

**BOROUGH OF ROSELLE
MAYOR AND COUNCIL
WORKSHOP MEETING MINUTES
MAY 11, 2022**

Council President Denise 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 07203 at 6:30 p.m. The flag salute was recited and the invocation was given by Councilman Bernier.

Borough Clerk Sanchez read into the record the “Open Public Meetings Act” compliance statement.

STATEMENT OF COMPLIANCE

The requirements of N.J.S.A. 10:4-6 et seq., the “Sunshine Law” has been met. A notice of this meeting was sent to the Star Ledger, published in the Home News Tribune on December 15, 2021, posted on the Bulletin Board in Borough Hall and on the Borough’s website and filed in the Office of the Municipal Clerk.

ROLL CALL

Present:

Councilman Richard Villeda, First Ward
Councilman Brandon Bernier, Second Ward
Councilwoman Cynthia Johnson, Third Ward
Councilwoman Cindy Thomas, Fourth Ward
Councilman John Fortuna, Fifth Ward
Council President Denise Wilkerson, At-Large

Also Present:

Lisette Sanchez, Borough Clerk
Rick Smiley, Borough Administrator
Mohamed Jalloh, Esq., Borough Attorney

Absent: Mayor Donald Shaw

PUBLIC COMMENT

Council President Denise Wilkerson opened up the public comment portion of the meeting. The following public comments were made:

1. Lorraine Brody commented regarding the garbage pickup.
2. Anthony Esposito commented regarding the garbage pickup and speeding on Amsterdam Avenue

DEPARTMENT REPORTS

Economic & Housing Development

Victor Klymenko reported the following for the month of April 2022:

- The Economic/Redevelopment Projects as of 4/30/22
- Neighborhood Preservation Program and the Urban Enterprise Zone

Engineering

Jacqueline Dirmann reported the following for the month of April 2022:

- Arminio Field House
- CBDG Year 47- Frank Street (White to St. Georges)
- 2021 NJDOT Roadways – Drake and W 4th
- 2022 Paving Program
- 2022 NJDOT and CDBG Year 48
- Borough Lots
- Tax Map Update
- Crack Sealing

Police Department

Chief Stacey L. Williams reported the following for the month of April 2022:

- Looking to make promotions to fill openings
- Sgt. Lesipasse and Detective McGriff are up for promotions. Certified List for both positions
- Retirement of Captain Byrnes

Statistics:

Calls for Service:	2,676
Area Checks/Park & Walks	280
Motor Vehicle Accidents	81
Drunk Drivers	3
Ambulance	127
Summons Issued for the month	848

Average response time:

Stacked:	3 Minutes 29 seconds
First Unit Response	5 Minutes 25 seconds

Finance Department

Chief Financial Officer Judith Curran reported the following for the month of April 2022:

- Uploaded the entire 2022 budget into the system
- Conducted a year-to-date analysis on spending. Borough is on target
- Collecting monies on the sale of new garbage bins, which funds will go into miscellaneous revenue
- Spoke to process of adopting a bond ordinance and sale of bond anticipation notes

Library

Library Director Jeanne Marie Ryan reported the following for the month of April 2022:

- Library project is moving forward
- Project went out to bid with the UCIA on April 25th with a closing date of June 1st and contract may be awarded in June if bid is acceptable
- Doesn't have a move date yet and can look into shared services

Borough Administrator Smiley commented that he advised all Department Heads to be present at the Workshop meetings.

Councilman Bernier talked about the Departments that have not been giving in-person departmental report at the Workshop Meetings.

Borough Administrator Smiley said he will address it at the next Director's meeting.

PRESENTATIONS - None.

CLOSED EXECUTIVE SESSION

RESOLUTION NUMBER 2022-175

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, Lisette Sanchez, 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 May 11, 2022.

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 May 2022.

Motion to adopt by Councilman Bernier, second by Councilwoman Thomas.

Vote Record – Resolution No. 2022-175				
	Ayes	Nays	Abstain	Absent
Councilman Villeda	X			
Councilman Bernier	X			
Councilwoman Johnson	X			
Councilwoman Thomas	X			
Councilman Fortuna	X			
Council President 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				

Entered into Executive Session at 7:17 p.m.

Returned to Workshop Meeting at 7:21 p.m.

