

BOROUGH OF KEYPORT
MEETING AGENDA
TUESDAY, APRIL 16, 2024 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 Peperoni ___ 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

National Donate Life Month

COMMITTEE REPORTS

(Councilmember is lead or co-lead liaison of Committees in bold)

Councilmember Brady: Environmental, Recreation/Senior Center, Fire/First Aid/OEM, Municipal Alliance, Green Team

Councilmember Gross: KBBC, Public Works/Water-Sewer, Recreation/Senior Center, Redevelopment

Councilmember McNamara: Finance/Grants, Cannabis, Green Team, Police, NPP

Councilmember Peperoni: Planning Board, Recycling, Health/Registrar/Construction/Fire Bureau/Code Enforcement/Zoning, Redevelopment, Harbor Commission,

Councilmember Reilly: Fire/First Aid/OEM, Police, Municipal Alliance, Finance/Grants, Cannabis

Council President Vecchio: Harbor Commission, NPP, Public Works/Water-Sewer

Mayor Araneo: Library, Planning Board, KBBC, Green Team, Cultural/Civic, Mayors Wellness Campaign

PUBLIC COMMENTS

The Meeting is opened to the public for comments on **agenda items only**.

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

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.)

- R2024-138 Payment of Bills Listed on the April 5, 2024 Bills List
- R2024-139 Payment of Bills Listed on the April 16, 2024 Bills List
- R2024-140 Authorizing Municipal Auction of Surplus Property
- R2024-141 Authorizing the Execution of an Agreement with Suburban Disposal, Inc. for Services Related to the Provision of Solid Waste and Recyclable Materials Collection and Disposal for the Borough
- R2024-142 Awarding Lease for Wireless Communication Facility at Cass Street and Highway 35
- R2024-143 Authorizing Award of Contract for Grass Cutting and Lawn Maintenance Services
- R2024-144 Authorizing Execution of an Agreement with Stress Free Body for Yoga at the Waterfront
- R2024-145 Authorizing the Award of a Non-Fair and Open Contract for Engineering Services for Sanitary Sewer Improvements on Broadway between Maple Place and Nappi Place
- R2024-146 Authorizing Advertisement and Receipt of Bids for Sanitary Sewer Replacement along Broadway between Maple Place and Nappi Place
- R2024-147 Authorizing the Award of a Non-Fair and Open Contract for Professional Surveying Services for Preparation of a Major Subdivision Located within Waterfront Park
- R2024-148 Authorizing the Award of a Non-Fair and Open Contract for Professional Engineering Services Related to Stormwater Infrastructure Map Upgrades-Phase I
- R2024-149 Authorizing the Award of a Non-Fair and Open Contract for Professional Engineering Surveying and Engineering Services for Fireman's Park Bulkhead, Promenade, and Parking Lot Improvements
- R2024-150 Resolution of Support for New Jersey Transit Designating Bus Stops within the Borough of Keyport
- R2024-151 Authorizing Designated Improvements as Part of the Neighborhood Preservation Program (NPP) Revised Year 4 Implementation Plan
- R2024-152 Appointment of Tax Collector, Utility Collector and Treasurer for the Borough of Keyport
- R2024-153 Authorizing a Change in Job Title – Laborer 3 Robert Poling
- R2024-154 Authorizing Use of Borough Property for Keyport Garden Club for the Garden Walk and Garden Talk Lectures on June 1-2, 2024
- R2024-155 Authorizing an Agreement between the Borough of Keyport and the Kiwanis Club of Keyport for Use of Fireman's Park Parking Lot for a Flea Market
- R2024-156 Authorizing Sewer Relief Due to Leaking Water Heater – 1 Fulton Street
- R2024-157 Authorizing Execution of Deed of Drainage Easement - Block 22, Lots 26, 30, 31
- R2024-158 Authorizing Execution of Deed of Dedication for Right of Way – Block 22, Lot 27

APPROVAL OF RESOLUTIONS

Motion to approve resolutions on the Consent Agenda

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

PUBLIC HEARING/ADOPTION OF ORDINANCE

1. Ordinance #2024-01 – Amending the Salary Ordinance

The Clerk reads the Ordinance by Title: **ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, ESTABLISHING SALARIES AND WAGES FOR DESIGNATED OFFICIALS AND EMPLOYEES OF THE BOROUGH OF KEYPORT**

- 1a. Motion to Open Public Hearing MM: 2nd:
- 1b. Motion to Close Public Hearing MM: 2nd:
- 1c. Motion adopt Ordinance
MM: 2nd: **Roll Call:** Brady, Gross, McNamara, Peperoni, Reilly, Vecchio
- 1d. Motion authorizing the Clerk to publish the Ordinance as adopted MM: 2nd:

INTRODUCTION OF ORDINANCES

1. Ordinance – Limiting the use of certain streets to certain vehicles

The Clerk reads the Ordinance by Title: **ORDINANCE ADOPTING AMENDMENTS TO CHAPTER 7 (TRAFFIC), SCHEDULE VIII (TRUCKS OVER FOUR TONS AND VEHICLES OVER THE REGISTERED GROSS WEIGHT EXCLUDED)**

- 1a. Motion to introduce:
MM: 2nd: **Roll Call:** Brady, Gross, McNamara, Peperoni, Reilly, Vecchio
- 1b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing MM: 2nd:

2. Ordinance – Designating multi-way stop intersections with stop signs installed

The Clerk reads the Ordinance by Title: **ORDINANCE ADOPTING AMENDMENTS TO CHAPTER 7A (TRAFFIC SCHEDULES) OF CHAPTER 7 (TRAFFIC)**

- 2a. Motion to introduce:
MM: 2nd: **Roll Call:** Brady, Gross, McNamara, Peperoni, Reilly, Vecchio
- 2b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing MM: 2nd:

3. Ordinance – Establishing requirements for tree removal and replacement

The Clerk reads the Ordinance by Title: **ORDINANCE AMENDING CHAPTER 24 (STORMWATER MANAGEMENT AND CONTROL) OF THE CODE OF THE BOROUGH OF KEYPORT AND ESTABLISHING TREE REMOVAL AND REPLACEMENT REQUIREMENTS**

3a. Motion to introduce:

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

3b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing MM: 2nd:

4. Ordinance – 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. 40A:4-45.14)**

4a. Motion to introduce:

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

4b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing MM: 2nd:

INTRODUCTION OF 2024 MUNICIPAL BUDGET

1. RESOLUTION #R2024-159 Introducing the 2024 Municipal Budget

The Clerk reads the Budget by Title: **MUNICIPAL BUDGET OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY FOR THE YEAR 2024**

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

Motion authorizing the Clerk to publish the Budget Summary as introduced for a Public Hearing to be held May 21, 2024.

