

**BOROUGH OF KEYPORT
REORGANIZATION MEETING MINUTES
JANUARY 1, 2024 AT 12:00 PM
KEYPORT CENTRAL SCHOOL, 335 BROAD STREET, KEYPORT, NJ**

CALL TO ORDER: 12:08 PM

SUNSHINE LAW NOTICE: Read by Municipal Clerk

Minutes of the annual Reorganization Meeting of the Mayor and Council, Borough of Keyport, held on the above date in Borough Hall Council Chambers, Keyport, NJ, pursuant to the Annual Notice on file with the Borough Clerk forwarded to the Asbury Park Press, and Newark Star Ledger and posted on the Bulletin Board in accordance with the Open Public Meetings Act, P.L.1975, c.231.

ROLL CALL OF 2023 COUNCIL

Demarest, Reilly, Vecchio, Peperoni, McNamara, Davidson

SALUTE TO THE FLAG

Boy Scout Troop 66 Matawan NJ presented the flags and led the salute.

INVOCATION

Pastor Michael Shahid, of Bayshore Christian Fellowship, led the invocation prayer.

MONMOUTH COUNTY GENERAL ELECTION NOVEMBER 7, 2023 STATEMENT OF DETERMINATION

Borough Clerk Michele Clark read the Election Statement of Determination.

OATH/AFFIRMATION OF OFFICE ADMINISTERED TO COUNCILMEMBERS-ELECT

Congressman Joshua S. Gottheimer administered the Oath/Affirmation of Office to Councilmembers-elect Heather Brady, Stephen D. Gross, and Kathleen McNamara.

MAYOR'S PRESENTATIONS

Presentations to outgoing Councilmembers Lori Ann Davidson and J. Christopher Demarest

ROLL CALL OF 2024 COUNCIL

Brady, Gross, McNamara, Peperoni, Reilly, Vecchio

FIRE DEPARTMENT OFFICERS

Mayor Araneo announced the 2024 Fire Department Chiefs and asked that they each come forward to take their Oath of Office, administered by the Borough Clerk:

First Assistant Chief: Edward Lewandowski

Second Assistant Chief: Henry "Hank" Young

Third Assistant Chief: Brendan Parker

Chief of the Department: Daniel Fox

PRESENTATION OF EX-CHIEF'S BADGE

Presentation to Patrick Strang by Fire Commissioner Cathleen Reilly was postponed to another date.

2024 FIRST AID SQUAD OFFICERS

Mayor Araneo announced the 2024 First Aid Squad Officers and asked that they each come forward to take their Oath of Office, administered by the Borough Clerk:

Chief: Kenneth Krohe

Captain: Charles Biegel

First Lieutenant: Alex Staats

Second Lieutenant: Tyler Ely (not present)

VOLUNTEER OF THE YEAR

Mayor Araneo presented the 2023 Volunteer of the Year award to Mary Holtz and Natalie Smith (not present).

RECREATION COMMITTEE 2023 HOLIDAY HOUSE DECORATING CONTEST

Mayor Araneo announced the winners of the Recreation Committee 2023 Holiday House
Decorating Contest:

First Place: 205 Main Street

Second Place: 56 Broadway

Third Place: 41 Cedar Street

REGULAR ORDER OF BUSINESS

- R2024-1 Election of Council President
- R2024-2 Councilmember Appointments and Committee Assignments
- R2024-3 Appointment of Borough Attorney
- R2024-4 Appointment of Borough Engineer
- R2024-5 Appointment of Auditor
- R2024-6 Contract Award – Bond Counsel
- R2024-7 Contract Award – Labor Counsel
- R2024-8 Contract Award – Redevelopment Counsel
- R2024-9 Contract Award – Tax Appeal Counsel
- R2024-10 Contract Award – Special/Conflict Labor Counsel
- R2024-11 Pre-Qualification – Miscellaneous Engineering Services
- R2024-12 Pre-Qualification – Special/Conflict Legal Services
- R2024-13 Appointment Municipal Court Judge
- R2024-14 Appointment of Municipal Prosecutor
- R2024-15 Appointment of Municipal Public Defender
- R2024-16 Contract Award – Risk Manager/Health Insurance Broker Services
- R2024-17 Appointment of Fire Police
- R2024-18 Appointment of Assistant Emergency Coordinators
- R2024-19 Appointment of Special Law Enforcement Officers
- R2024-20 Appointment of School Crossing Guards
- R2024-21 Appointment of Smoke/Carbon Monoxide Detector Inspector
- R2024-22 Appointment of Recycling Coordinator
- R2024-23 Appointment of Clean Communities Coordinator
- R2024-24 Appointment of Local Emergency Planning Committee (LEPC) Members
- R2024-25 Appointment of Monmouth County Community Development Block Grant
Representatives
- R2024-26 Appointment of KBBC Member
- R2024-27 Appointment of Recreation Committee Member
- R2024-28 Appointment of Harbor Commission Members
- R2024-29 Appointment of Library Board of Trustees
- R2024-30 Appointment of Green Team Members
- R2024-31 Appointment of Municipal Alliance Coordinator
- R2024-32 Appointment of Municipal Alliance Committee Member
- R2024-33 Appointment of Bloodborne Pathogens Officer
- R2024-34 Designate Public Agency Compliance Officer

RESOLUTION #2024-1

ELECTING THE COUNCIL PRESIDENT FOR THE YEAR 2024

WHEREAS, N.J.S.A.40A:60-3 and section 2-2.5 of the Borough Code requires:

that at the annual meeting the Borough Council, by a majority vote, shall elect from their number a President of the Council who shall preside at all of its meetings when the Mayor does not preside. The President of the Council shall hold office for one year and until the next annual meeting. [S]he shall have the right to debate and vote on all questions before the Council. If the Council at its annual meeting fails to elect a President, the Mayor shall appoint the President from the Council and in that case, no confirmation by the Council shall be necessary. If the Mayor is absent from the Borough for a period of three days or for any reason is unable to act, the President of the Council shall perform all the duties of the Mayor during h[er] absence or inability. The Mayor, in case of h[er] intended absence from the Borough for more than three days at any one time, shall notify the President in writing of h[er] intended absence, whereupon the President shall be and become Acting Mayor from the receipt of notice and continue to act until the Mayor's return; and

WHEREAS, Mayor Rose P. Araneo has recommended the election of Melissa Vecchio to serve as President of the Council for the year 2024.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Keyport that Councilmember Melissa Vecchio is hereby elected to serve as Council President.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara		X	X			
Peperoni			X			
Reilly	X		X			
Vecchio			X			

RESOLUTION #2024-2

**ESTABLISHING BOROUGH COUNCIL COMMITTEES AND PROVIDING
FOR COUNCILMEMBER BOARD AND COMMISSION APPOINTMENTS
AND COMMITTEE ASSIGNMENTS FOR THE YEAR 2024**

WHEREAS, N.J.S.A 40A:60-3(e) provides for the establishment of such committees of the Council as will assist it for the ensuing year, and the Mayor has recommended the establishment of the Borough Council committees and assignments to the committees as provided below; and

WHEREAS, pursuant to N.J.S.A. 40:55D-23(a) the Mayor and Borough Council previously adopted an ordinance creating the Planning Board which includes, as the Class III member, a member of the governing body appointed by it, and the Mayor has recommended the appointment of Councilmember Ron Peperoni to serve for a term of one (1) year; and

WHEREAS, the Mayor and Borough Council have previously adopted ordinances and resolutions which provide for the appointment of Councilmembers to serve as members on the Harbor Commission, the Keyport Business Improvement District (BID) known as the Keyport Bayfront Business Cooperative, Municipal Alliance Committee, Recycling Committee, and Green Team; and

WHEREAS, in prior years Borough Councilmembers have been designated to serve as liaisons to the Environmental Commission, and the Recreation Committee, and to serve on Special Committees for the Neighborhood Preservation Program and Cannabis Committee.

