

BOROUGH OF KEYPORT
REGULAR MEETING AGENDA
TUESDAY, OCTOBER 5, 2021 – 7:00 P.M.
MUNICIPAL COMPLEX, COUNCIL CHAMBERS
70 W. FRONT STREET, KEYPORT, NJ

CALL TO ORDER: PM

SUNSHINE LAW NOTICE:

ROLL CALL: ____ Mayor Kennedy ____ Council President Goode ____ Councilmember Pacheco
____ Councilmember Fotopoulos ____ Councilmember McDermott ____ Councilmember Davidson
____ Councilmember McNamara

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

PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

PROCLAMATIONS

Fire Prevention Week

Italian-American Heritage Month

PUBLIC COMMENT PORTION

The Meeting is opened to the public for comments on items listed on the Agenda

Opened:

Closed:

MAYOR'S UPDATES -

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.)

- R202-21 Resolution of the Mayor and Council of the Borough of Keyport Confirming the Selection of Volunteer Firefighters of the Fire Department for Life Membership
- R204-21 Payment of Bills for the October 5, 2021 Bills List
- R205-21 Authorizing Credit for Property Taxes for the Property at 149 West Front Street
- R206-21 Authorizing the Award of a Contract to CME Associates for Engineering Services Related to Broad Street Community Development Block Grant (CDBG) Curb and Sidewalk Improvements
- R207-21 Authorizing the Submission of an Application to the New Jersey Department of Transportation's Safe Routes to School Program 2021
- R208-21 Resolution of the Mayor and Council of the Borough of Keyport Requesting that Monmouth County Establish a Uniform Speed Limit of 25 MPH on all County Roads within the Borough
- R209-21 Resolution of the Mayor and Council of the Borough of Keyport Accepting a Donation of Mosaic Bench Sculptures from the Arts Society of Keyport
- R210-21 Requesting Approval of Items of Revenue and Appropriation – N.J.S.A. 40A:4-87 Office on Aging

- R211-21 Requesting Approval of Items of Revenue and Appropriation – N.J.S.A. 40A:4-87 Municipal Drug Alliance
R212-21 Requesting Approval of Items of Revenue and Appropriation – N.J.S.A. 40A:4-87 Neighborhood Preservation Program
R213-21 Requesting Change in Title, Text, or Amount of Appropriation Pursuant to N.J.S.A. 40A:4-85

APPROVAL OF RESOLUTIONS

Motion on the Consent Agenda

MM: 2nd: Roll Call: Goode, Pacheco, Fotopoulos, McDermott, Davidson, McNamara

PUBLIC HEARINGS/ADOPTION OF ORDINANCES

1. Ordinance #12-21 – Excluding Trucks Over Four Tons and Vehicles Over the Registered Gross Weight from Church Street and Osborn Street between East Front Street and Maple Place

The Clerk reads the Ordinance by Title: **ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, AMENDING SCHEDULE VIII “TRUCKS OVER FOUR TONS AND VEHICLES OVER THE REGISTERED GROSS WEIGHT EXCLUDED” OF CHAPTER VII, SECTION 4.1 OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF KEYPORT**

1a. Motion to Open Public Hearing:

MM: 2nd:

1b. Motion to adopt Ordinance:

MM: 2nd: Roll Call: Goode, Pacheco, Fotopoulos, McDermott, Davidson, McNamara

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

MM: 2nd: Ayes: Nays:

2. Ordinance #13-21 – Designating Multi-Way Stop Intersections within the Borough

The Clerk reads the Ordinance by Title: **AMENDING CHAPTER 7 OF THE BOROUGH CODE ENTITLED “TRAFFIC” AND CHAPTER 7A ENTITLED “TRAFFIC SCHEDULES” TO DESIGNATE CERTAIN INTERSECTIONS WITHIN THE BOROUGH OF KEYPORT AS MULTI-WAY STOP INTERSECTIONS**

2a. Motion to Open Public Hearing:

MM: 2nd:

2b. Motion to adopt Ordinance:

MM: 2nd: Roll Call: Goode, Pacheco, Fotopoulos, McDermott, Davidson, McNamara

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

MM: 2nd: Ayes: Nays:

INTRODUCTION OF ORDINANCES

1. Ordinance – Updating Park Use Regulations for the Borough of Keyport

The Clerk reads the Ordinance by Title: **ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, STATE OF NEW JERSEY AMENDING CHAPTER 11 OF THE BOROUGH CODE ENTITLED “RECREATIONAL FACILITIES”**

1a. Motion to introduce:

MM: 2nd: Roll Call: Goode, Pacheco, Fotopoulos, McDermott, Davidson, McNamara

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

MM: 2nd: Ayes: Nays:

COMMUNICATIONS BY CONSENT

(For Approval)

1. Application for Membership in Lincoln Hose Company from Sean Walsh (subject to State approval) and notification that at the September 14, 2021 meeting the membership accepted the resignation of John Kovacs as an active member
2. Letter from Our Lady of Fatima Parish requesting permission to schedule a car procession to be held Wednesday, October 13, 2021 at 7PM (County approval pending)
3. Application for Use of Borough Property from Friends of the Library for a Scarecrow Contest Awards Ceremony to be held on Saturday, October 23, 2021 on the Keyport Public Library grounds from 2PM-4PM
4. Recreation Committee Program & Activity Planning Summary requesting use of Fireman’s Park and grass area by the gazebo for a Trunk or Treat event and Movie to be held on Saturday, October 23, 2021 beginning at 3PM for setup and ending following movie showing which begins at 5:45PM
5. Letter from Keyport Matawan Elks Lodge #2030 requesting permission to “shake the cans” on the corner of Maple Place and Broadway the weekend of November 13-14 from 9AM-3PM (County approval pending)

(To Receive and File)

6. Letter from John Polewczak requesting he not be reappointed to the Green Team for the year 2022.

APPROVAL and/or RECEIPT AND FILE OF COMMUNICATIONS

Motion on Communications by Consent

MM: 2nd: Roll Call: Goode, Pacheco, Fotopoulos, McDermott, Davidson, McNamara

APPROVAL OF MINUTES

September 21, 2021 Regular Meeting

MM: 2nd: Ayes: Nays:

NEW BUSINESS

1. Flood Damage Prevention Ordinance
2. Holiday Tree Lighting
3. Lamp Post Decorations

UNFINISHED BUSINESS

1. Cannabis Ordinance
2. Annual Fire Inspection (Ordinance #2-19)

ATTORNEY'S REPORT

PUBLIC COMMENT PORTION

The Meeting is opened to the public for comments or questions.
Please limit comments to no more than five minutes per person.

Opened: Close:

MM: 2nd: Ayes: Nays:

ADJOURNMENT

Motion to Adjourn moved by: 2nd:

Time of Adjournment: PM

RESOLUTION #202-21

**RESOLUTION OF THE MAYOR AND COUNCIL
OF THE BOROUGH OF KEYPORT CONFIRMING
THE SELECTION OF VOLUNTEER FIREFIGHTERS OF
THE FIRE DEPARTMENT FOR LIFE MEMBERSHIP**

WHEREAS, the Governing Body of the Borough of Keyport previously adopted Ordinance No. 2-19 creating a Life Membership class in the Keyport Fire Department for exceptional service, valor, lifesaving, and years of devoted services to the residents of Keyport by those members of the Department having served twenty-five years in active service; and

WHEREAS, the respective companies have recommended David C. Olsen, Daniel G. Fox, Christopher A. Poling and Robert A. Moccio, for Life Membership; and

WHEREAS, David C. Olsen, Daniel G. Fox, Christopher A. Poling and Robert A. Moccio have been approved by the Board of Fire Chiefs for Life Membership; and

WHEREAS, the Mayor and Council of the Borough of Keyport recognize the valuable contributions volunteer firefighters make to our community every day of every year; and

WHEREAS, these firefighters, through their service, have improved and enhanced the Borough's ability to protect lives and property.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Keyport recognize and thank David C. Olsen, Daniel G. Fox, Christopher A. Poling and Robert A. Moccio for their dedicated service to the Borough of Keyport; and

BE IT FURTHER RESOLVED that their names shall be entered on the roll of Life Members kept by the Borough Clerk, thereby granting all the rights, privileges and honors appertaining thereto.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSENT:

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting of October 5, 2021.

Michele Clark, RMC
Borough Clerk

RESOLUTION FOR THE PAYMENT OF BILLS

For OCTOBER 5, 2021

Be it resolved by the Mayor and the Council of the Borough of Keyport, New Jersey that the following numbered vouchers be paid to the person therein respectively and hereinafter named, for the amounts set opposite their respective names, and endorsed and approved on said vouchers.

NUMBER OF VOUCHERS	BANK ACCOUNT	AMOUNT
See attached listing	CURRENT ACCT. 2021	\$ 111,640.11
	WATER/SEWER ACCT. 2021	\$ 286,474.04
	ANIMAL CONTROL TRUST	\$ 1,400.00
	FEDERAL & STATE GRANTS	\$ 250.63
	TRUST OTHER	\$ 400.00
	REC. BAYFRONT IMPROVEMENT	\$ 79.45
	BOARD OF REC. COMM TRUST	\$ 607.80
	DEVELOPER ESCROW	\$ 350.00

AUTHORIZED PER RESOLUTION

PASSED:

APPROVED:

MAYOR COLLETTE KENNEDY

ATTEST:

MICHELE CLARK, BOROUGH CLERK

OFFERED BY:

SECOND BY:

ROLL CALL VOTE:

AYES:

NAYS:

ABSTAIN:

ABSENT:

I, MICHELE CLARK, BOROUGH CLERK HEREBY CERTIFY THIS TO BE A TRUE COPY OF A RESOLUTION ADOPTED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF KEYPORT AT THE _____ MEETING OF

MICHELE CLARK, BOROUGH CLERK

RESOLUTION #__-21**AUTHORIZING CREDIT FOR PROPERTY TAXES FOR
THE PROPERTY AT 149 WEST FRONT STREET**

WHEREAS, the Borough of Keyport, County of Monmouth (the "**Borough**") is a public body corporate and politic of the State of New Jersey; and

WHEREAS, the property at block 21.02, lots 15 through 21 on the Borough's tax map commonly known as 149 West Front Street (the "**Property**") is owned by 149 W. Front Street, LLC; and

WHEREAS, in 2021, the Tax Assessor recognized an ownership error on the 2021 tax list: and

WHEREAS, Lots 20 & 21 in Block 21.02 were erroneously assessed to the adjacent property owned by 149 W. Front Street LLC; and

WHEREAS, as a result of the error, 149 W. Front Street LLC paid \$3,758.24 in taxes above what should have been billed; and

WHEREAS, the Tax Assessor recommends crediting 149 W. Front Street LLC \$3,758.24 towards its property tax obligation for 2021, which reflects the amount of the 2021 over assessment.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Borough hereby authorizes the issuance of a credit in the amount of \$3,758.24 to 149 W. Front Street LLC for property taxes owed in 2021.
3. The Mayor of the Borough, the Borough Administrator, and the Chief Financial Officer, and/or other reasonably necessary personnel are hereby authorized to complete and execute all necessary forms and materials needed for the credit to 149 W. Front Street LLC's property tax obligation for 2021.
4. If any part of this Resolution shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Resolution.
5. A copy of this Resolution shall be available for public inspection at the offices of the Borough Clerk.
6. This Resolution shall take effect as provided by law.

OFFERED:
SECONDED:
AYES:
NAYS:
ABSENT:

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting of October 5, 2021.

