BOROUGH OF ROSELLE
MAYOR & COUNCIL
MINUTES OF THE WORKSHOP MEETING
JANUARY 8, 2014

Mayor Holley called the Borough of Roselle, Union County, New Jersey, Mayor and Council Regular Meeting held at Borough Hall, 210 Chestnut Street, Roselle, New Jersey on January 8, 2014 to order at 6:33 P.M.

Roll Call:

Councilwoman Dansereau; Council President Shaw; Councilman Sandifer; Councilman Hayman; Councilman Locke (arrived 6:50 p.m.); Councilman Aubourg (arrived 6:55 p.m.) and Mayor Holley

Also Present:

John Hudak, Esq., Borough Attorney; Rachel Caruso, Labor Attorney; Lydia D. Agbejimi, Deputy Municipal Clerk; David Brown, Borough Administrator; Dorothy Gallagher, CFO and Bryan Russell, Executive Assistant to the CFO/ Purchasing Agent

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 2014 to the Union County Local Source and the Home News Tribune in 2013, by posting on the Borough of Roselle website, and by filing said notice in the Office of the Municipal Clerk."

The Governing body went into Closed (Executive) Session prior to the reports.

RESOLUTION NUMBER 2014-024

AUTHORIZING A CLOSED (EXECUTIVE) SESSION

Motion by Councilman Hayman, seconded by Council President Shaw to adopt Resolution Number 2013-024.

Roll Call:

Ayes: Council Members Dansereau, Shaw, Sandifer, Hayman, Locke
Nays: None
Abstentions: None

Motion Carries.

Department Reports

1. Engineering – Carl O'Brien, P.E. Maser Consulting, submitted an engineering report dated January 7, 2014. He reported that the Westbrook Flood Project is nearing completion, and that the contractor is going through the final punch list items. He announced that the Borough received an award from the New Jersey Alliance for Action. Mr. O'Brien discussed the grant reimbursements that are due the Borough, the Chet and John project, and he said that an award is expected to be on the agenda for the February meeting; he said there are a few other projects that are ready to go out for bid but he has to consult with the Finance Department to ensure that the capital funding is there. The CDBG curbing project near Prospect and Hamilton had been started, but will continue after the "winter freeze" is over. The Golf Course project is going to the Planning Board for final submission to the Roselle Redevelopment Agency, and the County of Union has asked that the Borough conduct a Traffic Study at 6th and Chestnut to assess whether a traffic signal needs to be placed there.
2. Purchasing – Bryan Russell, Purchasing Agent discussed the Bill List and answered questions regarding specific payments. He gave an overview of the finance department resolutions; and explained the process for qualifying vendors.
3. Borough Clerk's Office – Lydia D. Agbejimi, Deputy Municipal Clerk discussed the resolution for a Social Affair permit, and she announced that RFQ packets for Council members are available in the Clerk's Office.
4. Borough Attorney – John Hudak, Esq., discussed the Ordinance for background checks and answered questions from the Mayor and Council regarding it. He also remarked that there will be an amendment to the ordinance governing fees for Borough services.
5. Dorothy Gallagher – Chief Financial Officer, announced that we will be awarded the bonding for the redevelopment project on St. George Avenue.

The Mayor and Council then reviewed the below items, and no items were pulled from the Draft agenda

REVIEW OF JANUARY 15, 2014 DRAFT REGULAR MEETING AGENDA:

PROCLAMATIONS
Human Trafficking Awareness Day – Jan.11th

APPROVAL OF MINUTES

Minutes of the Mayor and Council Workshop Meeting - December 11, 2013
Minutes of the Mayor and Council Regular Meeting - December 18, 2013
Minutes of the Mayor and Council Special Meeting - December 30, 2013
Minutes of the Mayor and Council Reorganization Meeting – January 2, 2014

RESOLUTIONS

Administration – Mayor's Office

1. Appointing Members to the Health Board

1a. Resolution Regarding the 350th Anniversary of the Signing and Publication by John Lord Berkeley and Sir George Carteret [To be provided]

