

Minutes of the annual Reorganization Meeting of the Mayor and Council, held on the above date over video via Zoom from Keyport Borough Hall, 70 W. Front Street, Keyport, N.J. pursuant to being called by the Mayor and Borough Council, notice on file with the Borough Clerk, forwarded to the Asbury Park Press, Independent, the Newark Star Ledger and Two River Times, and posted on the Bulletin Board in accordance with the Open Public Meetings Act, P.L. 1975, Ch. 231

The meeting was transmitted to the public via Zoom videoconference with a dedicated public comment portion for members of the public participating via videoconference. Members of the public who participated in the meeting used the following access information:

Link: <https://zoom.us/j/96364527669?pwd=RFBGcCtDZmQzNllaendjOWt6aXBRUT09>

Meeting ID: 963 6452 7669

Password: 676506

Dial In Number: 646-558-8656

**AGENDA
BOROUGH OF KEYPORT
REORGANIZATION MEETING
JANUARY 1, 2022**

CALL TO ORDER

Mayor Collette J. Kennedy called the Meeting to Order at 12:00PM.

SUNSHINE LAW NOTICE

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

PLEDGE OF ALLEGIANCE

INVOCATION

Led by Chaplain Raymond Kilroy was moved to later in the meeting due to technical issues.

OATH OF OFFICE ADMINISTERED TO NEWLY ELECTED COUNCILMEMBERS

Senator Declan O'Scanlon administered the Oath of Office to Councilmember Rose P. Araneo

County Commissioner Deputy Director Susan Kiley administered the Oath of Office to Councilmember Ronald G. Peperoni, Jr.

ROLL CALL OF 2022 COUNCIL

On Roll Call the following were present: Councilmembers Pacheco, McDermott, Davidson, McNamara, Araneo, Peperoni

MAYOR'S UPDATE

Mayor Kennedy gave the following remarks:

- Thanked Chief Torres for taking the initiative to work on updating Administrative Code Ch. 3;
- Thanked Chief Borsari for working on updating the Fire Department policy;
- Thanked Borough Staff for their work and dedication throughout the Pandemic;
- Veteran's Advisory Committee submitted the "We Value Our Veteran's" application to the State in August and we were presented with the award on Veteran's Day;
- Recreation Committee held first programs geared toward younger children and hosted a puppet show and a magic show. They also held a successful trunk-or-treat followed by a Halloween movie;
- KBBC held very-well received "Salsa Mondays" and holiday window-painting initiative offered to all business that pay into the business improvement district, not just the businesses on West Front Street.
- Citizen Leadership Volunteer Program has been underway for a full year;
- New Library Director has implemented many new programs at the Library;

- Senior Center assisted in hosting many COVID-19 vaccine and testing sessions;
- Complete Streets demonstration project at Maple, Atlantic and Church Streets;
- Thanked Cultural Advisory Panel;
- Best Wishes to everyone for a happy and healthy 2022.

FIRE DEPARTMENT OFFICERS

Mayor Kennedy announced the 2022 Fire Department Chiefs and asked that they each come forward to take their Oath of Office which was administered by the Borough Clerk:

First Assistant Chief: Patrick Strang

Second Assistant Chief: Daniel Fox

Third Assistant Chief: Edward Lewandowski

The Borough Clerk administered the Oath of Office to the Chief of the Department:

Chief of the Department: Timothy Pfleger

PRESENTATION OF EX-CHIEF'S BADGE

Mayor Kennedy will be meeting ex-chief Jonathan Borsari this afternoon to present him with the physical badge. She thanked him for his service.

2022 FIRST AID SQUAD OFFICERS

Mayor Kennedy announced the 2022 First Aid Squad Officers and asked that they each come forward to take their Oath of Office which was administered by the Borough Clerk:

Chief: Kenneth Krohe

Captain: Dylan Borders

First Lieutenant: Alex Staats

Second Lieutenant: Charles Biegel

MAYOR'S PRESENTATION

Mayor Kennedy presented the 2021 Volunteer of the Year Award to First Aid Chief Kenny Krohe.

PUBLIC COMMENTS

The Meeting was opened to the public at 12:28 PM for **comments** on Resolutions listed on the Agenda moved by Pacheco, seconded by Davidson with ayes by all present

Danielle Jones, Brookdale Community College Office of Government Affairs and Community Relations and Borough of Eatontown Councilwoman – Congratulated everyone and wished all a very safe, healthy and prosperous New Year.

Elmer J. Graham, Jr., 22 St. Peters Place – Wished a Happy New Year to Borough Council and congratulated Councilwoman Araneo and Councilman Peperoni.

The Meeting was closed to the public at 12:31PM moved by McDermott, seconded by Davidson with ayes by all present

REGULAR ORDER OF BUSINESS

- R2022-1 Election of Council President
- R2022-2 Councilmember Appointments and Committee Assignments
- R2022-3 Appointment of Borough Attorney
- R2022-4 Appointment of Borough Engineer
- R2022-5 Appointment of Borough Auditor
- R2022-6 Appointment of Tax Counsel
- R2022-7 Appointment of Bond Counsel
- R2022-8 Appointment of Labor Counsel
- R2022-9 Appointment of Redevelopment Counsel
- R2022-10 Appointment of Municipal Public Defender

R2022-11 Appointment of Municipal Prosecutor
R2022-12 Appointment of Assistant Emergency Coordinators
R2022-13 Appointment of Smoke Detector Inspector
R2022-14 Appointment of Monmouth County Community Development Block Grant Representatives
R2022-15 Appointment of Public Agency Compliance Officer
R2022-16 Appointment of KBBC Members
R2022-17 Appointment of Recreation Committee Members
R2022-18 Appointment of Harbor Commission Member
R2022-19 Appointment of Library Board of Trustees Member
R2022-20 Appointment of Green Team Members
R2022-21 Appointment of Municipal Alliance Committee Members
R2022-22 Appointment of Local Emergency Planning Committee (LEPC) Members
R2022-23 Appointment of Recycling Committee Members

RESOLUTION #R2022-1

COUNCIL PRESIDENT

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

WHEREAS, Mayor Collette J. Kennedy announces the election of Kathleen McNamara as Council President for the year 2022.

