

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 Deputy 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, 2020**

CALL TO ORDER

Mayor Kennedy called the Meeting to Order at 12:07PM.

SUNSHINE LAW NOTICE

Michele Clark, Deputy Borough Clerk, read the Sunshine Law Notice.

ROLL CALL OF 2019 COUNCIL

On Roll Call the following were present: Councilmembers Sheridan, Cooper, Goode, Pacheco, Fotopoulos, McDermott.

OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED COUNCILMEMBERS

Allison Friedman, Esq., administered the Oath of Office to Councilwoman Victoria Pacheco while Donald and Carmen held the Bible.

Allison Friedman, Esq., administered the Oath of Office to Councilwoman Delia Sosa McDermott while William, Diluvina and Mario held the Bible.

ROLL CALL OF 2020 COUNCIL

On Roll Call the following were present: Councilmembers Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

SALUTE TO THE FLAG

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

INVOCATION

Chaplain Raymond Kilroy delivered the invocation.

MAYOR'S PRESENTATIONS/ANNOUNCEMENTS

Mayor Kennedy thanked the Keyport School District, Dylan Borders, all of the Custodian staff and the IT Department.

Mayor Kennedy reflected on some of the events of 2019:

- Monmouth County Freeholders hosted a Summer Kick-Off Press Conference in the Borough
- Congressman Pallone Press Conference was held here to highlight the initiatives of a few people and their Dune Grass Project
- Plaque of Mayors in Borough Hall has been updated to include the photos and years of all former Mayors
- Wedding ceremony donations raised over \$1,000. For 2020, the three Emergency Services selected for donations were the Fire Department, First Aid and PBA

Mayor Kennedy congratulated, Paul McKeefry, the Keyport Volunteer of the Year for 2019, The Plaque will be presented at the next Council Meeting.

FIRE DEPARTMENT OFFICERS

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 Deputy Borough Clerk.

First Assistant Chief: Jonathan Borsari

Second Assistant Chief: Timothy Pflieger

Third Assistant Chief: Patrick Strang

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

Chief of the Department: Joseph Moscatiello

PRESENTATION OF EX-CHIEF’S BADGE

Presented to Henry Young, Jr., by Fire Commissioner Matthew Goode

2020 FIRST AID SQUAD OFFICERS

Mayor Kennedy announced the 2020 First Aid Officers. The Deputy Borough Clerk administered the Oaths of Office.

Chief: Kenneth Krohe

Captain: Dylan Borders

1st Lieutenant: Daniel O’Grady

2nd Lieutenant: Steven O’Dwyer

Administrative Officers

President: Virginia Maio

Vice President: Beth Wood

Secretary/Treasurer: Robert Poling

POLICE OFFICERS’ OATHS OF OFFICE

Sergeant Steven Dixon was sworn in by the Deputy Borough Clerk as Lieutenant for the Borough of Keyport Police Department, while his son held the Bible.

Police Officer Robert McCartin was sworn in by the Deputy Borough Clerk as Sergeant for the Borough of Keyport Police Department, while his family held the Bible.

David Doucette was sworn in by the Deputy Borough Clerk as a Police Officer for the Borough of Keyport Police Department, while his family held the Bible.

Nicholas Scherzinger was sworn in by the Deputy Borough Clerk as Special Law Enforcement Officer II for the Borough of Keyport Police Department.

POLICE DEPARTMENT PRESENTATIONS

Chief Hafner said that the promotions for Lieutenant Dixon and Sergeant McCartin are well-deserved and between the two of them they have almost fifty years of experience on this force. He said that they are true leaders and well respected throughout the Department and Community. He said that he has the utmost confidence that they will continue to serve Keyport in the most honorable fashion.

Chief Hafner thanked his men and women in blue. He said that he is truly proud of each and every one of them. He thanked them for their hard work, daily dedication and said that he is beyond grateful for them all.

Chief Hafner extended his gratitude to Mayor Kennedy and Council on behalf of himself and his family. He thanked Mayor Kennedy for the open communication she consistently maintains, her initiatives and he looks forward to continuing a collaborative working relationship.

Chief Hafner presented the Councilmembers with gifts as a token of appreciation for their hard work and dedication.

Chief Hafner thanked Councilwoman Pacheco for her responsiveness to the Department’s needs.

Chief Hafner invited the Community to attend a Presentation during Police week in May. This is to present Officers with Awards.

Chief Hafner mentioned a pedestrian accident that occurred on Main and Maple and he called forward Olivia and Debbie Triano. He then asked anyone who assisted on that day to come up and said that we are a small Community where everyone comes together to pitch in.

