Fund
Public Assistance Trust Fund #1
Escrow Disbursement
Public Defender Trust
Tax Premium
Tax Redemption Trust
Salary Deduction
Salary
Special Law Enforcement Fund
State Unemployment Insurance Trust
Public Offenders Adjudication Act
Municipal Court Bail
Municipal Court Fines
On-Line Tax Payments

BE IT FURTHER RESOLVED, by the Borough Council of the Borough of Roselle, that any two of the four following individuals are so designated by the Borough, Reginald Atkins, Mayor; Lydia D. Massey, Acting Municipal Clerk; Anders T. Hasseler, Chief Financial Officer; and Jack Layne, Borough Administrator, for the following bank accounts:

Salary Account
Salary Deduction Account

BE IT FURTHER RESOLVED, that the undersigned shall be recognized as the designated authorized signers for the Borough of Roselle on the accounts so listed and/or identified above.

Reginald Atkins, Mayor
Lydia D. Massey, Acting Municipal Clerk
Anders T. Hasseler, Chief Financial Officer
Jack Layne, Borough Administrator

BE IT FURTHER RESOLVED, by the Borough Council of the Borough of Roselle, that the following individuals are so designated by the Borough as authorized signatories are Reginald Atkins, Mayor, Lydia D. Massey, Acting Municipal Clerk, Anders T. Hasseler, Chief Financial Officer; Jack Layne, Borough Administrator and Michael Schnurr, Tax Collector for the following bank accounts:

Redemption Trust
Tax Premium Account
On-Line Tax Payments

BE IT FURTHER RESOLVED, that the undersigned shall be recognized as the designated authorized signers for the Borough of Roselle on the accounts so listed and/or identified above.

Reginald Atkins, Mayor
Lydia D. Massey, Acting Municipal Clerk
Anders T. Hasseler, Chief Financial Officer
Jack Layne, Borough Administrator
Michael Schnurr, Tax Collector

BE IT FURTHER RESOLVED, by the Borough Council of the Borough of Roselle, that the following individuals are so designated by the Borough as authorized signatories are Anders T. Hasseler, Chief Financial Officer and Jack Layne, Borough Administrator for the following bank account:

Land use Escrow Account

BE IT FURTHER RESOLVED, that the undersigned shall be recognized as the designated authorized signers for the Borough of Roselle on the accounts so listed and/or identified above.

Anders T. Hasseler, Chief Financial Officer
Jack Layne, Borough Administrator

BE IT FURTHER RESOLVED, by the Borough Council of the Borough of Roselle, that the following individuals are so designated by the Borough as authorized signatories are Carl L. Marshall, Municipal Judge, Nicole Bailey, Court Administrator, and Joann Papa, Deputy Court Administrator for the following bank account:

Municipal Court Bail Account
Municipal Court Fines Account

BE IT FURTHER RESOLVED, that any (2) of the three undersigned shall be recognized as the designated authorized signers for the Borough of Roselle on the accounts so listed and/or identified above.

Carl L. Marshall, Municipal Court Judge
Nicole Bailey, Municipal Court Administrator
Joanne Papa, Deputy Municipal Court Administrator

BE IT FURTHER RESOLVED, that the effective date of this resolution shall be July 8, 2020.

BE IT FURTHER RESOLVED, that a certified copy of the resolution be forwarded to the official depository of the Borough of Roselle with signature cards reflecting the aforementioned officials.

Vote Record – Resolution Number 2020-222				
	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				

Motion by Councilman Fortuna, seconded by Councilwoman Sousa to adopt Resolution Number 2020-223.

RESOLUTION NUMBER 2020-223

**GOVERNOR’S COUNCIL ON ALCOHOLISM AND DRUG ABUSE
FISCAL GRANT CYCLE JULY 2020-JUNE 2025**

WHEREAS, the Governor’s Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, The Roselle Council of the Borough of Roselle County of Union, State of New Jersey recognizes that the abuse of alcohol and drugs, is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Roselle Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Council of the Borough of Roselle has applied for funding to the Governor’s Council on Alcoholism and Drug Abuse through the County of Union.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Roselle, County of Union, State of New Jersey hereby recognizes the following:

1. The Borough council does hereby authorize submission of a strategic plan for the Roselle Everett Hatcher Municipal Alliance grant for fiscal year June 1, 2020- July 30, 2021 in the amount of:

DEDR	\$ 5,083.00
Cash Match	\$ 1,270.75
In-Kind	\$ 3,812.25

- The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: _____
Reginald Atkins/ Mayor

CERTIFICATION

I, Lydia D. Massey, Acting Municipal Clerk of the Borough of Roselle, County of Union, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Borough Council on this 12th day of August 2020.

Vote Record – Resolution Number 2020-223				
	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				

Motion by Council President Wilkerson, seconded by Councilman Bernier to adopt Resolution Number 2020-224.