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

OFFERED: PACHECO

SECONDED: DAVIDSON

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-2

**ESTABLISHING BOROUGH COUNCIL COMMITTEES
AND PROVIDING FOR COUNCILMEMBER BOARD AND COMMISSION APPOINTMENTS
AND COMMITTEE ASSIGNMENTS FOR THE YEAR 2022**

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 Lori Davidson 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 Parking 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 2022 are hereby approved, with the first name listed as the lead liaison:

APPOINTMENT REQUIRED BY STATUTE

Planning Board Class III Member:
Lori Ann Davidson

APPOINTMENTS REQUIRED BY ORDINANCE & RESOLUTION

Harbor Commission:
Victoria Pacheco
Rose Araneo

Keyport Bayfront Business Cooperative:
Delia McDermott

Municipal Alliance Committee:
Victoria Pacheco
Rose Araneo

Recycling Committee:
Ron Peperoni

COMMITTEES OF THE COUNCIL & LIAISONS

Environmental Commission (Liaison):
Delia McDermott

Finance/Grants:
Rose Araneo
Kathleen McNamara

Fire/First Aid/OEM:
Ron Peperoni
Delia McDermott

Police:
Victoria Pacheco
Rose Araneo

Public Works/Construction Office/Fire Bureau/Property Maintenance/Zoning:
Lori Ann Davidson
Ron Peperoni

Recreation (Liaison) & Senior Center:
Kathleen McNamara
Lori Ann Davidson

Board of Health/Registrar:
Ron Peperoni
Victoria Pacheco

Redevelopment:
Victoria Pacheco
Ron Peperoni

SPECIAL COMMITTEES

Neighborhood Preservation Program:
Rose Araneo
Delia McDermott

Parking:
Rose Araneo
Kathleen McNamara
Lori Ann Davidson

OFFERED: DAVIDSON
SECONDED: PACHECO
AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI
NAYS:
ABSTAIN:
ABSENT:

RESOLUTION #R2022-3

APPOINTMENT OF BOROUGH ATTORNEY

Leslie G. London, Esq.
McManimon, Scotland & Baumann

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

WHEREAS, proposals were solicited through a fair and open process to publicly solicit proposals or qualifications of persons interested in being appointed as Borough Attorney; and

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

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

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

2. That the Mayor and Borough Council of the Borough of Keyport hereby confirm the appointment of Leslie G. London, Esq., of McManimon, Scotland & Baumann to serve as Borough Attorney for the year 2022 and until a successor shall be appointed, and authorize the execution of a contract for these services in the amount of \$84,000, paid at the rate of \$7,000 per month, for meeting-related services, and up to \$30,000 for additional legal services, for a total contract amount not to exceed \$114,000 in accordance with N.J.S.A. 40A:11-1 et seq.

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

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

OFFERED: PACHECO
SECONDED: MCDERMOTT
AYES: PACHECO, MCDERMOTT, MCNAMARA, MAYOR KENNEDY
NAYS: DAVIDSON, ARANEO, PEPERONI
ABSTAIN:
ABSENT:

RESOLUTION #R2022-4

APPOINTMENT OF BOROUGH ENGINEER

Gregory R. Valesi and Trevor J. Taylor
CME Associates

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

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

WHEREAS, Gregory R. Valesi, PE, PP, CME, of CME Associates, has submitted a proposal and contract to perform engineering services for the Borough of Keyport for a period beginning January 1,

2022 and concluding December 31, 2022, and his proposal is determined to be the most advantageous in consideration of price and other facts, by the Mayor and Borough Council; and

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

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. That the Mayor and Borough Council of the Borough of Keyport hereby appoint Gregory R. Valesi, PE, PP, CME, of CME Associates, and Trevor J. Taylor, P.E., P.P., CME, CFM, of CME Associates as Borough Engineer at a cost of \$38,400 annually to be billed at the rate of \$3,200 per month, plus \$11,600.00 for additional services to be billed in accordance with the hourly rate schedule included in the November 17, 2021 proposal, for a total cost not to exceed \$50,000.00 for the year beginning January 1, 2022 and concluding December 31, 2022 in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.
3. That a notice in accordance with this resolution and the Local Public Contracts Law shall be published in the official newspaper or newspapers of the Borough.
4. That an approved and executed copy of the contract between the Borough and the various appointees, and a copy of this resolution be placed on file in the Office of the Clerk and be available for public inspection in accordance with the law.

OFFERED: DAVIDSON

SECONDED: MCDERMOTT

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-5

APPOINTMENT OF BOROUGH AUDITOR

Oliwa & Company

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

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

WHEREAS, Oliwa & Company has submitted a proposal and contract to perform audit services for the Borough of Keyport for a period beginning January 1, 2022 and concluding December 31, 2022, and this proposal is determined to be the most advantageous in consideration of price and other facts, by the Mayor and Borough Council; and

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

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. That the Mayor and Borough Council of the Borough of Keyport hereby appoint Oliwa & Company as Borough Auditor, at a cost not to exceed \$25,800.00 and for one (1) year, beginning on January 1, 2022 and concluding December 31, 2022 in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.

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

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

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-6

APPOINTMENT OF TAX COUNSEL SERVICES

Cleary, Giacobbe, Alfieri, Jacobs, LLC

WHEREAS, it is necessary for the Borough of Keyport to appoint tax counsel to represent the Borough in tax appeals during the 2022 calendar year; and

WHEREAS, through a fair and open process conducted in accordance with N.J.S.A. 19:44A-20.5, proposals were solicited from persons and entities interested in being appointed as tax counsel, and the Borough desires to award a contract for tax counsel services during the 2022 calendar year to:

Cleary, Giacobbe, Alfieri, Jacobs, LLC
955 State Route 34, Suite 200
Matawan, NJ 07747

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

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

1. The following firm is hereby appointed as tax counsel for the 2022 calendar year, in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:11-1 et seq., and pursuant to the terms of the proposal at a maximum rate of \$165.00 per hour, in an amount not to exceed \$35,000.00:

Cleary, Giacobbe, Alfieri, Jacobs, LLC
955 State Route 34, Suite 200
Matawan, NJ 07747

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

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

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

OFFERED: MCNAMARA

SECONDED: PACHECO

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYES:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-7

APPOINTMENT OF BOND COUNSEL
JP Capizzi LLC

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

WHEREAS, proposals were solicited through a fair and open process to publicly solicit proposals or qualifications of persons interested in being appointed as Bond Counsel; and

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

WHEREAS, the Mayor and Borough Council of the Borough of Keyport hereby confirm the appointment and authorize the execution of a contract with JP Capizzi LLC, for a term of one (1) year, beginning on January 1, 2022 and concluding December 31, 2022 in accordance with N.J.S.A. 40A:11-1 et seq.