PRESENTATIONS – Recreation Committee Holiday Lighting Awards

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

First Place: Antoun Greiss, 317 Beers Street

Second Place: Patrick & Jennifer Moroney, 313 Main Street

Third Place: Christian & Susan Montanti, 110 Warren Street

REGULAR ORDER OF BUSINESS

R1-20 Election of Council President

R2-20 Council Committees

R3-20 Appointment of Borough Attorney

- R4-20 Appointment of Borough Engineer
- R5-20 Appointment of Borough Auditor
- R6-20 Appointment of Tax Counsel
- R7-20 Appointment of Bond Counsel
- R8-20 Appointment of Special Labor Counsel
- R9-20 Appointment of Special Redevelopment Counsel
- R10-20 Appointment of Municipal Public Defender
- R11-20 Appointment of Municipal Prosecutor
- R12-20 Appointment of Treasurer
- R13-20 Appointment of Smoke Detector Inspector
- R14-20 Appointment of School Crossing Guards
- R15-20 Appointment of Monmouth County Community Development Alternate Representative
- R16-20 Appointment of Public Agency Compliance Officer
- R17-20 Appointment of KBBC Members
- R18-20 Appointment of Recreation Committee Members
- R19-20 Appointment of Planning Board Councilmember
- R20-20 Appointment of Harbor Commission Member
- R21-20 Appointment of Harbor Commission Councilmembers
- R22-20 Appointment of Library Board of Trustees Member
- R23-20 Appointment of Green Team Members
- R24-20 Appointment of Recycling Coordinator
- R25-20 Appointment of Deputy Recycling Coordinator
- R26-20 Appointment of Recycling Committee Members
- R27-20 Appointment of Bloodborne Pathogen Officer
- R28-20 Approving a Contract for Temporary Borough Administrator Services and Borough Administrator Search Services

RESOLUTION #1-20

COUNCIL PRESIDENT

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

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

BE IT FURTHER RESOLVED in the event no member of the Council is elected President, the Mayor shall appoint a member as President in accordance with N.J.S.A. 40A:60-3, Ch. 2-2.5 of the Borough Code.

Motion to elect Councilmember Goode as Council President moved by Councilmember Fotopoulos, seconded by Councilmember Pacheco.

- OFFERED:** Fotopoulos
- SECONDED:** Pacheco
- AYES:** Fotopoulos, Pacheco
- NAYS:** Cooper, McDermott, Sheridan
- ABSENT:**
- ABSTAIN:** Goode

MOTION FAILED

Motion to elect Councilmember Sheridan as Council President moved by Councilmember McDermott, seconded by Councilmember Cooper.

- OFFERED:** McDermott
- SECONDED:** Cooper
- AYES:** Cooper, McDermott
- NAYS:** Fotopoulos, Goode, Pacheco
- ABSENT:**
- ABSTAIN:** Sheridan

MOTION FAILED

RESOLUTION #2-20

COUNCIL COMMITTEES

WHEREAS, Mayor Collette J. Kennedy announces the appointment as liaison to for the year 2020 whereas the first name listed is the lead liaison as follows:

Police/Drug Alliance

1. Victoria Pacheco
2. Delia Sosa McDermott

Fire/ First Aid/Emergency Services

1. Matthew Goode
2. Joseph Sheridan

Finance/ Grants

1. Joseph Sheridan
2. Matthew Goode

Recreation and Senior Center

1. Isaiah Cooper
2. Delia Sosa McDermott

Board of Health/Registrar/Recycling

1. Dennis Fotopoulos
2. Victoria Pacheco

Public Works/Construction Department/ Property Maintenance/Zoning

1. Delia Sosa McDermott
2. Isaiah Cooper

Redevelopment

1. Matthew Goode
2. Dennis Fotopoulos

Environmental Commission

1. Dennis Fotopoulos
2. Joseph Sheridan

Library Board

1. Isaiah Cooper

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport, County of Monmouth, State of New Jersey, that the foregoing appointment of Committees, as made by the Mayor, for the year 2020 be and the same are hereby approved and confirmed.

OFFERED: Fotopoulos

SECONDED: McDermott

AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

NAYS:

ABSENT:

RESOLUTION #3-20

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 \$96,000.00, paid at the rate of \$8,000.00 per month, for meeting-related services, and up to \$50,000.00 for additional miscellaneous legal services for a term of one (1) Year, beginning on January 1, 2020 and concluding December 31, 2020 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: Pacheco

AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

NAYS:

ABSENT:

RESOLUTION #4-20

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, 2020 and concluding December 31, 2020, 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, and further authorizing a contract not to exceed \$17,500.00 for serving as Community Rating System ("CRS") Coordinator and qualifying the Borough for participation in the National Flood Insurance Program's Community Rating System, and a contract not to exceed \$9,500.00 for preparing updates to the Borough tax maps, beginning on January 1, 2020 and concluding December 31, 2020 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: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:

RESOLUTION #5-20

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, 2020 and concluding December 31, 2020, 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 \$28,250.00 and for one (1) year, beginning on January 1, 2020 and concluding December 31, 2020 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: Pacheco
SECONDED: Fotopoulos
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:

RESOLUTION #6-20

APPOINTMENT OF TAX COUNSEL SERVICES FOR 2020

WHEREAS, it is necessary for the Borough of Keyport to appoint tax counsel to represent the Borough in tax appeals during the 2020 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 2020 calendar year to:

Kerry E. Higgins
McKenna, Dupont, Higgins & Stone, P.C.
229 Broad Street

Red Bank, New Jersey 07701

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 2020 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 \$155.00 per hour, in an amount not to exceed Twenty-Five Thousand Dollars (\$25,000.00):

Kerry E. Higgins
McKenna, Dupont, Higgins & Stone, P.C.
229 Broad Street
Red Bank, New Jersey 07701

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: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

NAYES:

ABSENT:

RESOLUTION #7-20

APPOINTING MCMANIMON, SCOTLAND & BAUMANN, LLC AS BOND COUNSEL FOR CALENDAR YEAR 2020

WHEREAS, there exists a need for a Bond Counsel 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 Bond Counsel in accordance with N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Business Administrator and Chief Financial Officer have evaluated all proposals and are recommending those professionals that represent the best experience, and value for the Borough's purposes; and

WHEREAS, the Mayor and Borough Council of the Borough of Keyport hereby confirm the appointment and authorize the execution of a contract with McManimon, Scotland & Baumann, for a term of one (1) Year, beginning on January 1, 2020 and concluding December 31, 2020 in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.

