

BOROUGH OF KEYPORT
MEETING AGENDA
TUESDAY, MARCH 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

RESOLUTION NO. 2025-107

Authorizing Participation in the Civil Service Examination Exemption Program for Entry-Level Law Enforcement Positions and the Appointment of a Police Officer – *Yubir Rojas-Herrera*

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

OATH OF OFFICE

Administered by Mayor Araneo

PUBLIC COMMENTS

Comments are limited to no more than three minutes per person regarding any matters including those items listed on this agenda

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

CONSENT AGENDA

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

R2025-108 Payment of Bills Listed on the February 21, 2025 Bills List
R2025-109 Payment of Bills Listed on the March 4, 2025 Bills List
R2025-110 AARP Community Challenge Grant Program Demonstration Grant Application
R2025-111 AARP Community Challenge Grant Program Flagship Grant Application
R2025-112 Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July 2020-
June 2026
R2025-113 Authorizing Payout of Accumulated Sick Leave to the Director of the Keyport Senior
Center
R2025-114 Canceling Taxes on Property Owned by Totally Disabled Veteran
R2025-115 Authorizing the Award of a Non-Fair and Open Contract for Professional Architectural
Services in Connection with a Municipal Needs Study
R2025-116 Adopting Volunteer Policies and Procedures
R2025-117 Appointing the Borough Police Chaplain

- R2025-118 Authorizing Issuance of a Social Affair Permit for Keyport Yacht Club – April 11, 2025
R2025-119 Authorizing Issuance of a Social Affair Permit for Keyport Yacht Club – June 7, 2025
R2025-120 Authorizing Issuance of a Social Affair Permit for Keyport Yacht Club – June 22, 2025
R2025-121 Authorizing Keyport Bayfront Business Cooperative (KBBC) 2025 Events on Borough Property

APPROVAL OF RESOLUTIONS

Motion to approve resolutions on the Consent Agenda

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

APPROVAL OF MINUTES

February 18, 2025 Regular Meeting

MM: 2nd: Ayes: Nays:

INTRODUCTION OF ORDINANCES

1. Ordinance – Amending Borough Code of the Fire Department

The Clerk reads the Ordinance by Title: **AN ORDINANCE OF THE BOROUGH COUNCIL OF THE BOROUGH OF KEYPORT, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY AMENDING BOROUGH CODE CHAPTER III (PUBLIC SAFETY), ARTICLE II (FIRE DEPARTMENT)**

1a. Motion to introduce:

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

1b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing:

MM: 2nd: Ayes: Nays:

2. Ordinance – Community Garden Lease

The Clerk reads the Ordinance by Title: **AN ORDINANCE OF THE BOROUGH COUNCIL OF THE BOROUGH OF KEYPORT, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY AUTHORIZING EXECUTION OF LEASE OF BOROUGH PROPERTY WITH THE KEYPORT GARDEN CLUB FOR USE AS A COMMUNITY GARDEN**

2a. Motion to introduce:

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

2b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing:

MM: 2nd: Ayes: Nays:

NEW BUSINESS

EXECUTIVE SESSION

R2025-122 - 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): personnel; contract negotiation;

MM:

2nd:

Ayes:

Nays:

ADJOURNMENT

Motion to Adjourn

MM:

2nd:

RESOLUTION NO. 2025-**AUTHORIZING PARTICIPATION IN THE CIVIL SERVICE EXAMINATION
EXEMPTION PROGRAM FOR ENTRY-LEVEL LAW ENFORCEMENT
POSITIONS AND THE APPOINTMENT OF A POLICE OFFICER***Yubir Rojas-Herrera*

WHEREAS, the Borough of Keyport ("Borough") is governed by N.J.S.A. 11A:1-1 et seq., the Civil Service Act, and the rules and regulations established pursuant to this act; and

WHEREAS, P.L.2021, c.7 provides for the Civil Service Commission to exempt a person from the requirement to take an examination for an entry-level law enforcement position provided the individual successfully completes a full Basic Course for Police Officers training course at a school approved and authorized by the New Jersey Police Training Commission within nine months from the date of hire as a temporary entry-level officer; and

