

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

Mayor Aumack called the meeting to order at 7:01PM. Borough Clerk Valerie Heilweil read the Sunshine Law Notice.

ROLL CALL

On Roll Call the following were present: Councilmembers Pacheco, Sheridan, Kennedy, Lamberson and Goode. Others present: Mayor Aumack, Borough Administrator Stephen Gallo and Borough Attorney James Polles, Esq. Councilman Cooper was absent.

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

PROCLAMATION

Mayor Aumack read a Proclamation declaring June 1, 2018 National Gun Violence Awareness Day. He explained Mary Anne DeVarti brought this proclamation to him. It supports the right to own guns and promotes gun safety. An orange rally is scheduled for Saturday, June 2nd from 12:30PM–3:30PM in Asbury Park.

PRESENTATION

Brian Becker, TNR Program Coordinator for the Associated Humane Societies, Inc., gave an explanation of the Trap, Neuter, Return Program. He stated the program is run at no additional cost to municipalities. Food may be put out by responsible party for a maximum of 2-4 hours daily. The first step is to identify the colony. The Borough will need a liaison. The program is still possible even without a physical caretaker for the colony. A list of deterrents is provided to deal with nuisance cats. Since Keyport already has a TNR Ordinance in place, the Associated Humane Societies, Inc., will review it. Donna Purcell of the Keyport Board of Health says our TNR Ordinance places all responsibility for the colony on the resident.

CONSENT AGENDA

(All resolutions listed hereunder are considered to be routine in nature and will be enacted in one motion. Any person may request that an item be removed for separate consideration.)

Borough Clerk Heilweil read the items listed on the Consent Agenda:

R134-18 Payment of Bills

R135-18 Authorizing the Award of a Fair and Open contract with CME Associates for Professional Engineering Services in Association with the NJ DOT Municipal Aid Program Grant FY2017 in the Total Amount of \$92,000

R136-18 Authorizing Water Conservation Measures in the Borough during the Summer of 2018 as a Result of Upgrades to the Perry Street Water Treatment Plant

R137-18 Appointing to the Position of Laborer 1 within the Department of Public Works of the Borough of Keyport – *Chris Hogrefe*

R138-18 Confirming the Selection of Certain Members of the Fire Department for Life Membership

R139-18 Authorizing the Solicitation of Bids for the Lease of Certain Real Property in the Borough of Keyport for Use by Wireless Telecommunications Facilities at Borough Property Commonly Known on the Tax Maps of the Borough as Block 33, Lot 4 (Attached to the Borough Water Tank)

R141-18 Authorizing Entering into a Shared Services Agreement with the Keyport Public Schools for the Use of School Resource Officer/Special Law Enforcement Officers in the Keyport Public Schools

R142-18 Authorizing the Hiring of One Police Officer in the Borough of Keyport

PUBLIC COMMENT PORTION

The Meeting was opened to the public for comments or questions on items listed on the agenda at 7:47PM moved by Sheridan, carried by Lamberson with ayes by all present

Ed Carew, 64 Broadway – said he does not agree with the odd/even watering schedule because studies show that more water is used rather than water being conserved. He had proposed a water conservation ordinance in the past from Sustainable Jersey.

Elmer Graham, Jr., 22 St. Peters Place – requested an explanation of **R135-18** Authorizing the Award of a Fair and Open contract with CME Associates for Professional Engineering Services in Association with the NJ DOT Municipal Aid Program Grant FY2017 in the Total Amount of \$92,000 and **R139-18** Authorizing the Solicitation of Bids for the Lease of Certain Real Property in the Borough of Keyport for Use by Wireless Telecommunications Facilities at Borough Property Commonly Known on the Tax Maps of the Borough as Block 33, Lot 4 (Attached to the Borough Water Tank), which Administrator Gallo provided. Mr. Graham also asked again about getting the Governor here for a town-hall meeting.

Daniel Fox, 40 Church Street – said he heard the Tax Collector swearing when he came in to pay taxes and he filed a complaint. He believes he is being retaliated against because he now was given a property maintenance violation. He claimed that Borough properties are in violation of property maintenance ordinances.

Ed Burlew – asked questions regarding the water plant. Administrator Gallo explained improvements/upgrades are being made to the water plant so that eventually we can pump water twelve months a year. He also asked about the Charter Boat slip as well as the new Police Officer.

Councilman Sheridan – thanked all for **R141-18** Authorizing Entering into a Shared Services Agreement with the Keyport Public Schools for the Use of School Resource Officer/Special Law Enforcement Officers in the Keyport Public Schools and also for **R142-18** Authorizing the Hiring of One Police Officer in the Borough of Keyport.

