

**BOROUGH OF KEYPORT  
REGULAR MEETING AGENDA  
TUESDAY, APRIL 16, 2019 – 7:00 P.M.  
MUNICIPAL COMPLEX, COUNCIL CHAMBERS  
70 W. FRONT STREET, KEYPORT, NJ**

**CALL TO ORDER: PM**

**SUNSHINE LAW NOTICE**

**ROLL CALL:** Councilmembers Valerie T. Heilweil Borough Clerk  
Sheridan Cooper Goode  
Pacheco Fotopoulos McDermott  
Mayor Collette J. Kennedy  
Stephen J. Gallo, Borough Administrator  
William P. Opel, Esq., Borough Attorney

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

**PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

**PROCLAMATION**

Child Abuse Prevention and Awareness Month

**COMMITTEE REPORTS**

Councilman Sheridan: Finance/Grants/Redevelopment/LEPC

Councilman Cooper: Recreation/Senior Center/Green Team

Councilman Goode: Fire/First Aid/Emergency Services/Planning Board

Councilwoman Pacheco: Police/MAC/Harbor Commission

Councilman Fotopoulos: Board of Health/Registrar/Recycling/Environmental/MAC

Councilwoman McDermott: Public Works/Construction/Zoning/Property Maintenance/  
Library/Harbor Commission/KBBC

**ADMINISTRATOR'S REPORT**

**MAYOR'S UPDATES**

**CONSENT AGENDA**

*(All resolutions listed hereunder are considered to be routine in nature and will be enacted in one motion. Any person may request that an item be removed for separate consideration.)*

R159-19 Payment of Bills

R160-19 Authorizing Staff Hiring:

- Christopher Hogrefe, as Department of Public Works Laborer I, at an annual salary of \$27,321.00;
- Joseph Moscatiello, as Department of Public Works Laborer I, at an annual salary of \$27,321.00;
- Rachel Ahlholm, as Part-Time Clerk (Finance), at a compensation rate of \$15.00 per hour;

- Deborah Ksepka, as Motor Vehicle Operator, Senior Services, at a compensation rate of \$15.00 per hour.

- R161-19 Authorizing Award of Contract for Professional Surveying and Engineering Services to Prepare a GIS Map of the Borough's Water Utility Infrastructure – *CME Associates*
- R162-19 Authorizing Purchase, Under State Contract, of Spatial Data Logic Municipal Management Software, Installation, Data Migration and Training
- R163-19 Authorizing Purchase of Water from NJ American Water at the Rate Proposed for Summer 2019
- R164-19 Authorizing Agreement for Hot Dog Vendor in Keyport Waterfront Park – *Funnee Girl Hotdogs*

### **PUBLIC COMMENT PORTION**

The Meeting is opened to the public for comments or questions on **resolutions listed on the Consent Agenda**

Opened: Closed:

### **APPROVAL OF RESOLUTIONS**

Motion on the Consent Agenda

MM: 2<sup>nd</sup>: Roll Call: Sheridan, Cooper, Goode, Pacheco, Fotopoulos, McDermott

### **2019 KEYPORT BID (KBBC) BUDGET - PUBLIC HEARING AND ADOPTION**

1. Motion to Open Public Hearing:

Opened: Closed:

2. **Resolution #165-19** – Adoption of 2019 Business Improvement District Budget  
Motion to adopt Budget

MM: 2<sup>nd</sup>: Roll Call: Sheridan, Cooper, Goode, Pacheco, Fotopoulos, McDermott

### **PUBLIC HEARINGS/ADOPTION OF ORDINANCES**

1. **Ordinance #8-19 – COLA rate Ordinance**

The Clerk reads the Ordinance by Title: **ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A.. 4-45.14)**

- 1a. Motion to Open Public Hearing:

Opened: Closed:

- 1b. Motion to adopt Ordinance

MM: 2<sup>nd</sup>: Roll Call: Sheridan, Cooper, Goode, Pacheco, Fotopoulos, McDermott

- 1c. Motion authorizing the Clerk to publish the Ordinance as adopted

MM: 2<sup>nd</sup>: Ayes: Nays:

### **COMMUNICATIONS BY CONSENT (For Approval OR to Receive and File)**

1. Monthly Activity Report from Millennium Strategies dated April 1, 2019
2. Letter from Middlesex County Arts High School, in celebration of its 39<sup>th</sup> Annual Student Festival, along with festivals for Monmouth County Arts High School and Middlesex & Monmouth County Arts Middle Schools requesting support in the form of an ad in its annual Yearbook
3. Email from resident Michael Lane (dated April 2, 2019) regarding Flood Damage Prevention Ordinance – Roadway Elevation Criteria & Nuisance Flooding
4. Email from resident Michael Lane (dated April 8, 2019) regarding Flood Damage Prevention Ordinance – Floodplain Managers Duties
5. Email from resident Michael Lane (dated April 10, 2019) regarding Flood Damage Prevention Ordinance – Riverine SFHA
6. Email, letter and map from Visiting Nurse Association of Central Jersey Community Health Center regarding its May 21, 2019 Community Day event to be held in the parking lot of 35 Broad Street
7. Keyport Clean Communities Report – March 15 - April 12, 2019
8. Letter from Jersey Shore Ghost Tours outlining its 13<sup>th</sup> tour season and providing its 2019 Ghost Tour Schedule
9. Email from John Schneider regarding the 7<sup>th</sup> 30-minute program of Keyport Television including an update on improvements to Benjamin Terry Park and a proposal for a weekly television program in Keyport
10. Letter from Uptown Bar & Grill requesting the use of two Borough parking spaces in the Waterfront Park parking lot for the purpose of a food truck vendor for the following dates: Saturday, May 25<sup>th</sup>, Sunday, May 26<sup>th</sup>, Sunday June 23<sup>rd</sup>, Sunday, July 21, 2019 and Sunday, August 11, 2019 between the hours of 4-9PM
11. Application for a Social Affair Permit from Our lady of Fatima Parish for a parish fundraiser to be held at St. Joseph Church gym on May 4, 2019 from 7-11PM
12. Application for a Social Affair Permit from Garden State Wine Growers Association for a dinner/wine tasting event to be held at Drew's Bayshore Bistro on April 25, 2019 from 6:30-10PM
13. Request for Sewer Relief due to Leaking Water Heater Valve from owner of 175 Second Street and recommendation of Keyport Utility Collector including Resolution Authorizing Relief
14. Application for membership for Liberty Hose Co. #3 from Christian M. Lazo (subject to State approval) and notice that at its March 4, 2019 meeting the membership accepted the resignation of Richard LeCompte as an active member
15. Request for Use of Borough Property – Senior Center – from the Keyport Art Society (ASK) for the purpose of painting classes for its members to be held from April – December 2019 from 7-9PM. Further requesting a waiver of fees due to being a non-profit organization (Certificate of Insurance is included) (*Tabled at April 2<sup>nd</sup> meeting*)

### **PUBLIC COMMENT PORTION**

The Meeting is opened to the public for comments or questions on **Communications, above**

Opened:

Closed:

## **APPROVAL and/or RECEIPT AND FILE OF COMMUNICATIONS**

Motion on Communications by Consent

MM:            2<sup>nd</sup>:                      Roll Call: Sheridan, Cooper, Goode, Pacheco, Fotopoulos, McDermott

## **REPORTS OF DEPARTMENTS**

1. Municipal Clerk's Report for March 2019
2. Tax/Water/Sewer Collector's Report for March 2019
3. Board of Health Treasurer's Report for March 2019
4. Building Department Monthly Report for March 2019
5. Municipal Court Monthly Report for March 2019

MM:                                      2<sup>nd</sup>:                                      Ayes:                                      Nays:

## **NEW BUSINESS**

## **UNFINISHED BUSINESS**

## **ATTORNEY'S REPORT**

## **PUBLIC COMMENT PORTION**

The Meeting is opened to the public for comments or questions

Opened:                                      Closed:

## **ADJOURNMENT**

Motion to Adjourn moved by:            2<sup>nd</sup>:  
Time of Adjournment:                      PM