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 following Borough Councilmember appointments and assignments for year 2024 are hereby approved, with the first name listed as the lead liaison:

APPOINTMENT REQUIRED BY STATUTE

Planning Board Class III Member:

Ron Peperoni

APPOINTMENTS REQUIRED BY ORDINANCE & RESOLUTION

Harbor Commission:

Melissa Vecchio

Ron Peperoni

Keyport Bayfront Business Cooperative:

Stephen Gross

Municipal Alliance Committee:

Cathleen Reilly

Heather Brady

Recycling Committee:
Ron Peperoni

COMMITTEES OF THE COUNCIL & LIAISONS

Environmental Commission (Liaison):
Heather Brady

Finance/Grants:
Kathleen McNamara
Cathleen Reilly

Fire/First Aid/OEM:
Cathleen Reilly
Heather Brady

Police:
Cathleen Reilly
Kathleen McNamara

Public Works/Water-Sewer
Stephen Gross
Melissa Vecchio

Health/Registrar/Construction Office/Fire Bureau/Property Maintenance/Zoning:
Ron Peperoni

Recreation (Liaison) &Senior Center:
Heather Brady
Stephen Gross

Redevelopment:
Ron Peperoni
Stephen Gross

SPECIAL COMMITTEES

Cannabis:
Kathleen McNamara
Cathleen Reilly

Green Team:
Kathleen McNamara
Heather Brady

Neighborhood Preservation Program:
Melissa Vecchio
Kathleen McNamara

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-3

APPOINTMENT OF BOROUGH ATTORNEY FOR THE YEAR 2024
Victoria A. Flynn, Esq.

WHEREAS, N.J.S.A.40A:9-139 requires the governing body in every municipality to provide, by ordinance, for the appointment of a municipal attorney for a term of one (1) year, and section 2-3.3 of the Borough Code provides the Borough Attorney shall be appointed by the Mayor with the advice and consent of the Council; and

WHEREAS, using a fair and open process in accordance with N.J.S.A.19:44A-20.4, the New Jersey Local Unit Pay-To-Play Law, qualifications and proposals were solicited for this position; and

WHEREAS, Mayor Araneo has reviewed the qualifications and proposals submitted and recommends the appointment of Victoria A. Flynn, Esq. of the Law Offices of Victoria A. Flynn LLC to serve as Borough Attorney for the calendar year 2024; and

WHEREAS, it has been determined that the value of the contract will exceed \$17,500.00; and

WHEREAS, certification of availability of funds has been provided by the Chief Financial Officer contingent upon the adoption of the 2024 budget to charge account #4-01-20-155-155-207/4-09-55-502-502-207.

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

1. The Borough Council hereby confirms the appointment of Victoria A. Flynn, Esq. of the Law Offices of Victoria A. Flynn LLC to serve as Borough Attorney for the calendar year 2024.
2. The Mayor and the Borough Clerk are authorized to execute a contract for these professional services for a monthly retainer in the amount of \$6,000.00 not to exceed \$72,000.00, and providing for a \$175 per hour maximum rate for an amount not to exceed \$25,000.00, plus reimbursable expenses.
3. This contract is awarded without competitive bidding as a “Professional Service” in accordance with Local Public Contracts Law, N.J.S.A.40A:11-5(1)(a)(i) as it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution and contract shall be placed on file in the office of the Borough Clerk and shall be available for public inspection.
5. The Borough Clerk is directed to arrange for publication of the professional services contract award notice as required by law and to deliver a copy of this resolution and the executed contract to the Chief Financial Officer.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara		X	X			
Peperoni			X			
Reilly			X			
Vecchio	X		X			

RESOLUTION #2024-4

APPOINTMENT OF BOROUGH ENGINEER FOR THE YEAR 2024
CME Associates

WHEREAS, N.J.S.A. 40A:9-140 requires the governing body in every municipality to provide, by ordinance, for the appointment of a municipal engineer, and section 2-3.7 of the Borough Code provides the Borough Engineer shall be appointed by the Mayor with the advice and consent of the Council; and

WHEREAS, using a fair and open process in accordance with N.J.S.A. 19:44A-20.4, the New Jersey Local Unit Pay-To-Play Law, qualifications and proposals were solicited for this position; and

WHEREAS, pursuant to section 2-3.7 of the Borough Code and N.J.S.A. 40A:9-140 unless otherwise provided by law the term of office shall be 3 years; and

WHEREAS, Mayor Araneo has reviewed the qualifications and proposals submitted and recommends the appointment of Gregory R. Valesi, P.E., P.P., C.M.E., of CME Associates to serve as Borough Engineer for the calendar year 2024, providing for two (2) one-year reappointments.

WHEREAS, it has been determined that the value of the contract will exceed \$17,500.00; and

WHEREAS, certification of availability of funds has been provided by the Chief Financial Officer contingent upon the adoption of the 2024 budget to charge account #4-01-20-165-165-208/4-09-55-502-502-208; and

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

1. The Borough Council hereby confirms the appointment of Gregory R. Valesi, P.E., P.P., C.M.E., and Trevor J. Taylor, P.E., P.P., CME, CFM, of CME Associates to serve as Borough Engineer for the calendar year 2024, providing for the option of two (2) one-year reappointments.
2. The Mayor and the Borough Clerk are authorized to execute a contract for these professional services for a monthly retainer in the amount of \$6,000.00 not to exceed \$72,000.00, and providing for an \$83.00 to \$211.00 maximum hourly rate not to exceed \$10,000.00 for miscellaneous engineering services, plus reimbursable expenses.
3. This contract is awarded without competitive bidding as a “Professional Service” in accordance with Local Public Contracts Law, N.J.S.A.40A:11-5(1)(a)(i) as it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution and contract shall be placed on file in the office of the Borough Clerk and shall be available for public inspection.
5. The Borough Clerk is directed to arrange for publication of the professional services contract award notice as required by law and to deliver a copy of this resolution and the executed contract to the Chief Financial Officer.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross		X	X			
McNamara	X		X			
Peperoni			X			
Reilly			X			
Vecchio			X			

RESOLUTION #2024-5

APPOINTMENT OF AUDITOR
Holman Frenia Allison, P.C.

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, qualifications and proposals were solicited in a fair and open process in accordance with N.J.S.A. 19:44A-20.4, the New Jersey Local Unit Pay-To-Play Law for persons interested in serving in this position for the calendar year 2024; and

WHEREAS, Mayor Araneo recommends the appointment of Holman Frenia Allison, P.C. to serve as the Borough Auditor for the year 2024; and

WHEREAS, it has been determined that the value of the contract will exceed \$17,500.00; and

WHEREAS, certification of availability of funds has been provided by the Chief Financial Officer contingent upon the adoption of the 2024 budget to charge account #4-01-20-135-135-208/4-01-20-135-135-209.

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

1. The Borough Council hereby confirms the appointment of Holman Frenia Allison, P.C. to serve as Borough Auditor for a one (1) year term for the calendar year 2024.
2. The Mayor and Borough Clerk are authorized to execute a contract for these professional services at a cost not to exceed \$26,500.00 and for one (1) year, beginning on January 1, 2024 and concluding December 31, 2024 in accordance with N.J.S.A.19:44-20.5 and N.J.S.A.40A:12-1 et seq.
3. This contract is awarded without competitive bidding as a “Professional Service” in accordance with Local Public Contracts Law, N.J.S.A.40A:11-5(1)(a)(i) as it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution and contract shall be placed on file in the office of the Borough Clerk and shall be available for public inspection.
5. The Borough Clerk is directed to arrange for publication of the professional services contract award notice as required by law and to deliver a copy of this resolution and the executed contract to the Chief Financial Officer.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross		X	X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio			X			

RESOLUTION #2024-6

**CONTRACT AWARD FOR
BOND COUNSEL LEGAL SERVICES FOR THE YEAR 2024**
John M. Cantalupo, Esq. and Archer & Greiner, P.C.

WHEREAS, the Borough Council has determined there will be need for bond counsel legal services during the year 2024; and

WHEREAS, in accordance with the requirements of N.J.S.A. 19:44A-20.4, the New Jersey Local Unit Pay-To-Play Law, proposals were solicited through a fair and open process for these legal services; and

WHEREAS, Mayor Araneo has reviewed the qualifications and proposals submitted and recommends the selection of John M. Cantalupo, Esq. and Archer & Greiner, P.C. to provide these legal services.

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

1. A contract to provide bond counsel legal services for the calendar year 2024 is hereby awarded to John M. Cantalupo, Esq. and Archer & Greiner, P.C.
2. The Mayor and the Borough Clerk are authorized to execute a contract for these professional services in an amount not to exceed \$10,000.00. Funding for this contract shall be provided by previously adopted or future bond ordinances, or provided for as an appropriation in the 2024 Municipal Budget at the time of adoption.
3. This contract is awarded without competitive bidding as a “Professional Service” in accordance with Local Public Contracts Law, N.J.S.A.40A:11-5(1)(a)(i) as it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution and contract shall be placed on file in the office of the Borough Clerk and shall be available for public inspection.
5. The Borough Clerk is directed to arrange for publication of the professional services contract award notice as required by law and to deliver a copy of this resolution and the executed contract to the Chief Financial Officer.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-7

**CONTRACT AWARD FOR
LABOR COUNSEL LEGAL SERVICES FOR THE YEAR 2024**
Sean T. Kean, Esq. of Cleary Jacobbe Alfieri Jacobs LLC

WHEREAS, the Borough Council has determined there will be need for labor counsel legal services during the year 2024; and

WHEREAS, in accordance with the requirements of N.J.S.A. 19:44A-20.4, the New Jersey Local Unit Pay-To-Play Law, proposals were solicited through a fair and open process for these legal services; and

WHEREAS, Mayor Araneo has reviewed the qualifications and proposals submitted and recommends the selection of Sean T. Kean, Esq. of Cleary Jacobbe Alfieri Jacobs LLC to provide these legal services for the calendar year 2024; and

WHEREAS, it has been determined that the value of the contract will exceed \$17,500.00; and

WHEREAS, certification of availability of funds has been provided by the Chief Financial Officer contingent upon the adoption of the 2024 budget to charge account #4-01-20-155-155-281.