WHEREAS, P.L. 2021, c.7 also provides that a municipal police department may hire a person exempt from the Civil Service requirement to take an examination for an entry-level law enforcement position upon adoption of a resolution by the governing body authorizing such hiring and the adoption of a conflict of interest and nepotism policies; and

WHEREAS, the Borough has previously established a conflict of interest policy (Section 1.14) and a nepotism policy (Section 5.02A) as provided in the Borough's Personnel Policies & Procedures Manual; and

WHEREAS, the Chief of Police has recommended the Borough affirmatively "opt in" and authorize such hiring to provide for the selection of a qualified individual who has completed the necessary training required by the New Jersey Police Training Commission; and

WHEREAS, the Chief of Police has further recommended the appointment of Yubir Rojas-Herrera as a Police Officer pursuant to this exemption.

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 Borough of Keyport is hereby authorized to participate in the program to hire persons exempt from the Civil Service examination process for entry-level law enforcement positions provided the individual successfully completes a full Basic Course for Police Officers training course at a school approved and authorized by the New Jersey Police Training Commission within nine months from the date of hire as a temporary entry-level officer.
2. Yubir Rojas-Herrera is hereby appointed to the position of Police Officer for a probationary period of one-year effective March 4, 2025. Yubir Rojas-Herrera will complete the training course approved by the New Jersey Police Training Commission on May 28, 2025. The Borough Administrator and Chief of Police are authorized to execute all documents necessary to effectuate participation in this Civil Service exemption program and the appointment of Police Officer Yubir Rojas-Herrera.

3. The Borough Clerk is directed to transmit a certified copy of this resolution to the Borough Administrator, Chief of Police and the New Jersey Civil Service Commission.

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 March 4, 2025.

Michele Clark, RMC
Borough Clerk

2/21/25

RESOLUTION FOR THE PAYMENT OF BILLS

R25-108

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	\$ 463.85
	WATER/SEWER ACCT. 2024	\$ 379.51
	CURRENT ACCT.2025	\$ 199,672.06
	WATER/SEWER ACCT.2025	\$ 34,016.32
	PAYROLL FUND BUDGET	\$ 30,573.27
	FEDERAL & STATE GRANTS	\$ 4,729.20
	TRUST OTHER FUND	\$ 6,772.50

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

3/4/25

RESOLUTION FOR THE PAYMENT OF BILLS R25-109

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	\$ 34,827.99
	CURRENT ACCT. 2025	\$ 149,293.60
	WATER/SEWER ACCT. 2025	\$ 66,181.31
	ANIMAL CONTROL TRUST	\$ 1,470.00
	GENERAL CAPITAL FUND	\$ 18,341.75
	REC BAYFRONT IMPROVMENT	\$ 539.70
	OPEN SPACE TRUST FUND	\$ 601.00

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

**AARP COMMUNITY CHALLENGE GRANT PROGRAM
DEMONSTRATION GRANT APPLICATION
Enabling Resolution**

WHEREAS, the American Association of Retired Persons ("AARP"), AARP Community Challenge Grant Program, provides grants to municipal governments for assistance in the development of projects that are intended to help communities make immediate improvements that will improve the quality of life of local residents and senior citizens; and

WHEREAS, the Borough of Keyport desires to further the public interest by obtaining funding in the form of a Demonstration Grant from the AARP Community Challenge Grant Program to support high speed internet upgrades at the Keyport Senior Center to provide enhanced connectivity, teaching, and educational opportunities for the Borough's senior citizen community;

WHEREAS, the applicant is willing to use the funding in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the AARP for the above-named project;

NOW, THEREFORE, the governing body resolves that:

Mayor Rose P. Araneo or the successor to the office of Mayor is hereby authorized to:

- a) make application for such a grant,
- b) provide additional application information and furnish such documents as may be required, and
- c) act as the authorized correspondent of the above-named applicant;

In the event the AARP's funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;

The applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and

This resolution shall take effect immediately.

CERTIFICATION

I, Michele Clark, do hereby certify that the foregoing is a true copy of a resolution adopted by the Keyport Borough Council at a meeting held on the 4TH day of March 2025.

