

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

Members of the public who wished to participate in the meeting used the following dial in information:

Link: <https://zoom.us/j/91332443668?pwd=akM5Ym1SLzMxSmw0M1ROTmxDcEYrQT09>

Meeting ID: 913 3244 3668

Passcode: 504267

Dial in Number: (646) 558-8656

Mayor Kennedy called the Meeting to Order at 7:01PM. Borough Clerk Michele Clark read the Sunshine Law Notice.

ROLL CALL

On Roll Call the following were present via videoconference: Councilmembers Goode, Fotopoulos, McDermott, Davidson and McNamara. Present in Council Chambers: Mayor Kennedy, Borough Administrator Jay Delaney. Borough Attorney Leslie London was present via videoconference. Councilwoman Pacheco was absent.

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Mayor Kennedy dedicated a moment of silence to John K. Kovacs, Jr., who was a former Councilmember, Planning Board member and was currently serving as a member on the Keyport Fire Department. We will miss him.

Mayor Kennedy dedicated a moment of silence to Ty Sauer, who is a senior a Keyport High School. Thoughts and prayers go out to all of the Keyport and Union Beach Community, as this loss impacts all of his classmates, family and friends.

PROCLAMATION

Mental Health Awareness Month

Mayor Kennedy – She said that we will be honoring Mental Health Awareness Month with a Proclamation. She said stay tuned to social media and to the Borough website, it will be posted there.

Councilwoman Davidson – Regarding, **R123-21** Authorizing Execution of Concession Agreement with Funnee Girl Dogs, LLC and **R124-21** Authorizing Execution of License Agreement with A Canoe to You, LLC, for the Borough Owned Boathouse on the Waterfront, she asked how the fees are determined. Funnee Girl is \$2500 for approximately 24 weeks/6 months; the Canoe business is only \$300 for a 7-month span. She asked if there is a difference between a concession agreement and a license agreement. Regarding, **R125-21** Authorizing Execution of License Agreement with New Logic Marine Science Camp for use of Cedar Street Park for Science Camp, she asked how do we determine those fees and should they be uniform across the board.

Also, with regard to **R125-21** Authorizing Execution of License Agreement with New Logic Marine Science Camp for use of Cedar Street Park for Science Camp, she asked that it be more specific regarding their garbage and have them carry it out.

Communication #1, she asked if any additional information has come in regarding the \$2,500 request and whether or not they have gone out to receive any CARES Act money and if they were denied. She would like that pulled.

Communication #4, MeatEater movie production are seeking a waiver of \$500. She is not in favor of that.

Communication #5, she said that they are bringing screens and tables and asked if DPW was a part of that setup and breakdown.

Communication #8, she said that there was a request to waive fees, but she did not see anything that there was a fee with any of the locations that they are looking for.

Administrator Delaney – He said that the hot dog vendor and the Boat House are proposals that are solicited and those fees are consistent with what was paid previously. Whereas the summer camp, there is a fee established for the use of parks on a per day basis.

Councilwoman Davidson – She asked if there is any discussion for the Canoe business to be on par with the concessions.

Administrator Delaney – He said it is the result of proposals sought. The prior vendors indicated their willingness to pay the same amounts in prior years. The way to address that would be to establish a minimum as part of the proposal process. There was recommendation from the Harbor Commission to reduce the fees this year and the result of that discussion was that the same terms and conditions would be offered for the current year as they were in the prior year.

Mayor Kennedy – She said in regards to Communication #1, the only information that came in was from Monmouth County and she shared that. The waiver of fees will have to be a discussion amongst the Dais when they get to those. She wants to make one Agenda amendment to Item #7 under Communications, the rain date should be June 22, 2021, not July 22, 2021. She said Communication #8 asked for a waiver of fees, but it was not received until Friday after the Agenda closed.

Councilwoman Davidson – She asked if they could ask the summer camp to carry out their garbage.

Mayor Kennedy – She said that she thinks it is a great idea.

Councilman Fotopoulos – He said that the Canoe's first year was a pilot and their fee was established at \$300. There was discussion that the fee wouldn't remain \$300 and that they would reassess. He suggests advising Canoe to You of an appropriate increase for next year of the fee. He agrees with Councilwoman Davidson that the \$300 does not seem proportionate to the others.

Mayor Kennedy – She said that they also need to address parking. The trailer is left there the whole season in the former museum lot and he has his pickup truck parked where we can be making \$20 for a boat ramp spot.

Councilman Fotopoulos – He said that he received an email from the Historical Society President, Tom Gallo with some additional information. We're referring to the \$2,500 budget line item for the Historical Society.

Councilwoman McNamara – Regarding, **R117-21** Authorizing the Borough of Keyport to Release the Performance Bond Provided by 138 Broad Street, LLC, for Construction at the Property Located at Block 60, Lots 15 and 16 on the Tax Map of the Borough – *138 Broad Street now known as 7 & 9 Warren Street*, she wanted to confirm what the amount of the remaining performance bond was.

Regarding, **R118-21** Authorizing Execution of a Shared Services Agreement with Monmouth County for MOD-IV Property Assessment Computer Services, she asked if this was a ten-year agreement.