Michele Clark, RMC
Borough Clerk

Year	TL Assessment	Corrected Assessment	Difference	Tax Rate	Taxes
2021	\$674,100	\$525,200	\$148,900	2.524	\$3,758.24
2020	\$642,700	\$517,500	\$125,200	2.543	\$3,183.84
2019	\$612,900	\$493,700	\$119,200	2.539	\$3,026.49

\$9,968.56

KEYPORT Land Desc: 149 W. FRONT STREET LLC
Block: 21.02 Bldg Desc: 4 STOECKER RD
Lot: 15 Addl Lots: 16, 17, 18, 19, 20, 21 City & State: HOLMDEL, NJ Zip: 07733
Qual: Acreage: 1.051 Class: 4A Property Location: 149 W FRONT

Land: 656,700
Impr: 17,400
Total: 674,100
Exempt: 0
Reval Date: 2020/10/01
Map: 7
Seq#: 343
(#1 of 1)

SALES HISTORY

ASSESSMENT HISTORY

BUILDING PERMITS/REMARKS

Grantor	Date	Book/Page	Price	Nth	Year	Land	Impr	Total	Date	Work Description	Amount	Compl.
					2020	656700	17400	674100				
					2021	656700	17400	674100				

LAND CALCULATIONS

SITE INFORMATION

RESIDENTIAL COST APPROACH

Ft	Eff D	Back L	Tri	Dpf	FFF	Dep	Reason	Value	Road:	Util:	Gas:	Elec:	Topo:	Info By:	Date:	Collector:	Prt:	Card:	M	Class:	Roof Type:
210	165			0.60	1.26	1.00		525178	Cuts:												
30	176			1.30	0.50	0.50	NON CONFORM.	64506	Sidewalk:												
30	195			1.35	0.50	0.50	NON CONFORM.	66987	Loc:												
Negh:																					
VCS: FS42																					
Zone: GC																					
Min Front: Lot Value: 0																					
Std Depth: 100																					
Land Value: 656,700																					

BUILDING SKETCH

BUILDING INFORMATION

RESIDENTIAL COST APPROACH

Age/Eff Age:	99 / 35 (Y)	Roof Material:		Plumbing	
Exterior Walls:		Room Count:		Attic	
Style:		Bed Rooms:		Fireplace	
Story Height:		Row/End:	N.A.	Deck/Patio	
Exterior Condition:		Conversion:			
Interior Condition:		Number of Units:			
Foundation:		Heat Source:			
		Liveable Area:	0 SF		
DEPRECIATION				Garage	
Physical:	39 %	Auto:			
Func Obs:	%	Over Imp:	%		
Econ Obs:	%	Under Imp:	%		
		Final Net:	0.61		
Barths:	M: 0	A: 0	O: 0	Base Cost:	0
Kitchens:	M: 0	A: 0	O: 0	Net Cond:	0.61
NOTES				CCF: 1.84	
				Cost New:	0
				Bldg Value:	0
				Detached Items:	17,400
				COMM. COST APPROACH	
				Land:	656,700
				Impr:	17,400
				Total:	674,100

A: 0
B: 0
C: 0
D: 0
E: 0
F: 0
G: 0
H: 0
I: 0
J: 0
K: 0
L: 0

M: 0
N: 0
O: 0
P: 0

KEYPORT Land Desc: 149 W. FRONT STREET LLC
Block: 21.02 Bldg Desc: 4 STOECKER RD
Lot: 15 Add'l Lots: 16, 17, 18, 19 City & State: HOLMDEL, NJ Zip: 07733
Qual: Acreage: 1.051 Class: 4A Property Location: 149 W FRONT
Land: 656,700
Impr: 17,400
Total: 674,100
Reval Date: 2020/10/01
Map: 7
Seg#: 343
Exempt: (1 of 1)

SALES HISTORY

Grantor	Date	Book/Pace	Price	N#	Year	Land	Impr	Total	Date	Work Description	Amount	Compl.
HILLAS, JRENE, EXECUTRIX, ETAL	12/23/16	9213 / 6510	120000	10	2018	485800	17400	503200				
PHOENIX ASSOCIATES	09/30/02	8164 / 9249	1	25	2019	595500	17400	612900				
	11/20/89	04972/00892	525000		2020	625300	17400	642700				
					2021	656700	17400	674100				

LAND CALCULATIONS

Ft	Eff D	Back L	Tri	Dpf	FFF	Dep	Reason	Value
210	165		0.60	1.26	1.00			525178

Neigh: VCS: FS42 Front Ft Value: 3308
Zone: 6C Acre Value: 0
Min Front: Lot Value: 0
Std Depth: 100 Land Value: 525,200

2021
corrected

BUILDING SKETCH

ASSESSMENT HISTORY

BUILDING PERMITS/REMARKS

STAFF CONTROL

RESIDENTIAL COST APPROACH

Info By: Date: Collector: Ptd: 08/09/21
Visits: Old B: 21 Card: M
Old L: 15

Basement Area Rate Const Q/F Mult Value

Road: Curbs: Sidewalk: Loc: Topo: Util: Gas: Elec: Roof Type: Roof Material: Age/Eff Age: 99 / 35 (Y)

Main Bldg

Exterior Walls: Room Count: Total Rooms: Bed Rooms: Style: Row/End: N.A. Conversion: Exterior Condition: Number of Units: Interior Condition: Heat Source: Foundation: Livable Area: 0 SF

Plumbing

Physical: 39 % Auto-y: 1
Func Obs: % Over Imp: %
Econ Obs: % Under Imp: %
Final Net: 0.61

Fireplace

Baths: M: A: O: Kitchens: M: A: O: NOTES

Attic

INCORPORATED LOTS 20 & 21 AS ADDTL LOTS FOR 2019

Deck/Patio

Garage

Detached Items: COMM. COST APPROACH

Base Cost: 0 CCF: 1.84 Cost New: 0
Net Cond: 0.61 Bldg Value: 0

Land: 525,200 Impr: 0 Total: 525,200

KEYPORT Land Desc: 149 W. FRONT STREET LLC
Block: 21.02 Bldg Desc: 6 CRAIG STREET
Lot: 15 Addl Lots: 16, 17, 18, 19, 20, 21 City & State: HAZLET, NJ Zip: 07730
Qual: Acreage: 1.051 Class: 4A Property Location: 149 W FRONT

Land: 625,300
Impr: 17,400
Total: 642,700
Exempt: 0
Reval Date: 2019/10/01
Map: 7
Seq#: 343
(#1 of 1)

SALES HISTORY

Grantor	Date	Book/Page	Price	Nu#	Year	Land	Impr	Total	Date	Work Description	Amount	Compl.
					2019	625300	17400	642700				
					2020	625300	17400	642700				

ASSESSMENT HISTORY

Year	Land	Impr	Total	Date	Work Description	Amount	Compl.
2019	625300	17400	642700				
2020	625300	17400	642700				

LAND CALCULATIONS

Ft	Eff D	Back L	Tri	Dpf	FFF	Dep	Reason	Value
210	165		0.60	1.26	1.00			500094
30	176			1.30	0.50		NON CONFORM.	61425
30	195			1.35	0.50		NON CONFORM.	65788

Neigh: VCS: FS42 Front Ft Value: 3150
Zone: GC Acre Value: Lot Value: 0
Std Depth: 100 Land Value: 625,300

BUILDING SKETCH

Info By: Visits: Old B: 21 Old L: 15	Date: Collector: Prid: 08/09/21 Card: M
Class: BUILDING INFORMATION	Roof Type:
Age/Eff Age: 99 / 35 (Y)	Roof Material:
Exterior Walls:	Room Count: Total Rooms: Bed Rooms:
Style:	Row/End: N.A.
Story Height:	Conversion:
Exterior Condition:	Number of Units:
Interior Condition:	Heat Source:
Foundation:	Livable Area: 0 SF

DEPRECIATION

Physical: 39 %	Auto: Y
Func Obs: %	Over Impr: %
Econ Obs: %	Under Impr: %
Final Net: 0.61	

NOTES

Baths: M: A: O: Kitchens: M: A: O:	Base Cost: 0 CCF: 1.75 Cost New: 0
	Net Cond: 0.61 Bldg Value: 0

DETACHED ITEMS: COMM. COST APPROACH

Land: 625,300	Impr: 17,400	Total: 642,700
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KEYPORT
Block: 21.02
Lot: 15
Qual: 15

Land Desc: Bldg Desc: Addl Lots: 16, 17, 18, 19, 20, 21
Acreage: 1.051 Class: 4A

Owners Name: 149 W. FRONT STREET LLC
Street Address: 6 CRAIG STREET
City & State: HAZLET, NJ
Property Location: 149 W FRONT

Zip: 07730

Land: 625,300
Impr: 17,400
Total: 642,700

Reval Date: 2019/10/01
Map: 7
Seq#: 343

Exempt: (1 of 1)

SALES HISTORY

ASSESSMENT HISTORY

BUILDING PERMITS/REMARKS

(#1 of 1)

Grantor	Date	Book	Page	Price	Nu#	Year	Land	Impr	Total	Date	Work Description	Amount	Compl.
						2019	625300	17400	642700				
						2020	500100	17400	517500				

LAND CALCULATIONS

SITE INFORMATION

RESIDENTIAL COST APPROACH

Ft Eff D	Back L	Tri	Dpf	FRF	Dep	Reason	Value	Road:	Util:	Basement	Area	Rate	Const	O/F	Mult	Value
210	165	0.60	1.26	1.00			500094	Curbs:	Gas:							
								Sidewalk:	Elec:							
								Loc:	Topo:							

Neigh: VCS: FS42
Zone: GC
Min Front: 0
Std Depth: 100

Front Ft Value: 3150
Acre Value:
Lot Value: 0

Land Value: 500,100

2020
Corrected

BUILDING SKETCH

BUILDING INFORMATION

Heat/AC

Plumbing

Fireplace

Attic

Deck/Patio

Garage

Base Cost:

Net Cond:

CCF:

Cost New:

Bldg Value:

Detached Items:

COMM. COST APPROACH

Land:

Impr:

Total:

517,500

A: 0000000000
B: 0000000000
C: 0000000000
D: 0000000000
E: 0000000000
F: 0000000000
G: 0000000000
H: 0000000000
I: 0000000000
J: 0000000000
K: 0000000000
L: 0000000000
M: 0000000000
N: 0000000000
O: 0000000000
P: 0000000000

KEYPORT Land Desc: 149 W. FRONT STREET LLC
Block: 21.02 Bldg Desc: 6 CRAIG STREET
Lot: 15 Addl Lots: 16, 17, 18, 19, 20, 21 City & State: HAZLET, NJ Zip: 07730
Qual: Acreage: 1.051 Class: 4A Property Location: 149 W FRONT

Land: 595,500
Impr: 17,400
Total: 612,900
Exempt: 0
Reval Date: 2018/10/01
Map: 7
Seq#: 343
(#1 of 1)

SALES HISTORY

Grantor	Date	Book	Page	Price	Nu#
	2018	595500		17400	612900
	2019	595500		17400	612900

ASSESSMENT HISTORY

Year	Land	Impr	Total
2018	595500	17400	612900
2019	595500	17400	612900

LAND CALCULATIONS

Frt	Eff	D	Back	L	Tri	Dpf	FFR	Dep	Reason	Value
210	165				0.60	1.26	1.00			476280
30	176				1.30	0.50			NON CONFORM.	58500
30	195				1.35	0.50			NON CONFORM.	60750

Neigh: FS42 Front Ft Value: 3000
VCS: FS42 Acre Value: 0
Zone: GC Lot Value: 0
Min Front: 100 Land Value: 595,500
Std Depth: 100

BUILDING SKETCH

Info By:	Date:	Collector:
Visits:	Old B:	21
Old L:	15	Card: M
Class:	Roof Type:	
Age/Eff Age:	Roof Material:	
98 / 35 (Y)		
Exterior Walls:	Room Count:	
	Total Rooms:	
Style:	Row/End:	N.A.
Story Height:	Conversion:	
Exterior Condition:	Number of Units:	
Interior Condition:	Heat Source:	
Foundation:	Liveable Area:	0 SF

DEPRECIATION

Physical:	39 %	Auto: Y
Func Obs:	%	Over Impr: %
Econ Obs:	%	Under Impr: %
Final Net:	0.61	

NOTES

Baths:	M:	A:	O:
Kitchens:	M:	A:	O:

INCORPORATED LOTS 20 & 21 AS

ADDTL LOTS FOR 2019

RESIDENTIAL COST APPROACH

Area	Rate	Const	Q/F	Mult	Value
Basement					
Main Bldg					
Heat/AC					
Plumbing					
Fireplace					
Attic					
Deck/Patio					
Garage					

Base Cost: 0 CCF: 1.71 Cost New: 0
Net Cond: 0.61 Bldg Value: 0

Detached Items: 17,400
COMM. COST APPROACH

Land: 595,500 Impr: 17,400 Total: 612,900

KEYPORT
Block: 21.02
Lot: 15
Qual: 15

Land Desc: Bldg Desc: Addl Lots: 16, 17, 18, 19, 20, 21
Acreage: 1.051 Class: 4A

Owners Name: 149 W. FRONT STREET LLC
Street Address: 6 CRAIG STREET
City & State: HAZLET, NJ
Property Location: 149 W FRONT
Zip: 07730

Land: 595,500
Impr: 17,400
Total: 612,900
Exempt: 0

Reval Date: 2018/10/01
Map: 7
Seq#: 343
(#1 of 1)

SALES HISTORY

ASSESSMENT HISTORY

BUILDING PERMITS/REMARKS

(#1 of 1)

Grantor	Date	Book/Page	Price	Nu#	Year	Land	Impr	Total	Date	Work Description	Amount	Compl.
					2018	595500	17400	612900				
					2019	476300	17400	493700				

LAND CALCULATIONS

SITE INFORMATION

RESIDENTIAL COST APPROACH

Ft	Eff	D	Back L	Tri	Dpf	FFP	Dep	Reason	Value	Road:	Util:	Basement	Area	Rate	Const	Q/F	Mult	Value
210	165			0.60	1.26		1.00		476280	Curbs:	Gas:							
										Sidewalk:	Elec:							
										Loc:	Topo:							

Neigh: FS42
VCS: FS42
Zone: 6C
Min Front: 0
Std Depth: 100

Front Ft Value: 3000
Acre Value:
Lot Value: 0
Land Value: 476,300

2019
Corrected

BUILDING SKETCH

BUILDING INFORMATION

Heat/A/C

Age/Eff Age:	Roof Material:	Plumbing
98 / 35 (Y)		

Exterior Walls:	Room Count:	Fireplace
	Total Rooms:	
	Bed Rooms:	

Style:	Row/End:	Attic
	N.A.	

