

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

Council President Joe Sheridan called the meeting to order at 7:01PM in the absence of Mayor Aumack and Borough Clerk Heilweil read the Sunshine Law Notice.

ROLL CALL

On Roll Call the following were present: Councilmembers Sheridan, Howe, Lamberson, and Goode. Others present: Borough Administrator Stephen Gallo and Borough Attorney Gordon Litwin. Mayor Aumack and Councilmembers Chamberlain and Cooper were absent.

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

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.)

Clerk Heilweil read the resolutions listed on the Consent Agenda

R313-15 Payment of Bills

R314-15 Requesting Approval of Items of Revenue and Appropriation – NJS 40A:4-87
-2015 Bayshore DWI Saturation Patrol

R315-15 Accepting Grant from Governor's Council on Alcoholism and Drug Abuse

R316-15 Authorizing Sick Day Buy Back for Non-Union Employees

PUBLIC COMMENT PORTION

The Meeting was opened to the public for comments or questions on items listed on the agenda at 7:04PM moved by Lamberson, carried by Howe with ayes by all present

Mike Lane, 51 First Street – asked that the following items be covered under Unfinished Business:

- Ordinance on front lawn parking does not reflect correction to definition of driveway
- Would like a report from the Tax Assessor regarding how assessments were adjusted

Councilman Sheridan suggested Mr. Lane give five (5) frequently asked questions to present to the Assessor for him to answer. Mr. Lane preferred the Assessor come to a council meeting.

Mike Lane – asked for updates on the following:

- FEMA appeal
- Army Corps of Engineers
- Water Meter replacement
- Energy Aggregation Program
- Stultz Oil
- Beach Park trailer – why paying for winter rental?
- Master Plan

Bob Ludwig, 500 Broad Street – had a complaint about double lines on the street where parking is allowed on both sides. He says there are places where it is not possible to not cross the line, where one needs to drive in the center of the road.

Elmer Graham, Jr., - 22 St. Peters Place – asked about the sick day buy back

resolution. Also mentioned the recent newspapers stories on the County Tax Assessor.

Administrator Gallo – explained that the assessment program is a sound program and a good idea. He suggested we not throw out the baby with the bathwater. The program should be pursued.

Attorney Litwin – the subpoena is a fact-finding tool.

There being no further comments or questions, the Meeting is closed to the public at 7:21PM moved by Howe, carried by Goode with ayes by all present

APPROVAL OF RESOLUTIONS

Motion to approve the Consent Agenda moved by Howe, carried by Goode

Roll Call: Ayes: Sheridan, Howe, Lamberson, Goode

Nays:

Absent: Chamberlain, Cooper

Abstain:

PUBLIC HEARINGS/ADOPTION OF ORDINANCES

1. Ordinance #19-15 – Salary Range for Records Support Technician 3

The Clerk reads the Ordinance by Title: **AN ORDINANCE AMENDING AND SUPPLEMENTING ORDINANCE #4-15 FIXING THE SALARIES OF THE VARIOUS OFFICERS, CLERKS AND EMPLOYEES OF THE BOROUGH OF KEYPORT IN THE COUNTY OF MONMOUTH AND STATE OF NEW JERSEY - SETTING AND CONFIRMING SALARY OF THE RECORDS SUPPORT TECHNICIAN 3**

- 1a. Motion to Open Public Hearing at 7:22PM moved by Howe, carried by Goode with ayes by all present

There being no comments or questions, the Public Hearing is closed at 7:22PM moved by Howe, carried by Goode with ayes by all present

- 1b. Motion to adopt Ordinance moved by Howe, carried by Goode

Roll Call: Ayes: Sheridan, Howe, Lamberson, Goode

Nays:

Absent: Chamberlain, Cooper

Abstain:

- 1c. Motion authorizing the Clerk to publish the Ordinance as adopted moved by Lamberson, carried by Goode with ayes by all present

RESOLUTION #317-15 – SETTING AND CONFIRMING SALARY OF THE RECORDS SUPPORT TECHNICIAN 3 OF THE BOROUGH OF KEYPORT

Motion to adopt **Resolution 317-15** Setting and Confirming the Salary of the Records Support Technician 3 of the Borough of Keyport moved by Goode, carried by Lamberson

Roll Call: Ayes: Sheridan, Howe, Lamberson, Goode

Nays:

Absent: Chamberlain, Cooper

Abstain:

COMMUNICATIONS AND PETITIONS

1. Letter from Broad Street resident regarding the siren at Liberty Hose and requesting she be called when the alarm is to go off

Councilman Howe – unfortunately the resident would need to be called prior to

dispatching an ambulance or a fire truck.

Administrator believes the resident just wants to be called once to see how loud the siren is.

Motion to accept moved by Goode, carried by Lamberson with ayes by all present

2. Application for a Raffle License – Keyport First Aid – Penny Auction to be held March 5, 2016 from 6-11PM. Further requesting waiver of the local fee.
3. Application for a Raffle License – Keyport First Aid – Penny Auction to be held April 16, 2016 & June 4, 2016 from 6-11PM. Further requesting waiver of the local fee.

