

**BOROUGH OF KEYPORT
REGULAR MEETING AGENDA
TUESDAY, AUGUST 13, 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

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.)

R233-19 Payment of Bills

R234-19 Setting the Last Date to Pay Third Quarter 2019 Taxes Before Interest Will Accrue

R235-19 Authorizing the Hiring of Personnel in the Borough Police Department:

Anthony Rosa – Part-time Special Law Enforcement Officer 1;

Elijah Smith – Part-time Special Law Enforcement Officer 2;

Denilo Ferrer – Part-time Clerk;

Tyler Ely – Part-time Clerk

- R236-19 Authorizing the Borough's Membership in the North Jersey Wastewater Cooperative Pricing System
- R237-19 Authorizing Award of Funds for Keyport Boy Scout Troop 364 for Program Fees Pursuant to 2019 Keyport Recreation Micro-Grant Program
- R238-19 Authorizing Award of Funds for Keyport Cub Scouts Pack 364 for Program Fees Pursuant to 2019 Keyport Recreation Micro-Grant program
- R239-19 Approving the Agreement with Associated Humane Societies, Inc., for Animal Control Services throughout the Borough
- R240-19 Certifying the Cost of Cleaning Up Properties and Placing a Lien Upon Such Lands
1 & 3 Walnut Terrace; 216 Second Street
- R241-19 Approval to Submit Grant Application and Execute a Grant Contract with the NJDOT for Improvements to Church Street project
- R242-19 Authorizing Payment Plan due to an extraordinary increase in water usage due to leak – *Lamberson*
- R243-19 Requesting Approval of Items of Revenue and Appropriation – N.J.S.A. 40A:4-87
Drunk Driving Enforcement Fund
- R244-19 Authorizing Promotions and Salary Adjustments of Certain Personnel Employed by the Borough: *Supervising Account Clerk, Principal Account Clerk, Pension/Payroll Supervisor, and Deputy Borough Clerk*
- R245-19 Authorizing Refund for Canceled Permit – *Fahey for 285 Church Street*
- R246-19 Adopting Policies and Procedures for the Administration and Inspection of Federal Highway Aid Projects

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

ORDINANCE INTRODUCTIONS

1. Ordinance – Revised Parking Restrictions in Municipal Parking Lots

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

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:

2. Ordinance – Property Owners Duty to Keep Sidewalks Free of Litter and Weeds

The Clerk reads the Ordinance by Title: **AMENDING CHAPTER IV, “POLICE REGULATIONS,” SECTION 4.1, LITTER, TO REFLECT REVISIONS REGARDING MAINTENANCE OF WEEDS**

2a. Motion to introduce:

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

2b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing

MM:

2nd:

Ayes:

Nays:

PUBLIC HEARING

The Meeting is opened to the public for input **on the contents of the Monmouth County Open Space Grant Application for the Mini-Park Improvement Project**

Opened:

Closed:

RESOLUTION – R247-19 - AUTHORIZING GRANT APPLICATION TO THE COUNTY OF MONMOUTH FOR THE MINI-PARK IMPROVEMENT PROJECT

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

COMMUNICATIONS BY CONSENT

(For Approval)

1. Email (with application) from DeafBlind Community Access Network of NJ (DBCAN-NJ) requesting Use of Gazebo at Waterfront Park on Thursday, September 5, 2019 from 1-3PM for the purpose of hosting a small drum circle of no more than 20 people. As a non-profit, they are requesting a waiver of the fee.
2. Application for Raffle License from Keyport First Aid Squad for an Off-Premise 50/50 Cash raffle to be held on December 19th, 2019 at 9PM
3. Application for Raffles License from Knights of Columbus #3402 St. Joseph's for an Off-Premise 50/50 Cash Raffle to be held December 4, 2019 at 8PM
4. Application for Use of Borough Property from The Art Society of Keyport requesting use of Waterfront Park & Gazebo on September 14, 2019 from 11AM-6PM for the purpose of a “Art on the Bay”, a public painting event (Certificate of Insurance included)
5. Application for a Social Affairs Permit from Keyport-Matawan Elks Lodge for the 5th Annual Kathleen Thomson Hog Roast & Run to be held Saturday, August 24, 2019 from 9AM-7PM and request for road closure of Chingarora between Highway 35 and 4th Street from 9AM-7PM (Petition with signatures included)
6. Letter from Knights of Columbus, St. Joseph's Council 3402, requesting permission to hold its Annual Breast Cancer Awareness Walk through the Borough beginning at the Waterfront Park Gazebo around 11:45AM on Sunday, October 20, 2019. Assistance is requested from the Keyport PD and Fire Department

7. Email from KBBC member requesting to present changes being made to the KBBC Music Festival as well as permission to close West Front Street and to apply for a social affair permit for beer and wine consumption on the street as was permitted last year
8. Free Narcan Training from the Keyport Municipal Alliance to Prevent Alcoholism and Drug Abuse and the Keyport Response to Recovery to be held at Keyport Borough Hall on Monday, August 26, 2019 at 6PM
9. Application for Use of Borough Property from Keyport Historical Society requesting use of Council Chambers for a presentation entitled "Hidden History of Monmouth County" to be held Monday, October 7, 2019 at 7PM. Further requesting waiver of the fee.
10. Email from Clean Ocean Action regarding its 34th Annual Fall Beach Sweeps to take place Saturday, October 26, 2019 from 9AM-12:30PM. Also included is the 2018 Beach Sweeps Annual Report.

(To Receive and File)

11. Email from resident Michael Lane regarding Redevelopment Guidelines and "a statement of guidelines for pursuing any future redevelopment projects in the Borough based on R105-07"
12. Letter of Intent from Community Health Center, Visiting Nurse Association of Central Jersey, regarding its National Health Center Week Event held Tuesday, August 6, 2019 from 10AM-2PM
13. Letter from Keyport Fire Department's Fair Committee requesting use of the Steamboat Dock Museum Lot for storage and staging of carnival rides, equipment and trailers from Sunday, August 4, 2019 thru Sunday, August 11, 2019
14. Aberdeen's Resolution No. 2019-97 regarding "Notice of Appeal to the Borough of Keyport Unified Planning Board regarding the property located at 275 Clark Street, Block 1, Lot 1, supporting the Zoning Officer's decision and requesting "the Keyport Planning Board deny the appeal based upon the negative effects that the proposed use would have on traffic and wear and tear on the roadways of the Township of Aberdeen, which is adjacent to the subject property."

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

July 2, 2019 – Regular Session

July 16, 2019 – Regular Session

MM:

2nd:

Ayes:

Nays:

REPORTS OF DEPARTMENTS

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

MM:

2nd:

Ayes:

Nays:

NEW BUSINESS

Ordinance regarding False Alarms

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