

Minutes of the Regular Meeting of the Mayor and Council, Borough of Keyport, held on the above date via videoconference in Borough Hall Council Chambers, Keyport, NJ, pursuant to 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.

Members of the public who wished to participate in the meeting used the following dial in information:

Link: <https://us02web.zoom.us/j/83380220837?pwd=UnE0SFB5V1VvYm8vV3BReFpxZFc5dz09>

Meeting ID: 833 8022 0837

Passcode: 155339

Dial in Number: (646) 558-8656

Mayor Kennedy called the Meeting to Order at 7:02PM. Borough Clerk Michele Clark read the Sunshine Law Notice.

ROLL CALL

On Roll Call the following were present via videoconference: Councilmembers Cooper, Fotopoulos, Goode, McDermott, Pacheco and Sheridan. Present in Council Chambers: Mayor Kennedy, Borough Administrator Jay Delaney. Borough Attorney Mark Moon was present via videoconference.

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Mayor Kennedy dedicated a moment of silence in Honor of Veteran's Day, to those who continue to work diligently to fight off the virus and anyone whose family has been impacted by the virus.

PRESENTATION

Mayor Kennedy introduced Vincent Solomeno from Hazlet's Hope Network.

Vincent Solomeno introduced himself and Laura O'Hara, who is the Secretary on the Board of Trustees.

He proceeded with a Hazlet's Hope Network presentation.

- Established in 2016
- Peer to peer support networks
- Certified Recovery Coaches through a 24/7 Crisis Line
- 501(c)(3) non-profit
- Community Education Programs
- Eight Recovery Coaches —→ Connect to Services and Support —→ Peer Support, Mentoring and Follow Up. **Crisis number** is 732-739-7717
- Family Support Group email is Hazletshopenetwork@gmail.com

Mayor Kennedy – She asked what the requirements are to become a Recovery Coach and what is the process if someone is interested in becoming one.

Laura O'Hara – She said that coaches need to have life experience and that it is a certified program through CARES in Morris County. If you have a person who is a year substance free, you can reach out to discuss training. She said that there are currently ten coaches.

Captain Torres – She said that Hazlet's Hope has been an invaluable resource. She would like to see more Keyport residents get involved and maybe a Keyport Coach.

Councilwoman Pacheco – She said that it has been a great program and a great addition to the Municipal Alliance, members of the Community and the Police Department.

Councilman Cooper – He asked if Captain Torres is networking with the other municipalities.

Captain Torres – She said that they meet monthly with the other Police Departments.

Councilman Fotopoulos – He thanked Vincent, Councilwoman Pacheco, former Councilwoman Lamberson and Captain Torres. He said that this program is near and dear to his heart.

Councilwoman McDermott – She thinks that if they shared data points of success it may be helpful towards fundraising and campaigning.

Laura O’Hara – She said the overall number is about 64 and of that 30% received a Scholarship into a private treatment facility through their Sponsors. She said that Keyport Police Officers are very vested in the program.

Mayor Kennedy – She thanked Vincent Solomeno and Laura O'Hara for presenting. Regarding, **R265-20** Authorizing Execution of a Memorandum of Understanding with the County of Monmouth Concerning a Demonstration Project at the Intersections of County Route 516 (Maple Place) and Church Street, and County Route 516 (Maple Place) and Atlantic Street as Part of Complete Streets Plan Development by the Borough of Keyport, she said that it is being pulled and tabling it for the future because the timing is too close to the winter.

PUBLIC COMMENT PORTION

The Meeting was opened to the public for comments or questions listed on the Agenda at 7:34PM moved by Pacheco, carried by Sheridan with ayes by all present.

Mike Lane, 51 First St. – He asked Councilman Fotopoulos how the decision was made for the location of the second flood gate. He asked Councilwoman Pacheco the status of implementing 25 mph on County roads. He asked Councilman Goode for a timeline for the implementation of the Pump Station on First Street. He asked Mayor Kennedy or Administrator Delaney the status of the initiation to install 25 mph speed limit signs. Under Unfinished Business, under TAP, he asked who on Council has this as a deliverable or an objective. He also asked who has CSR as a deliverable.