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

1. The contract to provide labor counsel legal services for the calendar year 2024 is hereby awarded to Sean T. Kean, Esq. of Cleary Jacobbe Alfieri Jacobs LLC.
2. The Mayor and the Borough Clerk are authorized to execute a contract for these professional services for a maximum hourly rate not to exceed \$170.00 for a total amount not to exceed \$25,000.00, plus reimbursable expenses.

- 3. This contract is awarded without competitive bidding as a “Professional Service” in accordance with Local Public Contracts Law, N.J.S.A.40A:11-5(1)(a)(i) as it is for services performed by persons authorized by law to practice a recognized profession.
- 4. A copy of this resolution and contract shall be placed on file in the office of the Borough Clerk and shall be available for public inspection.
- 5. The Borough Clerk is directed to arrange for publication of the professional services contract award notice as required by law and to deliver a copy of this resolution and the executed contract to the Chief Financial Officer.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady		X	X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio			X			

RESOLUTION #2024-8

CONTRACT AWARD FOR
REDEVELOPMENT COUNSEL LEGAL SERVICES FOR THE YEAR 2024
John M. Cantalupo, Esq. and Archer & Greiner, P.C

WHEREAS, the Borough Council has determined there will be need for redevelopment counsel legal services during the year 2024; and

WHEREAS, in accordance with the requirements of N.J.S.A. 19:44A-20.4, the New Jersey Local Unit Pay-To-Play Law, proposals were solicited through a fair and open process for these legal services; and

WHEREAS, Mayor Araneo has reviewed the qualifications and proposals submitted and recommends the selection of John M. Cantalupo, Esq. and Archer & Greiner, P.C to provide these legal services; and

WHEREAS, it has been determined that the value of the contract will exceed \$17,500.00; and

WHEREAS, certification of availability of funds has been provided by the Chief Financial Officer contingent upon the adoption of the 2024 budget to charge account #4-01-20-155-155-280.

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

- 1. A contract to provide redevelopment counsel legal services for the calendar year 2024 is hereby awarded to John M. Cantalupo, Esq. and Archer & Greiner, P.C.
- 2. The Mayor and the Borough Clerk are authorized to execute a contract for these professional services in an amount not to exceed \$25,000.00 providing for a maximum hourly rate not to exceed \$95.00 to \$195.00 which shall be paid from developer escrow deposits or provided for as an appropriation in the 2024 Municipal Budget at the time of adoption.
- 3. This contract is awarded without competitive bidding as a “Professional Service” in accordance with Local Public Contracts Law, N.J.S.A.40A:11-5(1)(a)(i) as it is for services performed by persons authorized by law to practice a recognized profession.
- 4. A copy of this resolution and contract shall be placed on file in the office of the Borough Clerk and shall be available for public inspection.

5. The Borough Clerk is directed to arrange for publication of the professional services contract award notice as required by law and to deliver a copy of this resolution and the executed contract to the Chief Financial Officer.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-9

**CONTRACT AWARD FOR
TAX APPEAL COUNSEL LEGAL SERVICES FOR THE YEAR 2024**
Susan L. Solda De Simone, Esq.

WHEREAS, the Borough Council has determined there will be need for legal services to represent the Borough of Keyport in tax appeals during the year 2024; and

WHEREAS, in accordance with the requirements of N.J.S.A. 19:44A-20.4, the New Jersey Local Unit Pay-To-Play Law, proposals were solicited through a fair and open process for these legal services; and

WHEREAS, Mayor Araneo has reviewed the qualifications and proposals submitted and recommends the selection of Susan L. Solda De Simone, Esq. to provide these legal services; and

WHEREAS, it has been determined that the value of the contract will exceed \$17,500.00; and

WHEREAS, certification of availability of funds has been provided by the Chief Financial Officer contingent upon the adoption of the 2024 budget to charge account #4-01-20-150-150-207.

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

1. The contract to provide tax counsel legal services for the calendar year 2024 is hereby awarded to Susan L. Solda De Simone, Esq.
2. The Mayor and the Borough Clerk are authorized to execute a contract for these professional services for a total amount not to exceed \$30,000.00 which shall provide for a maximum per hour rate of \$150.00.
3. This contract is awarded without competitive bidding as a “Professional Service” in accordance with Local Public Contracts Law, N.J.S.A.40A:11-5(1)(a)(i) as it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution and contract shall be placed on file in the office of the Borough Clerk and shall be available for public inspection.
5. The Borough Clerk is directed to arrange for publication of the professional services contract award notice as required by law and to deliver a copy of this resolution and the executed contract to the Chief Financial Officer.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-10

**CONTRACT AWARD FOR
SPECIAL/CONFLICT LABOR RELATIONS COUNSEL FOR THE YEAR 2024**

WHEREAS, the Borough Council has determined there will be need for special/conflict labor relations counsel services during the year 2024; and

WHEREAS, in accordance with the requirements of N.J.S.A.19:44A-20.4, the New Jersey Local Unit Pay-To-Play Law, proposals were solicited through a fair and open process for these legal services; and

WHEREAS, Mayor Araneo has reviewed the qualifications and proposals submitted and recommends the selection of Eric M. Bernstein & Associates, LLC to serve as special/conflict labor relations counsel for the calendar year 2024.

WHEREAS, it has been determined that the value of the contract will not exceed \$17,500.00; and

WHEREAS, certification of availability of funds has been provided by the Chief Financial Officer contingent upon the adoption of the 2024 budget to charge account #4-01-20-155-155-281.

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

3. A contract to provide special/conflict labor relations counsel services for the calendar year 2024 is hereby awarded to Eric M. Bernstein & Associates, LLC.
4. The Mayor and the Borough Clerk are authorized to execute a contract for these professional services for a total amount not to exceed \$2,500.00 which shall provide for a maximum per hour rate of \$75.00 to \$155.00.
3. This contract is awarded without competitive bidding as a “Professional Service” in accordance with Local Public Contracts Law, N.J.S.A.40A:11-5(1)(a)(i) as it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution and contract shall be placed on file in the office of the Borough Clerk and shall be available for public inspection.
5. The Borough Clerk is directed to arrange for publication of the professional services contract award notice as required by law and to deliver a copy of this resolution and the executed contract to the Chief Financial Officer.

Councilmember McNamara asked about awarding a contract if there is no circumstance under which the special/conflict labor relations counsel is needed. The Borough Administrator explained that best practice is to appoint someone should a situation arise and have them available. Councilmember McNamara reiterated her recommendation is not to appoint one at this time.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady				X		
Gross			X			
McNamara				X		
Peperoni			X			
Reilly		X	X			
Vecchio	X		X			

RESOLUTION #2024-11

**PRE-QUALIFICATION OF MISCELLANEOUS
ENGINEERING SERVICES FOR THE BOROUGH OF
KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY
FOR CALENDAR YEAR 2024**

WHEREAS, the Borough Council has determined there will be a need for miscellaneous engineering services for various projects during the year 2024; and

WHEREAS, proposals were solicited through a fair and open process to publicly solicit proposals or qualifications of persons interested in this position in accordance with N.J.S.A. 19:44A-20.4; and

WHEREAS, the Borough desires to approve a qualified pool of miscellaneous engineering services providers to include the following three (3) engineering firms in an aggregate amount not exceed \$15,000.00:

- 1) CME Associates, 1460 Route 9 South, Howell, New Jersey, 07731, not to exceed a maximum hourly rate between \$83.00 to \$211.00;
- 2) Excel Environmental Resources Inc., 111 North Center Drive, North Brunswick, New Jersey, 08902, not to exceed a maximum hourly rate between \$85.00 to \$325.00;
- 3) T&M Associates, 11 Tindall Road, Middletown, New Jersey, 07748, not to exceed a maximum hourly rate between \$93.00 to \$206.00; and

WHEREAS, certification of availability of funds has been provided by the Chief Financial Officer contingent upon the adoption of the 2024 budget to charge account #4-01-20-165-165-208/4-09-55-502-502-208.

