

Minutes of the Regular Session Meeting of the Mayor and Council, Borough of Keyport, held on the above date in the Borough Hall Council Chambers, Keyport, NJ, pursuant to the adoption of the Annual Notice on file with the Borough Clerk forwarded to the Asbury Park Press, the Independent, Two River Times and Newark Star Ledger and posted on the Bulletin Board in accordance with the Open Public Meeting Act, P.L. 1975, Ch. 231.

Mayor Aumack called the meeting to order at 7:00PM and Borough Clerk Heilweil read the Sunshine Law Notice.

ROLL CALL

On Roll Call the following were present: Councilmembers Chamberlain, Sheridan, Howe, Lamberson, Cooper and Goode. Others present: Mayor Aumack, Borough Administrator Stephen Gallo and Borough Attorney Jong Sook Nee Esq.

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

SWEARING IN OF NEW POLICE OFFICER

Borough Clerk Heilweil swore in Officer Mark Adolph while his wife held the Bible

CERTIFICATE OF APPRECIATION

Mayor Aumack read the Certificate of Appreciation presented to Rudolph "Rudy" Ferrara, owner and operator of the oldest continuous family-owned business in the Borough of Keyport

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.)

Borough Clerk Heilweil read the resolutions on the Consent Agenda

R136-16 Payment of Bills

R137-16 Authorizing the Hiring of Employees for the 2016 Summer Recreation Program

R138-16 Authorizing the Hiring of a Violations Clerk – Cleo Cintron

R139-16 Authorizing the Final Payment Estimate and Closeout Change Order to the Contract for Luppataong Avenue Area- CDBG Improvements – Phase II Project – S. Bros, Inc.

R140-16 Authorizing Acceptance of a Loan Financing and Grant Package from the USDA-RA for the Upgrade of the Perry Street Water Treatment Plant and Authorizing the Mayor, Borough Administrator and Chief Financial Officer to Execute all Attendant Documents

R141-16 Authorizing Execution of Shared Services Agreement with County of Monmouth

R142-16 Appointing Members of the Green Team

R143-16 Changing the Shut-Off Date for Non-Payment Accounts for 2016

R144-16 Authorizing Reduction in Sewer Account Due to Leaking Pool Liner – Lee

R145-16 Authorizing Reduction of Sewer Account Due to Leaking Garden Hose

R146-16 Authorizing Payment Plans – various water accounts

R147-16 Amending Payment Plan – Grogan

R148-16 Referring the Redevelopment Plan for the Property Commonly Known as Block 22, Lots 12.01, 19 and 20 on the tax map of the Borough of Keyport to the Keyport Unified Planning Board for Review Pursuant to N.J.S.A.40A:12A-7(e)

PUBLIC COMMENT PORTION

The Meeting was opened to the public for comments or questions on items listed on the agenda at 7:08PM moved by Sheridan, carried by Goode with ayes by all present

Councilman Chamberlain – asked the salary of the Violations Clerk.

Administrator Gallo – responded about \$30,000.

Bob Ludwig, 50 Beers Street – asked about the progress on senior transport bus.

Administrator Gallo – stated applications will be accepted in May.

Bob Ludwig – asked about the progress of taxi cab enforcement.

Administrator Gallo – stated we are working on it. A meeting has been scheduled.

Mike Lane, 51 First Street – wished to address preparation for a severe storm. He attended the last Harbor Commission meeting. He asked for a definition of a severe storm and the party responsible for determining the action. Flood Hazard Mitigation issues need to be addressed. Regarding **R148-16** Referring the Redevelopment Plan for the Property Commonly Known as Block 22, Lots 12.01, 19 and 20 on the tax map of the Borough of Keyport to the Keyport Unified Planning Board for Review Pursuant to N.J.S.A.40A:12A-7(e), Council did not provide notice for this meeting one week apart. Notice was made on the 10th and the 14th, not a week apart, as the resolution requires.

Administrator Gallo – stated we will not be able to have an answer immediately but hopefully before hurricane season.

Councilman Goode – asked Mr. Lane if he knew of a definition of severe storm.