MM: 2nd: Ayes: Nays:

REPORTS

1. Municipal Clerk's Report for March 2024
2. Tax/Water/Sewer Collector's Report for March 2024
3. Board of Health Treasurer's Report for March 2024
4. Building Department Report for March 2024
5. Municipal Court Report for March 2024

MM: 2nd: Ayes: Nays:

PUBLIC COMMENTS

The Meeting is opened to the public for comments.

Please limit comments to no more than five minutes per person.

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

EXECUTIVE SESSION

R2024-160– 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 for the following item(s): Shared Services pursuant to N.J.S.A. 10:4-12(7) and Personnel pursuant to N.J.S.A. 10:4-12(8),

MM: 2nd: Ayes: Nays:

ADJOURNMENT

Motion to Adjourn MM: 2nd:

R24-138
04/05/2024

RESOLUTION 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. 2024	\$ 183,579.18
	WATER/SEWER ACCT. 2024	\$ 25,297.42
	PAYROLL FUND BUDGET	\$ 750.00
	FEDERAL & STATE GRANTS	\$ 5,238.61
	TRUST OTHER FUND	\$ 14,925.50

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

R24-139
04/16/2024

RESOLUTION 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. 2023	\$ 2,918.21
	CURRENT ACCT. 2024	\$ 1,135,757.69
	WATER/SEWER ACCT. 2024	\$ 46,038.90
	FEDERAL & STATE GRANTS	\$ 647.27
	TRUST OTHER FUND	\$ 322.98
	REC BAYFRONT IMPROVEMENT	\$ 1,234.00
	UNEMPLOYMENT TRUST FUND	\$ 3,188.52
	DEVELOPER ESCROW	\$ 1,957.50

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 #2024_

AUTHORIZING MUNICIPAL AUCTION OF SURPLUS PROPERTY

WHEREAS, the Borough of Keyport (the "Borough") is the owner of certain surplus property that is no longer needed for public use as specifically identified and described on the attached Schedule "A" ("Surplus Property"); and

WHEREAS, the New Jersey Local Public Contracts Law, at N.J.S.A.40A:11-36, provides for the disposition of personal property owned by a municipality; and

WHEREAS, N.J.A.C.5:34-5.8 authorizes a governing body to contract with an electronic procurement platform to conduct an online public auction; and

WHEREAS, the Department of Community Affairs, Division of Local Government Services, has approved GovDeals, Inc. as an Internet based vendor authorized to conduct online auctions of municipal surplus property and GovDeals, Inc. is also an approved contractor under New Jersey State Contract No. 012821-GDI; and

WHEREAS, the Borough Administrator, through the Superintendent of the Department of Public Works, recommends the Borough utilize the services of GovDeals Inc. via www.govdeals.com for the purpose of auctioning the Surplus Property under State Contract No. 012821-GDI; and

WHEREAS, the Borough reserves the right to reject all bids if determined to be in the public interest.

WHEREAS, in consideration for auctioning the Surplus Property on the Borough's behalf, GovDeals, Inc. will be paid 7.5% of the winning bid (but not less than \$5.00) for each asset sold, paid directly by the Borough to GovDeals, Inc. from the proceeds of the sale; and

WHEREAS, all other terms and conditions of the auction of the Surplus Property and agreement with GovDeals, Inc. are available on the GovDeals, Inc. website www.govdeals.com.

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, through the Superintendent of the Department of Public Works, with the approval of the Borough Administrator, is hereby authorized to sell the surplus property identified and described on the attached Schedule "A" ("Surplus Property").

2. The Surplus Property shall be sold by public auction through the online auction site of www.govdeals.com as more fully described herein.

3. In consideration for auctioning the Surplus Property on the Borough's behalf, GovDeals, Inc. will be paid 7.5% of the winning bid (but not less than \$5.00) for each asset sold, paid directly by the Borough to GovDeals, Inc. from the proceeds of the sales.

4. The Borough shall publish in its official newspaper a Notice of this approved online auction together with a description of the Surplus Property to be sold. The auction shall not be held less than seven (7) days or more than 14 days after the latest publication of the Notice.

5. A certified copy of this Resolution shall be sent to the Division of Local Government Services, Department of Community Affairs, the Chief Financial Officer and the Qualified Purchasing Agent.

OFFERED:
SECONDED:
AYES:
NAYS:
ABSTAIN:
ABSENT:

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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

SCHEDULE A



Auction Items 2024

Items: 1 Lot of power equipment

Contact: Bill Kane Public Works Superintendent 732-320-0446 bkane@keyportonline.com

Location: Keyport Public Works 120 Francis St. Keyport NJ 07735

Inspection: All inspections are by appointment only

Winning Bid: Winning bid must remove Items within two weeks or seller has the right to reauction.

1. Ariens ST524 Auger snow blower – Age unknown condition running. Last ran November 2023
2. Toro 3000 EGTS paddle snow blower – Age unknown condition running. Last ran Nov 2023
3. Titan SPEEFLO power line painter – Age unknown, condition unknown
4. 2in diaphragm pump – age unknown, condition running last ran Feb 2023 loses suction

RESOLUTION #2024-**AUTHORIZING THE EXECUTION OF AN AGREEMENT
WITH SUBURBAN DISPOSAL, INC. FOR SERVICES
RELATED TO THE PROVISION OF SOLID WASTE AND
RECYCLABLE MATERIALS COLLECTION AND
DISPOSAL FOR THE BOROUGH**

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

WHEREAS, pursuant to the provisions of the Local Public Contract Law, N.J.S.A. 40A:11-1 et seq., specifications and bid proposals were prepared and duly advertised by the Borough for Solid Waste and Recyclable Materials Collection and Disposal Services; and

WHEREAS, bids were received by the Borough Clerk on April 3, 2024, for the Solid Waste and Recyclable Materials Collection and Disposal Services; and

WHEREAS, Suburban Disposal Inc. ("**Suburban**") 54 Montesano Road, Fairfield, New Jersey, was the lone bidder with an aggregate bid price for a one (1) year term and two (2) additional two-year renewal option extensions in the amount of \$1,725,186.00 to provide such services to the Borough; and

WHEREAS, upon review, the Engineer has made a recommendation dated April 8, 2024, subject to approval from the Borough Attorney and verification that funds are available for the services, to award the contract to Suburban Disposal, Inc.; and

WHEREAS, the Mayor and Borough Council desire to enter into an agreement with Suburban, effective June 1, 2024 and terminating May 31, 2025, with an option for two (2) additional two-year extensions, for the provision of solid waste and recyclable material collection and disposal for the Borough, at a cost of \$321,396.00 for the initial term (the "**Agreement**").