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 aforementioned recitals are incorporated herein as though fully set forth at length.
- 2. The aforementioned engineering firms have been approved on an as-needed basis for miscellaneous engineering services during the 2024 calendar year, subject to subsequent authorization by the Mayor and Borough Council if and as needed.
- 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.

Councilmember McNamara expressed concerns about pre-qualification and setting up an account if there is no approval for work.

Motion to Withdraw Resolution Nos. 2024-11 and 2024-12 by Councilmember McNamara, seconded by Councilmember Brady.

Roll Call: Ayes: Brady, Gross, McNamara
Nays: Peperoni, Reilly, Vecchio, Mayor Araneo tie breaking vote
Absent:
Abstain:

Motion to Withdraw Resolution No. 2024-11 failed.

Motion to Approve Resolution No. 2024-11:

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady				X		
Gross				X		
McNamara				X		
Peperoni			X			
Reilly	X		X			
Vecchio		X	X			
Mayor Araneo			X			

RESOLUTION #2024-12

PRE-QUALIFICATION OF SPECIAL/CONFLICT LEGAL SERVICES FOR THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY FOR CALENDAR YEAR 2024

WHEREAS, the Borough Council has determined there may be a need for special/conflict legal services for various legal matters during the year 2024; and

WHEREAS, proposals were solicited through a fair and open process to publicly solicit proposals or qualifications of persons interested in this position in accordance with N.J.S.A. 19:44A-20.4; and

WHEREAS, the Borough desires to approve a qualified pool of special/conflict legal services providers to include the following two (2) law firms in an aggregate amount not exceed \$35,000.00:

- 1) Eric M. Bernstein & Associates, LLC, 34 Mountain Boulevard, Building A, Warren, New Jersey, 07059, for a not to exceed maximum hourly rate between \$75.00 to \$175.00; and
- 2) Rainone, Coughlin, Minchello, LLC, 555 U.S. Highway One South, Suite 440, Iselin, New Jersey, 08830, for a not to exceed maximum hourly rate of \$175.00.

WHEREAS, certification of availability of funds has been provided by the Chief Financial Officer contingent upon the adoption of the 2024 budget to charge account #4-01-20-155-155-207/4-09-55-502-502-207.

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 aforementioned recitals are incorporated herein as though fully set forth at length.
- 2. The aforementioned law firms have been approved on an as-needed basis for special/conflict legal services during the 2024 calendar year, subject to subsequent authorization by the Mayor and Borough Council if and as needed.
- 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.

Motion to Withdraw Resolution No. 12 by Councilmember McNamara, seconded by Councilmember Brady.

Roll Call: Ayes: Brady, Gross, McNamara
Nays: Peperoni, Reilly, Vecchio, Mayor Araneo tie breaking vote
Absent:
Abstain:

Motion to Withdraw Resolution No. 2024-12 failed.

Motion to Approve Resolution No. 2024-12:

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady				X		
Gross				X		
McNamara				X		
Peperoni			X			
Reilly	X		X			
Vecchio		X	X			
Mayor Araneo			X			

RESOLUTION #2024-13

APPOINTING MUNICIPAL COURT JUDGE
Michael D. Pugliese, Esq.

WHEREAS the Borough of Keyport (the “**Borough**”), pursuant to N.J.S.A. 2B:12-4, may employ an attorney-at-law as the Borough’s Municipal Court Judge for the term of three (3) years from the date of appointment, upon nomination of the Mayor and with the advice and counsel of the Borough Council; and

WHEREAS, Michael D. Pugliese, Esq., has the necessary experience and qualifications to perform the duties of Borough Municipal Court Judge, and the Mayor so nominates, and the Borough Council so advises and consents, to the appointment of Michael D. Pugliese, Esq. as the Borough’s Municipal Court Judge for a three (3) year term; and

WHEREAS, the Municipal Court Judge shall be compensated during said term pursuant to the Borough’s applicable salary ordinance.

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 Michael D. Pugliese, Esq. as the Borough’s Municipal Court Judge for a three (3) year term, beginning on January 1, 2024 and concluding December 31, 2026 in accordance with N.J.S.A. 2B:12-4.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni			X			
Reilly	X		X			
Vecchio		X	X			

RESOLUTION #2024-14

APPOINTMENT OF MUNICIPAL PROSECUTOR
Anthony Vecchio, Esq.

WHEREAS, N.J.S.A. 2B:25-4 requires that each municipal court in this State shall have a municipal prosecutor appointed by the governing in accordance with applicable laws, who shall be an attorney-at-law and shall serve for a term of one (1) year from the date of appointment and may continue to serve in office pending re-appointment or appointment of a successor; and

WHEREAS, qualifications and proposals were solicited (in a fair and open process in accordance with N.J.S.A. 19:44A-20.4, the New Jersey Local Unit Pay-To-Play Law) for persons interested in serving in this position for the calendar year 2024; and

WHEREAS, Mayor Araneo has reviewed the qualifications and proposals submitted and recommends the appointment of Anthony Vecchio, Esq. to serve as Municipal Prosecutor for the year 2024.

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

3. The Borough Council hereby confirms the appointment of Anthony Vecchio, Esq. to serve as Municipal Prosecutor for a one (1) year term for the calendar year 2024 and until a successor shall be appointed.

- 4. The Municipal Prosecutor shall be paid an annual salary of \$28,000.00 for this part-time position at. The Municipal Prosecutor shall compensate the alternate/conflict Prosecutor for serving in the absence of the Prosecutor.
- 5. The Borough Clerk is directed to forward a copy of this resolution to the Chief Financial Officer and the Payroll Supervisor.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady		X	X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio			X			

Council President Vecchio noted she has no relation to the appointee in Resolution No. 2024-14.

RESOLUTION #2024-15

APPOINTMENT OF MUNICIPAL PUBLIC DEFENDER

Michael J. Pappa, Esq. and Rudnick, Addonizio, Pappa & Casazza P.C.

WHEREAS, N.J.S.A. 2B:24-1 et seq., the New Jersey Municipal Public Defender Law, requires that each municipal court in this State shall have at least one municipal public defender who shall be an attorney-at-law and shall serve for a term of one (1) year from the date of appointment and may serve in office pending re-appointment or appointment of a successor, and shall receive compensation, either on an hourly, per diem, annual or other basis as the municipality may provide; and

WHEREAS, qualifications and proposals were solicited (in a fair and open process in accordance with N.J.S.A. 19:44A-20.4, the New Jersey Local Unit Pay-To-Play Law) for persons interested in serving in this position for the calendar year 2024; and

WHEREAS, Mayor Araneo has reviewed the qualifications and proposals submitted and recommends the appointment of Michael J. Pappa, Esq. and Rudnick, Addonizio, Pappa & Casazza P.C., 25 Village Court, Hazlet, New Jersey, 07730, to serve as Municipal Public Defender for the calendar year 2024.

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

- 1. The Borough Council hereby confirms the appointment of Michael J. Pappa, Esq. and Rudnick, Addonizio, Pappa & Casazza P.C. to serve as Municipal Public Defender for a one (1) year term for the calendar year 2024 and until a successor shall be appointed.
- 2. The Mayor and the Borough Clerk are authorized to execute a contract for professional services with the firm of Rudnick, Addonizio, Pappa & Casazza P.C for services as the Municipal Public Defender for the year 2024 and until a successor shall be appointed, in an amount not to exceed \$12,300.00 The compensation shall be paid at the rate of \$1,025.00 per month and subject to the 2024 Municipal Budget including an appropriation for the full contract amount at the time of adoption.
- 3. This contract is awarded without competitive bidding as a “Professional Service” in accordance with Local Public Contracts Law, N.J.S.A.40A:11-5(1)(a)(i) as it is for services performed by persons authorized by law to practice a recognized profession.
- 4. A copy of this resolution and contract shall be placed on file in the office of the Borough Clerk and shall be available for public inspection.
- 5. The Borough Clerk is directed to arrange for publication of the professional services contract award notice as required by law and to deliver a copy of this resolution and the executed contract to the Chief Financial Officer.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni			X			
Reilly	X		X			
Vecchio		X	X			

RESOLUTION #2024-16

**CONTRACT AWARD FOR
RISK MANAGER/HEALTH INSURANCE BROKER SERVICES FOR THE YEAR 2024**
Lincoln Risk Management Corporation

WHEREAS, the Borough Council has determined there will be need for Risk Manager/Health Insurance Broker services during the year 2024; and

WHEREAS, in accordance with the requirements of N.J.S.A. 19:44A-20.4, the New Jersey Local Unit Pay-To-Play Law, proposals were solicited through a fair and open process for these legal services; and

WHEREAS, Mayor Araneo has reviewed the qualifications and proposals submitted and recommends the selection of Lincoln Risk Management Corporation to provide these services.