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

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. That the Mayor and Borough Council of the Borough of Keyport hereby confirm the appointment and authorize the execution of a contract with JP Capizzi LLC in accordance with the terms set forth in the legal services agreement and proposal received November 19, 2021 on file with the Borough Clerk, in an amount not to exceed \$15,000, for a term of one (1) Year, beginning on January 1, 2022 and concluding December 31, 2022 in accordance with N.J.S.A. 40A:11-1 et seq.
3. That a notice in accordance with this resolution and the Local Public Contracts Law shall be published in the official newspaper or newspapers of the Borough.
4. That an approved and executed copy of the contract between the Borough and the various appointees, and a copy of this resolution be placed on file in the Office of the Clerk and be available for public inspection in accordance with the law.

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-8

**APPOINTING LESLIE G. LONDON, ESQ. OF MCMANIMON,
SCOTLAND & BAUMANN, LLC AS LABOR COUNSEL FOR
CALENDAR YEAR 2022**

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

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

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

WHEREAS, the Mayor and Borough Council of the Borough of Keyport hereby confirm the appointment and authorize the execution of a contract with Leslie G. London, Esq. of McManimon, Scotland & Baumann, LLC for a term of one (1) Year, beginning on January 1, 2022 and concluding December 31, 2022 in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.

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

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. That the Mayor and Borough Council of the Borough of Keyport hereby confirm the appointment and authorize the execution of a contract with Leslie G. London, Esq. of McManimon, Scotland & Baumann, LLC, in accordance with the terms set forth in the legal services agreement on file with the Borough Clerk in an amount not to exceed \$10,000.00, for a term of one (1) year, beginning on January 1, 2022 and concluding December 31, 2022 in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.
3. That a notice in accordance with this resolution and the Local Public Contracts Law shall be published in the official newspaper or newspapers of the Borough.
4. That an approved and executed copy of the contract between the Borough and the various appointees, and a copy of this resolution be placed on file in the Office of the Clerk and be available for public inspection in accordance with the law.

OFFERED: PACHECO

SECONDED: MCDERMOTT

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-9

**APPOINTING JOSEPH P. BAUMANN, JR., ESQ. OF
MCMANIMON, SCOTLAND & BAUMANN, LLC AS
REDEVELOPMENT COUNSEL FOR CALENDAR YEAR 2022**

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

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

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

WHEREAS, the Mayor and Borough Council of the Borough of Keyport hereby confirm the appointment and authorize the execution of a contract, with amounts paid from developer escrow deposits, with Joseph P. Baumann, Jr., Esq. of McManimon, Scotland & Baumann, LLC for a term of one (1) Year, beginning on January 1, 2022 and concluding December 31, 2022 in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.

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

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

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

2. That the Mayor and Borough Council of the Borough of Keyport hereby confirm the appointment and authorize the execution of a contract, with amounts paid from escrow by developers, with Joseph P. Baumann, Jr., Esq. of McManimon, Scotland & Baumann, LLC, in accordance with the terms set forth in the legal services agreement on file with the Borough Clerk, for a term of one (1) year, beginning on January 1, 2022 and concluding December 31, 2022 in an amount not to exceed \$50,000.00 which shall be paid from developer escrow deposits, in accordance with N.J.S.A. 19:44-20.5 and N.J.S.A. 40A:12-1 et seq.

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

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

OFFERED: PACHECO

SECONDED: MCDERMOTT

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-10

APPOINTMENT OF MUNICIPAL PUBLIC DEFENDER

Raymond Santiago

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

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

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

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

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

2. That the Mayor and Borough Council of the Borough of Keyport hereby appoint Raymond Santiago, Esq. as the Borough’s Municipal Court Public Defender for a one (1) year term, beginning on January 1, 2022 and concluding December 31, 2022 in accordance with N.J.S.A. 2B:24-4.

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-11

APPOINTMENT OF MUNICIPAL PROSECUTOR

Gregory Cannon

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

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

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

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. That the Mayor and Borough Council of the Borough of Keyport hereby appoint Gregory Cannon, Esq. as the Borough's Municipal Court Prosecutor for a one (1) year term, beginning on January 1, 2022 and concluding December 31, 2022 in accordance with N.J.S.A. 2B:25-4.

OFFERED: PACHECO

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-12

APPOINTMENT OF ASSISTANT EMERGENCY MANAGEMENT COORDINATORS

Mayor Collette J. Kennedy 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, 2022.

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, 2022.

OFFERED: MCDERMOTT

SECONDED: DAVIDSON

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSENT:

ABSTAIN:

RESOLUTION #R2022-13

APPOINTMENT OF SMOKE/CARBON MONOXIDE INSPECTOR

Anthony Vecchio

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

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

WHEREAS, there exists a need for such appointment; and

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

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

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. Anthony Vecchio is hereby appointed Smoke/Carbon Monoxide Detector Inspector by the Mayor of the Borough and with the advice and consent of the Borough Council.

OFFERED: MCDERMOTT

SECONDED: PACHECO

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-14

**MONMOUTH COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT REPRESENTATIVES**

Jay Delaney and Michele Clark

Mayor Collette J. Kennedy announces, with the advice and consent of the Council, the appointment of Borough Administrator Jay Delaney as the Monmouth County Community Development Block Grant Representative for the year 2022; and

Mayor Collette J. Kennedy 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 2022.

NOW THEREFORE BE IT RESOLVED, by the Council of the Borough of Keyport that the appointment of Borough Administrator Jay Delaney 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 2022 be and the same are hereby confirmed.

OFFERED: MCDERMOTT

SECONDED: DAVIDSON

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-15

DESIGNATE PUBLIC AGENCY COMPLIANCE OFFICER

Jay Delaney

BE IT RESOLVED by the Mayor and Council of the Borough of Keyport that Borough Administrator Jay Delaney is hereby designated Public Agency Compliance Officer (P.A.C.O.) for the year 2022.