Administrator Delaney – He said that it is a ten-year agreement and technically starts in 2022 and runs through 2031. However, it can be terminated upon prior notice.

Councilwoman McNamara – She asked if we have an estimated annual cost.

Administrator Delaney – He said that the costs are outlined on page three. It is listed as so much per line item. It's approximately \$1,000 a year. To clarify, there are separate charges for preparation of the various bills.

Councilwoman McNamara – She asked if we paid the postage or if they pay the postage.

Administrator Delaney – He said that we pay the postage.

Councilwoman McDermott – She thought we were going to address parking and storage in the new contract.

Administrator Delaney – He said that we can clarify that it does not include parking.

Councilwoman McDermott – She requested to have the Historical Society addressed separately.

Mayor Kennedy – She asked Council President Goode, Item #9 under Communications, do you know why they want to move this up to those dates. The closure of Fireman's Lot from July 1st through the 11th is going to have a major impact for the holiday.

Council President Goode - He said that his understanding is that the vendors approached the Fire Department with those dates available and they also worked with the tide. He has spoken with Hank Young and Dave Olsen, who is organizing it, and he told them that it would be extremely unlikely that the Council would be able to close the parking lot for the first ten days of July and that maybe they should go back to the vendors to see if the first week of August would be available. He said he couldn't see not approving a 100 person wedding to approving an entire fair.

PUBLIC COMMENT PORTION

The Meeting was opened to the public for comments or questions listed on the Agenda at 7:25PM moved by McDermott, carried by Davidson with ayes by all present.

Michael Lane, 51 First St. – He said regarding Communication #4, the request for the waiver does not make sense because they are a profit making operation on YouTube and are not a charity. Regarding **R124-21** Authorizing Execution of License Agreement with A Canoe to You, LLC, for the Borough Owned Boathouse on the Waterfront, he said the sale of food, boating craft novelty and boating relating products and physical fitness are all new items and he does not believe they have been done at the Boathouse before. He asked what the expectation is and how that is going to be controlled.

Regarding **R118-21** Authorizing Execution of a Shared Services Agreement with Monmouth County for MOD-IV Property Assessment Computer Services, he said that the data is not very good shape. The earliest tax maps are dated 2013. He asked what work is going to be done to get the MOD-IV corrected. He asked Mayor Kennedy for the statues of First and Waverly.

There being no further comments or questions, the Meeting was closed to the public at 7:31PM moved by McDermott, carried by Fotopoulos with ayes by all present.

Administrator Delaney – He said that this is the same agreement that this was used previously. In terms of the variety of items that could be offered, he does not believe that has been changed.

Mayor Kennedy – She said that those services were not offered in the past. They did not have food or bait.

Councilwoman McNamara – She said that looking at the last contract, that same verbiage was in there. She does not believe that they offered any of those services.

Councilwoman McDermott – She said the intentions was to have a business to sell bait there so that it would be a multifunctional Boathouse.

Mayor Kennedy – She confirmed that it was a multifunctional lease and they just filled their name in. She said it needs to be cleaned up or explained to them when their approval is given.

Attorney Leslie London – She said you can approve it as amended and take out those uses. She confirmed that the changes are to Section 8, which identifies the use of the license premise.

Administrator Delaney – He said that this agreement is with the shared services with the County for the use of the system and the data that is contained within that system and is under the purview of the Tax Assessor. He has had previous discussions with Mr. Lane and those changes are being made and included.

Councilman Fotopoulos – He asked if they could have a meeting with the Tax Assessor to address the concern on the current MOD-IV data.

Council President Goode – He said that the data is up to date, the tax maps are from 2013.

MAYORS UPDATE

- 3BR Distillery Ribbon Cutting
- Performed three wedding ceremonies
- Library Board of Trustees meeting
- Veteran’s Committee meeting
- Complete Streets meeting
- Green Team meeting
- Boy Scouts meeting to discuss topics of Government
- NJLM Coalition Team meeting
- Fundraiser for the Keyport Fire Department at the Knights of Columbus
- Zip Code discussion update – list plus four code

Mayor Kennedy congratulated the upcoming combined graduating Keyport High School and Rising Stars, who are graduating with their Associates Degree next week from Brookdale Community College. This is the first Keyport High School class to reach this achievement.

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.)

- R116-21 Payment of Bills for the May 4, 2021 Bills List
- R117-21 Authorizing the Borough of Keyport to Release the Performance Bond Provided by 138 Broad Street, LLC, for Construction at the Property Located at Block 60, Lots 15 and 16 on the Tax Map of the Borough – *138 Broad Street now known as 7 & 9 Warren Street*
- R118-21 Authorizing Execution of a Shared Services Agreement with Monmouth County for MOD-IV Property Assessment Computer Services
- R119-21 Authorizing the Rejection of Bids Submitted in Response to Request for Bids for Emergency and On-Call Utility Repair Services
- R120-21 Authorizing a Refund to Trinity Heating & Air, Inc., of a Portion of the Construction Permit Fees for Solar Panel Mounting at the Property Located at 227 Osborn Street
- R121-21 Authorizing the Appointment of Christopher Strincoski as Laborer-2 in the Department of Public Works
- R122-21 Authorizing Hiring of a Crossing Guard – *David Zaorski*
- R123-21 Authorizing Execution of Concession Agreement with Funnee Girl Dogs, LLC
- R124-21 Authorizing Execution of License Agreement with A Canoe to You, LLC, for the Borough Owned Boathouse on the Waterfront
- R125-21 Authorizing Execution of License Agreement with New Logic Marine Science Camp for use of Cedar Street Park for Science Camp
- R126-21 Resolution in Support of Law Enforcement Appreciation Month

