

Minutes of the Work 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.

Mayor Aumack called the meeting to order at 7:02PM and Borough Clerk Heilweil read the Sunshine Law Notice.

### **ROLL CALL**

On Roll Call the following were present: Councilmembers Chamberlain, Sheridan, Howe, Lamberson, Cooper and Goode. Others present: Mayor Aumack and Borough Administrator Stephen Gallo. Borough Attorney Jong Sook Nee, Esq. arrived at 7:19PM.

### **PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

### **PROCLAMATION**

Mayor Aumack read the National Impaired Driving Prevention Month Proclamation

### **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.)*

*Borough Clerk Heilweil read the resolutions on the Consent Agenda*

R285-16 Payment of Bills

R286-16 Authorizing Sale of \$69,800 Special Emergency Note to General Capital Fund

R287-16 Authorizing the Business Administrator to Negotiate the Lease of Borough Property Located at 109 Broad Street Pursuant to NJSA 40A:12-13(b)(5)

R288-16 Approving the Membership Renewal in the Monmouth Municipal Joint Insurance Fund

R289-16 Hire Per Diem Court Administrator – Jacqueline Signoreli

### **PUBLIC COMMENT PORTION**

The meeting was opened to the public for comments or questions on items listed on the agenda at 7:07PM moved by Sheridan, carried by Goode with ayes by all present

**Bob Ludwig**, 50 Beers Street – stated he feels reverse 911 is unreliable. He understands it is being corrected. He spoke again regarding a powder that he saw at 45 Beers Street construction site that he believes got into the stormwater system after a rainfall.

The Mayor explained that he looked into this and it has been addressed. The powder was fine sand which was not harmful.

**Bob Ludwig** – stated he believes activist organizations are staging collapsing in public places.

**Elmer Graham, Jr.**, 22 St. Peters Place – asked about two resolutions on the Consent Agenda, **R286-16** Authorizing Sale of \$69,800 Special Emergency Note to General Capital Fund and **R287-16** Authorizing the Business Administrator to Negotiate the Lease of Borough Property Located at 109 Broad Street Pursuant to NJSA 40A:12-13(b)(5).

Administrator Gallo gave explanations of both resolutions.

There being no further comments or questions the meeting was closed to the public at 7:20PM moved by Sheridan, carried by Howe with ayes by all present

### **APPROVAL OF RESOLUTIONS**

Motion to approve items listed on the Consent Agenda moved by Sheridan, carried by Cooper

Roll Call: Ayes: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode  
Nays:  
Absent:  
Abstain:

### **INTRODUCTION OF ORDINANCES**

#### **1. Ordinance – Salary Ordinance**

The Clerk read the Ordinance by Title: **AN ORDINANCE AMENDING AND SUPPLEMENTING AN ORDINANCE FIXING THE SALARIES OF THE VARIOUS OFFICERS, CLERKS AND EMPLOYEES OF THE BOROUGH OF KEYPORT, NJ, IN THE COUNTY OF MONMOUTH AND STATE OF NEW JERSEY**

1a. Motion to introduce moved by Sheridan, carried by Chamberlain

Roll Call: Ayes: Chamberlain, Sheridan, Howe, Cooper, Goode  
Nays:  
Absent:  
Abstain: Lamberson

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

#### **2. Ordinance – Amend Recreation**

The Clerk read the Ordinance by Title: **ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, AMENDING CHAPTER II (BOARDS, COMMISSIONS AND COMMITTEES) OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF KEYPORT**

2a. Motion to introduce moved by Sheridan, carried by Howe

Roll Call: Ayes: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode  
Nays:  
Absent:  
Abstain:

2b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing moved by Sheridan, carried by Howe with ayes by all present

#### **3. Ordinance – Amend Chapter III of the Borough Code, Police & Fire**

The Clerk read the Ordinance by Title: **ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, AMENDING CHAPTER III (POLICE AND FIRE DEPARTMENTS) OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF KEYPORT**

Councilman Goode requested certain changes to the Ordinance prior to introducing.

Mayor Aumack explained how this ordinance came to be. This was requested by our insurance company.

3a. Motion to introduce moved by Goode, carried by Chamberlain

Roll Call: Ayes: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode  
Nays:  
Absent:  
Abstain:

3b. Motion authorizing the Clerk to publish the Ordinance as introduced in the Asbury Park Press for a public hearing moved by Goode, carried by Howe with ayes by all present

### **APPROVAL OF MINUTES**

Motion to approve the November 1, 2016 – Regular Session Minutes moved by Sheridan, carried by Goode

Roll Call: Ayes: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode  
Nays:  
Absent:  
Abstain:

### **COMMUNICATIONS**

1. Letter from Keyport Public Schools requesting support in the form of an advertisement in the High School yearbook

Motion to approve same advertisement as last year moved by Sheridan, carried by Cooper with ayes by all present

2. Application for a Bingo License – St. Joseph RC Church – for weekly games (49 total) on various Sundays throughout 2017 from 2-4PM
3. Application for Bingo License – St. Joseph RC Church – for weekly games (51 total) on various Wednesdays throughout 2017 from Noon to 2PM
4. Application for Raffle License – St. Joseph RC Church – for a pull-tab machine to be licensed January 1, 2017 through December 31, 2017