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 and authorize the execution of a contract with McManimon, Scotland & Baumann, in accordance with the terms set forth in the legal services agreement on file with the Borough Clerk, for a

term of one (1) Year, beginning on January 1, 2020 and concluding December 31, 2020 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: Pacheco

AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

NAYS:

ABSENT:

RESOLUTION #8-20

APPOINTING MCMANIMON, SCOTLAND & BAUMANN, LLC AS SPECIAL LABOR COUNSEL FOR CALENDAR YEAR 2020

WHEREAS, there exists a need for Labor Counsel 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 Special Labor Counsel in accordance with N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Business Administrator has evaluated all proposals and is recommending those professionals that represent the best experience, and value for the Borough's purposes; and

WHEREAS, the Mayor and Borough Council of the Borough of Keyport hereby confirm the appointment and authorize the execution of a contract with McManimon, Scotland & Baumann, LLC for a term of one (1) Year, beginning on January 1, 2020 and concluding December 31, 2020 in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.

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 and authorize the execution of a contract with McManimon, Scotland & Baumann, LLC, in accordance with the terms set forth in the legal services agreement on file with the Borough Clerk, for a term of one (1) Year, beginning on January 1, 2020 and concluding December 31, 2020 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: Pacheco

AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

NAYS:

ABSENT:

RESOLUTION #9-20

**APPOINTING MCMANIMON, SCOTLAND & BAUMANN, LLC
AS SPECIAL REDEVELOPMENT COUNSEL FOR CALENDAR
YEAR 2020**

WHEREAS, there exists a need for Special Redevelopment Counsel 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 Special Redevelopment Counsel in accordance with N.J.S.A. 19:44A-20.5; and

WHEREAS, the Borough Business Administrator has evaluated all proposals and is recommending those professionals that represent the best experience, and value for the Borough’s purposes; and

WHEREAS, the Mayor and Borough Council of the Borough of Keyport hereby confirm the appointment and authorize the execution of a contract, with amounts paid from escrow by developers, with McManimon, Scotland & Baumann, LLC for a term of one (1) Year, beginning on January 1, 2020 and concluding December 31, 2020 in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.

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 and authorize the execution of a contract, with amounts paid from escrow by developers, with McManimon, Scotland & Baumann, LLC, in accordance with the terms set forth in the legal services agreement on file with the Borough Clerk, for a term of one (1) Year, beginning on January 1, 2020 and concluding December 31, 2020 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: Fotopoulos

AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

NAYS:

ABSENT:

RESOLUTION #10-20

**APPOINTMENT OF 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 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 appoint Raymond Santiago, Esq. as the Borough’s Municipal Court Public Defender for a one (1) year term, beginning on January 1, 2020 and concluding December 31, 2020 in accordance with N.J.S.A. 2B:24-4.

OFFERED: Goode
SECONDED: Fotopoulos
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #11-20
APPOINTMENT OF 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 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 appoint Gregory Cannon, Esq. as the Borough’s Municipal Court Prosecutor for a one (1) year term, beginning on January 1, 2020 and concluding December 31, 2020 in accordance with N.J.S.A. 2B:25-4.

OFFERED: Goode
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #12-20
APPOINTMENT OF TREASURER
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 Stencil 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 Stencil be 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 Stencil is hereby appointed Borough Treasurer by the Mayor of the Borough, and with the advice and consent of the Borough Council.

OFFERED: Goode
SECONDED: Cooper
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #13-20
APPOINTMENT OF SMOKE/CARBON MONOXIDE
INSPECTOR
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: Goode
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #14-20

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:

Ronald Dente	Laurie Kopacz	Donald Gavin (substitute)
Leonard Ferm	Henry Morris	Justin Eckert (substitute)
Chuck Headen	David Parks	
Edward Keeler	William Torres	
Raymond Kilroy	Montgomery Weaver	

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: Goode
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #15-20

**MONMOUTH COUNTY COMMUNITY DEVELOPMENT
ALTERNATE REPRESENTATIVE**

Mayor Collette J. Kennedy announces, with the advice and consent of the Council the appointment of Michele Clark as the Monmouth County Community Development Alternate Representative for the year 2020.

THEREFORE, BE IT RESOLVED, by the Council of the Borough of Keyport that the appointment of Michele Clark as the Monmouth County Community Development Alternate Representative for the year 2020 be and the same is hereby confirmed.

OFFERED: McDermott
SECONDED: Pacheco

AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #16-20

DESIGNATE PUBLIC AGENCY COMPLIANCE OFFICER

BE IT RESOLVED by the Mayor and Council of the Borough of Keyport that the CFO is hereby temporarily designated Public Agency Compliance Officer (P.A.C.O.) for the year 2020 until the hiring of a full-time Business Administrator.