Mr. Lane – agreed he could not find a definition of a severe storm. He stated the key issues would be the surge elevation as well as the wind. He thinks we should look at the elevations in town and determine the surge elevation. The Borough received a resilience study from the Jacques Cousteau Center which should be looked at.

Borough Administrator – we should have a process in order that examines loose items on the waterfront.

Collette Kennedy – stated wind gusts on the other side of town are often greater than on the waterfront.

Elmer Graham, Jr., 22 St. Peters Place – asked for an explanation of **R139-16** Authorizing the Final Payment Estimate and Closeout Change Order to the Contract for Luppataong Avenue Area- CDBG Improvements – Phase II Project – S. Bros, Inc., which Administrator Gallo provided. Mr. Graham encouraged the Council to look at the entire borough and not just certain properties.

There being no further comments or questions, the Meeting was closed to the public at 7:34PM moved by Sheridan, carried by Goode with ayes by all present

APPROVAL OF RESOLUTIONS

Motion to approve items on the Consent Agenda moved by Goode, carried by Sheridan

Roll Call: Ayes: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode

Nays:

Absent:

Abstain:

INTRODUCTION OF ORDINANCES

1. Ordinance –Charter Boat Lease Agreement Extension

The Clerk read the Ordinance by Title: **ORDINANCE OF THE BOROUGH OF KEYPORT AUTHORIZING THE EXTENSION OF THE CHARTER FISHING BOAT LEASE AGREEMENT WITH C.J.F.C. LLC**

1a. Motion to introduce moved by Sheridan, carried by Chamberlain

Roll Call: Ayes: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode
Nays:
Absent:
Abstain:

- 1b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing moved by Sheridan, carried by Goode with ayes by all present

COMMUNICATIONS AND PETITIONS

1. Social Affair Permit for Keyport Fire Department for an event to be held on August 8-13 from 6:30-11:30PM (*Chief has signed off*)

Motion to approve moved by Sheridan, carried by Goode with ayes by all present

2. Social Affair Permit for Keyport-Matawan Elks for an event to be held on May 21, 2016 from 2-8PM (*Chief has signed off*)

Motion to approve and refer to Police Chief for traffic control moved by Chamberlain, carried by Sheridan with ayes by all present

3. Memo from Michael Lane regarding Preparation for Severe Storm – Post Sandy

Motion to receive, file and forward to OEM, Police Chief, Fire Chief and DPW moved by Sheridan, carried by Chamberlain with ayes by all present

4. Monthly Memorandum from Millennium regarding Grant Applications

Motion to receive and file moved by Sheridan, carried by Goode with ayes by all present

5. Letter from Monmouth County Division of Planning regarding the Monmouth County Freeholders' approval in the amount of \$144,091 for a Community Development Block Grant for Keyport Road Improvements

Motion to receive and file moved by Goode, carried by Sheridan with ayes by all present

6. Letter from Sustainable Jersey regarding the Borough's receipt of award of small grant funds in the amount of \$10,000 funded by the PSEG Foundation

Motion to receive and file moved by Sheridan, carried by Chamberlain with ayes by all present

7. Letter from NJDOT regarding resurfacing Maintenance Roadway Repair Rt 36 NB & SB from North of Stone Road/Ocean Avenue to Route 35

Motion to receive and file moved by Sheridan, carried by Chamberlain with ayes by all present

8. Application for Raffle License from Keyport Indians, Inc. for On-Premise 50/50 cash raffles to be held on various dates in 2016

Motion to approve moved by Sheridan, carried by Goode with ayes by all present

9. Application for Raffle License from Keyport-Matawan Elks Lodge #2030 for an Off-Premise Merchandise Raffle to be held July 1, 2016 at 8PM

Motion to approve moved by Sheridan, carried by Chamberlain with ayes by all present

10. Application for Raffle License from Keyport Matawan Elks Lodge #2030 for an Off-Premise 50/50 Cash Raffle to be held August 26, 2016 at 5PM

Motion to approve moved by Sheridan, carried by Chamberlain with ayes by all present