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Mayor is authorized to execute the Agreement with Suburban, a copy of which will be on file with the Borough Clerk along with Suburban's proposal, and any other documents necessary to carry out the purpose of this Resolution.
3. A copy of this Resolution shall be forwarded to the Borough Attorney, and a copy shall be maintained in the office of the Borough Clerk.
4. This Resolution shall take effect immediately.

OFFERED:
SECONDED:
AYES:
NAYS:
ABSTAIN:
ABSENT:

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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

R24-142

RESOLUTION #2024-

**AWARDING LEASE FOR WIRELESS COMMUNICATION FACILITY
AT CASS STREET AND HIGHWAY 35**

WHEREAS, the Borough of Keyport has solicited bids for the right to lease Water Tower and ground space for the installation of communications equipment at Cass Street and Highway 35, Keyport, NJ, otherwise known as Block 33, Lots 18 and 19; and

WHEREAS, the bid solicitation has been duly advertised by the Borough in accordance with the provisions of the "Local Lands and Buildings Law," N.J.S.A. 40A:12-1 et seq.; and

WHEREAS, on April 9, 2024, one (1) bid was received by the Borough from T-Mobile Northeast LLC; and

WHEREAS, the bid documentation submitted by T-Mobile Northeast LLC has been reviewed by the Borough Administrator and Borough Attorney and found to be acceptable as to form and content; and

WHEREAS, the Mayor and Council desire to award the bid for lease of real property at Cass Street and Highway 35, Keyport NJ to T-Mobile Northeast LLC, for an annual rent during the initial term for each year at \$70,286.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, awards the bid as submitted by T-Mobile Northeast LLC as follows:

1. Pending mutually satisfactory resolution of submitted exceptions and mutually acceptable final lease language, the Borough awards the bid as submitted with exceptions.
2. The Mayor or other authorized signatory is authorized to execute leases according to the terms and conditions included in the bid specifications and submitted by bidders including mutually satisfactory lease language.
3. A certified copy of this Resolution shall be forwarded by the Borough Clerk to the Borough Administrator, the Chief Financial Officer, FSD Enterprises, and T-Mobile Northeast LLC.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-**AUTHORIZING AWARD OF CONTRACT FOR GRASS CUTTING
AND LAWN MAINTENANCE SERVICES**

WHEREAS, the Borough of Keyport (the "Borough") has a need for certain grass cutting and lawn maintenance services for the calendar year 2024; and

WHEREAS, the Borough, through a competitive contracting process in accordance with N.J.S.A. 40A:11-4.1 et seq. of the Local Public Contract Law, solicited proposals for certain grass cutting and lawn maintenance services; and

WHEREAS, sealed proposals were received by the Borough Clerk on March 27, 2024, and later evaluated by the Borough Administrator and Borough Attorney; and

WHEREAS, of the three (3) proposals received, the lowest responsive proposal was received from Scenic View Landscaping, 213 Broad Street, Keyport, NJ, for an aggregate amount of \$49,700; and

WHEREAS, the Chief Financial Officer of the Borough Keyport has certified funds for this purpose to charge to account _____.

NOW THEREFORE BE IT RESOLVED, the Mayor and Council of the Borough of Keyport do hereby authorize the Borough Administrator to enter into a contract with Scenic View Landscaping for grass cutting and lawn maintenance services for the 2024 season.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

**AUTHORIZING EXECUTION OF AN AGREEMENT WITH
STRESS FREE BODY FOR YOGA AT THE WATERFRONT**

WHEREAS, the Mayor and Council of Keyport host certain programs during the summer at the waterfront; and

WHEREAS, the Mayor and Council feel it is beneficial to have programs including Yoga, Tai Chi, and Mindful Movement and Meditation at Waterfront Park; and

WHEREAS, Stress Free Body ("SFB") submitted a proposal to teach Yoga, Tai Chi, and Mindful Movement and Meditation at Waterfront Park (the "**Proposal**"); and

WHEREAS, SFB will teach the classes at Waterfront Park to the right of the gazebo beginning June 1, 2024 through August 29, 2024, with September through November open for extended/special/rain/make up dates; and

WHEREAS, the Proposal provides that SFB will teach the classes at Waterfront Park on Tuesdays at 6:30 p.m.; Wednesdays at 8:00 a.m.; and Thursdays and Saturdays at 8:00 a.m., for 60 minutes each class; and

WHEREAS, the Borough seeks to execute an agreement (the "**Agreement**") with SFB consistent with the Proposal for a reduced fee of \$900.00 for the season for use of the land at the proposed hours and times, and SFB agrees to include this as part of the Mayors Wellness Campaign at no cost to the Borough.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Keyport hereby authorize the Borough to enter into an agreement with SFB to teach Yoga, Tai Chi, and Mindful Movement and Meditation classes at Waterfront Park at a rate of \$900.00 for the season and to include this as part of the Mayors Wellness Campaign at no cost to the Borough.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
ENGINEERING SERVICES FOR SANITARY SEWER IMPROVEMENTS
ALONG BROADWAY BETWEEN MAPLE PLACE AND NAPPI PLACE**

WHEREAS, the Borough of Keyport has a need to acquire a contractor for goods and services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the contract is for professional engineering services for sanitary sewer improvements along Broadway, between Nappi Place and Maple Place; and

WHEREAS, CME has submitted a proposal indicating they will provide such goods and services for an amount not to exceed \$27,500; and

WHEREAS, the Borough of Keyport Chief Financial Officer has certified funds are available to charge account W-08-21-009-000-920, Bond Ordinance #9-21.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough Keyport authorizes the Borough Administrator to enter into a contract with CME Engineering 1460 Rt.9 South, Howell, NJ 07731 as described herein.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 Meeting held on April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-

**AUTHORIZING ADVERTISEMENT AND RECEIPT OF BIDS FOR
SANITARY SEWER REPLACEMENT ALONG BROADWAY
BETWEEN MAPLE PLACE AND NAPPI PLACE**

