

**BOROUGH OF ROSELLE
MAYOR AND COUNCIL
WORKSHOP MEETING MINUTES
JANUARY 11, 2023**

Mayor Shaw called the Workshop Meeting of the Mayor and Council of the Borough of Roselle, Union County, New Jersey held on January 11, 2023 at 6:30 p.m. The flag salute was done and the invocation was given by Councilwoman Thomas.

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 23, 2022, 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:

Honorable Richard Villeda	(1 st Ward)
Honorable Cynthia Johnson	(3 rd Ward)
Honorable Cindy Thomas	(4 th Ward)
Honorable John Fortuna	(5 th Ward)
Honorable Denise Wilkerson	(At-Large)
Honorable Brandon Bernier	(2 nd Ward/Council President)
Honorable Donald Shaw	(Mayor)

Also Present:

Lisette Sanchez, Borough Clerk
Shanel Robinson, Acting Borough Administrator
Mohammed Jalloh, Borough Attorney

PUBLIC COMMENT

Mayor Shaw opened up the public comment portion of the meeting. Thereafter, the following public comments were made:

1. **Lorrie Sexton**, 280 Columbus Avenue commented on the alleged damage the Borough of Roselle’s salt dome damage has caused to their home. Borough Attorney Jalloh confirmed that a tort claim has been filed.

DEPARTMENT REPORTS

Code Enforcement – Assistant Business Administrator Shanel Robinson reported on behalf of Michael Tisdale the following for the month of December 2022:

Revenue:

- CO Fees: \$2,790.00
- Rentals Fees: \$5,100.00
- Vacant Properties Fees: 00.00
- Zoning Fees: \$555.00
- Total Revenue for December: \$8,445.00

Division:

- 1 high grass violations
- 12 exterior maintenance violations
- 0 interior maintenance violations
- 0 tree violations
- 3 garbage and debris violations
- 7 vehicle violations
- 11 bulk violations
- 0 miscellaneous complaints
- 14 zoning applications
- 0 zoning inspections
- Addressed 21 summonses for the month December

Economic & Housing Development – Redevelopment Coordinator Victor Klymenko reported the following for the month of December 2022:

- 901 Chandler Avenue demolition – received 4 proposals
- ICCL/Roselle Commons extension completed for another decade
- Borough property study is now completed
- 118 Roselle Properties Urban Renewal, LLC update
- 110 West 1st Avenue update
- FOYA/IHOP update
- WAWA bond release matter update
- 136-142 East 4th Avenue project update
- St. Georges Avenue Redevelopment Study completed
- VASCO Properties, 792 E. 3rd update
- NPP Year 3 NPP Implementation Plan update
- UEZ Status updates and updates to SAGE Grant System
- 117-119 Chestnut Street redevelopment project
- 1005 Oak Street sale of properties update
- 219 Columbus Avenue lot update
- PSE&G substation update
- 325 Stockton application update

Finance – Acting Borough Administrator Shanel Robinson reported the following for the month of December 2022:

- FEMA update – Total Project Cost: \$125,322.96; total reimbursement \$215,693.56; additional reimbursement \$71,178.56
- Submitted Chapter 159s for grants
- Received \$140,000 from CDBG grants
- Emergency Appropriation Resolution and 2022 budget
- Staff processed final purchase orders for 2022
- Took in \$1,653.200 in escrows and created spreadsheet for tracking
- Submitted all finance related resolutions for the Reorganization meeting
- Created temporary budget for the reorganization meeting
- Acting Borough Administrator will be added as a signer to various bank accounts
- Corrected Annual Debt Statement

Grant Officer – David Biunno, Senior Consultant, GLD Associates, Inc. reported the following for the month of December 2022:

- Resolutions to be submitted to Borough Council:
 - o Local Recreation Improvement Grant
 - o 2023 CDBG Year 49 Public Services
 - o 2023 CDBG Year 29 Housing
 - o 2023 CDBG Year 49 Public Improvements
 - o Automated License Plate Reader Initiative
 - o 2022 Kids Recreational Trust Fund
 - o Greening Union County
 - o American Rescue Plan Firefighter Grant

Human Resources – Human Resources Coordinator Kheesha Walls reported the following for the month of December 2022:

- Held meetings with department heads to address personnel issues
- Addressed requests from Civil Service
- Attended PEJIF meeting on December 13, 2022
- Scheduled fingerprinting appointments, addressed payroll issues
- Addressed workers compensation matters with vendor
- Addressed disciplinary/union issues with OPEIU
- Addressed issues with Division of Pension and Civil Service

Police Department – Captain Helder Freire reported the following for the month of December 2022:

- Provided update on the Union County Dispatch
- Background check completed for officers and resignation of a Police Officer
- Calls for service: 2,419
- Area Checks/Park & Walks: 840
- M.V. Accidents: 92
- Drunk Drivers: 5
- Ambulance: 204

- Summons Issued: 752

Public Works Department – Assistant Supervisor Jermaine Randle reported the following for the month of December 2022:

- Picked up Christmas trees
- Garbage is now picked up twice a week
- PEJIF training will take place for blood borne pathogens
- Shade tree personnel removed 3 trees
- 4 Sewer lines flushed

Building – Construction Official Bill Wilkins reported the following for the month of December 2022:

