

Minutes of the annual Reorganization Meeting of the Mayor and Council, held on the above date in the All Purpose Room of the Keyport Central School, Broad Street, Keyport, N.J. pursuant to being called by the Mayor and Borough Council, notice on file with the Borough Clerk, forwarded to the Asbury Park Press, Independent, the Newark Star Ledger and Two River Times, and posted on the Bulletin Board in accordance with the Open Public Meetings Act, P.L. 1975, Ch. 231

**AGENDA
BOROUGH OF KEYPORT
REORGANIZATION MEETING
JANUARY 1, 2019**

1. CALL TO ORDER

Mayor Aumack called the Meeting to Order at 12:03PM.

2. SUNSHINE LAW NOTICE

Valerie T. Heilweil, Borough Clerk, read the Sunshine Law Notice.

3. ROLL CALL OF THE 2018 COUNCIL

On Roll Call the following were present: Councilmembers Pacheco, Sheridan, Kennedy, Lamberson, Cooper and Goode. Also present were Mayor Aumack, Borough Administrator Stephen Gallo and Borough Attorney James E. Polles, Esq.

4. PRESENTATION TO OUTGOING MAYOR

Mayor-elect Kennedy read the Proclamation presented to Mayor Aumack on behalf of the Mayor and Council.

Mayor Aumack thanked "Mayor Collette." Mayor Aumack stated you are only as good as the group behind you, saying his Council has been excellent and cooperative. We are also blessed with good lawyers and engineers and a top of the line Administrator. Get behind our new Mayor.

Mayor-elect Kennedy called up the Republican Municipal Chair Gaylee Benedict who presented a plaque to outgoing Mayor Aumack. Keyport First, Citizens First.

5. OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED MAYOR

Judge Lisa Chrystal administered the oath of office to Mayor Collette Kennedy.

6. PRESENTATION TO OUTGOING COUNCILMEMBER

Mayor Kennedy presented outgoing Councilwoman Sophia Lamberson with a Certificate of Appreciation for six years of dedicated service.

7. OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED COUNCILMEMBERS

Judge Lisa Chrystal administered the oath of office to Councilman Goode.

Attorney Rosa Barreca administered the oath of office to Councilman Fotopoulos while his wife held the Bible.

Mayor Kennedy called the photographer forward to photograph the crowd.

8. ROLL CALL OF 2019 COUNCIL

On roll call the following were present: Councilmembers Sheridan, Cooper, Goode, Pacheco, Fotopoulos

9. **SALUTE TO THE FLAG**

Boy Scout Troop 364 came forward and led the salute to the flag.

10. **INVOCATION**

Chaplain Raymond Kilroy delivered the invocation.

11. **PRESENTATIONS – Recreation Committee Holiday Lighting Awards**

Nancy Jones came forward to announce the winners of the Holiday Lighting Contest. Trophies were presented to:

- First Place:** 285 Main Street - Kristopher and Julie Krzyston
Second Place: 194 Second Street - John Caponetta and Anthony Battaglia
Third Place: 41 Maple Place – Helen, Jacqueline and Kierra McGuiness
43 Maple Place – Richard LeComte, Jr. and Natalie Shopp

12. **APPOINTMENTS**

Mayor Kennedy announced the 2019 Fire Department Chiefs and asked that they each come forward to take their Oaths of Office which were administered by the Borough Clerk.

- First Assistant Chief:** Joseph Moscatiello
Second Assistant Chief: Jonathan Borsari
Third Assistant Chief: Timothy Pflieger

Fire Commissioner Goode administered the Oath of Office to the Chief of the Department:

Chief of the Department: Henry Young

13. **PRESENTATION OF EX-CHIEF’S BADGE**

Fire Commissioner Goode presented the Ex-Chief’s Badge to Louis Biagianti.

14. **2019 FIRST AID OFFICERS**

Mayor Kennedy announced the 2019 First Aid Officers. The Borough Clerk administered the Oaths of Office.

- | | |
|--|---|
| Chief: Kenneth Krohe | <u>Administrative Officers</u> |
| Captain: Dylan Borders | President: James Lawson |
| 1st Lieutenant: Daniel O’Grady | Vice President: Virginia Maio |
| 2nd Lieutenant: Steven O’Dwyer | Secretary/Treasurer: Robert Poling |

15. **POLICE DEPARTMENT PRESENTATIONS**

Chief Hafner spoke acknowledging outgoing Mayor Aumack. Mayor Aumack stated we have an excellent police force.

Chief Hafner presented an award to outgoing Councilwoman/Police Commissioner Sophia Lamberson stating an annual Lamberson Award will be given during Police Week.

Chief Hafner presented awards to OEM Officers James Lawson, Tom Gallo and Ken Krohe.

Chief Hafner congratulated new Mayor Kennedy and stated he looks forward to working with her.

Chief Hafner acknowledged his men and women in blue, thanking them for their hard work and dedication. He wished all a healthy, happy New Year.

16. **MAYOR'S PRESENTATIONS**

Mayor Kennedy called up Mayor Aumack who presented the 2018 Volunteer of the Year Award to Clare Skeen for her contributions in creating the Keyport Garden Walk. Mayor Kennedy asked members of the Garden Club to come forward for a group photo.

Mayor Kennedy announced that instead of choosing an Organization of the Year, we will have all suggested donations be given to a local non-profit. She named ten organizations and three were randomly selected to receive funds donated from performing 2019 Wedding Ceremonies:

Keyport First Aid Auxiliary
Keyport Recreation Committee
Keyport Garden Club

Mayor Kennedy thanked those who helped get the room together: Valerie, Lisa Savoia, Board of Education members, Dylan Borders, Colleen, Rich and Jimmy.

Mayor Kennedy thanked Administrator Steve Gallo for his efforts. She congratulated all elected into office and looks forward to working with everyone. She thanked visitors today and announced the remaining part of the meeting will be the Regular Order of Business. There was short break and the Mayor called Troop 364 to come forward to remove the colors.

17. **REGULAR ORDER OF BUSINESS**

- R1-19 ELECTION OF COUNCIL PRESIDENT
- R2-19 APPOINTMENT OF BOROUGH ATTORNEY
- R3-19 APPOINTMENT OF BOROUGH ENGINEER
- R4-19 APPOINTMENT OF BOROUGH AUDITOR
- R5-19 APPOINTING TAX COUNSEL
- R6-19 RE-APPOINTING MUNICIPAL PUBLIC DEFENDER
- R7-19 RE-APPOINTING MUNICIPAL PROSECUTOR
- R8-19 APPOINTMENT OF TREASURER
- R9-19 APPOINTMENT OF FIRE POLICE
- R10-19 APPOINTMENT OF SMOKE DETECTOR INSPECTOR
- R11-19 APPOINTMENT OF ASSISTANT EMERGENCY MANAGEMENT COORDINATORS
- R12-19 APPOINTMENT OF SCHOOL CROSSING GUARDS
- R13-19 APPOINTMENT OF MONMOUTH COUNTY COMMUNITY DEVELOPMENT REPRESENTATIVE
- R14-19 APPOINTMENT OF MONMOUTH COUNTY COMMUNITY DEVELOPMENT ALTERNATE REPRESENTATIVE
- R15-19 APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER
- R16-19 APPOINTMENT OF MEMBER TO THE 2019 BOARD OF DIRECTORS OF THE KEYPORT BID, INC. (KBBC) TO FILL AN UNEXPIRED TERM

RESOLUTION #1-19

COUNCIL PRESIDENT

Mayor Collette J. Kennedy announces the election of Victoria Pacheco as Council President for the year 2019.

WHEREAS, it is necessary that a member of the Council be elected President of said Council to fulfill the duties of Mayor during her absence.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Keyport that Victoria Pacheco, a member of said Council, be elected President.

