

**BOROUGH OF ROSELLE  
MAYOR AND COUNCIL  
WORKSHOP MEETING MINUTES  
AUGUST 10, 2022**

Mayor Donald Shaw called the Workshop Meeting of the Mayor and Council of the Borough of Roselle, Union County, New Jersey held at 210 Chestnut Street, Roselle, New Jersey 07203 at 6:30 p.m. The flag salute was recited and the invocation was given by Reverend Jones.

Municipal Clerk Sanchez read into the record 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 2021 to the Union County Local Source and the Home News Tribune in 2020, by posting on the Borough of Roselle website and by filing said notice 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  
Mayor Donald Shaw

**Also Present:**

Lisette Sanchez, Borough Clerk  
Rick Smiley, Borough Administrator  
Mohammed Jalloh, Borough Attorney

**PUBLIC COMMENT**

Mayor Shaw opened up the public comment portion of the meeting. There were no public comments; therefore, Mayor Shaw closed the public comments portion of the meeting.

**DEPARTMENT REPORTS**

**Grant Officer** – David Biunno, Senior Consultant, GLD Associates, Inc. reported the following for the month of July:

- Borough has applied for the following grants:
  - o \$100,000 grant from 2022 Kids Recreational Trust Fund for park repairs

- \$70,000 grant from the American Rescue Plan Firefighter to hire firefighters
- Greening Union County to plant trees throughout the Borough
- FY 2022 Cops Hiring Grant to provide the cost of hiring three police officers

**Fire** – Fire Chief Eric Pearson reported the following for the month of July:

- Total fire alarms for 2022: 1,256
- Total ambulance calls for 2022: 1,413
- Total ambulance collection for 2022: \$171,058.48
- Smoke alarm/CO detectors/fire extinguisher certs: 47
- Commercial inspections: 21
- Multiple dwellings: 21
- OPRA requests processed: 22
- Violations issued (failed): 9
- Certificate of Inspection issued (passed): 22 (may include violations abated)
- All fire hydrants have been tested and serviced

**Office of Emergency Management** – Reverend Roy Jones reported the following for the month of July:

- Preparing an inventory of vehicles and instituting vehicle usage logs for all vehicles
- Borough Hall basement office will service as HUB and Communications location
- Training and regular meetings for Deputy Coordinators and leadership will be held in Borough Hall basement office
- On-line training available for EMMIT access
- Ordering new uniforms for all OEM members
- Upcoming training for elected officials and departments heads for PDA requirements for filing paperwork, pricing and request for reimbursements
- Preparing for Rolling Thunder event in September

**Public Works** – Acting Superintendent George Phipps reported the following for the month of July:

- Provided an update on the East and West Sides sanitation roll out
- Provided an update on trimming of trees around the Borough
- Painting is being done around the schools before the start of the new school year
- Training for the department employees

**Economic & Housing Development** – Victor Klymenko reported the following for the month of July:

- Upcoming meeting with Foya Group in regards to the proposed I Hop to discuss pricing terms, review plans and proposed redevelopment agreement
- Redevelopment Agreement for 110 West 1<sup>st</sup> has been signed and project will commence once funds are posted
- St. George Avenue redevelopment study is complete. Public Notice will follow along with a presentation to Planning Board

- Conveyance documents on the Linden Place property are being reviewed by the MacCrichtie Team
- Demolition of 901 Chandler has been delayed
- 1211 Morris is having a fence installed

**Library** – Library Director Jeanne Marie Ryan provided an update on the library move.

**PRESENTATIONS** – None.

**CLOSED EXECUTIVE SESSION**

**RESOLUTION NUMBER 2022-264**

**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 on August 10, 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 10<sup>th</sup> of August 2022.

**Motion by Councilman Bernier, second by Councilwoman Thomas to enter into Executive Session.**

<b>Vote Record</b>				
	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"/> <b>Adopted</b> <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

**Entered into Executive Session at 7:37 p.m.**

**Returned to Regular Meeting at 8:14 p.m.**

**SETTING THE AGENDA FOR THE AUGUST 17, 2022 REGULAR MEETING**

**Proclamation** - Council President Wilkerson announced that there will be three (3) proclamations for the Library.

**Resolution #9** - Councilman Bernier requested this resolution be placed at the beginning of the agenda as new business.