- Building Permits: \$4,567.00
- Electrical Permits: \$9,945.00
- Plumbing Permits: \$6,770.00
- Fire Permits: \$2,295.00
- Mech Permits: \$2,252.00
- DCA: \$1,214.00
- CO Fees: \$450.00
- CCO Fees: \$270.00
- Total Permit Fees: \$28,036.00

Fire Department – Captain Christopher Laba reported the following for the month of December 2022:

- Total fire alarms for 2022: 2,028
- Total ambulance calls for 2022: 2,497
- Total ambulance collection for Nov. & Dec. 2022: \$35,595.88
- Total ambulance collection not incl December: \$329,165.79
- Life Hazard Inspections: 294, Local: 488, Closed: 65, Total: 847

December 2022 monthly inspections:

- Smoke alarm/CO detectors/fire extinguisher certs: 25
- Commercial inspections: 15
- Multiple dwellings: 12
- OPRA requests processed: 14
- Violations issued (failed): 10
- Certificate of Inspection issued (passed): 26 (may include violations abated)
- Inspection report worksheets generated: 28
- New Business Registration Forms Processed: 0

Recreation Department – Recreation Leader Eugenia Simms reported the following for the month of December 2022:

- 300 people attended the Winter Wonderland event which was a success
- 125 residents attended the Skate Night at the Warinanco Sport Complex

- 90 Seniors attended the Senior Holiday Luncheon at Costa's Restaurant
- Recreation partnered with the Three Kings Celebration
- Created flyer for MLK Flag Raising
- First draft of the 2023 recreation calendar has been completed
- Provided update of senior activities for the month of December 2022

Library – Library Director Jeanne Marie Ryan, Library reported the following for the month of December 2022:

- Several resources are available on the library's website
- The Kindergarten Success Academy visits the library weekly
- ESL classes are being held via Zoom
- Knitting and crochet sessions are well attended
- Three people joined the Art Studio class
- The Health Department holds blood pressure screenings the 4th Thursday monthly

Engineering– Senior Project Manager Jackie Dirmann reported the following for the month of December 2022:

- 2021 NJDOT Roadways – Drake and W 4th – sanitary sewer work completed – paving to be completed in Spring 2023
- 2022 Paving Program – speed humps completed
- 2022 NJDOT and CDBG Year 48 – video inspection of sanitary sewer conducted.
- Water Company construction – water service replacements on-going until the end of December 2022
- Arminio Field House construction on-going with additional manpower
- Crack Sealing completed
- Traffic Safety Meeting – 4-way stop study being conducted on Pine & 5th, Walnut and 7th, Rivington & 10th, Harrison & 7th and Thompson Avenue between Rosewood and 6th Ave
- Poplar Park – to be completed in Spring 2023
- Preparing Capital Budget requests for traffic, signage, landscaping, roadways, Sylvester Field, Home Terrace
- Storm and Sanitary Sewer Assessments and repairs on certain streets
- Community Rating System 5-year Recertification and NJPDES Tier A Permit Renewal

CLOSED EXECUTIVE SESSION

RESOLUTION NUMBER 2023-028

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 January 11, 2023.

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 of January 23, 2023.

Motion to enter into Executive Closed Session by Council President Bernier, second by Councilwoman Thomas.

Vote Record – Resolution 2023-028				
	Ayes	Nays	Abstain	Absent
Councilman Villeda	X			
Councilwoman Johnson			X	
Councilwoman Thomas	X			
Councilman Fortuna	X			
Councilwoman Wilkerson	X			
Council President Bernier	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 8:01 p.m.

Returned to Regular Meeting at 8:25 p.m.

NEW VOTING BUSINESS

RESOLUTION NUMBER 2023-029

RESOLUTION APPROVING SETTLEMENT

WHEREAS, there is presently pending in the Superior Court of New Jersey, Law Division, Union County, a civil action entitled Adrian Montalvo v. Frank Gauthier, Roselle Police Department, Borough of Roselle et al., Docket No.: UNN-L-001341-21; and

WHEREAS, the aforementioned lawsuit is an action by the plaintiff to recover damages for personal injuries sustained as a result of a motor vehicle accident involving a Roselle Police Officer and a Roselle Police Department vehicle;

WHEREAS, the parties have reached a tentative settlement of all claims, in the total amount of \$200,000, of which \$100,000 is to be paid by or on behalf of a co-defendant and \$100,000 is to be paid by the Public Joint Insurance Fund, the joint insurance in which the Borough of Roselle is a member; and

WHEREAS, settlement of this matter for the aforementioned sum has been handled by the Public Entity Joint Insurance Fund, as well Mohamed Jalloh, Esq., Borough Attorney and Renaud Colicchio, LLC; and

WHEREAS, the aforementioned attorneys have recommended that this litigation be settled, with the amount of \$100,000 to be paid on behalf of the Borough of Roselle and Defendant Frank Gauthier by the Public Joint Insurance Fund to avoid the cost, disruption and uncertainty of further litigation;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Roselle that the aforementioned settlement is hereby approved; and

BE IT FURTHER RESOLVED that the Mayor, Borough Clerk and any other appropriate officials be and hereby authorized to execute any documents required to implement the settlement, in a form satisfactory to the Borough Attorney for the Borough of Roselle as set forth above.

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, and State of New Jersey Workshop Meeting said Council held January 11, 2023.

