

**BOROUGH OF ROSELLE
MAYOR & COUNCIL
MINUTES OF THE WORKSHOP MEETING
NOVEMBER 4, 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 November 4, 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	P	
Reginald Atkins	Mayor	P	

ALSO PRESENT:

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

PUBLIC COMMENT

Mayor Atkins opened up the public comment portion of the meeting. Seeing no one come forward, Mayor Atkins closed the public comment portion of the meeting.

DEPARTMENT REPORTS

No Department Reports were given.

NEW VOTING BUSINESS

RESOLUTION NUMBER 2020-311

**RESOLUTION ESTABLISHING 2021 MUNICIPAL COUNCIL
MEETING SCHEDULE**

WHEREAS, the “Open Public Meetings Act” Chapter 231, P.L., 1975, requires that notice be given of the schedule of Workshop Meetings and Regular Meetings of the Borough Council of the Borough of Roselle for the period of January 1, 2021 through December 31, 2021; and

WHEREAS, each Workshop Meeting and Regular Meeting will be held at 6:30 p.m., in the Council Chambers of the Borough Hall, 210 Chestnut Street, Roselle, New Jersey or via Zoom Meeting ID: 882 6020 3500, or Dial by your location +1 929-205-6099 US (New York); +1 301-715-8592 US (Germantown); +1 312-626-6799 US (Chicago). More instructions will be provided. If you have any technical issues, please contact the Municipal Clerk’s Office.

MONTH	WORKSHOP MEETING	REGULAR MEETING
January	Wednesday, January 13, 2021	Wednesday, January 20, 2021
February	Wednesday, February 10, 2021	Wednesday, February 17, 2021
March	Wednesday, March 10, 2021	Wednesday, March 17, 2021
April	Wednesday, April 14, 2021	Wednesday, April 21, 2021
May	Wednesday, May 12, 2021	Wednesday, May 19, 2021
June	Wednesday, June 9, 2021	Wednesday, June 16, 2021
July	Wednesday, July 14, 2021	Wednesday, July 21, 2021
August	Wednesday, August 11, 2021	Wednesday, August 18, 2021
September	Wednesday, September 8, 2021	Wednesday, September 15, 2021
October	Wednesday, October 13, 2021	Wednesday, October 20, 2021
November	Wednesday, November 3, 2021	Wednesday, November 10, 2021
December	Wednesday, December 8, 2021	Wednesday, December 15, 2021

BE IT RESOLVED, that the meetings as listed above are open public meetings and portions of each may be held in Closed Executive Session, and that **Formal Action** may be taken at any of the meetings as listed herein.

BE IF FURTHER RESOLVED, that the Municipal Clerk is hereby directed to take all actions as are required in order to satisfy the requirements of N.J.S.A. 10:4-18, including, but not limited to, (a) prominently posting, and maintaining throughout the year, the Meeting Schedule Notice in at least one public place reserved for such announcements, (b) mailing the Meeting Schedule Notice to the newspapers officially designated by the Borough Council to receive such notices, and (c) filing the meeting schedule in the Office of the Municipal Clerk in the Borough of Roselle.

Motion by Council President Wilkerson, seconded by Councilman Fortuna to adopt Resolution Number 2020-311.

Vote Record – Resolution Number 2020-311				
	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				

RESOLUTION NUMBER 2020-312

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 – COVID RELIEF & RECOVERY GRANT – 2020

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the Borough of Roselle in the County of Union, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2020 in the sum of \$98,800 as a result of a letter from the Governor & the New Jersey Department of Community Affairs informing the Borough of Roselle of such award for business recovery and revitalization for the Neighborhood Preservation Program.

BE IT FURTHER RESOLVED, that the like sum of \$98,800 be appropriated under the caption:

Revenue: COVID Relief & Recovery Grant - 2020

Appropriations: COVID Relief & Recovery Grant – 2020

I, Lydia D. 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 November 4, 2020.

Motion by Councilman Bernier, seconded by Councilwoman Johnson to adopt Resolution Number 2020-312.

Vote Record – Resolution Number 2020-312				
	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 opened up discussion with the Council members to set the agenda for the Regular meeting.

Mayor Atkins asked if anyone wanted to volunteer to read the Veterans Day proclamation and Councilman Fortuna volunteered to read at the Regular Meeting. Mayor Atkins also mentioned that there will be a proclamation prepared and read for an organization that partnered with the Borough to distribute food to those in need.

Borough Administrator Jack Layne spoke to Resolution 2020-308 which was tabled a previous meeting, and he said that it is now ready for consideration by the governing body.

