

AMENDED 2/3/25

BOROUGH OF KEYPORT

MEETING AGENDA

TUESDAY, FEBRUARY 4, 2025 at 7:00 PM

MUNICIPAL COMPLEX COUNCIL CHAMBERS

70 W. FRONT STREET, KEYPORT, NJ

CALL TO ORDER: PM

SUNSHINE LAW NOTICE:

ROLL CALL: __ Councilmember Brady __ Councilmember Gross __ Councilmember McNamara
__ Councilmember Merla __ Councilmember Reilly __ Council President Vecchio __ Mayor Araneo

As a courtesy to those around you, please silence your cell phones

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

PROCLAMATION

Black History Month

America's 250th Anniversary – Tom Gallo

Keyport Fire Department – Jay Borsari

CONSENT AGENDA

(All resolutions listed hereunder will be enacted in one motion. Any person may request that an item be removed for separate consideration.)

- R2025-82 Payment of Bills Listed on the January 24, 2025 Bills List
- R2025-83 Payment of Bills Listed on the February 4, 2025 Bills List
- R2025-84 Authorizing the Award of a Contract to Primepoint LLC for Payroll Services
- R2025-85 Authorizing Salary Increase for Superintendent of Public Works
- R2025-86 Appointment of Class I Special Law Enforcement Officer
- R2025-87 Reappointing Treasurer and Utility Collector for the Borough of Keyport
- R2025-88 Approving New Jersey State Firemen's Association Application for Membership
- R2025-89 Appointing Acting Construction Official and Acting Building Sub-Code Official and Inspector during the Temporary Absence of the Construction Official, Building Sub-Code Official and Building Inspector
- R2025-90 Authorizing the County of Monmouth Mosquito Control Division to Conduct Aerial Mosquito Control Operations within the Borough of Keyport
- R2025-91 Authorizing the Borough's Participation in the Clean Ocean Action 40th Bi-Annual Spring and Fall Beach Sweeps
- R2025-92 Authorizing the Release of the Performance Guarantees Provided by Keyport 44 Realty LLC for Site Improvements at 193 Chingarora, Block 1.01, Lots 43, 44 and 45
- R2025-93 Establishing a Hometown Heroe's Banner Program to Honor US Military Veterans and Active-Duty Service Members
- R2025-94 Requesting Permission for a Dedication by Rider for the Hometown Heroe's Banner Program

APPROVAL OF RESOLUTIONS

Motion to approve resolutions on the Consent Agenda

MM: 2nd: Roll Call: Brady, Gross, McNamara, Merla, Reilly, Vecchio

RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT

R2025-95 Authorizing an Amendment to the Shared Services Agreement between the Borough of Keyport and the Township of Middletown for Municipal Court Services

MM: 2nd: Roll Call: Brady, Gross, McNamara, Merla, Reilly, Vecchio

MAYOR'S APPOINTMENT

Planning Board Appointment – Kraig Bartolome (Alternate #2)

APPROVAL OF MINUTES

January 21, 2025 Regular Meeting

MM: 2nd: Ayes: Nays:

NEW BUSINESS

PUBLIC COMMENTS

The Meeting is opened to the public for comments.

Comments are limited to no more than five minutes per person.

Opened: MM: 2ND: Closed: MM: 2ND:

EXECUTIVE SESSION

R2025-96 - Authorizing a meeting not open to the Public in accordance with the provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12b, to discuss matters falling within the attorney-client privilege pursuant to N.J.S.A. 10:4-12b(7): contract negotiations, pending litigation, and N.J.S.A. 10:4-12b(8) personnel matters.