NEW VOTING BUSINESS

RESOLUTIONS

RESOLUTION NUMBER 2022-176

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 Donald Shaw, Mayor; Lisette Sanchez, Municipal Clerk; Judith Curran, Chief Financial Officer; and Rick Smiley, Borough Administrator; and

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

- Current Account
- Grant Account
- Green Acres Account
- Trust Account
- Outside Police Trust
- General Capital
- Animal Control
- Federal Special Law Enforcement
- Public Assistance Trust
- Escrow Main Disbursement
- Public Defender Trust
- Tax Premium Trust
- Tax Redemption Trust
- Salary Account
- Salary Deduction Trust
- Special Law Enforcement Fund
- State Unemployment Insurance Trust
- Library Grant and Lease
- 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 the following individuals are so designated and recognized by the Borough as authorized signatories are Donald Shaw, Mayor, Lisette Sanchez, Municipal Clerk, Judith Curran, Chief Financial Officer; and Kendy Thompson, Tax Collector for the following bank accounts:

- Redemption Trust
- Tax Premium Account
- On-Line Tax Payments

BE IT FURTHER RESOLVED, by the Borough Council of the Borough of Roselle, that the following individuals are so designated and recognized by the Borough as authorized signatories are Judith Curran, Chief Financial Officer and Rick Smiley, Borough Administrator for the following bank account:

Land use Escrow Account

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

Municipal Court Bail Account
Municipal Court Fines Account

BE IT FURTHER RESOLVED, that the effective date of this resolution shall be May 11, 2022.

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.

Motion to adopt Resolution 2022-176 by Councilman Bernier, second by Councilman Fortuna.

Vote Record –Resolution Numbers 2022-176				
	Ayes	Nays	Abstain	Absent
Councilman Villeda	X			
Councilman Bernier	X			
Councilwoman Johnson	X			
Councilwoman Thomas	X			
Councilman Fortuna	X			
Council President Wilkerson	X			
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RESOLUTION NUMBER 2022-177

RESOLUTION ADJUSTING THE JOB TITLE AND SALARY OF ASSOCIATE ID LA2EBDUIN, OF THE DEPARTMENT OF PUBLIC WORKS

WHEREAS, the Job Title of Equipment Operator requires the Commercial Drivers License credential issued by the New Jersey Division of Motor Vehicles to perform the responsibilities of said position, and

WHEREAS, Associate ID LA2EBDUIN, Equipment Operator, has notified the Borough of Roselle that he is under a one-year suspension period pertaining to his Commercial Driver’s License (CDL), and

WHEREAS, Associate ID LA2EBDUIN, has further notified the Borough of Roselle of eight (8) months remaining in said suspension period.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Roselle, hereby approves the temporary adjustment of Associate ID LA2EBDUIN, from the Job Title of Equipment Operator at a rate of \$30.77 per hour to the Job Title of Laborer at a rate of \$27.75 effective May 1, 2022.

I, Lisette Sanchez, 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 May 11, 2022.

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 May 2022.

Motion to adopt Resolution 2022-177 by Councilman Bernier, second by Councilman Fortuna.

Vote Record –Resolution Numbers 2022-177				
	Ayes	Nays	Abstain	Absent
Councilman Villeda	X			
Councilman Bernier	X			
Councilwoman Johnson			X	
Councilwoman Thomas	X			
Councilman Fortuna	X			
Council President Wilkerson	X			
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

SETTING THE AGENDA FOR THE MAY 18, 2022 REGULAR MEETING

PROCLAMATION

Roselle’s Knitting Group

APPROVAL OF MINUTES OF MEETINGS

Minutes of the Mayor and Council Workshop Meeting – April 13, 2022

Minutes of the Mayor and Council Regular Meeting – April 20, 2022

COMMITTEE REPORTS

INTRODUCTION, CONSIDERATION AND PASSAGE OF ORDINANCES

ORDINANCES ON SECOND READING/PUBLIC HEARING - Ordinance Number 2683-22

AN ORDINANCE AMENDING CHAPTER 650 “LAND USE”, ARTICLE XI “ADMINISTRATION, ENFORCEMENT AND FEES”, SECTION 86.1 “FEES AND ESCROW DEPOSITS” OF THE CODE OF THE BOROUGH OF ROSELLE TO UPDATE THE FEES AND ESCROW REQUIRED IN CONNECTION WITH BOARD APPLICATIONS [Proposed Public Hearing Date May 18, 2022]