RESOLUTION NUMBER 2020-224

RESOLUTION AUTHORIZING A CONTRACT WITH PARKER PLANTS FOR THE BOROUGH OF ROSELLE

WHEREAS, the purchase of goods and services by local contracting units is authorized by the Local Public Contracts Law, N.J.S.A. 40A:11-4.1(a); and

WHEREAS, there is presently a need to procure goods for the beautification of the Borough of Roselle in conjunction with the Neighborhood Preservation Program; and

NOW THEREFORE BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF ROSELLE:

- That a contract is awarded to Parker Plants to provide goods and services to the Borough for a total contract amount not to exceed \$43,950.00.

2. The Chief Financial Officer has certified that sufficient funds are available within the CY 2020 Grant Account in the amount of \$43,950.00 in **account# G-02-41-723-019-275**.
3. Pursuant to N.J.A.C. 50:30-5.5(e) the award of the contract shall be subject to the availability and appropriation of funds in the CY 2020 in **account# G-02-41-723-019-275**; and
4. If funds are not available for the contract in the 2020 Grant Account, the contract will be terminated.
5. That an executed copy of the Contract between the Borough and Parker Plants, and a copy of this resolution shall be filed in the Office of the Borough Clerk and be available there for public inspection in accordance with law.
6. All previous Resolutions and/or orders and directives of Borough employees or officials, which are contrary to or inconsistent with the terms of this instant Resolution, are hereby rescinded, repealed and otherwise deemed ineffectual, to the extent of their inconsistency.
7. This Resolution shall take effect immediately.

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 August 12, 2020.

Vote Record – Resolution Number 2020-224				
	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				

Mayor Atkins asked if there was discussion on any of the agenda items. Discussion ensued about Resolution Item #20 concerning the appointment of school crossing guards. The consensus of the Council was to place #20 on the non-consent agenda whilst further information is confirmed.

Motion by Councilman Bernier, seconded by Council President Wilkerson to set the August 19, 2020 Consent Agenda to included Resolution Item Numbers 1 through 22, excluding Resolution Item #20, and the payment of bills.

SETTING THE AGENDA FOR THE AUGUST 19, 2020 REGULAR MEETING

PROCLAMATION

Black Lives Matter

CERTIFICATE OF RECOGNITION

Veterans Advocate Janna Williams

APPROVAL OF MINUTES OF MEETINGS

Minutes of the Mayor and Council Workshop Meeting – July 8, 2020
Minutes of the Mayor and Council Closed Executive Session – July 8, 2020
Minutes of the Mayor and Council Regular Meeting – July 15, 2020

COMMITTEE REPORTS

INTRODUCTION, CONSIDERATION AND PASSAGE OF ORDINANCES

ORDINANCE ON SECOND READING & FINAL PASSAGE – Ordinance 2628-20
AN ORDINANCE TO REPEAL AND REPLACE BOROUGH CODE CHAPTER 295,
NOISE CONTROL [Proposed Public Hearing – August 19, 2020 Pending Approval]

ORDINANCE ON INTRODUCTION AND FIRST READING – Ordinance XXXX-20
AN ORDINANCE AMENDING CHAPTER 126 “ALCOHOLIC BEVERAGES” OF THE
CODE OF THE BOROUGH OF ROSELLE BY INCREASING LIQUOR LICENSE FEES
[Proposed Public Hearing – September 16, 2020 Pending Approval]

ORDINANCE ON INTRODUCTION AND FIRST READING – Ordinance XXXX-20
AN ORDINANCE AMENDING CHAPTER 100, SECTION 3, PARAGRAPH H,
SUBPARAGRAPH 12 OF THE BOROUGH CODE REGARDING STAFFING LEVELS FOR
SCHOOL CROSSING GUARDS (PART TIME) [Proposed Public Hearing – September 16,
2020 Pending Approval]

PUBLIC COMMENTS (on Pending resolutions only)

RESOLUTIONS

Clerk’s Office	
1.	Authorizing Renewal of A.B.C. Licenses and Authorizing the Borough Clerk to Issue Same
2.	Authorizing renewal of A.B.C. License and Authorizing The Municipal Clerk To Issue Same – A Special Ruling Pursuant to N.J.S.A. 33:1-12.39
3.	A Resolution to Authorize the Disposition of Electronic Media
Code Enforcement	
4.	Resolution Appointing Walter Wimbush as a Full-Time Code Enforcement Officer in the Borough of Roselle at the Annual Salary of \$40,800.00
5.	Resolution Increasing the Salary of Code Enforcement Officer Valerie Watson
6.	Acceptance of the Resignation of Linda Henderson
Department of Public Works	
7.	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 2020/2021 Period