Elmer J. Graham, Jr., 22 St. Peters Pl. – Regarding, **R266-20** Authorizing the Submission of an Application to the New Jersey Department of Transportation’s Transportation Alternatives Set-Aside Program 2020, he asked for an explanation. Mr. Delaney provided an explanation. Regarding, **R269-20** Authorize Release of Retainage to Close Out the Contract with Coppola Services, Inc. for the Perry Street Water Treatment Plant Upgrade Project, he asked for an explanation. Mr. Delaney provided an explanation.

Mike Lane – Regarding, **R266-20** Authorizing the Submission of an Application to the New Jersey Department of Transportation’s Transportation Alternatives Set-Aside Program 2020, he asked where it was going to be constructed.

Administrator Delaney – He said that regarding, **R266-20** Authorizing the Submission of an Application to the New Jersey Department of Transportation’s Transportation Alternatives Set-Aside Program 2020, there is an amendment to the Resolution from “Property owned by the Borough” to “Property Located within the Borough of Keyport.”

There being no further comments or questions, the Meeting was closed to the public at 7:44PM moved by Sheridan, carried by McDermott with ayes by all present.

COMMITTEE REPORTS

Councilman Cooper: Recreation/Senior Center/Library/Veteran’s Initiative

– None

Councilman Fotopoulos: Board of Health/Registrar/Recycling/Environmental/Harbor Commission/Redevelopment

- He recognized the Veteran’s that were present beginning with Councilman Sheridan, Councilman Cooper, Elmer J. Graham, Jr. and Captain Torres. He also wished the Marines a Happy Birthday.
- Health Department Report was read
- Reminded everyone to follow the Governor’s guidelines
- Keyport Environmental Commission met
 - They would like to reinstate the BDA Committee
 - The Beach Sweeps was a Success, collecting 1,870lbs of trash
- Noise Pollution and Speeding
- Harbor Commission met
 - Bulkhead at Fireman’s Park
 - Boat slip piling fixed

- Contract review for 2021 and recommend any changes
- Flood gate was discussed and the final decision on where to place the flood gate was made by Chief Hafner

Councilwoman Pacheco – She said that she met with Chief Hafner, Captain Torres, the Engineer, Councilwoman McDermott and Mr. Delaney to discuss the placement of the gate. That spot was picked because there were concerns of vehicles being able to safely turn around in other locations. There will be lighted signs added to the gate to help with visibility.

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

- Fire Department Report was read
- Eagle Hose handed out their Santa Visit letters
- Keyport Fire Museum won the Best Placed Volunteer in Monmouth County awarded by the Reader's Choice Contest for 2020
- October 28th was First Responders Day
- He deferred Mr. Lane's inquiry about the Pump Station to Mr. Delaney

Administrator Delaney – He said that the Borough Engineer has notified the property owner and gave them a deadline of December 1st to provide specifics on the replacement. He said that has been previously delivered. There have been discussions for an upgrade and to relocate the pump facility. He said he will have a report at the December meeting.

Councilwoman McDermott: Public Works/Construction/Zoning/Property Maintenance/KBBC/MAC

- The October 30th Trunk-or-Treat was cancelled due to the weather
- Refunds for the Triple Crown 5k have been released and distributed to participants
- Library Construction Committee
 - Phase 2 Grant was not accepted
 - Phase 3 Grant may be in consideration
- Reminded residents to use the Request for Service link
- Thanked DPW
- Thanked Tom Gallo for his work on Clean Communities
- Thanked the Cub Scouts for volunteer clean up
- Thanked Joe Carson
- Thanked the Building Department
- Building Department Report was read

Councilwoman Pacheco: Police/MAC/Harbor Commission/Green Team

- Police Department Report was read
- Two officers were exposed to Covid-19
- She responded to Mr. Lane about the speed limit signs and said that the Police Department approached the County. The three years of report analysis of accidents, put together the research and met with Mr. Delaney. She said per Mr. Delaney, the County will be installing the speed limit signs. Once they have an update she will let everyone know.