Story Height:	Conversion:	Deck/Patio

Exterior Condition:	Number of Units:	

Interior Condition:	Heat Source:	

Foundation:	Livable Area:	
	0 SF	

Physical:	39 %	Auto:Y	Garage
Func Obs: %	Over Impr: %		
Econ Obs: %	Under Impr: %		
Final Net: 0.61			

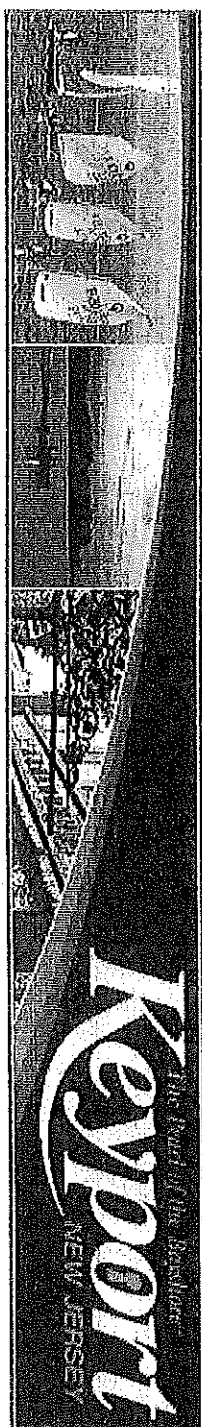
DEFINITION OF			
Physical:	39 %	Auto:yl	Garage
Finnc Obsr %		Over Impr %	

Detached Items:	COMM. COST APPROACH	17,400

INCORPORATED LOTS 20 & 21 AS	

ADDTL LOTS FOR 2019	

Land:	476,300	Impr:	17,400	Total:	493,700



Block/Lot/Qual:	21.02 15.	Tax Account Id:	345
Property Location:	149 W FRONT	Property Class:	4A - Commercial
Owner Name/Address:	149 W. FRONT STREET LLC 4 STOECKER ROAD HOLMDEL, NJ 07733	Land Value:	656,700
		Improvement Value:	17,400
		Exempt Value:	0
		Total Assessed Value:	674,100
Special Taxing Districts:	BUSINESS IMP. #1	Additional Lots:	16,17,18,19,20,21
		Deductions:	

Taxes

Make a Payment

View Tax Rates

View Current Bill

Project Interest

Year	Due Date	Type	Billed	Balance	Interest	Total Due	Status
2022	02/01/2022	Tax	4,396.82	4,396.82	0.00	4,396.82	OPEN
2022	05/01/2022	Tax	4,396.82	4,396.82	0.00	4,396.82	OPEN
Total 2022			\$8,793.64	\$8,793.64	0.00	\$8,793.64	
2021	02/01/2021	Tax	4,222.54	0.00	0.00	0.00	PAID
2021	05/01/2021	Tax	4,222.54	0.00	0.00	0.00	PAID
2021	08/01/2021	Tax	4,571.10	4,571.10	0.00	4,571.10	OPEN
2021	11/01/2021	Tax	4,571.09	4,571.09	0.00	4,571.09	OPEN
Total 2021			17,587.27	9,142.19	0.00	9,142.19	
2020	02/01/2020	Tax	4,034.42	0.00	0.00	0.00	PAID
2020	05/01/2020	Tax	4,034.41	0.00	0.00	0.00	PAID
2020	08/01/2020	Tax	4,352.83	0.00	0.00	0.00	PAID
2020	11/01/2020	Tax	4,468.50	0.00	0.00	0.00	PAID
Total 2020			16,890.15	0.00	0.00	0.00	

RESOLUTION #__-21**AUTHORIZING THE AWARD OF A CONTRACT TO CME ASSOCIATES FOR ENGINEERING SERVICES RELATED TO BROAD STREET COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) CURB AND SIDEWALK IMPROVEMENTS**

WHEREAS, the Borough of Keyport, County of Monmouth (the "Borough") is a public body corporate and politic of the State of New Jersey; and

WHEREAS, on January 1, 2021, the Borough Council adopted Resolution #4-21 appointing Gregory R. Valesi, PE, PP, CME, CFM, CPWM, from the firm CME Associates ("CME") as the Borough Engineer; and

WHEREAS, the Borough Administrator has determined a need exists for professional engineering services related to the Broad Street Curb and Sidewalk Community Development Block Grant (CDBG) Improvements project; and

WHEREAS, at the request of the Borough Administrator, CME Associates has submitted a proposal dated September 24, 2021 (revised) to provide these services in an amount not to exceed \$39,500.00 (the "Proposal") a copy of which is attached hereto as Exhibit A; and

WHEREAS, the Borough Administrator has recommended CME Associates be authorized to provide these services in accordance with the Proposal; and

WHEREAS, the funds for these services have been certified as available from the Bond Ordinance No. 5-20 by the Borough's Chief Financial Officer of the Borough.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Borough Council of the Borough of Keyport as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Borough Administrator is authorized to execute an agreement with CME Associates or issue a purchase order for the services in accordance with the Proposal, and to execute any other documents necessary to carry out the purpose of this Resolution.
3. The Borough Clerk is directed to forward copies of this resolution to the Borough Administrator, Borough Engineer, and Chief Financial Officer.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSTAIN:

ABSENT:

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Meeting of October 5, 2021.

Michele Clark, RMC
Borough Clerk

Certification of Funds

I certify that funds are available from: Bond Ordinance #5-20 Broad Street Improvements

Thomas P. Fallon, Chief Financial Officer

EXHIBIT A

Proposal of CME Associates, dated September 24, 2021

JOHN H. ALLGAIR, PE, PP, LS (1983-2001)
DAVID J. SAMUEL, PE, PP, CME
JOHN J. STEFANI, PE, LS, PP, CME
JAY B. CORNELL, PE, PP, CME
MICHAEL J. McCLELLAND, PE, PP, CME
GREGORY R. VALES, PE, PP, CME



TIM W. GILLEN, PE, PP, CME (1991-2019)
BRUCE M. KOCH, PE, PP, CME
LOUIS J. PLOSKONKA, PE, CME
TREVOR J. TAYLOR, PE, PP, CME
BEHRAM TURAN, PE, LSRP
LAURA J. NEUMANN, PE, PP
DOUGLAS ROHMEYER, PE, CFM, CME
ROBERT J. RUSSO, PE, PP, CME
JOHN J. HESS, PE, PP, CME

July 15, 2020

Revised September 24, 2021

Via Electronic & 1st Class Mail

Mayor Kennedy and Borough Council
Borough of Keyport
PO Box 60
70 West Front Street
Keyport, NJ 07735

RECEIVED
SEP 20 2021

BY: [Signature]

Attn: Jay Delaney
Borough Administrator

**Re: Estimate of Fees for Professional Engineering Services
Broad Street Curb and Sidewalk CDBG Improvements
Borough of Keyport, Monmouth County, NJ
Proposal No. 2020-158B**

Dear Mr. Delaney:

We are pleased to present our fee estimate for the design, permitting and construction phase services for the improvements to Broad Street (aka County Route 4), spanning from Maple Place (CR516) to NJSH 36. The proposed project includes curb, sidewalk, crosswalk, and ADA ramp improvements along Broad Street within the vicinity of the Central Elementary School and Keyport High School. As you are aware, the Borough received a fiscal year 2020 CDBG Grant in the amount of \$162,400.00. A preliminary engineer's estimate is enclosed herein.

The proposed improvements include the following:

- Removal and replacement of concrete curbing and sidewalks to ensure the curb ramps are ADA compliant at the following intersections:
 - Maple Place
 - Butler Street (one side)
 - Hurley Street (one side)
 - Central School Entrance
 - Jackson Street
- Installation of textured crosswalks at key pedestrian locations;
- Installation of solar powered pedestrian crossing signs with push buttons; and,
- Installation of traffic striping and signage in accordance with current MUTCD standards.

S:\Keyport\Proposals\20-09-20 Broad Street CDBG Improvements Fee EstimateREV.docx

CONSULTING AND MUNICIPAL ENGINEERS

1460 ROUTE 9 SOUTH • HOWELL, NEW JERSEY 07731 • (732) 462-7400 • FAX: (732) 409-0756



Mayor Kennedy and Borough Council
Keyport Borough
Re: Broad Street Curb and Sidewalk CDBG Improvements

September 24, 2021
Proposal No. 2020-158B
Page 2

With this being said, our office anticipates the following scope of work:

A. Survey and Base Map Services

Work in this phase will include preparation of base mapping for use in the design of the construction plans for these roadways. Our survey field work will include field survey of the intersections to design the ADA curb ramps. Approximate property lines will be established utilizing located property markers and tax map information.

B. Construction Plans and Contract Documents

The work in this phase will involve preparing construction plans for the improvements in accordance with Monmouth County and NJDOT requirements. The contract documents will be prepared in accordance with NJDOT supplemental specifications. We will also address any comments raised by Monmouth County Division of Engineering during the design review.

Work in this phase will involve but not be limited to the following:

Preparation of Construction Plans.

- i. Construction Plans and Cross Sections
 - ii. Curb ramp design
 - iii. Traffic Striping and Signage Plan
 - iv. Traffic Control Plan and Details
 - v. Construction Details
2. Preparation of Bid Specifications.
 3. Preparation of Final Cost Estimate.

C. Permit Phase Services

Work in this phase will include the coordination with the Monmouth County Engineering and CDBG Office in order to comply with their requirements prior to bidding.

D. Bid Phase Services

This phase will include the following services to publicly bid the project in accordance with the Local Public Contracts Law:



Mayor Kennedy and Borough Council
Keyport Borough
Re: Broad Street Curb and Sidewalk CDBG Improvements

September 24, 2021
Proposal No. 2020-158B
Page 3

1. Provide Bid Documents to Prospective Bidders, as needed;
2. Provide Addenda for Clarification of Project Specifications;
3. Attend Bid Opening;
4. Analyze Responsible Bids and Recommend Contract Award; and
5. Coordinate with the Borough, as needed.

E. Construction Administration Phase Services

Our office will provide full time observation of the site improvements for the anticipated contract time including the following services:

1. Attend pre-construction meetings;
2. Coordinate with the contractor to ensure compliance with the final contract documents;
3. Provide assistance with interpretation of contract documents;
4. Review shop drawings;
5. Provide responses to RFI's from contractor and provide design related services on an on-call, as-needed basis; and
6. Provide construction observation services, prepare contractor punch lists and review and prepare pay estimates.

Summary of Fee Estimates

A. Survey and Base Map Services.....	\$9,000.00
B. Preparation of Construction Plans and Bid Documents	\$12,000.00
C. Permit Phase Services.....	\$2,000.00
D. Bid Phase Services.....	\$2,500.00
E. Construction Phase Services.....	\$15,000.00
Total Fee Estimate.....	\$39,500.00

Exceptions:

- Any work not specified as listed in the above phases shall be considered additional services and will be invoiced at the time said work is authorized by the Borough.



Mayor Kennedy and Borough Council
Keyport Borough
Re: Broad Street Curb and Sidewalk CDBG Improvements

September 24, 2021
Proposal No. 2020-158B
Page 4

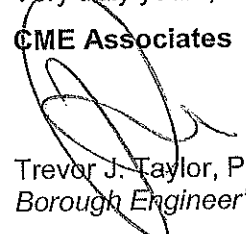
- Application fees are considered extra and will be requested at time of submission.

The above fee estimates are based on information provided to us by the Borough. Should the scope of the project change requiring additional professional fees, we will detail same in writing and seek authorization prior to proceeding.