There being no more comments or questions, the Meeting was closed to the public at 8:06PM moved by Sheridan, carried by Goode with ayes by all present

APPROVAL OF RESOLUTIONS

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

Roll Call: Ayes: Pacheco, Sheridan, Kennedy, Lamberson, Goode
Nays:
Absent: Cooper
Abstain:

2018 KEYPORT BID (KBBC) BUDGET - PUBLIC HEARING AND ADOPTION **Resolution #140-18 – Adoption of 2018 Business Improvement District Budget**

1a. Motion to Open Public Hearing at 8:08PM moved by Sheridan, carried by Goode with ayes by all present

Jack Straub, member of the Board, came forward for questions on the KBBC Budget.

Elmer Graham, Jr. - asked how they arrive at the assessed value of properties. He also asked why salary expenditure this year appears higher, as well as a few other questions comparing last year's figures to this year's.

Jack Straub – announced three new businesses will be having ribbon cuttings this Saturday.

1b. Motion to adopt Budget moved by Kennedy, carried by Sheridan

**RESOLUTION #140-18
APPROVING THE KEYPORT BID, INC.
BUDGET FOR 2018**

WHEREAS, the Borough of Keyport has a Business Improvement District, managed by a designated nonprofit corporation known as the Keyport Bid, Inc., doing business as the Keyport Bayfront Business Cooperative [KBBC]; and

WHEREAS, the attached Budget for the Year 2018 has been properly advertised and a hearing has been held.

NOW THEREFORE BE IT RESOLVED, that the Business Improvement District KBBC budget for the year 2018 be adopted as presented.

OFFERED: Kennedy
SECONDED: Sheridan

AYES: Pacheco, Sheridan, Kennedy, Lamberson, Goode
NAYS:
ABSENT: Cooper
ABSTAIN:

INTRODUCTION OF ORDINANCES

1. Ordinance – Salary Ordinance – Amending Records Support Technician III & Property Maintenance Officer

The Clerk read the Ordinance by Title: **ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, AMENDING AND SUPERSEDING THE ORDINANCE FIXING THE SALARIES OF THE VARIOUS OFFICERS, CLERKS AND EMPLOYEES OF THE BOROUGH OF KEYPORT**

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

Roll Call: Ayes: Pacheco, Sheridan, Kennedy, Lamberson, Goode
Nays:
Absent: Cooper
Abstain:

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

2. Ordinance – Amending Regulations to Municipal Boat Ramp

The Clerk read the Ordinance by Title: **ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, AMENDING CHAPTER XI, RECREATIONAL FACILITIES, TO REFLECT CHANGES TO THE REGULATIONS GOVERNING THE MUNICIPAL BOAT LAUNCHING RAMP**

Changes were made as a result of the Harbor Commission’s meeting

2a. Motion to introduce moved by Sheridan, carried by Pacheco

Roll Call: Ayes: Pacheco, Sheridan, Kennedy, Lamberson, Goode
Nays:
Absent: Cooper
Abstain:

- 2b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing moved by Sheridan, carried by Lamberson with ayes by all present

3. Ordinance – Five-Year Tax Exemption Program for Improvements to Dwellings

The Clerk read the Ordinance by Title: **AN ORDINANCE OF THE BOROUGH COUNCIL OF THE BOROUGH OF KEYPORT, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY AMENDING BOROUGH CODE CHAPTER XII, SECTION 12-8 AUTHORIZING FIVE-YEAR TAX EXEMPTIONS FOR IMPROVEMENTS TO DWELLINGS PURSUANT TO N.J.S.A. 40A:21-1 ET AL. AS WELL AS AMENDING BOROUGH CODE CHAPTER XII, SECTION 12-16 AUTHORIZING FIVE-YEAR TAX EXEMPTIONS FOR IMPROVEMENTS TO MULTIPLE DWELLINGS AND COMMERCIAL OR INDUSTRIAL STRUCTURES PURSUANT TO N.J.S.A. 40A:21-1 ET AL. AND RATIFYING CERTAIN TAX EXEMPTIONS AUTHORIZED BY THE BOROUGH COUNCIL**

- 3a. Motion to introduce moved by Goode, carried by Sheridan

Roll Call: Ayes: Pacheco, Sheridan, Kennedy, Lamberson, Goode
Nays:
Absent: Cooper
Abstain:

- 3b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing moved by Goode, carried by Sheridan with ayes by all present

APPROVAL OF MINUTES

Motion to approve March 20, 2018 Regular Session Minutes moved by Kennedy, carried by Sheridan

Roll Call: Ayes: Pacheco, Sheridan, Kennedy, Lamberson, Goode
Nays:
Absent: Cooper
Abstain:

COMMUNICATIONS AND PETITIONS

1. Request from Landlord of 36-2 Green Grove Avenue requesting relief due to an outdoor water leak and the Borough Utility Collector's recommendation (Carried from last meeting. Resolution included for consideration.)