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

OFFERED: MCDERMOTT
SECONDED: MCNAMARA
AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI
NAYS:
ABSTAIN:
ABSENT:

RESOLUTION #R2022-16

APPOINTMENT OF KBBC MEMBERS

Doug Weider and Craig Parker

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; and

WHEREAS, there exists a need for the appointment of a resident member to the KBBC Board and the Mayor has nominated Craig Parker 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, 2022 is hereby confirmed.
2. The appointment of Craig Parker 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, 2022 is hereby confirmed.

OFFERED: MCDERMOTT
SECONDED: MCNAMARA
AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI
NAYS:
ABSTAIN:
ABSENT:

RESOLUTION #R2022-17

APPOINTMENT OF RECREATION COMMITTEE MEMBERS

Amanda Jennings and Suzanne Ryan

Mayor Collette J. Kennedy announces with the advice and consent of the Council, the appointment of Amanda Jennings as a member of the Recreation Committee for a term of five years, from January 1, 2022 to December 31, 2026; and

Mayor Collette J. Kennedy announces with the advice and consent of the Council, the appointment of Suzanne Ryan as an alternate #2 member to the Recreation Committee for a term of five years, from January 1, 2022 to December 31, 2026.

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

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-18

APPOINTMENT OF HARBOR COMMISSION MEMBER

Robert Aumack

Mayor Collette J. Kennedy announces with the advice and consent of the Council, the appointment of Robert Aumack as a Harbor Commission Member for a term of five years, from January 1, 2022 to December 31, 2026.

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

OFFERED: PACHECO

SECONDED: MCDERMOTT

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-19

APPOINTMENT OF LIBRARY BOARD OF TRUSTEES

Michele Brusca and Jesse Anne Pirraglia

Mayor Collette J. Kennedy announces with the advice and consent of the Council, the appointment of Michele Brusca as a member of the Library Board of Trustees for a five-year term, January 1, 2022 to December 31, 2026; and

Mayor Collette J. Kennedy announces with the advice and consent of the Council, the appointment of Jesse Ann Pirraglia as a member of the Library Board of Trustees to fill an unexpired three-year term, January 1, 2022 to December 31, 2024.

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

OFFERED: DAVIDSON

SECONDED: MCDERMOTT

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-20

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 2022 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 2022:

Mayor (or designee)Mayor Kennedy
Public Works Superintendent (or designee)Robert Kutschman
Recycling Committee Laura Callow
Environmental CommissionKenneth DeGroat
Environmental Commission Michael Palmisano
School BoardJoseph Stahley
Garden Club.....Sue Kleinberg
Arts Society of Keyport.....Michelle Knox
ResidentTodd Buurstra
Resident Shauna Burlew

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

OFFERED: MCNAMARA
SECONDED: DAVIDSON
AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI
NAYS:
ABSTAIN:
ABSENT:

RESOLUTION #R2022-21

APPOINTMENT OF MUNICIPAL ALLIANCE COMMITTEE MEMBERS

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 individuals 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 following nominations are hereby confirmed for appointment as volunteer members of the Keyport Municipal Alliance Committee:

Dr. Lisa Savoia (School District Superintendent)1-year term expires December 31, 2022
Joe Palumbo (School District School Counselor)1-year term expires December 31, 2022
Kenneth Krohe (Health Service Agency)3-year term expires December 31, 2024
Cassandra Aumack (Public Prevention Organization)3-year term expires December 31, 2024
Sophia Lamberson (Parent member)3-year term expires December 31, 2024
Christopher Johnston (Private Citizen member)3-year term expires December 31, 2024

OFFERED: PACHECO
SECONDED: MCNAMARA
AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI
NAYS:
ABSTAIN:
ABSENT:

RESOLUTION #R2022-22

**APPOINTMENT OF LOCAL EMERGENCY PLANNING
COMMITTEE (LEPC) MEMBERS**

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 2022:

Emergency Management Coordinator (Chair) Ken Krohe
Mayor (or designee)Mayor Kennedy
Deputy Emergency Management Coordinator James Lawson
Police Chief Shannon Torres
Fire ChiefTimothy Pfleger
Superintendent of Public Works.....Robert Kutschman
Superintendent of Schools (or designee)..... Dr. Lisa Savoia

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

OFFERED: DAVIDSON
SECONDED: PACHECO
AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI
NAYS:
ABSTAIN:
ABSENT:

RESOLUTION #R2022-23

APPOINTMENT OF RECYCLING COMMITTEE MEMBERS
Robert Kutschman, Laura Callow and James Lawson

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, it is the recommendation of the Mayor, and the Borough Council consents thereto, to the appointment of Robert Kutschman, or his designee, as a Recycling Committee Member for a term of one year, January 1, 2022 to December 31, 2022; and

WHEREAS, it is the recommendation of the Mayor, and the Borough Council consents thereto, to the appointment of Laura Callow as Member of the Recycling Committee for a three-year term, effective January 1, 2022 through December 31, 2024; and

WHEREAS, it is the recommendation of the Mayor, and the Borough Council consents thereto, to the appointment of James Lawson as Member of the Recycling Committee for a three-year term, effective January 1, 2022 through December 31, 2024.

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

OFFERED: PACHECO

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

MAYOR'S APPOINTMENTS

APPOINTMENT OF PLANNING BOARD MEMBERS

Mayor Kennedy announced the appointment of Nicholas Vecchio as a Class II member of the Planning Board for a one-year term: 1/1/2022 – 12/31/2022.

Mayor Kennedy announced the appointment of Donald Pacheco as a Class IV member of the Planning Board for a four-year term: 1/1/2022 – 12/31/2025.

Mayor Kennedy announced the appointment of William McDermott as a Class IV member of the Planning Board for a four-year term: 1/1/2022 – 12/31/2025.

Mayor Kennedy announced the appointment of Gregory Kotzas as an alternate #1 member of the Planning Board for a two-year term: 1/1/2022 – 12/31/2023.

Mayor Kennedy announced the appointment of Cheryl Dickerson as an alternate #2 member of the Planning Board for an unexpired one-year term: 1/1/2022 – 12/31/2022.