WHEREAS, the Borough of Keyport desires to advertise for the receipt of bids for sanitary sewer improvements along Broadway, between Maple Place and Nappi Place.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Keyport that the Purchasing Agent is hereby authorized to advertise for the receipt of bids for sanitary sewer improvements along Broadway, between Maple Place and Nappi Place.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL SURVEYING SERVICES FOR PREPARATION OF A MAJOR
SUBDIVISION LOCATED WITHIN WATERFRONT PARK**

WHEREAS, the Borough of Keyport has a need to acquire a contractor for goods and services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the contract is for professional surveying services for preparation of a major subdivision located within Waterfront Park; and

WHEREAS, CME has submitted a proposal indicating they will provide such goods and services for an amount not to exceed \$26,600; and

WHEREAS, the Borough of Keyport Chief Financial Officer has certified funds are available to charge account T-20-56-850-000-801, Open Space Trust Fund.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough Keyport authorizes the Borough Administrator to enter into a contract with CME Engineering 1460 Rt. 9 South, Howell, NJ 07731 as described herein.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 Meeting held on April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL ENGINEERING SERVICES RELATED TO STORMWATER
INFRASTRUCTURE MAP UPGRADES-PHASE I**

WHEREAS, the Borough of Keyport has a need to acquire a contractor for goods and services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the contract is for professional engineering services related to Stormwater Infrastructure Map Upgrades-Phase I; and

WHEREAS, CME has submitted a proposal indicating they will provide such goods and services for an amount not to exceed \$25,000; and

WHEREAS, the Borough of Keyport Chief Financial Officer has certified funds are available to charge account G-01-41-783-000-301, Stormwater Assistance Grant.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Keyport authorizes the Borough Administrator to enter into a contract with CME Engineering 1460 Rt. 9 South, Howell, NJ 07731 as described herein.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 Meeting held on April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR
PROFESSIONAL SURVEYING AND ENGINEERING SERVICES FOR FIREMAN'S
PARK BULKHEAD, PROMENADE, AND PARKING LOT IMPROVEMENTS**

WHEREAS, the Borough of Keyport has a need to acquire a contractor for goods and services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4; and

WHEREAS, the Purchasing Agent has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

WHEREAS, the contract is for professional surveying, environmental, geotechnical, and engineering services for Fireman's Park Bulkhead, Promenade, and Parking Lot Improvements project; and

WHEREAS, CME has submitted a proposal indicating they will provide such goods and services for an amount not to exceed \$269,000; and

WHEREAS, the Borough of Keyport Chief Financial Officer has certified funds are available to charge account C-04-23-012-000-921, Bond Ordinance #2023-12.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough Keyport authorizes the Borough Administrator to enter into a contract with CME Engineering 1460 Rt.9 South, Howell, NJ 07731 as described herein.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 Meeting held on April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-**RESOLUTION OF SUPPORT FOR NEW JERSEY TRANSIT
DESIGNATING BUS STOPS WITHIN THE BOROUGH OF KEYPORT**

WHEREAS, New Jersey Transit has requested a resolution of support from the governing body in order to reflect the current locations of bus stop inventory on county roads; and

WHEREAS, New Jersey Transit is responsible for installing and maintaining its bus stop signs and poles; and

WHEREAS, New Jersey Transit shares the Borough's concern for motorist and pedestrian safety and proposes to install bus stop signs at designated bus stop locations; and

WHEREAS, the Borough Engineer and the Police Chief have reviewed the bus stop inventory provided by New Jersey Transit and provided their recommendations; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Keyport, that pursuant to N.J.S.A. 39-4-8(e) the following described locations are designated as bus stops within the Borough of Keyport:

COUNTY ROAD

1. **Along Broad Street (CR 4), southbound, on the westerly side thereof at:**
 - a. West Front Street - (Near side)
Beginning at the northerly curb line of West Front Street and extending 105 feet northerly therefrom (location 24747).
2. **Along Broadway (CR 6), northbound, on the easterly side thereof at:**
 - a. West 3rd Street - (Near side)
Beginning at the southerly curb line of West 3rd Street and extending 105 feet southerly therefrom (location 24751).
 - b. West 1st Street - (Far side)
Beginning at the northerly curb line of West 1st Street and extending 105 feet northerly therefrom (location 24756).
3. **Along Broadway (CR 6), southbound, on the westerly side thereof at:**
 - a. West 1st Street - (Near side)
Beginning at the prolongation of the northerly curb line of West 1st Street and extending 105 feet northerly therefrom (location 24745).

- b. West 4th Street - (Near side)
Beginning at the northerly curb line of West 4th Street and extending
105 feet northerly therefrom (location 24750).
- 4. **Along First Street (CR 6), eastbound, on the southerly side thereof at:**
 - a. Atlantic Street - (Near side)
Beginning at the westerly curb line of Atlantic Street and extending
105 feet westerly therefrom (location 24755).
 - b. Fulton Street - (Far side)
Beginning at the easterly curb line of Fulton Street and extending
100 feet easterly therefrom (location 24754).
- 5. **Along First Street (CR 6), westbound, on the northerly side thereof at:**
 - a. Cedar Street - (Near side)
Beginning at the easterly curb line of Cedar Street and extending
105 feet easterly therefrom (location 24753).
 - b. Atlantic Street - (Near side)
Beginning at the prolongation of the easterly curb line of Atlantic Street and extending
105 feet easterly therefrom (location 24752).
- 6. **Along West Front Street (CR 6), eastbound, on the southerly side thereof at:**
 - a. Beers Street - (Near side)
Beginning at the westerly curb line of Beers Street and extending
105 feet westerly therefrom (location 24749).
- 7. **Along West Front Street (CR 6), westbound, on the northerly side thereof at:**
 - a. Beers Street - (Near side)
Beginning at the easterly curb line of Beers Street and extending
105 feet easterly therefrom (location 24746).

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Keyport will enforce the needed traffic regulations governing the bus stop locations and provide the necessary police security to ensure the safety of the traveling public.

OFFERED:
SECONDED:
AYES:
NAYS:
ABSTAIN:
ABSENT:

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 Meeting held on April 16, 2024.