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

1. The contract to provide Risk Manager/Health Insurance Broker services for the calendar year 2024 is hereby awarded to Lincoln Risk Management Corporation.
2. The Mayor and the Borough Clerk are authorized to execute a contract for these professional services, at the standard JIF commission rate for risk manager services and an amount not to exceed \$15,000 for health insurance broker services, subject to the 2024 Municipal Budget including an appropriation for the full contract amount at the time of adoption.
3. This contract is awarded without competitive bidding as a “Professional Service” in accordance with Local Public Contracts Law, N.J.S.A.40A:11-5(1)(a)(i) as it is for services performed by persons authorized by law to practice a recognized profession.
4. A copy of this resolution and contract shall be placed on file in the office of the Borough Clerk and shall be available for public inspection.
5. The Borough Clerk is directed to arrange for publication of the professional services contract award notice as required by law and to deliver a copy of this resolution and the executed contract to the Chief Financial Officer.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady		X	X			
Gross			X			
McNamara			X			
Peperoni			X			
Reilly			X			
Vecchio	X		X			

**RESOLUTION #2024-17
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 ending December 31, 2028:

Nick DeVincenzo
Thomas Gallo
Anthony Kilroy
Brian Lowther
Alexander Mabe
Chuck Pfleger
Craig Trykowski
Frank Trykowski
Ed Schroeder

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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-18

APPOINTMENT OF ASSISTANT EMERGENCY MANAGEMENT COORDINATORS

Mayor Rose P. Araneo announces the Emergency Management Coordinator recommends the appointments of the following named persons as Assistant Emergency Management Coordinators, whose terms shall expire on December 31, 2024.

Richard B. Ely
Eugene Eng
Thomas Gallo
Andrew Rosman
Michael Scibetti

BE IT RESOLVED by the Council of the Borough of Keyport that the foregoing named persons be and the same are hereby appointed as Assistant Emergency Management Coordinators, whose terms shall expire on December 31, 2024.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady		X	X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio			X			

RESOLUTION #2024-19

APPOINTMENT OF SPECIAL LAW ENFORCEMENT OFFICERS

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

WHEREAS, N.J.S.A.40A:14-146.8 et seq. authorizes the appointment of Special Law Enforcement Officers (SLEO) for a term not to exceed one (1) year; and

WHEREAS, Section 3-5.9 of the Borough Code provides for the appointment of special law enforcement officers subject to approval by resolution of the Borough Council; and

WHEREAS, the Chief of Police has recommended the appointment of qualified individuals as Class I, Class II, and Class III Special Law Enforcement Officers and the Borough Administrator, as the designated Appropriate Authority, approves this recommendation.

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

1. The following are hereby appointed as Class III Special Law Enforcement Officer for a term ending December 31, 2024: Robert Aumack and Matt Salvatore.
2. The following are hereby appointed as Class II Special Law Enforcement Officer for a term ending December 31, 2024: Brendon Bernard, Michael Devino, Rick Ely, Eugene Eng, Justin Fosque, and Zachary Scully.
3. The following are hereby appointed as Class I Special Law Enforcement Officer for a term ending December 31, 2024: Moustafa Elsayed and Brianna Hedges.
4. All Special Law Enforcement Officers shall be compensated on an hourly basis within the hourly pay range established by ordinance and approved by the Chief of Police and Borough Administrator.
5. The Borough Clerk is directed to forward certified copies of this resolution to the Chief of Police and Borough Administrator.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-20

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 a need for multiple School Crossing Guards pursuant to N.J.S.A.40A:9-1 et seq.; and

WHEREAS, the Borough Administrator recommends the following individuals be appointed School Crossing Guards for the Borough, as they have the requisite skills for such position:

Joseph Carson	Tom Gallo	Chuck Headen
Robert Dillion	Pat Hammond	Betty Kauffmann

Leonard Ferm
Maria Mignone
Jason Miller
Henry Morris

David Parks
David Romeo
Daniel Rusin
Michael Ryan

Montgomery Weaver
Roy Royle

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 appointed 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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-21

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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady		X	X			
Gross			X			
McNamara			X			
Peperoni			X			
Reilly	X		X			
Vecchio					X	

RESOLUTION #2024-22

**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, there exists a need for the appointment of a Recycling Coordinator 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 which will expire December 31, 2024.

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 ending December 31, 2024, and shall be compensated at the annual rate of \$3,500, all in accordance with Borough Code 16-6.6 (a)

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-23

APPOINTMENT OF CLEAN COMMUNITIES COORDINATOR
Dylan Borders

WHEREAS, the State of New Jersey has established a Clean Communities Program which provides financial assistance to counties and municipalities for the implementation of litter abatement programs; and

WHEREAS, the Borough of Keyport participates in the Clean Communities Program and such participation requires the designation of an individual to serve as Clean Communities Coordinator with responsibility to ensure program compliance including the submission of required reports; and

WHEREAS, the Borough Administrator has recommended Dylan Borders be appointed Clean Communities Coordinator for the 2024 calendar year.

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. Dylan Borders is hereby appointed as Clean Communities Coordinator for the 2024 calendar year and shall be compensated at an annual rate of \$2,400.00.
3. The Borough Clerk is directed to forward copies of this resolution to the Borough Administrator, Chief Financial Officer, and Dylan Borders.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara		X	X			
Peperoni	X		X			
Reilly			X			
Vecchio			X			

RESOLUTION #2024-24

**APPOINTING MEMBERS OF THE
LOCAL EMERGENCY PLANNING COMMITTEE (LEPC)**

WHEREAS, the Borough of Keyport, County of Monmouth (the “**Borough**”) created the Local Emergency Planning Committee (the “**LEPC**”) consisting of seven (7) members pursuant to Borough Code section 3-76 which provides the Emergency Management Coordinator shall be a member and shall serve as chairman of the LEPC; and

WHEREAS, the Mayor has nominated the individuals listed below to serve as members of the Local Emergency Planning Committee.

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

1. The following individuals are hereby confirmed for appointment as members of the Local Emergency Planning Committee for the year 2024:

Emergency Management Coordinator (Chair).....Ken Krohe
Mayor (or designee).....Rose Araneo
Deputy Emergency Management Coordinator James Lawson
Police Chief..... Shannon Torres
Fire ChiefDaniel Fox
Superintendent of Public Works Bill Kane
Superintendent of Schools (or designee)Dr. Lisa Savoia

2. The Borough Clerk is directed to forward copies of this resolution to the appointees.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-25

**APPOINTMENT OF MONMOUTH COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT REPRESENTATIVES**
Kimberly Humphrey and Michele Clark

Mayor Rose P. Araneo announces, with the advice and consent of the Council, the appointment of Borough Administrator Kimberly Humphrey as the Monmouth County Community Development Block Grant Representative for the year 2024; and

Mayor Rose P. Araneo announces, with the advice and consent of the Council, the appointment of Borough Clerk Michele Clark as the Monmouth County Community Development Block Grant Alternate Representative for the year 2024.

NOW THEREFORE BE IT RESOLVED, by the Council of the Borough of Keyport that the appointment of Borough Administrator Kimberly Humphrey as the Monmouth County Community Development Block Grant Representative and Borough Clerk Michele Clark as the Monmouth County Community Development Block Grant Alternate Representative for the year 2024 be and the same are hereby confirmed.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni			X			
Reilly	X		X			
Vecchio		X	X			

RESOLUTION #2024-26

APPOINTMENT OF KBBC MEMBERS

Doug Weider and Jason Evan Faltings

WHEREAS, the Borough of Keyport, County of Monmouth (the “**Borough**”) established the Keyport Business Improvement District by Borough Ordinance in accordance with the provisions of N.J.S.A. 40:56-65 et seq. and designated the Keyport Bayfront Business Cooperative (the “**KBBC**”) as the managing entity of the Keyport Business Improvement District; and

WHEREAS, the operations of the KBBC are managed by a Board of Directors (“**Board**”) selected in accordance with section 21-7 of the Borough Code and comprised of the Mayor, or the Mayor’s designee; one (1) member of the Borough Council; one (1) member of the Recycling Committee, Environmental Commission or a Code Enforcement Official; one (1) resident or property owner not assessed by the Business Improvement District, or an employee of the Borough; and nine (9) business property owners or occupants of assessed properties located within the Business Improvement District; and

WHEREAS, there exists a need for the appointment of a Recycling Committee member, Environmental Commission member, or Code Enforcement Official to the KBBC Board and the Mayor has nominated Environmental Commission member Doug Weider to serve in this position at the pleasure of the Mayor and Council for a period of one (1) year.