OFFERED: SHERIDAN

SECONDED: COOPER

AYES: SHERIDAN, COOPER, GOODE, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN: PACHECO

RESOLUTION #2-19

APPOINTMENT OF BOROUGH ATTORNEY

WHEREAS, there exists a need for a Borough Attorney to advise the Mayor and Borough Council on legal matters in the Borough of Keyport, County of Monmouth, New Jersey; and

WHEREAS, proposals were solicited through a fair and open process to publicly solicit proposals or qualifications of persons interested in being appointed as Borough Attorney in accordance with N.J.S.A. 19:44A-20.5; and

WHEREAS, funds are or will be available for that purpose.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport, County of Monmouth, State of New Jersey as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.

2. That the Mayor and Borough Council of the Borough of Keyport hereby confirm the appointment of Joseph P. Baumann, Esq., of McManimon, Scotland & Baumann, and authorize the execution of a contract in the amount of \$72,000.00, paid at the rate of \$6,000.00 per month, for meeting-related services, and up to \$25,000.00 for additional legal services for a term of one (1) Year, beginning on January 1, 2019 and concluding December 31, 2019 in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.

3. That a notice in accordance with this resolution and the Local Public Contracts Law shall be published in the official newspaper or newspapers of the Borough.

4. That an approved and executed copy of the contract between the Borough and the various appointees, and a copy of this resolution be placed on file in the Office of the Clerk and be available for public inspection in accordance with the law.

OFFERED: GOODE

SECONDED: SHERIDAN

AYES: SHERIDAN, COOPER, GOODE, PACHECO

NAYS:

ABSENT:

ABSTAIN: FOTOPOULOS

RESOLUTION #3-19

APPOINTMENT OF BOROUGH ENGINEER

WHEREAS, the Mayor and Borough Council of the Borough of Keyport, Monmouth County, New Jersey have the need for a municipal engineer and pursuant to N.J.S.A. 40A:9-140 shall appoint a municipal engineer; and

WHEREAS, proposals were solicited through a fair and open process to publicly solicit proposals or qualifications of persons interested in being appointed as Borough Engineer in accordance with N.J.S.A. 19:44A-20.5; and

WHEREAS, Gregory R. Valesi, P.E., P.P., CME, CFM, CPWM of CME Associates, has submitted a proposal and contract to perform engineering services for the Borough of Keyport for a period beginning January 1, 2019 and concluding December 31, 2019, and his proposal is determined to be the most advantageous in consideration of price and other facts, by the Mayor and Borough Council; and

WHEREAS, funds are or will be available for that purpose.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport, County of Monmouth, State of New Jersey as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. That the Mayor and Borough Council of the Borough of Keyport hereby appoint Gregory R. Valesi, P.E., P.P., CME, CFM, CPWM of CME Associates as Borough Engineer, at a cost of \$3,200 per month, plus \$11,600.00 for an additional "hourly, not-to-exceed" rate, for a total cost not to exceed \$50,000.00 for the year, beginning on January 1, 2019 and concluding December 31, 2019 in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.
3. That a notice in accordance with this resolution and the Local Public Contracts Law shall be published in the official newspaper or newspapers of the Borough.
4. That an approved and executed copy of the contract between the Borough and the various appointees, and a copy of this resolution be placed on file in the Office of the Clerk and be available for public inspection in accordance with the law.

OFFERED: SHERIDAN

SECONDED: COOPER

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #4-19

APPOINTMENT OF BOROUGH AUDITOR

WHEREAS, the Mayor and Borough Council of the Borough of Keyport, Monmouth County, New Jersey have the need for an Auditor to advise on financial matters in the Borough of Keyport, County of Monmouth; and

WHEREAS, proposals were solicited through a fair and open process to publicly solicit proposals or qualifications of persons interested in being appointed as Borough Auditor in accordance with N.J.S.A. 19:44A-20.5; and

WHEREAS, Hodulik & Morrison, P.A., has submitted a proposal and contract to perform auditor services for the Borough of Keyport for a period beginning January 1, 2019 and concluding December 31, 2019, and this proposal is determined to be the most advantageous in consideration of price and other facts, by the Mayor and Borough Council; and

WHEREAS, funds are or will be available for that purpose.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport, County of Monmouth, State of New Jersey as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. That the Mayor and Borough Council of the Borough of Keyport hereby appoint Hodulik & Morrison, P.A., as Borough Auditor, at a cost not to exceed \$26,250.00 and for one (1) year, beginning on January 1, 2019 and concluding December 31, 2019 in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.
3. That a notice in accordance with this resolution and the Local Public Contracts Law shall be published in the official newspaper or newspapers of the Borough.
4. That an approved and executed copy of the contract between the Borough and the various appointees, and a copy of this resolution be placed on file in the Office of the Clerk and be available for public inspection in accordance with the law.

OFFERED: SHERIDAN

SECONDED: COOPER

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #5-19

APPOINTMENT OF TAX COUNSEL SERVICES

WHEREAS, it is necessary for the Borough of Keyport to appoint tax counsel to represent the Borough in tax appeals during the 2019 calendar year; and

WHEREAS, through a fair and open process conducted in accordance with N.J.S.A. 19:44A-20.5, proposals were solicited from persons and entities interested in being appointed as tax counsel, and the Borough desires to award a contract for tax counsel services during the 2019 calendar year to:

Grace, Marmero and Associates
44 Euclid Street
Woodbury, New Jersey 08096

WHEREAS, the Borough's Chief Financial Officer has certified that the necessary funds are or will be available for the stated purpose.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Keyport as follows:

1. The following firm is hereby appointed as tax counsel for the 2019 calendar year, in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:11-1 et seq., and pursuant to the terms of the proposal at a rate of \$150.00 per hour, in an amount not to exceed Twenty Five Thousand Dollars (\$25,000.00):

Grace, Marmero and Associates
44 Euclid Street
Woodbury, New Jersey 08096

2. A notice of the above appointment shall be published in the official newspaper or newspapers of the Borough.

3. The Borough Clerk shall forward certified copies of this Resolution to the legal professional appointed hereunder.

4. Approved and executed copies of the contracts between the Borough and the professional, and a copy of this Resolution, shall be placed on file in the office of the Borough Clerk and be available for public inspection as required by law.

OFFERED: GOODE

SECONDED: SHERIDAN

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #6-19

RE-APPOINTING MUNICIPAL PUBLIC DEFENDER- RAYMOND SANTIAGO

WHEREAS the Borough of Keyport (the “**Borough**”), pursuant to N.J.S.A. 2B:24-4a, may employ an attorney-at-law as the Borough’s Municipal Court Public Defender for the term of one (1) year from the date of appointment; and

WHEREAS, Raymond Santiago, Esq., has the necessary experience and qualifications to perform the duties of Borough Municipal Court Public Defender, and the Mayor so nominates, and the Borough Council so advises and consents, to the re-appointment of Raymond Santiago, Esq. as the Borough’s Municipal Court Public Defender for a one (1) year term; and

WHEREAS, funds are or will be available for that purpose.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport, County of Monmouth, State of New Jersey as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.

2. That the Mayor and Borough Council of the Borough of Keyport hereby re-appoint Raymond Santiago, Esq. as the Borough’s Municipal Court Public Defender for a one (1) year term, beginning on January 1, 2019 and concluding December 31, 2019 in accordance with N.J.S.A. 2B:24-4.

OFFERED: COOPER

SECONDED: SHERIDAN

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #7-19

RE-APPOINTING MUNICIPAL PROSECUTOR- GREGORY CANNON

WHEREAS the Borough of Keyport (the “**Borough**”), pursuant to N.J.S.A. 2B:25-4b, may employ an attorney-at-law as the Borough’s Municipal Court Prosecutor for the term of one (1) year from the date of appointment; and

WHEREAS, Gregory Cannon, Esq., has the necessary experience and qualifications to perform the duties of Borough Municipal Prosecutor, and the Mayor so nominates, and the Borough Council so advises and consents, to the re-appointment of Gregory Cannon, Esq. as the Borough’s Municipal Court Prosecutor for a one (1) year term; and

WHEREAS, funds are or will be available for that purpose.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport, County of Monmouth, State of New Jersey as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.