APPROVAL OF RESOLUTIONS

Motion to approve the Consent Agenda and to table **R117-21** Authorizing the Borough of Keyport to Release the Performance Bond Provided by 138 Broad Street, LLC, for Construction at the Property Located at Block 60, Lots 15 and 16 on the Tax Map of the Borough – *138 Broad Street now known as 7 & 9 Warren Street*, modify section 8 of **R124-21** Authorizing Execution of License Agreement with A Canoe to You, LLC, for the Borough Owned Boathouse on the Waterfront and on **R125-21** Authorizing Execution of License Agreement with New Logic Marine Science Camp for use of Cedar Street Park for Science Camp, additional language will be added to the agreement to include removal and disposal of trash, including the additional language around their trash to remove and dispose moved by McNamara, carried by Fotopoulos.

Roll Call: Ayes: Goode, Fotopoulos, McDermott, Davidson, McNamara
 Nays:
 Abstain:
 Absent: Pacheco

PUBLIC HEARING/ADOPTION OF ORDINANCE

1. Ordinance #3-21 COLA Rate Ordinance

The Clerk read the Ordinance by Title: **ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14)**

1a. Motion to Open Public Hearing at 7:47PM moved by Fotopoulos, carried by McDermott with ayes by all present.

CFO Tom Fallon gave an explanation of the CAP Bank and COLA Ordinance.

Elmer J. Graham, Jr., 22 St. Peters – He asked if this means if there is a possible tax increase for the residents.

CFO Tom Fallon – He said the Ordinance itself has nothing to do with the amount to be raised by taxation and it has to do with appropriations in the budget. This is a CAP on spending within Operations.

There being no further comments or questions, the Meeting was closed to the public at 7:52PM moved by McDermott, carried by Fotopoulos with ayes by all present.

1b. Motion adopt Ordinance moved by McDermott, carried by Fotopoulos.

Roll Call: Ayes: Goode, Fotopoulos, McDermott, Davidson, McNamara
Nays:
Abstain:
Absent: Pacheco

1c. Motion authorizing the Clerk to publish the Ordinance as adopted moved by McDermott, carried by Fotopoulos with ayes by all present.

2. Ordinance #4-21 Placing a Stop Sign on Beers Street at the Intersection of Beers Street and Clark Street

The Clerk read the Ordinance by Title: **ORDINANCE AMENDING CHAPTER 7A OF THE BOROUGH CODE ENTITLED “TRAFFIC SCHEDULES” AT SCHEDULE XI (STOP INTERSECTIONS) TO DESIGNATE THE INTERSECTION OF BEERS STREET AND CLARK STREET WITHIN THE BOROUGH OF KEYPORT AS A STOP INTERSECTION**

2a. Motion to Open Public Hearing at 7:54PM moved by Fotopoulos, carried by McDermott with ayes by all present.

Elmer J. Graham, Jr. – He said that some people on occasion run that stop sign. He asked if we could further enforce that rule by the Keyport Police. Mayor Kennedy provided an explanation.

Mike Lane – He said that four way stops are really good for traffic calming.

There being no further comments or questions, the Meeting was closed to the public at 7:56PM moved by McDermott, carried by Fotopoulos with ayes by all present.

2b. Motion to adopt Ordinance moved by McDermott, carried by Fotopoulos.

Roll Call: Ayes: Goode, Fotopoulos, McDermott, Davidson, McNamara
Nays:
Abstain:
Absent: Pacheco

2c. Motion authorizing the Clerk to publish the Ordinance as adopted moved by McDermott, carried by Fotopoulos with ayes by all present.

3. Ordinance #5-21 Establishing a Loading Zone in Front of 17-21 W. Front Street

The Clerk read the Ordinance by Title: **AMENDING CHAPTER 7A OF THE BOROUGH CODE ENTITLED “TRAFFIC SCHEDULES” AT SCHEDULE XIII (LOADING ZONES) TO ESTABLISH A LOADING ZONE ON WEST FRONT STREET WITHIN THE BOROUGH OF KEYPORT**

3a. Motion to Open Public Hearing at 7:57PM moved by Davidson, carried by McDermott with ayes by all present.

Seeing no one, the Public Hearing was closed at 7:58PM moved by McDermott, carried by Davidson with ayes by all present.

3b. Motion adopt Ordinance was moved by McDermott, carried by Fotopoulos.