MM: 2nd: Ayes: Nays:

ADJOURNMENT

Motion to Adjourn MM: 2nd:

RESOLUTION FOR THE PAYMENT OF BILLS

R25-82
01/24/25

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. 2024	\$ 6,875.84
	WATER/SEWER ACCT. 2024	\$ 48,487.77
	CURRENT ACCT. 2025	\$ 172,822.78
	WATER/SEWER ACCT. 2025	\$ 32,468.57
	PAYROLL FUND BUDGET	\$ 30,560.25
	FEDERAL & STATE GRANTS	\$ 5,129.69
	TRUST OTHER FUND	\$ 5,082.50

AUTHORIZED PER RESOLUTION

PASSED:

APPROVED:

MAYOR ROSE P. ARANEO

ATTEST:

MICHELE CLARK, BOROUGH CLERK

OFFERED BY:

SECOND BY:

ROLL CALL VOTE:

AYES:

NAYS:

ABSTAIN:

ABSENT:

I, MICHELE CLARK, BOROUGH CLERK HEREBY CERTIFY THIS TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF KEYPORT AT THE _____ MEETING OF

MICHELE CLARK, BOROUGH CLERK

RESOLUTION FOR THE PAYMENT OF BILLS

R25-83
02/04/25

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. 2024	\$ 15,642.78
	WATER/SEWER ACCT. 2024	\$ 16,646.00
	CURRENT ACCT. 2025	\$ 23,028.62
	WATER/SEWER ACCT. 2025	\$ 1,998.00
	ANIMAL CONTROL TRUST	\$ 1,400.00
	GENERAL CAPITAL FUND	\$ 11,303.00
	FEDERAL & STATE GRANTS	\$ 665.00
	TRUST OTHER FUND	\$ 150.00
	REC BAYFRONT IMPROVEMENT	\$ 1,611.76
	OPEN SPACE TRUST FUND	\$ 1,767.50
	DEVELOPER ESCROW	\$ 401.00

AUTHORIZED PER RESOLUTION

PASSED:

APPROVED:

MAYOR ROSE P. ARANEO

ATTEST:

MICHELE CLARK, BOROUGH CLERK

OFFERED BY:

SECOND BY:

ROLL CALL VOTE:

AYES:

NAYS:

ABSTAIN:

ABSENT:

I, MICHELE CLARK, BOROUGH CLERK HEREBY CERTIFY THIS TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF KEYPORT AT THE _____ MEETING OF

MICHELE CLARK, BOROUGH CLERK

RESOLUTION NO. 2025-

**AUTHORIZING THE AWARD OF A CONTRACT TO PRIMEPOINT LLC
FOR PAYROLL SERVICES**

WHEREAS, the Chief Financial Officer (CFO) of the Borough of Keyport, under the Department of Finance, is responsible for overseeing banking services related to municipal funds; and

WHEREAS, payroll services were procured through a non-fair and open competitive process, in which a proposal was requested; and

WHEREAS, the CFO has reviewed the proposal and recommended to the Borough Administrator the selection of Primepoint LLC, 2 Springside Road, Westampton, NJ 08060, as the provider of payroll services; and

WHEREAS, the CFO's recommendation has been reviewed and approved, and the proposal from Primepoint LLC was below the bid threshold.

WHEREAS, the Borough's Chief Financial Officer has certified that the necessary funds will be available to charge the Finance-O/E account and the Water/Sewer Utility-O/E account.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Keyport that the Mayor is hereby authorized to execute, and the Borough Clerk to witness, an agreement with Primepoint LLC for payroll services, in an amount not to exceed \$30,000.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-

**AUTHORIZING A SALARY INCREASE FOR THE
SUPERINTENDENT OF PUBLIC WORKS**

William Kane

WHEREAS, the Borough of Keyport (Borough) recognizes the dedicated service of William Kane, who serves as the Superintendent of Public Works; and

WHEREAS, the employment agreement between the Borough and William Kane provides for periodic salary adjustments; and

WHEREAS, it has been determined that a salary increase of 3.5% is appropriate in recognition of his continued service and contributions; and

WHEREAS, this salary increase shall be pro-rated to take effect from October 1, 2024 through December 31, 2025.

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

1. The salary for William Kane, as Superintendent of Public Works, shall be increased by 3.5%, effective October 1, 2024 through December 31, 2025, and will be pro-rated accordingly.
2. The Chief Financial Officer is hereby authorized and directed to implement the salary adjustment in accordance with this resolution and the terms of the employment agreement.
3. A certified copy of this resolution shall be provided to the Chief Financial Officer and William Kane for their records.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon its adoption.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-**APPOINTMENT OF CLASS I SPECIAL LAW ENFORCEMENT OFFICER***Ryan M. Buchanan*

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

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

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

WHEREAS, the Chief of Police has recommended the appointment of Ryan M. Buchanan as a Class I Special Law Enforcement Officer and the Borough Administrator, as the designated Appropriate Authority, approves this recommendation.