IN WITNESS WHEREOF, I have hereunder set my hand and the official seal of this body this ____ day of _____, 20__.

(name and title of Secretary or equivalent)

**AARP COMMUNITY CHALLENGE GRANT PROGRAM
FLAGSHIP GRANT APPLICATION
Enabling Resolution**

WHEREAS, the American Association of Retired Persons ("AARP"), AARP Community Challenge Grant Program, provides grants to municipal governments for assistance in the development of projects that are intended to help communities make immediate improvements that will improve the quality of life of local residents and senior citizens; and

WHEREAS, the Borough of Keyport desires to further the public interest by obtaining funding in the form of a Flagship Grant from the AARP Community Challenge Grant Program to make accessibility and bus stop improvements along the Skipper bus service route to benefit the Borough's senior citizen community;

WHEREAS, the applicant is willing to use the funding in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the AARP for the above-named project;

NOW, THEREFORE, the governing body resolves that:

Mayor Rose P. Araneo or the successor to the office of Mayor is hereby authorized to:

- a) make application for such a grant,
- b) provide additional application information and furnish such documents as may be required, and
- c) act as the authorized correspondent of the above-named applicant;

In the event the AARP's funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project;

The applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and

This resolution shall take effect immediately.

CERTIFICATION

I, Michele Clark, do hereby certify that the foregoing is a true copy of a resolution adopted by the Keyport Borough Council at a meeting held on the 4TH day of March 2025.

IN WITNESS WHEREOF, I have hereunder set my hand and the official seal of this body this ____ day of _____, 20__.

(name and title of Secretary or equivalent)

Governor's Council on Alcoholism and Drug Abuse

Fiscal Grant Cycle July 2020-June 2026

WHEREAS, the Governor's Council on Substance Use Disorder (GCSUD) established the Municipal Alliances for the Prevention of Substance Use Disorder in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent substance use disorder in communities throughout New Jersey.

WHEREAS, The Borough Council of the **Borough of Keyport**, County of Monmouth, State of New Jersey recognizes that substance use disorder is a serious problem in our society amongst persons of all ages; and therefor has an established Municipal Alliance Committee; and,

WHEREAS, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent substance use disorder in our community; and,

WHEREAS, the Borough Council has applied for funding to the Governor's Council on Substance Use Disorder through the County of Monmouth;

NOW, THEREFORE, BE IT RESOLVED by the, County of Monmouth, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the Keyport Borough Municipal Alliance grant for fiscal year **2026** in the amount of:

GCSUD Grant Fund	<u>\$ 10,826.00</u>
Cash Match	<u>\$ 2,706.50</u>
In-Kind	<u>\$ 8,119.50</u>

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: _____
Rose P. Araneo, Mayor

CERTIFICATION

I, Michele Clark, Municipal Clerk of the Borough of Keyport, County of Monmouth, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Borough Council on this 4th day of March, 2025.

Michele Clark, RMC
Municipal Clerk

RESOLUTION NO. 2025-

**AUTHORIZING THE PAYOUT OF ACCUMULATED SICK LEAVE
TO THE DIRECTOR OF THE KEYPORT SENIOR CENTER**

WHEREAS, Madeline Costello, the Director of the Keyport Senior Center, is retiring effective March 1, 2025; and

WHEREAS, during her tenure she accumulated unused sick leave; and

WHEREAS, N.J.S.A. 40A:9-10.2 authorizes municipalities to pay employees for accumulated sick leave upon retirement at their current hourly rate.

NOW, THEREFORE, BE IT RESOLVED the Mayor and Council of the Borough of Keyport hereby approve the payout of accumulated sick leave as calculated in the amount of \$8,639.32 to Madeline Costello.