Roll Call: Ayes: Goode, Fotopoulos, McDermott, Davidson, McNamara
Nays:
Abstain:
Absent: Pacheco

3c. Motion authorizing the Clerk to publish the Ordinance as adopted moved by McDermott, carried by McNamara with ayes by all present.

PUBLIC HEARING/ADOPTION OF 2021 MUNICIPAL BUDGET

- **RESOLUTION #R127-21 RESOLUTION TO READ THE 2021 MUNICIPAL BUDGET BY TITLE**

Motion for the Clerk to read the Budget by Title moved by Fotopoulos, carried by McDermott.

Roll Call: Ayes: Goode, Fotopoulos, McDermott, Davidson, McNamara
Nays:
Abstain:
Absent: Pacheco

The Clerk read the Budget by Title: **MUNICIPAL BUDGET OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY FOR THE YEAR 2021**

The Meeting was opened to the public for comments or questions at 8:01PM on the 2021 Municipal Budget moved by McNamara, carried by Fotopoulos with ayes by all present.

Elmer J. Graham, Jr. – He asked for a summary of the budget.

CFO Tom Fallon gave an explanation of the financial side.

Administrator Delaney gave an explanation of the budget.

Mike Lane – He complimented the Finance Committee for keeping the tax levy to 1%. On the 2021 Budget Sheet 40c, 3-year Capital Program 21-11 item, he asked for the project description for the \$960k expenditure.

Administrator Delaney – He said that it is the Pedestrian Safety Improvements that are being funded by the State Grant and is estimated to be a two-year project with a \$150k spent in the current year and the balance of \$810k spent next year. That project is currently in the design stage with actual construction to take place next year. Of that \$960k, \$700k will be coming back to the Borough in the form of a State Grant. This is the Pedestrian Improvements along First Street, as well as portions of West Front Street expanding out to Broadway and then heading south on Broadway.

Mike Lane – He said that sheet 40b indicates that we received \$850k and asked if that is a part of the \$700k.

Administrator Delaney – He confirmed that it was and it is his recollection that it is covering the current design portion.

Mike Lane – He said last year they showed the program at \$1.1 million. He asked if they were able to cut the program costs down to \$960k.

Administrator Delaney – He said that it is his understanding that the \$960k is the current balance from this year moving forward and it does not include the portions spent.

Mike Lane – He said a couple years ago they talked about holding the expense for debt service to under \$1 million and he sees we are above a \$1 million by quite a bit. He asked if there is any way to refinance any of this debts to a lower interest rate.

CFO Tom Fallon – He said currently we have 2011 Obligation Bonds. Under the previous Administration they did away with advance refunding so you can only do current refunding. You cannot refund Bonds until they are callable. He said that none of our outstanding Bonds are callable at this time.

Mike Lane – He asked if the Borough has an agreement with Anbaric with what the funding is going to be.

Mayor Kennedy – She said that Councilman Goode asked them if they were going to maintain their financial promises if the contract moves forward. She said Mr. Delaney, herself and Attorney Leslie London have not been able to have a meeting with them. She has not seen the plans, nor have the two new Governing Body members.

Janet Buggle, 67 E. Front St. – She asked if we did have a contract with Anbaric with prior administrations that talk about the financial agreements.

Mayor Kennedy – She said yes, there was a signed contract.

Discussion ensued regarding Anbaric.

There being no further comments or questions, the Meeting was closed to the public at 8:27PM moved by Davidson, carried by Fotopoulos with ayes by all present.

Councilwoman McNamara – Regarding sheet 10, she asked why we are anticipating a reduced revenue from the Senior Citizen Housing Pilot.

CFO Tom Fallon – He said that Oyster Bay overpaid in 2020 so they have a \$90k credit. Due to a reduction in their revenue due to COVID and additional HUD funding, it has reduced their payment to the Borough substantially.

Councilman Goode – He said we just renewed it, so 50 years.

Councilwoman McNamara – Regarding Appropriations page 15A, for 2020 she sees no budget and asked if that was not a line item last year.

Administrator Delaney – He said that was a change to initiate specifically to identify overtime related to snow removal. He said previously it was lumped into the regular salary and wages. We will also be proposing a storm related trust.

Councilwoman McNamara – She said the reduction for salaries and wages for garbage and trash removal is a huge reduction. She asked if that went somewhere else.

Administrator Delaney – He said her first question was related to sheet 15A under salary and wages snow overtime. The line above that is showing a substantial increase from the prior year.

Councilwoman McNamara – Regarding Sheet 22, under shared services she sees Senior Citizen transportation is now there versus where it used to be. She asked if we have a different arrangement or are putting it where it should have been.

Administrator Delaney – He said it does identify it as a shared service.

Councilwoman McNamara – She said she sees \$700k in the budget for a firetruck. She asked if this is an ongoing purchase.

Mayor Kennedy – She said that she had the same question. She was not aware that they were getting a new truck and thought that they were going to be building a new firehouse this year.