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 January, 2023.

RESOLUTION NUMBER 2023-030

RESOLUTION APPROVING SETTLEMENT

WHEREAS, on or about on September 27, 2021, Plaintiff George Phipps (“Plaintiff or Phipps”) commenced a civil action in the United States District Court for the District of New Jersey against the Borough of Roselle (“Borough”) with the Docket Number 2:21-cv-17625-KM-LDW (the “Lawsuit”), asserting various claims against the Borough under the American Family and Medical Leave Act (“FMLA”), the New Jersey Law Against Discrimination (“NJLAD”), New Jersey common law and the Americans with Disabilities Act (“ADA”).

WHEREAS, following extensive negotiations between the Parties, a proposed settlement was reached in the above matter; and

WHEREAS, the Borough does not admit any liability or wrong doing whatsoever through and by this settlement and is taking this action solely as a matter of a business judgment and at the recommendation of its legal counsel;

WHEREAS, the parties have reached a proposed settlement of all claims, in the total amount of \$75,000, is to be paid by the Public Entity Joint Insurance Fund, the joint insurance in which the Borough of Roselle is a member; and

WHEREAS, Phipps agrees to acknowledge that he is not entitled to reinstatement to his former position of the Superintendent of the Department of Public Works (the “DPW”) of the Borough after his fixed one-year term expired during medical leave he took from November 2021 to February 2022 under the American Family and Medical Leave Act (“FMLA”).

WHEREAS, Phipps has agreed to resign from his employment with the Borough, effective February 28, 2023; and

WHEREAS, settlement of this matter for the aforementioned sum has been handled by the Public Entity Joint Insurance Fund, as well Xiaosong Li, Esq; and

WHEREAS, the aforementioned attorney has recommended that this litigation be settled to avoid the cost, disruption and uncertainty of further litigation;

WHEREAS, the Borough has determined, under all of the circumstances, that it is in its best interest to resolve the matter amicably, thereby concluding the litigation against Phipps; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Roselle that the aforementioned settlement is hereby approved; and

BE IT FURTHER RESOLVED that the Mayor, Borough Clerk and any other appropriate officials be and hereby authorized to execute any documents required to implement the settlement, in a form a satisfactory to the Borough Attorney for the Borough of Roselle as set forth above.

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, and State of New Jersey Workshop Meeting said Council held January 11, 2023.

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 January, 2023.

Motion to adopt Resolutions 2023-029 and 2023-030 by Councilman Fortuna, second by Councilman Villeda.

Vote Record – Resolution 2023-029 and 2023-030				
	Ayes	Nays	Abstain	Absent
Councilman Villeda	X			
Councilwoman Johnson			X	
Councilwoman Thomas	X			
Councilman Fortuna	X			
Councilwoman Wilkerson	X			
Council President Bernier	X			
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RESOLUTION NUMBER 2023-031

**RESOLUTION TO TERMINATE THE EMPLOYMENT OF BOROUGH CHIEF
FINANCIAL OFFICER, JUDITH CURRAN**

WHEREAS, effective April 27, 2022, Judith Curran (“Curran”) has held the position of Chief Financial Officer (“CFO”) with the Borough of Roselle (the “Borough”); and

WHEREAS, Curran is an at-will employee; and

WHEREAS, Curran has demonstrated a pattern of performance issues; and

WHEREAS, the Council believes it is in the best interest of the Borough to terminate the employment of Curran; and

WHEREAS, the Council has determined that it is appropriate to terminate the employment of Curran,

NOW, THEREFORE, BE IT RESOLVED, that a majority of the members of the Borough Council of the Borough of Roselle, in the County of Union, New Jersey, have voted to terminate the employment of Borough CFO Judith Curran.

BE IT FURTHER RESOLVED, that the Borough's Attorney and Borough Administrator are directed to take the appropriate steps to effectuate this Resolution.

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 accurate 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 January 11, 2023.

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 January 2023.

Motion to walk-on and adopt Resolution 2023-031 by Council President Bernier, second by Councilwoman Thomas.

Vote Record – Resolution 2023-031				
	Ayes	Nays	Abstain	Absent
Councilman Villeda	X			
Councilwoman Johnson			X	
Councilwoman Thomas	X			
Councilman Fortuna	X			
Councilwoman Wilkerson	X			
Council President Bernier	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 2023-032

(REVISED)

RESOLUTION APPOINTING A TEMPORARY INTERIM CHIEF FINANCIAL OFFICER

WHEREAS, a vacancy has been created in the office of the chief financial officer as of January 11, 2023; and

WHEREAS, N.J.S.A. 40A:9-140.10 requires every municipality to have a chief financial officer appointed by the governing body; and

WHEREAS, N.J.S.A. 40A:9-140.11 and N.J.S.A. 40A:9-140.13 allow for the appointment of a chief financial officer on a temporary and interim basis; and

WHEREAS, Nicola Trasente, CMFO has agreed to serve as chief financial officer on a part-time, temporary and interim basis until such time as the Borough of Roselle hires a permanent replacement; and

WHEREAS, the Borough is desirous of allowing Mr. Trasente to serve as CFO on a part-time temporary and interim basis to maintain compliance with state law and ensure the continued and efficient operation of the finance activities of the Borough while the Borough seeks a permanent CFO.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Roselle:

1. Nicola Trasente, CMFO, is hereby appointed as “temporary chief financial officer” on an interim part-time basis, effective January 11, 2023 for a period not to exceed six (6) months;
2. Mr. Trasente shall be compensated at the rate of \$125 per hour, not to exceed 20 hours per week and shall not be entitled to any benefits or emoluments.
3. Mr. Trasente’s employment as temporary chief financial officer shall terminate upon the appointment of a permanent chief financial officer for the Borough of Roselle.
4. The requirements of the Borough Code, Section 5-10 as to residency in the Borough are hereby waived by the Borough Council as to Nicola Trasente, CMFO.
5. The provisions of this resolution are severable. To any extent that any clause, phrase, sentence, paragraph, or provision of the Resolution shall be declared invalid, illegal, or unconstitutional, the remaining provisions shall continue in full force and effect.

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 January 11, 2023.

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 January 2023.

Motion to walk-on and adopt Resolution 2023-032 by Council President Bernier, second by Councilwoman Wilkerson.

Vote Record – Resolution 2023-032				
	Ayes	Nays	Abstain	Absent
Councilman Villeda	X			
Councilwoman Johnson			X	
Councilwoman Thomas	X			
Councilman Fortuna	X			
Councilwoman Wilkerson	X			
Council President Bernier	X			
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

INTRODUCTION, CONSIDERATION AND PASSAGE OF ORDINANCES

ORDINANCE ON SECOND READING/PUBLIC HEARING

(AMENDED)

ORDINANCE NUMBER 2697-22

AN ORDINANCE TO AMEND CHAPTER 100-3, OF THE CODE OF THE BOROUGH OF ROSELLE ENTITLED "STAFFING LEVELS"

BE IT ORDAINED, by the Mayor and Council of the Borough of Roselle, that the Code of the Borough of Roselle, Chapter 100-3, is hereby amended as follows:

SECTION I.

A. Governing body.

- (1) Mayor (PT) (1)
- (2) Council members (PT) (6)

B. Executive Staff and Department heads.

- (1) Borough Administrator (1)
- (2) Borough Attorney (PT) (1)
- (3) Municipal Clerk (1)
- (4) Chief Financial Officer (1)
- (5) Chief of Police (1)
- (6) Fire Chief (1)
- (7) Health Officer (1)
- (8) Construction Official (1)
- (9) Municipal Court Judge (PT) (1)

- (10) Superintendent of Public Works (1)
- (11) Emergency Management Coordinator (PT) (1)
- (12) Deputy Emergency Management Coordinator (PT) (1)
- (13) Tax Collector (1)
- (14) Tax Assessor (1)
- (15) Human Resource Coordinator (1)

C. Department of Administration

- (1) Assistant Borough Administrator (1)
- (2) Administrative Analyst (1)
- (3) Executive Assistant, Borough Administrator (1)
- (4) Confidential Assistant, (1)
- (5) Economic Development Representative 4 (1)
- (6) Keyboarding Clerk-1 (1)
- (7) Public Information Officer (1)

C.1. Division of Recreation

- (8) Recreation Leader (1)
- (9) **Recreation Director (1)**
- (10) Recreation Aide (2)
- (11) Recreation Aide (PT) (1)

C.2. Division of Code Enforcement

- (1) Chief Code Enforcement Officer (1)
- (2) Senior Code Enforcement officer (1)
- (3) Code Enforcement Officer (3)
- (4) Code Enforcement Officer Trainee (1)
- (5) Sanitation Inspector (PT) (2)
- (6) Keyboarding Clerk-1 (1)
- (7) Keyboarding Clerk-3 (1)

D. Department of Finance

- (1) Purchasing Agent (1)
- (2) Municipal Treasurer (1)
- (3) Payroll Supervisor (1)
- (4) Principal Account Clerk (1)
- (5) Senior Account Clerk (1)
- (6) Account Clerk (1)

D.1. Division of Tax Collection

- (7) Deputy Tax Collector (PT) (1)

E. Department of Tax Assessor

- (1) **Deputy Tax Assessor (1)**
- (2) **Clerk-1 (1)**

F. Department of the Municipal Clerk

- (1) **Deputy Municipal Clerk (1)**
- (2) **Keyboarding Clerk-1 (1)**
- (3) **Keyboarding Clerk-1 (1)**
- (4) **Keyboarding Clerk-2 (1)**

G. Department of Health

- (1) **Keyboarding Clerk-3 (1)**
- (2) **Keyboarding Clerk-2 (1)**
- (3) **Registrar of Vital Statistics (PT-stipend) (1)**
- (4) **Deputy Registrar of Vital Statistics (PT-stipend) (1)**
- (5) **Alternate Deputy Registrar of Vital Statistics (PT-stipend) (1)**
- (6) **Board of Health Secretary (PT) (1)**

H. Police Department

- (1) **Captains (not more than 3)**
- (2) **Lieutenants (not more than 7 including 1 Detective Lieutenant)**
- (3) **Sergeants (not more than 8 including 2 Detective Sergeants)**
- (4) **Police Officers (not more than 40)**
- (5) **Detectives (not more than 7)**
- (6) **Public Safety Telecommunicators (not more than 6)**
- (7) **Confidential Secretary (1)**
- (8) **Keyboarding Clerk-3 (1)**
- (9) **Keyboarding Clerk-2 (3)**
- (10) **Records Support Technician (1)**
- (11) **Parking Enforcement Officer (2)**
- (12) **School Crossing Guards (PT) (not more than 23)**
- (13) **Alternate School Crossing Guards (PT) (not more than 3)**