Should you accept our fee estimate, kindly provide a purchase order or professional services Resolution authorizing same. We trust this is the information you require at this time. Should you have any questions or wish to discuss the above further, please do not hesitate to contact this office.

Very truly yours,

CME Associates


Trevor J. Taylor, PE, PP, CME
Borough Engineer's Office

TT:mmm

**PRELIMINARY CONSTRUCTION COST ESTIMATE
CDBG FY2020 BROAD STREET (CR4) IMPROVEMENTS
MAPLE PLACE TO MONROE STREET
BOROUGH OF KEYPORT, MONMOUTH COUNTY, NEW JERSEY**

9/24/2021
Page 1 of 1

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL
1	Clearing Site, Mobilization, and Demobilization	1	LS	\$ 20,000.00	\$ 20,000.00
2	Maintenance and Protection of Traffic	1	LS	\$ 35,000.00	\$ 35,000.00
3	Remove Existing Curb	500	LF	\$ 2.00	\$ 1,000.00
4	Remove Existing Walks	400	SY	\$ 9.00	\$ 3,600.00
5	Removal of Traffic Markings	900	SF	\$ 2.00	\$ 1,800.00
6	Dense Graded Aggregate Base Course, 6" Thick	20	CY	\$ 30.00	\$ 600.00
7	HMA Base Course Mix 19M64, 6" Thick	40	TN	\$ 110.00	\$ 4,400.00
8	HMA Surface Course Mix 9.5M64, 2" Thick	20	TN	\$ 110.00	\$ 2,200.00
9	8"x20" Concrete Vertical Curb	500	LF	\$ 30.00	\$ 15,000.00
10	Concrete Sidewalk, 4" thick	400	SY	\$ 72.00	\$ 28,800.00
11	Textured Crosswalk	36	SY	\$ 135.00	\$ 4,860.00
12	Detectable Warning Surface	15	SY	\$ 300.00	\$ 4,500.00
13	Traffic Markings, Long Life, Thermoplastic	400	SF	\$ 5.00	\$ 2,000.00
14	Furnish and Install Double-Sided Solar Powered LED Pedestrian Crossing Sign (W11-2 & W16-7p) w/ Push Button	4	UN	\$ 9,000.00	\$ 36,000.00
15	Topsoiling, 4" thick	250	SY	\$ 5.00	\$ 1,250.00
16	Fertilizing and Seeding, Type 'G'	250	SY	\$ 1.00	\$ 250.00
PRELIMINARY CONSTRUCTION COST:					\$ 161,260.00
15% CONSTRUCTION CONTINGENCY:					\$ 24,189.00
ESTIMATED CONSTRUCTION COST:					\$ 185,449.00

RESOLUTION #___-21**AUTHORIZING THE SUBMISSION OF AN APPLICATION TO
THE NEW JERSEY DEPARTMENT OF TRANSPORTATION'S
SAFE ROUTES TO SCHOOL PROGRAM 2021**

WHEREAS, the Borough of Keyport desires to further the safety of children on their way to and from local schools by obtaining a grant from the New Jersey Department of Transportation (NJDOT) through the 2021 Safe Routes to School (SRTS) Program Grant and;

WHEREAS, SRTS is a program of the United States Department of Transportation Federal Highway Administration (FHWA) which provides funds to governmental entities so they may substantially improve the ability of primary and middle school students to walk and bicycle to school safely, and

WHEREAS, the Borough of Keyport, in coordination with the Keyport School District Board of Education, has worked diligently to implement projects that improve the accessibility, safety, use and maintenance of the areas surrounding schools within the community; and

WHEREAS, the Borough of Keyport has designated plans specifically designed to address and eliminate current safety issues related to access and traffic flow surrounding several schools within the community; and

WHEREAS, the Borough of Keyport proposes within its aforementioned plans, the sidewalk system improvements at/around Keyport Central School (to be known as the Project Area); and,

WHEREAS, this primary activity involves roadways that are owned and maintained by the Borough of Keyport, and the Borough of Keyport hereby commits to maintain the Project Area once developed; and,

WHEREAS, responsibilities for administering the proposed project in accord with federal and state guidelines (to be known as the Responsible Charge) will be Jay Delaney, full-time Borough Administrator of Keyport Borough; and,

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Keyport, State of New Jersey formally authorize submission of the electronic grant application identified as SRS-2022-Broad Street Improvement Project-00075 to the New Jersey Department of Transportation for funding under the Safe Routes to Schools Program on behalf of the Borough of Keyport

October 5, 2021

OFFERED:

SECONDED:

AYES:

NAYS:

ABSENT:

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Meeting of October 5, 2021.

Michele Clark, RMC
Borough Clerk

KSD BOE LETTERHEAD

Collette J. Kennedy
Mayor
Borough of Keyport
70 West Front Street
Keyport, New Jersey 07335

RE: Borough of Keyport – NJ DOT Safe Routes to Schools Program

Dear Mayor Kennedy,

As the President of the Keyport Board of Education, I am pleased to submit this letter in support of the Borough of Keyport application to the New Jersey Department of Transportation - 2021 Safe Routes to School Program to make sidewalk and curb improvements along Broad Street that students frequently utilize when traveling to the Keyport Central School.

The Keyport School District is a comprehensive community public school district that serves approximately 1,006 students in pre-kindergarten through 12th grade from Keyport, which is located along the Raritan Bayshore in Monmouth County, NJ.

The proposed project will provide much needed improvements that will make it safer and easier for students to walk and bike to the Keyport Central School. As a relatively small Borough and shore community, walking and biking to school is an important part of life for our students. It is of paramount importance that we make the routes to school safe and accessible for everyone.

We hope that this project will be carefully considered, as it will provide much needed safety improvements and a much safer transportation experience for student walkers and bike riders, as well as students with disabilities and the general population of pedestrians and bicyclists in the Borough of Keyport.

The Keyport School District fully supports the Borough of Keyport's efforts in seeking funding from the New Jersey Department of Transportation - 2021 Safe Routes to Schools Program and will collaborate to support the goals of the project, namely, to improve safety, encourage walking and biking to school, and to improve the walking and biking environment for students of the district and other users of the routes.

Sincerely,

RESOLUTION #___-21

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF KEYPORT REQUESTING THAT
MONMOUTH COUNTY ESTABLISH A UNIFORM SPEED
LIMIT OF 25 MPH ON ALL COUNTY ROADS WITHIN
THE BOROUGH**

WHEREAS, the Borough of Keyport, County of Monmouth (the "**Borough**") is a public body corporate and politic of the State of New Jersey; and

WHEREAS, the Borough has determined that for safety reasons, there should be a uniform speed limit of 25 MPH on all County roads located within the Borough; and

WHEREAS, pursuant to *N.J.S.A.* 39:4-98(c), the County of Monmouth may, subject to the approval of the Commissioner of the New Jersey Department of Transportation, designate reasonable and safe speed limits on roads within its jurisdiction; and

WHEREAS, the Borough desires and requests that the County of Monmouth establish a uniform speed limit of 25 MPH on all County roads located within the Borough.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Borough hereby requests that the County of Monmouth establish a uniform speed limit of 25 MPH on all County roads located within the Borough.
3. A copy of this Resolution shall be available for public inspection at the offices of the Borough Clerk.
4. This Resolution shall take effect as provided by law.

OFFERED:
SECONDED:
AYES:
NAYS:
ABSENT:

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting of October 5, 2021.

Michele Clark, RMC
Borough Clerk

RESOLUTION #___-21

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF KEYPORT ACCEPTING A DONATION OF
MOSAIC BENCH SCULPTURES FROM THE ARTS
SOCIETY OF KEYPORT**

WHEREAS, the Borough of Keyport, County of Monmouth (the "**Borough**") is a public body corporate and politic of the State of New Jersey; and

WHEREAS, the Arts Society of Keyport ("**ASK**") has offered to donate the three (3) mosaic bench sculptures along the Borough's Waterfront Park (the "**Sculptures**") to the Borough; and

WHEREAS, *N.J.S.A.* 40:12-29 authorizes municipalities to accept donations for parks and recreation areas; and

WHEREAS, the Borough desires to accept such a donation from ASK; and

WHEREAS, the Borough has agreed to assume full responsibility for maintenance, repairs, and insurance of the Sculptures as set forth in the attached Donation Agreement; and

WHEREAS, the Borough of Keyport expresses its thanks and appreciation for the generosity of ASK.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Borough hereby accepts the donation of the Sculptures from ASK. The Sculptures shall be insured under the Borough's municipal insurance policy, and maintenance and repair obligations shall be fully assumed by the Borough.
3. The Mayor of the Borough and the Borough Administrator are hereby authorized to execute the Donation Agreement and any other documents necessary to effectuate the Borough's acceptance of the donation.
4. If any part of this Resolution shall be deemed invalid, such parts shall be severed and the invalidity thereby shall not affect the remaining parts of this Resolution.
5. A copy of this Resolution shall be available for public inspection at the offices of the Borough Clerk.
6. This Resolution shall take effect as provided by law.

OFFERED:
SECONDED:
AYES:
NAYS:
ABSENT:

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at the Regular Council Meeting of October 5, 2021.

Michele Clark, RMC
Borough Clerk

DONATION AGREEMENT

Donation of the Three (3) Mosaic Bench Sculptures Along the Borough of Keyport's Waterfront Park

This Donation Agreement (the "**Agreement**") is entered into as of this ____ day of October, 2021 (the "**Effective Date**") by and between the Borough of Keyport, 70 West Front Street, Keyport, New Jersey, 07735 (the "**Borough**") and the Arts Society of Keyport, P.O. Box 206, Keyport, New Jersey, 07735 ("**ASK**") (the Borough and ASK each individually a "**Party**" and collectively, the "**Parties**").

W I T N E S E T H :

WHEREAS, ASK has offered to donate the three (3) mosaic bench sculptures located along the Borough's Waterfront Park (the "**Sculptures**") to the Borough; and

WHEREAS, *N.J.S.A.* 40:12-29 authorizes municipalities to accept donations for parks and recreation areas; and

WHEREAS, the Borough desires to accept such a donation from ASK; and

WHEREAS, the Borough has agreed to assume full responsibility for maintenance, repairs, and insurance of the Sculptures.

NOW, THEREFORE, for and in consideration of the foregoing recitals and the mutual promises, covenants and agreements contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by each of the Parties, the Parties hereby agree as follows:

1. TERM. The term of this Agreement shall extend from the Effective Date throughout the useful life of the Sculptures, with no representations made by the Parties regarding the longevity of either.

2. OBLIGATIONS OF THE PARTIES. The Parties to this Agreement shall abide by the terms of this Agreement in accordance with the following:

- a. ASK agrees to donate the Sculptures to the Borough, and the Borough agrees to accept such donation.
- b. The Borough agrees to assume full responsibility for maintenance and repairs of the Sculptures.
- c. The Borough agrees to insure the Sculptures under its municipal insurance policy.

3. REPRESENTATIONS AND WARRANTIES. Each Party to this Agreement represents and warrants to the other Party that it:

- a. Has full power, authority and legal right to execute and perform this Agreement;
- b. Has taken all necessary legal and corporate action to authorize the execution and performance of this Agreement;
- c. This Agreement constitutes the legal, valid and binding obligations of such Party in accordance with its terms; and
- d. Shall act in good faith to give effect to the intent of this Agreement and to take such other action as may be necessary or convenient to consummate the purpose and subject matter of this Agreement.

4. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the Parties regarding the subject matter of this Agreement, and there are no other promises or conditions in any other agreement whether oral, written or otherwise. This Agreement supersedes any prior written or oral agreements between the parties.

5. AMENDMENT. This Agreement may be modified or amended if the amendment is made in writing and signed by both parties.

6. SEVERABILITY. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

7. GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of State of New Jersey, as well as the pertinent and related ordinances of the Borough of Keyport.

8. COUNTERPARTS. This Agreement may be executed simultaneously or in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same agreement.

IN WITNESS WHEREOF, the Parties intending to be legally bound by the terms and conditions of this Agreement have caused this Agreement to be executed on their behalf by their duly authorized representative as of the date first above written.

ATTEST

BY: _____
Michele Clark, RMC
Borough Clerk

BOROUGH OF KEYPORT

BY: _____
Collette J. Kennedy, Mayor

ATTEST

BY: _____
Name:
Title:

ARTS SOCIETY OF KEYPORT

BY: _____
Name: Michelle Knox
Title: President

RESOLUTION #___-21**REQUESTING APPROVAL OF ITEMS OF REVENUE
AND APPROPRIATION – N.J.S.A. 40A:4-87
OFFICE ON AGING**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Keyport in the County of Monmouth, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2021 in the sum of \$4,357, which is now available from the County of Monmouth Office on Aging Title IIIB.