Michele Clark, RMC
Borough Clerk

**AUTHORIZING DESIGNATED IMPROVEMENTS AS PART OF
THE NEIGHBORHOOD PRESERVATION PROGRAM (NPP)
REVISED YEAR 4 IMPLEMENTATION PLAN**

WHEREAS, the Borough of Keyport participates in the Neighborhood Preservation Program (the “NPP”) established by the State of New Jersey, Department of Community Affairs (the “DCA”);

WHEREAS, the Borough NPP Coordinator, with the assistance of the Neighborhood Preservation Program Stakeholder Planning Team, developed a five (5) year Neighborhood Preservation Program plan (the “Plan”); and

WHEREAS, the Revised NPP Year 4 Implementation Plan provides for a total budget of \$150,000 including the NPP grant in the amount of \$125,000 and a local match of \$25,000, which provides funding for management of and improvements to public facilities within the NPP district; and

WHEREAS, the New Jersey Department of Community Affairs NPP Team has reviewed and approved the Revised Year 4 Implementation Plan which has been endorsed by the NPP Stakeholder Planning Team and reviewed by the Borough Administrator.

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

1. The Revised Year 4 Implementation Plan, reviewed and approved by the New Jersey Department of Community Affairs, is hereby approved.
2. The appropriate Borough officials are authorized to execute any documents necessary to complete the improvements as set forth in the Plan.
3. The funding for these improvements is made available and shall be paid from 2024 NPP Grant Number: G-01-41-721-002-301
4. The Borough Clerk is directed to forward copies of this resolution to the Borough Administrator, Chief Financial Officer, and the NPP Coordinator.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-**APPOINTMENT OF TAX COLLECTOR, UTILITY COLLECTOR
AND TREASURER FOR THE BOROUGH OF KEYPORT**

WHEREAS, the Borough of Keyport Tax Collector is appointed pursuant to N.J.S.A. 40A:9-141 which permits a municipality, by ordinance, to provide for the appointment of a municipal tax collector; and

WHEREAS, pursuant to N.J.S.A. 40A:9-142, every municipal tax collector shall hold office for a term of four (4) years from the first day of January next following their appointment; and

WHEREAS, Section 2-3.5 of the Borough Code establishes the position of Borough Tax Collector who shall be appointed by the Mayor and Council and who shall hold office for the term provided by law; and

WHEREAS, the Borough of Keyport desires to appoint Laura Amada to fill the full-time position of Tax Collector effective May 15, 2024, at an annual starting salary of \$98,000, pro-rated, for a term of four (4) years from January 1, 2025 and expiring on December 31, 2028; and

WHEREAS, Laura Amada is eligible for health benefits; and

WHEREAS, Section 2-3.4 of the Borough Code establishes the position of Borough Treasurer and sets forth the powers, duties, and requirements of that position; and

WHEREAS, the Borough of Keyport desires to appoint Laura Amada to fill the position of Treasurer for a term of one (1) year, to coincide with the calendar year; and

WHEREAS, the Borough of Keyport desires to appoint Laura Amada to fill the position of Utility Collector for a term of (1) year, to coincide with 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, that Laura Amada be appointed to the position of Tax Collector effective May 15, 2024, and shall hold office for a term of four (4) years from January 1, 2025 and expiring on December 31, 2028.

BE IT FURTHER RESOLVED that Laura Amada be appointed to the position of Treasurer for a term of one (1) year, to coincide with the calendar year.

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

BE IT FINALLY 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.

OFFERED:
SECONDED:
AYES:
NAYS:
ABSTAIN:
ABSENT:

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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-

AUTHORIZING CHANGE IN JOB TITLE

Laborer 3 Robert Poling

WHEREAS, the Borough of Keyport has levels of employment as compensated Laborers; and

WHEREAS, the Borough of Keyport has job descriptions for each of these positions through the New Jersey Civil Service Commission; and

WHEREAS, Robert Poling has been employed with the Borough of Keyport Public Works Division since July 25, 1988, and has requested that his job title be changed to Laborer 3 effective April 16, 2024.

NOW THEREFORE, BE IT RESOLVED that the Borough of Keyport Governing Body hereby authorizes Robert Poling's change in job title.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

**AUTHORIZING USE OF BOROUGH PROPERTY FOR KEYPORT
GARDEN CLUB FOR THE GARDEN WALK AND GARDEN
TALK LECTURES ON JUNE 1-2, 2024**

WHEREAS, Keyport Garden Club has requested the permission of the Mayor and Borough Council to use Borough facilities for the purpose of a Garden Walk and Garden Talk Lectures scheduled for Saturday, June 1, 2024 and Sunday, June 2, 2024 from 8:30AM-3:00PM; and

WHEREAS, the Local Lands and Buildings Law, *N.J.S.A. 40A:12-1 et seq.*, authorizes a municipality to grant a non-exclusive and non-possessory license of limited duration to a private party; and

WHEREAS, *N.J.S.A. 40:61-4* also authorizes municipalities to charge and collect reasonable fees from private parties to utilize public parks for outdoor exhibitions; and

WHEREAS, the Keyport Garden Club, a non-profit organization of volunteers, has requested a waiver of fees for this use in exchange for their plantings and garden work which beautifies various Borough properties; and

WHEREAS, the Keyport Garden Club has requested use of Borough facilities on Saturday, June 1, 2024 and Sunday, June 2, 2024 as follows:

Borough Hall Council Chambers: 8:30AM-11:00AM
Borough Hall Bathrooms: 8:30AM-3:00PM
Gazebo: 8:00AM-3:30PM
Mini-Park: 11:00AM-3:00PM

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, that Keyport Garden Club be permitted use of Borough Hall Council Chambers from 8:30AM-11:00AM, Borough Hall Bathrooms from 8:30AM-3:00AM, Waterfront Park Gazebo from 8:00AM-3:30PM and the Mini-Park from 11:00AM-3:00PM on Saturday, June 1, 2024 and Sunday, June 2, 2024 for the purpose of the Garden Walk and Garden Talk Lectures and be subject to any reasonable conditions as may be set forth by the Borough Administrator; and

BE IT FURTHER RESOLVED that any fees for this use be and are hereby waived with payment in kind.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-**AUTHORIZING AN AGREEMENT BETWEEN THE BOROUGH OF
KEYPORT AND THE KIWANIS CLUB OF KEYPORT FOR USE
OF FIREMAN'S PARK PARKING LOT FOR A FLEA MARKET**

WHEREAS, the Kiwanis Club of Keyport has submitted a proposal requesting authorization to hold a Keyport Kiwanis Flea Market in Fireman's Park parking lot in the Borough of Keyport; and