2. That the Mayor and Borough Council of the Borough of Keyport hereby re-appoint Gregory Cannon, Esq. as the Borough's Municipal Court Prosecutor for a one (1) year term, beginning on January 1, 2019 and concluding December 31, 2019 in accordance with N.J.S.A. N.J.S.A. 2B:25-4.

OFFERED: GOODE

SECONDED: PACHECO

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #8-19

RE-APPOINTING TREASURER OF THE BOROUGH OF KEYPORT- *KERI STENCEL*

WHEREAS, the Borough of Keyport, County of Monmouth (the "**Borough**") is a public body corporate and politic of the State of New Jersey; and

WHEREAS, Chapter 2-3.4 of the Borough Code of Ordinances (the "**Code**") establishes and sets forth the duties and term of office of the Borough Treasurer; and

WHEREAS, there exists a need for the appointment of a Borough Treasurer; and

WHEREAS, Keri Stencel possesses the necessary experience and qualifications for such appointment; and

WHEREAS, it is the recommendation of the Mayor, with the Borough Council consenting thereto, that Keri Stencel be re-appointed Borough Treasurer for a one-year term, in accordance with Chapter 2-3.4(d) of the Borough Code.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.

2. Keri Stencel is hereby re-appointed Borough Treasurer by the Mayor of the Borough, and with the advice and consent of the Borough Council.

OFFERED: SHERIDAN

SECONDED: PACHECO

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #9-19
APPOINTMENT OF FIRE POLICE

WHEREAS, the Borough of Keyport, County of Monmouth (the “**Borough**”) is a public body corporate and politic of the State of New Jersey; and

WHEREAS, there exists a need for the appointment of certain members of the Fire Patrol of the Keyport Fire Department as Fire Police for the Borough; and

WHEREAS, it is the recommendation of the Mayor, with the Borough Council consenting thereto, to the appointment of the following individuals as Fire Police for the Borough for a five-year term:

Ron Dente	Alexander Mabe
Nick DeVincenzo	Rich Pettus
Thomas Gallo	Chuck Pfleger
Joe Konish	Tim Pfleger
Brian Lowther	William Vaughn

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The members of the Fire Patrol of the Keyport Police Department, as listed herein, are hereby appointed Fire Police by the Mayor of the Borough and with the advice and consent of the Borough Council.

OFFERED: GOODE
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #10-19
APPOINTING SMOKE/CARBON MONOXIDE INSPECTOR FOR THE
BOROUGH OF KEYPORT - ANTHONY VECCHIO

WHEREAS, the Borough of Keyport, County of Monmouth (the “**Borough**”) is a public body corporate and politic of the State of New Jersey; and

WHEREAS, Chapter 12-6.6 of the Borough Code of Ordinances (the “**Code**”) provides that a Smoke/Carbon Monoxide Detector Inspector shall be appointed for the Borough; and

WHEREAS, there exists a need for such appointment; and

WHEREAS, Anthony Vecchio possesses the necessary experience and qualifications for such appointment; and

WHEREAS, it is the recommendation of the Mayor, with the Borough Council consenting thereto, to the appointment of Anthony Vecchio as Smoke/Carbon Monoxide Detector Inspector for the Borough, in accordance with Chapter 12-6.6 of the Borough Code.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.

2. Anthony Vecchio is hereby appointed Smoke/Carbon Monoxide Detector Inspector by the Mayor of the Borough and with the advice and consent of the Borough Council.

OFFERED: PACHECO
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #11-19

APPOINTMENT OF ASSISTANT EMERGENCY MANAGEMENT COORDINATORS

WHEREAS, the Borough of Keyport, County of Monmouth (the “**Borough**”) is a public body corporate and politic of the State of New Jersey; and

WHEREAS, there exists a need for the appointment of Assistant Emergency Management Coordinators for the Borough; and

WHEREAS, it is the recommendation of the Mayor, with the Borough Council consenting thereto, to the appointment of Richard Ely, Thomas Gallo, Eugene Eng and Michael Scibetti as Assistant Emergency Management Coordinators for the Borough for a one-year term.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. Richard Ely, Thomas Gallo, Eugene Eng and Michael Scibetti are hereby appointed Assistant Emergency Management Coordinators by the Mayor of the Borough and with the advice and consent of the Borough Council.

OFFERED: GOODE
SECONDED: COOPER
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #12-19

APPOINTMENT OF SCHOOL CROSSING GUARDS

WHEREAS, the Borough of Keyport (the “**Borough**”) is a public body corporate and politic of the State of New Jersey; and

WHEREAS, the Borough has determined the need to hire multiple School Crossing Guards for the Borough, pursuant to *N.J.S.A. 40A:9-1 et. seq.*; and

WHEREAS, notice of the opening of such positions were given and interviews were conducted; and

WHEREAS, the Borough interviewed eligible candidates to determine the best qualified and recommends that the following individuals be hired as School Crossing Guards for the Borough, as they have the requisite skills for such position:

Laurie Vanderbeck-Kopacz	Ronald Dente	Henry Morris
Thomas O'Connor	Edward Keeler	David Parks
Justin Mulligan	Clarence Headden	Justin Eckert
Michael Gregory	Frances Spafford	Donald Galvin

WHEREAS, sufficient funds are or will be available to pay for the costs associated with the foregoing compensation.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The individuals named herein are hereby hired as School Crossing Guards for the Borough, effective immediately.
3. If any part of this Resolution shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Resolution.
4. A copy of this Resolution shall be available for public inspection at the offices of the Borough Clerk.
5. This Resolution shall take effect as provided by law.

OFFERED: PACHECO
SECONDED: SHERIDAN
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #13-19

MONMOUTH COUNTY COMMUNITY DEVELOPMENT REPRESENTATIVE

Mayor Collette J. Kennedy announces, with the advice and consent of the Council, the appointment of Stephen J. Gallo as the Monmouth County Community Development Representative for the year 2019.

THEREFORE, BE IT RESOLVED, by the Council of the Borough of Keyport that the appointment of Stephen J. Gallo as the Monmouth County Community Development Representative for the year 2019 be and the same is hereby confirmed.

OFFERED: GOODE
SECONDED: COOPER
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #14-19

**MONMOUTH COUNTY COMMUNITY DEVELOPMENT
ALTERNATE REPRESENTATIVE**

Mayor Collette J. Kennedy announces, with the advice and consent of the Council the appointment of Valerie T. Heilweil as the Monmouth County Community Development Alternate Representative for the year 2019.

THEREFORE, BE IT RESOLVED, by the Council of the Borough of Keyport that the appointment of Valerie T. Heilweil as the Monmouth County Community Development Alternate Representative for the year 2019 be and the same is hereby confirmed.

OFFERED: SHERIDAN

SECONDED: PACHECO

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #15-19

DESIGNATE PUBLIC AGENCY COMPLIANCE OFFICER

BE IT RESOLVED by the Mayor and Council of the Borough of Keyport that Borough Administrator Stephen J. Gallo is hereby designated Public Agency Compliance Officer (P.A.C.O.) for the year 2019.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the State Division of Contract Compliance.