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

1. Ryan M. Buchanan is hereby appointed as a Class I Special Law Enforcement Officer effective February 4, 2025, for a term ending December 31, 2025, contingent upon the successful completion of a pre-employment physical examination.
2. All Special Law Enforcement Officers shall be compensated on an hourly basis within the hourly pay range established by ordinance and approved by the Chief of Police and Borough Administrator.
3. The Borough Clerk is directed to forward certified copies of this resolution to the Chief of Police and Borough Administrator.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-

**REAPPOINTING TREASURER AND UTILITY COLLECTOR
FOR THE BOROUGH OF KEYPORT**

WHEREAS, Section 2-3.4 of the Borough Code establishes the position of Borough Treasurer who shall be appointed by the Mayor and Council and who shall hold office for the one (1) year term provided by law; and

WHEREAS, by way of Resolution 2024-152, Laura Amada was appointed Tax Collector of the Borough for a term of four (4) years, Treasurer for a term of one (1) year to coincide with the calendar year, and Utility Collector for a term of one (1) year to coincide with the calendar year, with a total starting salary of \$98,000; and

WHEREAS, the Borough of Keyport desires to reappoint Laura Amada to the positions of Treasurer and Utility Collector effective January 1, 2025 for a term of one (1) year and adjust her annual salary to \$102,000 for the positions of Tax Collector, Treasurer, and Utility Collector; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, that Laura Amada be appointed to the position of Tax Collector effective January 1, 2025 for a one (1) year, to coincide with the calendar year.

BE IT FURTHER RESOLVED that Laura Amada be appointed to the position of Utility Collector effective January 1, 2025 for a one (1) year, to coincide with the calendar year.

BE IT FURTHER RESOLVED that Laura Amada's annual salary is adjusted to \$102,000 for the positions of Tax Collector, Treasurer, and Utility Collector, effective January 1, 2025.

BE IT FURTHER RESOLVED that copies of this resolution be forwarded by the Borough Clerk to Laura Amada, to the Chief Financial Officer, and to the Borough Administrator.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk

R25-88

RESOLUTION NO. 2025-

**APPROVING NEW JERSEY STATE FIREMEN'S ASSOCIATION
APPLICATION FOR MEMBERSHIP**

WHEREAS, Keyport Fire Department Lincoln Hose Company regrestfully acknowledged the death of member Julius Rosato at a meeting held on January 14, 2025; and

WHEREAS, Keyport Fire Department Lincoln Hose Company accepted Raymond Driscoll into membership at that same meeting.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Keyport hereby approve Raymond Driscoll to active membership in Keyport Fire Department Lincoln Hose Company.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-**APPOINTING ACTING CONSTRUCTION OFFICIAL AND ACTING
BUILDING SUB-CODE OFFICIAL AND INSPECTOR DURING THE
TEMPORARY ABSENCE OF THE CONSTRUCTION OFFICIAL,
BUIDLING SUB-CODE OFFICIAL AND BUILDING INSPECTOR**

WHEREAS, George Falco, the Borough's Construction Official, Building Sub-Code Official, and Building Inspector, will be on medical leave for a period of up to four weeks, effective January 27, 2025; and

WHEREAS, during his temporary absence and recovery period, it is necessary to appoint qualified individuals to assume his responsibilities on a temporary basis; and

WHEREAS, Jay Everard, the Borough's Electrical Sub-Code Official and Electrical Inspector, has agreed to assume the role of Acting Construction Official during George Falco's absence, on a part-time temporary basis, effective January 27, 2025; and

WHEREAS, Jay Everard will be compensated at the rate of \$250 per week for up to four weeks during this temporary assignment; and

WHEREAS, Joe Crane, the Borough's Plumbing Sub-Code Official and Plumbing Inspector, has agreed to assume the role of Acting Building Sub-Code Official and Building Inspector during George Falco's absence, on a part-time temporary basis, effective January 27, 2025; and