ORDINANCES ON SECOND READING/PUBLIC HEARING – Ordinance Number 2684-22

AN ORDINANCE AMENDING CHAPTER 155 “CANNABIS ESTABLISHMENTS,” SECTION 5, “LICENSING” [Proposed Public Hearing Date May 18, 2022]

ORDINANCES ON SECOND READING/PUBLIC HEARING – Ordinance Number 2685-22

ORDINANCE OF THE BOROUGH OF ROSELLE, COUNTY OF UNION, NEW JERSEY APPROVING AND AUTHORIZING EXECUTION OF AN AMENDED AND RESTATED FINANCIAL AGREEMENT FOR PROPERTY COMMONLY KNOWN AS 533 EAST 2ND AVENUE AND 118 SHERIDAN AVENUE AND IDENTIFIED AS BLOCK 407, LOTS 8 & 10 ON THE BOROUGH’S TAX MAP [Proposed Public Hearing Date May 18, 2022]

ORDINANCES ON SECOND READING/PUBLIC HEARING – Ordinance Number 2686-22

AN ORDINANCE TO AMEND AND SUPPLEMENT THE LAND USE CODE OF THE BOROUGH OF ROSELLE, CHAPTER 650, ARTICLE II, SECTION 650-4 DEFINITIONS; ARTICLE XII, ZONING, SECTION 650-95 B(4) CONDITIONAL USES WITHIN THE BUSINESS/COMMERCIAL ZONE; ARTICLE XII, ZONING, SECTION 650-97 B(3) CONDITIONAL USES WITHIN THE INDUSTRIAL ZONE; ARTICLE XII, ZONING, SECTION 650-99 B(3) CONDITIONAL USES WITHIN THE COMMERCIAL-INDUSTRIAL

ZONE; SECTION 650-102.B PERMITTED CONDITIONAL USES; AND TO AMEND AND SUPPLEMENT THE CENTRAL ROSELLE REVITALIZATION PLAN, AMENDMENT #10, SECTION 3.2 TO ADD A CONDITIONAL USE [Proposed Public Hearing Date May 18, 2022]

Motion to postpone the proposed Public Hearing date of May 18, 2022 to June 15, 2022 by Councilman Bernier, second by Councilman Villeda.

Vote Record –Ordinance 2686-22				
	Ayes	Nays	Abstain	Absent
Councilman Villeda	X			
Councilman Bernier	X			
Councilwoman Johnson	X			
Councilwoman Thomas	X			
Councilman Fortuna	X			
Council President Wilkerson	X			
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

Public Hearing rescheduled to June 15, 2022.

ORDINANCE ON INTRODUCTION & FIRST READING – Ordinance Number 2687-22

AN ORDINANCE AMENDING CHAPTER 465 “CANNABIS TRANSFER TAX AND USER TAX” TO ADD TAX ON CANNABIS CULTIVATION [Proposed Public Hearing Date June 15, 2022]

RESOLUTIONS

<u>BOROUGH ADMINISTRATOR</u>	
1.	Resolution Appointing Fund Commissioner and Alternate Fund Commissioner for the Public Entity Joint Insurance Fund
<u>BOROUGH ATTORNEY</u>	
2.	Resolution Authorizing Borough Administrator to Enter into Settlement
3.	Resolution Appointing Weber Dowd Law as Special Counsel for OPRA Services for The Borough Not to Exceed \$15,000.00
<u>CODE ENFORCEMENT</u>	
4.	Resolution Authorizing the Refund of Certificate of Occupancy Overpayment
<u>ECONOMIC DEVELOPMENT</u>	
5.	Resolution Authorizing and Directing the Borough of Roselle Planning Board to Determine Whether Certain Property, Block 3802, Lots 25, 26, 27 & 28 in the

