

**BOROUGH OF ROSELLE  
MAYOR & COUNCIL  
MINUTES OF THE WORKSHOP MEETING  
JUNE 12, 2013**

Council President Aubourg called the Borough of Roselle, Union County, New Jersey, Mayor and Council of the Workshop Meeting held at Borough Hall, 210 Chestnut Street, Roselle, New Jersey on June 12, 2013 to order at 7:00 P.M.

Roll Call:

Councilwoman Christine Dansereau; Councilwoman Kimberly Shaw; Councilman Randy Sandifer; Councilwoman Ronald Hayman; Councilman Roy Locke (excused absence); Council President Yves Aubourg and Mayor Jamel Holley

Also Present:

Rachel Caruso, Labor Attorney; Lydia D. Agbejimi, Deputy Municipal Clerk; David Brown, Borough Administrator

STATEMENT OF COMPLIANCE

The Deputy Municipal Clerk, Ms. Agbejimi, read the "Open Public Meetings Act" compliance statement.

"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 2013 to the Union County Local Source and the Home News Tribune in 2012, by posting on the Borough of Roselle website, and by filing said notice in the Office of the Municipal Clerk."

CERTIFICATES OF RECOGNITION

Roselle Youth Training and Employment Program

Borough Administrator David Brown informed the Mayor and Council that the Tax Collector Sharon Curran, Tax Assessor Pam Steele, Superintendent of Public Works George Phipps, Chief Financial Officer Donna Mauer; Assistant to the CFO Bryan Russell, asked to be excused and that the Construction Official Jeff Guy is out sick.

DEPARTMENT AND OFFICIALS' REPORTS

1. Fire Department – Fire Chief Paul Mucha reported that the Fire Department will be receiving a grant in the amount of \$5,600.00 from the Federal government

and the Fire Department is also looking for volunteers, and he is taking applications now.

2. Health Department- Charles Glagola, Health Official, reported that the Health Department is moving along in terms of mosquito breeding as it relates to above ground and in-ground pools. He also stated that more Health Department related information can be found on the Borough website under the Health Department section. He then discussed Animal Control issues such as feeding cats, and raccoons. Mr. Glagola said that if someone needs to contact Animal Control after hours, they can call between 8:00am to 8:00pm, for emergencies and traps can be set.
3. Police Department – Chief Gerard Orlando, reported that there was a police department graduation in the afternoon of June 12, 2013, and 48 individuals graduated; he stated one female recruit placed second in fire arms with an average score of 98; he said they are preparing to do National Night Out at Budd Simmons park; and he commended the Engineering and the Mayor and Council on the new park; he said it is a really nice park and he heard a lot of good things about it. He reported that Grant Writer Dave Biunno is working to obtain a Justice Assistance grant to hire a School Resource Officer. He discussed the Click It or Tick campaign and the Secure Schools grant.
4. Engineering - Carl O'Brien, P.E., Maser Consulting- Mr. O'Brien gave a summary of this reported dated June 3, 2013, and he discussed meeting with the County regarding a culvert on Locust Street; a traffic light on 6<sup>th</sup> Avenue and Chestnut Street; he said the Borough does not have the funds, but he reported that the County will fund it and the Council needs to pass a resolution requesting the area to have a traffic light; and he said there is no money involved and he will get it on the agenda. He also discussed 2013 Community Development a sidewalk project, Westbrook Flood project which is still under construction, and bicycle pathways, and the construction to be done on other parks.
5. Borough Administration-Dave Brown, Borough Administrator – Mr. Brown gave a detailed explanation of Resolution Numbers 1, 2, 3, 4, 5 and 6. He remarked that Bryan Russell, Assistant to the CFO asked that if anyone had questions on the bill list to contact him, and that there may be an additional resolution on the agenda for to increase the Emergency Temporary budget in regards to grants and matching funds. He also gave the date of retirement as August 1, 2013 as it relates to Resolution Number 25, and Resolution Number 26 which will be revised in conjunction with background checks that are being done. He also stated that he may pull Ordinance Number 2460-13. He also advised the Mayor and Council that we have an offer for Borough Owned Property, Block 1102, Lot 7.01, 718-720 Drake Avenue which have to be put out for public auction.
6. Borough Attorney – John Hudak gave a detailed explanation of Resolution 7 and 8 on the agenda. He also stated that there will be no executive session.

7. Borough Clerk's Office – Lydia D. Agbejimi, Deputy Clerk, stated that she emailed her report to the Mayor and Council, and she that she heard from Dennis Kobitz, Board of Elections, confirming the Special Primary Election on August 13, 2013, and a the Special General Election on October 16, 2013. Ms. Agbejimi commented that the October Special Election fell on the same day as the October Regular Meeting of the Mayor and Council and she asked for them to consider an alternate date for the Regular meeting.

#### PRESENTATION

8. Future Systems-Brian Penn gave a detailed slide show presentation on Public Stuff Software, a website dedicated to Public Works and infrastructure improvement. Mr. Penn gave a detailed explanation on how the system works in real time, and how it will increase the Borough's response time when residents call about any type of code violation issues.

#### DRAFT WORKSHOP AGENDA

##### APPROVAL OF MINUTES

Minutes of the Mayor and Council Workshop Meeting – May 8, 2013

Minutes of the Mayor and Council Regular Meeting – May 15, 2013

#### RESOLUTIONS

##### Administration (Mayor's Office)

1. Authorizing a Partnership Between the Borough of Roselle & Eastern Seals for the Borough to Serve as a Host Agency in the Senior Community Service Employment Program.