WHEREAS, Joe Crane will be compensated at the rate of \$250 per week for up to four weeks during this temporary assignment;

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. Jay Everard is hereby appointed as Acting Construction Official on a part-time temporary basis, effective January 27, 2025, for a period of up to four weeks during the absence of George Falco. Jay Everard shall be compensated at the rate of \$250 per week for the duration of his appointment.
2. Joe Crane is hereby appointed as Acting Building Sub-Code Official and Building Inspector on a part-time temporary basis, effective January 27, 2025, for a period of up to four weeks during the absence of George Falco. Joe Crane shall be compensated at the rate of \$250 per week for the duration of his appointment.
3. This resolution shall take effect immediately.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-

**AUTHORIZING THE COUNTY OF MONMOUTH MOSQUITO CONTROL
DIVISION TO CONDUCT AERIAL MOSQUITO CONTROL OPERATIONS WITHIN
THE BOROUGH OF KEYPORT**

WHEREAS, the Monmouth County Board of County Commissioners, pursuant to N.J.S.A. 26:9-27 et seq. has elected through its Mosquito Control Division to perform all acts necessary for the elimination of mosquito breeding areas and/or to exterminate mosquitoes within the county; and

WHEREAS, the County has instituted an Integrated Pest Management Program consisting of surveillance, water management, biological control, and chemical control to exterminate the mosquito population within the County of Monmouth; and

WHEREAS, prior to conducting aerial dispensing operations over a designated "congested area," the County is required, pursuant to Federal Aviation Administration Regulation (FAR Part 137.51), to secure prior written approval from the governing body of the political subdivision over which the aircraft is to be operated; and

WHEREAS, the Borough of Keyport is designated as a "congested area" by the Federal Aviation Administration and the County has requested that this governing body consent to its proposed aerial dispensing operations.

NOW, THEREFORE, be it resolved as follows:

The Governing Body of the Borough of Keyport hereby authorizes the Monmouth County Mosquito Control Division or its agent to apply pesticides by aircraft for mosquito control in certain areas of the municipality designated by the County as being either larval mosquito habitat or areas harboring high populations of mosquitoes constituting either a nuisance, a health hazard, or both with the understanding that:

- a. the County shall utilize pesticides, application equipment and aircraft that are approved for aerial applications by the applicable Federal (USEPA) and State (NJDEP) agencies; and
- b. such operations will be performed in compliance with applicable Federal and State regulations; and
- c. the County will notify the police department of each municipality over which aerial pesticide operations are planned prior to commencement of such operations.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Municipal Clerk

RESOLUTION NO. 2025-

**AUTHORIZING THE BOROUGH'S PARTICIPATION IN THE CLEAN OCEAN
ACTION 40TH BI-ANNUAL SPRING AND FALL BEACH SWEEPS**

WHEREAS, the Clean Ocean Action 40th Bi-Annual Beach Sweeps will take place on Saturday, April 12, 2025, and Saturday, October 18, 2025, from 9:00 a.m. to 12:30 p.m.; and

WHEREAS, Clean Ocean Action launched the region's first Beach Sweeps program to rid beaches of unsightly and harmful debris in 1985 and its Beach Sweeps is one of the longest running cleanups of its kind in the world; and

WHEREAS, the Borough's continued support and participation is an integral component for the success of the program as volunteers collect and record valuable data about debris, which is presented in annual reports and used to advance federal, state, and local programs to reduce litter.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Keyport hereby authorize the Borough's participation in the 40th Bi-Annual Spring and Fall Beach Sweeps on Saturday, April 12, 2025, and Saturday, October 18, 2025, from 9:00 a.m. to 12:30 p.m.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk

R25-92

RESOLUTION NO. 2025-

**AUTHORIZING THE BOROUGH OF KEYPORT TO RELEASE
THE PERFORMANCE BOND PROVIDED BY KEYPORT 44
REALTY, LCC FOR SITE IMPROVEMENTS AT 193
CHINGARORA AVENUE, BLOCK 1.01, LOTS 43, 44 AND 45**