11. Letter from Keyport St. Patrick's Day Parade Committee recognizing Police Chief Casaletto for six years of service and commitment to the committee and parade

Motion to receive, file and thank the Chief moved by Sheridan, carried by Chamberlain with ayes by all present

12. Invitation to Keyport Fire Department's 2016 Annual Inspection to be held at Firemen's Parking Lot on Saturday, May 7, 2016 at 6PM. Requesting the use of the southern half of Firemen's Parking lot from 12:01AM-7PM or until end of inspection

Motion to approve moved by Goode, carried by Chamberlain with ayes by all present

13. Email from Garden Club requesting permission to place plant sale banners at the mini park a week prior to May 7th plant sale

Motion to approve moved by Chamberlain, carried by Sheridan with ayes by all present

REPORTS OF DEPARTMENTS

1. Municipal Clerk's Report for March 2016
2. Tax/Water/Sewer Collector's Report for March 2016
3. Keyport Municipal Court Report for March 2016
4. Building Department's Monthly Report for March 2016

Motion to receive and file moved by Sheridan, carried by Cooper with ayes by all present

COMMITTEE REPORTS

Councilman Chamberlain: Buildings/Grounds/Library:

- Attended Library meeting
- Not being notified when phones are down
- Asking for items at Firemen's Park:
 - two or three signs not to feed the birds at Waterfront Park
 - wants the Ordinance cited
 - would like to see two specials on Front Street on Sundays – one on each end

Councilman Sheridan: Finance/Grants/Redevelopment:

- Had a Finance/Redevelopment meeting
- Memorial Day Parade – May 29th
- Historical Society – moving forward with ADA compliance-bathrooms and ramps
- W. Front Street April 8th fire – response was great. Amazing to see everyone working together. He would like to see thank-you's written to neighboring towns.

Councilman Howe: Public Works/Recycling/Property Maintenance:

- Property Maintenance has been out and enforcing
- Public Works is busy getting the waterfront ready for summer
- Be careful at the mini-park as it still has structural damage

Councilwoman Lamberson: Police:

- Read Police Department calls for service
- Read Detective Bureau case report
- CERT is looking for members
- March 12th St. Patrick's Parade – no major incidents
- March 19th Annual Easter Egg Hunt – no incidents reported
- Kiwanis Flea Market is now open
- Monmouth County Special Needs Registry beginning tomorrow – available online
- April 30th Operation Take Back (10AM-2PM) to dispose of unused or outdated prescription drugs

- Thanked the Fire Chief, all departments and volunteers for an outstanding job at the fire

Councilman Cooper: Health/Recreation:

- Movie Night is being reinstated this summer
- October 28th bon fire – plans are in the works
- Skate Jam and 5K race for 2016

Councilman Goode: Fire/First Aid/Emergency Services

- Concurs with all the statements regarding the Fire Department and volunteers
- 50 pieces of apparatus showed up
- 1540 man-hours fighting the fire
- Thanked surrounding towns and departments for helping

Mayor Aumack – stated that for 18 minutes Keyport fought the fire before backup showed up.

NEW BUSINESS

1. Establishment of a Cabaret License and/or Entertainment Regulations
 - Buildings and Grounds will look into this
2. Vacant/Abandoned Properties Initiative Phase II
 - Administrator Gallo spoke about our vacant property registration. Eight of those homes that were vacant are now in productive use.

UNFINISHED BUSINESS

45 Beers Street is due to come down April 26th

ATTORNEY'S REPORT

Attorney Nee reported on the following:

- Keyport Leisure Bay–waiving permit fees: Authority is there but Council would need to adopt an ordinance for disaster related improvements. Only municipal fees could be waived.

Mayor Aumack – stated we need to consult with the Construction Official before taking any action.

The Attorney will start working on it.