Economic Development	
8.	Resolution of the Borough of Roselle, in the County of Union, New Jersey, Authorizing Transfer of Financial Agreement Relating To Block 2604 Lots 1-10
Engineering	
9.	Resolution For a Change Order Amendment to the Contract For American Asphalt & Milling Services, LLC,. Regarding Additional Site Work for the Completion of the NJDOT FY 2019 Chandler Avenue Improvements Project
10.	Resolution Authorizing Professional Engineering Design Services In Connection With the NJDOT Fiscal Year 2020 Various Streets Improvements Funded by the Municipality Within the Borough Of Roselle, Union County, New Jersey
11.	Resolution Authorizing Professional Engineering Design Services In Connection With the 2020 Traffic Safety Improvements Funded By the Municipality Within the Borough of Roselle, Union County, New Jersey
12.	Resolution Authorizing Professional Engineering Design Services In Connection With the 2020 Road Improvements Program Funded by the Municipality Within the Borough of Roselle, Union County, New Jersey
13.	Resolution Authorizing Professional Engineering Design Services In Connection With the CDBG YEAR 46 – Roselle Street Improvement Project Funded by the Union County Community Development Block Grant (CDBG) and the Municipality Within the Borough of Roselle, Union County, New Jersey
Finance Department	
14.	Resolution Authorizing the Insertion of Special Items of Revenues and Appropriations in the 2020 Municipal Budget, Pursuant to N.J.S.A. 40A:4-87 - Alcohol Education Rehabilitation DWI Grant - 2020
15.	Resolution Authorizing the Insertion of Special Items of Revenues and Appropriations in the 2020 Municipal Budget, Pursuant to N.J.S.A. 40A:4-87 - Revenue: Body Armor Grant - 2020
16.	Resolution Authorizing the Insertion of Special Items of Revenues and Appropriations in the 2020 Municipal Budget, Pursuant to N.J.S.A. 40A:4-87 - Bulletproof Vest Grant - 2020
17.	Resolution Authorizing the Insertion of Special Items of Revenues and Appropriations in the 2020 Municipal Budget, Pursuant to N.J.S.A. 40A:4-87 - Clean Communities Grant - 2020
Health Department	
18.	Acceptance of the Retirement of Health Official Charles Glagola
Office of Emergency Management	
19.	Appointing Secretary to Emergency Management Office
Police Department	
20.	Appointing School Crossing Guards
Recreation Department	
21.	Acceptance of the Resignation of Donald Shaw
Tax Collector	
22.	Authorize Tax Title Lien Redemptions

PAYMENT OF BILLS

23.	A Bill List Dated August 19, 2020 [To be provided]
-----	--

[Workshop Meeting Continued]

COUNCIL COMMENT

Councilwoman Sousa thanked the departments and staff for working great during the storm and she asked everyone to continue and complete the 2020 Census.

Councilman Bernier stated that he had no comments.

Councilwoman Thomas stated that she had no comments.

Councilman Fortuna announced that County of Union will be paving St. George Avenue and 1st Avenue in 2021 and it's on the agenda for next week.

Council President Wilkerson echoed the sentiment of Councilwoman Sousa regarding the staff who worked hard during the storm and said kudos to the staff for all their hard work.

MAYOR'S COMMENTS

Mayor Atkins echoed the sentiment of members of the governing body regarding all the work that was done over the past week related to the storm. He reported that there were downed trees, 1650 homes were without electricity for approximately two days, and he reached out to PSE&G and the Governor's Office to help get the Borough's power restored. He spoke to residents who were happy with the DPW's response to the storm, and said three individuals were displaced but found shelter via family and the Red Cross. He spoke about the Census and mentioned that volunteers are going door to door and encouraged everyone to be careful. He thanked the members of the public for joining in on the meeting, and then asked for a motion to go into Closed Executive Session.

At 6:49 p.m., on a motion by Councilman Bernier, seconded by Councilman Fortuna, to adopt Resolution Number 2020-225 to go into Closed Executive Session.

RESOLUTION NUMBER 2020-225

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

- Contract Negotiations
- Litigation 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.

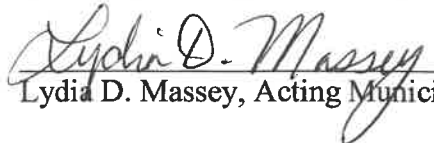
I, Lydia D. Massey, Acting Municipal Clerk of the Borough of Roselle, in the County of Union, State of New Jersey, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by the Borough Council of the Borough of Roselle, County of Union, State of New Jersey at a Workshop meeting of said Council held August 12, 2020.

Vote Record – Resolution Number 2020-225				
	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				

At 8:15 p.m., the Governing Body came out of the Closed Executive Session.

ADJOURNMENT

On a motion by Councilwoman Thomas, seconded by Councilman Bernier, all were in favor, none were opposed and the Workshop meeting was duly adjourned at 8:17p.m.


 Lydia D. Massey, Acting Municipal Clerk