

**BOROUGH OF KEYPORT
REGULAR MEETING AGENDA
TUESDAY, APRIL 21, 2020 – 7:00 P.M.
MUNICIPAL COMPLEX, COUNCIL CHAMBERS
70 W. FRONT STREET, KEYPORT, NJ**

CALL TO ORDER: PM

SUNSHINE LAW NOTICE Michele Clark, Borough Clerk

ROLL CALL: Councilmembers Cooper Fotopoulos Goode
McDermott Pacheco Sheridan
Mayor Collette J. Kennedy
Thomas Henshaw, Acting Borough Administrator
Mark Moon, Esq., Borough Attorney

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

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

COMMITTEE REPORTS

Councilmember:

Cooper: Recreation/Senior Center/Library/Veteran's Initiative

Fotopoulos: Board of Health/Registrar/Recycling/Environmental/Harbor Commission/Redevelopment

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

McDermott: Public Works/Construction/Zoning/Property Maintenance/KBBC/MAC

Pacheco: Police/MAC/Harbor Commission/Green Team

Sheridan: Finance/Grants/LEPC/Veteran's Initiative

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.)

R139-20 Payment of Bills

R140-20 Authorizing Adoption of Rules of Operation for the Main Street Park Skate Park Facility

R141-20 Authorizing Retention of Mott MacDonald for Engineering Services to Perform Water Reduction Study

R142-20 Authorizing Increasing Salary of Joseph Crane as Part Time Plumbing Sub-Code Official/Inspector

R143-20 Authorizing Purchase of Tree Removal Services as Part of the Borough's Implementation of the Neighborhood Preservation Program Plan

R144-20 Authorizing Purchase of Tables and Benches as Part of the Borough's Implementation of the Neighborhood Preservation Program Plan

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: 2nd: Roll Call: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

INTRODUCTION OF ORDINANCE

1. Ordinance – Amending and Supplementing Certain Sections of the Flood Damage Prevention Ordinance

The Clerk reads the Ordinance by Title: **ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, AMENDING AND SUPPLEMENTING CHAPTER XV OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF KEYPORT**

1a. Motion to Introduce:

MM: 2nd: Roll Call: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

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

MM: 2nd: Ayes: Nays:

COMMUNICATIONS BY CONSENT

(For Approval)

1. Letter from Keyport Fire Department requesting use of Fireman's Park parking lot from Friday, October 2nd at 11PM through Saturday, October 3rd at 7:30PM to hold their Annual Department Inspection

(To Receive and File)

2. Neighborhood Preservation Program (NPP) Monthly Progress Report – as of April 16, 2020

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: 2nd: Roll Call: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan

APPROVAL OF MINUTES

April 7, 2020

MM:

2nd:

Ayes:

Nays:

REPORTS OF DEPARTMENTS

1. Municipal Clerk's Report March 2020
2. Tax/Water/Sewer Collector's Report for March 2020
3. Board of Health Treasurer's Report for March 2020
4. Building Department Monthly Report for March 2020
5. Municipal Court Monthly Report for March 2020
6. Clean Communities Report for March 11-April 16, 2020

MM:

2nd:

Ayes:

Nays:

NEW BUSINESS

UNFINISHED BUSINESS

ATTORNEY'S REPORT

PUBLIC COMMENT PORTION

The Meeting is opened to the public for comments or questions.

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

Opened:

Closed:

ADJOURNMENT

Motion to Adjourn moved by:

2nd:

Time of Adjournment:

PM

R/39-20
4/21/20

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.	\$ 1,174,350.90
	WATER/SEWER ACCT.	\$ 328,223.96
	GENERAL CAPITAL ACCT.	\$ 237,187.74
	BD. OF RECREATION COMM.	\$ 239.59
	OPEN SPACE TRUST ACCT.	\$ 6,035.12
	WATER CAPITAL ACCT.	\$ 147,390.95
	DEVELOPER ESCROW	\$ 6,758.25

AUTHORIZED PER RESOLUTION

PASSED:

APPROVED:

MAYOR COLLETTE KENNEDY

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 APRIL 21, 2020.

MICHELE CLARK, BOROUGH CLERK

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Project Total	Total
CURRENT FUND BUDGET	0-01	1,059,656.78	0.00	0.00	0.00	1,059,656.78
WATER/SEWER OPERATING BUDGET	0-09	327,871.96	0.00	0.00	0.00	327,871.96
	0-13	0.00	0.00	0.00	6,758.25	6,758.25
Year Total:		1,387,528.74	0.00	0.00	6,758.25	1,394,286.99
CURRENT FUND BUDGET	9-01	114,694.12	0.00	0.00	0.00	114,694.12
WATER/SEWER OPERATING BUDGET	9-09	352.00	0.00	0.00	0.00	352.00
Year Total:		115,046.12	0.00	0.00	0.00	115,046.12
GENERAL CAPITAL FUND	C-04	237,187.74	0.00	0.00	0.00	237,187.74
BOARD OF RECREATION COMM. TRUS	T-16	239.59	0.00	0.00	0.00	239.59
OPEN SPACE TRUST FUND	T-20	6,035.12	0.00	0.00	0.00	6,035.12
Year Total:		6,274.71	0.00	0.00	0.00	6,274.71
WATER / SEWER CAPITAL FUND	W-08	147,390.95	0.00	0.00	0.00	147,390.95
Total of All Funds:		1,893,428.26	0.00	0.00	6,758.25	1,900,186.51

4/21/20 List

Current

\$ 1,174,350.90

Water

\$ 328,223.96

Payroll To Be Added

Project Description	Project No.	Project Total
CRM CONS-JKCH OF NJ, LLC	CRM-ESC	261.00
Keyport Realty Dev.-Use Var.	PB13-05ESC	87.00
Mariner's Village-Site Plan	PB17-07ESC	578.00
Malafrente,J-Site Plan/Use Var	PB18-01INS	348.00
Baron Builders LLC-Subdivision	PB18-03INS	820.50
Key144 Property LLC-Minor Site	PB19-04INS	87.00
Dennis Kavanaugh-Zoning Appeal	PB19-05ESC	778.00
357 W. Front Street, LLC	PB20-01ESC	3,798.75
Total of All Projects:		<u>6,758.25</u>

chk/Void	1099
Date	Invoice
	Excl

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BOROUGH OF KEYPORT
Purchase Order Listing By Vendor Name

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Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/chk	First Rcvd Date	Enc Date	Chk/Void Date	Invoice	1099 Excl
BE022 BENITEZ, BETTY	20-00115 01/16/20 2020 ZUMBA CLASSES										
	4 3/20 CLASSES										
		50.00		0-01-28-370-371-264	B Services, Misc.	A	01/16/20	04/14/20			N
	Vendor Total:	50.00									
BO036 BOROUGH OF TINTON FALLS	20-00369 02/27/20 SHARED SVCS-2020 TAX COLLECTOR										
	1 SHARED SVCS-2020 TAX COLLECTOR	15,300.00		0-01-42-145-145-209	B Other Contractual Items	A	02/27/20	04/14/20			N
	Vendor Total:	15,300.00									
CE001 CHECK ELECTRICAL CORPORATION	20-00524 03/11/20 INV. 200305 CEDAR ST. LIGHTS										
	1 CEDAR STREET LIGHTS-INSTALL	0.00		0-01-28-375-375-237	B Other Equipment and Supplies	A	03/11/20	04/14/20			N
	2 BALLAST KITS	430.00		0-01-28-375-375-237	B Other Equipment and Supplies	A	03/11/20	04/14/20			N
		430.00									
	Vendor Total:	430.00									
CL009 CLARK, MICHELE	20-00653 03/26/20 REIMB. LOG ME IN PROGRAM										
	1 REIMB. LOG ME IN PROGRAM	349.99		0-01-20-100-100-239	B Information Technology	A	03/26/20	04/14/20			N
	Tracking Id: COVID 19 COVID 19										
	Vendor Total:	349.99									
CM006 CME ASSOCIATES	16-02440 12/05/16 ENG. SVCS.:STORMWATER OUTFALLS										
	67 INV 0255393 BEACH PARK & BEERS	604.50		C-04-16-023-000-921	B Ord. 23-16: Section 2:20 Costs	A	12/05/16	04/14/20			N
	68 INV 0258502 BEACH PARK & BEERS	7,010.00		C-04-16-023-000-921	B Ord. 23-16: Section 2:20 Costs	A	12/05/16	04/14/20			N
		7,614.50									
	19-01260 06/20/19 ENGINEERING FOR PAVING PROJECT										
	18 INV. 0258207 2019 ROAD PROGRAM	2,688.50		C-04-19-010-000-921	B ORD. 10-19: Section 2:20 COSTS	A	06/20/19	04/16/20			N
	19-01786 09/17/19 BID/CONSTRUCTION PHASE-MAIN ST										
	14 INV. 0257395 MAIN STREET PARK	1,630.00		T-20-56-850-000-801	B Open Space Trust Expenses	A	09/17/19	04/14/20			N

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Vendor Total: 25,718.37

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BOROUGH OF KEYPORT
Purchase Order Listing By Vendor Name

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Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/chk	First Rcvd	Enc Date	chk/Void	Invoice	1099
Item Description							Date		Date		Excl
C0038 COPPOLA SERVICES, INC.											
18-01975 10/31/18 PERRY ST. WTP UPGRADES PROJECT		139,115.95	B	W-08-16-007-000-922	B Ord. 07-16: Capital Project Costs	A	10/31/18	04/16/20			N
17 PAYMENT # 14											
Vendor Total:		139,115.95									
C0015 CRANEY'S INTERPRETING SERVICES											
20-00651 03/25/20 INV. 17656, 17787 INTERPRETING											
1 INV. # 17656 2/20/20 SPANISH		120.00		0-01-43-490-490-264	B Services, Misc.	A	03/25/20	04/16/20			N
2 INV. # 17787 3/12/20 SPANISH		120.00		0-01-43-490-490-264	B Services, Misc.	A	03/25/20	04/16/20			N
		240.00									
Vendor Total:		240.00									
C0018 CRS CONTRACTORS, INC.											
19-00703 03/29/19 BEACH PARK/BEER ST OUTFALL IMP			B		B Ord. 23-16: Capital Project Costs	A	03/29/19	04/14/20			N
5 PAYMENT # 3		111,993.60		C-04-16-023-000-922	B IMPROV. TO OUTFALLS-BEACH PARK & BEERS ST	A	03/29/19	04/14/20			N
6 PAYMENT # 3		53,689.12		9-01-44-907-907-000	B IMPROV. TO OUTFALLS-BEACH PARK & BEERS ST	A	03/29/19	04/14/20			N
7 PAYMENT # 4		61,005.00		9-01-44-907-907-000							
		226,687.72									
Vendor Total:		226,687.72									
DB001 DISCOUNT BRAKES & MUFFLERS											
20-00668 03/26/20 INV. 73048 FIX EXHAUST CAR 16					B Motor Vehicle Parts	A	03/26/20	04/16/20			N
1 FORD EXPLORER LIC# 20812MG		780.00		0-01-25-240-240-214	B Motor Vehicle Parts	A	03/26/20	04/16/20			N
2 NJ INSPECTION STICKER		0.00		0-01-25-240-240-214							
		780.00									
Vendor Total:		780.00									
FI010 FIREFIGHTER ONE											
20-00436 03/02/20 INV. ST-00506949					B Fire and Safety Equipment	A	03/02/20	04/14/20			N
1 FDX-1910F253, TRADITIONAL		752.40		0-01-25-265-265-235							

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Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
FI010 FIREFIGHTER ONE	20-00436 03/02/20 INV. 51-00506949	2 17-FLEET-00811-FIRE DEX	Continued 0.00 752.40	Continued 0-01-25-265-265-235	B Fire and Safety Equipment	A	03/02/20 04/14/20			N
	Vendor Total:		752.40							
GR022 GRACE WARMER & ASSOCIATES, LLP	20-00494 03/09/20 INV. 11048 TAX APPEAL COUNSEL	1 FILE NO: M117-401 KEYPORT TAX	870.00	0-01-20-150-150-207	B Legal Services	A	03/09/20 04/15/20			N
	20-00495 03/09/20 INV. 11076 TAX APPEAL COUNSEL	1 FILE NO: M117-401 TAX APPEAL	4,435.00	0-01-20-150-150-207	B Legal Services	A	03/09/20 04/15/20			N
	20-00672 03/26/20 INV. 11125 TAX APPEAL COUNSEL	1 FILE NO: M117-401 KEYPORT TAX	480.00	0-01-20-150-150-207	B Legal Services	A	03/26/20 04/16/20			N
	Vendor Total:		5,785.00							
HD001 HOME DEPOT/GEFC	20-00716 04/06/20 WATER FILTER/PAINTING SUPPLIES	1 HDX 5 GA ET STRAINER - 2 PK	12.60	0-01-26-290-290-237	B Other Equipment and Supplies	A	04/06/20 04/16/20			N
		2 AV 2 STG RPLMNT BOTTLELESS	198.00	0-01-26-310-310-237	B Other Equipment and Supplies	A	04/06/20 04/16/20			N
		3 WSTR PRO 4 X 1/2 IN AC KNIT RC	31.78	0-01-26-290-290-237	B Other Equipment and Supplies	A	04/06/20 04/16/20			N
		4 BEST 4 X 3/8 IN NAP WOY ROLL	10.54	0-01-26-290-290-237	B Other Equipment and Supplies	A	04/06/20 04/16/20			N
	Vendor Total:		252.92							
	20-00739 04/13/20 WOOD FOR SIGNS	1 1X2-8FT. STRIP	35.40	0-01-26-290-290-237	B Other Equipment and Supplies	A	04/13/20 04/16/20			N
	Tracking Id: COVID 19 COVID 19									
	Vendor Total:		288.32							
IN001 INDUSTRIAL WELDING SUPPLY	20-00283 02/11/20 LEASE RENEWAL & RENTALS	4 INV. R 32000519	8.05	0-01-26-290-290-264	B Services, Misc.	A	02/11/20 04/14/20			N
	Vendor Total:		8.05							

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BOROUGH OF KEYPORT
Purchase Order Listing By Vendor Name

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Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
IN020 INTERGLOBE COMMUNICATIONS, INC											
	20-00713 04/06/20 ACCT 10104455920 INV 200915818		2.14	0-01-31-440-440-254		B Telephone Charges	A	04/06/20 04/14/20			N
	1 ACCT 10104455920 INV 200915818										
	20-00715 04/06/20 ACCT 10104456126 INV 200915909		1,566.13	0-01-31-440-440-254		B Telephone Charges	A	04/06/20 04/14/20			N
	1 ACCT 10104456126 INV 200915909										
	Vendor Total:		1,568.27								
JH001 J. MANZO RECYCLING CO., LLC											
	20-00490 03/09/20 INV. 48971										
	1 2/27/20 TICKET # 3892, BRICK		166.00	0-01-26-290-290-237		B Other Equipment and Supplies	A	03/09/20 04/14/20			N
	2 2/27/20 TICKET # 3893, +/- 3/4		50.76	0-01-26-290-290-237		B Other Equipment and Supplies	A	03/09/20 04/14/20			N
	3 2/27/20 TICKET # 3885, ASPHALT		161.50	0-01-26-290-290-237		B Other Equipment and Supplies	A	03/09/20 04/14/20			N
	4 2/27/20 TICKET # 3886, +/- 3/4		42.84	0-01-26-290-290-237		B Other Equipment and Supplies	A	03/09/20 04/14/20			N
			421.10								
	Vendor Total:		421.10								
JC001 JCP & L COMPANY											
	20-00709 04/06/20 3/20 ELECTRIC										
	1 100 009 455 922		33.30	0-01-31-430-430-251		B Electricity	A	04/06/20 04/14/20			N
	2 100 032 990 622		32.04	0-01-31-435-435-253		B Street Lighting	A	04/06/20 04/14/20			N
	3 100 105 261 273		17.12	0-01-31-435-435-253		B Street Lighting	A	04/06/20 04/14/20			N
	4 100 032 990 705		31.00	0-01-31-435-435-253		B Street Lighting	A	04/06/20 04/14/20			N
	5 100 010 106 621		15.22	0-01-31-435-435-253		B Street Lighting	A	04/06/20 04/14/20			N
	6 100 076 975 422		21.15	0-01-31-435-435-253		B Street Lighting	A	04/06/20 04/14/20			N
	7 100 076 975 398		10.57	0-01-31-435-435-253		B Street Lighting	A	04/06/20 04/14/20			N
	8 100 080 464 892		32.04	0-01-31-435-435-253		B Street Lighting	A	04/06/20 04/14/20			N
	9 100 103 847 404		51.69	0-01-31-435-435-253		B Street Lighting	A	04/06/20 04/14/20			N
	10 100 103 243 190		287.03	0-01-31-435-435-253		B Street Lighting	A	04/06/20 04/14/20			N
			531.16								
	Vendor Total:		421.10								
20-00710 04/06/20 100 057 236 372 4/1/20											
	1 100 057 236 372 4/1/20		1,100.43	0-01-31-430-430-251		B Electricity	A	04/06/20 04/14/20			N
	2 100 057 236 372 4/1/20		542.01	0-09-55-502-502-251		B Electricity	A	04/06/20 04/14/20			N
			1,642.44								