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, as part of the project at the property located at 193 Chingarora Avenue, block 1.01, Lots 43, 44 and 45 on the Borough tax map (the "Property"), the applicant, Keyport 44 Realty, LLC (the "Applicant") was required to post a performance guarantee in the form of a performance bond for the amount of \$39,070.00 (the "Performance Bond") and a cash deposit in the amount of \$4,341.00 (the "Cash Deposit") for construction of the project at the Property; and

WHEREAS, the Borough Engineer has conducted a field observation of the project and confirmed that the construction of the improvements is complete and in substantial conformance with the approved project plan; and

WHEREAS, the Borough Engineer has recommended that the Performance Bond be released and the Cash Deposit returned to the Applicant upon the following conditions: (i) the applicant pay any outstanding charges related to the work performed by the Department of Public Works for the emergency repair of a water main in the amount of \$4,366.37 (ii) the Applicant pay all outstanding engineering and inspection escrow fees (collectively the "Conditions"); and

WHEREAS, the Applicant has requested that the 2-year, 15% maintenance guarantee in the amount of \$6,511.65 (15% of the total guarantees posted) be waived as the project has been complete since 2021. The Borough Engineer has no objection to the maintenance bond being waved considering the time that has elapsed from the completion of the project to the request for the release of the performance bond.

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Borough is authorized to release the Performance Bond provided by the Applicant to the Borough based on the recommendation of the Borough Engineer subject to the conditions listed in this resolution.
3. The Borough is authorized to return the Cash Deposit to the Applicant based on the recommendation of the Borough Engineer subject to the conditions listed in this resolution.

4. The Mayor of the Borough, the Borough Administrator, and/or the Borough Chief Financial Officer is authorized to effectuate the release of the Performance Bond and the return of the Deposit, including the execution of any forms necessary for the release of the Performance Bond in furtherance of this resolution.

5. If any part of this Resolution shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Resolution.

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

7. This Resolution shall take effect as provided by applicable law.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-**ESTABLISHING A HOMETOWN HEROES' BANNER PROGRAM
TO HONOR US MILITARY VETERANS AND ACTIVE-DUTY SERVICE MEMBERS**

WHEREAS, the Mayor and Council of the Borough of Keyport, in recognition of the great sacrifice made by members of the U.S. Military, wish to pay special tribute to active-duty members and veterans who lived or currently reside in the Borough; and

WHEREAS the Borough proposes a Hometown Heroes' Banner Program, under which banners printed with each service member's photo in uniform (if possible), name, rank, conflict, years of service and major awards would be displayed along West Front St. & East Front St. from Memorial Day through Veterans Day.

WHEREAS, under the program, the production of banners would be sponsored by private donors, at no cost to the taxpayer, with assistance by the Borough's Department of Public Works in placing the banners on the poles; and

WHEREAS the Mayor and Council find that the Hometown Heroes' Banner Program is an appropriate and necessary way to honor servicemembers with ties to the Borough of Keyport.

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

1. A Hometown Heroes' Banner Program is hereby established in the Borough of Keyport. The Program is open to any active or reserve member of the U.S. Army, Navy, Air Force, Marines or Coast Guard currently living in the Borough and any U.S. military veteran, living or deceased, so long as honorably discharged, who resides or has lived in the Borough. Preference will begin with those who were Killed in Action as they represent the highest sacrifice of a service member.
2. The Banners will be displayed along West Front St. & East Front St. from Matawan Creek Bridge to Church St. but may be expanded later if needed at the discretion of the Governing Body and based on approvals from JCP&L for use of their poles. The Banners will be displayed from Memorial Day through Veterans Day.
3. The cost of banner product shall be paid for by private donors, at no cost to the taxpayers. The Borough Department of Public Works shall be responsible for placing banners on Borough Poles.
4. The Borough of Keyport reserves the right to amend these policies and procedures when deemed necessary.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk

R25-94

RESOLUTION NO. 2025-

**REQUESTING PERMISSION FOR A DEDICATION BY RIDER FOR THE
HOMETOWN HEROES BANNERS ' PROGRAM**

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J.S.A. 40A:4-39 provides the Borough of Keyport, County of Monmouth, State of New Jersey, for receipt of general donations for the Hometown Heroes Banner program; and

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated by the Borough of Keyport donations, are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or another legal requirement; and