APPOINTMENT OF ENVIRONMENTAL COMMISSION MEMBERS

Mayor Kennedy announced the appointment of Kenneth DeGroat as a member of the Environmental Commission for a three-year term: 1/1/2022 – 12/31/2024.

Mayor Kennedy announced the appointment of Michael Palmisano as a member of the Environmental Commission for a three-year term: 1/1/2022 – 12/31/2024

Mayor Kennedy announced the appointment of Doug Weider as an alternate #1 member of the Environmental Commission for a two-year term: 1/1/2022 – 12/31/2023.

RESOLUTIONS BY CONSENT

R2022-24 2022 Rate of Interest for Non-Payment of Taxes and Assessments

R2022-25 2022 Rate of Interest for Non-Payment of Water and Sewer Charges

R2022-26 Authorizing Payroll and Emergencies for the Year 2022

R2022-27 Authorization for Tax Assessor to File Appeals

R2022-28 Investment of Idle Funds

R2022-29 Adoption of Cash Management Plan

R2022-30 Authorize Tax Collector to Issue Duplicate Tax Sale Certificates

R2022-31 2022 Temporary Budget

R2022-32 2022 Debt Service
R2022-33 Waiving of Interest of Fifty (50) Cents or Less
R2022-34 Annual Meeting Notice
R2022-35 Approving Borough's 2022 Holiday Schedule
R2022-36 Designation of Official Newspapers
R2022-37 Designation of Bank Depositories
R2022-38 Designating Employee Signatures on Borough Checks and Authorizing Bank Accounts
R2022-39 Authorizing Signature on Borough Checks and Authorizing Bank Accounts
R2022-40 Authorizing Signature on Municipal Court Borough Checks and Authorizing Bank Accounts
R2022-41 Authorizing Borough Administrator to Hire Temporary and Seasonal Laborers
R2022-42 Requiring Contributions for Health Care Benefits of Employees on Workers' Compensation, Disability or Family Leave per P.L. 2011, C.78
R2022-43 Authorizing Monmouth Municipal Joint Insurance Fund Commissioner
R2022-44 Affirming Rights and Obligations to Continue to Provide Professional Services Under Existing Contract
R2022-45 Approving 2022 Tow Companies
R2022-46 Payment of Bills

RESOLUTION #R2022-24

2022 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, 2022 there will be a ten (10) day grace period of quarterly tax payments.
3. Any payments not made in accordance with paragraph one of this Resolution shall be charged interest from the due date as set forth in N.J.S.A. 54:4-66. a. Taxes for municipalities operating under the calendar fiscal year shall be payable the first installment as hereinafter provided on February 1, the second installment on May 1, the third installment on August 1 and the fourth installment on November 1.
4. A certified copy of this Resolution shall be provided by the Borough Clerk to the Tax Collector, Borough Attorney and Borough Auditor for the Borough of Keyport.

BE IT FURTHER RESOLVED that said interest rates shall become effective January 1, 2022.

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-25

2022 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, 2022 there will be a ten (10) day grace period of quarterly water/sewer payments.
3. Any payments not made in accordance with paragraph one of this Resolution shall be charged interest from the due date as set forth in Ordinance 15-2.5 Quarterly Periods. The quarterly periods shall be on a calendar year basis with the first quarter in any year commencing on January 1, the second quarter on April 1, the third quarter on July 1, and the fourth and final quarter on October 1.
4. A certified copy of this Resolution shall be provided by the Borough Clerk to the Tax Collector, Borough Attorney and Borough Auditor for the Borough of Keyport.

BE IT FURTHER RESOLVED that said interest rates shall become effective January 1, 2022.

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-26

AUTHORIZING PAYROLL AND EMERGENCIES FOR THE YEAR 2022

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 2022 without future Resolution of the Mayor and Council.

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

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-27

AUTHORIZATION FOR TAX ASSESSOR TO FILE TAX APPEALS

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

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

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

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

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

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

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

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

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

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-28

INVESTMENT OF IDLE FUNDS

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

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

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

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

1. To or from Borough checking or savings accounts to other Borough Accounts.

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

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-29

ADOPTION OF CASH MANAGEMENT PLAN

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

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

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

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

Definitions

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

Designation of Depositories

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

Audit Requirements

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

Authority to Invest

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

Investment Instrument

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

Records and Reports

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

Cash Flow

1. The Treasurer shall ensure that the accounting system provides regular information concerning the cash position and investment performance.

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

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-30

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 2022 upon receipt of the appropriate affidavits from owner of the certificates, prepare replacement certificates for Tax Sale Certificates and issue to original lien holder.

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

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

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-31

2022 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 2022 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, 2022; and

WHEREAS, the total appropriations in the 2021 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance, is the sum of \$9,477,515 and \$2,743,674 for the General Budget and Water/Sewer Utility Budget respectively; and

WHEREAS, 26.25% of the total appropriations in the 2021 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2021 budget is the sum of \$2,487,848 and \$720,214 for the General Budget and Water/Sewer Utility Budget respectively.

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

OFFERED: MCDERMOTT
SECONDED: MCNAMARA
AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI
NAYS:
ABSTAIN:
ABSENT:

TEMPORARY APPROPRIATIONS 2022	
<u>GENERAL BUDGET</u>	
Administrative and Executive	
Salaries and Wages	30,000.00
Other Expenses	20,000.00
Mayor and Council	
Salaries and Wages	6,000.00
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	23,000.00
Other Expenses	4,000.00
Assessment of Taxes	
Salaries and Wages	6,000.00
Other Expenses	20,000.00
Legal Services	
Other Expenses	50,000.00
Environmental Commission	
Other Expenses	500.00
Engineering Services	
Other Expenses	40,000.00
Planning/Zoning Board	
Salaries and Wages	1,500.00
Other Expenses	2,000.00
Insurances	
Liability Insurance	130,000.00
Workers Compensation Insurance	130,000.00
Employee Group Insurance	200,000.00
Police Department	
Salaries and Wages	620,000.00
Other Expenses	
Miscellaneous	37,000.00
Clothing Allowance	10,000.00
Acquisition of Police Vehicles	80,000.00