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Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract P0 Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	Excl
JC001 JCP & L COMPANY		Continued								
	20-00711 04/06/20 200 000 022 448 3/31/20									
	1 200 000 022 448 3/31/20	B Electricity	36.76	0-01-31-430-430-251	B Electricity	A	04/06/20 04/14/20			N
	2 BROADWAY OVERPASS	B Electricity	36.66	0-01-31-430-430-251	B Electricity	A	04/06/20 04/14/20			N
	3 RT. 36	B Electricity	51.41	0-01-31-430-430-251	B Electricity	A	04/06/20 04/14/20			N
	4 RT. 36	B Electricity	49.30	0-01-31-430-430-251	B Electricity	A	04/06/20 04/14/20			N
	5 MAPLE PLACE	B Street Lighting	126.73	0-01-31-435-435-253	B Street Lighting	A	04/06/20 04/14/20			N
	6 W. FRONT STREET & BROADWAY	B Street Lighting	3.10	0-01-31-435-435-253	B Street Lighting	A	04/06/20 04/14/20			N
			303.96							N
	20-00712 04/06/20 200 000 022 406 3/31/20									
	1 200 000 022 406 3/31/20	B Electricity	11.87	0-01-31-430-430-251	B Electricity	A	04/06/20 04/14/20			N
	2 FIREMEN'S PARK-W. FRONT STREET	B Electricity	181.74	0-01-31-430-430-251	B Electricity	A	04/06/20 04/14/20			N
	3 W. FRONT STREET-BORO MINI PARK	B Electricity	189.25	0-01-31-430-430-251	B Electricity	A	04/06/20 04/14/20			N
	4 110 SECOND STREET	B Electricity	250.42	0-01-31-430-430-251	B Electricity	A	04/06/20 04/14/20			N
			633.28							N
	20-00728 04/09/20 200 000 022 505 3/30/20									
	1 200 000 022 505 3/30/20	B Electricity	82.65	0-01-31-430-430-251	B Electricity	A	04/09/20 04/14/20			N
	20-00752 04/15/20 200 000 022 471 4/9/20									
	1 200 000 022 471 4/9/20	B Electricity	9.29	0-09-55-502-502-251	B Electricity	A	04/15/20 04/16/20			N
	2 PERRY STREET	B Electricity	2,087.45	0-09-55-502-502-251	B Electricity	A	04/15/20 04/16/20			N
	3 SEWAGE PUMP STATION-CEDAR ST.	B Electricity	148.65	0-09-55-502-502-251	B Electricity	A	04/15/20 04/16/20			N
			2,245.39							N
		Vendor Total:	5,438.88							
JE014 JERSEY SHORE SAFETY										
	20-00546 03/17/20 INV. 2020-0001									
	1 BLS PROVIDER ECARD 12/19/19	B Education and Training	32.00	0-01-25-240-240-222	B Education and Training	A	03/17/20 04/14/20			N
	2 BLS PROVIDER ECARD 12/20/19	B Education and Training	32.00	0-01-25-240-240-222	B Education and Training	A	03/17/20 04/14/20			N
	3 BLS PROVIDER ECARD 12/23/19	B Education and Training	40.00	0-01-25-240-240-222	B Education and Training	A	03/17/20 04/14/20			N
	4 BLS PROVIDER ECARD 12/31/19	B Education and Training	96.00	0-01-25-240-240-222	B Education and Training	A	03/17/20 04/14/20			N

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Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
								Enc Date Date	Date	Invoice
JE014 JERSEY SHORE SAFETY	20-00546 03/17/20 INV. 2020-0001	5 BLS PROVIDER COURSE 2/12/20	70.00	Continued	0-01-25-240-240-222	B Education and Training	A	03/17/20	04/14/20	N
			270.00							
	Vendor Total:		270.00							
JR004 JR'S TREE SERVICE, INC.	20-00405 02/28/20 INV. 364 REMOVE & TRIM TREES	1 R/S REMOVE DEAD TREE WITH	650.00		0-01-26-310-310-264	B Services, Misc.	A	02/28/20	04/14/20	N
		2 B/Y BY PARKING LOT TRIM TREES	0.00		0-01-26-310-310-264	B Services, Misc.	A	02/28/20	04/14/20	N
			650.00							N
	Vendor Total:		650.00							
20-00448 03/03/20 INV. 365 REMOVE DEAD TREE		1 CEDAR STREET BALLFIELD BY	900.00		0-01-28-375-375-264	B Services, Misc.	A	03/03/20	04/14/20	N
	Vendor Total:		1,550.00							
KA010 KAHANE, REBECCA	20-00456 03/03/20 REIMB. TROPHIES/XMAS GIVEAWAYS	1 REIMB. TROPHIES FOR HOLIDAY	46.60		T-16-56-850-000-801	B Recreation Commission Expenses	A	03/03/20	04/14/20	N
		2 REIMB. FOR SANTA GIVE AWAYS AT	192.99		T-16-56-850-000-801	B Recreation Commission Expenses	A	03/03/20	04/14/20	N
			239.59							
	Vendor Total:		239.59							
KB001 KEYPORT BOARD OF EDUCATION	20-00434 03/02/20 4/2020 DISTRICT TAXES	1 4/2020 DISTRICT TAXES	984,809.00		0-01-55-001-000-001	B School Taxes Payable	A	03/02/20	04/14/20	N
	Vendor Total:		984,809.00							
LA002 LANIGAN ASSOCIATES, INC	20-00543 03/17/20 INV. 96582, 96618 CLOTHING	1 FLASHLIGHT HOLDER	27.00		0-01-25-240-241-212	B Clothing and uniforms	A	03/17/20	04/14/20	N
		2 PEERLESS CUFFS	49.95		0-01-25-240-241-212	B Clothing and uniforms	A	03/17/20	04/14/20	N
		3 KEY HOLDER	8.95		0-01-25-240-241-212	B Clothing and uniforms	A	03/17/20	04/14/20	N

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Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description					Enc Date	Date	Invoice	Excl
LA002 LANIGAN ASSOCIATES, INC	Continued								
20-00543 03/17/20 INV. 96582, 96618 CLOTHING	Continued								
4 CUFF KEY	7.95	0-01-25-240-241-212	B Clothing and uniforms	A	03/17/20	04/14/20			N
	93.85								
	Vendor Total:	93.85							
LU001 LUMBER SUPER MART									
20-00685 03/30/20 INV 992, 1006 PLAYGROUND MULCH									
1 MULCH PLAYGROUND	320.00	0-01-28-375-375-237	B Other Equipment and Supplies	A	03/30/20	04/14/20			N
2 MULCH PLAYGROUND	320.00	0-01-28-375-375-237	B Other Equipment and Supplies	A	03/30/20	04/14/20			N
3 MULCH PLAYGROUND	160.00	0-01-28-375-375-237	B Other Equipment and Supplies	A	03/30/20	04/14/20			N
	800.00								
	Vendor Total:	800.00							
MA039 MADSEN AND HOWELL INC.									
20-00447 03/03/20 INV. 5270706, 5270741, 5270743									
1 # 807050, LIFETIME 72" X 30"	2,235.00	0-01-26-290-290-237	B Other Equipment and Supplies	A	03/03/20	04/16/20			N
20-00575 03/20/20 INV. 5270231 GARBAGE BAGS									
1 VICTORIA BAY #P16171 CLEAR	583.05	0-01-26-290-290-215	B Janitorial Supplies	A	03/20/20	04/14/20			N
	Vendor Total:	2,818.05							
MC060 MC MANIMON, SCOTLAND & BAUMANN									
20-00497 03/09/20 2020 ANNUAL RETAINER/EXPENSES									
4 PROFESSIONAL SERVICES RENDERED	8,188.75	0-01-20-155-155-207	B Legal Services	A	03/09/20	04/14/20			N
20-00498 03/09/20 2020 ADDITIONAL GENERAL LEGAL									
3 PROFESSIONAL SERVICES RENDERED	9,424.76	0-01-20-155-155-207	B Legal Services	A	03/09/20	04/14/20			N
20-00499 03/09/20 2020 SPECIAL LABOR COUNSEL									
3 PROFESSIONAL SERVICES RENDERED	769.00	0-01-20-155-155-281	B Labor Matters	A	03/09/20	04/14/20			N
	Vendor Total:	18,382.51							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Chk/Void	Invoice	1099
MC003 MONMOUTH COUNTY TREASURER	20-00544 03/17/20 INV. 49TH SLEO II-V. KOEMPEL	1 MONMOUTH COUNTY POLICE ACADEMY	500.00	0-01-25-240-240-222	B Education and Training	A	03/17/20	04/14/20				N
	Vendor Total:		500.00									
MO030 MOTT MACDONALD	17-00954 05/15/17 PERRY ST WATER PLANT GENERATOR	12 INV. IV507417646 KEYPORT HNGP	4,125.00	W-08-16-024-000-921	B ORD. 24-16: Generator Perry Street Plant A	A	05/15/17	04/14/20				N
	17-01042 05/24/17 PUMPSTATION PORTABLE GENERATOR	10 INV. IV507417646 KEYPORT HNGP	4,150.00	W-08-16-024-000-922	B ORD. 24-16: Portable Generator Pump Stns A	A	05/24/17	04/14/20				N
	19-00325 02/07/19 2019 GENERAL/CONSULTING ENG.	5 INV. IV507417669 2019 GEN. ENG	352.00	9-09-55-502-502-208	B Other Prof., Consult & Spec. Svc	A	02/07/19	04/14/20				N
	Vendor Total:		8,627.00									
MU016 MUNICIPAL CAPITAL FINANCE	20-00001 01/01/20 2020 COPIER LEASES	17 2020 COPIER LEASES	591.54	0-01-25-240-240-264	B Services, Misc.	A	12/18/19	04/14/20				N
	20-00356 02/26/20 2020 POLICE COPIER LEASE	3 2020 POLICE COPIER LEASE	139.27	0-01-25-240-240-255	B Telecommunication Charges	A	02/26/20	04/14/20				N
	Vendor Total:		730.81									
NE021 NEW JERSEY'S FINEST	20-00763 04/16/20 INV. 0112 MASKS	1 KN95 ANTIVIRAL MASKS	1,875.00	0-01-26-290-290-237	B Other Equipment and Supplies	A	04/16/20	04/16/20				N
	Tracking Id: COVID 19	2 KN95 ANTIVIRAL MASKS	1,875.00	0-01-25-240-240-237	B Other Equipment and Supplies	A	04/16/20	04/16/20				N
	Tracking Id: COVID 19	3 BFE99 ANTIVIRAL SURGICAL MASKS	225.00	0-01-26-290-290-237	B Other Equipment and Supplies	A	04/16/20	04/16/20				N
	Tracking Id: COVID 19	4 BFE99 ANTIVIRAL SURGICAL MASKS	225.00	0-01-25-240-240-237	B Other Equipment and Supplies	A	04/16/20	04/16/20				N

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Vendor # Name	PO # PO Date Description	Item Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
NE021 NEW JERSEY'S FINEST	20-00763 04/16/20 INV. 0112 MASKS		Continued								
	Tracking Id: COVID 19	COVID 19	Continued								
				4,200.00							
	Vendor Total:			4,200.00							
OP006 OPTIMUM	20-00747 04/13/20 ACCT. 07875-422801-01-0			120.39	0-01-31-440-440-255	B Telecommunication Charges	A	04/13/20	04/16/20		N
	1 ACCT. 07875-422801-01-0			5.00	0-01-31-440-440-255	B Telecommunication Charges	A	04/13/20	04/16/20		N
	2 4/8/20-5/7/20 SPECIAL DISCOUNT			0.79	0-01-31-440-440-255	B Telecommunication Charges	A	04/13/20	04/16/20		N
	3 4/8/20-5/7/20 TAXES & FEES			116.18							
	Vendor Total:			116.18							
PA022 PARTS AUTHORITY LLC	20-00523 03/11/20 INV 301-050359 FIRETRUCK PARTS			31.92	0-01-25-265-265-214	B FIRE DEPT-Motor Vehicle Parts	A	03/11/20	04/14/20		N
	1 AC 10-4023-FLUID-DIESEL EX										
	Vendor Total:			31.92							
KH006 PLATINUM HAND CAR WASH, LLC	20-00720 04/07/20 INV. 27462 2/20, 3/20 WASHES			96.00	0-01-25-240-240-264	B Services, Misc.	A	04/07/20	04/14/20		N
	1 2/20, 3/20 CAR WASHES										
	Vendor Total:			96.00							
QT001 QSCEND TECHNOLOGIES, INC.	20-00572 03/19/20 INV. INV11663 SOFTWARE MAINT.			1,081.01	0-01-20-100-100-264	B Services, Misc.	A	03/19/20	04/14/20		N
	1 SOFTWARE MAINTENANCE & SUPPORT			1,081.01	0-01-20-120-120-264	B Services, Misc.	A	03/19/20	04/14/20		N
	2 INV. # INV11663			926.59	0-09-55-502-502-264	B Services, Misc.	A	03/19/20	04/14/20		N
	3 INV. # INV11663			3,088.61							
	Vendor Total:			3,088.61							

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Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Chk/Void	Invoice	1099
	Item Description								Date		Excl
RA012	RAPID PUMP & METER SERVICE										
	20-00657 03/26/20 INV. RSRI60031 REBUILT PUMP										
	1 2/17/20-3/3/20 FURNISH LABOR	3,513.82		0-09-55-502-264	B Services, Misc.	A		03/26/20	04/16/20		N
	Vendor Total:	3,513.82									
RR010	RR DONNELLEY										
	20-00461 03/05/20 INV. 446315701										
	1 REG-42B, CERTIFIED COPY OF	147.00		0-01-27-330-216	B Office Supplies	A		03/05/20	04/14/20		N
	Vendor Total:	147.00									
ST004	STAPLES										
	20-00476 03/05/20 INV. 29584 HAND SANITIZER										
	1 PERK HAND SANITIZER	77.87		0-01-26-310-237	B Other Equipment and Supplies	A		03/05/20	04/14/20		N
	Tracking Id: COVID 19 COVID 19										
	20-00616 03/24/20 INV. 34477 OFFICE SUPPLIES										
	1 STAPLES INVSBL TAPE	10.98		0-01-26-290-216	B Office Supplies	A		03/24/20	04/14/20		N
	2 STAPLES BP RT 1.0M	13.99		0-01-26-290-216	B Office Supplies	A		03/24/20	04/14/20		N
	3 STAPLES STD SHEET	19.99		0-01-26-290-216	B Office Supplies	A		03/24/20	04/14/20		N
	Vendor Total:	44.96									
	20-00650 03/25/20 INV. 35632 WIPES & PAPERTOWELS										
	1 CLOROX WIPES, VALUE	6.99		0-01-26-310-215	B Janitorial Supplies	A		03/25/20	04/14/20		N
	Tracking Id: COVID 19 COVID 19										
	2 BOUNTY 12 PK. SINGLE	22.99		0-01-26-310-215	B Janitorial Supplies	A		03/25/20	04/14/20		N
	Tracking Id: COVID 19 COVID 19	29.98									
	Vendor Total:	152.81									
SB001	STAPLES BUSINESS ADVANTAGE										
	20-00551 03/17/20 INV. 3442678155 OFFICE SUPPLY										
	1 108985, SWINGLINE S.F.4	7.76		0-01-20-130-216	B Office Supplies	A		03/17/20	04/14/20		N
	2 651815, ZEBRA Z-GRIP MAX	15.30		0-01-20-130-216	B Office Supplies	A		03/17/20	04/14/20		N
	3 521062, STAPLES 0.6" BINDER	0.91		0-01-20-130-216	B Office Supplies	A		03/17/20	04/14/20		N
	4 467258, PAPER MATE LIQUID	17.04		0-01-20-145-216	B Office Supplies	A		03/17/20	04/14/20		N

Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	Invoice	1099
Item Description			Charge Account			Enc Date	Date		Excl
S8001 STAPLES BUSINESS ADVANTAGE		Continued							
20-00551 03/17/20 INV. 3442678155 OFFICE SUPPLY			Continued						
5 831594, STAPLES 0.75" BINDER		0.87	0-01-20-145-145-216	B Office Supplies	A	03/17/20	04/14/20		N
6 SMD81733, SMD END OPENING		6.31	0-01-20-145-145-216	B Office Supplies	A	03/17/20	04/14/20		N
7 324791, STAPLES 8.5" X 11"		36.92	0-01-20-145-145-216	B Office Supplies	A	03/17/20	04/14/20		N
8 324791, STAPLES 8.5" X 11"		36.92	0-01-20-130-130-216	B Office Supplies	A	03/17/20	04/14/20		N
9 324791, STAPLES 8.5" X 11"		36.92	0-09-55-502-502-216	B Office Supplies	A	03/17/20	04/14/20		N
10 461217, BIC ATLANTIS		7.96	0-09-55-502-502-216	B Office Supplies	A	03/17/20	04/14/20		N
11 187039, STAPLES CLASP &		9.13	0-09-55-502-502-216	B Office Supplies	A	03/17/20	04/14/20		N
12 503110, ACCO REPORT COVER WITH		6.51	0-09-55-502-502-216	B Office Supplies	A	03/17/20	04/14/20		N
		182.55							
	Vendor Total:	182.55							
SF002 SWIFT FAMILY PARTNERSHIP, LP									
20-00435 03/02/20 5/20 DPW FACILITY RENTAL									
1 5/20 DPW FACILITY RENTAL		3,399.93	0-01-26-310-310-209	B Other Contractual Items	A	03/02/20	04/14/20		N
2 5/20 DPW FACILITY RENTAL		3,399.93	0-09-55-502-502-209	B Other Contractual Items	A	03/02/20	04/14/20		N
		6,799.86							
	Vendor Total:	6,799.86							
TM004 T & M ASSOCIATES									
20-00674 03/27/20 INV LAF383871 MARINERS VILLAGE									
1 INV LAF383871 MARINERS VILLAGE		578.00	PB17-07ESC	P Mariner's Village-Site Plan	A	03/27/20	04/14/20		N
	Vendor Total:	578.00							
TK001 THYSSEN KRUPP ELEVATOR									
20-00035 01/08/20 2020 ELEVATOR MAINTENANCE									
3 4/1/20-6/30/20-2ND QTR. 2020		633.12	0-01-26-310-310-264	B Services, Misc.	A	01/08/20	04/14/20		N
	Vendor Total:	633.12							
T0015 TOWNSHIP OF FREEHOLD									
20-00416 02/28/20 2020 SHARED IT SERVICES									
5 3/20 SVCS. - INV. 20-00245		1,815.00	0-01-42-140-140-209	B Other Contractual Items	A	02/28/20	04/14/20		N

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Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Chk/Void	Invoice	1099
												Exc
T0015	TOWNSHIP OF FREEHOLD	Continued										
20-00492	03/09/20 2020 WATER PLANT OPERATOR											
4	3/20 SVCS. - INV. 20-00233		2,495.00	B	0-09-55-502-502-208	B Other Prof., Consult & Spec. SVC	A	03/09/20	04/14/20			N
	Vendor Total:		4,310.00									
UN010	UNDERGROUND UTILITIES CORP.											
19-01826	09/19/19 2019 ROAD PROGRAM PHASE 2 & 3			B								
7	PAYMENT # 6		114,891.14		C-04-19-010-000-922	B ORD. 10-19: Capital Project Costs	A	09/19/19	04/14/20			N
	Vendor Total:		114,891.14									
UC002	UNIVERSAL COMPUTING SERVICES,											
20-00615	03/24/20 INV 31925 MAILERS/DAILY NOTICE											
1	BOXES, MESSAGE MAILERS/DAILY		737.16		0-01-43-490-490-203	B Printing and Binding	A	03/24/20	04/14/20			N
2	SHIPPING & HANDLING		117.60		0-01-43-490-490-203	B Printing and Binding	A	03/24/20	04/14/20			N
			854.76									
	Vendor Total:		854.76									
VO005	VONAGE BUSINESS											
20-00732	04/13/20 ACCT 269214 4/11/20 STATEMENT											
1	ACCT 269214 4/11/20 STATEMENT		2,102.18		0-01-31-440-440-254	B Telephone Charges	A	04/13/20	04/16/20			N
	Vendor Total:		2,102.18									
WM001	WATER WORKS SUPPLY COMPANY											
20-00541	03/17/20 INV. IF98366 PIPE DESCALER											
1	RDS12, 3"-12" REED PIPE		145.21		0-09-55-502-502-237	B Other Equipment and Supplies	A	03/17/20	04/14/20			N
20-00665	03/26/20 INV. IF98425 AS CLAMPS											
1	P21S068412, 6.84 X 12"		908.20		0-09-55-502-502-237	B Other Equipment and Supplies	A	03/26/20	04/14/20			N
2	P21S089912, 8099 X 12"		534.76		0-09-55-502-502-237	B Other Equipment and Supplies	A	03/26/20	04/14/20			N
3	PS1S089916, 8.99 X 16"		611.02		0-09-55-502-502-237	B Other Equipment and Supplies	A	03/26/20	04/14/20			N
			2,053.98									
20-00724	04/07/20 INV IF98383 COUPLING/MTR IDLER											
1	TN1089610, 1" LOW LEAD METER		466.38		0-09-55-502-502-237	B Other Equipment and Supplies	A	04/07/20	04/16/20			N

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Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Date	Chk/Void	Invoice	1099	Excl
WW001 WATER WORKS SUPPLY COMPANY	20-00724 04/07/20 INV IF98383 COUPLING/MTR IDLER	Continued												
	2 SPEC, SPECIAL ORDER ITEM, 1"		24.00	0-09-55-502-237	B	Other Equipment and Supplies	A	04/07/20	04/16/20					N
			490.38											
Vendor Total:			2,689.57											
Total Purchase Orders:			81	Total P.O. Line Items:	159	Total List Amount:	1,900,186.51	Total Void Amount:	0.00					

RESOLUTION #__-20
AUTHORIZING THE ADOPTION OF RULES OF
OPERATION FOR THE MAIN STREET PARK SKATE
PARK FACILITY

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, on July 24, 2018, the Borough adopted Resolution 166-18 which authorized the design of a skate park facility for the Main Street Park by CME Associates; and

WHEREAS, on July 2, 2019, the Borough adopted Resolution 2014-19 which authorized the Borough to enter into a contract with V and K Construction for the construction of the skate park facility at the Main Street Park; and

WHEREAS, the Borough the skate park has been designed by Spohn Ranch, Inc. and fabricated pursuant to the designs; and

WHEREAS, the Borough seeks to adopt rules of operation for the skate park facility at the Main Street Park; and

WHEREAS, the Municipal Excess Joint Insurance Fund has provided to the Borough Bulletin MEL 19-09 entitled “Skateboard Facilities Guidelines and Coverage Requirements” which provides additional guidance and requirements for the skate park including the need for the Borough to adopt a resolution: (i) approving the design and construction of the skateboard facility; and (ii) posting of signs at the skateboard facility requiring the wearing of safety equipment, including helmets, elbow and knee pads and whether or not the facility is supervised.

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The design, fabrication and installation of the ramps and rails by V and K Construction are authorized and approved and affirming that the fabrication and installation are in accordance with the plans prepared by CME Associates and the shop drawings prepared by Spohn Ranch, Inc.
3. The rules for the Main Street Park Skate Facility, on file with the Office of the Borough Clerk, are hereby adopted and shall be posted on signs at the Main Street Park Skate Facility.
4. The Main Street Park Skate Facility shall be and operate as an unsupervised facility.

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

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

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

OFFERED:

SECONDED:

AYES:

NAYS:

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 of April 14, 2020.

Michele Clark, RMC
Borough Clerk

MAIN STREET PARK SKATE PARK RULES

Please help keep your park safe, enjoyable and open for use

SKATE PARK HOURS: DAWN TO DUSK

RIDE AT YOUR OWN RISK. THIS IS AN UNSUPERVISED FACILITY. THE BOROUGH OF KEYPORT DOES NOT ASSUME ANY RESPONSIBILITY FOR DAMAGE OR INJURIES RESULTING FROM THE USE OF THIS FACILITY. THE PARK IS UNDER SURVEILLANCE BY THE KEYPORT BOROUGH POLICE DEPARTMENT. VIOLATIONS OF ANY OF THESE RULES MAY RESULT IN CLOSING OF THE SKATE PARK FACILITY AND PROSECUTION. VIOLATORS MAY BE EJECTED AND PERMANENTLY BANNED FROM THE FACILITY.

- **The skate park is strictly for skateboarding (34" maximum length). Inline roller skates, bicycles, scooters and all other wheeled devices are strictly prohibited.**
- Skateboarding is a "high risk activity." All users are required to wear a helmet. It is strongly recommended that all users wear a helmet, knee pads, elbow pads, and wrist guards at all times. *Know your ability and skate accordingly.*
- The Skate Park has been designed for beginner to advanced skill levels. Be courteous to others using the facility and other park patrons. Parental supervision is strongly recommended. Skaters under the age of 10 must be accompanied by an adult.
- Spectators and pets are not allowed within the skate park space.
- The Skate Park will be open during designated hours. Anyone caught in the Skate Park when closed will be charged with trespassing.
- Inspect the skate park surface before you ride. Remove all trash, debris and objects that may prevent a smooth and safe ride. Report any damage of skate park surface to the **Keyport Borough Administration Office at (732) 739-5122.**
- No skating when wet, raining, snowing or during skate park maintenance periods.
- Graffiti in the skate park is illegal.
- Use of profanity is prohibited, as is reckless and boisterous behavior.
- All food and drink should be consumed outside of the Skate Park fence limits. No glass is permitted within the Skate Park.
- Smoking of any kind, illegal drug use and consumption of alcoholic beverages is strictly prohibited.

- Additional obstacles or other materials (ramps/jumps) are not allowed within the skate park.
- No competitive or demonstration events or amplified music are allowed without prior written approval from the Keyport Borough Council.
- Personal property is the responsibility of the skater and may not be stored on site.
- Clean up after yourself – do not leave trash on or around the skate park.
- In the event of an emergency call 911.

**The Borough reserves the right to prohibit future access to anyone
who violates these rules**

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND

9 Campus Drive, Suite 216
Parsippany, NJ 07054
Telephone (201) 881-7632

BULLETIN MEL 19-09

Date: January 1, 2019
To: Fund Commissioners of Member Joint Insurance Funds
From: Underwriting Manager
Conner Strong & Buckelew
Re: Skateboard Facilities Guidelines and Coverage Requirements

The bulletin does not apply to the members of the NJUA JIF and "workers compensation only" members of the NJPHA JIF.

This will serve as a reminder of the MEL's skateboard facility insurance guidelines, safety guidelines and coverage requirements. The MEL provides limits of \$5,000,000 for member entity-owned and approved skateboard facilities. The extension of coverage is contingent on the member town's respective member local Joint Insurance Fund adopting and implementing insurance and safety guidelines similar to the guidelines enclosed. The guidelines are also a requirement of the MEL's excess liability reinsurer.

Please note items #1 and #2 require evidence of adequate insurance from the architect, engineer and contractor. Items #3 and #7 require proper safety and loss control. Items #4, #5, and #6 require Governing Body approval via resolution for the design and construction, posting of signs and onsite supervision. The design immunity is further strengthened by obtaining Governing Body approval via resolution. Item #8 requires member JIF approval.

Also included is a basic description of the type of facility the MEL would consider insuring. An "approved" facility is one that has implemented similar guidelines to those enclosed and has been accepted for coverage by the local member Joint Insurance Fund.

A skateboard facility is defined as a facility constructed specifically for the use of skateboarding and designed with special ramps. It is not a flat paved composite or wooden area. The local JIF currently excludes coverage for skateboard facilities except those that have already been approved.

If you have any questions concerning this bulletin, please contact your Risk Management Consultant, JIF Executive Director or the Underwriting Manager.

This bulletin is for information purposes only. It is not intended to be all-inclusive but merely an overview. It does not alter, amend or change your coverage. Please refer to specific policies for limits, terms, conditions and exclusions.

cc: Risk Management Consultants
Fund Professionals/ Fund Executive Directors

MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND
SKATEBOARD FACILITY
Insurance and Safety Guidelines

Eight (8) Step Requirement for Approval of Coverage

The Executive Committee of the local JIF must approve the application for coverage prior to the MEL extending coverage. The member must submit to the Executive Committee of their local JIF for review documents outlined in items (1) through (7). The MEL wants to ensure that Title 59 immunities will be triggered where at all possible in the event of a claim.

- 1) A qualified architect or engineer must design the facility. The member town must obtain certificates of insurance from this individual/firm prior to the start up of the project. The member town should consult with their RMC (where applicable) on the limits and extent of coverage required. Evidence of insurance is required for workers compensation, general liability, professional liability and automobile liability. The member town must be named as additional insured on the general liability policy of the architect and/or engineer.
- 2) The facility must be constructed by a qualified outside contractor. The member town must obtain certificates of insurance from the contractor prior to the start up of the project. Again, the member town should consult with their RMC (where applicable) on limits and extent of coverage required. Evidence of insurance is required for workers compensation, general liability and automobile liability. The member town must be named as additional insured on the general liability policy of the contractor.
- 3) The member town must provide a copy of the design specifications to the local JIF for review by the local JIF and its Safety Director. The facility must receive a satisfactory pre construction inspection in writing by the local JIF Safety Director. Attached is a basic description of the type of facility the local JIF and MEL would consider insuring.
- 4) The governing body of the member town must adopt a resolution/ordinance approving the design and construction of the skateboard facility.
- 5) The governing body of the member town must adopt a resolution/ordinance requiring the posting of signs at the skateboard facility requiring the wearing of safety equipment, including helmets, elbow and knee pads.
- 6) The governing body of the member town must adopt a resolution/ordinance on whether or not supervision is required.
- 7) The facility must receive a satisfactory post-construction inspection in writing by the local JIF Safety Director.
- 8) The local JIF Executive Committee will approve the facility for coverage upon receipt and review of the:
 - Safety Director's satisfactory reports for pre-construction inspection including compliance with any pre-construction recommendations (Step #3) and for post-construction inspection (Step #7),
 - Resolutions as required in Steps #4, 5 and 6 described above.

Coverage and Pricing

A \$5 million limit is provided by the MEL for an "approved" facility. Skateboard facilities are not eligible for the optional excess liability coverage offered by the MEL. There will not be a MEL additional assessment; however, there may be a local JIF assessment and/or member deductible.