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

OFFERED: McDermott
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #17-20

APPOINTMENT OF KBBC MEMBERS

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 the appointment of a citizen resident representative to the KBBC; and

WHEREAS, it is the recommendation of the Mayor and Council of the Borough to appoint Nicole Gangino to the position of citizen resident representative to the KBBC; and

WHEREAS, there exists a need for the appointment of a Recycling Committee member representative to the KBBC; and

WHEREAS, it is the recommendation of the Mayor and Council of the Borough to appoint Donna Purcell to the position of Recycling Committee representative to the KBBC; and

WHEREAS, there exists a need for the appointment of a Borough Councilmember representative to the KBBC; and

WHEREAS, it is the recommendation of the Mayor and Council of the Borough to appoint Delia McDermott to the position of Councilmember representative to 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. Nicole Gangino is hereby appointed as citizen resident representative to the KBBC from January 1, 2020 through December 31, 2020.

3. Donna Purcell is hereby appointed as Recycling Committee representative to the KBBC from January 1, 2020 through December 31, 2020.

4. Delia McDermott is hereby appointed as Councilmember representative to the KBBC from January 1, 2020 through December 31, 2020.

OFFERED: Fotopoulos
SECONDED: Cooper
AYES: Cooper, Fotopoulos, Goode, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN: McDermott

RESOLUTION #18-20

APPOINTMENT OF RECREATION COMMITTEE MEMBERS

Mayor Collette J. Kennedy announces with the advice and consent of the Council, the appointment of Dorothy Aumack and Mary Holtz as Recreation Committee Members for a term of five years, from January 1, 2020 to December 31, 2024; and

Mayor Kennedy announces with the advice and consent of the Council, the appointment of Ezra Hill as an Alternate Recreation Committee Member for a term of five years, from January 1, 2020 to December 31, 2024

BE IT RESOLVED by the Council of the Borough of Keyport that the appointments to the Recreation Committee be and the same are hereby confirmed.

OFFERED: Cooper
SECONDED: Fotopoulos
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #19-20

APPOINTMENT OF PLANNING BOARD COUNCILMEMBER

Mayor Collette J. Kennedy announces, along with the consent of Council, the appointment of Matthew Goode, a member of the Governing Body, to the Planning Board for the year 2020, as a Class III member, effective January 1, 2020.

BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport that the foregoing appointment to the Planning Board for the year 2020, as a Class III member, Councilmember Matthew Goode be and the same is hereby confirmed.

OFFERED: Pacheco
SECONDED: McDermott
AYES: Cooper, Fotopoulos, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN: Goode

RESOLUTION #20-20

APPOINTMENT OF HARBOR COMMISSION MEMBER

Mayor Collette J. Kennedy announces with the advice and consent of the Council, the appointment of Kevin Graham as a Harbor Commission Member for a term of five years, from January 1, 2020 to December 31, 2024.

BE IT RESOLVED by the Council of the Borough of Keyport that the appointment of Kevin Graham to the Harbor Commission be and the same is hereby confirmed.

OFFERED: Pacheco
SECONDED: McDermott
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #21-20

APPOINTMENT OF HARBOR COMMISSION COUNCILMEMBERS

Mayor Collette J. Kennedy announces with the advice and consent of the Council the appointment of Victoria Pacheco and the appointment of Dennis Fotopoulos members of the Governing Body, to the Harbor Commission for the year 2020.

BE IT FURTHER RESOLVED by the Council of the Borough of Keyport that the foregoing appointments to the Harbor Commission for the year 2020 be and the same are hereby confirmed.

OFFERED: McDermott
SECONDED: Cooper
AYES: Cooper, Goode, McDermott, Sheridan
NAYS:
ABSENT:
ABSTAIN: Fotopoulos, Pacheco

RESOLUTION #22-20

APPOINTMENT OF LIBRARY BOARD OF TRUSTEES MEMBERS

Mayor Collette J. Kennedy announces with the advice and consent of the Council, the appointment of Leslie Kotzas as a member of the Library Board of Trustees for a five-year term, Janaury 1, 2020 to December 31, 2024; and

Mayor Kennedy announces with the advice and consent of the Council, the appointment of Natalie Smith as a member of the Library Board of Trustees to fill an unexpired term ending December 31, 2023.

BE IT RESOLVED by the Council of the Borough of Keyport that the appointments to the Library Board of Trustees be and the same are hereby confirmed.

OFFERED: Goode
SECONDED: McDermott
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #23-20

APPOINTMENT OF GREEN TEAM MEMBERS

WHEREAS, the Borough of Keyport has established a Green Team for the purpose of promoting sustainability in the Borough, and

WHEREAS, the responsibilities of the Green Team can also be assumed by the existing municipal Environmental Commission, and

WHEREAS, as it is also desirable to include the following departments within the Borough on the Green Team,

Members of the team:

Public Works – Christopher Hicks
Recycling – Laura Barreca
Environmental Commission (2) – Kenneth DeGroat, Michael Palmisano
Recreation –
Harbor Commission – Nancy Smalling
Planning Board – Harry M. Aumack II
School Board – Joseph Stahley
Business Administrator –
Council Liaison – Councilmember Victoria Pacheco
Garden Club (2) – Sue Kleinberg
Residents (2) – John Polewczak, Todd Buurstra
KBBC –

NOW THEREFORE BE IT RESOLVED that the term of these appointed members will expire December 31, 2020.