I. Fire Department

- (1) **Battalion Chief (5)**
- (2) **Captain (5)**
- (3) **Firefighter (21)**
- (4) **Senior Inspector (1)**
- (5) **Inspector (1)**
- (6) **Keyboarding Clerk-2 (1)**

J. Department of Public Works

- (1) **Assistant Public Works Superintendent (1)**
- (2) **Supervisor Public Works (1)**

- (3) Assistant Supervisor Public Works (5)
- (4) Supervising Equipment Operator (1)
- (5) Equipment Operator (7)
- (6) Truck Driver (11)
- (7) Laborer (18)
- (8) Laborer (PT) (15)
- (9) Senior Mechanic (1)
- (10) Mechanic (1)
- (11) Mechanic's Helper (2)
- (12) Keyboarding Clerk-3 (1)
- (13) Keyboarding Clerk-2 (1)
- (14) Omni Bus Drivers (PT) (2)
- (15) Per Diem Bus Drivers (PT) (5)
- (16) Recycling Coordinator (PT-stipend) (1)

K. Building Department

- (1) Electrical Sub Code Official/Inspector (PT) (1)
- (2) Fire Sub Code Official/Inspector (PT) (1)
- (3) Plumbing Sub Code Official/Inspector (PT) (1)
- (4) Building Inspector (PT) (1)
- (5) Electrical Inspector (PT) (1)
- (6) Plumbing Inspector (PT) (1)
- (7) Technical Assistant to the Construction Official (1)
- (8) Clerk-2 (1)

L. Municipal Court

- (1) Court Administrator (1)
- (2) Deputy Court Administrator (2)
- (3) Keyboarding Clerk-1 (1)
- (4) Keyboarding Clerk-1 (PT) (3)
- (5) Court Attendant (PT) (1)
- (6) Violations Clerk (2)
- (7) Per Diem Court Attendant (1)

M. Legal Department

- (1) Labor Attorney (PT) (1)
- (2) Chief Prosecutor (PT) (1)
- (3) Assistant Prosecutor (PT) (1)
- (4) Chief Public Defender (PT) (1)
- (5) Public Defender (PT) (1)

N. Support and Staff positions.

- (1) Secretary to the Planning Board (PT) (1)

- (2) Secretary to the Zoning Board of Adjustment (PT) (1)
 (3) Secretary (Coordinator) to the Everett Hatcher Municipal Alliance (PT) (1)

SECTION II. If any section, subsection, provision, clause, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, such adjudication shall not affect the remaining sections, subsections, provisions, clauses, or portions, which shall be deemed severable therefore.

SECTION III. All ordinances or parts of ordinances inconsistent with or in conflict with this Ordinance are hereby replaced and/or repealed to the extent of such inconsistency.

SECTION IV. This Ordinance shall take effect at the time and in the manner provided by law.

Mayor Shaw read Ordinance Number 2697-22 by title and opened the public hearing on the ordinance. Seeing no one come forward, Mayor Shaw closed the public hearing on the ordinance.

Motion to adopt Ordinance 2697-22 by Councilman Fortuna, second by Councilman Villeda.

Recorded Vote on Final Passage of Ordinance No. 2697-22 – January 11, 2023

	Motion	Second	Ayes	Nays	Abstain	Absent
Councilman Villeda		X	X			
Councilman Bernier			X			
Councilwoman Johnson			X			
Councilwoman Thomas			X			
Councilman Fortuna	X		X			
Councilwoman Wilkerson			X			
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn						

ORDINANCE ON SECOND READING/PUBLIC HEARING

ORDINANCE NUMBER 2698-22

(AMENDED)

AMENDING SECTION II OF 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”

BE IT ORDAINED, by the Mayor and Council of the Borough of Roselle, County of Union, State of New Jersey, as follows:

SECTION II: The following named officials and employees of the Borough of Roselle shall be entitled to an annual salary within the range as set forth for the respective classifications:

CLASSIFICATION	MINIMUM	MAXIMUM
Administrative Analyst	\$40,000.00	\$80,000.00
Alternate Deputy Registrar	\$1,000.00	\$2,500.00
Assistant Borough Administrator	\$40,000.00	\$135,000.00
Assistant Public Works Superintendent	\$70,000.00	\$100,000.00
Assistant Supervisor Public Works	\$55,000.00	\$80,000.00
Board of Health, Secretary	\$2,500.00	\$5,000.00
Borough Administrator	\$50,000.00	\$155,000.00
Borough Attorney	\$65,000.00	\$130,000.00
Borough Labor Attorney	\$60,000.00	\$80,000.00
Building Inspector	\$10,000.00	\$25,000.00
Building Maintenance Worker	\$23,000.00	\$30,000.00
Chief Code Enforcement Officer	\$55,000.00	\$95,000.00
Chief Financial Officer	\$40,000.00	\$125,000.00
Code Enforcement Officer	\$40,000.00	\$80,000.00
Code Enforcement Trainee	\$30,000.00	\$40,000.00
Community Center Director	\$5,000.00	\$15,000.00
Construction Code Official	\$50,000.00	\$100,000.00
Confidential Assistant	\$35,000.00	\$50,000.00
Confidential Secretary	\$45,000.00	\$80,000.00
Coordinator of Emergency Management	\$5,000.00	\$20,000.00
Deputy Coordinator of Emergency Management	\$2,500.00	\$10,000.00
Deputy Municipal Clerk	\$40,000.00	\$65,000.00
Deputy Registrar of Vital Statistics	\$2,500.00	\$5,000.00
Deputy Tax Collector	\$15,000.00	\$30,000.00
Deputy Court Administrator	\$50,000.00	\$75,000.00
Deputy Tax Assessor	\$30,000.00	\$80,000.00
Economic Development Representative 4	\$40,000.00	\$80,000.00
Electrical Sub Code Official/Inspector	\$12,000.00	\$25,000.00
Everett Hatcher Alliance Secretary	\$2,500.00	\$5,000.00
Executive Assistant	\$45,000.00	\$80,000.00
Emergency Management, Secretary	\$2,500.00	\$5,000.00
Fire Chief	\$85,000.00	\$200,000.00
Fire Sub Code Official/Inspector	\$19,000.00	\$25,000.00
Human Resource Coordinator	\$50,000.00	\$90,000.00
Municipal Court Administrator	\$65,000.00	\$90,000.00
Municipal Clerk	\$60,000.00	\$100,000.00
Municipal Judge	\$20,000.00	\$100,000.00
Municipal Treasurer	\$40,000.00	\$80,000.00

CLASSIFICATION	MINIMUM	MAXIMUM
Omni Bus Driver (per hour)	\$15.00	\$25.00
Part Time Dispatchers (per hour)	\$15.00	\$25.00
Payroll Supervisor	\$40,000.00	\$70,000.00
Planning Board Secretary	\$2,500.00	\$5,000.00
Plumbing Sub Code Official/Inspector	\$19,000.00	\$25,000.00
Police Chief	\$85,000.00	\$200,000.00
Prosecutor Chief	\$20,000.00	\$40,000.00
Prosecutor Assistant	\$10,000.00	\$30,000.00
Public Defender	\$9,000.00	\$20,000.00
Public Information Officer	\$45,000.00	\$80,000.00
Purchasing Agent	\$40,000.00	\$90,000.00
Recreation Aide (per hour)	\$10.00	\$25.00
Recreation Director	\$40,000.00	\$100,000.00
Recreation Leader	\$40,000.00	\$80,000.00
Recycling Coordinator	\$2,500.00	\$5,000.00
Registered Environmental Health Specialist/Health Officer	\$75,000.00	\$135,000.00
Registrar of Vital Statistics	\$2,500.00	\$5,000.00
Sanitation Inspector (per hour)	\$15.00	\$25.00
Seasonal Employees (per hour)	\$12.00	\$25.00
Senior Advisory Board Secretary	\$2,500.00	\$5,000.00
Senior Code Enforcement Officer	\$45,000.00	\$90,000.00
Superintendent of Public Works	\$75,000.00	\$130,000.00
Supervising Equipment Operator	\$65,000.00	\$95,000.00
Supervisor Public Works	\$65,000.00	\$95,000.00
Tax Assessor	\$30,000.00	\$100,000.00
Tax Collector	\$50,000.00	\$90,000.00
Violations Clerk	\$42,000.00	\$55,000.00
Zoning Board Secretary	\$2,500.00	\$5,000.00

Mayor Shaw read Ordinance Number 2698-22 by title and opened the public hearing on the ordinance. Seeing no one come forward, Mayor Shaw closed the public hearing on the ordinance.

Motion to adopt Ordinance 2698-22 by Councilwoman Wilkerson, second by Councilman Fortuna.

Recorded Vote on Final Passage of Ordinance No. 2698-22 – January 11, 2023

	Motion	Second	Ayes	Nays	Abstain	Absent
Councilman Villeda			X			
Councilman Bernier			X			
Councilwoman Johnson			X			

Councilwoman Thomas			X			
Councilman Fortuna		X	X			
Councilwoman Wilkerson	X		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 JANUARY 18, 2023

PROCLAMATION

APPROVAL OF MINUTES OF MEETINGS

Minutes of the Mayor and Council Workshop Meeting – December 14, 2022

Minutes of the Mayor and Council Executive Closed Session – December 14, 2022

Minutes of the Mayor and Council Regular Meeting – December 21, 2022

Minutes of the Mayor and Council Executive Closed Session – December 21, 2022

Minutes of the Mayor and Council Special Meeting – December 28, 2022

INTRODUCTION, CONSIDERATION AND PASSAGE OF ORDINANCES

ORDINANCE ON SECOND READING/PUBLIC HEARING – Ordinance Number 2700-22

ORDINANCE OF THE BOROUGH OF ROSELLE, IN THE COUNTY OF UNION, NEW JERSEY AUTHORIZING THE SALE OF CERTAIN BOROUGH OWNED PROPERTY LOCATED ON WHITE STREET AND IDENTIFIED AS BLOCK 2301, LOT 31 ON THE BOROUGH'S OFFICIAL TAX MAP, AND AUTHORIZING THE EXECUTION OF PURCHASE AND SALE AGREEMENT AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH

a) Public Hearing

b) Motion for Final Adoption:

Second:

RESOLUTIONS

<u>CODE ENFORCEMENT</u>	
1.	RESOLUTION AUTHORIZING THE BOROUGH OF ROSELLE TO ISSUE A REFUND FOR OVERPAYMENT TO FRANCE S. DESANGES
<u>ECONOMIC & HOUSING DEVELOPMENT</u>	
2.	RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND NON-OPEN CONTRACT TO JGSC GROUP FOR PROFESSIONAL SERVICES IN CONNECTION WITH REDEVELOPMENT WITHIN THE BOROUGH NOT TO EXCEED \$92,000.00
3.	RESOLUTION APPROVING QUITCLAIM DEED

<u>FINANCE</u>	
4.	RESOLUTION AUTHORIZING REFUND OF TAX OVERPAYMENTS
<u>GRANT OFFICER</u>	
5.	RESOLUTION AUTHORIZING THE FILING OF A UNION COUNTY PROGRAM YEAR 49 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION IN THE CATEGORY OF PUBLIC SERVICES
6.	RESOLUTION AUTHORIZING THE FILING OF A UNION COUNTY PROGRAM YEAR 49 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION IN THE CATEGORY OF HOUSING
7.	RESOLUTION AUTHORIZING THE FILING OF A UNION COUNTY PROGRAM YEAR 49 COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION IN THE CATEGORY OF PUBLIC IMPROVEMENTS
8.	RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE NATIONAL FITNESS CAMPAIGN HEALTHY CITY GRANT AWARD [TO BE PROVIDED]
9.	RESOLUTION AUTHORIZING THE FILING OF A FY23 LOCAL RECREATION IMPROVEMENT GRANT THROUGH THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS
<u>HUMAN RESOURCES</u>	
10.	RESOLUTION ADJUSTING THE JOB TITLE AND SALARY OF LA2EBDUIN OF THE DEPARTMENT OF PUBLIC WORKS
<u>POLICE DEPARTMENT</u>	
11.	RESOLUTION AUTHORIZING AUCTION OF ABANDONED VEHICLES
<u>PUBLIC WORKS</u>	
12.	RESOLUTION TO EXECUTE AN AGREEMENT WITH PATCH MANAGEMENT, INC. FOR UTILIZING THE POTHOLE KILLER VEHICLE IN THE BOROUGH OF ROSELLE
<u>PURCHASING AGENT</u>	
13.	RESOLUTION GRANTING CONTRACTS FOR ACTING PROSECUTOR SERVICES
14.	RESOLUTION GRANTING CONTRACTS FOR ACTING PUBLIC DEFENDER
15.	RESOLUTION AWARDING CONTRACT FOR AMBULANCE BILLING SERVICES [TO BE PROVIDED]
16.	RESOLUTION AWARDING CONTRACT FOR APPRAISAL SERVICES [TO BE PROVIDED]
17.	RESOLUTION AWARDING CONTRACT FOR ARCHITECTURAL SERVICES [TO BE PROVIDED]
18.	RESOLUTION AWARDING CONTRACT FOR AUDITING SERVICES [TO BE PROVIDED]
19.	RESOLUTION AWARDING CONTRACT FOR BOND COUNSEL SERVICE [TO BE PROVIDED]

20.	RESOLUTION AWARDING CONTRACT FOR BOROUGH ENGINEERING SERVICES [TO BE PROVIDED]
21.	RESOLUTION AWARDING CONTRACT FOR FINANCIAL ADVISORY SERVICES [TO BE PROVIDED]
22.	RESOLUTION AWARDING CONTRACT FOR FINANCIAL ADVISORY SERVICES FOR REDEVELOPMENT [TO BE PROVIDED]
23.	RESOLUTION AWARDING CONTRACT FOR GRANT WRITING SERVICES [TO BE PROVIDED]
24.	RESOLUTION AWARDING CONTRACT FOR INFORMATION TECHNOLOGY SERVICES [TO BE PROVIDED]
25.	RESOLUTION AWARDING CONTRACT FOR INSURANCE PROPERTY AND CASUALTY SERVICES [TO BE PROVIDED]
26.	RESOLUTION AWARDING CONTRACT FOR INSURANCE MEDICAL SERVICES [TO BE PROVIDED]
27.	RESOLUTION AWARDING CONTRACT FOR LITIGATION SERVICES [TO BE PROVIDED]
28.	RESOLUTION AWARDING CONTRACT FOR MEDIA PUBLIC INFORMATION SERVICES [TO BE PROVIDED]
29.	RESOLUTION AWARDING CONTRACT FOR PLANNING SERVICE FOR BOROUGH [TO BE PROVIDED]
30.	RESOLUTION AWARDING CONTRACT FOR REDEVELOPMENT COUNSEL [TO BE PROVIDED]
31.	RESOLUTION AWARDING CONTRACT FOR ROSELLE FIRST [TO BE PROVIDED]
32.	RESOLUTION GRANTING CONTRACTS COUNSEL FOR TAX FORECLOSURES
33.	RESOLUTION AWARDING CONTRACT FOR SPECIAL COUNSEL TAX APPEALS [TO BE PROVIDED]
34.	RESOLUTION GRANTING CONTRACTS FOR SPECIAL COUNSEL SERVICES
35.	RESOLUTION GRANTING CONTRACTS FOR SPECIAL COUNSEL OPRA SERVICES
36.	RESOLUTION GRANTING CONTRACTS FOR SPECIAL LABOR/PERSONNEL
37.	RESOLUTION AWARDING CONTRACT FOR TV MANAGEMENT SERVICES [TO BE PROVIDED]
38.	RESOLUTION AWARDING CONTRACT FOR WEBSITE DESIGN SERVICES [TO BE PROVIDED]
39.	RESOLUTION AWARDING CONTRACT FOR SPECIAL COUNSEL SERVICES HEARING OFFICER [TO BE PROVIDED]
40.	RESOLUTION AWARDING A CONTRACT TO ALLEGIANCE TRUCKS FOR GARBAGE TRUCK RENTALS [TO BE PROVIDED]