Administration - Borough Administrator

2. Resolution Appointing Police Officer [To be provided]
3. Resolution Appointing Police Officer [To be provided]
4. Resolution Appointing Police Officer [To be provided]
4. Resolution Appointing Firefighter [To be provided]
5. Resolution Appointing Firefighter [To be provided]
6. Accepting the Retirement of a Firefighter [To be provided]
7. Accepting the Retirement of a Firefighter [To be provided]

Borough Attorney

8. Resolution of the Borough of Roselle Authorizing the Joining of the Public Entity Joint Insurance Fund and the Execution of a Joint Trust Agreement

Clerk's Department

9. Granting a Special Permit for a Social Affair and Authorizing the Borough Clerk to Certify Same Special Permit Application

Finance Department

10. Approving a Bill List Dated January 15, 2014
11. Approving a List of Qualified Vendors for Professional Services Within the Borough of Roselle for the Calendar Year 2014
12. A Resolution Requesting Permission for the Dedication by Rider for Recreational Purposes
13. Resolution Authorizing Calendar Year 2014 Appropriation Reserve Transfer [To be provided]
14. Resolution Accepting a Grant for the Roselle Everett Hatcher Municipal Alliance Against Alcohol and Drugs Committee (Everett Hatcher Municipal Alliance)
15. Resolution To Amend Resolution 2014-007 Designating Authorized Signers for Bank Accounts of the Borough of Roselle
16. Resolution Authorizing Petty Cash Funds

Tax Collector

17. Authorizing Redemption of Tax Sale Certificate 12-008, Block 0503, Lot 11, in the Amount of $20,110.87
18. Authorizing Redemption of Tax Sale Certificate 13-004, Block 0702, Lot 04, in the Amount of $24,444.24
19. Authorizing Redemption of Tax Sale Certificate 13-006, Block 0903, Lot 34, in the Amount of $253.84
20. Authorizing Redemption of Tax Sale Certificate 13-009, Block 1603, Lot 09, in the Amount of $93,053.17
21. Authorizing Redemption of Tax Sale Certificate 13-010, Block 1603, Lot 10, in the Amount of $79,111.26
22. Authorizing Redemption Of Tax Sale Certificate 13-022, Block 2504, Lot 14, in

the Amount of $2,192.49

23. Authorizing Redemption of Tax Sale Certificate 13-036, Block 4804, Lot 04, in the Amount of $10,252.78
24. Authorizing Refund of Real Estate Taxes for 2010, Block 1302, Lot 01, Resulting from Reduction of Tax Assessment
25. Authorizing Refund of Real Estate Taxes for 2013, Block 2404, Lot 16, Resulting from Reduction of Tax Assessment

Purchasing

26. 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
27. Authorizing the Borough of Roselle to Enter into a Cooperative Pricing System for the Year 2014
28. 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
29. 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
30. Authorizing Contracts With Certain Approved State Contract Vendors for Contracting Units Pursuant to N. J. S. A. 40A: 11-12A

Health Department

31. Resolution Authorizing Shared Services Agreement for Animal Control Services with City of Linden for 2014

ORDINANCES

ORDINANCE ON INTRODUCTION AND FIRST READING – Ordinance Number 2477-14

AN ORDINANCE TO AMEND CHAPTER 64 OF THE CODE OF THE BOROUGHOF ROSELLE ENTITLED "FEES FOR BOROUGH SERVICES'

(Public Hearing to be held February 19, 2014 pending approval)

PUBLIC COMMENT

Mayor Holley then opened the meeting for public comment. Seeing no-one come forward, Mayor Holley closed the Public Comment portion of the meeting.

Council President Shaw then advised the Governing body that in order to streamline the in-person departmental reports, it would be better to have the Department Heads come to Council Meetings twice a year to give their report, unless he or she is asked to give a specific report by request of the Council Members. All Council members agreed.

ADJOURNMENT

Motion by Councilman Locke, seconded by Councilman Aubourg, all in favor, none opposed, by consensus the meeting was duly adjourned at 8:14pm.

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Lydia Agbejimi, Deputy Municipal Clerk