Councilman Sheridan: Finance/Grants/LEPC/Veteran's Initiative

- Finance meeting will be next Thursday
- He said that he loves the Flood Gate on American Legion Drive and the location
- He thanked DPW for cleaning up the large tree limbs at Cedar Street Beach
- Thanked Captain Torres, Chief Hafner and the Police Department
- Thanked Fire Chief Joseph Moscatiello and the Fire Department, who assists with more than just fires, including medical and flooding.
- Thanked Chief Ken Krohe and the First Aid, who also pick up Aberdeen calls during a time when the demand seems to be increasing.
- Thanked CERT
- Thanked Jack Straub and KBBC
- Thanked Tom Gallo and Clean Communities
- Thanked Council and the Borough Clerk
- Thanked Councilman Cooper
- Thanked Mayor Kennedy
- Thanked Administrator Jay Delaney

MAYOR'S UPDATES

- She reminded everyone that every vote counts and that there was an impressive voter turnout
- Thanked all those involved in the Election, whether they volunteered, put their name on a ballot or submitted their ballot. She thanked the Keyport Community, Borough Clerk, Michele Clark and Administrator Jay Delaney.
- Keyport School District had to go to full virtual learning
- People were on a conference call to report back to Mr. Delaney as to what items they need if we were to have to go virtual for work in Borough Hall to keep things going.
- She reminded everyone to continue to remain diligent and said the more we plan and prepare, the less people panic.
- The Senior Center continues with their weekly virtual classes
- The Monmouth County CARES Act Program, 66 businesses have applied for the Grant
- Appointed to the Mayor's Re-entry Task Force
- She responded to Mr. Lane's inquiries stating that the 25 mph speed limit has already been addressed and the TAP is a cumulative effort which was addressed in an email earlier that day to Mr. Lane. She deferred TAP and CRS to Mr. Delaney.
- The Tax Assessor's Report is almost finished

Administrator Delaney – He said for the TAP, the survey work has been completed, as well as the preparation for the base map. They have also completed a pre-design walk through. The next step is the preparation for the preliminary plans and a Public Participation session that is anticipated for the first quarter of 2021. He said the plans will then be finalized, go through the State review process and will then be ready for construction and bid preparation.

He said the CRS is the Community Rating System under the National Flood Insurance Program. He met with the Floodplain Manager today and does not have a specific timeline, but the application will be submitted in 2021 for the first phase for Flood Insurance Premium Reduction.

Mayor Kennedy – She wished everyone a Happy Veteran's Day and Happy Thanksgiving!

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.)

Mayor Kennedy – Regarding, **R266-20** Authorizing the Submission of an Application to the New Jersey Department of Transportation's Transportation Alternatives Set-Aside Program 2020, she said that in the fourth paragraph, it should say, "it involves land within the Borough of Keyport." Regarding, **R265-20** Authorizing Execution of a Memorandum of Understanding with the County of Monmouth Concerning a Demonstration Project at the Intersections of County Route 516 (Maple Place) and Church Street, and County Route 516 (Maple Place) and Atlantic Street as Part of Complete Streets Plan Development by the Borough of Keyport, she said it will be tabled.

- R263-20 Payment of Bills for November 4, 2020 Bills List
- R264-20 Payment of Bills for November 10, 2020 Bills List
- R265-20 Authorizing Execution of a Memorandum of Understanding with the County of Monmouth Concerning a Demonstration Project at the Intersections of County Route 516 (Maple Place) and Church Street, and County Route 516 (Maple Place) and Atlantic Street as Part of Complete Streets Plan Development by the Borough of Keyport
- R266-20 Authorizing the Submission of an Application to the New Jersey Department of Transportation's Transportation Alternatives Set-Aside Program 2020
- R267-20 Approving the Corrective Action Plan for the 2019 Municipal Audit
- R268-20 Authorizing Revocation of Notice of Violation Issued as to 89 Fulton Street for Failure to Register Vacant Property
- R269-20 Authorize Release of Retainage to Close Out the Contract with Coppola Services, Inc. for the Perry Street Water Treatment Plant Upgrade Project
- R270-20 Approving a Five-Year Tax Abatement for Marilyn Viray – 102 Warren Street
- R271-20 Authorizing Execution of a Special Citizens Area Transportation 2021 Agreement
- R272-20 Authorizing Sick Day Buy Back for Non-Union Employees
- R273-20 Authorizing 2020 Keyport Micro-Grant Program Grants
- R274-20 Authorizing Renewal of Inactive Liquor Licenses Pursuant to N.J.S.A. 33:1-12.39 for the 2020-2021 License Term for Keyport Liquor 3, LLC and 6 Broad St Waterfront Liquor, LLC

- R275-20 Authorizing the Borough Administrator to Initiate the Process for Police Department Promotions
R266-20 Authorizing the Submission of an Application to the New Jersey Department of Transportation’s Transportation Alternatives Set-Aside Program 2020