Motion to approve **R143-18** Authorizing Reduction of Sewer Charge Due to Water Leak moved by Goode, carried by Lamberson with ayes by all present

2. Letter from Second Baptist Church thanking the Borough for approving its block party plans for Saturday, July 14th, 2018 and requesting the Borough place an ad in its anniversary booklet

Motion to accept and thank moved by Sheridan, carried by Kennedy with ayes by all present. Advise Church the Borough cannot donate money to a private non-profit.

3. Letter from Keyport-Matawan Elks Lodge #2030 requesting permission to can on the corner its building sits on June 9-10 from 9AM-3PM

4. Letter from Keyport-Matawan Elks Lodge #2030 requesting permission to can on the corner its building sits on November 3-4 from 9AM-3PM

5. Letter from Raritan Post 23 – American Legion requesting permission to can at the corner of Broadway & Maple on May 19, 2018 from 9AM-3PM

The Police Chief will review all canning requests.

Motion to approve moved by Pacheco, carried by Lamberson with ayes by all present.
They must contact the Police Department the day of canning.

6. Letter from Knights of Columbus St. Joseph's Council #3402 requesting to conduct its fundraising drive to raise money for the ARC of Monmouth County by canning at the corners of Broadway and 4th Street from May 24-27 from 10AM-4PM (*Canning approved at May 1st meeting but there were safety concerns due to roadway conditions to be revisited at this meeting*)

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

7. Letter from Keyport Fire Department in support of switching to the Monmouth County Sheriff's Department for Dispatch/Communications Operations Services

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

8. Letter from Eagle Hose Fire Company Captain requesting permission to utilize the DPW lot at Rollo Place for a vehicle extrication drill to be held on June 16 at 9AM

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

9. Email from KBBC requesting road closures for upcoming KBBC events requesting:

- Thursday, July 19th, Car Show – Requesting West Front Street be closed from Broad to Beers, Main Street closed from entrance of Municipal lot to the corner of West Front Street from 3-10PM.

- Thursday, June 21st, Dog's Night Out – Requesting West Front Street be closed from Broad Street to Main from 3-10PM.

- No Parking signs posted prior to each event and barricades set up in the appropriate locations

- DPW support by having the street swept and trash and recycling bins emptied prior to each event.

- One large table and two chairs dropped off on the corner of Main and West Front Streets for each event

Motion to approve and place on electronic sign moved by Goode, carried by Sheridan with ayes by all present

10. Keyport Recreation Committee Minutes of March 14, 2018 and April 4, 2018

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

11. Letter from PJ's Hotdogs, former Waterfront Park vendor, apologizing for his unpaid balance (\$1,786.40) and requesting to be reconsidered as the current hotdog vendor

Administrator Gallo explained the first step is to pay the arrears. We cannot entertain a new contract until the balance is paid. Not asking for any award of contract.

Vendor was present and said he will pay the balance this week.

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

12. Application to Film at McDonagh's on Friday, May 25th, 2018 from 8AM-6PM from ABC News/Lincoln Square Productions for the purpose of shooting an ABC Television show, "What Would You Do?"

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

REPORTS OF DEPARTMENTS

1. Municipal Clerk's Report for April 2018
2. Tax/Water/Sewer Collector's Report for April 2018 and Report of Taxes Not Collectible
3. Board of Health Treasurer's Report for April 2018
4. Building Department Monthly Report for April 2018
5. Municipal Court Monthly Report for April 2018

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

COMMITTEE REPORTS

Councilwoman Pacheco: Board of Health/Library

- Gave Library update: carpets will be cleaned; grant for library consultant was approved
- May 5th – Butterfly Event – butterflies will be released at the Garden Walk
- Read Board of Health report figures

Councilman Sheridan: Finance/Grants/Redevelopment

- Keyport Historical Society had Old Monmouth Weekend
- Senior Bus Project subcommittee meeting
- Benches for bus route
- Thanked Recycling Committee for paper shredding event

Councilwoman Kennedy: Public Works/Construction Department/Recycling/Property Maintenance

- Thanked Recycling Committee and DPW for shredding event; 272 vehicles dropped off shredding
- Conducted DPW interviews. Hired an additional laborer rather than a replacement.
- Hydrant flushing just completed
- Moves have been selected for ten movie nights
- Read Property Maintenance figures

Councilwoman Lamberson: Police/Drug Alliance

- Read statistics for Police Department calls for service; 71 case files for the month
- Spoke of Response to Recovery initiative and Narcan training
- Working with Hazlet's Hope and training for recovery coaches
- Impressed with collaboration for School Resource Officer
- Thanked all first responders for Touch-A-Truck event
- Everyday Hero's basketball game is this Friday at Keyport Central School

Councilman Cooper: Recreation/Senior Center
Absent

Councilman Goode: Fire/First Aid/Emergency Services

- CERT has three new members
- First Aid Cadet competition Saturday, June 9th
- Fire Department inspection was held and three life member certificates issued; first female life member, Jacqueline Kovacs-Olsen

NEW BUSINESS

Councilwoman Kennedy – thanked the school board for community meeting. A follow-up meeting will be held Monday, May 21st at 7:30PM in the high school cafeteria.