OFFERED: GOODE

SECONDED: SHERIDAN

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #16-19

RESOLUTION OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, STATE OF NEW JERSEY APPOINTING JOHN C. STRAUB TO FILL THE UNEXPIRED TERM OF ANNA PANAYIOTOU ON THE KEYPORT BAYFRONT BUSINESS COOPERATIVE BY THE MAYOR OF THE BOROUGH OF KEYPORT WITH THE ADVICE AND CONSENT OF THE BOROUGH COUNCIL

WHEREAS, the Borough of Keyport, County of Monmouth (the "**Borough**") created the Keyport Business Improvement District by Ordinance of the Borough; and

WHEREAS, the Borough established the Keyport Bayfront Business Cooperative (the "**KBBC**") as the managing entity of the Keyport Business Improvement District; and

WHEREAS, the KBBC is run by an elected Board of Directors, comprised of business operators, property owners, representatives of the Borough including the Mayor and Council members, Borough committee representatives and a citizen resident representative; and

WHEREAS, there exists a need for an appointment to fill an unexpired term on the KBBC Board of Directors, pursuant to Borough Code 21-7; and

WHEREAS, it is the recommendation of the Mayor, and the Borough Council consents thereto, to the appointment of John C. Straub to fill the unexpired term of Anna Panayiotou on the KBBC Board of Directors, until the next election scheduled pursuant to the Bylaws of the KBBC.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.

2. John C. Straub is hereby appointed to the KBBC Board of Directors, by the Mayor of the Borough and with the advice and consent of the Borough Council, until the next election scheduled pursuant to the Bylaws of the KBBC, all in accordance with Borough Code 21-7.

OFFERED: GOODE

SECONDED: SHERIDAN

AYES: SHERIDAN, COOPER, GOODE, PACHECO

NAYS:

ABSENT:

ABSTAIN: FOTOPOULOS

18. **PUBLIC COMMENT**

The Meeting was opened to the public for comments or questions at 1:11PM moved by Pacheco, carried by Goode with ayes by all present

Elmer Graham, Jr., 22 St. Peters Place – congratulated Mayor Kennedy and Councilmembers Goode and Fotopoulos. He warned they will see him at Council meetings, question them and hold their feet to the fire.

There being no further comments or questions, the Meeting was closed to the public at 1:12PM moved by Sheridan, carried by Pacheco with ayes by all present

19. **RESOLUTIONS BY CONSENT**

- R17-19 2019 Rate of Interest for Non-Payment of Taxes and Assessments
- R18-19 2019 Rate of Interest for Non-Payment of Water and Sewer Charges
- R19-19 Authorizing Payroll/Emergencies for the Year 2019
- R20-19 Authorization for Tax Assessor to File Appeals
- R21-19 Purchasing Under State Contract
- R22-19 Investment of Idle Funds
- R23-19 Adoption of Cash Management Plan
- R24-19 Authorize Tax Collector to Issue Duplicate Tax Sale Certificates
- R25-19 2019 Temporary Budget
- R26-19 2019 Debt Service
- R27-19 Waiving of Interest of Fifty (50) Cents or Less
- R28-19 Annual Meeting Notice
- R29-19 Approving Borough's 2019 Holiday Schedule
- R30-19 Designation of Official Newspapers
- R31-19 Designation of Bank Depositories
- R32-19 Designating Employee Signatures on Borough Checks and Authorizing Bank Accounts
- R33-19 Authorizing Signature on Borough Checks and Authorizing Bank Accounts
- R34-19 Authorizing Signature on Municipal Court Borough Checks and Authorizing Bank Accounts
- R35-19 Authorizing the Award of Certain Contracts without Soliciting Competitive Proposals or Quotations
- R36-19 Authorizing Borough Administrator to Hire Temporary Seasonal Employees
- R37-19 Requiring Contributions for Health Care Benefits of Employees on Workers' Compensation, Disability or Family Leave PER P.L. 2011, C.78
- R38-19 Authorizing Monmouth Municipal Joint Insurance Fund Commissioner
- R39-19 Affirming Rights and Obligations to Continue to Provide "Professional Services" Under Existing Contract
- R40-19 Payment of Bills
- R41-19 Approving 2019 Tow Companies

RESOLUTION #17-19

2019 RATE OF INTEREST FOR NON-PAYMENT OF TAXES AND ASSESSMENTS

WHEREAS, N.J.S.A. 54:4-67 permits the Governing Body of each municipality to fix the rate of interest to be charged for non-payment of taxes, assessments, or other municipal liens or charges, unless otherwise provided by law, on or before the date when they would become delinquent; and

WHEREAS, N.J.S.A. 54:4-67 states that the rate so fixed shall not exceed 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00, to be calculated from the date the tax was payable until the date that actual payment to the tax collector is made.

WHEREAS, N.J.S.A. 54:4-67 also states the governing body may also fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000 who fails to pay that delinquency as billed, prior to the end of the calendar year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00, to be calculated from the date the tax was payable until the date that actual payment to the tax collector is made and is further directed to charge 6% penalty on any municipal charges in excess of \$10,000 who fails to pay that delinquency as billed, prior to the end of the calendar fiscal year.
2. Effective January 1, 2019 there will be a ten (10) day grace period of quarterly tax payments.
3. Any payments not made in accordance with paragraph one of this Resolution shall be charged interest from the due date as set forth in N.J.S.A. 54:4-66. a. Taxes for municipalities operating under the calendar fiscal year shall be payable the first installment as hereinafter provided on February 1, the second installment on May 1, the third installment on August 1 and the fourth installment on November 1.
4. A certified copy of this Resolution shall be provided by the Borough Clerk to the Tax Collector, Borough Attorney and Borough Auditor for the Borough of Keyport.

BE IT FURTHER RESOLVED that said interest rates shall become effective January 1, 2019.

OFFERED: SHERIDAN

SECONDED: FOTOPOULOS

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #18-19

2019 RATE OF INTEREST FOR NON-PAYMENT OF WATER AND SEWER CHARGES

WHEREAS, N.J.S.A. 54:4-67 permits the Governing Body of each municipality to fix the rate of interest to be charged for non-payment of taxes, assessments, or other municipal liens or charges, unless otherwise provided by law, on or before the date when they would become delinquent; and

WHEREAS, N.J.S.A. 54:4-67 states that the rate so fixed shall not exceed 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00, to be calculated from the date the municipal charges was payable until the date that actual payment to the utility collector is made.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey as follows:

1. The Utility Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00, to be calculated from the date the water/sewer charges were payable until the date that actual payment to the collector is made.
2. Effective January 1, 2019 there will be a ten (10) day grace period of quarterly water/sewer payments.
3. Any payments not made in accordance with paragraph one of this Resolution shall be charged interest from the due date as set forth in Ordinance 15-2.5 Quarterly Periods. The quarterly periods shall be on a calendar year basis with the first quarter in any year commencing on January 1, the second quarter on April 1, the third quarter on July 1, and the fourth and final quarter on October 1.
4. A certified copy of this Resolution shall be provided by the Borough Clerk to the Tax Collector, Borough Attorney and Borough Auditor for the Borough of Keyport.

BE IT FURTHER RESOLVED that said interest rates shall become effective January 1, 2019.

OFFERED: SHERIDAN

SECONDED: FOTOPOULOS

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #19-19

AUTHORIZING PAYROLL/EMERGENCIES FOR THE YEAR 2019

BE IT RESOLVED by the Mayor and Council of the Borough of Keyport that the Chief Financial Officer is hereby authorized and directed to pay Payroll as it becomes due and any emergencies which may arise during the year 2019 without future Resolution of the Mayor and Council.

BE IT FURTHER RESOLVED that the Chief Financial Officer is to report to the Mayor and Council at the next Council Meeting following, all Payroll and emergency payments made, so that it becomes part of the official minutes.

OFFERED: SHERIDAN

SECONDED: FOTOPOULOS

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #20-19

AUTHORIZATION FOR TAX ASSESSOR TO FILE TAX APPEALS

WHEREAS, statutory provision is made for review and correction of errors prior to certification of an assessment list; and

WHEREAS, provision is also allowed for the discovery and correction of errors after establishment of the tax rate; and

WHEREAS, changes in property ownership at times necessitates adjustments in the veterans and/or senior citizen deductions allowed on the assessment list; and

WHEREAS, responsibility for maintenance and correction for assessments and the assessment list rests with the local Tax Assessor subject to laws and regulations.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Keyport that the Tax Assessor fulfilling the duties and requirements of his office, be authorized to file with the Monmouth County Board of Taxation such appeals as may be necessary to maintain accuracy and equality in the assessment list of the Borough of Keyport; and

BE IT FURTHER RESOLVED that the Tax Assessor be authorized to direct the Borough Attorney to file appeals to the New Jersey State Tax Court on behalf of the Borough of Keyport, and authorize the Borough Attorney to make settlements with respect to contested assessments.