WHEREAS, there exists a need for the appointment of a resident member to the KBBC Board and the Mayor has nominated Jason Evan Faltings to serve in this position at the pleasure of the Mayor and Council for a period of one (1) year.

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

1. The appointment of Environmental Commission member Doug Weider as a member of the KBBC Board of Directors to serve at the pleasure of the Mayor and Council for a period of one (1) year until December 31, 2024 is hereby confirmed.
2. The appointment of Jason Evan Faltings as a resident, or property owner, non-business member of the KBBC Board of Directors to serve at the pleasure of the Mayor and Council for a period of one (1) year until December 31, 2024 is hereby confirmed.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-27

APPOINTMENT OF RECREATION COMMITTEE MEMBER

Jason Evan Faltings

Mayor Rose P. Araneo announces with the advice and consent of the Council, the appointment of Jason Evan Faltings as a member of the Recreation Committee for a term of five years, from January 1, 2024 to December 31, 2028; and

BE IT RESOLVED by the Council of the Borough of Keyport that the appointment of Jason Evan Faltings to the Recreation Committee be and the same is hereby confirmed.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-28

APPOINTMENT OF HARBOR COMMISSION MEMBERS

Jack Straub, Greg Davis, Joseph Merla

Mayor Rose P. Araneo announces with the advice and consent of the Council, the appointment of Jack Straub as a Harbor Commission Member to serve a term of five years, from January 1, 2024 to December 31, 2028.

Mayor Rose P. Araneo announces with the advice and consent of the Council the appointment of Greg Davis as a Harbor Commission Member to serve an unexpired term of three years from January 1, 2024 to December 31, 2026.

Mayor Rose P. Araneo announces with the advice and consent of the Council the appointment of Joseph Merla as a Harbor Commission Member to serve an unexpired term of two years from January 1, 2024 to December 31, 2025.

BE IT RESOLVED by the Council of the Borough of Keyport that the appointment of Jack Straub, Greg Davis, and Joseph Merla to the Harbor Commission be and the same is hereby confirmed.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-29

APPOINTMENT OF LIBRARY BOARD OF TRUSTEES

Thomas Hendrickson and Sandra Marion

Mayor Rose P. Araneo announces with the advice and consent of the Council, the appointment of Thomas Hendrickson as a member of the Library Board of Trustees for a five-year term, January 1, 2024 to December 31, 2028; and

Mayor Rose P. Araneo announces with the advice and consent of the Council, the appointment of Sandra Marion as a member of the Library Board of Trustees for a five year term, January 1, 2024 to December 31, 2028.

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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady					X	
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-30

APPOINTMENT OF GREEN TEAM MEMBERS

WHEREAS, Resolution #108-09, establishing a volunteer Green Team for the Borough of Keyport, was adopted by the Borough Council on April 7, 2009; and

WHEREAS, through the efforts of the Green Team the Borough has received Bronze Certification from the Sustainable Jersey program for the sustainability efforts in the Borough; and

WHEREAS, the Mayor has nominated individuals to serve as members of the Green Team for the year 2024 and it is the desire of the Borough Council to confirm these appointments.

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 following Borough residents, governing body members, and representatives of designated Borough departments, offices, boards, commissions, and members of other community organizations are hereby confirmed for appointment as volunteer members of the Borough of Keyport Green Team for the year 2024:
Mayor (or designee).....Rose P. Araneo
Public Works Superintendent (or designee) Bill Kane
Environmental Commission.....Michael Palmisano
School Board..... Dennis Fotopoulos
Garden ClubSue Kleinberg
Resident.....Laura Callow

3. The Borough Clerk is directed to forward copies of this resolution to the appointees.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara	X		X			
Peperoni			X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-31

APPOINTING A MUNICIPAL ALLIANCE COORDINATOR

Nicki Francis

WHEREAS, the position of Municipal Alliance Coordinator for the Borough of Keyport (the “**Borough**”) has been established pursuant to Section 2-7.9(e) of the Borough Code with a term of one (1) year commencing January 1 of the year of appointment and ending on December 31 of that year or until a successor has been appointed and qualified; and

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. Nicki Francis is hereby appointed to serve as Municipal Alliance Coordinator effective January 1, 2024 for a one (1) year term which will expire December 31, 2024 and shall be compensated at the annual salary of \$3,500.00.
2. The Borough Administrator is hereby authorized to execute all documents necessary to effectuate this appointment.
3. The Borough Clerk is directed to forward copies of this resolution to the Borough Administrator and the Payroll Supervisor.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady		X	X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio			X			

RESOLUTION #2024-32

APPOINTMENT OF MUNICIPAL ALLIANCE COMMITTEE MEMBER

Lisa Savoia

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

WHEREAS, there exists a need for the appointment of members as provided in Borough Code section 2-7.9 (b); and

WHEREAS, the Mayor has nominated the individual designated below for appointment to the Municipal Alliance Committee.

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 nomination of Dr. Lisa Savoia, School District Superintendent, for a 1-year term which expires December 31, 2024 is hereby confirmed for appointment as the BOE/Admin member of the Keyport Municipal Alliance Committee.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady		X	X			
Gross			X			
McNamara			X			
Peperoni			X			
Reilly	X		X			
Vecchio			X			

RESOLUTION #2024-33

APPOINTING BLOODBORNE PATHOGEN OFFICER
Ken Howe

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 Ken Howe as the Bloodborne Pathogen Officer at the salary of \$3,000.00 which is in accordance with the salary range pursuant to the salary ordinance; 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. Ken Howe is hereby appointed as Bloodborne Pathogen Officer of the Borough of Keyport, effective January 1, 2024 through December 31, 2024 at a salary of \$3,000.00.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly		X	X			
Vecchio			X			

RESOLUTION #2024-34

DESIGNATE PUBLIC AGENCY COMPLIANCE OFFICER
Kimberly Humphrey

BE IT RESOLVED by the Mayor and Council of the Borough of Keyport that Borough Administrator Kimberly Humphrey is hereby designated Public Agency Compliance Officer (P.A.C.O.) for the year 2024.

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

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady		X	X			
Gross			X			
McNamara			X			
Peperoni			X			
Reilly			X			
Vecchio	X		X			

MAYOR’S APPOINTMENTS

APPOINTMENT OF PLANNING BOARD MEMBERS

Mayor Araneo announced the appointment of Nicholas Vecchio as a Class II member of the Planning Board for a one-year term: 1/1/2024 – 12/31/2024.

Mayor Araneo announced the appointment of Joseph Merla as a Class IV member of the Planning Board for a four-year term: 1/1/2024 – 12/31/2027.

Mayor Araneo announced the appointment of J. Christopher Demarest as an Alternate No. 1 member of the Planning Board for a two-year term: 1/1/2024 – 12/31/2025.

APPOINTMENT OF ENVIRONMENTAL COMMISSION MEMBERS

Mayor Araneo announced the appointment of Joseph Sheridan as a member of the Environmental Commission for a three-year term: 1/1/2024 – 12/31/2026.

Mayor Araneo announced the appointment of Douglas Weider as a member of the Environmental Commission for a three-year term: 1/1/2024 – 12/31/2026.

Mayor Araneo announced the appointment of Lynne Kosobucki as an Alternate No. 1 member of the Environmental Commission for a two-year term: 1/1/2024 – 12/31/2025.

Councilmember Brady asked why these appointments are made by the Mayor and not by resolution. The mayor responded that they are mayoral appointments, pursuant to Borough Ordinance.

Councilmember McNamara made a statement on these appointments, noting that a Planning Board member whose term expired was not contacted about reappointment or potentially serving as an alternate instead. The mayor responded it was her choice.