	Borough of Roselle, Union County, New Jersey, Constitutes an Area in Need of Redevelopment and Approving Professional Planning Services in Connection Therewith
6.	Resolution Awarding a Non-Fair and Open Contract to Caravella Demolition, Inc. for the Provision of Building Demolition Services [To Be Provided]
ENGINEERING	
7.	Resolution Authorizing the Award of Contract to Reivax Contracting Corporation for Crack Sealing Services For 2022
8.	Resolution Authorizing Professional Engineering Services to Update the Roselle Tax Maps Funded by the Municipality within the Borough of Roselle, Union County, New Jersey
9.	Resolution Authorizing Payment of General Engineering Invoice for Colliers Engineering and Design
10.	Resolution for a Change Order Amendment to the Contract with the City of Linden Regarding Additional Work for the Completion of the North Wood Avenue Resurfacing Project
FINANCE	
11.	Resolution Authorizing a Refund of Tax Overpayments & Appeals
FIRE	
12.	Resolution Authorizing the Refurbishing of Emergency Vehicles through the Houston-Galveston Area Council Purchasing Cooperative (H-GAC)
MUNICIPAL COURT	
13.	Resolution Accepting the Resignation of Maria Rodriguez of the Office of the Municipal Court
14.	Resolution Hiring a Full-Time Keyboarding Clerk 1 [To Be Provided]
PUBLIC WORKS	
15.	Resolution Authorizing Refund of Street Opening Escrow Fees

PAYMENT OF BILLS

16.	A Bills List Dated May 18, 2022 [To Be Provided]
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Motion to set Consent Agenda for the May 18, 2022 Regular Meeting of Resolution Items 1 through 15 by Councilman Bernier, second by Councilman Villeda.

Vote Record – To Make a Consent Agenda				
	Ayes	Nays	Abstain	Absent
Councilman Villeda	X			
Councilman Bernier	X			
Councilwoman Johnson	X			
Councilwoman Thomas	X			

Councilman Fortuna	X			
Council President 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				

COUNCIL COMMENT

Councilman Villeda had no comments.

Councilman Bernier talked about the new garbage pickup schedules, bins and transition period for the rollout.

Councilwoman Johnson thanked Borough Administrator Smiley and the DPW for sending out information to the residents concerning garbage pickup.

Councilwoman Thomas had no comments.

Councilman Fortuna talked about the new garbage collection calendar and delivery of the new garbage receptacles. Service for the West side should start week of July 7th.

Council President Wilkerson talked about the speeding issues in Roselle and said signs and enforcement as well as tough penalties should be implemented as public safety measures. She echoed the sentiment of her council colleagues regarding the new garbage calendar and delivery of the new garbage receptacles that things have to be done better. She thanked the DPW staff for their hard work and adjusting to the new garbage collection schedule.

MAYOR’S COMMENTS

Mayor Donald Shaw had an excused absence.

ADJOURNMENT

Motion to adjourn by Councilwoman Johnson, second by Councilwoman Thomas. Motion was approved by unanimous vote. Meeting adjourned at 7:49 p.m.


 Lisette Sanchez, Borough Clerk

**BOROUGH OF ROSELLE
MAYOR & COUNCIL MINUTES OF
CLOSED (EXECUTIVE) SESSION
WORKSHOP MEETING
MAY 11, 2022**

Mayor and the Borough Council entered into Closed Executive Session at 7:17 p.m.

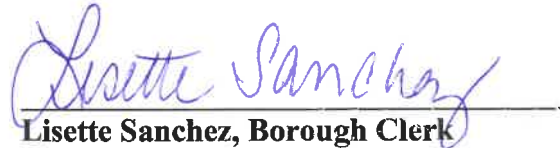
Councilman Villeda, Councilman Bernier, Councilwoman Johnson, Councilwoman Thomas, Councilman Fortuna, Council President Wilkerson and Mayor Shaw

Also Present:

Borough Administrator Rick Smiley, Borough Attorney Mohamed Jalloh, Esq. and Borough Clerk Lisette Sanchez.

Borough Administrator Smiley inquired from the Mayor and Borough Council if they had any questions or concerns regarding any agenda item as it pertains to personnel, contractual and litigation matters, contract negotiations or matters falling within attorney client privilege. Thereafter, the Mayor nor the Borough Council had questions or concerns.

Motion to adjourn by Councilman Bernier, second by Councilman Villeda. Motion was approved by unanimous vote. Meeting adjourned at 7:21 p.m.



Lisette Sanchez, Borough Clerk