BE IT FURTHER RESOLVED that the Tax Assessor is hereby authorized to execute stipulations of Settlements on behalf of the Borough of Keyport; and

BE IT FURTHER RESOLVED that the Tax Assessor is hereby authorized to file complaints on behalf of the Borough of Keyport based upon farmland rollback procedures; and

BE IT FURTHER RESOLVED that the Tax Assessor is hereby authorized to file cross petitions of appeal and counterclaims.

OFFERED: SHERIDAN

SECONDED: FOTOPOULOS

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #21-19

PURCHASING UNDER STATE CONTRACTS

WHEREAS, in the past, the Borough of Keyport has availed itself of the right to purchase materials, supplies, and equipment under the contracts for such materials, supplies and equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of Treasury pursuant to N.J.S.A. 40A:11-12; and

WHEREAS, it is desirable from time to time to obtain materials, supplies, and equipment under contracts for such materials, supplies, and equipment entered into on behalf of the State by the said Division without the necessity of advertising for bids, or in the cases where no bids have been received; and

WHEREAS, it is contemplated that it will be necessary or desirable to obtain materials, supplies and equipment under such contract or contracts entered into on behalf of the State of New Jersey by said Division during the year 2019.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Keyport, County of Monmouth and State of New Jersey, as follows:

1. That the purchase by the Borough of Keyport, through several municipal departments shall be purchased under a contract or contracts for such materials, supplies, or equipment entered into on behalf of the State of New Jersey by the Division of Purchase and Property in the Department of Treasury, in those cases where it is desirable and in the best interest of the Borough of Keyport, and in those cases where bids have been sought by advertisement therefore and no bids are received.
2. That a copy of the Resolution be forwarded to the Borough Administrator, all Department Heads of the Borough of Keyport, and the Chief Financial Officer and any other party in interest.

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #22-19

INVESTMENT OF IDLE FUNDS

WHEREAS, it is desirable that idle funds of the Borough of Keyport be invested in legal investment vehicles at all times; and

WHEREAS, it is occasionally necessary to transfer funds for the purpose of meeting current Borough expenses for the purpose of affecting investments.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Keyport, County of Monmouth, that it does hereby authorize the Chief Financial Officer and/or Treasurer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles, such investments to the investing institution; and

BE IT FURTHER RESOLVED that the above named Chief Financial Officer and/or Treasurer is hereby authorized to transfer funds by wire solely for the following purposes and subject to all pertinent regulations;

1. To or from Borough checking or savings accounts to other Borough Accounts.
2. To or from Borough checking or savings accounts to or from accounts and investment accounts specified by banks or to the State of New Jersey Cash Management Fund and any other legal investment vehicle solely for the purpose of investing for the account of the Borough of Keyport.

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #23-19

ADOPTION OF CASH MANAGEMENT PLAN

WHEREAS, it is in the best interest of the Borough of Keyport to earn additional revenue through the investment and prudent management of its cash receipts; and

WHEREAS, P.L. 1983, Chapter 8 approved January 18, 1983 is an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A: 5-2 and N.J.S.A. 40A:5-15; and

WHEREAS, this law requires that each local unit shall adopt a cash management plan.

NOW, THEREFORE, BE IT RESOLVED that the following shall constitute the Cash Management Plan for the Borough of Keyport and the Borough shall manage its funds pursuant to this plan.

Definitions

1. Treasurer and CFO shall mean the Treasurer and Chief Financial Officer of the Borough of Keyport.
2. Fiscal Year shall mean the twelve months ending December Thirty One.
3. Cash Management Plan shall mean the plan as approved by this resolution.

Designation of Depositories

At least once each fiscal year the governing body shall by resolution designate the depositories for the Borough of Keyport in accordance with N.J.S.A. 40A:5-15.

Audit Requirements

The Cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A:5-15.

Authority to Invest

The governing body shall pass a resolution at its first meeting of the fiscal year designating the Borough Officials who shall make and be responsible for municipal deposits and investments.

Investment Instrument

The designated Borough Officials shall invest at his discretion in any investment instrument as approved by the State of New Jersey in accordance with N.J.S.A. 40A:5-15.2.

Records and Reports

1. The Treasurer shall report all investments in accordance with N.J.S.A. 40A:5-15.2.
2. At a minimum the Treasurer shall:
 - a. Keep a record of all investments
 - b. Keep a cash position record which reveals, on a daily basis, the status of the cash in its bank accounts.
 - c. Confirm investments with the governing body as to the status of cash balances in bank accounts, revenue collection, interest rates and interest earned.

Cash Flow

1. The Treasurer shall ensure that the accounting system provides regular information concerning the cash position and investment performance.
2. All monies shall be turned over to the Treasurer and deposited in accordance with N.J.S.A. 40A:5-15.
3. The Treasurer/CFO is authorized and directed to invest surplus funds of the Borough of Keyport as the availability of the funds permit. In addition, it shall be the responsibility of the Treasurer to minimize the possibility of idle cash by depositing the moneys in interest bearing accounts whenever practical and in the best interest of the Borough of Keyport.
4. The CFO shall ensure that funds are borrowed for Capital projects in a timely fashion.

OFFERED: SHERIDAN

SECONDED: FOTOPOULOS

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #24-19

**AUTHORIZE TAX COLLECTOR TO ISSUE DUPLICATE
TAX SALE CERTIFICATES**

WHEREAS, P.L. 1997, Chapter 99, requires the authorization of the Governing Body for replacement and issuance of a duplicate tax sale certificate held by a third party lien holder which has been destroyed or lost.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, hereby authorizes the Tax Collector, for the year 2019 upon receipt of the appropriate affidavits from owner of the certificates, prepare replacement certificates for Tax Sale Certificates and issue to original lien holder.

BE IT FURTHER RESOLVED that these replacement certificates, duplicate in original form, shall be marked as "duplicate" and a \$100 fee per duplicate certificate be assessed to the original lien holder for the preparation of said duplicate certificates.

BE IT FINALLY RESOLVED that a certified copy of said duplicate certificates shall be maintained by the Tax Collector and issued to the lien holder.

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #25-19
2019 TEMPORARY BUDGET

WHEREAS, N.J.S.A. 40a:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2019 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January, 2019; and

WHEREAS, the total appropriations in the 2018 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$8,614,758 and \$3,152,000 for the General Budget and Water/Sewer Utility Budget respectively; and

WHEREAS, 26.25% of the total appropriations in the 2018 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2018 budget is the sum of \$2,261,374 and \$827,400 for the General Budget and Water/Sewer Utility Budget respectively.

NOW, THEREFORE, BE IT RESOLVED that the following schedule of temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records.