Borough Attorney Jalloh spoke to Resolution 2020-308, and said all is resolved with the agreement and the resolution is now ready for consideration by the governing body. He also spoke to Resolution Items 1 through 4, and advised that all the matters can be discussed in the closed executive session pursuant to contract negotiations.

Borough Administrator Jack Layne spoke to the Engineering Resolution Items 5 and 6 on behalf of Engineering, and he answered all questions posed to him by the governing body.

CFO Anders Hasseler spoke to Resolution Items 7, 8, 9, 10, 11, 12 and 13, and answered all questions posed to him by the governing body.

Borough Administrator Jack Layne spoke to Resolution Item 14 and 15 on behalf of the Police Department, and he answered all questions posed to him by the governing body. Discussion ensued about Resolution Item 15, and Administrator Layne will speak to the Chief of Police for clarification of pricing.

Purchasing Agent Eric Walker spoke to Resolution Item 16, and gave a detailed explanation of the resolution. Discussion ensued and Mr. Walker answered all questions posed to him by the governing body.

Mayor Atkins then advised the Borough Clerk that all items resolution items discussed will be placed on the consent agenda pending any changes after the closed executive session.

SETTING THE AGENDA FOR THE NOVEMBER 10, 2020 REGULAR MEETING

PROCLAMATIONS

Veterans Day

APPROVAL OF MINUTES OF MEETINGS

Minutes of the Mayor and Council Workshop Meeting – October 14, 2020

Minutes of the Mayor and Council Closed Executive Session – October 14, 2020

Minutes of the Mayor and Council Regular Meeting – October 21, 2020

Minutes of the Mayor and Council Closed Executive Session – October 21, 2020

COMMITTEE REPORTS

INTRODUCTION, CONSIDERATION AND PASSAGE OF ORDINANCES

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance Number XXXX-XX
AN ORDINANCE AMENDING CHAPTER 55 “FEES FOR BOROUGH SERVICES,” OF THE CODE OF THE BOROUGH OF ROSELLE TO UPDATE VARIOUS FEES

[Proposed Public Hearing _____, 2020 pending approval]

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance Number XXXX-XX
AN ORDINANCE AMENDING CHAPTER 514 “TOWING,” OF THE CODE OF THE BOROUGH OF ROSELLE TO UPDATE FEES AND AUTHORIZED TOWING RATES

[Proposed Public Hearing _____, 2020 pending approval]

PUBLIC COMMENTS (on Pending resolutions only)

RESOLUTIONS

Borough Administrator	
2020-308 [Tabled]	Resolution Appointing Denis Osby Assistant Department of Public Works (DPW) Supervisor
Borough Attorney	
2020-281 [Tabled]	Resolution to Approve the Memorandum of Agreement and Collective Negotiations Agreement Between the Borough of Roselle and OPEIU, Local 32, Department of Public Works
1.	A Resolution of the Borough Council of the Borough of Roselle Authorizing the Borough Tax Assessor and Borough Special Tax Counsel to File a Correction of Error Complaint, Pursuant to <u>N.J.S.A. 54:51A-7</u> in the Tax Court of New Jersey, for Real Property Commonly Known and Designated as Block 2604, LOT 7.01 on the Tax Map of the Borough of Roselle

2.	A Resolution of the Borough Council of the Borough of Roselle Authorizing the Borough Tax Assessor and Borough Special Tax Counsel to File a Correction of Error Complaint, Pursuant to N.J.S.A. 54:51A-7 in the Tax Court of New Jersey for Real Property Commonly Known and Designated as Block 7505, Lots 30.01, 30.02, 30.03, 30.04, 30.05, 30.06, 30.07, 30.08 and 30.09 on the Tax Map of the Borough of Roselle
3.	Approving a Shared Services Agreement with the Roselle Board of Education for the Renovation of Ralph E. Arminio field
4.	Resolution Authorizing the Mayor and Council of the Borough of Roselle to Recognize Juneteenth Independence Day as a Borough Holiday
Engineering	
5.	Resolution Awarding Construction Contract For The CDBG Year 46 – Columbus Avenue Roadway Improvement Project Funded By Community Development Block Grant (CDBG) and the Municipality Within the Borough of Roselle, Union County, New Jersey
6.	Resolution Authorizing Professional Engineering Construction Administration Services in Connection With the CDBG Year 46 – Columbus Avenue Roadway 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	
7.	Resolution of Mayor and Council Approving Submission of 2020 Best Practices Inventory to the Division of Local Government Services
8.	Resolution to Authorize the Submission of the Corrective Action Plan for the Calendar Year 2019 Municipal Audit
9.	Resolution Amending Resolution 2020-042 Decreasing the Contract Award to T&M Associates for Engineering Services by \$39,000
10.	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 – Union County Means Green Grant
11.	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 - NJDOH Childhood Lead Exposure Project Grant - 2020
12.	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 - Recycling Tonnage Grant - 2020
13.	Transfer of Funds Between Line Items
Police Department	
14.	Resolution Authorizing Holiday Meter Parking Restrictions for the Borough of Roselle
15.	Resolution Authorizing Auction of Abandoned Vehicles
Purchasing Agent	
16.	Resolution Authorizing a Contract With Johnston Communications for the Provision of UV-C Thermal Sanitizing Lighting

