

**BOROUGH OF KEYPORT
REGULAR MEETING AGENDA
TUESDAY, JUNE 18, 2019 – 7:00 P.M.
MUNICIPAL COMPLEX, COUNCIL CHAMBERS
70 W. FRONT STREET, KEYPORT, NJ**

CALL TO ORDER: PM

SUNSHINE LAW NOTICE

ROLL CALL: Councilmembers

Valerie T. Heilweil Borough Clerk
Sheridan Cooper Goode
Pacheco Fotopoulos McDermott
Mayor Collette J. Kennedy
Stephen J. Gallo, Borough Administrator
William P. Opel, Esq., Borough Attorney

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

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

PROCLAMATION

1. Recognizing June as LGBTQ Pride Month
2. Acknowledging Scott Hicks, DPW Superintendent, on his retirement with 33 years of service

COMMITTEE REPORTS

Councilman Sheridan: Finance/Grants/Redevelopment/LEPC

Councilman Cooper: Recreation/Senior Center/Green Team

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

Councilwoman Pacheco: Police/MAC/Harbor Commission

Councilman Fotopoulos: Board of Health/Registrar/Recycling/Environmental/MAC

Councilwoman McDermott: Public Works/Construction/Zoning/Property Maintenance/
Library/Harbor Commission/KBBC

ADMINISTRATOR'S REPORT

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.)

R192-19 Payment of Bills

- R193-19 Memorializing and Affirming Borough Council Action Taken at the May 7, 2019
Grievance Hearing of DPW Employee - *Trevor Underwood*
- R194-19 Authorizing Promotions of DPW Employees – *R. Kutschman to Superintendent of Public Works & Certified Public Works Manager, S. O'Dwyer to Supervisor & C. Shaffer to Public Works Repairer*
- R195-19 Authorizing the Hiring of Police Records Technician IV – *Shawna Curry*
- R196-19 Authorizing Change in Title – *Gerilyn Bender to Administrative Secretary*
- R197-19 Appointing Temporary Court Staff to the Municipal Court of the Borough
– *Janice Swaggerty, Robin Young & Jacqueline Signorile*
- R198-19 Authorizing Intergovernmental Transfer of Police officer from Borough of Freehold
to the Borough of Keyport – *Patrick Quirk*
- R199-19 Authorizing Keyport Cub Scout pack 364 and Other Keyport-Based Youth Groups to Sell
Pre-Packaged Foods and Related Items at Borough Movie Nights Upon Approval by the
Borough Administrator
- R200-19 Requesting Approval of Items of Revenue and Appropriation N.J.S.A. 40A:4-87
– Office on Aging
- R201-19 Requesting Approval of Items of Revenue and Appropriation – N.J.S.A. 40A:4-87
– Clean Communities Program
- R202-19 Requesting Approval of Items of Revenue and Appropriation – N.J.S.A. 40A:4-87
– Bayshore Saturation Patrol
- R203-19 Pre-Qualification of Certain Professionals for the Borough for Calendar Year 2019
– Financial Advisor: *NW Financial Group*
– Planning-Related Services: *Beacon Planning and Consulting Services*
- R204-19 Authorizing Execution of an Agreement for Services Related to the Provision of Solid
Waste and Recyclable Materials Collection and Disposal for the Borough
– *Suburban Disposal, Inc.*
- R205-19 Authorizing the Preparation of a Redevelopment Plan for Properties Identified as Block
120, Lots 8 & 9 and Block 130, Lots 42, 48, 49, 50, and 51 on the Tax Map
- R206-19 Authorizing Execution of a Funding Agreement with Hudson Pointe at Keyport, LLC
- R207-19 Authorizing Creation of the 2019 Recreation Micro-Grant program
- R208-19 Authorizing Liquor License Renewals for 2018-2019
- R209-19 Voiding Agreement for Hot Dog Vendor in Keyport Waterfront Park and Authorizing
Re-Bid for Provision of Such Services

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: Sheridan, Cooper, Goode, Pacheco, Fotopoulos, McDermott

PUBLIC HEARINGS/ADOPTION OF ORDINANCE

1. BOND Ordinance #11-19 – Main Street Park Improvements

The Clerk reads the Ordinance by Title: **BOND ORDINANCE PROVIDING FOR IMPROVEMENTS TO MAIN STREET PARK IN AND BY THE BOROUGH OF KEYPORT, IN THE COUNTY OF MONMOUTH, NEW JERSEY, APPROPRIATING \$410,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$170,000 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF**

1a. Motion to Open Public Hearing:
Opened: Closed:

1b. Motion to adopt Ordinance

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

1c. Motion authorizing the Clerk to publish the Ordinance as adopted

MM: 2nd: Ayes: Nays:

2. Ordinance #12-19 – Revised Parking Restrictions on Jackson Street

The Clerk reads the Ordinance by Title: **AMENDING CHAPTER VII, TRAFFIC, TO REFLECT REVISED PARKING RESTRICTIONS AT JACKSON STREET**

2a. Motion to Open Public Hearing:
Opened: Closed:

2b. Motion to adopt Ordinance

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

2c. Motion authorizing the Clerk to publish the Ordinance as adopted

MM: 2nd: Ayes: Nays:

ORDINANCE INTRODUCTIONS

1. Ordinance – Amend Salary Ordinance

The Clerk reads 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:

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

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. Application for Social Affair Permit from Keyport Fire Department from August 5th thru August 10th, 2019 for the purpose of the Firemen's Fair
2. Letter from Keyport Fire Department requesting:
 - a. Exclusive use of Firemen's Parking lot from Thursday, August 1st through Sunday, August 11, 2019
 - b. That American Legion Drive be closed to thru-traffic from West Front Street to the municipal parking lot entrance Monday, August 5th through Saturday August 10th from 6PM to Midnight
 - c. Suspension of the time-limited parking in the business district and suspension of the No-parking side of Beers Street to Elizabeth from Saturday, August 3 through Sunday, August 11, 2019
 - d. Use of public works equipment and DPW laborers for removing solid waste, recyclables and equipment to and from Firemen's parking lot
 - e. Use of Borough picnic tables and portable stage, from August 3 through August 10th
 - f. Approval for fireworks Saturday, August 10, 2019 around 11PM (copy of letter to Aberdeen mayor included)
 - g. Notify Kiwanis that Sunday flea market cannot be held in Firemen's Park during this period. Notify KBBC that Thursday, August 8th Farmer's Market cannot be held at this location.
3. Applications for Use of Borough Property from Keyport Garden Club/Walk requesting use of Waterfront Park Gazebo, Borough Hall, Council Chambers, and MiniPark for the purpose of the Keyport GardenWalk June 6 & 7, 2020
4. Application for Use of Borough Property (Promenade) from Andie Scheid for the purpose of first look photos to be done June 22nd from 12:30-2PM
5. Application for Use of Borough Property from Scott Mikson (Borough Mechanic) for the purpose of a wedding to be held July 13, 2019 at 12Noon. Further requesting a waiver of the fee.
6. Application for Raffle License from Knights of Columbus #3402 St. Joseph's for a pull-0tab machine to be licensed 7/3/19 through 7/2/20
7. Application for Raffle License from Board of Fire Wardens for non-draw raffle games to be held August 5 – August 10th for the purpose of the Keyport Firemen's Fair
8. Application for Raffle License from Keyport Hook & Ladder Company for an On-Premise 50/50 cash raffle to be held August 5 – August 10th for the purpose of the Keyport Firemen's Fair
9. Application for Raffle License from Keyport Engine Co. #1 for an Off-Premise 50/50 Cash Raffle to be held August 5 – August 10th at 11PM for the purpose of the Keyport Firemen's Fair
10. Application for a Raffle License from Liberty Hose Company No. 3 for a Money Wheel game to be held August 5 – August 10th for the purpose of the Keyport Firemen's Fair
11. Letter from Deputy Court Administrator Andreliana F. Campos requesting a Leave of Absence from June 17th through December 31, 2019 (Approving **Resolution** Included)
12. Application for Social Affair Permit from Keyport Fire Department for the Annual Firemen's Fair to be held August 5-August 10, 2019
13. Letter from Jaye Fahey requesting refund of \$2,697 permit fee for renovation of 285 Church Street. Building could not be renovated and a new construction permit was filed and paid for.

14. Application for Use of Borough Property from Keyport First Aid and Eagle Hose requesting use of Veteran's Park for the purpose of a picnic on Saturday, August 17, 2019. Further requesting us of twelve (12) picnic tables
15. Request for a block party from James & Kirsten Wood to be held in front of 205 Washington Street on Saturday, June 29, 2019 from 2-11PM

(To Receive and File)

16. Letter of Resignation effective 4/18/19 – *Mary Gillard*
17. Primary Election Results for June 4, 2019
18. Flyer for Keyport Historical Society's "What Life was like for Elizabeth Erickson Walling" to be held on Monday, July 1, 2019 at 7PM
19. Invitation to Keyport Yacht Club Open House to be held Sunday, June 23rd from 2-5PM
20. Keyport Clean Communities Report – Mary 18 – June 13, 2019
21. Information from Knights of Columbus #3402 regarding its 8th Annual Breast Cancer Awareness BBQ and Basket Auction Fundraiser to be held on Saturday, September 21, 2019
22. Mayor's email confirming Natalie Smith as the Mayor's alternate on the Keyport Library Board of Trustees thru December 31, 2019
23. Letter announcing Retirement from DPW Superintendent Scott Hicks effective June 30, 2019
24. Email from resident Michael Lane regarding TA-16 Pedestrian Safety Improvement Program Focus

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: Sheridan, Cooper, Goode, Pacheco, Fotopoulos, McDermott

APPROVAL OF MINUTES

February 5, 2019 – Regular Session
February 19, 2019 – Regular session
March 5, 2019 – Regular Session
March 19, 2019 – Regular Session
April 2, 2019 – Regular Session

MM:

2nd:

Ayes:

Nays:

REPORTS OF DEPARTMENTS

1. Municipal Clerk's Report for May 2019
2. Tax/Water/Sewer Collector's Report for May 2019
3. Board of Health Treasurer's Report for May 2019
4. Building Department Monthly Report for May 2019
5. Municipal Court Monthly Report for May 2019

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

Opened:

Closed:

ADJOURNMENT

Motion to Adjourn moved by: 2nd:

Time of Adjournment: PM