OFFERED: Goode
SECONDED: McDermott
AYES: Cooper, Fotopoulos, Goode, McDermott, Sheridan
NAYS:
ABSENT:
ABSTAIN: Pacheco

RESOLUTION #24-20

**APPOINTMENT OF RECYCLING COORDINATOR OF THE
KEYPORT RECYCLING COMMITTEE – Donna Purcell**

WHEREAS, the Borough of Keyport, County of Monmouth (the “**Borough**”) created the Recycling Committee of the Borough of Keyport (the “**Recycling Committee**”) by Ordinance of the Borough; and

WHEREAS, the Recycling Committee consists of nine (9) members; and

WHEREAS, there exists a need for the appointment of a new member, pursuant to Borough Code 16-6.6 (a); and

WHEREAS, it is the recommendation of the Mayor, and the Borough Council consents thereto, to appoint Donna Purcell as Recycling Coordinator for the Recycling Committee for a one (1) year term, effective January 1, 2020 to December 31, 2020.

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. Donna Purcell is hereby appointed as Recycling Coordinator for the Recycling Committee, by the Mayor of the Borough and with the advice and consent of the Borough Council, for a one (1) year term, all in accordance with Borough Code 16-6.6 (a).

OFFERED: Fotopoulos
SECONDED: Cooper
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #25-20

**APPOINTMENT OF DEPUTY RECYCLING COORDINATOR –
*Robin Sheridan***

WHEREAS, the Borough of Keyport, County of Monmouth (the “**Borough**”) created the Recycling Committee of the Borough of Keyport (the “**Recycling Committee**”) by Ordinance of the Borough; and

WHEREAS, the Recycling Committee consists of nine (9) members; and

WHEREAS, there exists a need for the appointment of a Deputy Recycling Coordinator to the Recycling Committee; and

WHEREAS, it is the recommendation of the Mayor, and the Borough Council consents thereto, to appoint Robin Sheridan as Deputy Recycling Coordinator for the Recycling Committee for a one (1) year term, effective January 1, 2020 – December 31, 2020.

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. Robin Sheridan is hereby appointed as Deputy Recycling Coordinator for the Recycling Committee, by the Mayor of the Borough and with the advice and consent of the Borough Council for a one (1) year term, all in accordance with Borough Code 16-6.6 (a).

OFFERED: Goode
SECONDED: Fotopoulos
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco
NAYS:
ABSENT:
ABSTAIN: Sheridan

RESOLUTION #26-20

APPOINTMENT OF RECYCLING COMMITTEE MEMBERS

Mayor Collette J. Kennedy announces, with the advice and consent of Council, the appointment of Joseph Antonuccio as a Recycling Committee Member for a term of three years ending, January 1, 2020 to December 31, 2022; and

Mayor Kennedy announces, with the advice and consent of Council, the appointment of Robert Kutschman as a Recycling Committee Member for a term of one year, January 1, 2020 to December 31, 2020; and

BE IT RESOLVED by the Mayor of the Borough and with the advice and consent of the Borough Council of Keyport that the appointments to the Recycling Committee be and the same are hereby confirmed.

OFFERED: Pacheco
SECONDED: Fotopoulos
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #27-20

**APPOINTMENT OF BLOODBORNE PATHOGEN OFFICER –
*JOSEPH RUTH***

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, pursuant to the New Jersey Public Employees Occupational Safety and Health (PEOSH) Act, *N.J.S.A. 34:6A-25 et seq.*, the Borough requires the regular services of a bloodborne pathogens officer; and

WHEREAS, there exists the current need for the appointment of a bloodborne pathogens officer; and

WHEREAS, it is the recommendation of the Mayor and the Council of the Borough to appoint Sergeant Joseph Ruth as the Blood Borne Pathogen Officer at the salary of \$3,000.00, which is in accordance with the salary range proscribed by the salary ordinance adopted on even date; and

WHEREAS, sufficient funds are or will be available to pay for the above stated costs for the foregoing salary.

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. Sergeant Joseph Ruth is hereby appointed as Bloodborne Pathogen Officer of the Borough of Keyport, effective January 1, 2020 through December 31, 2020 at a salary of \$3,000.00.
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: Goode
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:

RESOLUTION #28-20

**APPROVING A CONTRACT FOR TEMPORARY BOROUGH
ADMINISTRATOR SERVICES AND BOROUGH
ADMINISTRATOR SEARCH SERVICES**

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, the Borough is in need of services to assist in the search for a full-time Borough Administrator, and also, until such appointment can be made, temporary Borough Administrator services; and

WHEREAS, it is necessary to approve an agreement with Government Strategy Group to assist with this search and to act as temporary Borough Administrator during the course of said search, for a term of three (3) months, in substantially the form of agreement on file with the Borough Clerk; and

WHEREAS, authorization for the award of this contract as an extraordinary unspecifiable service does not require public bidding pursuant to *N.J.S.A. 40A:11-5(1)(a)(ii)*, as the services to be rendered are unique to the specific, present circumstances and require the immediate attention of the Borough; and

WHEREAS, the Borough seeks approval of this agreement.