**Resolutions #10 and 11** will be taken off the Consent Agenda.

**PROCLAMATION**

**APPROVAL OF MINUTES OF MEETINGS**

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

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

**INTRODUCTION, CONSIDERATION AND PASSAGE OF ORDINANCES**

**ORDINANCE ON INTRODUCTION & FIRST READING** – Ordinance Number 2690-22

AN ORDINANCE TO ESTABLISH THE MULTICULTURAL INCLUSION AND ACCESSIBILITY ADVISORY COMMITTEE [Proposed Public Hearing Date September 21, 2022]

**ORDINANCE ON INTRODUCTION & FIRST READING** – Ordinance Number 2691-22

AN ORDINANCE TO AMEND AND SUPPLEMENT THE LAND USE CODE OF THE BOROUGH OF ROSELLE, CHAPTER 650, ARTICLE XII, ZONING, SECTION 650-88, GENERAL PROVISIONS; SECTION 650-89, RESIDENCE A ZONE; SECTION 650-90, RESIDENCE B ZONE; SECTION 650-91, RESIDENCE C ZONE; SECTION 650-92, RESIDENCE D ZONE; SECTION 650-93, RESIDENCE E ZONE; SECTION 650-94, RESIDENCE F ZONE; SECTION 650-96, PROFESSIONAL OFFICE ZONE; AND TO AMEND AND SUPPLEMENT THE CENTRAL ROSELLE REVITALIZATION PLAN, AMENDMENT #11, TABLE 2, SCHEDULE OF REGULATIONS TO AMEND PERMITTED HEIGHTS AND OTHER BULK STANDARDS [Proposed Public Hearing Date September 21, 2022]

**RESOLUTIONS**

<b><u>BOROUGH ADMINISTRATOR</u></b>	
1.	RESOLUTION AUTHORIZING BOROUGH ADMINISTRATOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT DESIGNATING ERIC WALKER AS THE QUALIFIED PURCHASING AGENT FOR THE BOROUGH OF ROSELLE
2.	RESOLUTION HIRING SHANEL ROBINSON AS ASSISTANT BOROUGH ADMINISTRATOR (ABA) IN THE ADMINISTRATION DEPARTMENT AT AN ANNUAL SALARY OF \$110,000.
<b><u>BOROUGH ATTORNEY</u></b>	
3.	RESOLUTION RATIFYING 2021 REVERSE TAX APPEALS
4.	RESOLUTION OF THE BOROUGH OF ROSELLE AUTHORIZING SETTLEMENT OF THE TAX APPEAL ENTITLED BOROUGH OF ROSELLE V. 120 EAST ROSELLE HOLDINGS, LLC IN THE TAX COURT OF NEW JERSEY, FOR THE PROPERTY LOCATED AT BLOCK 3002, LOT 2.01, COMMONLY KNOWN AS 111-15 CHESTNUT
<b><u>BOROUGH CLERK</u></b>	
5.	RESOLUTION GRANTING A SPECIAL PERMIT FOR A SOCIAL AFFAIR AND AUTHORIZING THE BOROUGH CLERK TO CERTIFY SAME SPECIAL PERMIT APPLICATION
<b><u>ENGINEERING</u></b>	
6.	RESOLUTION AWARDING CONSTRUCTION CONTRACT FOR THE POPLAR STREET PARK IMPROVEMENTS PROJECT FUNDED BY THE MUNICIPALITY WITHIN THE BOROUGH OF ROSELLE, UNION COUNTY, NEW JERSEY