Basic Description of an Insurable Type Facility

The design of a skateboard facility must include considerations for safety; be economically feasible; be compatible with other uses if built in a public park; and not adversely impact any nearby residents. It should incorporate features allowing skaters of different levels of ability to be challenged; it may contain convex and concave shapes in the form of bowls, ridges, valleys, channels, curbs, platforms, ramps and level areas. All features should be interconnected, so skaters can move continuously throughout and around the track.

The design of the facility should be a reasonable compromise between fun and safety. It is essential that the design of the skateboard facility should not only involve input from the township staff and the township's risk management consultant, but also involve input from skateboarders.

Safety Guidelines

The local JIF and MEL will only insure those facilities, which are designed with safety in mind. The member town must provide a copy of the design specifications to the local JIF for review by the local JIF and its Safety Director. The following guide has been developed for the convenience of the members developing skateboard parks. Some of the items identified are required for coverage, others are offered as suggestions. Be reminded that this is not a complete list and that the criteria are subject to change without notification.

Administration

- A qualified architect or engineer must design the facility. The member town must obtain certificates of insurance from this individual/firm as noted above. Written plans for the skateboard park must be approved by the Safety Director.
- The facility must be constructed by a qualified outside contractor. The Member Town must obtain certificates of insurance from the contractor as noted above.
- The governing body of the member town must adopt a resolution/ordinance approving the design and construction of the skateboard facility as noted above.
- The governing body of the member town must adopt a resolution/ordinance requiring the posting of signs at the skateboard facility requiring the wearing of safety equipment, including helmets, elbow and knee pads.
- Signs are to be conspicuously posted at the skateboard park. Both your solicitor and the Safety Director's office should review the text.
- The governing body of the member town must adopt a resolution/ordinance on whether or not supervision is required.
 - If the park is unsupervised, the town must alert the Police to the ordinance and require that they enforce it. To enable the Police to enforce an unsupervised park, a tag system should be used in indicating who has signed a waiver and a commitment to abide by the rules.
 - For supervised parks: Included in this policy should be a medical waiver and/or release signed by both the parent and child allowing the township to provide emergency medical treatment. This information should be on the back of the ID card issued by the township for skateboard park users.
 - Possible color coding of attractions tied in with age guidelines that would be incorporated on the "users" permit; or, identification badges should be considered if the park is supervised.
 - For both unsupervised and supervised parks there should be an accident/incident procedure in place and the attendant should have multiple means to contact the police or emergency units (cell phone, two-way radio and emergency landline phone being installed).
- Maintenance procedures must be provided.
- Member must set up a specific inspection program in accordance with Mfg./Installers Guidelines.

Safety Guidelines (cont'd)

Site of the Attractions

- Separate the beginner and more experienced attractions. See "Equipment", below.
- Shared BMX and Skating activities are not acceptable unless the skateboard park attractions have been designed for both activities and separate usage times have been posted and enforced.
- Trees and shrubs should be planted far enough away from the track to avoid leaves and twigs from falling on the track. Ground covers are likely to be trampled if planted too close to the facility.
- There must be a transition area extending around the facility on all sides between five and ten feet depending on the location within the park. This area acts as a buffer zone between the attractions and the fence.
- Site drainage should be evaluated to assure that water would satisfactorily run off the site and the equipment.
- There must be a way to close the skateboard park off at night or in off-hours. A ten-foot high chain link fence is suggested however an eight-foot high perimeter fence is a minimum requirement. The fence should have a gate for people and another gate large enough for maintenance equipment to get on site.
- If the park is to be open after dark, it must be well lighted.
- Smooth concrete or asphalt surface free of cracks that could catch wheels.
- Sign(s) at facility, which posts rules, hours, and suggested PPE. See Administration above.
- Spectator areas are ADA compliant and protected from skaters rolling into the spectators.
- Spectator areas should be protected from flying skateboards.
- Storage area for bags and equipment should be provided out of traffic flow and skating areas.
- Water fountain advisable
- Rest room facilities advisable.

Safety Guidelines (cont'd)

Equipment

- Attractions should be physically separated and arranged according to the skill level of potential users.
- Height limitation of less than 6 feet
- Vertical slopes and sharp edges should be eliminated from the design with, instead, a gently rounded lip at the top edge of all slopes.
- Edges of attractions should be sanded so there are no burrs to cause splinters.
- Meet applicable B.O.C.A. and/or Township construction codes.
- Anchoring of equipment. - countersunk or recessed fastenings. Weather resistant fastenings (stainless steel or good galvanized) should be used.
- Rounded corners on equipment with no protruding bolts or fasteners
- No nails. Boards with nails get kicked out and the nails stick out creating an impaling or laceration hazard.
- Enclosed sides and ends of attractions and platforms (Solid stops advisable or stops with vertical rails of 4 Inch on center or less acceptable.)
- Transition or buffer area distance between attractions and the adjacent fence requires a minimum of 5 to 10 feet to reduce potential of impact incidents. The minimum is 15 feet between attractions.
- Attractions should be fully enclosed thus preventing unauthorized individuals tampering with connective bolts. The bolts could require a special wrench to be removed.

Additional Requirements

- A final inspection by the installer and sign-off by the engineer that all work was done in accordance with contract specifications.
- A specific training program conducted by the Mfg./Installer regarding equipment inspection activities.

RESOLUTION #___-20
AUTHORIZING RETENTION OF MOTT MACDONALD
FOR ENGINEERING SERVICES TO PERFORM WATER
REDUCTION STUDY

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, the Borough currently purchases water capacity through agreements with New Jersey Water Supply Authority and the Shorelands Water Company (collectively the "**Water Providers**"); and

WHEREAS, the Borough seeks to explore means to reduce the amount of water it is purchasing through these agreements with the Water Providers, including the investigation and preparation of studies to explore potential reductions based on historical water use and projection of future water demand by the Borough; and

WHEREAS, the firm Mott MacDonald has submitted a proposal to provide engineering services to study and prepare a report regarding proposed reduction in the Borough's purchased water amount for a fee of \$10,000 (the "**Proposal**"), a copy of which is on file with the Office of the Borough Clerk; and

WHEREAS, the Borough seeks to retain Mott MacDonald pursuant to the Proposal.

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Borough is authorized to retain Mott MacDonald to perform engineering services to study and prepare a report regarding the proposed reduction in the Borough's purchased water for a flat rate of \$10,000 pursuant to the Proposal on file with the Borough Clerk's office.
3. The Mayor of the Borough, the Acting Borough Administrator and other reasonably necessary personnel are hereby authorized and directed to execute any agreement and/or any and all other documents to finalize the retention of Mott MacDonald consistent with the Proposal, subject to such additions, deletions, modifications or amendments deemed necessary by the Mayor of the Borough in her discretion in consultation with legal counsel, which additions, deletions, modifications or amendments do not alter the substantive rights and obligations of the parties thereto, and to take all other necessary and appropriate action to effectuate the retention of Mott MacDonald.
4. If any part of this Resolution shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Resolution.

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

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

OFFERED:

SECONDED:

AYES:

NAYS:

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 of April 21, 2020.

Michele Clark, RMC
Borough Clerk



Mr. Thomas Henshaw
Interim Business Administrator
Borough of Keyport
Keyport Municipal Building
70 West Front Street
Keyport, NJ 07735

**Proposal for Professional Engineering Services
Purchase Water Reduction Study**

Our Reference
507101816

March 13, 2020

Dear Mr. Henshaw:

3 Paragon Way
Freehold NJ 07728

T +1 (732) 780 6565
F +1 (732) 577 0551
www.mottmac.com/

As requested by the Borough of Keyport (the Borough), Mott MacDonald is pleased to submit this proposal for professional engineering services associated with reviewing the Borough's historical water use, projected demands based on proposed development, Borough's Water Allocation Permit and Water Purchase Agreements to provide a proposed reduction in the Borough's purchased water.

Background

The Borough of Keyport's Water Allocation Permit (Permit No. 5267) allows the Borough to withdraw water from two (2) water supply wells (Well Nos. 7 and 8). Well No. 7 withdraws from the Old Bridge Aquifer. Well No. 8 withdraws from the Farrington Aquifer. The allocation permit includes limitations on the annual diversions from both aquifers, which are considered to be in the Critical Area No. 1. The Borough's current permit allows the withdrawal of 175.717 million gallons per year (MGY) and 27 million gallons per month (MGM) from the combination of both wells.

The Borough entered into two (2) 25-year agreements with the New Jersey Water Supply Authority (NJWSA) and Shorelands Water Company (Shorelands) in 2015. Note that Shorelands was purchased by New Jersey American Water (NJAW) in 2017. The first agreement was between the Borough, NJWSA, and Shorelands (now NJAW) is referred to as the "Tripartite Agreement". The second agreement is between the Borough and Shorelands (now NJAW) and is referred to as the "Shorelands Agreement". The critical features of the agreements are summarized below:

- Both the Tripartite Agreement and the Shorelands Agreement are "take-or-pay" contracts with an annual purchase allotment of 130 million gallons per year (MGY), which was reduced from the original annual contract amount from 1990 of 167 MGY.
- The Borough has the flexibility to conditionally reduce its annual purchase allotment upon providing two (2) years advance notice. Such a reduction can be effectuated without further permission from the NJWSA, but is contingent upon NJAW being able to use the unwanted allocation.



Water Plant

At this time, the Borough wishes to update projections for future water use based on reliable historical data received from the NJAW interconnection over the past few years during the upgrades to the water treatment plant in conjunction with the replaced commercial and residential meters throughout the Borough.

Scope of Services

We propose the following scope of services to prepare proposed reduction in the Borough's purchased water amount:

1. We will review recent Reports and approvals regarding projected future water use for the Borough and prepare updated projections for five (5), ten (10) and fifteen (15) year windows. The source of future demand projections will include data provided by the Borough's Planning Board regarding planned and projected future development.
2. We will provide the Borough a recommended reduction in water purchase amount for review and approval based on historical water use and projected future demands.
3. We will coordinate with NJAW regarding the proposed reduction in water purchase amount, inclusive of the following:
 - a. Two (2) conference calls with NJAW and Borough personnel;
 - b. One (1) face-to-face meeting with NJAW and Borough personnel;
 - c. Formal reduction request letter to NJAW;
 - d. Negotiations and assist the Borough and Borough Attorney in reviewing the proposed revised Shorelands Agreement.

Mott MacDonald proposes to complete the above scope of work for the lump sum fee of ten thousand dollars (\$10,000.00). We anticipate that the water use projections and recommended reduction in water purchase amount will be provided to the Borough within thirty (30) days of authorization to proceed. The timeframe for coordination with NJAW will follow based on Borough direction.

We appreciate the opportunity to submit a proposal for this study that will benefit your community. If you have any questions, or wish to discuss any aspects of the proposal, please do not hesitate to contact us.

Very truly yours,

Mott MacDonald

Handwritten signature of Kyle A. Smith in black ink.

Kyle A. Smith, PE, CME
Senior Associate
T 732.780.6565 F 732.577.0551
kyle.smith@mottmac.com

Handwritten signature of Cathleen Marcelli in black ink.

Cathleen Marcelli, PE, CME
Senior Vice President
T 732.780.6565 F 732.577.0551
cathleen.marcelli@mottmac.com

cc: Hon. Collette J. Kennedy, Mayor and Borough Council
Michele Clark, RMC, Borough Clerk
Brian T. Dougherty, PE, Mott MacDonald

**RESOLUTION #__-20
AUTHORIZING INCREASING SALARY OF JOSEPH
CRANE AS PART TIME PLUMBING SUB-CODE
OFFICIAL/INSPECTOR**

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, Joseph Crane is currently employed on a part time basis as a Plumbing Sub-Code Official/Inspector with the Borough's Construction Department; and

WHEREAS, Mr. Crane has recently passed the required test to qualify for an HHS license thereby qualifying the Borough's Construction Department as a Class 1 Local Enforcement Agency; and

WHEREAS, based on Mr. Crane's qualifications, the Borough is seeking to increase his salary by \$1,000 to \$12,000 per year retroactive to his hiring date of November 12, 2019.

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Borough hereby authorizes the increase of the salary for Joseph Crane as a Plumbing Sub-Code Official/Inspector by \$1,000 to a rate of \$12,000 per year retroactive to his hiring date of November 12, 2019.
3. The Mayor of the Borough, the Acting Borough Administrator and other reasonably necessary personnel are hereby authorized to complete and execute all necessary forms and materials needed for the increase of the salary of Joseph Crane as a part time Plumbing Sub-Code Official/Inspector.
4. If any part of this Resolution shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Resolution.
5. A copy of this Resolution shall be available for public inspection at the offices of the Borough Clerk.
6. This Resolution shall take effect as provided by law.

OFFERED:

SECONDED:

AYES:

NAYS:

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 of April 21, 2020.

Michele Clark, RMC
Borough Clerk

RESOLUTION #__-20
AUTHORIZING PURCHASE OF TREE REMOVAL
SERVICES AS PART OF THE BOROUGH'S
IMPLEMENTATION OF THE NEIGHBORHOOD
PRESERVATION PROGRAM PLAN

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, the Borough was accepted into the Neighborhood Preservation Program (the "**Program**") established by the State of New Jersey, Department of Community Affair (the "**DCA**"); and

WHEREAS, the Borough established a Neighborhood Preservation Program Stakeholder Planning Team who designed a proposed five (5) Neighborhood Preservation Program plan (the "**Plan**"), including a proposed budget consistent with the requirements of the Program; and

WHEREAS, the Borough authorized the appointment of a Program Coordinator (the "**NPP Coordinator**") to manage and implement the Plan; and

WHEREAS, on March 17, 2020, the Borough adopted Resolution 125-20 adopting the Plan which was previously submitted to and approved by the DCA; and

WHEREAS, the Plan includes the landscaping and installation of trees and shrubbery at certain locations within the Borough; and

WHEREAS, the needed landscaping includes the removal of four (4) trees; and

WHEREAS, the NPP Coordinator has solicited quotations for the removal of the trees and recommends the award of a contract to JRS Tree Service pursuant to the proposed quotation on file with the Office of the Borough Clerk in the amount of \$1,000; and

WHEREAS, the Borough seeks to authorize the retention of JRS Tree Service for the amount listed in its quotation to be reimbursed by the DCA as part of the Program.

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

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Borough hereby authorizes the retention of JRS Tree Service to remove the four (4) trees for a total price of \$1,000.00.

3. The Mayor of the Borough, the Acting Borough Administrator and other reasonably necessary personnel are hereby authorized to complete and execute all necessary forms and materials needed for the retention of JRS Tree Service.

4. The Borough hereby authorizes the NPP Coordinator to process the retention of JRS Tree Service with the DCA for reimbursement through the Program.

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

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

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

OFFERED:

SECONDED:

AYES:

NAYS:

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 of April 21, 2020.

