

**BOROUGH OF KEYPORT  
WORK SESSION MEETING AGENDA  
TUESDAY, MAY 7, 2013, 7:00 P.M.  
MUNICIPAL COMPLEX, COUNCIL CHAMBERS  
70 W. FRONT STREET, KEYPORT, NJ**

|                                  |                                                                           |
|----------------------------------|---------------------------------------------------------------------------|
| <b>CALL TO ORDER:</b>            | <b>PM</b>                                                                 |
| <b>SUNSHINE LAW NOTICE</b>       | Municipal Clerk Valerie T. Heilweil                                       |
| <b>ROLL CALL:</b> Councilmembers | Sheridan Tomczak McPeck<br>Lamberson Toglia Howe<br>Mayor Harry Aumack II |
| Others present:                  | Lorene Wright, Borough Administrator                                      |
| Borough Attorney:                | Gordon Litwin, Esq.                                                       |

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

**PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

**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.)*

- R173-13 Payment of Bills
- R174-13 Authorizing Payment Plan – Brown
- R175-13 Requesting Approval of Items of Revenue and Appropriation – NJSA 40A:4-87
- R176-13 Appointment of Special Police Officer – Lisa Griffin
- R177-13 Authorizing Approval of Raffle License – Jesus the Lord Church – On Premise 50/50 Cash Raffle to be held October 27, 2013
- R178-13 Authorizing Approval of Raffle License – Jesus the Lord Church – Tricky-Tray to be held October 27, 2013
- R179-13 Granting Taxicab Driver Licenses to Keyport Yellow Taxi
- R180-13 Transferring Use of Borough-Owned Vehicle from Fire Chief to First Aid Captain
- R181-13 Authorizing T&M Associates to Update the Official Tax Map of the Borough of Keyport
- R182-13 Ratifying Exercise of Option to Renew Solid Waste Disposal Contract for Two-Year Period
- R183-13 Authorizing Grass Cutting and Lawn Maintenance with Township of Aberdeen and Borough of Matawan
- R184-13 Authorizing Advertising for Request for Proposals for Waterfront Park Hot Dog Vendor
- R185-13 Authorizing Shared Service Agreement with Matawan for Street Sweeping Services
- R186-13 Award Contract for Revaluation Services
- R187-13 Authorizing Bench & Paver program

**PUBLIC COMMENT PORTION**

The Meeting is opened to the public for comments or questions

Opened:                      Closed:

## **APPROVAL OF RESOLUTIONS**

Motion on the Consent Agenda

MM: 2<sup>nd</sup>: Roll Call: Sheridan, Tomczak, McPeek, Lamberson, Toglia, Howe

## **2013 MUNICIPAL BUDGET**

### **PUBLIC HEARING ON BUDGET AMENDMENT**

Public Hearing on the 2013 Municipal Budget Amendment

The Meeting is opened to the public for comments or questions on the 2013 Municipal Budget Amendment

Opened: Closed:

## **ADOPTION OF 2013 MUNICIPAL BUDGET**

Resolution adopting the 2013 Municipal Budget as amended

MM: 2<sup>nd</sup>: Roll Call: Sheridan, Tomczak, McPeek, Lamberson, Toglia, Howe

## **INTRODUCTION OF ORDINANCES**

### **1. Ordinance – Flood Damage Prevention**

The Clerk reads the Ordinance by Title: **AN ORDINANCE AMENDING CHAPTER XV, THE FLOOD DAMAGE PREVENTION ORDINANCE, OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF KEYPORT**

1a. Motion to introduce:

MM: 2<sup>nd</sup>: Roll Call: Sheridan, Tomczak, McPeek, Lamberson, Toglia, Howe

1b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing to be held June 11, 2013

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

## **COMMUNICATIONS AND PETITIONS**

1. Letter from Keyport Garden Club/Keyport Garden Walk requesting approval to place a KGW banner in Firemen's park on two poles that are on each side of the older gazebo along West Front Street

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

2. Letter from Keyport Fire Department requesting to hold their annual Keyport Soap Box Derby on Saturday, September 21, 2013. Further requesting the use of Front Street from Broad to Church blocking Osborn and Division at Front Street

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

3. Letter from Keyport Fire Department requesting approval for:
- a. Exclusive use of Firemen's Parking lot from set up day, July 6<sup>th</sup>, through break down day, July 14<sup>th</sup>
  - b. Closure of American Legion Drive from West Front Street to entrance of parking lot by waterfront gazebo from Midnight Saturday through Noon Sunday, July 14<sup>th</sup>
  - c. Suspension of the two-hour parking ordinance in the West Front Street business district and suspension of the No Parking side of Beers Street to Elizabeth Street the weekend before and during the week of the Fair
  - d. Use of public works equipment, from July 6<sup>th</sup>-July 14<sup>th</sup> for moving solid waste and recyclables and equipment to and from Firemen's parking lot. These activities will only be done under the supervision of the Supt of Public Works and only his personnel will operate equipment. Fire Department will make arrangements and pay for a dumpster for the removal of Fair generated waste
  - e. Use of Borough's picnic tables and portable stage from July 8<sup>th</sup> through July 13<sup>th</sup>
  - f. Launching fireworks from Aberdeen (Aberdeen's Mayor has approved)

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

4. Letter from NJDOT informing the Borough that Keyport has been selected to receive funding from the NJ DOT Fiscal Year 2013 Municipal Aid Program for Elizabeth Street Improvements in the amount of \$250,000

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

5. Letter from Raritan Post 23 – American Legion requesting a Veteran's Organization liaison from the Council to attend meetings. Also informing the Borough that their location will be the starting point for a Sandy Relief charity bike ride on May 18<sup>th</sup>

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

6. Request for Use of Borough Park Facilities from Keyport Recreation for Yoga Classes to be held at Waterfront Park every Sunday 7AM-8AM and Wednesday 7PM-8PM

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

7. Letter from Keyport Ministerium Food Pantry requesting the waiver of fees for their new headquarters for Water and sewer connection fees and bond posting requirement

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

8. Request for use of Waterfront Park facilities from Amanda Panfile and Marc Ulmer for the purpose of a wedding to be held June 22, 2013 at 3PM

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

9. Application for regular membership in the Keyport Fire Department/Fire Patrol from Richard S. Pettus

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

10. Letter and Application for Use of Borough Park Facilities from Second Baptist Church for the use of Cedar Street Park to hold their Annual Church Picnic on June 22, 2013 from 12Noon-4PM. Further requesting waiver of fee for park usage

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

11. Memo from Keyport Historical Society Museum Committee regarding their proposal for a new Historical Society Museum

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

### **DISCUSSION**

1. Taxi Ordinance
2. Recreation Enrichment Program
3. LNL Realty, 55 West Front Street, cross easement and parking easement in connection with their encroachment onto the Borough's "Mini-Park" Block 21.01 Lots 34 and 49
4. Verizon proposal for cell tower on Municipal Building
5. BRSA Amendment

### **UNFINISHED BUSINESS**

### **ATTORNEY'S REPORT**

### **ADMINISTRATOR'S REPORT**

### **PUBLIC COMMENT PORTION**

The Meeting is opened to the public for comments or questions

Opened: Closed:

### **CLOSED SESSION**

R -13 - Closed Session **Resolution:**

Off: 2<sup>nd</sup>: Roll Call Sheridan, Tomczak, McPeck, Lamberson, Toggia, Howe

### **ADJOURNMENT**

Motion to Adjourn moved by: 2nd:  
Time of Adjournment: PM