Emergency Management Services	
Other Expenses	3,000.00
First Aid Contributions	6,000.00
Fire Department	
Other Expenses	25,000.00
Uniform Fire Safety Act	
Salaries and Wages	10,000.00
Other Expenses	7,500.00
Municipal Prosecutor	
Salaries and Wages	6,000.00
Municipal Court	
Salaries and Wages	35,000.00
Other Expenses	10,000.00
Public Defender	
Salaries and Wages	2,000.00
Road Repairs and Maintenance	
Salaries and Wages	125,000.00
Other Expenses	30,000.00
Garbage and Trash Removal	
Salaries and Wages	4,000.00
Other Expenses	5,000.00
Contracted (40A:4-85)	90,000.00
Public Buildings and Grounds	
Other Expenses	25,000.00
Board of Health	
Salaries and Wages	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	20,000.00
Telephone	12,000.00
Street Lighting	30,000.00
Fuel Oil	4,000.00
Natural Gas	8,000.00
Electricity	10,000.00
Landfill Disposal Costs	80,000.00
Social Security System	40,000.00
Defined Contribution Retirement Program	1,000.00

Maintenance of Free Public Library	60,000.00
Shared Service - Information Technology	6,000.00
Shared Service - Tax Collector	11,000.00
Office on Aging Grant	15,000.00
Total General Temporary Budget	<u>2,303,000.00</u>

WATER/SEWER UTILITY BUDGET

Salaries and Wages	140,000.00
Other Expenses	130,000.00
Bayshore Regional Sewerage Authority	270,000.00
Acquisition of Water	170,000.00
Social Security System	9,000.00
Total Water/Sewer Utility Temporary Budget	<u>719,000.00</u>

RESOLUTION #R2022-32

2022 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, 2021; and

WHEREAS, principal and interest will be due on various dates from January 1, 2022 to December 31, 2022, inclusive, on bonds issued and outstanding.

NOW, THEREFORE, BE IT RESOLVED that the following appropriations be made to cover the period from January 1, 2022 to December 31, 2022 inclusive:

DEBT SERVICE - CURRENT FUND

Principal on Bonds	\$1,040,000
Interest on Bonds	337,971
	<u>\$1,377,971</u>

DEBT SERVICE - WATER/SEWER UTILITY

Principal on Bonds	\$90,000
Interest on Bonds	23,125
USDA Loan Principal	189,844
USDA Loan Interest	199,086
	<u>\$502,055</u>

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-33

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, 2022.

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-34

**ESTABLISHING THE MAYOR AND BOROUGH COUNCIL MEETING
SCHEDULE FOR THE YEAR 2022**

WHEREAS, the New Jersey Open Public Meetings Act, 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 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.:

Tuesday – January 18, 2022
Tuesday – February 1, 2022
Tuesday – February 15, 2022
Tuesday – March 1, 2022
Tuesday – March 15, 2022
Tuesday – April 5, 2022
Tuesday – April 19, 2022
Tuesday – May 3, 2022
Tuesday – May 17, 2022
Tuesday – June 21, 2022
Tuesday – July 5, 2022
Tuesday – July 19, 2022
Tuesday – August 16, 2022
Tuesday – September 6, 2022
Tuesday – September 20, 2022
Tuesday – October 4, 2022
Tuesday – October 18, 2022
Tuesday – November 1, 2022

Tuesday – December 6, 2022
Tuesday – December 20, 2022

- 2. The 2023 Annual Reorganization Meeting will be held at 12:00 Noon on Sunday, January 1, 2023, at the Keyport Central School, 335 Broad Street, Keyport, NJ.
- 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. The Borough Clerk shall arrange for the meeting agenda to be posted on the Borough website no later than the Friday 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 publication 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.

OFFERED: MCDERMOTT
SECONDED: MCNAMARA
AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI
NAYS:
ABSTAIN:

RESOLUTION #R2022-35

APPROVING BOROUGH’S 2022 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 2022 holiday schedule is hereby approved:

2022 HOLIDAY SCHEDULE

MONDAY, JANUARY 17, 2022	MARTIN LUTHER KING, JR.
FRIDAY, FEBRUARY 11, 2022	LINCOLN’S BIRTHDAY (OBSERVED)
MONDAY, FEBRUARY 21, 2022	PRESIDENTS’ DAY
FRIDAY, APRIL 15, 2022	GOOD FRIDAY
MONDAY, MAY 30, 2022	MEMORIAL DAY
MONDAY, JULY 4, 2022	INDEPENDENCE DAY
MONDAY, SEPTEMBER 5, 2022	LABOR DAY
MONDAY, OCTOBER 10, 2022	COLUMBUS DAY
TUESDAY, NOVEMBER 8, 2022	ELECTION DAY

FRIDAY, NOVEMBER 11, 2022	VETERANS DAY
THURSDAY, NOVEMBER 24, 2022	THANKSGIVING DAY
FRIDAY, NOVEMBER 25, 2022	DAY AFTER THANKSGIVING
FRIDAY, DECEMBER 23, 2022	CHRISTMAS EVE (OBSERVED)
MONDAY, DECEMBER 26, 2022	CHRISTMAS DAY (OBSERVED)

OFFERED: MCDERMOTT
SECONDED: MCNAMARA
AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI
NAYS:
ABSTAIN:
ABSENT:

RESOLUTION #R2022-36

DESIGNATION OF OFFICIAL NEWSPAPERS

BE IT RESOLVED that this Borough Council hereby designates:

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

as the newspapers to receive notice of meetings as required by P.L. 1975, Chapter 231, Open Public Meetings Act for the year 2022.

OFFERED: MCDERMOTT
SECONDED: MCNAMARA
AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI
NAYS:
ABSTAIN:
ABSENT:

RESOLUTION #R2022-37

**NAMING OFFICIAL DEPOSITORIES FOR
THE BOROUGH OF KEYPORT FOR THE YEAR 2022**

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 2022 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 2022; and

2. Prior to the deposit of any municipal funds in the above mentioned depositories, said bank shall file with the Chief Financial Officer a statement indicating that the bank is covered under the Governmental Unit Deposit Protection Act (R.S. 17:9-41).
3. Said banks are hereby authorized and directed to honor checks drawn upon said banks signed by three officials: Borough Clerk, Chief Financial Officer, and the Treasurer.