WHEREAS, the flea market shall take place no more than two Sundays in any one month from May through December; and

WHEREAS, the Kiwanis Club will utilize the space between the hours of 7:00 am on 4:00 pm, but that all vendors shall be required to be packed up, with all their spaces cleaned up, no later than 4:00 pm on the day of the event; and

WHEREAS, the Kiwanis Club shall abide by the fee schedule adopted by the Borough of Keyport (Resolution #2023-57), and shall be subject to the fee for non-profit organization;

WHEREAS, notwithstanding the foregoing, the Borough agrees to allow the use at no cost should the Kiwanis Club incorporate a farmers market to be included as part of the Mayors Wellness Campaign; and

WHEREAS, the Kiwanis Club shall execute an agreement with the Borough of Keyport prior to commencing those activities authorized by this Resolution;

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Keyport hereby authorizes the Kiwanis Club of Keyport to hold a Flea Market at Fireman's Park parking lot pursuant to the terms of an agreement that shall include the following terms and conditions related to the use of the municipal property:

1. The flea market shall take place in the parking lot at Fireman's Park no more than two Sundays in any one month from May to December, however, the Borough of Keyport reserves the right to request a change of those dates based upon the needs of the Borough;
2. The Kiwanis Club shall ensure that at least one member of the Kiwanis Club will be present at the flea market during the entire time of the event (from set up to when the last vendor has left the premises) to ensure the orderly organization of the event (from set up to clean up);
3. The Kiwanis Club will provide signs clearly stating that it is the Keyport Kiwanis Market;
4. The Kiwanis Club shall ensure that vendors are not authorized to set up in that location outside the hours permitted;
5. The Kiwanis Club is permitted to utilize the parking lot at Fireman's Park on the dates permitted by the Agreement between the hours of 7:00 am and 4:00 pm;
6. The Kiwanis Club shall be required to have the parking lot cleaned out no later than 4:00 pm on the dates of the flea market;
7. The Borough of Keyport reserves the right to terminate this Agreement at any time for any reason;
8. The Kiwanis Club will be responsible to place barricades aside for pickup on the date of the event;
9. The Kiwanis Club is solely responsible for the removal of all garbage and debris;
10. The Kiwanis Club will be required to execute a hold harmless agreement with the Borough of Keyport and provide evidence of insurance identifying the Borough of Keyport as a covered party;
11. The Kiwanis Club will be required to make a payment for the use of municipal property pursuant to those fees established for non-profits by Resolution #2023-57.

BE IT FURTHER RESOLVED that the Mayor of the Borough of Keyport or the Business Administrator is hereby authorized to execute the agreement with the Kiwanis Club of Keyport on behalf of the Borough of Keyport.

OFFERED:
SECONDED:
AYES:
NAYS:
ABSTAIN:
ABSENT:

I, Michele Clark, 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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

R2024-__

**AUTHORIZING SEWER RELIEF DUE TO LEAKING WATER HEATER
1 FULTON STREET**

WHEREAS, Mr. & Mrs. Thomas Kalb, owners of 1 Fulton Street, received a high water/sewer bill due to a leaking water heater; and

WHEREAS, based on the letter from Mr. & Mrs. Thomas Kalb, the leaking water heater has been identified and repaired, which has been confirmed with the Borough of Keyport Building Department; and

WHEREAS, the leaked water did not go into the sewer system; and

WHEREAS, the Municipal Collector of Water and Sewer Utility Rents, submits a schedule of adjustments, payment plans, and/or refunds due for various reasons; and

WHEREAS, it is the desire of the Mayor and Council to approve these adjustments, payment plans, and/or refunds as recommended by the Municipal Collector of Water and Sewer Utility Rents;

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 to reduce the sewer portion for 1 Fulton Street water/sewer bill due to a water heater leak that did not go into the Keyport sewer system.

<u>ACCOUNT #</u>	<u>NAME</u>	<u>AMOUNT</u>	<u>REASON</u>
50009300-0	Kalb	\$531.99	Reduce Sewer due to leak

2. Certified copies of this Resolution to Municipal Collector of Water and Sewer Utility Rents, Administrator and any other interested parties.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-

AUTHORIZING EXECUTION OF DEED OF DRAINAGE EASEMENT FOR BLOCK 22, LOTS 26, 30 AND 31 ON THE TAX MAP OF THE BOROUGH OF KEYPORT FROM DEPUTY VENTURES, LLC TO THE BOROUGH OF KEYPORT

WHEREAS, Deputy Ventures, LLC (formerly Mystic at Keyport – Michael and Catherine Cummins – 44 Beers Street) applied to the Keyport Borough Unified Planning Board for bifurcated use variance approval so as to allow for the construction of nine (9) new single-family dwelling units on existing vacant lots located at property commonly known as 44 Beers Street, and officially designated as Block 22, Lots 26, 30 and 31 on the official Tax Map of the Borough of Keyport; and

WHEREAS, following a public hearing on the matter at a regularly scheduled meeting of the Unified Planning Board held on October 24, 2013, during which all persons having an interest in said application were heard, the application of Deputy Ventures, LLC was granted subject to certain conditions which were memorialized within a Resolution Granting Amended Subdivision Approval dated November 21, 2013; and

WHEREAS, one such condition required Deputy Ventures, LLC to grant a fifteen (15) feet wide perpetual easement (the “Easement”) across, over and under a portion of the property being known and designated as Block 22, Lots 26, 30 and 31, more specifically described in Schedule “A” and made a part of the Deed of Drainage Easement, consisting of the right to construct, install, use, impact, repair, replace, remove, maintain and preserve subsurface drainage facilities and other appurtenances which may become necessary for drainage purposes in the future.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Keyport that the Mayor is hereby authorized to execute a Deed of Drainage Easement with Deputy Ventures, LLC for a Block 22, Lots 26, 30 and 31, more specifically described in Schedule “A” and made a part of the Deed of Drainage Easement.

BE IT FURTHER RESOLVED that true copies of the Deed of Drainage Easement shall be recorded with the Monmouth County Clerk’s Office by Deputy Ventures, LLC and a recorded copy provided to the Borough Clerk for the file.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 a Regular Council Meeting held on April 16, 2024.