Motion to approve moved by Howe, carried by Goode with ayes by all present

4. Report from Millennium Strategies Grants Manager providing overview through the month of October 2015

Motion to receive and file moved by Howe, carried by Goode with ayes by all present

5. Letter from resident on the Senior Center Advisory Committee regarding the purchase of bricks for the “Walk of Memories” Walkway at the Keyport Senior Center

Motion to receive and file moved by Goode, carried by Lamberson with ayes by all present

6. Thank you letter from “a grateful Keyport resident” to Chief Casaletto expressing appreciation for extending the yellow lines in front of the Keyport Village complex

Motion to forward copy to Police Department and DPW moved by Howe, carried by Lamberson with ayes by all present

7. Memo from resident Michael Lane regarding “unpermitted and uninspected boat racks, dock facilities, marina office and bathrooms at Brown’s Point Marina

Administrator hopes to have this addressed at the Hearing on December 8, 2015.

Motion to forward copy to Brown’s Point Marina and list under Unfinished Business moved by Howe, carried by Lamberson with ayes by all present

8. Email from Mike Van Houten requesting to hold a memorial service at the Waterfront on November 28th at 1PM

Councilwoman Lamberson would not be favor of the release of balloons. Councilman Howe will reach out to Mr. Van Houten.

(Contingent upon family receiving remains) Motion to approve moved by Howe, carried by Lamberson with ayes by all present

REPORTS OF DEPARTMENTS

1. Municipal Clerk’s Report for October 2015
2. Tax/Water/Sewer Collector’s Report for October 2015 and 2015 Tax Sale Report
3. Board of Health Treasurer’s Report for October 2015
4. Keyport Municipal Court Report for October 2015
5. Building Department’s Monthly Report for October 2015

Motion to receive and file moved by Howe, carried by Lamberson with ayes by all present

COMMITTEE REPORTS

Councilman Chamberlain: Buildings/Grounds/Library:
Absent

Councilman Sheridan: Finance/Grants/Redevelopment:

- Tree Lighting – Saturday, November 28th
- Candlelight Tour – Saturday, December 12th
- Breakfast with Santa – Saturday, December 19th at 10AM

Councilman Howe: Public Works/Recycling/Property Maintenance:

- Public Works has decorated the Borough
- Leaf pickup – no black plastic bags will be picked up. Leaves cannot be raked to the curb. They must be brown bagged.
- Mentioned sidewalk/snow shoveling ordinance
- Sump pump drainage prohibited until March

Councilwoman Lamberson: Police:

- Read monthly stats for Police Department
- Sgt. Aumack will retire in 2016. The Chief recommends hiring two (2) officers.
- Read traffic statistics for October
- Police Department had additional DWI patrols

Councilman Cooper: Health/Recreation:
Absent

Councilman Goode: Fire/First Aid/Emergency Services

- CERT had very active presence in 2015. Seven (7) events were attended by CERT.
- Read statistics of CERT involvement

NEW BUSINESS

None

UNFINISHED BUSINESS

- Taxi cab discussion

Administrator explained we are working on a new taxi ordinance. Clerk stated while at the League last week in Atlantic City she spoke to several taxi drivers regarding how the city regulates its cabs.

ATTORNEY'S REPORT

Nothing to report

ADMINISTRATOR'S REPORT

- Met with Army Corps of Engineers a number of months ago. He will follow up.
- Met with Harbor Commission members. They would like to get rid of the boat ramp trailer and place something more visually enhancing.
- A company has been hired to assist with the Master Plan
- Attended League of Municipalities last week
- Conducted another round of labor negotiations
- Discussed annual employee evaluation system
- Residents have been provided information on the water meter replacement in their water bills. Readers will be able to read meters remotely. He asks for everyone's cooperation.
- State aid and CDBG will help pay for road improvement resurfacing
- FEMA generator project money will go towards storm water issues
- Need to repopulate the Brownfield Redevelopment Committee

Councilman Howe thanked private citizens who decorated Council Chambers for the holidays. He requested a reminder for Thursday and Friday closings be posted.

PUBLIC COMMENT PORTION

The Meeting is opened to the public for comments or questions at 8:10PM moved by Howe, carried by Goode with ayes by all present

Nancy Carew, 64 Broadway, representing the Garden Club – stated the Garden Club has been invited to decorate at Drumthwacket, the Governor’s mansion. This is the fourth year they have been included.

Collette Kennedy – asked for an update on the mobile food vendors. She asked that this not be forgotten about. She also asked about the sign inventory. She commended Keyport in running a clean election.

Administrator Gallo – stated he has asked the Public Works Superintendent to conduct the sign inventory. He will follow up.

Elmer Graham, Jr. – asked about 45 Beers Street project and the former Ye Cottage Inn property.

Administrator Gallo – stated the former Ye Cottage Inn property is undevelopable for residential construction due to being in a “V” zone. He believes at some point the property will likely be used for recreational purposes.

Mike Lane – said he will not prepare questions for the Assessor’s visit. The Administrator is on top of it. He asked for an update on the Energy Aggregation Program. Brought up, again, the structures at Brown’s Point Marina. He suggests a separation of variables at the public hearing.

Administrator Gallo – boat racks are considered personal property and not real estate.

Tom Gallo, Fulton Street, Clean Communities Coordinator – stated he attended the League and is now a certified Clean Communities Coordinator.

There being no further comments or questions, the Meeting is closed to the public at 8:26PM moved by Goode, carried by Lamberson with ayes by all present

Motion to table the Administrator’s Review to December 8, 2015 moved by Howe, carried by Goode with ayes by all present

CLOSED SESSION

-Personnel: Administrator’s Review
(Tabled to December 8th meeting)

No Closed Session

ADJOURNMENT

Motion to Adjourn at 8:27PM moved by Howe, carried by Goode with ayes by all present