ADMINISTRATOR'S REPORT

Administrator Gallo reported on the following:

- Damage to the mini-park due to fire on April 8th
- Preliminary claim has been filed
- Motivated the insurance adjusters for property owners for debris removal
- Attended meeting regarding union negotiations
- Attended meeting with Fairview Insurance to discuss safety and coverage issues
- Attended meeting regarding Taxi Ordinance
- Met with School Superintendent regarding Board of Ed issues
- Met with Kivvit regarding proposed Anbaric/Poseidon project
- Met with Nancy Smalling on Harbor Commission and Historical Society issues
- Met with JPV regarding landscaping program
- Met with adjuster of Monmouth County JIF regarding property damage claim
- Met with a developer regarding Ye Cottage Inn
- Interviews for Public Works Repairer
- Meeting regarding Green Acres issues
- Interviews for mechanics
- Met with IT consultant regarding new server
- Meeting regarding vacant properties
- 2016 Road Improvement Projects

- Elizabeth Street
 - Kearney Street
 - Stout, Cass, Jackson and Monroe Streets
- Water Meter Replacement Project
- Redevelopment
 - Mariner's Harbor redevelopment meeting
 - Aeromarine
 - Long View/Boatworks draft redevelopment plan
 - Ye Cottage Inn
 - 75 Manchester
- Keyport Main Parking Lot
- County Open Space Grants
- Ongoing projects:
 - Perry Street Water Treatment Plant financing
 - Replacement of Matawan Creek Bridge (MA-14)
 - Post Sandy Planning Grants
 - FEMA Flood Maps
- New Taxi Ordinance
- First Street traffic
- Property Maintenance
- Municipal Court
- Public Works Reorganization
- Vacant Properties

PUBLIC COMMENT PORTION

The Meeting is opened to the public for comments or questions at 8:33PM moved by Chamberlain, carried by Cooper with ayes by all present

Collette Kennedy, 421 Atlantic Street – commended Fire and First Aid departments for help during the fire, as well as the auxiliary. She thanked those who collected gift cards for the fire victims. She received more gift cards today from Mater Dei. She would like to have an OEM office. She would like larger signage at the boat ramp. She would like trollies available to residents, not just from the train station. She would like the Fire Department inspections phone blasted to all residents. She asked about 4x4 posts she has seen by the waterfront. The Environmental Commission will be handing out seedlings at May 14th Community Day. April 30th is the next Beach Sweep.

Ed Carew, 64 Broadway – excited about PSE&G grant for the Green Team. Green Team is to work with the Council for a water conservation policy. He would like Councilmembers Chamberlain and Cooper to participate.

Councilman Cooper - suggested including the Borough's progress in replacing water meters which has helped in conserving water.

Bob Ludwig – stated he thought Assistant Property Maintenance Officers were voted on in closed session but he was incorrect.

Elmer Graham, Jr. – commends all first responders for what they do every day. He asked how the Administrator arrived at the figure for amount of property loss from the fire. Administrator Gallo explained the number given was the assessed value of the buildings.

Mayor Aumack – stated the Borough lost rateables in the amount of \$613,000.

Mike Lane – mentioned boat trailers used to be able to park on the grass by Beach Park. He stated it is difficult to maneuver trailers in that small lot. He asked if a resident observes work being done without permits if the Borough has the right to inspect it.

Mayor Aumack – stated “yes.”

Mike Lane – will develop a task/time risk matrix.

Gail Paris, 50 Beers Street – thanked Council for their progress on the senior transportation issue. She would volunteer to help.

There being no further comments or questions, the Meeting is closed to the public at 9:21PM moved by Chamberlain, carried by Sheridan with ayes by all present

CLOSED SESSION

RESOLUTION #149-16

**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 certain matters relating to contract negotiations and attorney-client privilege as authorized by N.J.S.A. 10:4-12(b).

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 19, 2016 and determined that an Executive Session closed to the public shall be held on April 19, 2016 at approximately 8:00 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.
3. This resolution will take effect immediately.

OFFERED: Chamberlain

SECONDED: Sheridan

AYES: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode

NAYS:

ABSENT:

Council reconvened to Open Session at 9:35PM.

Borough Attorney Nee reported what was discussed in Closed Session:

- Attorney/Client Privilege
- Contract Negotiations

ADJOURNMENT

Motion to Adjourn moved at 9:36PM moved by Sheridan, carried by Chamberlain with ayes by all present