Michele Clark, RMC
Borough Clerk

RESOLUTION #2024-**AUTHORIZING EXECUTION OF DEED OF DEDICATION
OF RIGHT OF WAY FOR A PORTION OF LOT 27, BLOCK 22 FROM
DEPUTY VENTURES, LLC TO THE BOROUGH OF KEYPORT**

WHEREAS, Deputy Ventures, LLC applied to the Keyport Borough Unified Planning Board for Amended Subdivision approval so as to effectuate lot line adjustments from a previously approved Preliminary and Final Subdivision which was memorialized within a Resolution of Approval dated December 14, 2017; and

WHEREAS, following a public hearing on the matter at a regularly scheduled meeting of the Unified Planning Board held on April 27, 2022, during which all persons having an interest in said application were heard, the application of Deputy Ventures, LLC was granted subject to certain conditions which were memorialized within a Resolution Granting Amended Subdivision Approval dated May 31, 2022; and

WHEREAS, one such condition required Deputy Ventures, LLC to transfer ownership of a portion of lot 27, Block 22, more specifically described in Schedule "A" and made a part of the Deed of Dedication of Right of Way, to the Borough of Keyport by executing the Deed of Dedication for Right of Way, thereby granting free uninterrupted and unobstructed right-of-way, under, across and over the within described property.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Keyport that the Mayor is hereby authorized to execute a Deed of Dedication for Right of Way with Deputy Ventures, LLC for a portion of lot 27, Block 22, more specifically described in Schedule "A" and made a part of the Deed of Dedication for Right of Way.

BE IT FURTHER RESOLVED that true copies of the Deed of Dedication for Right of Way shall be recorded with the Monmouth County Clerk's Office by Deputy Ventures, LLC and a recorded copy provided to the Borough Clerk for the file.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

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 a Regular Council Meeting held on April 16, 2024.

Michele Clark, RMC
Borough Clerk

MUNICIPAL BUDGET NOTICE

Section 1.

Municipal Budget of the _____ BOROUGH _____ of _____ KEYPORT _____, County of _____ MONMOUTH _____ for the Fiscal Year 2024

Be it Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2024;

Be it Further Resolved, that said Budget be published in the _____ Asbury Park Press _____

in the issue of _____ May 6 _____, 2024

The Governing Body of the _____ BOROUGH _____ of _____ KEYPORT _____ does hereby approve the following as the Budget for the year 2024:

RECORDED VOTE
(Insert Last Name)

Ayes	Nays	Abstained	Absent

Notice is hereby given that the Budget and Tax Resolution was approved by the _____ COUNCIL MEMBERS _____ of the _____ BOROUGH _____ of _____ KEYPORT _____, County of _____ MONMOUTH _____, on _____ April 16 _____, 2024.

A Hearing on the Budget and Tax Resolution will be held at _____ BOROUGH OF KEYPORT _____, on _____ May 21 _____, 2024 at 7:00 pm o'clock _____ at which time and place objections to said Budget and Tax Resolution for the year 2024 may be presented by taxpayers or other interested persons.

R24-159

224-160

RESOLUTION #2024-

**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, the Borough of Keyport, County of Monmouth (the “Borough”), a public body corporate and politic of the State of New Jersey, is subject to certain requirements of the Open Public Meetings Act, *N.J.S.A. 10:4-6, et seq.* (the “Act”), and

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, Shared Services pursuant to *N.J.S.A. 10:4-12(7)* and Personnel pursuant to *N.J.S.A. 10:4-12(8)*.

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. The Mayor and Council assembled in public session on April 16, 2024 and determined that an Executive Session closed to the public shall be held on April 16, 2024 at approximately 7 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.
3. 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 April 16, 2024.

Michele Clark, RMC
Borough Clerk

FIXED
Formatting

ORDINANCE #23-__

Public Hearing
Adoption

ORD. #24-01

ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF
MONMOUTH, NEW JERSEY, ESTABLISHING SALARIES AND WAGES
FOR DESIGNATED OFFICIALS AND EMPLOYEES OF THE BOROUGH
OF KEYPORT

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

WHEREAS, the Council of the Borough (the "Council"), last amended the salaries of Borough employees by way of Ordinance #2022-23, entitled, "AN ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY ESTABLISHING SALARIES AND WAGES FOR DESIGNATED OFFICIALS AND EMPLOYEES" (the "Ordinance"); and

WHEREAS, the Ordinance establishes salary ranges for the positions listed therein, wherein the ranges provide the minimum salary for the position as well as the maximum, and the exact salary to be paid to each employee, as determined by a Resolution duly adopted by the Mayor and Council, must be within the ranges provided in the Ordinance; and

WHEREAS, the Council now desires to reflect the following revisions;

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

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

Section 2. Ordinance #2022-23, and any other prior salary ordinances shall be superseded by the following:

STATEMENT: The following Ordinance has been prepared with salary ranges therein for the positions listed, wherein the ranges provide the minimum salary for the position as well as the maximum, and the exact salary to be paid to each employee, as determined by a Resolution duly adopted by the Mayor and Council of the Borough, must be within the ranges provided in the Ordinance.

PLEASE NOTE THAT ALL OF THE FOLLOWING ARE NOT INCREASES IN EXISTING SALARIES, BUT ARE RANGES WITHIN WHICH SALARIES MUST FALL

I. The annual and/or hourly compensation range to be paid to the following officers and employees of the Borough of Keyport are hereby established effective January 1, 2024:

<u>Officials</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Mayor	\$ N/A	\$5,500
Borough Councilmembers	\$ N/A	\$4,000
<u>Statutory Employees</u>		
Borough Clerk	\$30,000	\$90,000
Chief Financial Officer	\$20,000	\$85,000
Tax Collector	\$8,000	\$95,000
Tax Assessor	\$7,500	\$45,000
<u>Administration and Finance</u>		
Borough Administrator	\$17,500	\$165,000
Management Assistant	\$30,000	\$60,000
Deputy Borough Clerk	\$20,000	\$70,000
Deputy Borough Clerk	\$17.00/hr.	\$30.00/hr.
Treasurer	\$8,000	\$60,000
Deputy Treasurer	\$5,000	\$45,000
Deputy Tax Collector	\$20,000	\$55,000
Qualified Purchasing Agent	\$3,000	\$11,000
Payroll/Pension Supervisor	\$40,000	\$75,000
Administrative Secretary	\$20,000	\$65,000

