

**BOROUGH OF KEYPORT
WORKSHOP MEETING MINUTES
TUESDAY, SEPTEMBER 3, 2024, 7PM**

CALL TO ORDER: 7:05 PM

SUNSHINE LAW NOTICE: Read by Municipal Clerk

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

ROLL CALL:

Members present: Councilmember Brady, Councilmember Gross, Councilmember McNamara, Councilmember Peperoni, Councilmember Reilly, Council President Vecchio, Mayor Araneo

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

A moment of silence was observed in memory of Keyport Police Lieutenant Greg Johnson.

RESOLUTION #2024-292 Authorizing Promotional Appointment of a Police Lieutenant – Sgt. Stephen Wheeler Jr.

Motion to approve resolution **R2024-292:**

MM: Peperoni 2nd: Gross

Roll Call: Ayes: Brady, Gross, McNamara, Peperoni, Reilly, Vecchio
Nays:
Absent:
Abstain:

RESOLUTION #2024-293 Authorizing Promotional Appointment of a Police Sergeant – Officer Eric Devlin

Motion to approve resolution **R2024-293:**

MM: Peperoni 2nd: Brady

Roll Call: Ayes: Brady, Gross, McNamara, Peperoni, Reilly, Vecchio
Nays:
Absent:
Abstain:

WORKSHOP ITEMS FOR DISCUSSION

1. Zoning Ordinance Amendments

Matt Zwingraf, CME, explained that Keyport's zoning permit fees are currently based on the cost of improvements. In comparison, most towns have flat fees on a sliding scale with a cap on certain fees. Amending the zoning ordinance is first step to simplifying the fees.

Councilmember McNamara noted that Matawan's zoning ordinance provides for 45 days for approvals. The Borough Administrator and Mr. Zwingraf believe the State mandate is 10 days but will check on this.

The Borough Administrator noted that there are no design standards in the zoning ordinance.

Mayor Araneo noted that the dumpster fee is not listed on the fee schedule and asked about pods.

The Borough Attorney asked how to handle multiple sub codes. We should notify people that there may be other fees – UCC fees.

The Borough Administrator will compile council comments and work on the draft with the Borough Attorney and Mr. Zwingraf.

2. Parking Ordinance Amendments

Part 1 – Fishery parking on West Front Street

Mr. Zwingraf - No parking on bridge not codified in the ordinance; road is 33 feet wide.

Councilmember McNamara suggested extending the parking prohibition to in front of the Fishery.

Councilmember Vecchio asked if the business would have a say.

Mr. Zwingraf offered to take a look at the site lines and see if it's possible to retain one or two spaces.

The Borough Administrator noted that this would need to go before the county and Mr. Zwingraf concurred that it's a county road and would be subject to county approvals.

Part 2 – Municipal parking lot behind the building

Mr. Zwingraf – recommends parking be restricted to police access, police parking only.

Parking alongside the former Borough Hall on Main Street includes only 6 spaces for employees.

Two code enforcement spaces on the side will remain.

Councilmember McNamara – only change to police parking would be the mayor and council parking.

Mr. Zwingraf stated that it was an oversight and will remain. The handicap spots will also remain. Urged this to be codified so it can be enforced.

3. Construction Dust Ordinance

Councilmember Brady noted that Keyport doesn't have a construction dust ordinance. Borough Code, at 12-18.1, doesn't speak to Trex specifically.

Councilmember Peperoni would be more concerned when building foundation because of the dust.

Councilmember Brady noted that the existing ordinance is not very detailed. She is interested in adding details, not removing anything.

Council will review and offer additions.

PUBLIC COMMENT

The Meeting was opened to the public for comments.

Opened: 7:42 PM Motion by Peperoni, Carried by Vecchio. Ayes by all present.