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

TEMPORARY
APPROPRIATIONS
2019

GENERAL BUDGET

Administrative and Executive	
Salaries and Wages	25,000.00
Other Expenses	10,000.00
Mayor and Council	
Salaries and Wages	6,000.00
Other Expenses	1,000.00
Municipal Clerk	
Salaries and Wages	15,000.00
Other Expenses	4,000.00
Financial Administration	
Salaries and Wages	17,000.00
Other Expenses	8,000.00

Audit Services	
Other Expenses	17,000.00
Collection of Taxes	
Salaries and Wages	25,000.00
Other Expenses	3,000.00
Assessment of Taxes	
Salaries and Wages	6,000.00
Other Expenses	1,000.00
Legal Services	
Other Expenses	40,000.00
Environmental Commission	
Other Expenses	200.00
Engineering Services	
Other Expenses	30,000.00
Planning/Zoning Board	
Salaries and Wages	1,500.00
Other Expenses	2,000.00
Property Maintenance Code	
Salaries and Wages	4,000.00
Other Expenses	300.00
Insurances	
Liability Insurance	120,000.00
Workers Compensation Insurance	120,000.00
Employee Group Insurance	
	200,000.00
Police Department	
Salaries and Wages	600,000.00
Other Expenses	
Miscellaneous	30,000.00
Clothing Allowance	10,000.00
Acquisition of Police Vehicles	80,000.00
Emergency Management Services	
Other Expenses	3,000.00
First Aid Contributions	6,000.00
Fire Department	
Other Expenses	25,000.00
Uniform Fire Safety Act	
Salaries and Wages	10,000.00
Other Expenses	7,500.00
Municipal Prosecutor	
Salaries and Wages	6,000.00
Municipal Court	
Salaries and Wages	35,000.00
Other Expenses	10,000.00
Public Defender	
Salaries and Wages	2,000.00
Road Repairs and Maintenance	
Salaries and Wages	80,000.00
Other Expenses	30,000.00
Garbage and Trash Removal	
Salaries and Wages	15,000.00
Other Expenses	5,000.00
Contracted (40A:4-85)	75,000.00
Public Buildings and Grounds	
Other Expenses	20,000.00
Board of Health	
Salaries and Wages	8,000.00

Other Expenses	1,000.00
Bloode Borne Pathogens - Hepatitis B	
Salaries and Wages	900.00
Other Expenses	500.00
Animal Control Services	
Other Expenses	6,000.00
Recreation	
Salaries and Wages	7,000.00
Other Expenses	2,000.00
Senior Citizen Community Center	
Salaries and Wages	2,000.00
Other Expenses	6,000.00
Senior Citizen Transportation Contracted	1,500.00
Parks and Playgrounds	
Other Expenses	6,000.00
Uniform Construction Code Official	
Salaries and Wages	30,000.00
Other Expenses	3,000.00
Celebration of Public Events	
Other Expenses	500.00
Accumulated Leave Compensation	15,000.00
Postage	6,000.00
Fuel for Motor Vehicles	15,000.00
Telephone	11,000.00
Street Lighting	35,000.00
Fuel Oil	3,000.00
Natural Gas	7,000.00
Electricity	15,000.00
Landfill Disposal Costs	60,000.00
Social Security System	37,000.00
Defined Contribution Retirement Program	1,000.00
Maintenance of Free Public Library	60,000.00
Shared Service - Information Technology	5,000.00
Shared Service - Tax Collector	10,000.00
Office on Aging Grant	15,000.00
Total General Temporary	
Budget	<u><u>2,074,900.00</u></u>

WATER/SEWER UTILITY BUDGET

Salaries and Wages	150,000.00
Other Expenses	148,000.00
Bayshore Regional Sewerage Authority	320,000.00
Acquisition of Water	200,000.00
Social Security System	9,000.00
Total Water/Sewer Utility Temporary Budget	<u><u>827,000.00</u></u>

RESOLUTION #26-19

2019 DEBT SERVICE

WHEREAS, N.J.S.A. 40A:4-19 provides authority for appropriating in a temporary resolution the permanent debt service requirements for the coming fiscal year providing that such resolution is not made earlier than December 20th of the year preceding the beginning of the fiscal year; and

WHEREAS, the date of this resolution is subsequent to December 19, 2018; and

WHEREAS, principal and interest will be due on various dates from January 1, 2019 to December 31, 2019, inclusive, on bonds issued and outstanding.

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made to cover the period from January 1, 2019 to December 31, 2019 inclusive:

DEBT SERVICE - CURRENT FUND

Principal on Bonds	\$745,000
Interest on Bonds	208,750
	<u>\$953,750</u>

DEBT SERVICE - WATER/SEWER UTILITY

Principal on Bonds	\$85,000
Interest on Bonds	34,517
USDA Loan Principal	90,715
USDA Loan Interest	140,846
	<u>\$351,078</u>

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #27-19

WAIVING OF INTEREST FIFTY (50) CENTS OR LESS

WHEREAS, the Municipal Collector of Taxes and Water and Sewer Utility Rents, submits for approval the waiving of interest fifty (50) cents or less on Tax and Water/Sewer payments, paid by check and received by mail or drop box; and

WHEREAS, the Municipal Collector of Taxes and Water and Sewer Utility Rents, suggests this resolution because it is economically sound to waive such interest due to the cost of delinquent notifications and such; and

WHEREAS, it is the desire of the Mayor and Council to approve such request:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Keyport, County of Monmouth and State of New Jersey as follows:

1. Formal authorization is hereby given to waive any interest due that is fifty (50) cents or less, paid by check and received by mail or drop box.

BE IT FURTHER RESOLVED that said resolution shall become effective on January 1, 2019.

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #28-19

ANNUAL NOTICE

Notice is hereby given that effective January 1, 2019 the Keyport Borough Council will hold its Work Session Agenda Meetings on the **1st Tuesday of the month** at 7:00 P.M. in the Council Chambers, Municipal Complex, 70 W. Front Street, Keyport, N.J. and its Regular Agenda Meetings on the **3rd Tuesday of the month** at 7:00 P.M. in the Council Chambers, Municipal Complex, 70 W. Front Street, Keyport, N.J. **with the following exceptions listed below:**

EXCEPTIONS: January’s meetings will be held on Tuesday,
 January 15, 2019 and Tuesday, January 22, 2019;
 June’s meeting will be held on Tuesday,
 June 18, 2019;
 August’s meeting will be held on Tuesday,
 August 13, 2019;
 November’s meeting will be held on Tuesday,
 November 12, 2019.

 The 2020 Annual Reorganization Meeting will be held at
 12:00 Noon on Wednesday, January 1, 2020
 at the Central School, 335 Broad Street, Keyport, NJ

NOTE: Regular Meeting – 7:00 PM
 Closed Meeting, where the Public is excluded, shall
 take place after the conclusion of business at the open
 meeting, where the public is included.

BE IT RESOLVED by the Keyport Borough Council that the Notice of its Work Session Meetings which will be held the 1st Tuesday of the month in the Council Chambers, Municipal Complex, 70 W. Front Street, Keyport, N.J. at 7:00 P.M. and its Regular Meetings which will be held on the 3rd Tuesday of the month, including exceptions, at 7:00 P.M. in the Council Chambers, Municipal Complex, 70 W. Front Street, Keyport, N.J. be posted on the Bulletin Boards in the Keyport Borough Hall, and will be sent to:

 The Asbury Park Press,
 The Independent,
 The Two River Times,
 The Newark Star Ledger,
 and be filed in the Office of the Borough Clerk.

Formal action may be taken at these meetings. This notice is provided in accordance with the requirements of P.L. 1975, Ch. 231, Open Public Meetings Act (Sunshine Law Notice).