Council President Goode – He said one of their first responder units is on their last legs. It is 30+ years old and they can no longer get parts for it. He asked the department to produce which trucks went out and how many firemen were on each of the trucks. The one sitting at Eagle Hose is our first responder one and was called out about 70% of the time and for first responder rate it was actually 75% of the time. He said it was called out enough that the repairs that were needed it didn't make sense. He said that they need the truck and he checked the use of what Eagle was doing with it. He said the problem with that is the equipment and if it's spread out amongst the other trucks, there are a number of times that not all of the trucks end up at the scene. He said that is why it is needed to have a first responder unit, so if needed it would have all of the equipment, if necessary to save lives.

Mayor Kennedy – She said that last year when they met with Administrator Delaney, there wasn't going to be discussions of firetrucks until we consolidated all of the houses to one. She said that she is a little taken aback and she is not denying that Eagle is a heavily utilized truck. She said nothing has been brought up in meetings or committee reports. She asked if there is a letter from the firehouses that they are all in agreement that, that is the truck to be purchased. She said that the Police Department has a five-year plan and asked if we are working on one for the Fire Department.

Council President Goode – He said yes, that is part of the outlays from the Fire Department when they submit their bills. He thinks that question as to what the fire companies want and if they are in agreement on which company should get a truck has to take a backseat to the Borough's needs in general. Historically, each company in turn has gotten a truck. The Borough's needs would have to take precedent. As far as the consolidation, he would have loved to have done this in one fell swoop, but the truck did not cooperate. The Fire Committee has been in discussion about consolidating under one or two roofs. He expects that we will be seeing something relatively soon. He knows that discussions have been ongoing.

Mayor Kennedy – She said that you are saying the Borough's needs need to be met as far as what truck needs to be purchased. She asked if the Governing Body will be getting that information.

Councilman Fotopoulos – He feels that the consolidation needs to be a priority with regards to saving the Borough and the residents the burden of having to purchase as many pumpers and apparatus that we have now. The discussions are encouraging. His concern is the truck that rolls the most is the one that needs to be replaced. If that goes down, the deficit could be devastating.

Councilwoman McNamara – She asked for a Capital Inventory from the Fire Department with ratings so we have a better picture of what's coming up.

Councilwoman Davidson – Regarding Sheet #17, she asked what is a Celebration of Events for \$1500.

Administrator Delaney – He said it is a placeholder and equivalent amount appropriated from prior years.

Councilman Fotopoulos – He said that there was an assumption for any type of events that may fall under the Borough.

Council President Goode – He said he believes it also goes towards when they advertise for the school's graduation program.

Councilwoman Davidson – She asked why the Coronavirus allocation has nothing for 2021.

Mayor Kennedy – She said that she is in agreement with Councilwoman Davidson and that, that line should have expenditures in it.

CFO Tom Fallon – He said those items that the Mayor mentioned are included in the Budget and are being utilized.

Administrator Delaney – He said if the Governing Body wishes to allocate money to the Budget for this purpose we can do it. There is a process to amend the Budget before it's adopted. He said depending on how much they are talking about determines the process.

CFO Tom Fallon – He said since there is nothing appropriated in that line item, it would just be a new line item. If it is less than 1% we would not have to have a Public Hearing.

Councilwoman Davidson – Regarding sheet 26, she asked about the improvement to Public Buildings. She asked how we go from a jump from \$7,500 from this year to \$40k in three years.

Administrator Delaney – He said it is the anticipated start of the changeover of existing laptops/desktops. Typically, laptops are presumed to have a four-year life and desktops a little bit longer. He said that these are planned replacements.

Mayor Kennedy – She asked if this was also to include Google Government.

Administrator Delaney – He said it is and email change is the first step in the process.

Councilwoman Davidson – Regarding sheet 30, she said there is a decrease of \$620k.

Administrator Delaney – He said essentially many of our Grants come in during the Budget year. This Budget will be amended and one of the amendments that we can make are due to Grants.

Councilwoman McDermott – She would like to see an inventory of OEM/First Aid as well in a report that we can all understand.

Council President Goode – He said that we don't do the First Aid Budget.

Councilwoman McDermott – She does think we need to include a line item for COVID. She said when we allocate these things for Capital, she wants to understand that just because it's allocated it doesn't mean we are going to spend it.

Administrator Delaney – He said there are specific items we are funding in the current budget and the other Capital items showing funding in future years or funding through bonding indebtedness. Those funded through bonding indebtedness will require a Bond Ordinance and there will be very specific delineation of the cost.

Councilwoman McDermott - Regarding sheet 22, she asked if that is the Officers that we have at the school and is there a school agreement with the Board of Ed and the Borough.

Administrator Delaney – He said it is a partial reimbursement for that cost and it is a negotiated shared service agreement between the Borough and the Board of Education.

Mayor Kennedy – She said that we need to increase the DPW manpower. We cannot continue to operate at the pay scale and manpower of our DPW. She asked what we are doing to train our DPW staff to increase their skills. She said on page 22b, we need to replace the roof so that the deplorable work conditions of the Police Department do not have to work under tarps every time it rains. She does not see it built into the budget. Regarding general staffing, she thinks we have to look into part time assistances. It's a social media world and we do not have any staff to push those things to. KBBC offered to do the resurfacing behind Old Glory and patchwork.