Michele Clark, RMC
Borough Clerk

JRS Tree Service
P.O. Box 103
Cliffwood, N.J. 07721
Phone: 732-566-7434 or
732-566-6174
Fax: 732-290-1686
Email: Jrstree86@aol.com

Date	Estimate #
3/20/2020	5078

Customer Information		
Borough of Keyport 71 West Front St Keyport NJ 07735 732-739-5428		
Description	Rate	Total
remove 4 trees with stump grinding	1,000.00	1,000.00
Sales Tax	0.00%	0.00
Bucket Crane Sm Grinder Lg Grinder Power Pruner Hedge Trimmers Cones Saw	Total	\$1,000.00

Please add 6.625% sales tax to total. JRS Tree Service is not responsible for anything underground. We do not take away any grindings from stump or roots. Customer is responsible for all permits needed from town. By signing below, we the above mentioned, agree to have work completed at the above address by JRS Tree Service and payment will be made upon completion

X

RESOLUTION #__-20
AUTHORIZING PURCHASE OF TABLES AND BENCHES
AS PART OF THE BOROUGH'S IMPLEMENTATION OF
THE NEIGHBORHOOD PRESERVATION PROGRAM
PLAN

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, the Borough was accepted into the Neighborhood Preservation Program (the "**Program**") established by the State of New Jersey, Department of Community Affair (the "**DCA**"); and

WHEREAS, the Borough established a Neighborhood Preservation Program Stakeholder Planning Team who designed a proposed five (5) Neighborhood Preservation Program plan (the "**Plan**"), including a proposed budget consistent with the requirements of the Program; and

WHEREAS, the Borough authorized the appointment of a Program Coordinator (the "**NPP Coordinator**") to manage and implement the Plan; and

WHEREAS, on March 17, 2020, the Borough adopted Resolution 125-20 adopting the Plan which was previously submitted to and approved by the DCA; and

WHEREAS, the Plan includes the installation of benches and tables at selected locations within the Borough; and

WHEREAS, the NPP Coordinator has solicited quotations for the purchase of benches and tables and recommends the purchase of: (i) eighteen (18) plastic benches; (ii) four (4) plastic picnic tables; (iii) three (3) ADA compliant picnic tables; and (iv) ten (10) mounting sets (collectively the "**Items**") pursuant to the proposed quotation submitted by Highland Products Group, LLC ("**Highland Products**") on file with the Office of the Borough Clerk; and

WHEREAS, the total proposed cost of the items is \$14,955.00; and

WHEREAS, the Borough seeks to authorize the purchase of the Items to be reimbursed by the DCA as part of the Program.

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

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

2. The Borough hereby authorizes the purchase of the Items pursuant to the quotation provided by Highland Products, on file with the Office of the Borough Clerk, for a total price of \$14,955.00.

3. The Mayor of the Borough, the Acting Borough Administrator and other reasonably necessary personnel are hereby authorized to complete and execute all necessary forms and materials needed for the purchase of the Items.

4. The Borough hereby authorizes the NPP Coordinator to process the purchase of the Items with the DCA for reimbursement through the Program.

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

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

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

OFFERED:

SECONDED:

AYES:

NAYS:

ABSENT:

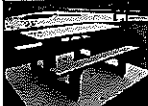
I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting of April 21, 2020.

Michele Clark, RMC
Borough Clerk

thepark AND FACILITIES C A T A L O G

Highland Products Group, LLC
220 Congress Park Drive, Suite 215
Delray Beach FL 33445
Phone : 561-620-7878
Email : sales@theparkcatalog.com

Bill to: Nicole Henn Borough of Keyport 70 West Front Street Keyport, New Jersey, 07735 United States T: (732) 739-3900	Ship to: Nicole Henn Borough of Keyport 70 West Front Street Keyport, New Jersey, 07735 United States T: (732) 739-3900	Quote Proposal Date of Proposal Proposal valid until Sales Rep.	Q19.25958 Apr 6, 2020 May 5, 2020 (-29 days) David Kennis
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Product image	Product name	Item #	QTY	Price	Your Price	Discount	Subtotal
	6-Ft. Rock Island Recycled Plastic Bench <i>Mounting Option</i> <i>Portable Mount</i> <i>Plank Color</i> <i>Cedar</i> <i>Arm Option</i> <i>Without Arm</i>	133-1035-838515	18	\$455.00	\$385.00	\$1,260.00	\$6,930.00
	6-Ft. Recycled Plastic Walk-Thru Picnic Table <i>Plank Color</i> <i>Cedar</i> <i>Leg Color</i> <i>Standard Black</i>	133-1002-2027682	4	\$870.00	\$740.00	\$520.00	\$2,960.00
	Table Product1 8' SYMMETRICAL . (ADA both ends) - 6' seats <i>Plank Color: Cedar</i> <i>Leg Color: Standard Black</i>	133-SPC-TABLE-1	3	\$995.00	\$845.00	-\$450.00	\$2,535.00
	Stainless Steel Permanent Mount Kit for Recycled Plastic Benches or Tables	133-1009	10	\$50.00	\$43.00	\$70.00	\$430.00

Total Discount	-\$2,300.00
Subtotal	\$12,855.00
Shipping & Handling (Excl. Tax)	\$2,100.00
Tax	\$0.00
Grand Total	\$14,955.00

- THIS QUOTE COMES WITH A BEST PRICE GUARANTEE -

TERMS & CONDITIONS

SHIPPING:

All merchandise is sold F.O.B. Deliveries are made during normal business hours, 8am - 4pm Monday - Friday. Unless otherwise noted, shipping charges include standard delivery only. Standard shipping charges are for Tailgate delivery to any commercial location on a commercial truck route; the truck driver is under no obligation to help you unload. If you are unable to accept a shipment via this method, you must purchase additional services.

- Additional Services - Residential Delivery, Limited Access Delivery, Construction Site Delivery, Liftgate Service, Inside Delivery, Notify Before Delivery.
- Service Discrepancies - If there is a discrepancy in the services requested and the minimum services required to deliver the product, The Park Catalog reserves the right to charge the customer for any necessary additional services provided at the time of delivery.
- Inspection of Shipments - It is the customer's responsibility to inspect all deliveries for possible damage, correct quantities and to note any discrepancies on the freight bill PRIOR to signing the delivery receipt provided by the driver. All claims MUST be recorded on the delivery receipt and reported within 48 hours of delivery. The Park Catalog does NOT GUARANTEE replacement parts or products FREE of charge due to concealed or unreported damages.
- Assembly May Be Required - Many of our products are shipped unassembled in order to minimize damage and lower freight charges.

CANCELLATIONS:

All cancellations must be done prior to shipping. Made-to-Order items already in production may not be cancelled.

RETURNS:

We will accept returns of unused products, up to 30 days from the shipping date, subject to ALL of the following terms and conditions:

- Approval - Written approval and instructions must be issued by our Customer Service Department before any merchandise can be returned.
- Shipping Returns - All merchandise must be returned in its original packaging, freight Prepaid. No Collect shipments are accepted.
- Re-Stocking & Shipping Fees - The customer is responsible for a minimum 25% re-stocking fee and all related shipping charges on product returned for reasons other than damage or defect. Original shipping charges will not be refunded.
- Web-Orders - For online orders, The Park Catalog is not responsible if the customer orders incorrect product or colors. All return and restock fees apply.
- Made-to-Order or Personalized - These items are not returnable unless a defect in manufacturing is presented to us with pictures prior to return.

• Force Majeure: No Party to this Agreement shall be responsible for any delays or failure to perform any obligation under this Agreement due to acts of

ORDINANCE #__-20

**ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY
OF MONMOUTH, NEW JERSEY, AMENDING AND
SUPPLEMENTING CHAPTER XV OF THE REVISED
GENERAL ORDINANCES OF THE BOROUGH OF
KEYPORT**

WHEREAS, Chapter XV of the Revised General Ordinances of the Borough of Keyport (the "**Borough**") establishes the requirements for flood prevention within the Borough; and

WHEREAS, the Governing Body of the Borough desires to amend certain sections of Chapter XV pursuant to recommendations from the Borough Engineer; and

WHEREAS, the Council of the Borough (the "**Council**") has determined to amend Chapter XV referenced therein to provide for such amendments (additions are underlined, deletions are ~~stricken~~).

NOW THEREFORE, BE IT ORDAINED by the Council that the Revised General Ordinances of the Borough of Keyport, Chapter XV be and hereby is amended and supplemented as follows:

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

Section 2. The Council hereby amends Chapter XV of the Revised General Ordinances of the Borough of Keyport to read as follows:

15-1 STATUTORY AUTHORIZATION, FINDINGS OF FACT, PURPOSE AND OBJECTIVES.

15-1.1 Statutory Authorization.

The Legislature of the State of New Jersey has in N.J.S.A. 40:48-1, et seq. delegated the responsibility to local governmental units to adopt regulations designed to promote public health, safety, and general welfare of its citizenry. Therefore, the Mayor and Council of the Borough of Keyport, Monmouth County, New Jersey do ordain as follows:

15-1.2 Finding of Fact.

- a. The flood hazard areas of the Borough of Keyport are subject to periodic inundation which results in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety, and general welfare.

- b. These flood losses are caused by storm surges and the cumulative effect of obstructions in areas of special flood hazard which increase flood heights and velocities, and when inadequately anchored, causes damage in other areas. Uses that are inadequately anchored, flood proofed, elevated or otherwise protected from flood damage also contribute to the flood loss.

15-1.3 Statement of Purpose.

It is the purpose of this Ordinance to promote the public health, safety, and general welfare, and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- a. Protect human life and health;
- b. Minimize expenditure of public money for costly flood control projects;
- c. Minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- d. Minimize prolonged business interruptions;
- e. Minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets, bridges located in areas of special flood hazard;
- f. Help maintain a stable tax base by providing for the second-sound use and development of areas of special flood hazard so as to minimize future flood blight areas;
- g. Ensure that potential buyers are notified that property is in an Area of Special Flood Hazard; and
- h. Ensure that those who occupy the areas of special flood hazard assume responsibility for their actions.

15-1.4 Methods of Reducing Flood Losses.

In order to accomplish its purposes, this Ordinance includes methods and provisions for:

- a. Restricting or prohibiting uses which are dangerous to health, safety, and property due to water or erosion hazards, or which result in damaging increases in erosion or in flood heights or velocities;
- b. Requiring that uses vulnerable to floods including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- c. Controlling the alteration of natural floodplains, stream channels, and natural protective barriers, which help accommodate or channel floodwaters;

- d. Controlling filling, grading, dredging, and other development which may increase flood damage;
- e. Preventing or regulating the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards in other areas;

15-2 Definitions

Unless specifically defined below, words or phrases used in this chapter shall be interpreted so as to give them the meaning they have in common usage and to give this chapter its most reasonable application.

ADVISORY FLOOD HAZARD MAP

~~The official map adopted by the Federal Emergency Management Administration in December of 2012, on which FEMA has delineated the areas of advisory flood hazards applicable to Keyport.~~

AH ZONE

The areas subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are between one and three feet. Base Flood Elevations (BFEs) derived from detailed hydraulic analyses are shown in this zone.

AO ZONE

The areas subject to inundation by 1-percent-annual-chance shallow flooding (usually sheet flow on sloping terrain) where average depths are between one and three feet.

APPEAL

A request for a review of the ~~Construction Official~~Flood Manager's interpretation of any provision of this chapter or a request for a variance.

AREA OF SHALLOW FLOODING

A designated AO, AH, or VO zone on Keyport's Digital Flood Insurance Rate Map (DFIRM) with a 1% annual or greater chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

AREA OF SPECIAL FLOOD HAZARD

The land in the floodplain within Keyport subject to a 1% or greater chance of flooding in any given year. As used herein, this term shall include ~~any Advisory Flood Hazard Area so designated on the Flood Hazard Map~~the most stringent of the FIRMs, Advisory Flood Hazard maps, Preliminary FIRMs, or other best data available.

BASE FLOOD

The A flood having a 1% chance of being equaled or exceeded in any given year.

BASE FLOOD ELEVATION

The elevation shown on Keyport's Flood Hazard Map that indicates the stillwater elevation plus wave effect ($ABFE = SWEL + \text{wave effect}$) resulting from a flood that has a 1% or greater chance of being equaled or exceeded in any given year. As used herein, this term shall include any advisory base flood elevation so designated on the flood hazard map. The flood elevation shown on a published Flood Insurance Study (FIS) including the Flood Insurance Rate Map (FIRM). For Zones AE, AH, AO and A1-30 the elevation represents the water surface elevation resulting from a flood that has a 1-percent or greater chance of being equal or exceeded in any given year. For zones VE and V1-30 the elevation represents the stillwater elevation (SWEL) plus wave effect ($BFE = SWEL + \text{wave effect}$) resulting from a flood that has a 1-percent or greater chance of being equaled in any given year.

BASEMENT

Any area of the building having its floor subgrade (below ground level) on all sides.

BEST AVAILABLE FLOOD HAZARD DATA

The most recent available flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps or Preliminary FIS and FIRM.

BEST AVAILABLE FLOOD HAZARD DATA ELEVATION

The most recent available flood elevation FEMA has provided. The Best Available Flood Hazard Data Elevation may be depicted on an Advisory Flood Hazard Area Map, Work Map or Preliminary FIS and FIRM.

BREAKAWAY WALL

A wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces without causing damage to the elevated portion of the building or supporting foundation system.

COASTAL A ZONE

The portion of the Special Flood Hazard Area (SFHA) starting from a Velocity (V) Zone and extending up to the landward Limit of the Moderate Wave Action delineation. Where no V Zone is mapped the Coastal A Zone is the portion between the open coast and the landward Limit of the Moderate Wave Action delineation. Coastal A Zones may be subject to wave effects, velocity flows, erosion, scour, or a combination of these forces. Construction and development in Coastal A Zones is to be regulated the same as V Zones/Coastal High Hazard Areas.

COASTAL HIGH-HAZARD AREA

An area of special flood hazard extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high-velocity wave action from storms or seismic sources, including VE Flood Zone and Coastal A zones in special flood hazard areas.

DEVELOPMENT

Any man-made change to improved or unimproved real estate, including, but not limited to, buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations, or storage of equipment or materials located within the area of special flood hazard.

DIGITAL FLOOD INSURANCE RATE MAP (DFIRM)

~~The official map on which the Federal Insurance Administration has delineated both the areas of special flood hazards and the risk premium zones applicable to Keyport.~~

ELEVATED BUILDING

A non-basement building: (i) built, in the case of a building in an area of special flood hazard, to have the top of the elevated floor or, in the case of a building in a coastal-high hazard area or Coastal A Zone, to have the bottom of the lowest horizontal structural member of the elevated floor, elevated above the base flood elevation by means of piling, columns (posts and piers), or shear walls parallel to the flow of the water; and (ii) adequately anchored so as not to impair the structural integrity of the building during a flood up to the magnitude of the base flood. In an area of special flood hazard, "elevated building" also includes a building elevated by means of fill or solid foundation perimeter walls with openings sufficient to facilitate the unimpeded movement of floodwaters. In coastal high-hazard areas or Coastal A Zone, "elevated buildings" also includes a building otherwise meeting the definition of "elevated building" even though the lower area is enclosed by means of breakaway walls.

ELEVATION CERTIFICATE

An administrative tool of the National Flood Insurance Program (NFIP) that can be used to provide elevation information, to determine the proper insurance premium rate, and to support a required for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).

EROSION

The process of the gradual wearing away of land masses.

EXISTING MANUFACTURED HOME PARK OR SUBDIVISION

A manufactured home park or subdivision for which construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

FEMA PUBLICATION

Any publication authored or referenced by FEMA related to building science, building safety, or floodplain management related to the National Flood Insurance Program. Publications shall include but are not limited to technical bulletins, desk references, and American Society of Civil Engineers Standards documents.

FLOOD DESIGN CLASS

The American Society of Civil Engineers (ASCE) classification of buildings and other structures for determination of flood loads and conditions and determination of minimum elevation requirements on the basis of risk associated with unacceptable performance.

FLOOD HAZARD MAP

Refer to the document or documents prepared by the Federal Emergency Management Agency described in Subsection 15-3.2 below that according to FEMA, reflect the best data available with respect to the matters set forth herein.

FLOOD INSURANCE RATE MAP (FIRM)

The official map on which the Federal Insurance Administration has delineated both the areas of special flood hazards and the risk premium zones applicable to Keyport.

FLOOD INSURANCE STUDY (FIS)

The official report in which the Federal Insurance Administration has provided flood profiles, as well as the Flood Insurance Rate Map(s) and the water surface elevation of the base flood.

FLOOD or FLOODING

A general and temporary condition of partial or complete inundation of normally dry land areas from:

- a. The overflow of inland or tidal waters; and/or
- b. The unusual and rapid accumulation or runoff of surface waters from any source.

FLOODPLAIN MANAGEMENT REGULATIONS

Zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance and erosion control ordinance) and other applications of police power. The term describes such state or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

FLOODPROOFING

Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

FLOODWAY

The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than 0.2 of a foot.

FREEBOARD

A factor of safety usually expressed in feet above a flood level for purposes of flood plain management. "Freeboard" tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

HIGHEST ADJACENT GRADE

The highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure.