Administrative Clerk	\$20,000	\$65,000
Unified Planning Board Secretary	\$2,000	\$10,000
Account Clerk / Clerk	\$15.13 /hr.	\$20.00 /hr.
Department Head Secretary	\$20.00/hr.	\$30.00/hr.
Supervising Account Clerk	\$50,000	\$55,000
Principal Account Clerk	\$42,000	\$50,000
Senior Account Clerk	\$36,000	\$42,000
Account Clerk	\$30,000	\$36,000
Registrar of Vital Statistics/Administrative Clerk	\$42,000	\$58,500
Senior Clerk Typist	\$36,000	\$50,000
Clerk Typist	\$30,000	\$45,000
Deputy Registrar	\$1,000	\$2,500

Police Department

Chief of Police	\$140,000	\$180,000
Police Captain	\$125,000	\$160,000
Police Lieutenant	\$120,000	\$150,000
Police Sergeant	\$120,000	\$140,000
Patrol Officer	\$40,000	\$125,000
Special Police Officer III	\$20.00 /hr.	\$40.00 /hr.
Special Police Officer II	\$15.13 /hr.	\$25.00 /hr.
Special Police Officer I	\$15.13 /hr.	\$20.00 /hr.
Police Matron	\$15.13 /hr.	\$16.00 /hr.
Parking Enforcement Officer	\$15.13 /hr.	\$20.00 /hr.
Crossing Guard	\$15.13 /hr.	\$17.00 /hr.
Communications Operator	\$15.13 /hr.	\$18.00 /hr.
Police Records Clerk	\$15,000	\$50,000
Records Support Technician (levels 1-4)	\$30,000	\$55,000
Senior Public Safety Telecom. Operator	\$20,000	\$60,000

Recreation Department

Supervisor of Senior Center Activities	\$20,000	\$70,000
Recreation Director	\$3,000	\$70,000
Asst. Recreation Director	\$500	\$40,000
Recreation Supervisor	\$1,000	\$45,000
Recreation Supervisor	\$20.00 /hr.	\$30.00 /hr.
Recreation Leader	\$16.00 /hr.	\$25.00 /hr.
Recreation Aide	\$16.00 /hr.	\$20.00 /hr.
Recreation Counselor	\$500	\$2,000
Recreation Secretary	\$1,000	\$5,000
Municipal Alliance Coordinator	\$2,000	\$20,000
Recreation Program Aide	\$30,000	\$35,000

Municipal Court

Municipal Court Judge	\$10,000	\$40,000
Court Administrator	\$25,000	\$80,000
Deputy Court Administrator	\$20,000	\$60,000
Violations Clerk	\$15,000	\$50,000
Municipal Prosecutor	\$5,000	\$35,000
Municipal Public Defender	\$4,000	\$25,000

Fire Department

Fire Chief	\$600	\$3,000
Assistant Fire Chiefs	\$400	\$2,500
NFIRS Coordinator	\$500	\$1,500
Fire Department Secretary	\$500	\$1,500

Building, Construction & Zoning

Community Development Coordinator	\$10,000	\$55,000
Construction Code Official	\$20,000	\$45,000
Building Subcode Official	\$2,000	\$10,000
Electrical Subcode Official	\$2,000	\$10,000
Fire Protection Subcode Official	\$2,000	\$10,000
Plumbing Subcode Official	\$2,000	\$10,000

Building/Electrical/Fire Protection/Plumbing Inspectors	\$2,000	\$10,000
Fire Official/Fire Marshal	\$2,000	\$40,000
Fire Inspector	\$16.00 /hr.	\$25.00 /hr.
Zoning Officer	\$2,000	\$30,000
Zoning Officer	\$16.00 /hr.	\$35.00 /hr.
Code Enforcement Officer	\$2,000	\$30,000
Code Enforcement Officer	\$16.00 /hr.	\$25.00 /hr.
Property Maintenance Officer	\$2,000	\$35,000
Property Maintenance Officer/Inspector	\$16.00 /hr.	\$25.00 /hr.
Asst. Property Maintenance Officer	\$2,000	\$15,000
Fire Alarm Repairman	\$600	\$7,500
Smoke Detector Inspector	\$5,000	\$8,500
Technical Assistant to the Construction Official	\$45,000	\$55,000
Senior Permit Clerk	\$36,000	\$42,000
Permit Clerk	\$30,000	\$35,000

Public Works Department

Added—

Public Works Superintendent	\$75,000	\$98,000
DPW Supervisor	\$60,000	\$87,000
Recycling Coordinator	\$2,500	\$8,000
Assistant Recycling Coordinator	\$2,000	\$6,000
Clean Communities Coordinator	\$1,000	\$7,500
Park Maintenance Worker	\$15.13 /hr.	\$40.00 /hr.
Senior Park Maintenance Worker	\$15.13 /hr.	\$40.00 /hr.
Building Maintenance Worker	\$15.13 /hr.	\$20.00 /hr.
Clean Communities Employee	\$15.13 /hr.	\$16.00 /hr.
Laborer	\$15.13 /hr.	\$16.00 /hr.
Boat Ramp Employee	\$15.13 /hr.	\$16.00 /hr.
Motor Vehicle Operator	\$15.13 /hr.	\$25.00 /hr.
Equipment Operator	\$45,000	\$65,000
Senior Equipment Operator	\$65,000	\$85,000
Mechanic	\$55,000	\$90,000
Public Works Repairer	\$45,000	\$65,000
Senior Maintenance Repairer/Water Repairer	\$43,000	\$70,000
Laborer I	\$36,000	\$50,000
Laborer II	\$38,000	\$65,000
Laborer III	\$40,000	\$80,000

Water & Sewer

Water Meter Reader/Repairer	\$15.13 /hr.	\$40.00 /hr.
Asst. Water Plant Treatment Oper/Laborer	\$60,000	\$95,000

Section 3. The salary ranges and hourly wage rates established in this Ordinance shall continue in effect until subsequently amended.

Section 4. All ordinances or parts thereof inconsistent with the provisions of this ordinance are hereby repealed.

Section 5. Each section, subsection, sentence, clause and phrase of this ordinance is declared to be an independent section, subsection, sentence, clause and phrase and the finding or holding of any such portion of this ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this ordinance.

Section 6. The Borough Clerk is hereby directed, upon adoption of the ordinance after public hearing thereon, to publish notice of the passage thereof.

Section 7. This ordinance shall be in full force and effect from and after its adoption and publication as required by law.

Introduced:

Public Hearing:

Adopted:

Michele Clark, RMC
Borough Clerk
Borough of Keyport

Rose P. Araneo, Mayor
Borough of Keyport