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

Michele Clark, RMC
Borough Clerk

725-114

RESOLUTION NO. 2025-

CANCELING TAXES ON PROPERTY OWNED BY TOTALLY DISABLED VETERAN
3 Chingarora

WHEREAS, The Department of Veteran Affairs determined Ernst Kreft to have a wartime service-connected disability that is totally disabling as of July 31, 2023; and

WHEREAS, Mr. Kreft has made proper application to the Borough as a totally disabled veteran for exemption from taxes and which has been approved by the Tax Assessor for property located at 3 Chingarora also known as Block 24 Lot 2, as of September 30, 2024; and

WHEREAS, Borough Ordinance 11-06 authorizes the Tax Collector to refund overpayments that have occurred due to the cancellation of taxes; and

WHEREAS, Mr. Kreft has not yet paid property taxes to the Borough of Keyport for the fourth quarter of 2024 and the first quarter of 2025; therefore, a refund is not necessary.

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:

The Tax Collector is directed to cancel taxes as follows:

<u>NAME</u>	<u>Year</u>	<u>AMOUNT</u>
Kreft	2024 (Fourth Quarter-Not Paid)	\$2172.54
Kreft	2025 (First Quarter -Not Paid)	\$2139.47
Kreft	2025 (Second Quarter-Not Paid)	\$2139.46

BE IT FURTHER RESOLVED that the Borough Clerk is directed to forward certified copies of the resolution to the Tax Collector, Tax Assessor, and the Finance Office.

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 March 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL ARCHITECTURAL SERVICES IN CONNECTION WITH
A MUNICIPAL NEEDS STUDY**

WHEREAS, the Borough of Keyport requires professional architectural services to conduct a municipal needs study to evaluate options for a municipal building and mixed-use development on a new site; and

WHEREAS, Settembrino Architects has set forth its proposed services in a written proposal dated February 27, 2025; and

WHEREAS, the scope of work for the project encompasses a review of options for a municipal building on a new site as well as a concept design for a mixed-use site; and

WHEREAS, the proposed amount of the contract with Settembrino Architects is \$49,500.00 plus reimbursable expenses; and

WHEREAS, the scope of work will be as follows:

- A. Meet with Administration and Department heads to review and prepare program.
- B. Provide schematic site/floor plans/elevations for review, comment, and revision.
- C. Provide a 3D model.
- D. Provide schematic construction cost estimate.
- E. Review plans, estimate, and project schedule with Borough Administration and/or Mayor/Borough Council.
- F. Prepare a Project Schedule.
- G. Present the Final Report, Estimate, and Project Schedule to the Administration and the Mayor and Borough Council.

WHEREAS, such professional architectural services can only be provided by licensed professionals and the firm of Settembrino Architects, 37 East Washington Avenue, Atlantic Highlands, New Jersey, 07716, is so recognized; and

WHEREAS, the governing body has determined that it is in the best interest of the Borough to retain Settembrino Architects for the proposed professional architectural services in connection with a municipal needs study to evaluate the options for a municipal building and mixed-use development on a new site as set forth in its proposal; and

WHEREAS, this contract is to be awarded for an amount not to exceed \$49,500.00 for professional architectural services as stated in Settembrino Architects' proposal dated February 18, 2025; and

WHEREAS, Settembrino Architects has completed and submitted a Business Entity Disclosure Certification which certifies that it has not made any reportable contributions to a political or candidate committee in the Borough of Keyport in the previous one year and that the

contract will prohibit Settembrino Architects from making any reportable contributions through the term of the contract; and

WHEREAS, Settembrino Architects has completed and submitted a Political Contribution Disclosure form in accordance with P.L. 2005, c 271; and

WHEREAS, certification of availability of funds to charge account _____ has been provided by the Chief Financial Officer of the Borough of Keyport; 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. Settembrino Architects is hereby retained to provide professional architectural services in connection with a municipal needs study to evaluate the options for a municipal building and mixed-use development on a new site as described above, and in their proposal dated February 27, 2025, for an amount not to exceed \$49,500.00, plus reimbursable expenses.
2. The contract is awarded without competitive bidding as a "Professional Service" in accordance with the Local Public Contracts Law, N.J.S.A. 40A:11-5(1)(a). The Mayor and Borough Clerk are hereby authorized to sign said contract.
3. A copy of the Resolution as well as the contract shall be placed on file with the Borough Clerk of the Borough of Keyport.
4. 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 March 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-**ADOPTING VOLUNTEER POLICIES AND PROCEDURES**