HISTORIC STRUCTURE

Any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior;
or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 1. By an approved state program as determined by the Secretary of the Interior;
or
 2. Directly by the Secretary of the Interior in states without approved programs.

LIMIT OF MODERATE WAVE ACTION

The inland limit of the area affected by waves greater than 1.5 feet during the Base Flood. Base Flood conditions between the V Zone and the LiMWA will be similar to, but less severe than those in the V Zone.

LOWEST FLOOR

The lowest floor of the lowest enclosed area (including basement). An unfinished or flood-resistant enclosure, usable solely for the parking of vehicles, building access or storage in an area other than a basement is not considered a building's lowest floor provided that such enclosure is not built so to render the structure in violation of other applicable non-elevation design requirements of 44 CFR Section 60.3.

MANUFACTURED HOME/OFFICE

A structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include a "recreational vehicle."

MANUFACTURED HOME PARK or MANUFACTURED HOME SUBDIVISION

A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

NEW CONSTRUCTION

Structures for which the start of construction commenced on or after the effective date of a floodplain regulation adopted by Keyport and includes any subsequent improvements to such structures.

NEW MANUFACTURED HOME PARK OR SUBDIVISION

A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of the floodplain management regulations adopted by the municipality.

PRELIMINARY FLOOD INSURANCE RATE MAP

The draft version of the FIRM released for public comment before finalization and adoption.

PRIMARY FRONTAL DUNE

A continuous or nearly continuous mound or ridge of sand with relatively steep seaward and landward slopes immediately landward and adjacent to the beach and subject to erosion and overtopping from high tides and waves from coastal storms. The inland limit of the primary frontal dune occurs at the point where there is a distinct change from the relatively steep slope to a relatively mild slope.

RECREATIONAL VEHICLE OR TRAILER

A vehicle which is:

- a. Built on a single chassis;
- b. Four hundred square feet or less when measured at the longest horizontal projections;
- c. Designed to be self-propelled or permanently towable by a light-duty truck; and
- d. Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

SAND DUNES

Naturally occurring accumulations of sand in ridges or mounds landward of the beach
Wind or wave deposited or man-made formation of sand (mound or ridge) that lies
generally parallel to, and landward of, the beach and the foot of the most inland dune slope.
"Dune" includes the foredune, secondary or tertiary dune ridges and mounds, and all
landward dune ridges and mounds, as well as man-made dunes, where they exist.

START OF CONSTRUCTION

- a. For other than new construction or substantial improvements under the Coastal Barrier Resources Act (P.L. No. 97-348) includes substantial improvements and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement, or other improvement was within 180 days of the permit date. The "actual start" means either the first placement of permanent construction of a structure on a site, such as the pouring of a slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation, or the placement of a manufactured home on a foundation.
- b. Permanent construction does not include land preparation, such as clearing, grading and filling, nor does it include the installation of streets and/or walkways, nor does it include excavation for a basement, footings or piers, or foundations or the erection of temporary forms, nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

STRUCTURE

A walled and roofed building, a manufactured home, or a gas or liquid storage tank that is principally above the ground.

SUBSTANTIAL DAMAGE

Damage of any origin sustained by a structure whereby the cost of restoring the structure to its condition before damage would equal or exceed 50% of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT

Any reconstruction, rehabilitation, addition, or other improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure before the "start of construction" of the improvement. This term includes structures which have incurred "substantial damage," regardless of the actual repair work performed. The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of state or local health, sanitary or safety code specifications which have been identified by

the local Code Enforcement Officer and which are the minimum necessary to ensure safe living conditions; or

- b. Any alteration of an "historic structure," provided that the alteration will not preclude the structure's continued designation as an "historic structure."

VARIANCE

A grant of relief from the requirements of this chapter that permits construction in a manner that would otherwise be prohibited by this chapter.

WATER SURFACE ELEVATION

The height, in relation to the North American Vertical Datum (NAVD) of 1988, (or other datum, where specified) of floods of various magnitudes and frequencies in the flood plains of coastal or riverine areas.

15-3 GENERAL PROVISIONS.

15-3.1 Lands to which this chapter applies.

This chapter shall apply to all Areas of Special Flood Hazards within the jurisdiction of the Borough of Keyport, Monmouth County, New Jersey.

15-3.2 Basis for establishing the areas of special flood hazard.

- a. The areas of special flood hazard for the Borough of Keyport, Community No. 340304, are identified and defined on the following documents prepared by the Federal Emergency Management Agency:
 1. A scientific and engineering report "Flood Insurance Study, Monmouth County, New Jersey (All Jurisdictions)," dated September 25, 2009.
 2. Flood Insurance Rate Map for Monmouth County, New Jersey (All Jurisdictions), as shown on Index and panel numbers 34025C0029F, 34025C0033F, and 34025C0037F, whose effective date is September 25, 2009.
 3. ~~Advisory base flood elevations and advisory flood hazard maps adopted in December 2012 (revised February 23, 2013). These documents shall take precedence over previous panels and FIS in construction and development regulations only. Where the FIRMs and the advisory flood hazard maps conflict or overlap, whichever imposes the more stringent requirement shall prevail.~~ Preliminary Flood Insurance Rate Map for Monmouth County, New Jersey (All Jurisdictions) as shown on Index and panel numbers 34025C0029G, 34025C0033G, 34025C0036G, and 34025C0037G whose effective date is January 30, 2015.

4. ~~In the instance of any FEMA map published or adopted subsequent to the advisory flood hazard map, which, upon its publication or adoption (1) represents the best data available according to FEMA and (2) conflicts with any of the above-referenced maps or reports or any prior FEMA map, shall prevail as to the areas of special flood hazard designated therein~~Best Available Flood Hazard Data. These documents shall take precedence over effective panels and FIS in construction and development regulations only. Where the effective mapping or Base Flood Elevation conflict or overlap with the Best Available Flood Hazard Data, whichever imposes the more stringent requirement shall prevail.

- b. The above documents are hereby adopted and declared to be a part of this chapter. To the extent such documents have been published or adopted, and not superseded by a subsequent FEMA document, such documents are herein referred to collectively as Keyport's "Flood Hazard Map." The Flood Insurance Study, maps and advisory documents are on file at 70 West Front Street, Keyport, New Jersey 07735-0070.

15-3.3 Penalties for noncompliance.

No structure or land shall hereafter be constructed, relocated to, extended, converted, or altered without full compliance with the terms of this chapter and other applicable regulations. Violation of the provisions of this chapter by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a misdemeanor. Any person who violates this chapter or fails to comply with any of its requirements shall, upon conviction thereof, be subject to the general penalty established by § 1-5 of this Code for each violation and, in addition, shall pay all costs and expenses involved in the case. Nothing herein contained shall prevent the Borough of Keyport from taking such other lawful action as is necessary to prevent or remedy any violation.

15-3.4 Abrogation and greater restrictions.

This chapter is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this chapter ~~and/or~~ another ordinance, easement, covenant, or deed restriction conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

15-3.5 Interpretation.

In the interpretation and application of this chapter, all provisions shall be:

- a. Considered as minimum requirements;
- b. Liberally construed in favor of the governing body; and
- c. Deemed neither to limit nor repeal any other powers granted under state statutes.

15-3.6 Warning and disclaimer of liability.

- a. The degree of flood protection required by this chapter is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur on rare occasions. Flood heights may be increased by man-made or natural causes. This chapter does not imply that land outside the area of special flood hazards or uses permitted within such areas will be free from flooding or flood damages.
- b. This chapter shall not create liability on the part of the Borough of Keyport, any officer or employee thereof or the Federal Insurance Administration for any flood damages that result from reliance on this chapter or any administrative decision lawfully made thereunder.

15-4 ADMINISTRATION.

15-4.1 Establishment of Floodplan dDevelopment pPermit.

A Floodplan dDevelopment pPermit shall be obtained before construction or development begins, including placement of manufactured homes, within any area of special flood hazard established in § 15-3.2. Application for a Floodplan dDevelopment pPermit shall be made on forms furnished by the Borough ~~Engineer~~ Floodplan Manager and may include, but not be limited to, plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, fill, storage of materials, drainage facilities, a description of the flood design class; and the location of the foregoing. Specifically, the following information is required:

- a. Elevation in relation to ~~mean-sea-level~~ Datum NAVD 88, of the lowest floor (including basement) of all structures;
- b. Elevation in relation to ~~mean-sea-level~~ Datum NAVD 88 to which any structure has been floodproofed;
- c. Certification by a registered professional engineer or architect that the floodproofing methods for any nonresidential structure meet the floodproofing criteria in § 15-5.2b; and
- d. Description of the extent to which any watercourse will be altered or relocated as a result of proposed development; and
- e. Any other forms, plans, certifications, or information required pursuant to any applicable FEMA publication.

15-4.2 Designation of the lLocal aAdministrator.

The ~~Construction Official~~ appointed Floodplan Manager is hereby appointed to administer and implement this chapter by granting or denying development permit applications in accordance with its provisions.

15-4.3 Duties and rResponsibilities of the aAdministrator.

Duties of the ~~Construction Official~~ appointed Floodplan Manager shall include, but not be limited to:

a. Permit review.

1. Review all development permits to determine that the permit requirements of this chapter have been satisfied.
2. Review all development permits to determine that all necessary permits have been obtained from those federal, state or local governmental agencies from which prior approval is required.
3. Review all development permits to determine if the proposed development is located in the floodway. If located in the floodway, ensure that the encroachment provisions of Subsection 15-5.3a are met.
4. Review all development permits in the ~~eCoastal~~ hHigh-hHazard ~~a~~Area of the area of special flood hazard to determine if the proposed development alters sand dunes or other natural coastal protections so as to increase potential flood damage.
5. Review plans for walls to be used to enclose space below the base flood level in accordance with Subsection 15-5.4b4.
6. Review all permit applications to determine whether proposed building sites are reasonable safe from flooding.
7. Review all permit applications to determine whether development complies with all applicable FEMA Publications.
8. Review all permit applications to determine whether development complies with all applicable New Jersey Land Use requirements.

b. Use of other base flood and floodway data. When base flood elevation and floodway data has not been provided in accordance with Subsection 15-3.2, Basis for establishing the areas of special flood hazard, the ~~Borough Engineer~~ Floodplan Manager shall obtain, review, and reasonably utilize any base flood elevation and floodway data available from a federal, state or other source, in order to administer the specific standards of Subsections 15-5.2a, Residential construction, and 15-5.2b, Nonresidential construction.

c. Information to be obtained and maintained.

1. Obtain and record on a current Elevation Certificate the actual elevation (in relation to ~~mean sea level~~ Datum NAVD 88) of the lowest floor (including basement) of all new or substantially improved structures, and whether or not the structure contains a basement.

2. For all new or substantially improved floodproofed structures:

- (a) Verify and record on a Floodproofing Certificate the actual elevation (in relation to ~~mean sea level~~ Datum NAVD 88); and

- (b) Maintain the floodproofing certifications required in Subsection 15-4.1c.

3. In ~~eCoastal hHigh-hHazard aAreas~~, certification shall be obtained from a registered professional engineer or architect that the provisions of Subsections 15-5.4b1 and 15-5.4b2a through b are met.

4. Maintain for public inspection all records pertaining to the provisions of this chapter; and.

5. Record the study date of the Best Available Flood Hazard Data (and other documents) used to determine the actual elevation of the lowest floor (including basement) of all new or substantially improved structures.

d. Alteration of watercourses.

1. Notify adjacent communities and the New Jersey Department of Environmental Protection, ~~Dam Safety and Flood Control Section~~ Bureau of Flooding Engineering and the Land Use Regulation Program prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Insurance Administration.

2. Require that maintenance is provided within the altered or relocated portion of said watercourse so the flood-carrying capacity is not diminished.

e. Substantial Damage Review.

1. After an event resulting in building damages, assess the damage to structures due to flood and non-flood causes.

2. Record and maintain the flood and non-flood damage of substantial damage structures and provide a letter of Substantial Damage Determination to the owner and the New Jersey Department of Environmental Protection, Bureau of Flood Control.

3. Ensure substantial improvements meet the requirements of sections 15-5.2(a), SPECIFIC STANDARDS, RESIDENTIAL CONSTRUCTION, 15-5.2(b), SPECIFIC STANDARDS, NONRESIDENTIAL CONSTRUCTION, and 15-5.2(c), SPECIFIC STANDARDS, MANUFACTURED HOMES/OFFICES.

f. Interpretation of FIRM~~firm~~ boundaries.

1. Make interpretations where needed, as to the exact location of the boundaries of the Areas of sSpecial fFlood hHazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in Subsection 15-4.4.
2. Report Changes in Flooding Conditions. Obtain and record changes in flooding conditions and report the technical or scientific data to the Federal Insurance Administrator on a six (6) month basis or sooner in accordance with Volume 44 Code of Federal Regulations Section 65.3.

15-4.4 Variance procedure.

a. Appeal board.

1. The Planning Board, as established by Mayor and Council, shall hear and decide appeals and requests for variances from the requirements of this ~~chapter~~ordinance in accordance with the procedures set forth in N. J. S. A. 40:55D-1 et seq.
2. The Planning Board shall hear and decide appeals when it is alleged there is an error in any requirement, decision, or determination made by the ~~Borough Engineer~~Floodplan Manager in the enforcement or administration of this chapter.
3. Those aggrieved by the decision of the Planning Board, or any taxpayer, may appeal such decision to the appropriate court, as provided by law.
4. In passing upon such applications, the Planning Board shall consider all technical evaluations, all relevant factors, standards specified in other sections of this chapter, and:
 - (a) The danger that materials may be swept onto other lands to the injury of others;
 - (b) The danger to life and property due to flooding or erosion damage;
 - (c) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
 - (d) The importance of the services provided by the proposed facility to Keyport;
 - (e) The necessity to the facility of a waterfront location, where applicable;
 - (f) The availability of alternative locations for the proposed use which are not subject to flooding or erosion damage;
 - (g) The compatibility of the proposed use with existing and anticipated development;

- (h) The relationship of the proposed use to the comprehensive plan and floodplain management program of that area;
 - (i) The safety of access to the property in times of flood for ordinary and emergency vehicles;
 - (j) The expected heights, velocity, duration, rate of rise, and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site; and
 - (k) The costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems, and streets and bridges.
5. Upon consideration of the factors of Subsection 15-4.4a4 and the purposes of this chapter, the Planning Board may attach such conditions to the granting of variances as it deems necessary to further the purposes of this chapter.
6. The ~~Construction-Official~~Floodplain Manager shall maintain the records of all appeal actions, including technical information, and report any variances to the Federal Insurance Administration upon request.

b. Conditions for variances.

- 1. Generally, variances may be issued for new construction and substantial improvements to be erected on a lot of ~~one-quarter~~half (1/4) acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, providing items (a) through (k) in Subsection 15-4.4(a)(4) have been fully considered. As the lot size increases beyond the ~~one-half~~quarter (1/4) acre, the technical justification required for issuing the variance increases.
- 2. Variances may be issued for the repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as an historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
- 3. Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.
- 4. Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- 5. Variances shall only be issued upon:
 - (a) A showing of good and sufficient cause;

- (b) A determination that failure to grant the variance would result in exceptional hardship to the applicant; and
 - (c) A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public as identified in Subsection 15-4.4a4, or conflict with existing local laws or ordinances.
6. Any applicant to whom a variance is granted shall be given written notice that the structure will be permitted to be built with a lowest floor elevation below the base flood elevation and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.

15-5 PROVISIONS FOR FLOOD HAZARD REDUCTION.

15-5.1 General standards.

In any areas of special flood hazards, compliance with the applicable requirements of the Uniform Construction Code (N.J.A.C. 5:23) and the following standards, whichever is more restrictive, is required:

a. Anchoring.