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 Borough hereby authorizes the Mayor to execute an agreement with Government Strategy Group, substantially in the form on file at the Borough Clerk’s Office, with such amendments, revisions and changes determined to be necessary by the Mayor in consultation with Borough professionals.
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: Fotopoulos
SECONDED: Goode
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:

MAYOR’S APPOINTMENTS
APPOINTMENT OF PLANNING BOARD MEMBERS

Mayor Kennedy announced the appointment of Nicholas Vecchio as Class II member of the Planning Board for a one-year term: 1/1/2020 – 12/31/2020

Mayor Kennedy announced the appointment of Lori Davidson as a Class IV member of the Planning Board for a four-year term: 1/1/2020 – 12/31/2023

Mayor Kennedy announced the appointment of Juan Carlos Oviedo as an alternate member of the Planning Board for a two-year term: 1/1/2020 – 12/31/2021

APPOINTMENT OF ENVIRONMENTAL COMMISSION MEMBERS
Mayor Kennedy announced the appointment of Donald Pacheco, Roy Jimenez and Matthew Tevis as members of the Environmental Commission for a three-year term: 1/1/2020 – 12/31/2022

Mayor Kennedy announced the appointment of Doug Weider as an alternate member I of the Environmental Commission for a two-year term: 1/1/2020 – 12/31/2021

APPOINTMENT OF OFFICE OF EMERGENCY MANAGEMENT COORDINATORS

Mayor Kennedy announced the appointment of Kenneth Krohe as Emergency Management Coordinator for a three-year term: 1/1/2020 – 12/31/2022

Mayor Kennedy announced the appointment of James Lawson as Deputy Emergency Management Coordinator for a three-year term: 1/1/2020 – 12/31/2022

Mayor Kennedy announced the appointment of Richard Ely, Andrew Rosman, Thomas Gallo, Michael Scibetti and Eugene Eng as Assistant Emergency Management Coordinators for a one-year term: 1/1/2020 – 12/31/2020

RECEIVE AND FILE MAYOR’S APPOINTMENTS
Motion to receive and file Mayor’s Appointments moved by Fotopoulos, carried by Sheridan.

Roll Call: Ayes: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
Nays:
Absent:
Abstain:

- RESOLUTIONS BY CONSENT**
R29-20 2020 Rate of Interest for Non-Payment of Taxes and Assessments
R30-20 2020 Rate of Interest for Non-Payment of Water and Sewer Charges
R31-20 Authorizing Payroll and Emergencies for the Year 2020
R32-20 Authorization for Tax Assessor to File Appeals

- R33-20 Purchasing Under State Contract
- R34-20 Investment of Idle Funds
- R35-20 Adoption of Cash Management Plan
- R36-20 Authorize Tax Collector to Issue Duplicate Tax Sale Certificates
- R37-20 2020 Temporary Budget
- R38-20 2020 Debt Service
- R39-20 Waiving of Interest of Fifty (50) Cents or Less
- R40-20 Annual Meeting Notice
- R41-20 Approving Borough's 2020 Holiday Schedule
- R42-20 Designation of Official Newspapers
- R43-20 Designation of Bank Depositories
- R44-20 Designating Employee Signatures on Borough Checks and Authorizing Bank Accounts
- R45-20 Authorizing Signature on Borough Checks and Authorizing Bank Accounts
- R46-20 Authorizing Signature on Municipal Court Borough Checks and Authorizing Bank Accounts
- R47-20 Authorizing the Award of Certain Contracts without Soliciting Competitive Proposals or Quotations
- R48-20 Requiring Contributions for Health Care Benefits of Employees on Workers' Compensation, Disability or Family Leave PER P.L. 2011, C.78
- R49-20 Authorizing Monmouth Municipal Joint Insurance Fund Commissioner
- R50-20 Affirming Rights and Obligations to Continue to Provide "Professional Services" Under Existing Contract
- R51-20 Approving 2020 Tow Companies
- R52-20 Payment of Bills

PUBLIC COMMENT

The Meeting was opened to the public for comments or questions at 1:36PM on items listed on the Consent Agenda moved by Sheridan, carried by Pacheco with ayes by all present.

Seeing no one, the meeting was closed to the public at 1:36PM moved by Sheridan, carried by Fotopoulos with ayes by all present.

RESOLUTION #29-20

2020 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, 2020 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, 2020.

OFFERED: Sheridan
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #30-20

2020 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, 2020 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, 2020.

OFFERED: Sheridan
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #31-20

AUTHORIZING PAYROLL AND EMERGENCIES FOR THE YEAR 2020

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 2020 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: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #32-20

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: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #33-20

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 2020.

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: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #34-20

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: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #35-20

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: Pacheco

AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #36-20

**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 2020 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: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #37-20

2020 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 2020 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, 2020; and

WHEREAS, the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$9,499,995 and \$3,043,000 for the General Budget and Water/Sewer Utility Budget respectively; and

WHEREAS, 26.25% of the total appropriations in the 2019 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2019 budget is the sum of \$2,493,749 and \$798,788 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: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