RESOLUTIONS BY CONSENT

- | | |
|----------|--|
| R2024-35 | 2024 Rate of Interest for Non-Payment of Taxes and Assessments |
| R2024-36 | 2024 Rate of Interest for Non-Payment of Water and Sewer Charges |
| R2024-37 | Authorizing Payroll and Emergencies for the Year 2024 |
| R2024-38 | Authorization for Tax Assessor to File Appeals |
| R2024-39 | Investment of Idle Funds |
| R2024-40 | Adoption of Cash Management Plan |
| R2024-41 | Authorize Tax Collector to Issue Duplicate Tax Sale Certificates |
| R2024-42 | 2024 Temporary Budget |
| R2024-43 | 2024 Debt Service |
| R2024-44 | Waiving of Interest of Fifty (50) Cents or Less |
| R2024-45 | Annual Meeting Notice |
| R2024-46 | Approving Borough’s 2024 Holiday Schedule |
| R2024-47 | Designation of Official Newspapers |
| R2024-48 | Designation of Bank Depositories |
| R2024-49 | Designating Employee Signatures on Borough Checks and Authorizing Bank Accounts |
| R2024-50 | Authorizing Signature on Borough Checks and Authorizing Bank Accounts |
| R2024-51 | Authorizing Signature on Municipal Court Borough Checks and Authorizing Bank Accounts |
| R2024-52 | Authorizing Borough Administrator to Hire Temporary and Seasonal Laborers |
| R2024-53 | Requiring Contributions for Health Care Benefits of Employees on Workers’ Compensation, Disability or Family Leave per P.L. 2011, c.78 |
| R2024-54 | Authorizing Monmouth Municipal Joint Insurance Fund Commissioner |
| R2024-55 | Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A.40A:11-12a |
| R2024-56 | Approving 2024 Tow Truck Operators |
| R2024-57 | Authorizing the Borough of Keyport Police Department to Participate in the Defense Logistics Agency, Law Enforcement Support Office 1033 Program to Enable the Keyport Police Department to Request and Acquire Excess Department of Defense Equipment |
| R2024-58 | Payment of Bills |

RESOLUTION 2024-35

2024 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, 2024 there will be a ten (10) day grace period of quarterly tax payments.
3. Any payments not made in accordance with paragraph 1. 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, 2024.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-36

2024 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, 2024 there will be a ten (10) day grace period of quarterly water/sewer payments.
3. Any payments not made in accordance with paragraph 1. 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, 2024.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-37

AUTHORIZING PAYROLL AND EMERGENCIES FOR THE YEAR 2024

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 2024 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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-38

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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-39

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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-40

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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-41

**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 2024 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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-42

2024 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 2024 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, 2024; and

WHEREAS, the total appropriations in the 2023 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$10,736,663 and \$3,325,241 for the General Budget and Water/Sewer Utility Budget respectively; and

WHEREAS, 26.25% of the total appropriations in the 2023 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and

public assistance in said 2023 budget is the sum of \$2,818,374 and \$872,876 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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

		TEMPORARY APPROPRIATIONS 2024
<u>GENERAL BUDGET</u>		
Administrative and Executive		
	Salaries and Wages	30,000.00
	Other Expenses	10,000.00
	Other Expenses - IT	20,000.00
Mayor and Council		
	Salaries and Wages	7,000.00
	Other Expenses	1,000.00
Municipal Clerk		
	Salaries and Wages	20,000.00
	Other Expenses	4,000.00
Financial Administration		
	Salaries and Wages	19,000.00
	Other Expenses	8,000.00
Audit Services		
	Other Expenses	17,000.00
Collection of Taxes		
	Salaries and Wages	25,000.00
	Other Expenses	4,000.00
Assessment of Taxes		
	Salaries and Wages	6,000.00
	Other Expenses	20,000.00
Legal Services		
	Other Expenses	100,000.00
Environmental Commission		
	Other Expenses	500.00
Engineering Services		
	Other Expenses	50,000.00
Planning/Zoning Board		
	Salaries and Wages	1,500.00
	Other Expenses	2,000.00
Insurances		
	Liability Insurance	160,000.00
	Workers Compensation Insurance	160,000.00
	Employee Group Insurance	300,000.00

	Health Benefit Waiver	10,000.00
Police Department		
	Salaries and Wages	700,000.00
	Other Expenses	
	Miscellaneous	40,000.00
	Clothing Allowance	20,000.00
	Acquisition of Police Vehicles	55,000.00
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		
	Other Expenses	7,000.00
Municipal Court		
	Salaries and Wages	35,000.00
	Other Expenses	10,000.00
Public Defender		
	Other Expenses	2,000.00
Road Repairs and Maintenance		
	Salaries and Wages	125,000.00
	Other Expenses	40,000.00
Garbage and Trash Removal		
	Salaries and Wages	4,000.00
	Other Expenses	5,000.00
	Contracted (40A:4-85)	120,000.00
Public Buildings and Grounds		
	Other Expenses	50,000.00
Board of Health		
	Salaries and Wages	12,000.00
	Other Expenses	1,000.00
Animal Control Services		
	Other Expenses	16,000.00
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 (County of Monmouth)		2,000.00
Parks and Playgrounds		
	Other Expenses	10,000.00
Uniform Construction Code Official		
	Salaries and Wages	40,000.00
	Other Expenses	3,000.00
Property Maintenance Code		
	Salaries and Wages	5,000.00
	Other Expenses	1,000.00
Celebration of Public Events		
	Other Expenses	500.00
Accumulated Leave Compensation		20,000.00
Postage		6,000.00

Fuel for Motor Vehicles	25,000.00
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	75,000.00
Shared Service - Information Technology	6,000.00
Shared Service - Tax Collector	11,000.00
Office on Aging Grant	15,000.00
Total General Temporary Budget	2,700,000.00
<u>WATER/SEWER UTILITY BUDGET</u>	
Salaries and Wages	170,000.00
Other Expenses	170,000.00
Bayshore Regional Sewerage Authority	320,000.00
Acquisition of Water	200,000.00
Social Security System	10,000.00
Total Water/Sewer Utility Temporary Budget	870,000.00

RESOLUTION #2024-43

2024 TEMPORARY DEBT SERVICE BUDGET

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, 2023; and

WHEREAS, principal and interest will be due on various dates from January 1, 2024 to December 31, 2024, inclusive, on bonds issued and outstanding.

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made to cover the period from January 1, 2024 to December 31, 2024 inclusive:

DEBT SERVICE - CURRENT FUND

Principal on Bonds	\$940,000
Interest on Bonds	265,700
	<u>\$1,205,700</u>

DEBT SERVICE - WATER/SEWER UTILITY

Principal on Bonds	\$95,000
Interest on Bonds	13,854
USDA Loan Principal	201,577
USDA Loan Interest	191,141
	<u>\$501,572</u>

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-44

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, 2024.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-45

**ESTABLISHING THE MAYOR AND BOROUGH COUNCIL MEETING
SCHEDULE FOR THE YEAR 2024**

WHEREAS, the "Senator Byron M. Baer Open Public Meetings Act," P.L.1975, c.231 (N.J.S.A.10:4-6 et seq.), requires the Borough Council establish a schedule of regular meetings to be held during the year and direct said schedule to be posted, published and provided to those requesting said schedule in the manner required, within seven (7) days following the annual organization meeting.

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

1. Regular meetings of the Borough Council shall be held during the 2024 calendar year on Tuesdays on the following dates in the Council Chambers of the Keyport Borough Hall, 70 W. Front Street, Keyport, New Jersey beginning at 7:00 P.M.:

January 16
February 20
March 19
April 16
May 21

June 25
July 16
August 20
September 17
October 15
November 26
December 17

2. Workshop meetings of the Borough Council shall be held during the 2024 calendar year on Tuesdays on the following dates in the Council Chambers of the Keyport Borough Hall, 70 W. Front Street, Keyport, New Jersey beginning at 7:00 P.M.:

February 6
March 5
April 2
May 7
June 11
September 3
October 1

3. Resolutions may be adopted at these meetings providing for the Mayor and Borough Council to exclude the public and meet in Executive (Closed) Session in accordance with the Open Public Meetings Law.
4. Resolutions may be adopted at these meetings cancelling or rescheduling any of these meetings provided that adequate notice is given in accordance with the Open Public Meetings Law.
5. Meeting Agenda. The deadline for submission of any item to be included on a meeting agenda shall be 4:00 P.M. on the Tuesday prior to a scheduled meeting with a draft agenda provided to the Mayor and Borough Administrator on the Wednesday prior to a scheduled meeting. The Borough Clerk shall distribute copies of the agenda to all members of the Borough Council no later than the Thursday prior to a scheduled meeting. As required by the Open Public Meetings Act, the Borough Clerk shall arrange for the meeting agenda to be posted on the Borough website no later than 48 hours prior to a scheduled meeting.
6. The Borough Clerk is directed to prepare the Annual Notice of these meetings required by the Open Public Meetings Act and to arrange for the transmittal and posting of the notice throughout the year on the Borough website and on the bulletin board maintained for such purpose in the Borough Hall.
7. In the event it is deemed necessary to conduct any scheduled meeting via videoconference and/or teleconference, notice shall be posted on the Borough website at www.keyportonline.com, which shall include login information.
8. At all regular and workshop meetings formal action may be taken.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-46