7.	RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING CONSTRUCTION ADMINISTRATION SERVICES IN CONNECTION WITH THE POPLAR STREET PARK IMPROVEMENTS PROGRAM FUNDED BY THE MUNICIPALITY WITHIN THE BOROUGH OF ROSELLE, UNION COUNTY, NEW JERSEY
<b>FINANCE</b>	
8.	RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENTS
<b>FIRE</b>	
9.	RESOLUTION APPOINTING DEANDRE C. JONES TO THE POSITION OF FIREFIGHTER AT THE SALARY OF \$51,075.88 EFFECTIVE AUGUST 22, 2022
<b>GRANT OFFICER</b>	
10.	RESOLUTION AUTHORIZING PARTICIPATION IN THE UNION COUNTY 2022 KIDS RECREATION TRUST FUND GRANT PROGRAM <b>[TO BE PROVIDED]</b>
11.	RESOLUTION AUTHORIZING PARTICIPATION IN THE 2022 NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS AMERICAN RESCUE PLAN FIREFIGHTER GRANT PROGRAM
<b>POLICE</b>	
12.	RESOLUTION SUPPORTING THE DRIVE SOBER OR GET PULLED OVER 2022 STATEWIDE LABOR DAY CRACKDOWN
13.	RESOLUTION HIRING A FULL-TIME KEYBOARDING CLERK 1 IN THE POLICE DEPARTMENT AT \$18.00 AN HOUR <b>[TO BE PROVIDED]</b>
<b>PUBLIC WORKS</b>	
14.	RESOLUTION HIRING PART TIME SEASONAL TEMPORARY LABORERS IN THE DEPARTMENT OF PUBLIC WORKS AT A RATE OF \$18.00 PER HOUR <b>[TO BE PROVIDED]</b>
15.	RESOLUTION ACKNOWLEDGING THE TERMINATION OF EMPLOYMENT OF PART TIME TEMPORARY LABORERS IN THE DEPARTMENT OF PUBLIC WORKS <b>[TO BE PROVIDED]</b>
<b>RECREATION</b>	
16.	RESOLUTION ACKNOWLEDGING THE END OF ANNETTE JONES'S TERM AS TEMPORARY PART TIME FOOD SERVICE MANAGER FOR THE 2022 SUMMER CAMP
17.	RESOLUTION ACKNOWLEDGING THE END OF SHARON WEST'S TERM AS TEMPORARY CAMP DIRECTOR FOR THE 2022 SUMMER CAMP
18.	RESOLUTION ACKNOWLEDGING THE END OF TERM OF CAMP COUNSELORS FOR THE 2022 SUMMER CAMP

**PAYMENT OF BILLS**

**Motion to set Consent Agenda with items 1 through 8, 12, and 15 through 18 by Councilman Bernier, second by Council President Wilkerson**

<b>Vote Record</b>				
	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"/> <b>Adopted</b> <input type="checkbox"/> Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

**NEW VOTING BUSINESS**

**RESOLUTION NUMBER 2022-265 (WO)**

**RESOLUTION REMOVING EUGENIA SIMMS AS EVERETT HATCHER MUNICIPAL ALLIANCE SECRETARY (COORDINATOR)**

**WHEREAS** the Mayor previously appointed Eugenia Simms as Secretary (Coordinator) Everett Hatcher Municipal Alliance, which appointment requires the advice and consent of Council; and

**WHEREAS** Eugenia Simms is unable to meet the requirements as Secretary (Coordinator) Everett Hatcher Municipal Alliance.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Borough Council of the Borough of Roselle, County of Union, State of New Jersey that Eugenia Simms be relieved of her duties as the Secretary (Coordinator) Everett Hatcher Municipal Alliance at effective August 10, 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 August 10, 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 10<sup>th</sup> day of August 2022.

**Motion to walk-on Resolution 2022-265(WO) by Councilwoman Thomas, second by Councilman Bernier.**

<b>Vote Record</b>				
	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"/> <b>Adopted</b> <input type="checkbox"/> Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

Mayor Shaw inquired if there were any residents that would like to speak on Resolution 2022-265(WO). Seeing no one come forward, Mayor Shaw closed the public hearing.

**Motion to adopt Resolution 2022-265(WO) by Councilwoman Thomas, second by Council President Wilkerson.**

<b>Vote Record</b>				
	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"/> <b>Adopted</b> <input type="checkbox"/> Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

**RESOLUTION NUMBER 2022-266(WO)**

**RESOLUTION AUTHORIZING PARTICIPATION IN THE 2022 NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS AMERICAN RESCUE PLAN FIREFIGHTER GRANT PROGRAM**



**WHEREAS**, the New Jersey Department of Community Affairs (NJCA) has funds not to exceed \$75,000 per applicant available through its 2022 American Rescue Plan Firefighter Grant Program to support local and regional fire departments by ensuring they have proper firefighting protection, cleaning and sanitation equipment against the combined threats of COVID-19 virus and the strain of emergency fire requests; and

**WHEREAS**, the Borough of Roselle Fire Department is in need of these items due to the increased hazards caused by COVID- 19; and

**WHEREAS**, the Mayor and Municipal Council of the Borough of Roselle are in support of the NJCA 2022 American Rescue Plan Firefighter Grant Program; and

**WHEREAS**, the 2022 American Rescue Plan Firefighter Grant Program does not require matching funds;

**WHEREAS**, an application for such funds may not be filed nor funds spent in a municipality without authorization by the Governing Body; and

**WHEREAS**, the Mayor and Municipal Council of the Borough of Roselle endorse and support the 2022 American Rescue Plan Firefighter Grant Program grant application because of the economic, safety, health and environmental benefits to our municipality, and it is in the best interests of the Borough of Roselle.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Municipal Council of the Borough of Roselle hereby approve the filing of a 2022 NJCA American Rescue Plan Firefighter Program grant application in an amount not to exceed \$75,000.