TEMPORARY
APPROPRIATIONS
2020

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	18,000.00
Other Expenses	8,000.00
Audit Services	
Other Expenses	17,000.00
Collection of Taxes	
Salaries and Wages	20,000.00
Other Expenses	4,000.00
Assessment of Taxes	
Salaries and Wages	6,000.00
Other Expenses	20,000.00
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	5,000.00
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	40,000.00
Other Expenses	10,000.00
Public Defender	
Salaries and Wages	2,000.00
Road Repairs and Maintenance	
Salaries and Wages	90,000.00
Other Expenses	30,000.00
Garbage and Trash Removal	
Salaries and Wages	15,000.00
Other Expenses	5,000.00
Contracted (40A:4-85)	90,000.00
Public Buildings and Grounds	
Other Expenses	25,000.00
Board of Health	
Salaries and Wages	9,000.00
Other Expenses	1,000.00
Bloode Borne Pathogens - Hepatitis B	
Salaries and Wages	900.00
Other Expenses	500.00
Animal Control Services	
Other Expenses	8,000.00
Recreation	
Salaries and Wages	7,000.00
Other Expenses	10,000.00
Senior Citizen Community Center	
Salaries and Wages	4,000.00
Other Expenses	6,000.00
Senior Citizen Transportation Contracted	1,500.00
Parks and Playgrounds	
Other Expenses	10,000.00
Uniform Construction Code Official	
Salaries and Wages	40,000.00
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	20,000.00
Telephone	12,000.00
Street Lighting	30,000.00
Fuel Oil	4,000.00
Natural Gas	8,000.00
Electricity	10,000.00
Landfill Disposal Costs	80,000.00
Social Security System	40,000.00
Defined Contribution Retirement Program	1,000.00
Maintenance of Free Public Library	60,000.00
Shared Service - Information Technology	6,000.00
Shared Service - Tax Collector	10,200.00
Office on Aging Grant	15,000.00

Total General Temporary Budget	<u><u>2,176,100.00</u></u>
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WATER/SEWER UTILITY BUDGET

Salaries and Wages	150,000.00
Other Expenses	134,000.00
Bayshore Regional Sewerage Authority	325,000.00
Acquisition of Water	180,000.00
Social Security System	<u>9,000.00</u>
 Total Water/Sewer Utility Temporary Budget	 <u><u>798,000.00</u></u>

RESOLUTION #38-20

2020 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, 2019; and

WHEREAS, principal and interest will be due on various dates from January 1, 2020 to December 31, 2020, inclusive, on bonds issued and outstanding.

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made to cover the period from January 1, 2020 to December 31, 2020 inclusive:

DEBT SERVICE - CURRENT FUND

Principal on Bonds	\$760,000
Interest on Bonds	<u>180,950</u>
	<u><u>\$940,950</u></u>

DEBT SERVICE - WATER/SEWER UTILITY

Principal on Bonds	\$85,000
Interest on Bonds	31,117
USDA Loan Principal	93,112
USDA Loan Interest	<u>138,434</u>
	<u><u>\$347,663</u></u>

OFFERED: Sheridan
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #39-20

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, 2020.

OFFERED: Sheridan

SECONDED: Pacheco

AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #40-20

ANNUAL NOTICE

Notice is hereby given that effective January 1, 2020 the Keyport Borough Council will hold its Regular Agenda Meetings on the below listed dates at 7:00 P.M. in the Council Chambers of Keyport Borough Hall at 70 W. Front Street, Keyport, N.J.

All items of business or communication requested to be placed on the agenda need to be received no later than 4:00pm one week prior to the meeting date

Tuesday – January 21, 2020
Tuesday – February 4, 2020
Tuesday – February 18, 2020
Tuesday – March 3, 2020
Tuesday – March 17, 2020
Tuesday – April 7, 2020
Tuesday – April 21, 2020
Tuesday – May 5, 2020
Tuesday – May 19, 2020
Tuesday – June 16, 2020
Tuesday – July 7, 2020
Tuesday – July 21, 2020
Tuesday – August 18, 2020
Tuesday – September 1, 2020
Tuesday – September 15, 2020
Tuesday – October 6, 2020
Tuesday – October 20, 2020
Tuesday – November 10, 2020
Tuesday – December 15, 2020

The 2021 Annual Reorganization Meeting will be held at 12:00 Noon on Friday, January 1, 2021, in the All Purpose Room at the Keyport Central School, 335 Broad Street, Keyport, NJ.

NOTE: 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 Meetings which will be held on the above dates in the Council Chambers at Keyport Borough Hall, 70 W. Front Street, Keyport, N.J. at 7:00 P.M. 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: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #41-20
APPROVING BOROUGH’S 2020 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 2020 holiday schedule is hereby approved:

2020 HOLIDAY SCHEDULE

WEDNESDAY, JANUARY 1, 2020	NEW YEAR’S DAY OBSERVED
MONDAY, JANUARY 20, 2020	MARTIN LUTHER KING, JR. BIRTHDAY
WEDNESDAY, FEBRUARY 12, 2020	LINCOLN’S BIRTHDAY OBSERVED
MONDAY, FEBRUARY 17, 2020	PRESIDENTS’ DAY
FRIDAY, APRIL 10, 2020	GOOD FRIDAY
MONDAY, MAY 25, 2020	MEMORIAL DAY
FRIDAY, JULY 3, 2020	INDEPENDENCE DAY OBSERVED
MONDAY, SEPTEMBER 7, 2020	LABOR DAY
MONDAY, OCTOBER 12, 2020	COLUMBUS DAY
TUESDAY, NOVEMBER 3, 2020	ELECTION DAY
WEDNESDAY, NOVEMBER 11, 2020	VETERAN’S DAY OBSERVED
THURSDAY, NOVEMBER 26, 2020	THANKSGIVING DAY
FRIDAY, NOVEMBER 27, 2020	DAY AFTER THANKSGIVING
THURSDAY, DECEMBER 24, 2020	CHRISTMAS EVE OBSERVED
FRIDAY, DECEMBER 25, 2020	CHRISTMAS DAY
FRIDAY, JANUARY 1, 2021	NEW YEARS DAY

OFFERED: Sheridan
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #42-20

DESIGNATION OF 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 2020.