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-38

**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

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-39

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

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

Treasurer

BE IT FURTHER RESOLVED, that signature cards with the signature of the person authorized above 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

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-40

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

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

Judge, Court Administrator, Deputy Court Administrator

BE IT FURTHER RESOLVED, that signature cards with the signatures of the persons authorized above 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

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-41

**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.

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-42

**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, 2022.

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-43

AUTHORIZING MONMOUTH MUNICIPAL JOINT INSURANCE FUND COMMISSIONER

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

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

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

NOW THEREFORE BE IT RESOLVED, the Governing Body of the Borough of Keyport hereby agrees to appoint the Borough Administrator, Jay Delaney, as the Joint Insurance Fund Commissioner.

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-44

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

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

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

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

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

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

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

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

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA, ARANEO, PEPERONI

NAYS:

ABSTAIN:

ABSENT:

RESOLUTION #R2022-45

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; and

NOW THEREFORE BE IT RESOLVED that the above-mentioned applicants are hereby approved as 2022 tow truck operators for the Borough of Keyport.

BET 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.

OFFERED: MCDERMOTT
SECONDED: MCNAMARA
AYES: PACHECO, MCDERMOTT, MCNAMARA, ARANEO, PEPERONI
NAYS:
ABSTAIN: DAVIDSON
ABSENT:

RESOLUTION #R2022-46

FOR THE PAYMENT OF BILLS

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

NUMBER OF VOUCHERS	BANK ACCOUNT	AMOUNT
See attached listing		
	CURRENT ACCT. 2021	\$ 151,619.65
	WATER/SEWER ACCT. 2021	\$ 18,872.49
	FEDERAL & STATE GRANTS	\$ 4,159.52
	TRUST OTHER	\$ 5,018.75
	BOARD OF RECREATION COMM.	\$ 175.00

AUTHORIZED PER RESOLUTION

PASSED:

APPROVED:

MAYOR COLLETTE J. KENNEDY

ATTEST:

MICHELE CLARK, BOROUGH CLERK

OFFERED: MCDERMOTT

SECONDED: MCNAMARA

AYES: PACHECO, MCDERMOTT, DAVIDSON, MCNAMARA

NAYS:

ABSTAIN: ARANEO, PEPERONI

ABSENT:

REMARKS OF COUNCILMEMBERS

Councilmember Pacheco – I wish all a Happy New Year and hope that 2022 will bring health and safety to everyone. I am looking forward to this year and I’m hopeful for progress and compromise. I didn’t grow up here. I grew up a mile down Middle Road in Hazlet. However, I’ve always considered this my home. I’m thrilled to think of my daughter growing up here and maybe getting into some of the same trouble, too, in the same place I did – a wonderful place to call home. However, there’s much to be done.

We have to continue our efforts to find ways to shore up the bulkhead and to continue to find innovative partnerships like the one with Surfrider to provide for ways to prepare our shoreline. I’m looking forward to continuing to find that sweet spot between redevelopment and protecting the quality of life for all of our residents.

Lastly, it’s been a privilege to work with the Keyport Police Department and Chief Torres and I’m happy I get to continue in that role. I know it has been a trying 18 months for all of our first responders, in particular the last week. I will always continue to show my support in any way I can.

To close, I’m hopeful for this year and Happy New Year.

Councilmember McDermott – As we look into 2022, the last 18 months have been extremely challenging on all operations within the Borough, our first responders and leaders of the community. There have been a lot of personal attacks and inappropriate information being put on social media and I would look to all of us to ensure we balance and check and correct those as they come around.

I had the pleasure and honor to be on the Police Committee and work with Chief Torres on building the year of, I would say, transformation in that department. We also continue to build on diversity and inclusion as one of the most diverse departments in Monmouth County. I’m honored to have been a part of that and help with that ordinance development. I will continue to support the Police Department.

As for the Municipal Alliance Committee, our members have such passion to ensure that our programs are hitting our seniors, children and our community at large. I look forward to continuing to engage in that committee where I can and to help support those initiatives as well.

It has been a pleasure to have served on the Keyport Bayfront Business Cooperative since 2019. It has its challenges and its moments of great success as the Mayor shared previously, like our amazing Holiday Extravaganza event. I urge everyone to go to social media and look at the Keyport Business Happenings page and look at the great things we’ve done for the community in challenging moments in adding diversity, equity and inclusion principles into everything that we do. That’s one of the initiatives that I’ve had since the moment I’ve been on council. I am representative of Keyport, as well as each of us on the governing body. We are Keyport, we are Jersey strong, and we always will be as a community at large and we are here to support each other in every initiative. I’m here to support the Borough employees down to individual volunteers for working on these very, very challenging committees.

I look forward to engaging with the Environmental Commission, building partnerships there, as well as continuing partnerships with the KBBC board members, new and existing legacy members, as well as expanding the Keyport BID to be inclusive of all businesses in town. As shown through the positive developing of the window holiday initiative, I worked on drafting that with the board members. We actually had property owners sign agreements with us, business owners, and really collaborate with us and say “I actually feel like I’m now part of the community, I’m part of the Keyport community as a business owner.” We have to follow processes and protocol. We can’t just create programs without having due

diligence. I think everyone, whether you're a resident, a property owner with entities or investments here, or you're a big residential developer, I think they all have a vested interest in making sure Keyport is the "Pearl of the Bayshore." I am invested in that as an individual who lives here, who chose to live here, and also a person who loves and is very proud to be part of Keyport and a part of its council.

I also look forward to working with our Fire, First Aid and OEM. I look forward to collaborating with you and making sure your needs and your objectives are addressed and bringing those back to council for the governing body to have discussions on ways to create initiatives and programs. Working with Chief Borsari was great and I am so looking forward to working with the next legacy of the Fire Department, as well as our First Aid and OEM leaders.

What we have done with our Neighborhood Preservation Program (NPP) this first year is absolutely amazing. During a very challenging time, we developed a CARES program that helps literally sponsor and keep our doors open. As we move into the next phase of COVID-19, please ensure that we collaborate with our businesses and partner with them and support them. Even if we create, again, 5-minute parking spots for our business owners, or we develop directives working with our Police Department to ensure we have public safety and we don't have crowds and gatherings that may not be appropriate, and make sure we are in compliance with State guidelines.

Please support our businesses. I love our businesses. I want to make sure we continue to support them whether they've been here 30 years, 50 years, 100 years or you just started out. One of our local businesses just opened up yesterday.