Administrator Delaney – He said it is not specifically in there. We currently expect the work that was going to be conducted by the NPP will now be coordinated by the Borough, but paid for by the KBBC. He expects to work that out by the next Council meeting.

Mayor Kennedy – She said that three years ago the previous Administrator received \$1k funding for holiday decorating from JCP&L so we were just a feeding source and that the line item for the Historical Society was never a part of the Municipal Budget. It was not funded last year because they did not get the money from JCP&L nor did they have the Holiday House Tour. Again, they were eligible to receive the \$20k from Monmouth County. Additionally, Page 15, Emergency Services requested \$24k, but in the Budget there is an extra \$6k they asked for.

Councilwoman Fotopoulos – He said that Councilwoman Davidson was involved in a few meetings regarding the Budget. He said that they share the frustrations. He hopes to be able to increase the salaries for the full time personnel.

Administrator Delaney – He said that we have secured some seasonal personnel within that salary range. We are attempting to address some of those concerns.

Mayor Kennedy – She said that we may need to make Budget amendments for Legislation regarding Police operations because the residents want Police presence on the streets.

Councilman Fotopoulos – He said that the Historical Society prior to 2010 was renting the Steam Boat Dock Museum for \$1 per year. He sees the value that the Historical Society brings to the Borough. One of the things that he has talked about with Michele, the Clerk, is cataloging all of the handwritten minutes in the basement.

Mayor Kennedy – The five-year plan that was presented needs to be allocated into the Budget.

Councilman Fotopoulos – He said that we increased the Budget quite a bit last year.

Councilwoman Davidson – She asked Councilman Fotopoulos why the Historical Society did not go out for the CARES Act.

Councilman Fotopoulos – He said that he was told that they did not qualify.

Council President Goode – He said if you pull up the 2005 Budget, the Historical Society received \$5k and it goes back a way.

Councilwoman McNamara – She said that she is disappointed that they didn’t submit for CARES. She said that they do have two Ordinances that do allow for allocation of money.

CFO Tom Fallon explained the process of going forward with adopting the Budget as is or with amendments.

- **RESOLUTION #R128-21 SELF EXAMINATION OF THE 2021 MUNICIPAL BUDGET**

Motion to adopt Self Examination of the 2021 Municipal Budget moved by Goode, carried by Fotopoulos.

Roll Call: Ayes: Goode, Fotopoulos, McDermott, Davidson, McNamara
 Nays:
 Abstain:
 Absent: Pacheco

- **RESOLUTION #R129-21 ADOPTING THE 2021 MUNICIPAL BUDGET**

Administrator Delaney – He said that the five-year plan that the Chief prepared was based on circumstances that have changed, contemplated bringing on one additional Officer at the end of the year. What has been suggested is hiring additional personnel. For two Officers you are talking roughly \$20k.

Council President Goode – He confirmed that there are three items. One is an increase in the Police budget of \$20k, the question about the \$2,500 for the Historical Society and the COVID line item.

Mayor Kennedy – She said leaving the \$2,500 in the line item and if the communication doesn’t get approved and if it’s not needed in the Budget, you are allowed to reallocate certain funds in the fall.

CFO Tom Fallon – He asked if you are going to raise the Police salary and wages by \$20k, where is the offset in revenue going to be. He asked if it was going to be raised by taxation or utilization of surplus.

Administrator Delaney – There is sufficient surplus in the budget.

Council President Goode – He said that the COVID money is being moved and not from surplus.

Mayor Kennedy – She gave a recap confirming that \$20k will be taken from reserves to put into Police salaries and \$25k to be reallocated to COVID-19 line item. She asked each Councilmember if they were in favor of these changes and all Councilmembers present were in favor of amending **R129-21** Adopting the 2021 Municipal Budget, which will be moved to the next meeting.

PUBLIC HEARING/ADOPTION OF 2021 KEYPORT BID, INC. BUDGET

The Clerk read the Budget by Title: **KEYPORT BAYFRONT BUSINESS COOPERATIVE 2021 BUDGET**

The Meeting was opened to the public at 10:14PM for comments or questions on the 2021 Keyport BID, Inc. Budget moved by McDermott, carried by McNamara.

Mayor Kennedy gave a summary of the 2021 KBBC Budget.

Elmer J. Graham, Jr. – He asked for a summary of the Budget. Mayor Kennedy gave an explanation.

Jack Straub, 239 Main St. – He said that the BID is funded by a special assessment and the Borough Council has the authority to approve or not approve the Budget. He doesn’t have a concern with the assessment this year, the concern that he has is where that money is going. The line item for Public Improvement has gone from \$20k to \$148k. He has always been an advocate to helping all of the businesses, not just the downtown businesses.

Shauna Burlew – She said the 2021 KBBC is about transparency. They wanted to invest in the Community so allocated that money towards visual improvements, which also includes potential iron gates on the highway 36 to bring people into town.

Mike Lane – He asked what is the current charter of the KBBC. His understanding is 9 Business owners and 4 others.

Mayor Kennedy – She said that they currently have vacancies.

Mike Lane – He asked how many Business owners voted.