BE IT FURTHER RESOLVED, that the like sum of \$4,357 is hereby appropriated under the caption of County of Monmouth Office on Aging Title IIIB; and

BE IT FURTHER RESOLVED, that the Electronic Special Item of Revenue Submittal form be filed with the Division of Local Government Services for approval thereof.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSENT:

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at their Regular Meeting of October 5, 2021.

Michele Clark, RMC
Borough Clerk

RESOLUTION #___-21**REQUESTING APPROVAL OF ITEMS OF REVENUE
AND APPROPRIATION – N.J.S.A. 40A:4-87
MUNICIPAL DRUG ALLIANCE**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Keyport in the County of Monmouth, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2021 in the sum of \$7,050, which is now available from the State of NJ Municipal Drug Alliance.

BE IT FURTHER RESOLVED, that the like sum of \$7,050 is hereby appropriated under the caption of State of NJ Municipal Drug Alliance; and

BE IT FURTHER RESOLVED, that the Electronic Special Item of Revenue Submittal form be filed with the Division of Local Government Services for approval thereof.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSENT:

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at their Regular Meeting of October 5, 2021.

Michele Clark, RMC
Borough Clerk

RESOLUTION #__-21**REQUESTING APPROVAL OF ITEMS OF REVENUE
AND APPROPRIATION – N.J.S.A. 40A:4-87
NEIGHBORHOOD PRESERVATION PROGRAM**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Keyport in the County of Monmouth, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2021 in the sum of \$125,000, which is now available from the State of NJ Neighborhood Preservation Program.

BE IT FURTHER RESOLVED, that the like sum of \$125,000 is hereby appropriated under the caption of State of NJ Neighborhood Preservation Program; and

BE IT FURTHER RESOLVED, that the Electronic Special Item of Revenue Submittal form be filed with the Division of Local Government Services for approval thereof.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSENT:

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at their Regular Meeting of October 5, 2021.

Michele Clark, RMC
Borough Clerk

RESOLUTION #__-21**REQUESTING CHANGE IN TITLE, TEXT, OR
AMOUNT OF APPROPRIATION
PURSUANT TO N.J.S.A. 40A:4-85**

WHEREAS, N.J.S.A. 40A:4-85 provides that the Director of the Division of Local Government Services may, at the request of, the governing body of any county or municipality, make such correction of the title, text, or amount of any appropriation appearing in the budget as may be necessary to make said item of appropriation available for the purpose or purposes required for the needs of any county or municipality.

NOW, THEREFORE, BE IT RESOLVED, that in accordance with the provisions of N.J.S.A. 40A:4-85, the Borough Council of the Borough of Keyport in the County of Monmouth, New Jersey, hereby requests the Director of the Division of Local Government Services to make the following corrections in the 2021 budget:

Appropriation

Matching Funds for Grants: From \$25,000 To \$0

Match – Neighborhood Preservation Program: From \$0 To \$25,000

BE IT FURTHER RESOLVED, that the foregoing correction is, in the opinion of the governing body, warranted and authorized by the statute referred to above, and is necessary for the orderly operations of the municipality for the reasons set forth:

To Provide the required match to the Neighborhood Preservation Program Grant Award.

BE IT FURTHER RESOLVED, that the Electronic Budget Amendment Certification Form be filed, by the Chief Financial Officer, with the Division of Local Government Services for approval thereof.

OFFERED:

SECONDED:

AYES:

NAYS:

ABSENT:

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the Resolution adopted by the Mayor and Council of the Borough of Keyport at their Regular Meeting of October 5, 2021.

Michele Clark, RMC
Borough Clerk

ORDINANCE # __-21

ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, AMENDING SCHEDULE VIII "TRUCKS OVER FOUR TONS AND VEHICLES OVER THE REGISTERED GROSS WEIGHT EXCLUDED" OF CHAPTER VII, SECTION 4.1 OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF KEYPORT

WHEREAS, the Borough of Keyport (the "**Borough**") is a public body corporate and politic of the State of New Jersey; and

WHEREAS, pursuant *N.J.S.A.* 39:4-197, the Mayor and Council of the Borough of Keyport (the "**Borough Council**") have the power to adopt ordinances concerning traffic and parking within the Borough; and

WHEREAS, the Mayor and Borough Council hereby desire to amend Schedule VIII "Trucks Over Four Tons and Vehicles Over the Registered Gross Weight Excluded" of Chapter VII, Section 4.1 of the Borough Code to reflect an additional exclusion at Church Street between East Front Street and Maple Place in the Borough, as follows (additions are underlined):

SCHEDULE VIII- TRUCKS OVER FOUR TONS AND VEHICLES OVER THE REGISTERED GROSS WEIGHT EXCLUDED.

In accordance with the provisions of subsection 7-4.1, trucks over four tons and vehicles over the registered gross weight are excluded from the following described streets or parts of streets, except for the pick up and delivery of materials on such streets.

Name of Street	Weight (tons)	Location
Jackson Street	4	Between Main Street and Broad Street
May Street	4	Entire length from Washington Street to Maple Place
Monroe Street	4	Between Broad Street and Atlantic Street
Perry Street	4	Entire length from Maple Place to Francis Street
Pershing Place	4	Entire length
Raritan Avenue	4	Northbound only
St. George Place	4	Entire length
St. Peters Place	4	Entire length
Third Street	4	Between Atlantic Street and Fulton Street
Washington Street	4	Northbound only
<u>Church Street</u>	<u>4</u>	<u>Between East Front Street and Maple Place</u>
<u>Osborn Street</u>	<u>4</u>	<u>Between East Front Street and Maple Place</u>

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Keyport as follows:

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. Schedule VIII of Chapter VII, Section 4.1 of the Borough Code shall be amended as set forth above.

Section 3. All ordinances or parts thereof inconsistent with the provisions of this ordinance are hereby repealed.

Section 4. Each section, subsection, sentence, clause and phrase of this ordinance is declared to be an independent section, subsection, sentence, clause and phrase and the finding or holding of any such portion of this ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this ordinance.

Section 5. The Borough Clerk is hereby directed, upon adoption of the ordinance after public hearing thereon, to publish notice of the passage thereof.

Section 6. This ordinance shall be in full force and effect from and after its adoption and publication as required by law.

Introduced: September 21, 2021

Public Hearing: October 5, 2021

Adopted:

Michele Clark, RMC
Borough Clerk
Borough of Keyport

Collette J. Kennedy, Mayor
Borough of Keyport

ORDINANCE #__-21

**AMENDING CHAPTER 7 OF THE BOROUGH CODE
ENTITLED "TRAFFIC" AND CHAPTER 7A ENTITLED
"TRAFFIC SCHEDULES" TO DESIGNATE CERTAIN
INTERSECTIONS WITHIN THE BOROUGH OF KEYPORT
AS MULTI-WAY STOP INTERSECTIONS**

WHEREAS, the Borough of Keyport (the "**Borough**") is a public body corporate and politic of the State of New Jersey; and

WHEREAS, pursuant *N.J.S.A. 39:4-140*, the Mayor and Council of the Borough of Keyport (the "**Borough Council**") have the power to adopt ordinances concerning traffic and stop intersections within the Borough; and

WHEREAS, the Mayor and Borough Council hereby desire to supplement Chapter 7, "Traffic" of the Borough Code to establish Multi-Way Stop Intersections as follows:

MULTI-WAY STOP INTERSECTIONS. Pursuant to the provisions of *N.J.S.A. 39:4-140*, the following intersections are designated as multi-way stop intersections with stop signs installed as indicated:

NAME OF INTERSECTION	STOP SIGN LOCATIONS
Church Street and Third Street	All approaches
Church Street and Warren Street	All approaches
Church Street and Elizabeth Street	All approaches
Division Street and Third Street	All approaches
Division Street and Warren Street	All approaches
Division Street and Elizabeth Street	All approaches
Osborn Street and Third Street	All approaches
Osborn Street and Warren Street	All approaches
Osborn Street and Elizabeth Street	All approaches
Green Grove Street and Second Street	All approaches
Green Grove Street and Third Street	All approaches
Waverly Street and Second Street	All approaches
Atlantic Street and Second Street	All approaches
Atlantic Street and Third Street	All approaches

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Keyport as follows:

Section 1. The aforementioned recitals are incorporated herein as though fully set forth at length.

Section 2. Chapter 7A entitled "Traffic Schedules" of the Borough Code shall be amended as set forth above.

Section 3. All ordinances or parts thereof inconsistent with the provisions of this ordinance are hereby repealed.

Section 4. Each section, subsection, sentence, clause and phrase of this ordinance is declared to be an independent section, subsection, sentence, clause and phrase and the finding or holding of any such portion of this ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this ordinance.

Section 5. The Borough Clerk is hereby directed, upon adoption of the ordinance after public hearing thereon, to publish notice of the passage thereof.

Section 6. This ordinance shall be in full force and effect from and after its adoption and publication as required by law.

Introduced: September 21, 2021
Public Hearing: October 5, 2021
Adopted:

Michele Clark, RMC
Borough Clerk
Borough of Keyport

Collette J. Kennedy, Mayor
Borough of Keyport

**ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY AMENDING CHAPTER 11 OF THE BOROUGH CODE
ENTITLED "RECREATIONAL FACILITIES"**

§ 11-1 [Deleted in its Entirety]

§ 11-2 [Deleted in its Entirety]

§ 11-3 [Deleted in its Entirety]

11-1.1 Purpose.

The purpose of this chapter is to provide standards and regulations for the use of parks, recreational facilities and recreational programs in accord with Revised Statutes of the State of New Jersey (R.S. 40:61-1). The provisions of this chapter shall be effective within all of the parks and lands under the administration of the mayor and council of the Borough.

11-1.2 Definitions.

For the purpose of this chapter, the following words shall be used as herein defined:

"Keyport Non-Profits" shall mean nonprofit, charitable or religious organizations that perform nonprofit services within the Borough or perform nonprofit services directly benefitting the Borough and are based in the Borough.

"Park" — Shall mean lands and public premises owned or leased by the Borough of Keyport in the County of Monmouth which are dedicated by map or deed to the Borough for recreational purposes or declared by any action of the Borough of Keyport to be for recreational use by the public.

"Resident" — Shall mean any person, either actually living or maintaining a residence in the Borough of Keyport, County of Monmouth and declaring such municipality to constitute his legal residence at the time of the use or enjoyment of the privileges herein provided.

11-1.3 Park Areas

A. Hours of Operation.

1. All parks shall be open for use between the hours of 7:00 a.m. and sunset. They shall be officially closed from sunset until 7:00 a.m. The Borough may alter the opening and closing times of the parks, when it is in the public interest to do so.
2. Any section or part of any park may be declared by the Borough closed to the public at any time and for any interval of time, either temporarily or at regular and stated intervals and either entirely or merely to certain uses or when same is filled to capacity or when it is in the public interest to do so.

B. Regulations.

1. No person shall enter upon or use any park facility or area which is closed to the public, unless so authorized to do so by the Borough.

2. No person shall have in their possession or bring to a park or outdoor recreational area any glass container or other glass object.
3. No person shall willfully mark, deface, disfigure, damage, tamper with, displace, or remove any trees, shrubbery, flowers, buildings, equipment, signs, tables, fences, soil or stone, or any other item, temporary or permanent which is included in a park or recreational facility.
4. No person shall fail to cooperate in maintaining restrooms and washrooms and other recreational buildings and facilities in a clean and sanitary condition.
5. No papers, debris, cans, refuse or any other materials or property in the nature of debris or refuse shall be left or deposited in or on the property comprising the park or any area thereof.
6. All litter, refuse, and recyclable materials will be deposited in appropriate containers as provided by the Borough. Where receptacles are not provided, all such material shall be carried away from the park by the person responsible for its presence and properly disposed of elsewhere.
7. No person shall bring to a park for the purpose of discarding or dumping any refuse, grass, leaves, brush, or any item or material.
8. All pets shall be restrained at all times on adequate leashes not greater than eight feet in length which is held by a responsible person.
9. Persons accompanying pets are responsible for the immediate removal of feces.
10. Certain areas of the parks may be designated as restricted from pets by the Borough, when it is in the public interest to do so.
11. No person shall hunt, harm, frighten, kill, trap, shoot, or throw objects at any animal or bird; nor shall any person remove or be in possession of the young of any animal or the eggs, nest or young of any bird.
12. No person shall drive or park any motor vehicle, including but not limited to automobiles, trucks, motorcycles, mopeds, and any and all motorized recreational vehicles, on any area except the paved park roads and parking areas or such other areas as specifically posted.
13. No person shall exceed the speed limit of 10 miles per hour or as designated on roads within any park or recreation area.
14. No person shall use park drives or parking lots for the purpose of demonstrating any vehicle or for the purpose of instructing another to drive or operate any vehicle.
15. No person shall leave a vehicle standing or parked in parks or recreational areas when those areas are closed, unless so authorized by the Borough.
16. No person shall construct or erect any structure of whatever kind, whether permanent or temporary except as authorized by the Borough.