James Butler, Recreation – introduced himself and shared professional background in recreation his whole career. He's attended some of the Recreation Committee meetings. His goal is to provide a variety of affordable recreation programs for all ages and coordinate with other recreation programs so as not to overlap. Programs will vary as to whether they are free, fee-based, or hybrid. He plans to offer some programs in the parks other than Waterfront Park. He is interested in holding events unique to Keyport, and remarked on the waterfront being unique for land and sea activities, such as scavenger hunts. The next big Recreation event is the 5k race. He is currently surveying to find out what types of programs residents want. Camps are a need. He would like to develop a logo. Remarked on the success of the recent Food Truck event even though signage was lacking. He sees no reason to continue offering programs that are not well-attended just because they've always been offered. He would like to create a seasonal poster showing upcoming programs. Movie nights will continue and he is considering fees. The town-wide yard sales will continue and would like to improve awareness of all of the participating spots. Other events he'd like to consider are those that include grandparents and possibly pickle ball and mahjong. The mayor invited Mr. Butler to attend the KBBC meetings.

John Merla, Broad Street – commented on the zoning ordinance and affirmed that municipalities must follow State zoning statutes. Believes this is going in the right direction and likes 10 days to issue permits. If it takes too long, they won't get permits. Asked about whether the revaluation data is being stored in a database. Noted that in Long Branch, if a dumpster is on private property there is no fee. Commented on recreation activities. Was made aware that the DEP changed some rules. Three public hearings in November.

Mike Lane, First Street – asked about Chapter 25 Land Use regulations being updated, including defining density requirements. The Borough Administrator acknowledged working with the Borough Engineer to finalize and get something to council. Nothing in the downtown district to delineate parking. He suggested adding language stating "does not apply to commercial district." Commented on Deputy Ventures project and FEMA requirements.

Elmer J. Graham Jr., St. Peters Place – supports West Front Street parking restrictions. Highlighted We Care Adult Care and American Legion Post 23.

Mike Lane – commented on the parking plan and parking along Broad Street, noting that it’s challenging to drive on Broad from West Front Street up to the library because the street isn’t wide enough. Mr. Zwingraf responded that previous discussions considered the number of parking spaces that would be lost.
Mayor Araneo underscored the safety of residents over the parking spaces.
Councilmember Reilly recalled comments made that opening up that area would encourage speeding.

Mike Lane added that the business on the McDonagh’s side have parking in the back lot while the ones on the east side do not have alternative parking. He asked about Kapushy’s site (brownfields). He remarked that Keyport no longer has a brownfields committee and urged council to reactivate it.

The Borough Administrator recently sent a letter to the State’s brownfields department emphasizing Keyport’s interest in moving on this. The engineer working on the application tragically died and it took time for company to pick up where he left off. They spoke to council last year.

Closed: 8:22 PM Motion by Peperoni, Carried by Reilly. Ayes by all present.

EXECUTIVE SESSION

Resolution #2024-294 read by the Borough Attorney.

R2024-294 – Authorizing a meeting not open to the public in accordance with the provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12b for the following item(s): attorney client privileged matters regarding potential litigation regarding redevelopment project and land use dispute; and contract negotiations.

RESOLUTION #2024-294

RESOLUTION OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY AUTHORIZING A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12.

WHEREAS, the Borough of Keyport, County of Monmouth (the “**Borough**”), a public body corporate and politic of the State of New Jersey, is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, *et seq.* (the “**Act**”), and

WHEREAS, N.J.S.A. 10:4-12 provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by resolution; and

WHEREAS, it is necessary for the Borough to discuss, in a session not open to the public, confidential legal matters that are protected by the attorney-client privilege, which includes matters regarding potential litigation regarding redevelopment project and land use dispute; and contract negotiations.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport, County of Monmouth, State of New Jersey as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Mayor and Council assembled in public session on September 3, 2024 and determined that an Executive Session closed to the public shall be held on September 3, 2024 at approximately 7:00 P.M. at the Borough Hall located at 70 West Front Street, Keyport, New Jersey, for the discussion of matters relating to the specific items designated above.
3. This resolution will take effect immediately.

Motion to go into Closed Session at 8:24 PM.
Moved by Peperoni, Carried by Brady. Ayes by all present.

Council reconvened to Open Session at 9:44 PM.

ADJOURNMENT

Motion to Adjourn

MM: Reilly 2nd: Brady

Ayes: all present

Nays:

Time of Adjournment: 9:44 PM