Shauna Burlew – She said that Business owners still hold the majority in KBBC.

Mike Lane – He said you are going to pave the parking lot between Old Glory and McDonagh’s and one of the Board Members is highly involved in that area. He said that is a conflict of interest. In addition, there is a Business owner on the Board who is not a Business owner.

There being no further comments or questions, the Meeting was closed to the public at 10:28PM moved by Fotopoulos, carried by McDermott with ayes by all present.

Councilman Fotopoulos – He said that Mr. Lane just said that there is a Business owner that’s not a Business owner. He asked if that is true.

Mayor Kennedy – She said that the business is not currently opened, but it is a registered business and they are in the process of opening. She said that there were some delays with the building process.

Motion to close the public hearing moved by Fotopoulos carried by Davidson

- **RESOLUTION #R130-21 - ADOPTING THE 2021 KEYPORT BUSINESS IMPROVEMENT DISTRICT (KBBC) BUDGET**

Motion to Adopt the 2021 Keyport Business Improvement District Budget moved by Davidson, carried by McDermott.

Roll Call: Ayes: Goode, Fotopoulos, McDermott, Davidson, McNamara
 Nays:
 Abstain:
 Absent: Pacheco

COMMUNICATIONS BY CONSENT
(For Approval)

1. Letter dated March 22, 2021 from the Keyport Historical Society requesting financial support
2. Email dated April 14, 2021 from Shauna Burlew, KBBC, requesting use of Fireman’s Park on Thursdays for the Farmers Market and also to possibly hold the Town Wide Yard Sale in June

3. Email dated April 14, 2021 from Sean Clayton requesting a portion of Fireman's Park lot be blocked off for Motorcycle Charity Run on Sunday, May 16, 2021 at approximately 12:30PM
4. Application to Film from MeatEater, Inc., at the Municipal Boat Ramp between May 24-28, 2021 between sunrise and sunset for a YouTube series "Das Boats" and requesting waiver of the \$500 fee
5. Application for Use of Borough Property from Lillian Lopez for a Celebration of Life ceremony at Waterfront Park Gazebo on June 5, 2021 between 1:30PM-4PM (rain date June 6)
6. Email dated April 16, 2021 from Lisa Savoia, Superintendent, requesting the closure of American Legion Drive on June 21, 2021 from 6PM-7:30PM for the "Wave" parade
7. Email dated April 21, 2021 from Lisa Savoia, Superintendent, requesting a rain date of June 22nd for "Wave" parade
8. Application for Use of Borough Property from Michelle Knox, Arts Society of Keyport (ASK) for use of Waterfront Promenade, Gazebo and Skate Park fence for an Art Walk on July 24, 2021 between 4PM-8PM
9. Letter dated April 26, 2021 from Dave Olsen, Keyport Fire Department, requesting approval for the various items related to the Fireman's Fair to be held July 5-10, 2021
10. Application for a Social Affair Permit from Keyport-Matawan Elks to hold a Live Music Charity event on May 22, 2021 from 5PM to 11PM
11. Application for a Social Affair Permit from Keyport-Matawan Elks to hold a Bike Run for Charity event on August 28, 2021 from 11AM to 6PM

(To Receive and File)

12. Email dated April 15, 2021 from Lorraine DeVizia advising of her resignation from the KBBC
13. Letter dated April 20, 2021 from the Monmouth County Planning Board providing a copy of adopted Resolution 2021-41 Approving the Borough of Keyport Revised Stormwater Control Ordinance

APPROVAL and/or RECEIPT AND FILE OF COMMUNICATIONS

Motion on Communications by Consent to approve Items # 2, 3, 5, 6, 7, 10, 11, 12 and 13 moved by Goode, carried by Davidson.

Roll Call: Ayes: Goode, Fotopoulos, McDermott, Davidson, McNamara
Nays:
Abstain:
Absent: Pacheco

Motion on Communications by Consent to approve Item #1 moved by Goode, carried by Fotopoulos.

Roll Call: Ayes: Goode, Fotopoulos, McNamara
Nays: McDermott, Davidson
Abstain:
Absent: Pacheco

Motion on Communications by Consent to approve Item #4 with denial of the waiver moved by Goode, carried by McDermott.

Roll Call: Ayes: Goode, Fotopoulos, McDermott, Davidson, McNamara
Nays:
Abstain:
Absent: Pacheco

Motion on Communications by Consent to approve Item #8 with the approval of the waiver of the fees moved by Fotopoulos, carried by Goode.

Roll Call: Ayes: Goode, Fotopoulos, McNamara
Nays: McDermott, Davidson
Abstain:
Absent: Pacheco

No action was taken on Item #9

Councilwoman Davidson – Asked if we were going to encourage them to come back with different dates?

NEW BUSINESS

Recreation Items

Councilwoman McNamara – She said that they would like to issue the permits for Cedar Street ballfield. There are two evening leagues during the week. The fee is \$250 for each day that they secure. One league is doing two days and the other leagues is doing three days. She confirmed that they have their Certificate of Insurance.

Motion made to approve the use of Cedar Street ballfield for the two league applications moved by Goode, carried by McDermott.