**BE IT FURTHER RESOLVED**, that the signature of the Mayor, Borough Administrator and/or any other municipal official, or their successors in said titles, which is required on the grant application and grant agreement, and any other documents necessary in connection therewith, is hereby authorized.

**BE IT FURTHER RESOLVED**, that 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 held of said Council held August 10, 2022.

**IN WITNESS WHEREOF**, I have hereunder 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 August, 2022.

**Motion to walk-on Resolution 2022-266(WO) by Council President Wilkerson, second by Councilman Bernier.**

<b>Vote Record</b>				
	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"/> <b>Adopted</b> <input type="checkbox"/> Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

Mayor Shaw inquired if there were any residents that would like to speak on Resolution 2022-266(WO). Seeing no one come forward, Mayor Shaw closed the public hearing.

**Motion to adopt Resolution 2022-266(WO) by Council President Wilkerson, second by Councilwoman Thomas.**

<b>Vote Record</b>				
	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"/> <b>Adopted</b> <input type="checkbox"/> Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

**RESOLUTION NUMBER 2022-267(WO)**

**RESOLUTION AUTHORIZING PARTICIPATION IN THE UNION COUNTY  
2022 KIDS RECREATION TRUST FUND GRANT PROGRAM**

**WHEREAS**, the Union County Board of Chosen Freeholders has established the 2022 Kids Recreation Trust Fund Grant Program (hereinafter referred to as the “Program”) through the Open Space, Recreation and Historic Preservation Trust Fund; and

**WHEREAS**, the Program will consist of two components, which are Discover Our Parks and Recreational Improvements for park and playground facilities; and

**WHEREAS**, the Borough of Roselle wishes to apply for the Recreational Improvements component in the amount not to exceed \$100,000, which shall be used for improvements and repairs to various municipal parks with a total project cost not to exceed \$200,000, and the remaining \$100,000 of the project being a dollar-for-dollar cash match by the Borough of Roselle; and

**WHEREAS**, the Borough of Roselle also wishes to apply for the Discover Our Parks component, which shall enable children from the Borough of Roselle to participate in a variety of recreational activities at facilities throughout Union County; and

**WHEREAS**, the Program is permitted and authorized by N.J.S.A. 40:48-2.56; and

**WHEREAS**, the Program grant application is due by August 15, 2022.

**NOW, THEREFORE, BE IT RESOLVED** that the Municipal Council of the Borough of Roselle hereby approves participation in the 2022 Kids Recreation Trust Fund Grant Program.

**BE IT FURTHER RESOLVED**, that the Union County Board of Commissioners is commended for continuing this important program.

**BE IT FURTHER RESOLVED**, that the signature of the Mayor, Borough Administrator and/or any other municipal official, or their successors in said titles, which is required on the grant application and grant agreement, and any other documents necessary in connection therewith, is hereby authorized.

**BE IT FURTHER RESOLVED**, that 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 held of said Council held August 10, 2022.

**IN WITNESS WHEREOF**, I have hereunder set my hand and affixed the seal of the Borough of Roselle in the County of Union and State of New Jersey this 10<sup>th</sup> day of August, 2022.

**Motion to walk-on Resolution 2022-267(WO) by Councilman Bernier, second by Council President Wilkerson.**

<b>Vote Record</b>				
	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"/> <b>Adopted</b> <input type="checkbox"/> Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

Mayor Shaw inquired if there were any residents that would like to speak on Resolution 2022-267(WO). Seeing no one come forward, Mayor Shaw closed the public hearing.

**Motion to adopt Resolution 2022-267(WO) by Councilman Bernier, second by Councilwoman Thomas.**

<b>Vote Record</b>				
	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"/> <b>Adopted</b> <input type="checkbox"/> Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

**COUNCIL COMMENT**

Councilman Villeda had no comments.

Councilman Bernier had no comments.

Councilwoman Johnson expressed her disappointment of the walk-on resolution for Everett Hatcher.

Councilwoman Thomas had no comments.

Councilman Fortuna had no comments.

Council President Wilkerson provided an explanation on the walk-on resolutions.

**MAYOR'S COMMENTS**

Mayor Shaw thanked many including Dave Cintron for the Ecuadorian flag raising held at Borough Hall.

**Motion to adjourn by Councilman Bernier, second by Councilman Fortuna. Motion was approved by unanimous vote. Meeting adjourned at 8:37 p.m.**

  
Lisette Sanchez, Borough Clerk