OFFERED: Sheridan
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #43-20

**NAMING OFFICIAL DEPOSITORIES FOR
THE BOROUGH OF KEYPORT FOR THE YEAR 2020**

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 2020 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 2020; 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 officials: Borough Clerk, Chief Financial Officer, and the Treasurer.

OFFERED: Sheridan
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #44-20

**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, or Borough Clerk

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, 2020 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: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #45-20

**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 signature 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, 2020 and related accounts in other depositories be closed accordingly:

Board of Health
Construction
Unemployment Trust
Payroll

OFFERED: Sheridan
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #46-20

**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, 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, 2020 and related accounts in other depositories be closed accordingly:

Court Operating Account
Court Bail Account

OFFERED: Sheridan
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #47-20

**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: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #48-20

**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 temporarily the CFO shall inform all employees of such required contribution during periods of Workers' Compensation, Disability or Family Leave until the hiring of a full-time Borough Administrator; 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, 2020.

OFFERED: Sheridan
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #49-20

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 temporarily appoint the CFO as the Joint Insurance Fund Commissioner until a full-time Borough Administrator is hired.

OFFERED: Sheridan
SECONDED: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:

RESOLUTION #50-20

**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: Pacheco
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN:

RESOLUTION #51-20

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 2020 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: Pacheco
AYES: Cooper, Fotopoulos, McDermott, Pacheco, Sheridan
NAYS:
ABSENT:
ABSTAIN: Goode

RESOLUTION #52-20
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.	\$ 263,194.75
	WATER/SEWER ACCT.	\$ 74,738.50
	GENERAL CAPITAL ACCT.	\$ 4,300.00
	TRUST ACCT.	\$ 1,275.00

AUTHORIZED PER RESOLUTION

PASSED: APPROVED:

MAYOR COLLETTE J. KENNEDY

ATTEST:

MICHELE CLARK, DEPUTY BOROUGH CLERK

OFFERED BY: Sheridan
SECONDED BY: Pacheco

ROLL CALL VOTE:
AYES: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
NAYS:
ABSTAIN:
ABSENT:

REMARKS OF COUNCILMEMBERS
Councilman Cooper: None
Councilman Fotopoulos: He thanked his fellow Councilmembers, Keyport Schools, Police Department and Volunteers in the Borough for their service. He is humbled by the support

and confidence that the Community has shown. This year he would like to have a personal focus on Volunteer Organizations.

Councilman Goode: He said that he hopes that this year will be as wonderful as last year.

Councilwoman McDermott: She thanked Mayor Kennedy and said that she is proud of the accomplishments that they have achieved in 2019. She thanked the Library Board, the Harbor Commission, the Community and Volunteers. She looks forward to 2020.

Councilwoman Pacheco: She said thank you for the opportunity to be able to continue to serve everyone in town and that she is looking forward to a productive year.

Councilman Sheridan: He said that 2019 has been a very strong year. He said that he is very fortunate to work with strong peers. He thanked the Mayor, Deputy Clerk, Business Administrator, Police Department, Councilmembers, the families who support the Council duties, all emergency services, Department of Public Works, Arts Society, Recycling, Clean Communities, Garden Club and all volunteers. He said that he is excited about 2020 and that streets will be paved.

PUBLIC COMMENT

The Meeting was opened to the public for comments and questions at 1:49PM moved by Sheridan, carried by McDermott with ayes by all present.

Mike Lane, 51 First Street – He wished Council the best. He asked if the Resolution for the Borough Engineer will be Trevor and Mayor Kennedy said that we appoint the Firm. He asked if the dates and times of the Redevelopment Committee meetings will be placed on the website.

Attorney Joe Baumann – He said that Advisory Committee meetings are not public.

Mayor Kennedy – She explained the purpose of the Redevelopment Committee.

Mike Lane – He asked about the cost of the Business Administrator Services and if it fell under the bid threshold.

Attorney Joe Baumann – He said that they are Unspecified Services and the cost is \$11,500.

Elmer J. Graham, Jr., 22 St. Peters Pl. – He congratulated Council. He asked the progress of the permanent Borough Clerk and Mr. Baumann replied that it was a Personnel matter. Regarding, **R28-20** Approving a Contract for Temporary Borough Administrator Services and Borough Administrator Search Services, he asked what the cost was to the taxpayers. Mr. Baumann replied \$11,500 and that it could take about three months. He asked why is a Firm being hired instead of Council doing it and Mr. Baumann provided an explanation.

Mayor Kennedy – She said that they are down a Clerk at this time and that they have agreed to make all of the appointments, make all of the copies and handle the process of the search.

Councilman Fotopoulos – He said that Council will make the final decision.

Councilman Goode – He said that the Firm has a much wider range of who is looking, who to contact and that it is a much broader pool of candidates.

There being no further comments or questions, the Meeting was closed to the public at 1:57PM moved by Sheridan, carried by Fotopoulos with ayes by all present.

ADJOURNMENT

Motion to Adjourn at 1:59PM moved by Pacheco, carried by Sheridan with ayes by all Present.

BEST WISHES FOR A HAPPY, HEALTHY, PROSPEROUS AND PEACEFUL 2020