Roll Call: Ayes: Goode, Fotopoulos, McDermott, Davidson, McNamara
Nays:
Abstain:
Absent: Pacheco

Councilwoman McNamara – She said asked if anyone was in favor of a Sunday morning league. They do have the permit application; however, the application does not have a weekend option.

Mayor Kennedy – She asked to place this on the Agenda for the next meeting.

Councilwoman McNamara – She said that there is a request to allow a couple of Mini Park events in July. There are two tentative dates are July 10th and July 24th using the stage to bring in a puppeteer the one time and a magician the other time. It would be 10AM on a Saturday and would appeal to families with small children. They are \$335 each.

Motion made to approve the expenditure and planning moved by McDermott, carried by Fotopoulos.

Roll Call: Ayes: Goode, Fotopoulos, McDermott, Davidson, McNamara
Nays:
Abstain:
Absent: Pacheco

Councilwoman McNamara – She asked if anyone had any objections to begin movie nights starting June 30th and every other week on Wednesdays. There will be five movies and one is a carry-over from last year.

Mayor Kennedy – She said that there is DPW, a SLEO Officer and someone to hit play.

Administrator Delaney – He said that there appears to be funds in the Budget.

Mayor Kennedy – She said let's come back to that after the rest of the conversations.

Councilwoman McNamara – She said there was a conversation last night that the ship has sailed with Summer Recreation. She asked if anyone thinks that it should happen this year.

Mayor Kennedy – She asked Administrator Delaney to post the announcement on the Borough page and then Recreation can share it from the Borough page.

Councilwoman McNamara – She said that she knows the 5k is not until the end of September, but there is advanced planning. Union Beach is having one on June 26th and Middletown is having one on May 22nd. She asked is there a comfort level with allowing Recreation to put out a date because we will have events to look at to tailor it.

No Councilmembers were opposed to Recreation moving forward to planning the 5k for September 25, 2021.

Councilwoman McNamara – She said there is a request for a potential Skate event in June and one in September. They seem to be on the higher side of funding of \$1,500 each.

Mayor Kennedy – She said that last year the Governing Body approved the Skate event and fully funded and then there were Sponsorship lists at the tables at the event. She said then they never got a list of what those Sponsorships were. She said if we are going to fund stuff, Sponsorships need to come through the Borough.

Administrator Delaney – He said the budget event total is \$3,500.

Council agreed that they need more details before approval and will go onto an Agenda for approval for September.

Mayor Kennedy – She said that next Tuesday there will be a Community Meeting for potential development plans for where Pedersen Marina use to be. Flyers will be going out tomorrow on social media.

Councilman Fotopoulos – He asked if they could discuss having in person meeting.

Mayor Kennedy – She said we are waiting for guidance from local government services.

Councilman Fotopoulos – He asked for an update on the Church Street paving project.

Administrator Delaney – He said plans are ready for a walk through, hopefully for next week.

Councilman Fotopoulos – He asked if the sidewalks are getting done.

Trevor Taylor – He said the preliminary estimate was to have all of the curbing to be removed and replaced and redoing the aprons to the driveways.

Motion to open to the Public for Ms. Lopez moved by Fotopoulos, carried by Davidson with ayes by all present.

Motion to close to the Public moved by McDermott, carried by McNamara with ayes by all present.

UNFINISHED BUSINESS

Road Opening on Main Street

Discussion deferred until next meeting

ATTORNEY'S REPORT

None

PUBLIC COMMENT PORTION

The Meeting was opened to the public for comments or questions at 11:25PM moved by McDermott, carried by Fotopoulos with ayes by all present.

Jack Straub – He said that the KBBC has 13 members and there are 3 vacancies. The quorum is 6 and there were 6 votes, all yes. He said 3 were Borough appointees, 3 of them were Business owners and 4 of them were absent at the meeting.

Elmer J. Graham, Jr. – He asked about the status of Aeromarine and he asked if there was any new Veteran's Committee meeting on the horizon. He also asked the latest on the flea market on the waterfront.

Carol Fox, 40 Church St. – She wanted to get some clarification of the scope of the project on Church Street. She asked if there will be curbs and sidewalks included.

Trevor Taylor – He said that the preliminary estimate included replacing all of the curbs, the aprons that are associated with the curbs that lead to everyone's driveway, the sidewalks at the handicap ramps and intersections. He said once the curbs are done, it will be a full overlay of roadway surface.

Carol Fox – She asked if the old, slate sidewalks are being replaced.

Administrator Delaney – He said that this project was not intended to be a full replacement sidewalk project and sidewalks are the responsibility of the adjacent homeowner's responsibility to maintain.

Michael Lane – He asked if there will be an overview available prior to the Community Meeting. Mayor Kennedy responded with no. He asked if they will deal with the canoe trailer issue. Mayor Kennedy said it will be discussed with him.

There being no further comments or questions, the Meeting was closed to the public at 11:39PM moved by Goode, carried by McDermott with ayes by all present.

ADJOURNMENT

Motion to Adjourn at 11:39PM moved by McDermott, carried by McNamara with ayes by all Present.