17. No person shall solicit alms or contributions for any purpose, or engage in the business of soliciting, distributing, selling, or peddling any liquids, edibles, goods, wares, merchandise, services, or circulars in any park or recreation area unless authorized by the Borough.
18. No person shall post by any means or erect or cause to be erected, any sign, placard, advertisement, or inscription whatever, in any park or recreation area or highways or roads adjacent thereto, without authorization of the Borough.
19. No person shall carry or possess fireworks, explosives, firearms of any description, or air-rifles, spring-guns, bows and arrows, slings, or any other forms of weapons potentially inimical to wildlife and dangerous to human safety or any instrument that can be loaded with and fire blank cartridges, or any kind of trapping device.
20. Fires are permitted only in specifically designated areas.
 - a. All fires shall be continuously under the care and direction of a competent person from the time it is kindled until it is extinguished.
 - b. Gas stoves are permitted.
 - c. Only charcoal, charcoal lighters or fuel approved by the park will be permitted.
21. No person shall drop, throw, or otherwise scatter lighted matches or flammable material within any park or any highways, roads, or streets abutting or contiguous thereto. No person shall build or attempt to build a fire except in designated areas or as authorized by the recreation office.
22. No person shall leave a bicycle in other than those designated bicycle parking areas or utilize bicycles or other recreational equipment without regard for the safety of self or others.
23. No person shall utilize any recreational facility for a purpose other than that for which it was intended.
24. No person shall engage in loud, boisterous, threatening, abusive, or insulting language or engage in any disorderly conduct or behavior tending to breach the public peace.
25. No person shall bring to a park any horse or other farm animal or wild animal without the written consent of the Borough.
26. No person shall swim, wade, or bathe in any waters within or adjacent to any park.
27. No person shall go onto the ice on any of the waters within or adjacent to any park except such areas as are designated for skating and provided an authorized safety signal is displayed.

28. No person shall smoke, chew or possess lighted cigarettes, pipes, cigars, electronic cigarettes or any other type of tobacco or cannabis product at recreation facilities.

C. Feeding of Migratory and Wild Waterfowl.

1. Statement of Purpose. It has been determined that the presence of large numbers of migratory and wild waterfowl on or around public lands, ponds, lakes, streams and other bodies of water within the Borough of Keyport creates a public health nuisance due to the accumulation of droppings in and around said public lands, ponds, lakes, streams and other bodies of water which is inimical to the health and general welfare of the public. The purpose of this ordinance is to prevent such conduct that may attract such migratory and wild waterfowl to the properties within the Borough.
2. Definitions. As used in this paragraph, the term "migratory waterfowl" and/or "wild waterfowl" shall be defined to include those nondomesticated species of birds commonly known as "swans," "geese," "brant," "seagulls," "river and sea ducks" and any other waterfowl that generally follows a seasonal migration pattern.
3. Feeding of Migratory or Wild Waterfowl Prohibited. No person or persons shall feed, cause to be fed or provide food for migratory or wild waterfowl within the Borough on lands either publicly or privately owned.
4. Exceptions. This paragraph shall not be construed to prohibit humane acts towards migratory or wild waterfowl in individual cases, such as temporary nurturing of a wounded bird on one's own premises.
5. Prohibited Conditions. No person or persons shall create or foster any condition or allow any condition to exist or continue which results in a congregation or congestion of migratory or wild waterfowl or in an accumulation of waterfowl feces or droppings on private or public property within the Borough creating a public health nuisance or in any manner threatening the health, safety and welfare of the public and or the waterfowl.
6. Enforcement. The police department and/or the health officer including his or her designee are hereby authorized and directed to enforce the provision of this paragraph.
7. Violations and Penalties. Any person or persons convicted of a violation of any of the provisions of this paragraph shall be subject to penalties as are contained in the general penalty provision of the Borough of Keyport codified ordinances.

D. Violations. Any person violating the regulations governing the usage of parks and recreational facilities of the Borough, may be asked to leave the premises and/or be subject to fines and penalties as established in § 1.5 of the General Ordinances of the Borough.

11-1.4 Use of Recreational Facilities

A. Use of Parks.

1. Individuals, families, or groups not exceeding 15 persons may utilize any park facility at will, during normal hours of operation. However, in all cases, those with permitted, reserved, and exclusive use of any facility authorized by the Borough take precedence in use.
2. Groups larger than 15 persons shall be required to obtain a permit for utilization of any park facility in accordance with section 11-1.5.
3. Usage of any facilities owned or leased by the Borough, by a resident or nonresident service organization, private concern or individual for social events or gatherings shall be permitted upon obtaining a permit from the Borough on a first come, first-served basis. Those organizations, concerns, or individuals shall follow the procedures established by the Borough and pay the Borough such fees as provided for below.
4. In addition to fees for rental of facilities, the Borough shall collect a security deposit of \$50 for each occasion of use. This fee will be payable in cash and is refundable in full upon leaving the facility in a condition which is deemed satisfactory by the Borough. If the facility is left in an unsatisfactory condition, the Borough will refund only that portion of the security deposit which is not used to return the facility to a satisfactory condition. The security deposit may also be forfeited if inappropriate behavior/action warrants the termination of the event.
5. For groups larger than 100 persons, a resident or nonresident service organization, private concern or individual will post a security deposit in the amount of \$500 to ensure the return of the site to original condition and the maintenance of order during the event.
6. The Borough reserves the right to reject the usage of Borough facilities by any organization or individual for reasons of the public good.
7. The individual or organization renting or reserving any facility assumes full responsibility for the conduct and safety of the guests at that event.
8. Additional requirements for teen social functions:
 - a. Adult chaperone ratio of one adult/10 teens required.
 - b. The number of teen guests (12-17 years) is limited to a maximum of 60.
 - c. Adult securing use of the facility for a teen function must reside within the Borough.

B. Use of Fields located at Main Street Park and Cedar Street Park

1. The scheduling and field use permitting of the fields at Main Street Park and Cedar Street shall be coordinated with the schedules of the appropriate youth sports organization under contract with the Borough.
2. When it is necessary to prioritize facility requests due to potential conflicts, the following priority order will be applied:

- a. Borough sponsored programs;
 - b. Borough school district sponsored activities;
 - c. Borough based nonprofit organizations;
 - d. Requests by others.
3. Scheduling Procedure Associated with Main Street Park and Cedar Street Park.
- a. Reservations: Groups/individuals who wish to secure a reservation shall comply with the following:
 - i. Complete a request form as provided by the Borough. Applicant must be at least 22 years of age.
 - ii. Provide a certificate of insurance naming the Borough as certificate holder and additional insured.
 - (a) If the field reservation is secured by an individual who is not associated with any said organization/league and therefore is unable to forward a certificate of insurance from an organization/league, the individual shall sign and submit a Hold Harmless as provided by the Borough.
 - iii. Submit the established reservation fee, if applicable, as noted herein. All checks are payable to the Borough of Keyport.
 - iv. Established fees are assessed for single one-time use and multiple/on-going use.
 - v. The Borough reserves the right to limit the number of reservations based on the good of the general public for facility availability and maintenance needs of the athletic facilities.
 - b. Reservation Fees.
 - i. Specific field reservation fees are indicated in Subsection 1-1.6.
 - ii. Individual reservation requests (one-time use) shall be assessed the reservation fee based on the permanent residency of the individual submitting the request.
 - iii. Reservation requests, submitted on behalf of a team for repeated use of a field, shall include a team roster to determine resident or nonresident fee schedule. If no roster is submitted, nonresident rates shall apply.
 - iv. Reservation requests, submitted on behalf of an organization for repeated use of a field, shall be assessed the reservation fee based on the location of the organization submitting the request.

v. Waiver of Fees.

- (a) Reservation fees and light fees will be waived in the following instances:
 - (i) Activities hosted by the Borough.
 - (ii) School activities recognized and organized by the Borough.
- (b) Reservation fees and light fees will be waived if it is determined that the following criteria(s) have been satisfied:
 - (i) Borough community-based organizations (or a similarly constituted entity); and
 - (ii) at least 75% of the participants involved in the activity for which the reservation request is made, permanently reside within the Borough.
- (c) Reservation fees will not be waived for requests received by private entities.
- (d) Refunds. Reservation fees are nonrefundable. In the event of inclement weather which restricts use of reserved facility, an alternate date may be schedule based on availability.

C. Borough Facilities Limited Alcoholic Beverages.

No person shall be permitted to possess or consume alcoholic beverages at any time within a public park or Borough recreational facility without a permit from the State of New Jersey, Division of Alcoholic Beverage Control, and the Borough subject to the following conditions:

1. The alcoholic beverages would be served at a special event or celebration for which a Borough facility has been specifically rented by the group or organization seeking permission to serve alcoholic beverages.
2. The special event or celebration would take place pursuant to a permit issued in accordance with section 1-1.5. However, such application must be filed with the Borough Clerk at least four weeks prior to the anticipated event.
3. The application filed pursuant to paragraph 2 above shall be accompanied by a security deposit in the amount of \$500.
4. The permit issued pursuant to subsection 1-1.5 must state that alcoholic beverages are permitted pursuant to this section.
5. At least one week prior to the event, the applicant(s) must file with the Borough Clerk, certificate of insurance evidencing liability insurance of at

least \$1,000,000 coverage and naming the Borough as an additional insured. Such certificate must also include evidence of liquor liability.

6. At least one week prior to the event, the applicant(s) must file with the Borough Clerk, a duly executed Hold harmless Agreement. Such form of Agreement is available from the Borough Clerk's Office.

11-1.5 Permits

All Borough permits for events in parks and recreational areas shall be obtained by application filed with the Borough Clerk in accordance with the following procedure:

- A. Application. A person, association, corporation or partnership seeking issuance of a permit hereunder shall file an application with the Borough Clerk stating:
 1. The name and address of the applicant.
 2. The name and address of the person, corporation, associations or partnerships sponsoring the activity, if any.
 3. The day and hours for which the permit is desired.
 4. The park or portion thereof for which such permit is desired.
 5. Any other information which the Borough shall find reasonably necessary to a fair determination as to whether a permit should be issued hereunder.
- B. Standards for Issuance. Standards for issuance of a use permit by the Borough include the following findings:
 1. The proposed activity or use of the park will not unreasonably interfere with or detract from the general public enjoyment of the park.
 2. The proposed activity and use will not unreasonably interfere or detract from the promotion of public health, welfare, safety and recreation.
 3. The proposed activity or uses that are reasonably anticipated will not include violence, crime or disorderly conduct.
 4. The proposed activity will not entail extraordinary or burdensome expense or policing by the Borough. Notwithstanding any other provisions of this section, all applications for use of playgrounds and recreational areas by private groups for picnics or similar activities shall be made on forms to be supplied by the Borough. All applications shall be made at least forty-five (45) days in advance of the proposed use. The Borough may in the exercise of its discretion waive the deposit provisions for any church, civic, social and fraternal organizations having their registered agent or principal office or headquarters within the Borough.
 5. The facilities desired have not been reserved for other use at the date and hour requested in the application.
 6. Wedding Ceremonies. Requests to use the Waterfront Park Gazebo and/or Benjamin Terry Park for wedding ceremonies of less than 50 attendees, may be administratively granted by the Borough Clerk.

- C. Permittee Subject to Park Rules and Regulations. A permittee shall be bound by all park and recreation area rules and regulations and all applicable ordinances fully as though the same were inserted in the permits.
- D. Liability for Loss, Damage or Injury; Insurance. The person to whom the permit is issued shall be liable for all loss, damage or injury sustained by any person whatsoever by reason of the negligence or intentional act of the person, its agents, servants, employees or guests, to whom the permit was issued. All permittees shall be required to submit a signed and duly authorized hold harmless agreement in a form prescribed by the Borough.
- E. The Borough shall have the right to require any permittee to submit evidence of liability insurance covering injuries to members of the general public arising out of such permitted activities in such amount as may be determined by the Borough prior to the commencement of any activity for which a permit has been issued, but in no event shall it be less than _____ dollars per person and _____ dollars per accident. The Borough shall be named as an additional insured on any such policy.
- F. The Borough shall have the right to require any permittee to employ off-duty police officers as a result of the proposed activity and/or the amount of persons anticipated to attend.
- G. Revocation of Permit. The Borough shall have the absolute authority to revoke a permit upon finding of a violation of any rule, regulation or ordinance or upon good cause shown.
- H. Notwithstanding any other provisions of this section, the chief of police or his or her designee shall be authorized to revoke a permit issued hereunder when, during the course of the activity for which the permit has been issued, the safety of any persons or the safety of personal property, including that of the municipality, is in clear and immediate danger as a result of the activity authorized by the permit. Where such permit has been revoked or where persons and personal property are endangered as set forth above by a person or persons who do not possess such permit, the chief of police or his or her designee is authorized to require that such person or persons leave the park area and take all steps necessary to eliminate the condition which endangers persons or personal property.