Councilwoman Lamberson – would like to keep a conversation going regarding water conservation. She still feels the educational piece is important. She mentioned you cannot read the information on the electronic sign.

UNFINISHED BUSINESS

We continue to work on the draft zoning and flood control ordinances

ATTORNEY'S REPORT

We will be looking at the TNR ordinance

ADMINISTRATOR'S REPORT

Administrator Gallo reported on the following:

- Met with Captain Hartley, our prospective boat operator
- Launched hydrant flushing
- Attended a meeting in Freehold regarding grant opportunities
- Met with representatives from the Keyport Yacht Club regarding life jacket program
- Met with former Senator Joe Kyrillos regarding development possibilities
- Met with Kyle Smith regarding our water treatment plant upgrade project
- Met with citizen George Walling
- Met with the Keyport Garden Walk regarding logistics
- Held a meeting with the Construction Department staff regarding software and management
- Held a meeting regarding the Boat Ramp pay station
- Met with stakeholders regarding community dumpsters in the main parking lot
- Held Laborer interviews
- Met with a reporter from NJ Biz Magazine
- Met with Jack Straub regarding the KBBC
- Met with a health insurance provider regarding insurance products
- Met with Bill Shadel, Joe Sheridan and Scott Hicks regarding the Beach Park WWI memorial restoration

Ongoing Capital Projects

Maple Place Fire Hydrant Replacement

DPW has borrowed a concrete saw and will be performing the necessary cut within the next few days prior to excavation.

Beach Park and Beers Street Outfall Reconstruction

Waiting for final approval for this project from NJDEP and Army Corps of Engineers.

Improvements to Benjamin Terry and Veteran's Parks

The project is out to bid.

DPW Building – Rollo Place

The architect continues to work on the project design prior to bidding. We will have a chance to review prior to bidding.

Scattered Site Redevelopment Plan

I will be preparing the required condemnation notification within the next few days.

Upcoming Capital Projects

- We are requesting the award of a contract with CME for project design and management of our 2018 paving program
- TAP Grant Streetscape Project – we had a kick-off meeting with NJDOT. If we use design engineer for the NJDOT list, the cost will be paid by NJDOT we are waiting for the list to be approved before we proceed. It is expected within the next month or so.
- We have been advised that NJDOT has awarded us \$340,000 for the 2018 local aid paving project. Streets to be included are sections of Division Street, E. Front Street and Third Street. The project will likely be done in 2019.

- Main Street Park – the Phase I environmental assessment of this project will be done on Thursday. We continue to wait for work from the County regarding our CDBG grant application.

Redevelopment

Aeromarine Redevelopment Plan

A number of developers have approached us about the possibility of developing this site.

Longview/Boatworks Redevelopment Plan

The developer's counsel advises that they have resolved their open issues and finalized financing with Fulton Bank. We should see some activity in the near future.

Water and Sewer Projects: Mott MacDonald

USDA-RD Funded-Perry Street Water Treatment Plant Upgrades

We are clear to bid. We have a resolution on our agenda authorizing a water conservation program because we are using NJ American Water this summer.

Water Allocation Permit Modification

I understand our modification has been approved.

Other

Bike Share Program

Lime will have an informational presence at the Keyport Garden Walk. Their expected launch date is June 15th.

Complete Streets Project/Pedestrian Safety

I need to complete a recap of this project and find funding for the development of a Keyport Complete Streets Plan.

Harbor Issues

The ramp has been thoroughly cleaned. We are working to finalize the placement of the pay station and revising our ordinance to address related issues.

MA14 Bridge Project and Route 6 Bridge Project

The bridge project is expected to be completed by Memorial Day. I have no reason to believe they won't make that date.

PUBLIC COMMENT PORTION

The Meeting was opened to the public for comments or questions at 9:19PM moved by Sheridan, carried by Pacheco with ayes by all present

Nancy Carew, 64 Broadway – asked if the Christmas tree base is still under the pavers at the mini-park for the annual Christmas tree lighting.

John Hausmann, 31 Walling Terrace – asked about an abandoned home at 27 Walling Terrace being marketed as a multi-family.

Administrator Gallo – stated a prior non-conforming use not used for two years reverts to the underlying zoning.

Elmer Graham, Jr. – asked about the next meeting for Complete Streets Initiative.

There being no further comments or questions the Meeting was closed to the public at 9:24PM moved by Sheridan, carried by Goode with ayes by all present

ADJOURNMENT

Motion to Adjourn at 9:24PM moved by Sheridan, carried by Kennedy with ayes by all present