Tax Collector	
17.	Authorize Tax Title Lien Redemptions

PAYMENT OF BILLS

18.	A Bills List Dated November 10, 2020 [To Be Provided]
-----	---

[Workshop Meeting Continued]

COUNCIL COMMENT

Councilwoman Sousa encouraged everyone to stay safe by wearing masked and to exercise social distancing as the COVID-19 cases are going up. She congratulated the winners of the election and said she will have more comments next week.

Councilman Bernier gave no comments at this time.

Councilwoman Johnson advised the governing body that there was a really bad fire on 5th Avenue prior to the meeting; she reported that the family escaped and to keep them in prayer; and she will have more comments next week.

Councilwoman Thomas said she will save her comments for next week and wished everyone a safe evening.

Councilman Fortuna announced that the bulk trash pickup will end in November and will resume in March 2021. He also said metal pickup will be on Nov. 19th due to the Thanksgiving Holiday.

Council President Wilkerson echoed the sentiment of Councilwoman Sousa regarding masking up due to COVID-19 and said she will see everyone next week.

MAYOR’S COMMENTS

Mayor Atkins spoke about the Thanksgiving Drive for the Borough and said they will be working with non-profits in the area to bring turkeys to Roselle and that if members of the Council want to volunteer, they are welcomed. He thanked Councilman Fortuna for participating in the Harvest Festival/Halloween event by distributing candy bags as well as Councilwoman Johnson for stopping by. He also reported that they distributed approximately 1,000 food boxes to members of the public, and that companies are willing to come to Roselle to impact the community. He also announced that if anyone is seeking rental assistance to let him or his wife know as they know people who can provide such assistance for three months. He spoke to a distribution of masks from the Freeholders via Andrea Staten. He also spoke to the Freeholder food drive event that was held in Warinanco Park which was a great success where they gave out over 4,000 boxes of food to the public.

Councilwoman Johnson congratulated Mayor Atkins and Freeholder Andrea Staten for their partnership with the food drives and mask distributions. Mayor Atkins also announced that food

will be distributed for the next eight weeks to the public, and it can make an impact if everyone helps. Following this, Mayor Atkins congratulated Councilwoman Elect Johnson and Council Elect Villeda on the election. He also thanked Councilwoman Sousa for her hard work, and he thanked Council President Wilkerson on the campaign and her work as a member of the governing body. He then stated that collectively the Borough could push forward and move on.

At 7:19 p.m., Councilman Bernier made a motion, seconded by Council President Wilkerson to go into Closed Executive Session.

RESOLUTION NUMBER 2020-280

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
- 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, 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 October 14, 2020.

Vote Record – Resolution Number 2020-313				
	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 8:54 p.m. the Mayor and Council came out of the Closed Executive Session.

On a motion by Councilman Fortuna, seconded by Councilwoman Johnson, the consent agenda was set as follows:

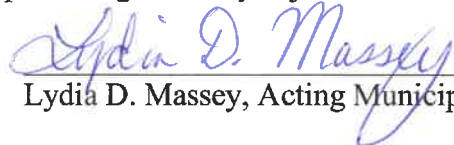
Resolution Number 2020-308 was removed and will be placed on the Regular Meeting non-consent agenda, and there will be a need for a closed executive session at the Regular meeting scheduled for November 10, 2020.

Resolution Item #11 will be amended as it relates to the dollar amount, and Resolution Item #'s 1 through 17 will be on the Consent Agenda.

To Set the 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				

ADJOURNMENT

On a motion by Council President Wilkerson, seconded by Councilwoman Sousa, all were in favor, none were opposed and the Workshop meeting was duly adjourned at 8:59 p.m.


 Lydia D. Massey, Acting Municipal Clerk