- 1. All new construction to be placed or substantially improved and substantial improvements shall be anchored to prevent flotation, collapse, or lateral movement of the structure.
- 2. ~~All manufactured homes to be placed or substantially improved~~structures shall be anchored to resist flotation, collapse or lateral movement. Methods of anchoring may include, but are not to be limited to, use of over-the-top or frame ties to ground anchors. This requirement is in addition to applicable state and local anchoring requirements for resisting wind forces.
- 3. All recreational vehicles or trailers to be placed on a site must:
 - (a) be elevated above the Base Flood Elevation and anchored per the requirements of manufactured homes/offices; or
 - (b) be on the site for less than 180 consecutive days; or
 - (c) be fully licensed and highway ready.

b. Construction materials and methods.

1. All new construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
2. All new construction and substantial improvements shall be constructed using methods and practices that minimize flood damage.

c. Utilities.

1. All new and replacement water supply systems shall be designed to minimize or eliminate infiltration of floodwaters into the system;
2. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of floodwaters into the systems and discharge from the systems into floodwaters;
3. Backflow preventers shall be required to be installed below the lowest fixture or drain in all structures where sanitary facilities cannot be elevated above the base flood elevation plus thirty (30) inches when substantial improvements are proposed to the wastewater system or service connection;
4. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding; and
- 4-5. For all new construction and substantial improvements, the electrical, heating, ventilation, plumbing and air-conditioning equipment and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding and shall be located at the base flood elevation plus thirty (30) inches.

d. Site Plan and Subdivision pProposals.

1. All ~~subdivision~~ proposals and other proposed new development shall be consistent with the need to minimize flood damage;
2. All ~~subdivision~~ proposals and other proposed new development shall have public utilities and facilities such as sewer, gas, electrical, and water systems located and constructed to minimize flood damage;
3. All ~~subdivision~~ proposals and other proposed new development shall have adequate drainage provided to reduce exposure to flood damage; and
4. Base flood elevation data shall be provided for ~~subdivision proposals and other proposed new development which contain at least 50 lots or five acres (whichever is less)~~ all proposed development.

- e. Enclosure openings. All new construction and substantial improvements having fully enclosed areas below the lowest floor that are usable solely for parking of vehicles, building access or storage in an area other than a basement and which are subject to flooding shall be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters. Designs for meeting this requirement must either be certified by a registered professional engineer or architect or must meet or exceed the following minimum criteria: a minimum of two (2) openings in at least two (2) exterior walls of each enclosed area having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding shall be provided. The bottom of all openings shall be no higher than one foot above grade. Openings may be equipped with screens, louvers, or other covering or devices, provided that they permit the automatic entry and exit of floodwaters.

15-5.2 Specific standards.

In any areas of special flood hazards where base flood elevation data have been provided as set forth in Subsection 15-3.2, Basis for establishing the areas of special flood hazard, or in Subsection 15-4.3b, Use of other base flood and floodway data, the following standards are required:

a. Residential construction.

1. New construction and substantial improvement of any residential structure located in an A or AE zone shall have the lowest floor, including the basement, together with the attendant utilities (including all electrical, heating, ventilating, air condition, and other service equipment) and sanitary facilities, elevated at or above the base flood elevation, plus one foot following;
 - (a) Base flood elevation (published FIS/FIRM) plus thirty (30) inches;
 - (b) The best available flood hazard data elevation plus thirty (30) inches;
 - (c) As required by ASCE/SEI 24-14 Table 2-1; or
 - (d) As required by NJAC 7:13-3.
2. Within any AO zone on the municipality's FIRM, to elevate the depth number specified in feet plus thirty (30) inches, above the highest adjacent grade ~~all new construction and substantial improvement of any residential structure shall have the lowest floor, including the basement, elevated above the highest adjacent grade one foot above the depth number specified in feet (at least three feet if no depth number is specified) or above the best available flood hazard data elevation thirty (30) inches, whichever is more restrictive,~~ and require adequate drainage paths around structures on slopes to guide floodwaters around and away from proposed structures.

3 Record the method and elevation used above and, the Best Available Flood Hazard Design Data elevation, date and revision in the local Development Permit.

4 For Coastal A Zone Construction see section 15-5-4 Coastal High Hazard Area and Coastal A Zone.

b. Nonresidential construction. In an area of special flood hazard, all new construction and substantial improvement of any commercial, industrial or other nonresidential structure located in and A or AE zone shall have the lowest floor, including basement together with the attendant utilities and sanitary facilities as well as all electrical, heating, ventilating, air-conditioning and other service equipment shall either:

1. Be elevated to or above the base flood elevation ~~plus one foot~~(published FIS/FIRM) ~~plus thirty (30) inches, the best available flood hazard data elevation plus thirty (30) inches, as required by ASCE/SEI 24-14, Table 2-1, or as required by NJAC 7:13-3; and~~

2. If within any AO zone on the municipality's DFIRM, have the lowest floor, including the basement, elevated above the highest adjacent grade ~~one foot~~thirty inches above the depth number specified in feet (at least three feet if no depth number is specified) or at or above the best available flood hazard data elevation plus thirty (30) inches, whichever is more restrictive, and require adequate drainage paths around structures on slopes to guide floodwaters around and away from proposed structures; or

3. Be floodproofed so that below the ~~more restrictive base flood levelelevation~~ (published FIS/FIRM) ~~plus one foot~~thirty (30) inches, the best available flood hazard data elevation plus thirty (30) inches, or as required by ASCE/SEI 24-14, Table 6-1, the structure is watertight with walls substantially impermeable to the passage of water;

4. Have structural components capable of resisting hydrostatic and hydrodynamic loads and effects of buoyancy; and

5. Be certified by a registered professional engineer or architect that the design and methods of construction are in accordance with accepted standards of practice for meeting the applicable provisions of this subsection. Such certification shall be provided to the official as set forth in Section 15-4.3c2(b).

c. Manufactured homes/offices.

1. Manufactured homes/offices shall be anchored in accordance with Subsection 15-5.1a2.

2. All manufactured homes/offices to be placed or substantially improved within an area of special flood hazard shall ~~be elevated on a permanent foundation such that the top of the lowest floor is at or above the base flood elevation plus one foot.;~~
 - (a) Be consistent with the need to minimize flood damage;
 - (b) Be constructed to minimize flood damage;
 - (c) Have adequate drainage provided to reduce exposure to flood damage;
 - (d) Be elevated on a permanent foundation such that the top of the lowest floor is at or above the more restrictive, base flood elevation (published FIS/FIRM) plus thirty (30) inches, the best available flood hazard data elevation plus thirty (30) inches, as required by ASCE/SEI 24-14, Table 2-1, or as required by NJAC 7:13-3; and
 - (e) The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than 36 inches in height above grade and be securely anchored to an adequately anchored foundation system to resist flotation collapse, and lateral movement.

15-5.3 Floodways.

Located within any area of special flood hazard established in Subsection 15-3.2 are areas designated as floodways. Since the floodway is an extremely hazardous area due to the velocity of floodwaters which carry debris, potential projectiles, and erosion potential, the following provisions apply:

- a. Prohibit encroachments, including fill, new construction, substantial improvements, and other development unless a technical evaluation demonstrates that such encroachment shall not result in any increase in flood levels during the occurrence of the base flood discharge.
- b. If Subsection 15-5.3a is satisfied, all new construction and substantial improvements must comply with § 15-5, Provisions for Flood Hazard Reduction.
- c. In any area of special flood hazard in which base flood elevation data has been provided and no floodway has been designated, the cumulative effect of any proposed development, when combined with all other existing and anticipated development, shall not increase the water surface elevation of the base flood more than 0.2 of a foot at any point.

15-5.4 Coastal ~~H~~high-~~H~~hazard ~~A~~area and Coastal A Zone.

Coastal high-hazard areas (V or VE Zones and Coastal A Zones) are located within the areas of special flood hazard established in Subsection 15-3.2. These areas have special flood hazards

associated with high-velocity waters from tidal surges and hurricane wave wash; therefore, the following provisions shall apply:

a. Location of structures.

1. All buildings or structures shall be located landward of the reach of the mean high tide.
2. The placement of manufactured homes shall be prohibited, ~~except in an existing manufactured home park or manufactured home subdivision in the Coastal High Hazard Area.~~

b. Construction methods.

1. Elevation. All new construction and substantial improvements shall be elevated on piling or columns so that:
 - (a) The bottom of the lowest horizontal structural member of the lowest floor (excluding the piling or columns) is elevated to or above the more restrictive base flood elevation (published FIS/FIRM) plus thirty (30) inches, the best available flood hazard data elevation plus thirty (30) inches, as required by ASCE/SEI 24-14, Table 4-1, or as required by the Uniform Construction Code (N.J.A.C. 5:23), whichever is more restrictive, and.
 - (b) With all space below the lowest floor's supporting member open so as not to impede the flow of water, except for breakaway walls as provided for in Subsection 15-5.4b5; ~~and.~~
 - (c) All electrical, heating, ventilating, air conditioning, mechanical equipment and other equipment servicing the building is elevated at or above the more restrictive, base flood elevation (published FIS/FIRM) plus thirty (30) inches, the best available flood hazard data elevation plus thirty (30) inches, as required by ASCE/SEI 24-14, Table 4-1, or as required by NJAC 7:13-3.

2.4. Structural support.

- (a) All new construction and substantial improvements shall be securely anchored on piling or columns.
- (b) The pile or column foundation and structure attached thereto shall be anchored to resist flotation, collapse or lateral movement due to the effects of wind and water loading values, each of which shall have a one percent (1%-) chance of being equaled or exceeded in any given year (100-year mean recurrence interval).

(c) There shall be no fill used for structural support of buildings within Zones V1-30, VE, V and Coastal A on the Borough's FIRM.

3. Certification. A registered professional engineer or architect shall develop or review the structural design specifications and plans for the construction and shall certify that the design and methods of construction to be used are in accordance with accepted standards of practice for compliance with the provisions of Subsections 15-5.4b1 and 15-5.4b2(a) and (b).

4. Space below the lowest floor.

(a) Any alteration, repair, reconstruction or improvement to a structure started after the enactment of this chapter shall not enclose the space below the lowest floor unless breakaway walls, open wood lattice-work or insect screening are used as provided for in this chapter.

(b) Breakaway walls, open wood lattice-work or insect screening shall be allowed below the base flood elevation provided that they are intended to collapse under wind and water loads without causing collapse, displacement or other structural damage to the elevated portion of the building or supporting foundation system. Breakaway walls shall be designed for a safe loading resistance of not less than 10 and no more than 20 pounds per square foot. Use of breakaway walls which exceed a design safe loading of 20 pounds per square foot (either by design or when so required by local or state codes) may be permitted only if a registered professional engineer or architect certifies that the designs proposed meet the following conditions.

(1) Breakaway wall collapse shall result from a water load less than that which would occur during the base flood; and

(2) The elevated portion of the building and supporting foundation system shall not be subject to collapse, displacement or other structural damage due to the effects of wind and water load acting simultaneously on all building components (structural and nonstructural). Water loading values used shall be those associated with the base flood. Wind loading values used shall be those required by applicable state or local building standards.

(c) If breakaway walls are utilized, such enclosed space shall be used solely for parking of vehicles, building access, or storage and not for human habitation.

(d) Prior to construction, plans for any breakaway wall must be submitted to the Construction Code Official for approval.

c. ~~Sand dunes. Prohibit man-made alteration of sand dunes within Zones VE and V on Keyport's DFIRM which would increase potential flood damage~~ Manmade alteration of sand dunes is prohibited.

15-5.5 NJ Uniform Construction Code.

The Floodplain Manager and Construction Code Official shall review development applications in accordance with the current Flood Damage Prevention Ordinance and NJ Uniform Construction Code, respectively. Should a discrepancy exist between the Flood Damage Prevention Ordinance and NJ Uniform Construction Code, the more stringent requirement shall apply.

Section 3. All Ordinances or parts thereof inconsistent with the provisions of this Ordinance are hereby repealed.

Section 4. 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 5. Except as amended by this ordinance, all other provision of the Borough's Revised General Ordinances shall remain in full force and effect.

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 any publication according to law.

Introduced: April 21, 2020

Public Hearing:

Adopted:

Michele Clark, RMC
Borough Clerk
Borough of Keyport

Collette J. Kennedy, Mayor
Borough of Keyport

HOOK AND LADDER CO., NO. 1
1877

ENGINE CO., NO 1
1889

Comm#1
LINCOLN HOSE CO.,
NO. 1
1893

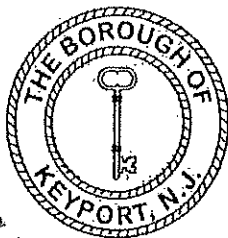
RARITAN HOSE CO., NO. 2
1893

KEYPORT FIRE DEPARTMENT

EAGLE HOSE CO., NO.
4
1907

LIBERTY HOSE CO., NO. 3
1893

FIRE PATROL
1910



April 16, 2020

Keyport Borough Mayor and Council

70 West Front Street

Keyport, NJ 07735

Reference: 2020 Annual Fire Department Inspection

Dear Ladies and Gentlemen;

I am writing on behalf of Chief Moscatiello, to request the moving of the Annual Inspection date this year to Saturday October 3, 2020 due to the current pandemic situation. We are requesting the use of Firemen's Parking lot on Saturday October 3rd, 2020, so that we can hold our Annual Department Inspection which is required by borough ordinance. We will have members of Fire Patrol Close off the lot the front half of the lot closest to West Front Street from Friday October 2nd, 2020 at 11:00PM to Saturday October 3rd, 2020 at 7:30PM. If you have any questions or concerns please contact Chief Joseph Moscatiello at 732-900-0413 or myself at 732-672-0503. Thank you in advance for your cooperation in this matter.

Respectfully Submitted,

Jacqueline D. Kovacs-Olsen

Department Secretary

Keyport Post Office Box 221, Keyport, NJ 07735

LINCOLN HOSE CO.

All projects listed below fall within year one NPP implementation plan accepted by the DCA in February 2020 and as adopted by Council within Resolution #125-20 dated March 17, 2020.

Project/Wages	Budgeted	Municipal Match	Total Amount
Coordinator	\$25,000.00	\$7,700.00	
Road Closure & Traffic Control	\$14,800.00		
Public Benches/Seating	\$15,000.00		
Downtown Murals	\$20,000.00		
Trees & Shrubbery	\$17,500.00		
Library	\$32,700.00	\$17,300.00	
Totals	\$125,000.00	\$25,000.00	\$150,000.00

Through a combination of several NPP Stakeholder remote meetings, email updates and text alerts- the committee has identified the following projects for NPP implementation.

Firemen's Park/Surrounding Area Refurbishment

- Remove dead trees - plant new trees Fall 2020
- Add benches & tables – when NJ state stay at home orders are lifted
- Paint the brick planter
- Soliciting quotes and planting advice from potential vendors and Keyport Garden Club
- Contacted Chief Moscatiello as a courtesy to the Keyport Fire Department- Chief gave full written support to proceed as needed with refurbishment.

Murals

- Potential mural locations
 1. 2 W Front Street (McDonagh's Pub- Open wall facing Broad Street)
 2. 36 W Front Street (Honey Hole Building -Open wall facing Main Street. New mural and historic map refurbishment)
 3. 1 W Front Street (Keyport Beauty Center-Open wall facing Broad Street)
 4. 18 W Front Street (Lenora's – Alley Way)
- Contacted building owners for initial approval for use of space and design preference. Verbal approval received pending designs
- Identified/Hire 3-4 Local Artists (All Keyport Residence)
- Soliciting Design plans 50% complete
- Borough Attorney Mark Moon Created 5-year wall lease agreement per DCA requirements
- Library Book Drop Box-pending artist renderings. Wrap piece or painted TBD

Library

- Initial Meeting with Library Team/ Ed Carew
- Requests for the following repairs in order of importance:
 1. Roof - pending estimates
 2. Front Entry Stairs – pending estimates
 3. Retaining Wall and Railings
 4. Minor interior wall repair from roof/water damage
 5. Stained Glass over doorway.