##### Administration ( Borough Administrator)

2. Acceptance of Retirement of Court Administrator Stella Fellner
3. Resolution Designating an Authorized Agent for Civil Service Purposes
4. A Resolution to Hire DPW Workers (3 Temps, 9 Full-Time)
5. Resolution Assigning a Temporary Employee to the Roselle First Initiative/ Youth Program
6. Resolution Authorizing A Contract with Trinitas Regional Medical Center for an Employee Assistance Plan (EAP)

##### Borough Attorney

7. Authorizing the Lease of Borough Property by the Borough of Roselle of Roselle Borough of Roselle

Authorizing

8. Authorizing the Mayor and Municipal Clerk of the Borough of Roselle to Execute an Agreement with the County of Union to Modify the Interlocal Services Agreement dated June 2012, as Amended.

**Clerk's Office**

9. Authorizing Renewal of A.B.C. Licenses and Authorizing the Borough Clerk to Issue Same
10. Resolution Granting a Special Permit for a Social Affair and Authorizing the Borough Clerk to Certify Same Special Permit Application- Acaia Lodge
11. Approving a Can Shake and Authorizing the Borough Clerk to Endorse the Same- Roselle Pop Warner
12. Approving a Can Shake and Authorizing the Borough Clerk to Endorse the Same- Roselle Baseball Fall League A.C.H.S.

**Department of Public Works**

13. Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12A.

**Finance Department**

14. Approving a Bill List dated June 19, 2013

**Grant Writer**

15. NJ Department of Labor Youth Core Grant ( Dave Biunno-to be provided)

**Tax Collector**

16. Authorizing the Cancellation of Taxes for 2012 & 2013 for Tax Exempt Deductions Authorized by a Tax Assessor of the Borough of Roselle, Block 401, Lot 16.
17. Authorizing the Cancellation of Taxes for 2013 for Tax Exempt Deductions Authorized by a Tax Assessor of the Borough of Roselle, Block 604, Lot 05.
18. Authorizing the Cancellation of Taxes for 2013 for Tax Exempt Deductions Authorized by a Tax Assessor of the Borough of Roselle, Block 3202, Lot 28.01.
19. Authorizing the Cancellation of Taxes for 2012 & 2013 for Tax Exempt Deductions Authorized by a Tax Assessor of the Borough of Roselle, Block 5002, Lot 16.
20. Authorizing Redemption of Tax Sale Certificate 11-002, Block 305, Lot 04, Qual C0303 in the Amount of \$24,713.70
21. Authorizing Redemption of Tax Sale Certificate 11-049, Block 7005, Lot 17, in the Amount of \$31,524.38
22. Authorizing Redemption of Tax Sale Certificate 12-029, Block 2101, Lot 26, in the Amount of \$17,206.94
23. Authorizing Redemption of Tax Sale Certificate 12-065, Block 5405, Lot 22, in the Amount of \$16,148.94
24. Authorizing Redemption of Tax Sale Certificate 12-071, Block 6302, Lot 16, in the Amount of \$10,943.62

**Police Department**

25. Acceptance of the Retirement of Police Officer Mark Conforti

**Recreation Department**

26. A Resolution Hiring Summer Camp Employees

**ORDINANCES**

**ORDINANCE ON SECOND READING AND FINAL PASSAGE** – Ordinance Number 2458-13

AN ORDINANCE AMENDING ORDINANCE 2322-08 ENTITLED  
ORDINANCE ADDING TO THE BOROUGH CODE CHAPTER 128  
ENTITLED “OUTSIDE ACTIVITIES”  
(Public Hearing to be held June 19, 2013)

**ORDINANCE ON INTRODUCTION AND FIRST READING** – Ordinance Number 2460-13

AN ORDINANCE ESTABLISHING THE NORTH CHESTNUT STREET  
REDEVELOPMENT PLAN  
(Public Hearing to be held July 17, 2013)

**ORDINANCE ON INTRODUCTION AND FIRST READING** – Ordinance Number 2461-13

AN ORDINANCE AMENDING CHAPTER 113 OF THE BOROUGH CODE TO  
DESIGNATE A HANDICAP PARKING RESERVED FOR A SPECIFIC PERSON  
IN FRONT OF A CERTAIN RESIDENCE  
(Public Hearing to be held July 17, 2013 pending approval)

Mayor Holley then opened the meeting for public comment.

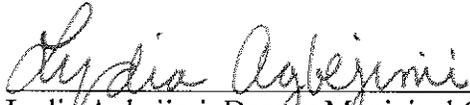
**PUBLIC COMMENT**

1. Maria Hegener, 920 Spruce Street, asked who the special permit is for regarding Resolution Number 10. She questioned how much the price is for the Public Stuff Software, and after receiving the information, she stated that she feels it is a good program.
2. Sheronda Johnson, 411 W. 5<sup>th</sup> Avenue, congratulated candidates and commended Mayor and Council, addressed the parks, signage and history of the parks.

Seeing no one else come forward, Mayor Holley closed the Public Comment portion of the meeting.

**Adjournment**

Motion by Councilman Sandifer, seconded by Council President Aubourg, all in favor, none opposed, by consensus the meeting was duly adjourned at 9:26 P.M.

  
Lydia Agbejimi, Deputy Municipal Clerk