Motion to approve moved by Sheridan, carried by Cooper with ayes by all present

5. Application for Raffle License – Keyport First Aid – for a Tricky-tray to be held March 4, 2017 from 6-11PM. Further requesting waiver of the Borough fee

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

6. Application for Raffle License – Keyport Garden Club – for an Off-Premise 50/50 cash raffle to be held on Sunday, June 4, 2017 at 6PM

Motion to approve moved by Sheridan, carried by Cooper with ayes by all present

7. Certificate of Determination and Award – Bond Anticipation Note for Bond Ordinance #7-16 in the amount of \$1,000,000

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

8. Application for Use of Building from ASK for the use of the Senior Center on Thursday evenings from 7-9PM for the purpose of painting classes

Motion to approve moved by Sheridan, carried by Chamberlain with ayes by all present

9. Application for Nicholas Gunsauls to the Keyport Fire Patrol and letter from the Fire Patrol advising that at the September 6, 2016 meeting the resignation of Brian McCann was accepted

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

#### **UNFINISHED BUSINESS**

None – Borough Administrator will cover unfinished business in his report.

#### **NEW BUSINESS**

Temporary “No Parking” signs during Candlelight House Tour, 2PM-7PM

#### **ATTORNEY'S REPORT**

Attorney Nee stated she is working on redevelopment matters, as well as a density report and financial analysis at Mariner's Village.

#### **ADMINISTRATOR'S REPORT**

Administrator Gallo reported on the following:

- attended the holiday tree lighting
- held several meetings with the Chief regarding police matters
- participated in a post-Sandy OEM meeting
- met with Borough Counsel regarding pay-to-play issues
- met with Lightpath about cost savings on telecommunications and broadband services
- held a phone conference regarding the Anabatic project
- met with Emergency Services personnel, the Mayor and Fire Commissioner regarding proposed changes to the Borough's public safety ordinance
- 2016 Road Improvement Program
  - Elizabeth Street Phase II
  - Kearney Street
  - Stout, Cass, Jackson, Monroe Streets
- Outfall Project
- Replacement of Matawan Creek Bridge (MA-14)
- Brown's Point Redevelopment Plan
- Longview/Boatworks Redevelopment Plan
- Waterfront Park Green Acres
- Post-Sandy Planning Assistant Grant – Round 2
  - Capital Improvement Plan
  - Community Vulnerability Assessment
  - Local Vulnerability & Hazard Mitigation Plan
  - Neighborhood Plans: Division and First Streets
- Benjamin Terry Park County Open Space Grant
- USDA-RD Funded – Perry Street Water Treatment Plan Upgrades
- Water Allocation Permit Major Modification
- Borough Insurance
- Keyport Event Planning
- Senior Center Director

#### **PUBLIC COMMENT PORTION**

The Meeting was opened to the public for comments or questions at 8:02PM moved by Chamberlain, carried by Sheridan with ayes by all present

**Nancy Carew** – volunteered for the tree lighting, along with Tom Gallo who has having serious family issues at the time. She thanked all who attended the tree lighting, as well as Santa Claus. She is looking forward to working with Tom Gallo again next year.

**Collette Kennedy**, 421 Atlantic Street – thanked the Council and the Borough

Administrator for posts. She asked for an update on the pedestrian crosswalks at Atlantic & Broad.

**Administrator Gallo** – stated the next step will be to contact the Commissioner.

**Councilman Chamberlain** – asked for an update on painting a blue line on the street in support of the police.

**Bob Ludwig** – asked for the Mayor to recuse himself from Mr. Ludwig's discussion on the 45 Beers Street issue. He says response to his comments were not satisfactory to him. He is asking that the Borough Attorney review the recording.

**Elmer Graham, Jr.**, asked about communication #7 (Certificate of Determination and Award – Bond Anticipation Note for Bond Ordinance #7-16 in the amount of \$1,000,000) to which the Borough Administrator provided an explanation. Elmer Graham further asked if there are any pay-to-play issues in Keyport. He mentioned the 75<sup>th</sup> anniversary of Pearl Harbor, which is tomorrow.

**Councilwoman Lamberson** – thanked all who participated in Project Little Soldier.

**Mayor Aumack** – commended the Keyport High School Football Team.

At 8:21PM Motion to go into Closed Session after a three-minute break moved by Chamberlain, carried by Cooper with ayes by all present

#### **CLOSED SESSION**

#### **RESOLUTION #290-16**

#### **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, personnel matters including compensation issues, as authorized by N.J.S.A. 10:4-12(b)8.

**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 December 6, 2016 and determined that an Executive Session closed to the public shall be held on December 6, 2016 at approximately 8:00 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.

OFFERED: Chamberlain  
SECONDED: Goode

AYES: Chamberlain, Sheridan, Howe, Lamberson, Cooper, Goode  
NAYS:  
ABSENT:  
ABSTAIN:

Council reconvened to Open Session at 8:58PM. Borough Attorney Nee went over items discussed in Closed Session:

- Personnel and Compensation to be added to the following salaries in 2017:
  - Fire Code Official                 \$ 5,000
  - Tax Collector                         \$ 7,500
  - Borough Clerk                       \$ 7,500
  - Borough Administrator           \$20,000

OFFERED: Sheridan  
SECONDED: Goode

AYES: Chamberlain, Sheridan, Howe, Cooper, Goode  
NAYS:  
ABSENT:  
ABSTAIN: Lamberson

**ADJOURNMENT**

Motion was made and carried to adjourn at 9PM