11-1.6 Permit Fees

A. Field Reservation Fees. The following fee schedule has been established to reserve the softball and baseball fields located at Cedar Street Park and/or Main Street Park. Per use shall be scheduled in two-hour blocks of time.

<u>Fees</u>	<u>Resident</u>	<u>Non-Resident</u>
Field	\$50.00	\$100.00
Field with lights	\$100.00	\$150.00

B. Park/Recreation Area Fees.

<u>Fees</u>	<u>Resident</u>	<u>Non-Resident</u>
1-24 people	\$50.00	\$100.00

25-49 people	\$75.00	\$150.00
50-74 people	\$100.00	\$200.00
75-99 people	\$125.00	\$250.00
100+ people	\$1.50 per person	\$3.00 per person

C. Clean-Up Fee. Reservation holders who fail to leave the facility in an inappropriate condition, will be assessed a minimum \$100 clean-up fee and will jeopardize future use of municipal facilities. It is expected that trash/recyclables will be placed in the appropriate containers on site or carried off site if said containers have been filled to capacity.

D. Fees shall be waived for Keyport Non-Profits if the group is providing recreational or educational services that are open to all residents of the Borough.

11-1.7 Violations and penalties.

Any person who violates any provision of this chapter shall, upon conviction thereof, be punished by a fine of not more than \$1,000, by imprisonment for a term not to exceed 30 days and/or by a term of community service not to exceed 30 days. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

11-8 SMOKING

11-8.1 Statutory Authorization

A. The Legislature of the State of New Jersey in N.J.S.A. 40:48-2, provides that the governing body of a municipality may make, amend, repeal, and enforce such ordinances, regulations, rules and by-laws not contrary to the laws of this State or of the United States, as it may deem necessary and proper for the good of government, order and protection of person and property, and for the preservation of the public health, safety and welfare of the municipality and its inhabitants, and as may be necessary to carry into effect the powers and duties conferred and imposed by any law; and said Legislature in N.J.S.A. 26: 3D:55, et seq., known and cited as the "New Jersey Smoke-Free Air Act, provides for prohibitions regarding smoking, and therein, by N.J.S.A. 26:3D-63, expressly authorizes municipalities to enact ordinances under the authority of N.J.S.A. 40:48-1 or 40:48-2, or by any other statute or regulation adopted pursuant to law for the purposes of protecting life and property from fire or protecting public health, and prohibiting smoking, and further, expressly authorizes municipal ordinances to provide restrictions on or prohibitions against smoking equivalent to, or greater than those provided under the "New Jersey Smoke-Free Air Act.

B. The Legislature of the State of New Jersey in N.J.S.A. 2C:33-13b, provides that the owner and/or operator of a public place, such as public parks and recreational areas, may prohibit smoking on such property.

11-8.2 Findings of Fact and Statement of Purpose.

A. The Borough recognizes the well-known health and safety risks posed by smoking and finds that it is within the public interest to prohibit smoking in public buildings and on public property, such as public parks and recreation areas.

B. The Borough has determined that the public interest is especially implicated in preventing the youth of Keyport from being exposed and succumbing to the temptations of experimenting with tobacco products; and

C. The Borough also finds that the appearance of parks and recreation areas can be enhanced and the limited resources of the Borough's Department of Public Works can be conserved if smoking were to be banned from such areas, thereby keeping such areas free of the litter typically generated by the smoking of cigarettes, such as cigarette butts, ashes and packaging.

11-8.3 Definitions and Usage

As used in this chapter, the following words shall have the following meanings:

"Enclosed Area" shall mean all areas between a floor and a ceiling, extending to the outer perimeter walls of a structure.

"Municipal Buildings" shall include all structures owned, leased, rented and/or operated by the Borough of Keyport, and/or occupied by Borough employees and used for official business of the Borough of Keyport.

"Parks and Recreational Facilities" shall include all public parks, playgrounds, ball fields, publicly owned or leased by the Borough of Keyport and all property owned or leased by the Borough of Keyport upon which the public is invited or upon which the public is permitted and where individuals gather for recreational activities, including all areas adjacent to such facilities, including, but not limited to, any parking area, driveway or drive aisle.

"Smoking" shall mean the burning of, inhaling from, exhaling the smoke from, or the possession of a lighted cigar, cigarette, pipe or any other matter or substance which contains tobacco or any other matter that can be smoked.

11-8.4 Prohibition of Smoking in Public Places; Signs.

A. Smoking shall be prohibited in all Municipal Buildings as defined herein. No-smoking signs or the international no-smoking symbol (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a diagonal red line through its cross section) shall be clearly, sufficiently and conspicuously posted at each Municipal Building entrance and within each closed area where smoking is prohibited by this chapter. The signs shall be clearly visible to the public and shall contain letters or a symbol which contrast in color with the sign, indicating that smoking is prohibited therein. The sign shall also indicate that violators are subject to a fine.

B. Smoking shall be prohibited within a twenty-foot radius of entrances of all Municipal Buildings. No-smoking signs or the international no-smoking symbol (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a diagonal red line through its cross section) shall be clearly, sufficiently and conspicuously posted both on the building and at the twenty-foot perimeter of the entrances of all Municipal Buildings where smoking is prohibited by this chapter. The signs shall be clearly visible to the public and shall contain letters or a symbol which contrast in color with the sign, indicating that smoking is prohibited therein. The sign shall also indicate that violators are subject to a fine.

C. Smoking shall be prohibited in all public parks and recreation facilities owned or leased by the Borough of Keyport and all property owned or leased by the Borough of Keyport upon which the public is invited or upon which the public is permitted and where individuals gather for recreational activities, including all areas adjacent to such facilities, including, but not limited

to, any parking area, driveway or drive aisle, which have been designated with no-smoking signs. No-smoking signs or the international no-smoking symbol (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a diagonal red line through its cross section) shall be clearly, sufficiently and conspicuously posted in all areas regulated by this chapter. The signs shall be clearly visible to the public and shall contain letters or a symbol which contrasts in color with the sign, indicating that smoking is prohibited at the designated area. The sign shall also indicate that violators are subject to a fine.

D. Smoking shall be prohibited in any vehicle registered to the Borough of Keyport.

11-8.5 Enforcement

The enforcement authority of this chapter shall be the Police Department, Fire Department, Public Works Department and Health Department of the Borough of Keyport.

11-8.6 Violations and Penalties

Any person who violates any provision of this chapter shall be subject to a fine of not more than \$50 for the first offense, \$100 for the second offense, \$200 for a third offense, and \$500 for each subsequent offense. Any municipal employee found in violation of this chapter may also be subject to discipline in accordance with the provisions of the Borough of Keyport's policies and procedures.

11-9 BLOCK PARTIES

11-9.1 Definitions

As used in this chapter, the following terms shall have the meanings indicated:

“Block Party” - A neighborhood gathering, or organized party, of persons who reside on the portion of a residential street sought to be closed for said gathering or party.

“Permittee” - Includes the block party contact person, the applicant of the permit, and the participants.

11-9.2 Permit required.

No person or organization shall use any public street, sidewalk or public right-of-way for a block party in the Borough without a permit.

11-9.3 Application to conduct block party.

A. A person seeking issuance of a block party permit shall file an application with the Borough Clerk, together with an application fee of \$20 on forms provided by the Borough Clerk.

B. Filing period. An application for a block party permit shall be filed with the Borough Clerk not less than 45 days before the date on which it is proposed to conduct the block party.

C. Contents of application for a block party permit. The application for a block party permit shall set forth the following information:

1. The name, address and telephone numbers (home phone number, work phone number and another supplemental number, such as a cell phone number) of the person requesting the block party permit. The person requesting the permit shall be deemed the contact person unless otherwise specified to the Borough Clerk.
2. The name and address of any organization, if any, the applicant is representing.
3. The proposed date and time of the block party, including the times at which such block party will start and terminate, said termination being no later than 10:00 p.m.
4. The Borough street where the block party is proposed, along with any cross streets.
5. The names, addresses, telephone numbers, blocks and lots of the property owners for each impacted property on the street or portion of the street where the block party is proposed.
6. Signatures of all of those property owners indicated in Subsection C(5) of this section, said signatures indicating consent to the proposed block party, consent to the proposed street closure, and acknowledgment that all residents and their invitees shall adhere to all applicable laws, regulations and ordinances, including, but not limited to, noise ordinances, fireworks regulations, and ordinances prohibiting public consumption of alcoholic beverages.
7. The activities planned for said block party, the estimated number of persons participating and/or attending, and any large items, including but not limited to, dunk tanks, inflatable jumps, stages, and vehicles/trailers which will be parked or placed in the street.
8. Whether any music will be provided at the block party, either live or recorded.
9. The number, types and locations of all loudspeakers and amplifying devices to be used.
10. Whether the applicant is requesting additional trash cans from the Borough.

D. Upon submission of an application for a block party and acceptance of the appropriate fee, the Borough Clerk shall request a certified list of property owners from the tax assessor for the area of the proposed block party. Said list shall be kept on file with the application. The Borough Clerk shall review the application for completeness and forward said application to the Chief of Police and the Borough Administrator for review.

11-9.4 Standards for issuance of block party permits.

A. Approval of the Chief of Police.

1. The Borough Clerk shall notify the Chief of Police of the block party application and request that the area of the proposed area be inspected using the following criteria:

- a. The conduct and location of the block party will not substantially interrupt or impede the safe and orderly movement of traffic.
 - b. The conduct of the block party will not be likely to result in damage to persons or property nor cause serious harm to the public.
 - c. The conduct of the block party will not interfere with the movement of first aid or firefighting equipment to such an extent that adequate fire protection cannot be provided to the Borough.
 - d. Such other concerns deemed necessary in order to properly provide for traffic control, street and property maintenance and the protection of the public health, safety and welfare.
 2. If the Chief of Police determines that the criteria of this section are satisfied, he or she shall sign the application, indicating whether said application is approved and any special conditions required.
- B. Closing of streets.
1. The Borough Clerk shall forward a block party application to the Borough Administrator for inclusion on the agenda for the following meeting of the Borough Council for a determination as to the closing of streets. A block party permit shall be subject to the provisions and procedures provided herein for the closing of municipal streets. Any permit issuance shall be contingent upon the Borough Administrator providing for the closing of the street or streets which are the subject of the block party application, to be determined in accordance with this section.
- C. Insurance and indemnity.
1. All applicants must provide a certificate of insurance specifically naming the Borough as an additional insured providing general liability, bodily injury and property damage coverage with minimum limits of liability not less than \$1,000,000. If the applicant is an individual and the block party is not being held on behalf of any organization, the applicant may request a waiver of this requirement upon a showing to the Borough Council of undue hardship.
 2. The applicant shall agree to indemnify, defend and hold harmless the Borough, its agents, servants, representatives and employees, from and against all losses, damages, claims, liabilities and causes of action of every kind, or character and nature, as well as costs and fees, including reasonable attorneys' fees connected therewith, and the expense of investigation thereof, based upon or arising out of damages or injuries to third persons or their property caused by the acts, omissions or negligence of the applicant, anyone for whose acts the applicant may be liable, or any claims arising out of or in any manner relating to the activities permitted pursuant to this chapter to the extent permitted by law. The applicant shall give the Borough prompt and reasonable notice of any such claims or actions.
- D. Other requirements.

1. No block party permit shall be issued if, within the last calendar year prior to the date of the proposed block party, a block party permit has been issued for the same street or portion of the street which is the subject of the currently proposed block party.
2. No block party permit shall be issued if a block party permit has been previously issued for the same street or portion of the street which is the subject of the currently proposed block party, and said previously issued permit was revoked by the Borough due to violations of this chapter or of any applicable ordinances, laws or regulations.
3. Block parties shall be authorized only upon Borough-owned streets, and shall not be authorized upon any street which is owned and under the jurisdiction of Monmouth County, the State of New Jersey or any public entity other than the Borough of Keyport.

11-9.5 Issuance of permit; conditions.