41.	RESOLUTION AUTHORIZING THE BOROUGH OF ROSELLE TO ENTER AN AGREEMENT WITH THE HOUSTON-GALVESTON AREA COUNCIL PRICING SYSTEM FOR THE PURCHASE OF WORK, MATERIALS AND SUPPLIES
42.	RESOLUTION AUTHORIZING THE BOROUGH OF ROSELLE TO ENTER AN AGREEMENT WITH THE MORRIS COUNTY COOPERATIVE PRICING COUNCIL(MCCPC) FOR THE PURCHASE OF WORK, MATERIALS AND SUPPLIES
43.	RESOLUTION AUTHORIZING THE BOROUGH OF ROSELLE TO ENTER AN AGREEMENT WITH THE NATIONAL COOPERATIVE PURCHASING ALLIANCE PRICING SYSTEM FOR THE PURCHASE OF WORK, MATERIALS AND SUPPLIES
44.	RESOLUTION AUTHORIZING THE BOROUGH OF ROSELLE TO ENTER AN AGREEMENT WITH THE COUNTY OF SOMERSET COOPERATIVE PRICING SYSTEM FOR THE PURCHASE OF WORK, MATERIALS AND SUPPLIES
45.	RESOLUTION AUTHORIZING THE BOROUGH OF ROSELLE TO ENTER AN AGREEMENT WITH THE EDUCATIONAL SERVICES COMMISSION OF NEW JERSEY COOPERATIVE PRICING COUNCIL(ESCNJ) FOR THE PURCHASE OF WORK, MATERIALS AND SUPPLIES
46.	RESOLUTION AUTHORIZING THE BOROUGH OF ROSELLE TO ENTER AN AGREEMENT WITH THE COUNTY OF UNION COOPERATIVE PRICING SYSTEM FOR THE PURCHASE OF WORK, MATERIALS AND SUPPLIES
47.	RESOLUTION AUTHORIZING THE BOROUGH OF ROSELLE TO ENTER AN AGREEMENT WITH SOURCEWELL FORMERLY THE NATIONAL JOINT POWERS ALLIANCE (NJPA) FOR THE PURCHASE OF WORK, MATERIALS AND SUPPLIES
48.	RESOLUTION AUTHORIZING THE BOROUGH OF ROSELLE TO ENTER INTO AN AGREEMENT WITH OMNIA PARTNERS COOPERATIVE PURCHASING SYSTEM FOR THE YEAR 2023
49.	RESOLUTION GRANTING CONTRACTS FOR LEGAL DEFENSE COUNSEL

Council President Bernier requested Items #s 10 and 38 be removed from the agenda.

Motion to set Consent Agenda with Items #s 1 through 9, 11 through 37, and 39 through 49 by Council Present Bernier, second by Councilwoman Wilkerson.

Vote to Set Consent Agenda for January 18, 2023 Regular Meeting				
	Ayes	Nays	Abstain	Absent

Councilman Villeda	X			
Councilwoman Johnson	X			
Councilwoman Thomas	X			
Councilman Fortuna	X			
Councilwoman Wilkerson	X			
Council President Bernier	X			
<input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Adopted as Amended <input type="checkbox"/> Defeated <input type="checkbox"/> Tabled <input type="checkbox"/> Withdrawn				

PAYMENT OF BILLS

50.	RESOLUTION APPROVING THE A BILLS LIST DATED JANUARY 18, 2023 [TO BE PROVIDED]
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COUNCIL COMMENT

Councilman Villeda had no comments.

Councilwoman Johnson had no comments.

Councilwoman Thomas had no comments.

Councilman Fortuna had no comments.

Councilwoman Wilkerson provided the following comments:

- **Thanked everyone for coming out to the meeting and thanked the officials and Acting Borough Administrator for their reports**

Council President Bernier had no comments.

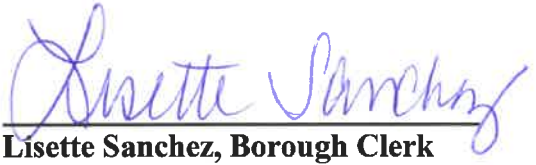
MAYOR'S COMMENTS

Mayor Shaw provided the following comments:

- **Thanked all the departments for their reports**
- **Looking forward to moving the Borough forward**

ADJOURNMENT

Motion to adjourn by Councilwoman Wilkerson, second by Councilwoman Johnson. Motion was approved by unanimous vote. Meeting adjourned at 8:54 p.m.


Lisette Sanchez, Borough Clerk