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

1. The Governing Body does hereby request permission of the Director of Division of Local Government Services to accept donations for the Hometown Heroes Banner program and appropriate the same in the dedicated trust fund; and
2. The Mayor and Council of the Borough of Keyport hereby authorizes the Borough Clerk to submit two certified copies of this resolution to the Division of Local Government Services for approval.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-**AUTHORIZING AN AMENDMENT TO THE SHARED SERVICES
AGREEMENT BETWEEN THE BOROUGH OF KEYPORT AND THE
TOWNSHIP OF MIDDLETOWN FOR MUNICIPAL COURT SERVICES**

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., allows a local unit to enter into an agreement with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive within its own jurisdiction, including services incidental to primary purposes of any of the participating local units; and

WHEREAS, N.J.S.A. 2B:12-1(c) allows two or more municipalities to provide jointly for courtrooms, chambers, equipment, supplies and employees for their municipal courts without establishing a joint municipal court; and

WHEREAS, the Township of Middletown has agreed to allow the Borough of Keyport to utilize the Middletown Municipal Courtroom, facilities, and equipment in accordance with the terms and conditions of a Shared Services Agreement dated June 24, 2024; and

WHEREAS, the Borough of Keyport and the Township of Middletown wish to amend their Shared Services Agreement to allow Keyport to utilize Middletown's prosecutor for an annual cost of \$28,000 and public defender for an annual cost of \$12,000 to serve during Keyport's court sessions; and

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

1. The aforementioned recitals are incorporated herein as though fully set forth herein at length.
2. The Mayor is hereby authorized to execute an amendment to the Shared Services Agreement between the Borough of Keyport and the Township of Middletown, for the aforesaid municipal court services effective February 4, 2025.
3. The Municipal Clerk shall transmit a copy of this Resolution and the executed Shared Services Agreement to the Division of Local Government Services at the New Jersey Department of Community Affairs for informational purposes pursuant to N.J.S.A. 40A:65-4(b).
4. The Borough Administrator be and is hereby authorized to undertake such acts as are reasonable and necessary to accomplish the purposes of this Resolution.

Resolution #2025-
February 4, 2025

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk

Mayor
Rose P. Araneo

Councilmembers
Melissa Vecchio, President
Heather Brady
Stephen Gross
Kathleen McNamara
Joseph Merla
Cathleen Rellly



Borough Administrator
Kimberly Humphrey

Borough Clerk
Michele Clark, RMC

Chief Financial Officer
Thomas P. Fallon, CPA, RMA

January 24, 2025

Re: Appointment of Planning Board Members

Honorable Councilmembers:

Whereas, the Mayor and Council of the Borough of Keyport have established, by Ordinance, a Planning Board consisting of nine members; and

Whereas, the Ordinance provides that the Mayor shall appoint Class II, Class IV and Alternate members.

Now, Therefore, Be It Determined, that I, Rose P. Araneo, Mayor of the Borough of Keyport, do hereby appoint the following member of the Planning Board for the term designated:

MEMBER	TYPE	TERM
Kraig Bartolome	Alternate #2	1/1/2025 – 12/31/2026

Mayor Rose P. Araneo

RESOLUTION NO. 2025-**RESOLUTION OF THE BOROUGH OF KEYPORT, COUNTY OF
MONMOUTH, NEW JERSEY AUTHORIZING A MEETING NOT OPEN
TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE
NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12.**

WHEREAS, N.J.S.A. 10:4-12 provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by resolution; and

WHEREAS, it is necessary for the Borough to discuss, in a session not open to the public, pursuant to N.J.S.A. 10:4-12b, to discuss matters falling within the attorney-client privilege pursuant to N.J.S.A. 10:4-12b(7): contract negotiations, pending litigation, and N.J.S.A. 10:4-12b(8): personnel matters.

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 Mayor and Council assembled in public session on February 4, 2025 and determined that an Executive Session closed to the public shall be held on February 4, 2025, at approximately 7:00 P.M. at the Borough Hall located at 70 West Front Street, Keyport, New Jersey, for the discussion of matters relating to the specific items designated above.

2. This resolution will take effect immediately.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting held on February 4, 2025.

Michele Clark, RMC
Borough Clerk