

**BOROUGH OF KEYPORT
WORK SESSION MEETING AGENDA
TUESDAY, SEPTEMBER 6, 2016, 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
Chamberlain Sheridan Howe
Lamberson Cooper Goode
Mayor Harry M. Aumack II
Stephen J. Gallo, Borough Administrator
Joseph Baumann, Esq., Borough Attorney

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

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

PROCLAMATIONS

- National Preparedness Month
- Hunger Action Month

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.)

R233-16 Payment of Bills

R234-16 Authorizing 2016 Shared Services Agreement with the Borough of Matawan for
Licensed Mechanical Services

R235-16 Authorizing Execution of Developer's Agreement with Keyport Realty Development,
LLC and Green Grove Associates, LP

R236-16 Authorizing the Sale of One Surplus Vehicle – 1999 Dodge Pick-up Truck

R237-16 Hiring of Crossing Guard – Henry Morris

R238-16 Authorizing an Amended and Supplemental Contract with Millennium Strategies for
Cost Benefit Analysis Services for the Borough's Application for Federal/FEMA Aid

R239-16 Authorizing Business Administrator to Order an Appraisal and Negotiate the Sale of
Borough Property No Longer Needed for Public Use – Block 69, Lot 1.02

R240-16 Extending the Appointment of Building Department Part-Time Clerical Worker until
March 1, 2017 – Jessica Wroblewski

R241-16 Commending Denise Nellis for Her Voluntary Assistance to the Recreation Commission
of The Borough for Summer 2016 Waterfront Park Movies

R243-16 Granting a Taxicab Owner's and Driver's License to Pequel's Taxi 2016-2017

R244-16 Liquor License Renewal 2016-2017 – Hilvo Inc., t/a Ye Cottage Inn

PUBLIC COMMENT PORTION

The Meeting is opened to the public for comments or questions on items listed on the agenda

Opened:

Closed:

APPROVAL OF RESOLUTIONS

Motion on the Consent Agenda

MM:

2nd:

Roll Call: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode

PUBLIC HEARING/ADOPTION OF ORDINANCE

1. Bond Ordinance #17-16 – Amending Bond Ordinance #15-03

The Clerk reads the Ordinance by Title: **ORDINANCE AMENDING SECTION 3(A) OF BOND ORDINANCE #15-03 OF THE BOROUGH OF KEYPORT, IN THE COUNTY OF MONMOUTH, NEW JERSEY, FINALLY ADOPTED JUNE 2, 2003 IN ORDER TO AMEND THE DESCRIPTION OF THE PROJECT**

1a. Motion to Open Public Hearing:

Opened:

Closed:

1b. Motion to adopt Ordinance

MM:

2nd:

Roll Call: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode

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

MM:

2nd:

Ayes:

Nays:

2. Ordinance #18-16 – Payroll/Pension Supervisor

The Clerk reads the Ordinance by Title: **ORDINANCE AMENDING AND SUPPLEMENTING AN ORDINANCE FIXING THE SALARIES OF THE VARIOUS OFFICERS, CLERKS AND EMPLOYEES OF THE BOROUGH OF KEYPORT**

2a. Motion to Open Public Hearing:

Opened:

Closed:

2b. Motion to adopt Ordinance

MM:

2nd:

Roll Call: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode

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

MM:

2nd:

Ayes:

Nays:

RESOLUTION R242-16 Making Appointments to Specific Positions in the Borough of Keyport:

Scott Mikson – Provisional Mechanic

Robert Poling – Asst. Water Treatment Plant Operator
Barbara Hassmiller – Provisional Payroll/Pensions Supervisor

MM: 2nd: Roll Call: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode

3. Ordinance #19-16 – Vacation of portions of Williamson Street

The Clerk reads the Ordinance by Title: **VACATING PORTIONS
OF CERTAIN RIGHTS-OF-WAY IDENTIFIED AS WILLIAMSON
STREET**

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

2b. Motion to adopt Ordinance

MM: 2nd: Roll Call: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode

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

MM: 2nd: Ayes: Nays:

INTRODUCTION OF ORDINANCE

1. Ordinance – Vacating a Portion of Division Street

The Clerk reads the Ordinance by Title: **ORDINANCE OF THE
BOROUGH OF KEYPORT VACATING A PORTION OF DIVISION
STREET FROM MONROE STREET TO NJ ROUTE 36**

1a. Motion to introduce:

MM: 2nd: Roll Call: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode

1b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing

MM: 2nd: Ayes: Nays:

APPROVAL OF MINUTES

July 19, 2016 – Regular Session

August 16, 2016 – Regular Session

MM: 2nd: Ayes: Nays:

COMMUNICATIONS

1. Request from Keyport Fire Department to create the paid positions of National Fire Incident Reporting System (NIFRS) Coordinator and Department Secretary (*would be created by Ordinance*)

MM: 2nd: Ayes: Nays:

2. Application for Raffle License – St. Joseph Church – for an Off-premise 50/50 cash Raffle to be held December 10, 2016 at 7PM

MM: 2nd: Ayes: Nays:

3. Application for a Raffle License – Jesus the Lord Church – for an On-Premise 50/50 cash Raffle to be held on Sunday, October 23, 2016 from 1-5PM

MM: 2nd: Ayes: Nays:

4. Application to Amend a Raffle License #32-15 to amend Officer of Applicant and Member in Charge for St. Joseph Church
5. Application to Amend a Bingo License #1-15 to amend Officer of Applicant and Member in Charge for St. Joseph Church
6. Application to Amend a Bingo License #2-15 to amend Officer of Applicant and Member in Charge for St. Joseph Church

MM: 2nd: Ayes: Nays:

7. Emails from Recreation requesting:
- Placement of nine lawn signs at various locations to advertise the KeyportFest 5K
 - Electrical power at the gazebo
 - Additional garbage bins and recyclable bins for the race
 - Use of ten tables and chairs for the 5K race to be held Saturday, September 24, 2016

MM: 2nd: Ayes: Nays:

8. Letter from Raritan Post 23 – American Legion requesting to hold a Memorial Day Parade on Sunday, May 28, 2017 beginning at 1pm. Further requesting that the areas surrounding the parade route be closed at appropriate times and that the Borough fund monies in support of Memorial Day flowers. All elected officials are invited to march.

MM: 2nd: Ayes: Nays:

9. Letter of resignation from DPW employee, Richard Sickler, effective September 30, 2016

MM: 2nd: Ayes: Nays:

10. Letter from Keyport Fire Department requesting to hold its 9/11 Memorial Service on Sunday, September 11, 2016 beginning at 7PM. Further requested that American Legion Drive be closed from 5:30-8PM. All are invited to attend and it is requested that the Mayor speak.

MM: 2nd: Ayes: Nays:

11. Letter from Cycle for Life/Cystic Fibrosis Foundation requesting to hold its September 24th 6th Annual CF Cycle for Life event beginning at 8AM and traveling through Hazlet, Holmdel,

Hillsdale, Marlboro, Colts Neck, Tinton Falls, Lincroft, Middletown, Union Beach and Keyport. 125 cyclists are expected

MM: 2nd: Ayes: Nays:

UNFINISHED BUSINESS

Letter from KBBC, tabled at August 16th meeting, requesting approvals in connection with the Keyport Screamin' Country Jamboree to be held October 8-9, 2016

MM: 2nd: Ayes: Nays:

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 -16 - Closed Session **Resolution:**

Personnel:

Off: 2nd: Roll Call: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode

ADJOURNMENT

Motion to Adjourn moved by: 2nd:

Time of Adjournment: PM