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #29-19

APPROVING BOROUGH’S 2019 HOLIDAY SCHEDULE

WHEREAS, the Borough of Keyport sets its holiday schedule each year.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Keyport that the following 2019 Holiday schedule is hereby approved:

2019 HOLIDAY SCHEDULE

TUESDAY, JANUARY 1, 2019	NEW YEAR’S DAY OBSERVED
MONDAY, JANUARY 21, 2019	MARTIN LUTHER KING, JR. BIRTHDAY
TUESDAY, FEBRUARY 12, 2019	LINCOLN’S BIRTHDAY OBSERVED
MONDAY, FEBRUARY 18, 2019	PRESIDENTS’ DAY
FRIDAY, APRIL 19, 2019	GOOD FRIDAY
MONDAY, MAY 27, 2019	MEMORIAL DAY
THURSDAY, JULY 4, 2019	INDEPENDENCE DAY
MONDAY, SEPTEMBER 2, 2019	LABOR DAY
MONDAY, OCTOBER 14, 2019	COLUMBUS DAY
TUESDAY, NOVEMBER 5, 2019	ELECTION DAY
MONDAY, NOVEMBER 11, 2019	VETERAN’S DAY OBSERVED
THURSDAY, NOVEMBER 28, 2019	THANKSGIVING DAY
FRIDAY, NOVEMBER 29, 2019	DAY AFTER THANKSGIVING
TUESDAY, DECEMBER 24, 2019	CHRISTMAS EVE OBSERVED
WEDNESDAY, DECEMBER 25, 2019	CHRISTMAS DAY
WEDNESDAY, JANUARY 1, 2020	NEW YEARS DAY

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #30-19

OFFICIAL NEWSPAPERS

BE IT RESOLVED that this Borough Council hereby designates:

The Asbury Park Press, Neptune, NJ,
The Independent, Manalapan, NJ
The Two River Times, Red Bank, NJ,
And The Star Ledger, Newark, NJ,

as the newspapers to receive notice of meetings as required by P.L. 1975, Chapter 231, Open Public Meetings Act for the year 2019.

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #31-19

**NAMING OFFICIAL DEPOSITORIES FOR
THE BOROUGH OF KEYPORT FOR THE YEAR 2019**

WHEREAS, N.J.S.A. 40A: 5-15 mandates that the governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the State and organized under the laws of the United States or this State.

NOW, THEREFORE, BE IT RESOLVED on the 1st day of January 2019 by the Council of the Borough of Keyport, County of Monmouth, State of New Jersey that:

1. Bank of America, Wells Fargo Bank, Sovereign Bank of New Jersey, Valley National Bank, Two River Community Bank and New Jersey Cash Management Fund be and the same are hereby designated as the Depository Banks for the funds of the Borough of Keyport for 2019; and
2. Prior to the deposit of any municipal funds in the above mentioned depositories, said bank shall file with the Chief Financial Officer a statement indicating that the bank is covered under the Governmental Unit Deposit Protection Act (R.S. 17:9-41).
3. Said banks are hereby authorized and directed to honor checks drawn upon said banks signed by three of the following five: the Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer, and/or Treasurer. In the absence of the Mayor, the Council President or Finance Chairman shall be an authorized signatory and, in the absence of the Borough Clerk, shall be an authorized signatory.

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #32-19

**DESIGNATING EMPLOYEE SIGNATURES ON
BOROUGH CHECKS AND AUTHORIZING
SIGNATURE CARDS FOR BANK ACCOUNTS**

BE IT RESOLVED, by the Governing Body of the Borough of Keyport that the following Borough Officials are hereby authorized to sign checks where a combination of three principal signatures is required:

Chief Financial Officer, Treasurer, Borough Clerk or Mayor

BE IT FURTHER RESOLVED, that signature cards with the signatures of the persons designated above be forwarded to the Borough's active depositories.

BE IT FURTHER RESOLVED, that the following accounts with Valley National Bank be established effective January 1, 2019 and related accounts in other depositories be closed accordingly:

General Capital
Trust Other
Recreation Commission Trust
Recreation Bayfront Improvement Trust
Animal Control Trust
Water Capital
Water Operating
Developer Escrow
Open Space Trust
Law Enforcement Trust
Current

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #33-19

**AUTHORIZING SIGNATURE ON
BOROUGH CHECKS AND AUTHORIZING
BANK ACCOUNTS**

BE IT RESOLVED, by the Governing Body of the Borough of Keyport that the following Borough Official is hereby authorized to sign checks where one principal signatures is required:

Treasurer

BE IT FURTHER RESOLVED, that signature cards with the signature of the person authorized above be forwarded to the Borough’s active depositories.

BE IT FURTHER RESOLVED, that the following accounts with Valley National Bank be established effective January 1, 2019 and related accounts in other depositories be closed accordingly:

Board of Health
Construction
Unemployment Trust
Payroll

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #34-19

**AUTHORIZING SIGNATURE ON MUNICIPAL COURT
BOROUGH CHECKS AND AUTHORIZING
BANK ACCOUNTS**

BE IT RESOLVED, by the Governing Body of the Borough of Keyport that the following Borough Officials are hereby authorized to sign checks where one principal signature is required:

Judge, Court Administrator or Deputy Court Administrator

BE IT FURTHER RESOLVED, that signature cards with the signatures of the persons authorized above be forwarded to the Borough’s active depositories.

BE IT FURTHER RESOLVED, that the following accounts with Valley National Bank be established effective January 1, 2019 and related accounts in other depositories be closed accordingly:

Court Operating Account
Court Bail Account

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #35-19

**AUTHORIZING THE AWARD OF CERTAIN CONTRACTS WITHOUT
SOLICITING COMPETITIVE PROPOSALS OR QUOTATIONS**

WHEREAS, the Mayor and Council of the Borough of Keyport wish to grant its Administrator and its subordinate commissions, authorities and agencies the authority to award contracts without the requirement of soliciting competitive proposals or quotations as provided by N.J.S.A. 40A:11-6.1(c) of the Local Public Contracts Law N.J.S.A. 40A:11-1, *et seq.*; and

WHEREAS, N.J.S.A. 40A:11-6.1(c) allows for the awarding of contracts without competitive contracting for contracts that are in the aggregate less than 15 percent of the bid threshold or \$6000.00;

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Keyport as follows:

1. The Borough Administrator be and the same is authorized to award contracts that are in the aggregate less than 15 percent of the bid threshold or \$6000.00 without the requirement of soliciting competitive proposals or quotations;
2. The Borough's subordinate commissions, authorities and agencies are authorized to award contracts that are in the aggregate less than 15% percent of the bid threshold or \$6000.00 without the requirement of soliciting competitive proposals or quotations;
3. A copy of the within Resolution shall be forwarded to the Borough Administrator, the Borough Attorney, the Municipal Finance Officer, the chairpersons or other presiding officers of the Borough's subordinate commissions, authorities and agencies and a copy shall be maintained in the office of the Borough Clerk for public inspection.

OFFERED: SHERIDAN
SECONDED: FOTOPOULOS
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #36-19

AUTHORIZING BOROUGH ADMINISTRATOR TO HIRE

TEMPORARY LABORERS

WHEREAS, the Borough of Keyport is in need of additional public works staff to supplement the existing workforce; and

NOW THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Keyport authorizes the Borough Administrator to hire temporary full-time and part-time laborers, as necessary, at an hourly rate to be set by the Borough Administrator but not to exceed \$12.00 per hour, subject to approval by the Borough Council at the next regular meeting.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Borough Administrator, the Municipal Finance Officer and a copy shall be maintained in the office of the Borough Clerk for public inspection.

OFFERED: SHERIDAN

SECONDED: FOTOPOULOS

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #37-19

REQUIRING CONTRIBUTIONS FOR HEALTH CARE BENEFITS OF EMPLOYEES ON WORKERS' COMPENSATION, DISABILITY OR FAMILY LEAVE PER P.L. 2011, c. 78

WHEREAS, effective with the passage of P.L. 2011, c. 78, there is language relating to health care benefit contributions of employees who are on Workers' Compensation, Disability or Family Leave; and

WHEREAS, during the period in which they are not actively at work, such employees shall continue to contribute as if they were receiving their regular salary; and

WHEREAS, formal notice and instruction was received by the Borough on November 23, 2011 via Local Finance Notice 2011-34.

NOW THEREFORE BE IT RESOLVED, that the Borough Administrator shall inform all employees of such required contribution during periods of Workers' Compensation, Disability or Family Leave; and

BE IT FURTHER RESOLVED, that the Borough of Keyport shall institute a method to collect each employees' contribution, either by method of deduction of any monies due or by billing the employee in absence of funds available for deductions.

BE IT FURTHER RESOLVED, that the Borough shall implement this policy effective January 1, 2019.