I also look forward to working with all of you as Councilmembers and the Mayor on the different initiatives and building that partnership as I believe as a team, as a collective group, we can always succeed. We will have challenges, but we have to respect each other. We have to live by integrity and lead by example. So what I look forward to is being a liaison for many things along the way. I also want to thank Councilman Goode and Councilman Fotopoulos for their time and service, as well as their leadership on different levels.

Happy New Year and have a wonderful, wonderful 2022 and may all of our wishes, desires and successes continue as we move forward as a collective body.

Councilmember Davidson: Happy New Year to everyone on this call and those who can't be with us. Congratulations to the newly sworn in Councilmembers. I'm looking forward to working with both of you as well the entire governing body going into 2022 and, hopefully, beyond that. As my first year on the council, I have learned a lot. I hope I can continue to listen to all the residents in town, the professionals, the staff members, and my governing body members to continue to be productive and efficient and keep things moving in a positive direction. I have truly enjoyed my time up here and I am definitely looking forward to the next year.

I wanted to say "thank you" to the Mayor and all of our first responders. This past year has proven to be very trying as you've all mentioned. Your dedication and your time and effort that you put into every facet of what you do and look at is admired and is appreciated and I look forward to working again with you next year.

Please stay safe everybody. Happy, Healthy 2022. Continue to be diligent with all your health and safety protocols as we continue to navigate through the Pandemic so we can all stay healthy and go back to being in person very soon.

Happy New Year. All the best for the new year.

Councilmember McNamara: Happy New Year. I am honored to have received the confidence of the governing body to assume the role of Council President for the year 2022. As a community, we are engaged in a united effort to use our resources to improve inequities and the quality of life in Keyport. We recognize that our residents are the greatest resources available to the success of our community.

During my first year as a Councilmember, I got a deeper look at the behind-the-scenes efforts that occur every day. I want to thank those that give of themselves often when they aren't sure they have anything left to give. We see that day in and day out in our community.

I want to thank those amongst us that are in need, whether that is emotionally, physically, mentally, spiritually and/or financially. I want to thank those who educate, elevate and raised the consciousness of others and myself along the way this past year. I look forward to another year of working with and listening to residents, businesses, Borough employees, the many dedicated groups involved in emergency response and public safety and my fellow members of the governing body.

Happy New Year to you all. Thank you.

Councilmember Araneo: Happy New Year to everybody and I wish everyone the best of 2022 there is. I am excited for the appointments I was put upon. I want to thank the Mayor as well as the full governing body. I'm sure it's going to be a great 2022. I'm excited for 2022 and I also want to say "thank you" to all the residents for believing in myself becoming a part of the governing body. Keeping it short and sweet, thank you.

Councilmember Peperoni: I wish everyone a Happy and Healthy New Year. Thank you for trusting in me and supporting our long year with everything that's been going on and everyone trying to hold it together. Everyone stuck together and pulled through a tough year. I'd like to come in and help you form a nice team bond and just give you the support and effort that we need to be cohesive and be a solid team. I want to thank the town again for sticking with it through all these hard times with the shut downs, the kids being locked in the house, and the parents sticking with the kids. I hope for a better year.

Remarks of Chief Torres: Thank you everyone for the opportunity to serve as your Chief of Police for the year 2021. It feels like we blinked and we're here. It just started and now this year is gone. It was a long year. Not everyone sees what goes on behind the scenes to make our Borough work efficiently, safe, continue growth and adapt to all the challenges that we have. It's not always readily visible to the general public. It's just not always an easy task during regular times but when you sprinkle in, maybe I should say "downpour on our heads" COVID regulations and new laws coming out and sickness, it becomes complicated and at times exhausting. The team of people led by Mayor Kennedy, Borough Administrator Jay Delaney and our town council, they did an outstanding job. Thank you to the Police Committee for working together so efficiently with me. It was an honor to work with each and every one of you this year. Thank you for all of the work that we have accomplished together.

At times, we are slowed by new laws, policies popping up, keeping up with new transparencies, OPRA requests, addressing complaints and sometimes, of course, our best friend, social media. None of these things, even the unexpected, slow down our Borough for long. Thank you to our Fire Department, First Aid, CERT, and all the other outstanding volunteers in our community. It's been a tough year, but I wouldn't run into battle without these amazing people by our Police Department's side. I'm looking forward to great things in 2022 and moving forward with some great energy.

Thank you, again, for each and every one of your dedication and commitment. Happy New Year. I wish you all health and safety this year. Thank you for everything.

Remarks of Borough Administrator Jay Delaney: I think the Chief has said it all and everyone else has had many nice things to say. Happy New Year and I'm looking forward to continuing the progress that has begun here in Keyport. I look forward to many long days, long hours of work to continue the progress.

PUBLIC COMMENT

The Meeting was opened to the public for comments at 1:15PM moved by McDermott, carried by Pacheco with ayes by all present

John Merla, 34 Broad Street – wished all a successful year and asked why there was no action taken today on the RFP for a Consulting Engineer.

Mayor Kennedy – I don't think that we wanted to move forward with that at this time. I think that we keep them on file and if we do have a project we can refer to them. She asked Mr. Delany if that is correct. She said there is no action being taken at this point in time.

John Merla – He asked if all of the volunteers appointed to boards and commissions have filled out Volunteer Citizen Leadership forms for those positions filled today.

Mayor Kennedy – Yes.

Michael Lane, 51 First Street – Wished all a Happy New Year and congratulated the new members of council. He called on the council for extra effort on an accomplishment list for next year:

- Neighborhood flooding problems
- Pedestrian Safety Improvement Program
- NPP flood gate issues
- Pollution at Aeromarine
- Lack of bulkheading at Aeromarine

The Meeting was closed to the public at 1:20PM moved by Davidson, carried by Pacheco with ayes by all present

Mayor Kennedy – I wish everyone a happy 2022. I look forward to working with the entire governing body and continuing to peel the layers back and bringing our municipality up to current standards, guidelines and compliance. Congratulations to all that decided to take their oath of office today and stand up to serve our Borough of Keyport. I'm proud of each and every one of you.

ADJOURNMENT

Motion to adjourn at 1:21PM moved by Pacheco, carried by McNamara with ayes by all present

BEST WISHES FOR A HAPPY, HEALTHY, PROSPEROUS AND PEACEFUL 2022