WHEREAS, it is the policy of the Borough of Keyport to treat all volunteers in a manner consistent with all applicable laws and regulations; and

WHEREAS, the Borough of Keyport has, for many years, maintained various policies and procedures to ensure that volunteers are treated in a manner consistent with these laws and regulations; and

WHEREAS, the Mayor and Council of the Borough of Keyport has determined that there is a need to re-adopt and update the Borough's volunteer policies and procedures to ensure that volunteers are treated in a manner consistent with these laws and regulations; and

WHEREAS, the Borough has prepared a Volunteer Handbook, which contains all necessary policies, procedures, and guidelines required for the effective management of volunteers in the Borough of Keyport.

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

1. The Borough of Keyport Volunteer Handbook is hereby adopted.
2. These volunteer policies and procedures shall apply to all Borough volunteers, including but not limited to, appointees, independent contractors, and other individuals volunteering in official Borough activities. In the event there is a conflict between these rules and any agreement or law, the terms and conditions of that agreement or law shall prevail. In all other cases, these policies and procedures shall prevail.
3. This Handbook is intended to provide guidelines covering the participation of volunteers in Borough activities and is not a contract. The provisions of this Handbook may be amended and supplemented from time to time without notice and at the sole discretion of the Mayor and Council.
4. The Borough Administrator and all managerial/supervisory personnel involved with volunteer programs are responsible for the implementation of these volunteer policies and procedures. The Administrative Secretary and the Borough Attorney shall assist the Borough Administrator in overseeing the implementation of the policies outlined in this Handbook.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the New Jersey Municipal Excess Liability Joint Insurance Fund.

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 March 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-

APPOINTING THE BOROUGH POLICE CHAPLAIN

Pastor Michael Shahid

WHEREAS, Section 3-14 of the Borough Code provides for the volunteer position of Police Chaplain within the Police Department in accordance with N.J.S.A. 40A:14-141; and

WHEREAS, the Chief of Police recommends that the position of Police Chaplain be awarded to Pastor Michael Shahid.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport, that Pastor Michael Shahid is hereby appointed as the Keyport Police Department's Borough Chaplain as outlined in Section 3-14 of the Borough Code; and

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Keyport Borough's Chief of Police.

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 March 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-

**AUTHORIZING THE ISSUANCE OF A SOCIAL AFFAIR PERMIT
FOR KEYPORT YACHT CLUB**

April 11, 2025

WHEREAS, Keyport Yacht Club has filed an application for a Social Affair Permit for an event to be held April 11, 2025, from 7:00 PM to 11:00 PM at 115 First Street, Keyport, New Jersey; and

WHEREAS, the application is complete in all respects.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Keyport hereby authorize the issuance of the Social Affair Permit to Keyport Yacht Club for an event to be held April 11, 2025, from 7:00 PM to 11:00 PM at 115 First Street, Keyport, New Jersey.

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 March 4, 2025.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2025-

**AUTHORIZING THE ISSUANCE OF A SOCIAL AFFAIR PERMIT
FOR KEYPORT YACHT CLUB**

June 7, 2025

WHEREAS, Keyport Yacht Club has filed an application for a Social Affair Permit for an event to be held June 7, 2025, from 3:30 PM to 11:00 PM at 115 First Street, Keyport, New Jersey; and

WHEREAS, the application is complete in all respects.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Keyport hereby authorize the issuance of the Social Affair Permit to Keyport Yacht Club for an event to be held June 7, 2025, from 3:30 PM to 11:00 PM at 115 First Street, Keyport, New Jersey.

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 March 4, 2025.

Michele Clark, RMC
Borough Clerk

R25-120

RESOLUTION NO. 2025-

**AUTHORIZING THE ISSUANCE OF A SOCIAL AFFAIR PERMIT
FOR KEYPORT YACHT CLUB**

June 22, 2025

WHEREAS, Keyport Yacht Club has filed an application for a Social Affair Permit for an event to be held June 22, 2025, from 2:00 PM to 8:00 PM at 115 First Street, Keyport, New Jersey; and

WHEREAS, the application is complete in all respects.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Keyport hereby authorize the issuance of the Social Affair Permit to Keyport Yacht Club for an event to be held June 22, 2025, from 2:00 PM to 8:00 PM at 115 First Street, Keyport, New Jersey.