APPROVING BOROUGH’S 2024 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 2024 holiday schedule is hereby approved:

2024 HOLIDAY SCHEDULE

MONDAY, JANUARY 1, 2024	NEW YEARS DAY
MONDAY, JANUARY 15, 2024	MARTIN LUTHER KING, JR.
MONDAY, FEBRUARY 19, 2024	PRESIDENTS DAY
FRIDAY, MARCH 29, 2024	GOOD FRIDAY
MONDAY, MAY 27, 2024	MEMORIAL DAY
THURSDAY, JULY 4, 2024	INDEPENDENCE DAY
MONDAY, SEPTEMBER 2, 2024	LABOR DAY
MONDAY, OCTOBER 14, 2024	COLUMBUS DAY
MONDAY, NOVEMBER 11, 2024	VETERANS DAY
THURSDAY, NOVEMBER 28, 2024	THANKSGIVING DAY
FRIDAY, NOVEMBER 29, 2024	DAY AFTER THANKSGIVING
TUESDAY, DECEMBER 24, 2024	CHRISTMAS EVE
WEDNESDAY, DECEMBER 25, 2024	CHRISTMAS DAY
WEDNESDAY, JANUARY 1, 2025	NEW YEAR’S DAY

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-47

DESIGNATION OF OFFICIAL NEWSPAPERS

BE IT RESOLVED that this Borough Council hereby designates:

The Asbury Park Press, Neptune, NJ; and
The Star Ledger, Newark, NJ,

as the newspapers to receive notice of meetings as required by the "Senator Byron M. Baer Open Public Meetings Act," P.L.1975, c.231 (N.J.S.A.10:4-6 et seq.), for the year 2024.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-48

**NAMING OFFICIAL DEPOSITORIES FOR
THE BOROUGH OF KEYPORT FOR THE YEAR 2024**

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 2024 by the Council of the Borough of Keyport, County of Monmouth, State of New Jersey that:

1. Valley National 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 2024; 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,” P.L.1970, c.236 (N.J.S.A.17:9-41 et seq.); and
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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-49

**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 are on file with the Borough’s active depositories.

BE IT FURTHER RESOLVED, that the following accounts with Valley National Bank have been established.

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

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-50

**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 are on file with the Borough’s active depositories.

BE IT FURTHER RESOLVED, that the following accounts with Valley National Bank have been established.

Board of Health
Construction
Unemployment Trust
Payroll

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION 2024-51

**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 of Municipal Court
Certified Municipal Court Administrator
Acting Deputy Court Administrator

BE IT FURTHER RESOLVED, that signature cards with the signatures of the persons authorized above are on file with Borough’s active depositories.

BE IT FURTHER RESOLVED, that the following accounts with Valley National Bank have been established.

Court Operating Account
Court Bail Account

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-52

**AUTHORIZING BOROUGH ADMINISTRATOR TO HIRE
TEMPORARY AND SEASONAL EMPLOYEES**

WHEREAS, from time to time the Borough of Keyport is in need of temporary, part-time and seasonal employees to supplement the existing workforce.

NOW THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Keyport hereby authorizes the Borough Administrator to hire individuals on a temporary and seasonal, full-time and part-time basis as necessary, at an hourly rate to be set by the Borough Administrator within salary ranges previously established by ordinance, 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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-53

**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, 2024.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-54

**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 P.L.1983, c.372 (N.J.S.A.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, the Governing Body of the Borough of Keyport hereby agrees to appoint the Borough Administrator, Kimberly Humphrey, as the Joint Insurance Fund Commissioner.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-55

**AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE
CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO
N.J.S.A.40A:11-12a**

WHEREAS, the Borough of Keyport, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Borough of Keyport has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Borough of Keyport intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts.

NOW THEREFORE BE IT RESOLVED, that the Borough of Keyport authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contracts; and

BE IT FURTHER RESOLVED, that the governing body of the Borough of Keyport pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and

BE IT FURTHER RESOLVED, that the duration of the contracts between the Borough of Keyport and the Referenced State Contract Vendors shall be from January 1, 2024 to December 31, 2024.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-56

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: 174-176 Osborn Street, Keyport, NJ 07735*

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

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

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

WHEREAS, a towing fleet license fee of \$250 shall be paid by the applicant to the Borough Clerk with a single roster of vehicles which will be used in the towing operation within five business days of written notification to the applicant of the applicant's approval.

NOW, THEREFORE, BE IT RESOLVED that the above-mentioned applicants are hereby approved as 2024 tow truck operators for the Borough of Keyport.

BE IT FURTHER RESOLVED that upon payment of the towing fleet license fee to the Borough Clerk, the Borough Clerk may place the applicant's name on the tow list.

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.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-57

AUTHORIZING THE BOROUGH OF KEYPORT POLICE DEPARTMENT TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE KEYPORT POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

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 United States Congress authorized the Defense Logistics Agency (the “**DLA**”) Law Enforcement Support Office (“**LESO**”) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and state law enforcement agencies (“**LEAs**”); and

WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling and upkeep of the property and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the Governing Body of the municipality or county approve, by a majority of the full membership, both enrollment in and acquisition of any property through the 1033 Program.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport the Keyport Police Department is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31st of the current calendar year.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Keyport Police Department is hereby authorized to acquire items of non-controlled property designated “DEMIL A” which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars and any other supplies or equipment of non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the Keyport Police Department without restriction.

BE IT FURTHER RESOLVED that the Keyport Police Department is hereby authorized to acquire the following "DEMIL B through Q" property, if it shall become available in the period of time which this resolution authorizes.

BE IT FURTHER RESOLVED that the “DEMIL B through Q” controlled 3-page property list, in its entirety, is hereby approved and hereto attached to this resolution.

BE IT FURTHER RESOLVED that the Keyport Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property.

BE IT FURTHER RESOLVED that the Keyport Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request.

BE IT FURTHER RESOLVED that this resolution shall be valid to authorize requests to acquire “DEMIL A” property and “DEMIL B through Q” property that may be made available through the 1033 Program during the period of time which this resolution authorizes; with Program participation and all property request authorization terminating on December 31st of the current calendar year.

A copy of this Resolution shall be available for public inspection at the offices of the Borough Clerk.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

RESOLUTION #2024-58

FOR THE PAYMENT OF BILLS
LISTED ON THE DECEMBER 29, 2023 BILLS LIST

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. 2023	\$ 185,972.24
	WATER/SEWER ACCT. 2023	\$ 24,193.35
	FEDERAL & STATE GRANTS	\$ 7,706.01
	TRUST OTHER FUND	\$ 2,882.50

AUTHORIZED PER RESOLUTION

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady			X			
Gross			X			
McNamara			X			
Peperoni	X		X			
Reilly			X			
Vecchio		X	X			

APPROVAL OF RESOLUTIONS

Motion to approve resolutions **R2024-35 through R2024-58** on the Consent Agenda.

MM: Peperoni 2nd: Vecchio

Roll Call: Ayes: Brady, Gross, McNamara, Peperoni, Reilly, Vecchio
Nays:
Absent:
Abstain:

PUBLIC COMMENT

The Meeting was opened to the public for comments.

Opened: 1:22 PM Motion by Peperoni, Carried by Reilly/Brady. Ayes by all present.

Elmer J. Graham Jr., 22 St. Peters Place – wished everyone a happy new year. Congratulated the Governing Body and urged everyone work together. Complimented Mayor Araneo on her courteous and fair treatment of everyone.

Michael Lane, 51 First Street – wished a happy new year to everyone. Requested a monthly or quarterly status report from the Borough Administrator, which hasn’t been provided at a council meeting since 2019. Expressed concerns about the status of utility power polls and their strength to withstand storms, the Keyport Post Office contract expiration, and Aeromarine legal concerns.

John Merla, 34 Broad Street – stated this reorganization is a sign of working together. Expressed support of this administration and all the members who work together for the betterment of this community. Applaud Mayor and Council for work to learn the issue and better the community.

Closed: 1:31 PM Motion by Peperoni, Carried by Reilly. Ayes by all present.

Council President Vecchio thanked everyone for the opportunity to serve in this role. Looking forward to working together.

Councilmember Reilly expressed looking forward to working together and her desire to see respectful dialogue.

Mayor Araneo wished everyone a happy new year and thanked everyone for coming.

ADJOURNMENT

Motion to Adjourn

MM: Peperoni 2nd: Reilly/Vecchio Ayes: all present Nays:

Time of Adjournment: 1:33 PM

NEXT BOROUGH COUNCIL MEETING JANUARY 16, 2024 AT 7:00 PM