OFFERED: SHERIDAN

SECONDED: FOTOPOULOS

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #38-19

AUTHORIZING MONMOUTH MUNICIPAL JOINT INSURANCE FUND COMMISSIONER

WHEREAS, a number of municipalities in the state of New Jersey have joined together to form a Joint Insurance Fund as permitted by Chapter 372 Laws of 1983 (40A:10-36); and

WHEREAS, said Fund was approved to become operational by New Jersey Department of Insurance and the Department of Community Affairs and has been in operation since that date; and

WHEREAS, the statutes and regulations governing the creation and operation of a Joint Insurance Fund contain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a Fund.

NOW THEREFORE BE IT RESOLVED, which the Governing Body of the Borough of Keyport hereby agrees to appoint the Borough Clerk, Valerie T. Heilweil, as the Joint Insurance Fund Commissioner.

OFFERED: SHERIDAN

SECONDED: FOTOPOULOS

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #39-19

AFFIRMING RIGHTS AND OBLIGATIONS TO CONTINUE TO PROVIDE "PROFESSIONAL SERVICES" UNDER EXISTING CONTRACTS

WHEREAS, the Mayor and Council of the Borough of Keyport have reorganized under a newly elected administration; and

WHEREAS, new individuals and firms have been appointed to provide "professional services" to the Borough; and

WHEREAS, it is in the best interests of all parties to clarify the respective duties of all individuals and firms providing "professional services" to the Borough; and

WHEREAS, it is in the best interests of the Borough not to pay two or more individuals or firms to provide redundant "professional services" on the same job or jobs;

NOW THEREFORE BE IT RESOLVED, that the Mayor and Borough Council of the Borough of Keyport hereby affirm the continuing right and obligation of firms and individuals to continue to provide "professional services" to the Borough on assignments undertaken pursuant to appointments and contracts authorized by the immediately preceding Mayor and Council; and

BE IT FURTHER RESOLVED, that this authority shall continue unless and until it is specifically revoked and rescinded by a further Resolution of the Mayor and Council; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Borough Administrator, the Municipal Finance Officer and a copy shall be maintained in the office of the Borough Clerk for public inspection.

OFFERED: SHERIDAN

SECONDED: FOTOPOULOS

AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #40-19 **FOR THE PAYMENT OF BILLS**

Be it resolved by the Mayor and the Council of the Borough of Keyport, New Jersey that the following numbered vouchers be paid to the person therein respectively and hereinafter named, for the amounts set opposite their respective names, and endorsed and approved on said vouchers.

NUMBER OF VOUCHERS	BANK ACCOUNT	AMOUNT
See attached listing	CURRENT ACCT.	\$ 442,625.19
	WATER/SEWER ACCT.	\$ 129,784.87
	REC. BAYFRONT IMP. TRUST	\$ 241.28
	OPEN SPACE TRUST	\$ 450.00
	TRUST ACCT.	\$ 4,337.50

AUTHORIZED PER RESOLUTION

PASSED:

APPROVED:

MAYOR COLLETTE J. KENNEDY

ATTEST:

VALERIE T. HEILWEIL, BOROUGH CLERK

OFFERED BY: SHERIDAN
SECONDED BY: FOTOPOULOS

ROLL CALL VOTE:
AYES: SHERIDAN, COOPER, GOODE, PACHECO, FOTOPOULOS
NAYS:
ABSTAIN:
ABSENT:

RESOLUTION #41-19

APPROVING TOW TRUCK OPERATOR APPLICATIONS

WHEREAS, towing procedures and regulations for the towing and storage of motor vehicles in the Borough of Keyport are regulated by Section 5-13 et. seq. of the Ordinances of the Borough of Keyport; and

WHEREAS, the following tow companies have submitted Tow Truck Operator Applications for approval of the Mayor and Council:

- Bayshore Auto Service, 81 Route 35, Keyport, NJ 07735
- Bill Wright Towing & Recovery, 395 Clark Street, Keyport, NJ 07735
- Dawn’s Auto Body, 7 Division Street, Keyport, NJ 07735 *with an approved tow yard at:* 397 State Highway 36, Hazlet, NJ 07730
- King High Garage, 156 Second Street, Perth Amboy, NJ 08861 *with an approved tow yard at* 102 Texas Road, Aberdeen, NJ 07751

WHEREAS, the Borough Clerk and Police Department have reviewed each application; and

WHEREAS, each of the applicants has paid the required application and fleet fees; and

WHEREAS, the Police Department has physically inspected each of the tow yards to determine compliance with the Borough Ordinance and provided its recommendation

NOW THEREFORE BE IT RESOLVED that the above-mentioned applicants are hereby approved as 2019 tow truck operators for the Borough of Keyport.

BE IT FURTHER RESOLVED that the maximum rates that may be charged for the use of a tow-truck and/or storage of a vehicle towed, whether licensed or unlicensed, may not exceed those rates set in Chapter 5-13 Towing, Section 5-13.5, Maximum Rates.

OFFERED: SHERIDAN

SECONDED: FOTOPOULOS

AYES: SHERIDAN, COOPER, PACHECO, FOTOPOULOS

NAYS:

ABSENT:

ABSTAIN: GOODE

20. COMMUNICATION

Letter of Resignation from Councilwoman Collette Kennedy, effective December 31, 2018 at 11:59PM

Motion to receive and file moved by Goode, carried by Sheridan with ayes by all present

21. REMARKS OF MAYOR AND COUNCIL

Councilman Sheridan – thanked his family for their support. He thanked Mayor Aumack and Councilwoman Lamberson. He has nothing but respect for both of them. He is happy with Mayor, Council and Clerk Heilweil. He is excited to work the new Council. He stated there is a lot to do in Keyport, new streets, the Senior bus, Complete Streets Initiative. He wished all a prosperous 2019.

Councilman Cooper – stated he hates goodbyes and wished Mayor Aumack and Councilwoman Lamberson well. He has seen a lot done by people who care. There is a lot of work ahead. This Council has gotten along so well with the Administrator and the CFO. He looks forward to the next few years and hopes we can disagree without being disagreeable.

Councilman Goode – thanked Mayor Aumack and Councilwoman Lamberson. He welcomed Councilman Fotopoulos to the Council and looks forward to working with him. Wished all a Happy New Year.

Councilwoman Pacheco – thanked Mayor Aumack and Councilwoman Lamberson. She is grateful to have had them to learn from. She is proud of the work done in 2018 and hopes to continue to build on our successes in 2019. She encouraged all to get involved in the Complete Streets Initiative.

Councilman Fotopoulos – extended thanks to Mayor Aumack for all his actual years of service. He thanked Councilwoman Lamberson, especially with the opioid initiative. He hopes to continue that legacy with members of Council. He plans to focus on resiliency and redevelopment so that people will want to live here even more. He congratulated Councilman Goode and Mayor Kennedy. He thanked his family, especially his wife. He thanked Attorney Rosa Barreca for coming from Philadelphia to give his Oath of Office.

Mayor Kennedy – stated fifteen businesses opened this year in our Borough. She thinks that is something we should all be proud of. Shop small and support small business. She attended 10 ribbon cutting ceremonies. The Library Board is the best it has been in years with new programs and initiatives. Libraries aren't just for books. She spoke of the dune grass project from the Environmental Commission which will be working on Phase II this year. She spoke of the Scattered Sites project, a two-year initiative by our Borough Administrator. The list has now been reduced to 38 properties.

Investors are now choosing Keyport which is an indicator of where our town is going. She thanked DPW and said she is hoping to fill positions available due to retirements. Finally, the structure destroyed by Sandy at 333 First Street has been demolished. Mayor Kennedy said 2019 will be an even more productive year.

22. ADJOURNMENT

Motion to adjourn at 1:28PM moved by Sheridan, carried by Goode with ayes by all present

BEST WISHES FOR A HAPPY, HEALTHY, PROSPEROUS AND PEACEFUL 2019