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 March 4, 2025.

Michele Clark, RMC
Borough Clerk

R25-121

RESOLUTION NO. 2025-**AUTHORIZING KEYPORT BAYFRONT BUSINESS COOPERATIVE (KBBC)
2025 EVENTS ON BOROUGH PROPERTY**

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

WHEREAS, the Borough established the Keyport Business Improvement District (the “**District**”) pursuant to *N.J.S.A. 40:56-65 et seq.* by Borough Ordinance No. 25-99, as amended by Borough Ordinance No. 6-02; and

WHEREAS, by Borough Ordinance No. 15-13, the Borough designated the non-profit corporation Keyport BID, Inc. (also known as the Keyport Bayfront Business Cooperative, Inc., and hereinafter referred to as the “**KBBC**”), incorporated pursuant to *N.J.S.A. 15A:1-1 et seq.*, as the District Management Corporation for the District; and

WHEREAS, the KBBC has requested authorization to hold the following events on various properties that are owned by the Borough:

KBBC Event Name	Date	Event Time	Location
Bunny Hop & Shop	Sat. 4/5/2025 (rain date 4/12/2025)	12 noon - 5pm	Mini Park; Mini Park - Top Tier
I Love Keyport/Taste of Keyport	Sat. 5/10/2025 (rain date 5/11/2025)	12 noon - 6pm	Mini Park - All Tiers; Gazebo/Waterfront lawn area/clock tower
Table @Food truck Festival	Sat. 5/31/2025 (rain date 6/1/2025)	11am - 8pm	Mini-Park - Top Tier
Classic Car Show	Thurs. 6/5/2025	6pm - 9pm	Mini-Park - Top Tier
Garden Walk	Sat. 6/7/2025 Sun. 6/8/2025	12 noon - 3pm	Gazebo/Waterfront lawn area
Woof-Stock	Thurs. 6/12/2025	5pm - 8pm	Mini Park - Top Tier
Summer Concert Series	Thurs. 7/3/2025	7pm - 10pm	Mini Park - Bottom Tier
Summer Concert Series	Thurs. 7/10/2025	7pm - 10pm	Mini Park - Bottom Tier
Summer Concert Series	Thurs. 7/17/2025	7pm - 10pm	Mini Park - Bottom Tier
Summer Concert Series	Thurs. 7/24/2025	7pm - 10pm	Mini Park - Bottom Tier
Light Up the Bay	Sat. 8/30/2025	6pm - 9pm	Gazebo/Waterfront lawn area/clock tower
Town wide Yard Sale	Sat. 9/13/2025 Sun. 9/14/2025	9am-5pm	Mini Park - Top Tier
Table @5k Run	Sat. 9/20/2025	7am-10am	Mini Park - Top Tier
Duck Duck Jeep	Thurs. 9/25/2025	6pm - 9pm	Gazebo/Waterfront lawn area
BeWitched	Sat. 10/25/2025 (rain date 10/26/2025)	12 noon - 6pm	Mini Park - All Tiers; Gazebo/Waterfront lawn area/clock tower
Winter Wonderland & tree lighting	Sat. 11/29/2025	12 noon - 8pm	Mini Park - All Tiers

WHEREAS, KBBC Program and Activity Request forms have been provided to the Borough Clerk and the Police Chief; and

March 4, 2025

WHEREAS, some events will require the closure of roadways within the Borough which will be coordinated with the Police Chief.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Keyport hereby authorizes the events listed herein taking place on Borough property in the year 2025.

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

Michele Clark, RMC
Borough Clerk

R25-122

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): personnel; contract negotiation;

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 March 4, 2025 and determined that an Executive Session closed to the public shall be held on March 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.

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

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 March 4, 2025.

Michele Clark, RMC
Borough Clerk