APPROVAL OF RESOLUTIONS

Motion to approve items listed on the Consent Agenda, with the exception of **R265-20** Authorizing Execution of a Memorandum of Understanding with the County of Monmouth Concerning a Demonstration Project at the Intersections of County Route 516 (Maple Place) and Church Street, and County Route 516 (Maple Place) and Atlantic Street as Part of Complete Streets Plan Development by the Borough of Keyport, which was tabled by Mayor Kennedy, and amending the fourth paragraph to state,” within the Borough of Keyport,” in **R266-20** Authorizing the Submission of an Application to the New Jersey Department of Transportation’s Transportation Alternatives Set-Aside Program 2020, moved by Pacheco, carried by McDermott.

Roll Call: Ayes: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
Nays:
Absent:
Abstain:

INTRODUCTION OF ORDINANCE

1. Ordinance – Authorizing Easement of Veteran’s Park to Monmouth County for Open Space Purposes

The Clerk reads the Ordinance by Title: **ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, AUTHORIZING EASEMENT TO THE COUNTY OF MONMOUTH FOR OPEN SPACE PURPOSES AT BLOCK 94, LOT 45 AND BLOCK 124, LOTS 12, 13, AND 25 – Veteran’s Park**

1a. Motion to introduce moved by Goode, carried by McDermott.

Roll Call: Ayes: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
Nays:
Absent:
Abstain:

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

COMMUNICATIONS BY CONSENT
(For Approval)

1. Application for Use of Borough Property from Joseph Boyle to use the Waterfront Pavilion for wedding pictures on Friday, March 26, 2021 from 1-4:30PM.

(To Receive and File)

APPROVAL and/or RECEIPT AND FILE OF COMMUNICATIONS

Motion on Communications by Consent to Approve or Receive and File moved by Pacheco, carried by Goode.

Roll Call: Ayes: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
Nays:
Absent:
Abstain:

APPROVAL OF MINUTES

October 20, 2020 Regular Meeting
November 2, 2020 Special Meeting

Motion to approve the Minutes was moved by Pacheco, carried by Goode.

Roll Call: Ayes: Cooper, Fotopoulos, Goode, McDermott, Pacheco, Sheridan
Nays:

Absent:
Abstain:

REPORTS OF DEPARTMENTS

1. Municipal Clerk's Report for October 2020
2. Tax/Water/Sewer Collector's Report for October 2020
3. Board of Health Treasurer's Report for October 2020
4. Building Department Monthly Report for October 2020
5. Municipal Court Monthly Report for October 2020
6. Clean Communities Report for August 10 - October 14, 2020

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

NEW BUSINESS

2020 Best Practices Inventory

Mr. Delaney gave an explanation of Best Practices Inventory. He said that it is prepared by the CFO, in conjunction with himself. The scoring of the questionnaire impacts the amount of State Aid that the Borough receives and the CFO has confirmed that the Borough will receive the full allotment of State Aid. He said that many questions are related to COVID policies and practices within the Borough.

UNFINISHED BUSINESS

None

ATTORNEY'S REPORT

None

PUBLIC COMMENT PORTION

The Meeting was opened to the public for comments or questions at 8:27PM moved by Pacheco, carried by Sheridan with ayes by all present.

Elmer J. Graham, Jr. – He asked if there were going to be any more Complete Streets meetings available for the public.

Mayor Kennedy – She said yes, they will be virtual and she spoke about the survey on the Borough website and social media.

Mike Lane – He thanked DPW and the BA for the cleanup of the beaches. He said that when the Elks were soliciting funds on 11/7 and 11/8, they all wore masks and had their buckets on poles. He said that it was a terrific change. He thinks that the Borough should work on a Marijuana Dispensary Ordinance. He said that Green Grove only has parking on one side of the street and that it is very narrow. He asked how will the grant change that. He said the flood gate on American Legion Drive diverts cars into deeper water into Fireman's Park.

Mayor Kennedy – She said that commentary can be provided at the next meeting about Green Grove. She said the flood gate can always be moved if it doesn't work out, but let's give it a try.

There being no further comments or questions, the Meeting was closed to the public at 8:37PM moved by Sheridan, carried by Fotopoulos with ayes by all present.

ADJOURNMENT

Motion to Adjourn at 8:37PM moved by Sheridan, carried by McDermott with ayes by all Present.