[Type here]

6. Clock

Road Closure:

- Working with several vendors to provide DCA approved closure options
- Possible options include manual arm lift closure with flashing lights
- Solar/LED Stop, Yield and Road Flooded signs

Trees & Shrubbery

- Vendors and Garden Club consulted on tree selection and soil testing
- New Trees, Rain Gardens, and hardy plants for Firemen's Park
- Identify other plan specific areas in need of new trees/shrubs within district map

Pending Orders for Projects/Plans

Benches & Tables

Final quote for tables and benched received April 14, 2020

1. 18 6ft benches, 4 Standard 6ft Picnic tables, 3 ADA Accessible
2. Cost \$14,955.00
3. Total Budgeted Amount \$15,000.00
4. Resolutions Prepared by Mark Moon on April 15, 2020

Dead Tree Removal (4)

Firemen's Park

1. \$1,000.00
2. Resolutions Prepared by Mark Moon on April 15, 2020

Notes:

- All reports required by the DCA through the SAGE system have been completed and accepted by the state
- Funds available: \$25,000.00
- Remaining funds will be reimbursed as each expense is submitted for approvals. Turn around time is between 2 and 4 weeks; however, could take a few days depending on when the requests to draw down funds are submitted
- DCA has unofficially agreed to extend year one deadline of June 30, 2020 to September 2020 as a result of COVID-19, provided that the Borough is showing progress
- Keyport is noted as one of the more advanced towns within NPP recipients to be this far into plan implementation by choice of projects we are pursuing

Stakeholders:

Lorraine DeVizia, Jay Patel, Catherine "Cat" Galli, Rachael Fredricks, Michelle Knox,
Councilwoman Victoria Pacheco, Councilwoman Delia Sosa McDermott

KEYPORT BOROUGH CLERK'S OFFICE

DATE: 4/1/2020
TO: MAYOR & COUNCIL
FROM: MICHELE CLARK, BOROUGH CLERK
RE: CASH RECEIPTS FOR MARCH 2020

WATER/SEWER ACCOUNT

OTHER: DEMOLITION		300.00
TOTAL WATER/SEWER	\$	300.00

CURRENT ACCOUNT

BINGO LICENSE	\$	0.00
LIMO LICENSES		0.00
PHOTOCOPIES		0.00
POSTAGE		0.00
RAFFLE LICENSE		0.00
TAXI DRIVER		0.00
TAXI OWNER		0.00
TOW TRUCK OPERATOR APPLICATION		0.00
FLEET FEE/TOW OWNER		0.00
SEARCHES		0.00
VENDING/PEDDLER LICENSE		220.00
VENDING MACHINE		0.00
LIQUOR LICENSE		0.00
STREET OPENING		0.00
RECYCLING PERMITS		40.00
PARKING PERMITS		0.00
AUCTION FEES		0.00
PD- ACC RPTS		0.00
FILM PERMIT APPLICATION		0.00
OTHER: RETURNED CHECK CHARGE		0.00
NSF FEE		0.00
SUBPOENA		0.00
TOTAL CURRENT		\$260.00

ESCROW ACCOUNT

SEASONAL BUSINESS	\$	0.00
ESCROW	\$	0.00
TOTAL ESCROW	\$	0.00

TOTAL RECEIPTS	\$560.00
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STREET OPENING CASH REPAIR ESCROW BREAKDOWN

APPLICANT	PERMIT NUMBER	AMOUNT	Additional Escrow
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TOTAL:		\$	-
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[illegible]

TAX COLLECTOR'S / UTILITY COLLECTORS MONTHLY REPORT 2020

[illegible]

TREASURERS REPORT FOR THE MONTH OF MARCH 2020

<u>TOTAL COLLECTED IN THE BOARD OF HEALTH OFFICE.....</u>	<u>\$2317.20</u>
DOG LICENSES.....	\$159.00
CAT LICENSES.....	\$8.20
MARRIAGE & CIVIL UNION LICENSES.....	\$-0-
MARRIAGE & CIVIL UNION LICENSES TRUST.....	\$-0-
DOMESTIC PARTNERSHIP AFFIDAVITS.....	\$-0-
BURIAL PERMITS TRUST.....	\$-0-
DEATH CERTIFICATES.....	\$-0-
DEATH CERTIFICATES EFT**	\$1410.00
MARRIAGE CERTIFICATES.....	\$40.00
BIRTH CERTIFICATES.....	\$-0-
TATTOO PARLOR.....	\$-0-
PLAN REVIEW.....	\$100.00
FOOD HANDLERS.....	\$600.00
MISCELLANEOUS.....	\$-0-

DISBURSEMENTS –

Check #296	- Boro of Keyport Misc. Acct.	- \$740.00
Check #	- Boro of Keyport Trust Acct.	- \$-0-
Check #297	- Boro of Keyport Dog Acct.	- \$137.20
Check #298	- NJ State Dept. of Health	- \$30.00

****STATE ELECTRONIC FUNDS TRANSFER-\$1410.00**

Treasurers Report
Page Two

Respectfully submitted,

Board of Health Secretary

Cc: Borough Clerk
Treasurer w/checks

BUILDING DEPARTMENT
MONTHLY REPORT - CASH RECEIPTS FOR:

PERMIT TYPE	# ISSUED	AMOUNT
State DCA Fee	20	\$367.00
Construction Certificates	0	\$0.00
Plumbing	10	\$770.00
Electrical	9	\$865.00
Building	8	\$2,950.00
Fire Sub Code	6	\$361.00
Code Enforcement C of O	29	\$2,455.00
Transfer of Title C of O	8	\$280.00
Smoke Detector Inspection	29	\$1,582.00
Zoning	8	\$352.00
200 Ft. Property List	2	\$20.00
Fence	3	\$175.00
Shed	3	\$150.00
Flatwork	1	\$40.00
Const. Debris Deposit	3	\$90.00
Construction Violations	1	\$40.00
Backflow Preventor	0	\$0.00
NSF	0	\$0.00
TOTALS		\$10,497.00
Vacant Property Registration	4	\$3,800.00
Landlord Registration	55	\$5,220.00
Total		\$19,517.00

ACCOUNTS PAYABLE

Amount Paid to Borough \$10,130.00 Check # 2875
State Fee Due \$8,936.00 Check # 2876

Respectfully Submitted
Laurie Graham

Report #5

REPORT ID: TEC01610-0
 RUN DATE: 04/04/2020
 RUN TIME: 20:04

NU AUTOMATED TRAFFIC SYSTEM
 AOC REPORT-TRAFFIC SECTION
 KEYPORT BORO MUNICIPAL COURT
 FROM 03/01/2020 TO 03/31/2020

	DWI	ALL OTHER	PK ONLY
IX. TOTAL CHARGES PENDING-BEGINNING OF MONTH	21	312	105
X. CHARGES ADDED			
A NEWLY FILED IN THIS M. C.	5	102	22
B REMANDED BY COUNTY PROSECUTOR			
C RECEIVED FROM ALL OTHER COURTS	1	9	22
D REINSTATED (PREVIOUSLY DISPOSED)	6	111	
E TOTAL CHARGES ADDED			22 = 139 + 60 = 199

XI. CHARGES DISPOSED BY:			
A REFERRAL TO COUNTY PROSECUTOR	1	8	31
B REFERRAL TO ALL OTHER COURTS			
C VIOLATIONS BUREAU (R. 7:12-4)	3	55	1
D CLOSED PER R. 7:8-9		19	
E ENTRY OF GUILTY PLEA		12	
F A FINDING OF GUILTY AFTER TRIAL	2	32	5
G A FINDING OF NOT GUILTY AFTER TRIAL	0 *	9 *	0 **
H DISMISSAL			
I OTHER FORMS OF ADJUDICATION	6	135	37 = 178 + 39 = 217
J TOTAL CHARGES DISPOSED			

{ * = AMENDED / MERGED
 ** = AMENDED / MERGED / DSUS / RSTUS }

XII. CHARGES PENDING-END OF MONTH			
(BY AGE FROM DATE OF COMPLAINT)			
A PENDING FOR 0 TO 60 DAYS:	7	125	35
1 OPEN, ACTIVE (WARRANT NOT ISSUED)			3
2 WARRANT ISSUED			
B FOR 61 DAYS OR LONGER:	14	153	46
1 OPEN, ACTIVE (WARRANT NOT ISSUED)		8	6
2 WARRANT ISSUED		286	90
C TOTAL CHARGES PENDING - END OF MONTH	21		

XIII. SENTENCES IMPOSED ON EACH CHARGE			
A JAIL SENTENCE	3		1
B REVOCATION/SUSPENSION OF MV LICENSE			
C PROBATION (R. 7:9-1(C))	1		
D COMMUNITY SERVICE	3		
E FINE IMPOSED		21	

XIV. DEFENDANTS SENTENCED AND COMMITTED TO JAIL			
XV. MONIES ASSESSED OR FORFEITED:			
(VIOLATIONS BUREAU AND OPEN COURT)			
A TOTAL FINES, PENALTIES, AND SURCHARGES	2,543.00	5,756.37	1,042.00
B TOTAL COURT COSTS IMPOSED	99.00	2,149.00	632.00
C TOTAL CASH BAIL FORFEITURES (- REINSTATEMENTS)			
(PK INCLUDED IN ALL OTHER)			

	ATS	VCCB	DMV	COUNTY	MUNICIPAL	OTHER	TOTAL
XVI. DISTRIBUTION OF MONIES							
A GENERAL CASH BOOK	641.00 (ATS)	385.00	1743.15	3192.00	12541.85	95.00 (PT)	22,358.92
B BAIL BOOK	1300.00 (VCCB)				600.00 (DMV)	839.82 (PT)	
	605.00 (COUNTY)				20.00 (OTHER)		
	244.00 (TOTAL)						

REPORT ID: TFC01610-0
RUN DATE: 04/04/2020
RUN TIME: 20:04

NY AUTOMATED TRAFFIC SYSTEM
AOC REPORT-TRAFFIC SECTION
KEYPORT BORO MUNICIPAL COURT
FROM 03/01/2020 TO 03/31/2020

XVII. COURT PERSONNEL TIME
B JUDICIAL STAFF
CASE RELATED HOURS
1 CASE RELATED HOURS
A TOTAL BENCH TIME
B TOTAL CASE RELATED NON-BENCH TIME

0.00
0.00

TRAFFIC/PARKING
MATTERS

END OF TRAFFIC SECTION - AOC STATISTICAL REPORT

REPORT ID: CMCL610
RUN DATE : 04/04/2020
RUN TIME : 16:09

NJ AUTOMATED COMPLAINT SYSTEM
AOC STATISTICAL REPORT - CRIMINAL SECTION
KEYREPORT BORO MUNICIPAL COURT

(FROM 03/01/2020 TO 03/31/2020)

PAGE: 1
RUN : MONTHLY

	INDICTABLE OFFENSES	D.P. & P.D.P. OFFENSES	ALL OTHER NON-TRAFFIC
I. TOTAL CHARGES PENDING - BEGINNING OF MONTH		275	256
II. CHARGES ADDED			
A. NEWLY FILED IN THIS MUNICIPAL COURT	17	17	6
B. REMANDED BY COUNTY PROSECUTOR	2	5	
C. RECEIVED FROM ALL OTHER COURTS			
D. REINSTATE (E.G., CD FAILURES)		13	
E. TOTAL CHARGES ADDED	19	35	6 = 60
III. CHARGES DISPOSED BY			
A. REFERRAL TO COUNTY PROSECUTOR	15	7	
B. REFERRAL TO ALL OTHER COURTS			
C. VIOLATIONS BUREAU (R. 7:7)		2	4
D. ENTRY OF GUILTY PLEA			
E. A FINDING OF GUILTY AFTER TRIAL	2	5	2
F. A FINDING OF NOT GUILTY AFTER TRIAL		1	
G. DISMISSAL			
H. PLACEMENT IN A DIVERSIONARY PROGRAM			
I. CLOSED PER R.7-8-9.			1
J. TOTAL CHARGES DISPOSED	17	15	7 = 39
IV. TOTAL CHARGES PENDING END OF MONTH (BY AGE FROM DATE OF COMPLAINT) ----			
A. FROM 0 TO 60 DAYS			
1. OPEN, ACTIVE (NON-FUGITIVE)		40	10
2. OPEN, WARRANT ISSUED (FUGITIVE)		69	123
B. FOR 61 DAYS OR LONGER			
1. OPEN, ACTIVE (NON-FUGITIVE)		64	48
2. OPEN, WARRANT ISSUED (FUGITIVE)		105	78
C. TOTAL CHARGES PENDING - END OF MONTH		278	259
V. SENTENCES IMPOSED ON EACH CHARGE			
A. JAIL SENTENCE			
B. CONDITIONAL DISCHARGE		1	
C. REVOCATION/SUSPENSION OF NY LICENSE			
D. PROBATION (R. 3:21-7)			
E. COMMUNITY SERVICE			
F. FINE IMPOSED		3	4
G. CONDITIONAL DISMISSAL			
VI. DEFENDANTS SENTENCED AND COMMITTED TO JAIL			
VII. COMPLAINTS AND NOTICES FILED			
A. NUMBER OF COMPLAINTS SUMMONES (CDR-1)	4	7	
B. NUMBER OF COMPLAINTS WARRANTS (CDR-2)	6		
C. NOTICE IN LIEU OF			
VIII. MONIES ASSESSED OR FORFEITED (VIOLATIONS BUREAU AND OPEN COURT)			
A. TOTAL FINES IMPOSED		1265.00	1020.00
B. TOTAL VCCB PENALTIES ASSESSED		50.00	.00
C. TOTAL COURT COST IMPOSED		84.00	112.00
D. TOTAL CASH BAIL FORFEITURES		.00	.00

KEYPORT CLEAN COMMUNITIES Report

Mar 11 – Apr 16, 2020

Report #6

From: Tom Gallo, Clean Communities Coordinator

To: Tom Henshaw, BA
Michele Clark, BC

Copy to: T. Fallon, CEO, D. McDermott, Council rep, KPD Chief Hefner, Capt. S. Torres, R. Kutschman, D. Nellis, L. Graham, D. Purcell, Robin Sheridan, K. Degroat, M. Palmisano, J. Straub

Overview:

Due to the pandemic, Executive Orders and local direction, the program has been adjusted.

Our regular employees, Joe Carson and Julian Rebelo were directed to stop working for both the protection of our residents and themselves. Since there has been less public activity in our borough, one KCC employee, myself, has continued to address litter.

KCC has offered truck K99 and services to all departments as needed.

Two of the new litter materials being collected, not on a grand scale, are used gloves and masks, often discarded very near a public receptacle. In the last week, the amount collected daily has been reduced to a few or none at all.

As reported last month, the INDEPENDENT Newspaper continues to be a major litter item. These are ending up in the curbs or in the road, get wet and float down our storm drains as the paper turns to paste. KCC only picks these up if they are on public property and if they have become wet, an indication that the resident does not want the paper.

If there is any legal recourse to ensure these papers are placed onto lawns, not public sidewalks sidewalks and roadways, it will reduce that effort by KCC so we may attend to other litter hot spots.

I checked with our state NJCC representative Sandy Huber. She does not have any information yet on whether or not the 2020 Clean Communities grant will be distributed. Normally April-May.

All volunteer clean ups sponsored by the state, county and our borough have been postponed.

Normally at this time, the NJDOC would send a prison crew to remove heavy floatables off our Cedar Street Beach. Obviously this too is postponed.

Recyclables, namely plastic bottles, cans and untied cardboard remain a litter factor on collection days for the reasons previously explained. KCC generally waits until the day after the collection before we pick up these items as most residents will pick up litter in front of their own home.

KCC has assisted monitoring playgrounds and parks to ensure areas are blocked off and are not being used.

Highlights this period –

No injuries. No lost equipment. KCC had some sanitary wipes and N95 masks on hand for messy clean ups prior to the pandemic. Using those limited supplies to protect others and self.

Looking Ahead –

Met with sign maker for decals for K99.
end