If all the requirements of this chapter for the issuance of a block party permit have been met satisfactorily and the Borough Council has authorized same, the Borough Clerk shall issue a permit for a block party, subject to any conditions determined by the Borough Administrator and/or the Borough Council to be reasonably calculated to reduce or minimize dangers and hazards to vehicular or pedestrian traffic and the public health, safety and welfare, including, but not limited to, changes in time, duration or number of participants. Upon issuance of a block party permit, the Borough Clerk shall forward a copy of said permit to the Borough Administrator, the Chief of Police, the appropriate fire chief, the road department, and water and sewer utility department.

11-9.6 Duties of permittee. In addition to any duties of the permittee(s) which are a condition of the block party permit as issued and any other obligations of the permittee(s) delineated otherwise in this chapter, all permittees shall:

- A. Comply with all applicable laws and ordinances.
- B. Be responsible for cleanup of any items, trash and garbage from the street which is the subject of the permit.
- C. Require that the block party contact person or other person heading or leading such activity shall carry the block party permit upon his or her person during the conduct of the parade or block party.
- D. Assure that any vendors utilized during the block party are properly licensed as required under any other ordinance or law.

11-9.7 Revocation of permit.

The Borough shall have the authority to revoke a block party permit issued hereunder upon the violation of any of the standards for issuance as set forth in this chapter or in the event of circumstances endangering public health, safety and welfare.

11-9.8 Violations and penalties.

Any person who violates any provision of this chapter shall, upon conviction thereof, be punished by a fine of not more than \$1,000, by imprisonment for a term not to exceed 30 days and/or by a term of community service not to exceed 30 days. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

Introduced: October 5, 2021
Public Hearing:
Adopted:

Michele Clark, RMC
Borough Clerk

Collette J. Kennedy, Mayor
Borough of Keyport

Keyport Fire Department

70 WEST FRONT ST KEYPORT NJ 07735

732-739-3900 x5142

Mayor and Council

Borough of Keyport

70 West Front St.

Keyport NJ, 07735

RECEIVED
SEP 15 2021

BY: _____

Dear Madam or Sir:

This letter is to advise you at the last regular meeting of Lincoln Ave Company

Held on 9-14-21 the membership accepted the resignation of John Kovacs

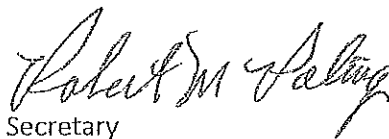
_____ as an active member.

Please be advised at the same meeting Sean Walsh member residing at

~~39 Oak St~~ 39 Oak St was accepted to membership.

We appreciate your attention and prompt action. Thank you for your cooperation and consideration.

Sincerely


Secretary

Cc:

Keyport Firemen's Relief Association

Robert M. Poling Secretary

39 Oak St.

Keyport, NJ 07735

ASSOCIATION #	COMPANY #	LINE #
FOR STATE OFFICE USE ONLY		

**New Jersey State
Firemen's Association
Application for Membership**

Form 100 – REV 5/19

Date 9-12-20

KEYPORT 171 Keyport MONMOUTH
Relief Association Name Assoc. Number Municipality County

Lincoln Hose Keyport Fire Department
Fire Company Name Fire Department Name

Applicant Name Sean K Walsh
First Middle Initial Last Suffix

Home Address [REDACTED] Keyport NJ 07735 22
Street Municipality Zip Code # of years

Date of Birth [REDACTED] Birth Place RiverView RedBank NJ SS # [REDACTED]
(REQUIRED)

Applicant Phone Number [REDACTED] Applicant Email Address [REDACTED]

Have you ever applied to be a member of the NJSFA? ☐ Yes ☒ No If yes, when _____ where _____

If you have a line number with another Relief Association: ☐ Stay with previous Association ☐ Move records to new Association

Signature of Applicant (witnessed by a Notary Public): [Signature]

State of New Jersey, County of MONMOUTH

On 9/13, 2021 before me, ROBERT M POLING, Notary Public in and for said county, personally appeared

SEAN K WALSH, (signer) who has satisfactorily identified himself/herself as the signer to the above referenced document.

My Commission Expires: <u>NOTARY PUBLIC</u>	<u>[Signature]</u> Notary Public Signature	(Affix Notary Stamp Here)
STATE OF NEW JERSEY MY COMMISSION EXPIRES APRIL 30, 2026		

[Signature] [Signature]
Signature of Relief Association Secretary Signature of Chief of Department

Type of Firefighter the Applicant will be: ☐ Career (full time paid) ☒ Volunteer

Municipal/Fire District Approval: I hereby certify that this applicant was admitted to active membership in the Department and has been approved by the governing body of _____ on the _____ day of _____, 20____.

Signature of Municipal Clerk/Board of Fire Commissioners: _____

- A. Application portion should be completed by Applicant – Typed or Printed ONLY
- B. Application must have the Physical Test Record completed by a New Jersey Licensed Physician, Nurse Practitioner or Physician's Assistant
- C. The completed Application and Physical Test Record must be returned to the Local Relief Secretary
- D. The Local Relief Secretary shall review the application for completeness, attain the proper signatures, and forward to the NJSFA State office.

The Applicant is not a member of the NJSFA until the completed ORIGINAL application is received AND approved at the NJSFA State office.



Comm #2

RECEIVED
SEP 20 2021

September 15, 2021

The Borough of Keyport
70 West Front Street
Keyport, N.J. 07735
Attn: Mayor Collette Kennedy

Re: Our Lady of Fatima Feast Procession

Wednesday, October 13th, 7pm

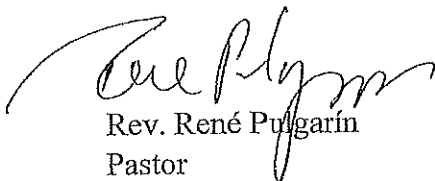
Dear Mayor Kennedy:

Blessings in Christ. Our Lady of Fatima Parish is once again seeking permission from the town of Keyport to schedule a car procession on the above occasion leaving from Jesus the Lord Church. The route is as follows:

Left out of the Jesus the Lord parking lot onto Broad Street
Broad St to W Front Street
Left on W Front Street
W Front Street to Broadway
Left on Broadway
Broadway to W Fourth Street
Right onto W Fourth to go up over the overpass and continue straight onto Nappi Place
Right onto Broadway from Nappi Place to a right into the parking lot of the church

Thank you in advance Mayor Kennedy for your permission to celebrate one of our most solemn days. I have also sent notice to Police Chief Shannon Torres in separate cover. In the meantime, I remain

Sincerely yours in Christ,



Rev. René Pulgarín
Pastor

c/ Police Chief Shannon Torres

www.fatimakeyport.org
376 Maple Place Keyport, NJ 07735
☎ Tel. (732) 264-0322

Comm #3

September 24, 2021

Attn: Alexandra Yanosh, Secretary
Friends of the Keyport Public Library
c/o Keyport Public Library
109 Broad St
Keyport, NJ 07735

Michele Clark, Borough Clerk
Borough of Keyport
70 W Front St
Keyport, NJ 07735

Dear Ms. Clark,

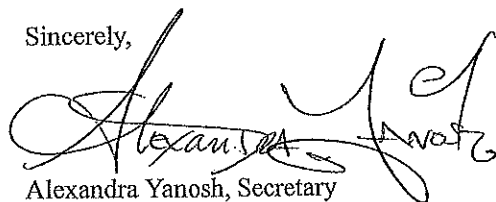
In order to ensure that our organization is compliant with Borough Property use rules, please find a copy of our application to host our annual Scarecrow Contest Awards Ceremony, to take place on October 23, 2021, on the Keyport Public Library Grounds, at 109 Broad Street, Keyport, NJ. This will be a socially distanced, outdoor event for which we anticipate 50 people or less.

In the past, we have only completed this form, when requesting street closure. We are *not* going to request any street closures for this event in 2021. It is to my understanding, that regardless, any and all organizations planning to host any events on Borough property should follow proper procedure by filling out this form and submitting it to you for review.

If you have any questions or concerns, please feel free to contact me at (609) 261-1111. You may also email us at keyportlibraryfriends@hotmail.com. or directly at alexandra.yanosh@keyportnj.org

Thank you.

Sincerely,



Alexandra Yanosh, Secretary
Friends of the Keyport Public Library



Borough of Keyport
70 West Front Street
Keyport NJ 07735

Clerks Office: 732-739-5124
Fax Number: 732-739-8738
mclark@keyportonline.com

APPLICATION & PERMIT FOR USE OF BOROUGH PROPERTY

Date Received SEP 27 2021 Date of Response _____
Property requested BY: Keyport Public Library Grounds
Organization Name/Purpose FRIENDS of the Keyport Public Library
Name Alexandra Yanosh, Executive Board Secretary
Address 109 Broad St, Keyport, NJ 07735
Telephone Number: [REDACTED] Fax Number _____
Email Address: Keyportlibraryfriends@hotmail.com
Also Directly at [REDACTED]

Type of Event Scarecrow Contest Awards Ceremony
Date of Event October 23, 2021 (rain date 10/24/21) Time of Event 2pm - 4pm
No of People Attending Less than 50

Fee Schedule

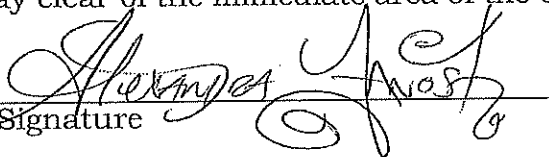
Borough Property	Minimum 3 Hours	Additional Per Hour
Senior Center	\$23.00	\$5.75
Borough Hall Council Room	\$23.00	\$5.75
OTHER		
Waterfront Pavilion/Promenade	\$100.00	
Pictures at Pavilion/Promenade	\$100.00	
Beach Park	\$100.00	

Mail Check or Money Order Payable to:
Borough of Keyport, PO BOX 60, Keyport, NJ 07735

PLEASE READ THE FOLLOWING REGULATIONS PERTAINING TO EVENTS

- Event: Maximum of 100 people.
- Bring permit with you on the date of event. Police or park personnel may ask you to present permit.
- Amplification for music or other purposes is not permitted.
- Rules and directives of park personnel must be strictly adhered to.
- Chairs, tents, rugs and/or runners are not permitted
- For Wedding Photography: Maximum of 25 people limited to bridal party and parents.
- Throwing of rice, birdseed, flowers and confetti are not permitted.
- A Permit does not include the use of equipment unless by separate agreement approved by Council.
- A staff member must be on duty and/or call during times that groups are using facilities.
- Requests for the use of borough facilities must be made by contacting the Borough Clerk sufficiently in advance (a minimum of 7 days prior to the event) to insure that all conditions are met and to make all necessary arrangements.
- Groups using gymnasiums must wear shoes of a type that will not damage the gymnasium floor.
- A permit does not grant the right to establish concessions or sell items on borough property.
- Groups using Borough Property shall exercise all safety precautions.
- At the discretion of the Business Administrator, any permit for the use of Borough property may be revoked at any time. Applications for borough property must be signed by a responsible citizen who is 21 years of age or older.
- Permits will not be issued for purposes prohibited by ordinance, statute or law of any kind.
- Smoking, alcoholic beverages and/or illicit drugs are not permitted on Borough Property.
- The Borough Clerk shall be responsible for the assessment and collection of fees for the use of Borough property. Payment may be made in advance and cancellation penalty may be assessed for expenses incurred.
- Cancellations of approved applications must be made through the Borough Clerks Office at least 24 hours prior to the event (if the event is on a weekend, cancellation must be made by 10 a.m. the prior business day).
- Organization should provide certificate of insurance naming the Borough as an added insured.

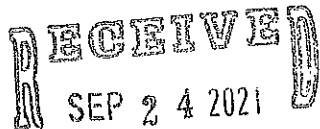
I, the undersigned, agree to floor rules and regulations stated above. I understand that the public has access to any public Borough Park. The Public can only be requested to stay clear of the immediate area of the event.


Signature


Date

Please return completed application/permit to:

Borough of Keyport
Borough Clerk's Office
70 W. Front Street
Keyport, NJ 07735



BOROUGH OF KEYPORT • RECREATION COMMITTEE
Program & Activity Planning Summary

Comm #4

BY:

PROGRAM/ACTIVITY: Keyport Recreation Fall Event Trunk or Treat and Movie

CONTACT NAME: Rebecca Kahane

PHONE: [REDACTED]

EMAIL: [REDACTED]

PROPOSED DAY/DATE (List all Day/Dates for multiple day activities and include High Tide information for each date). ATTACH ADDITIONAL SHEET IF NEEDED.

Day/Date Saturday /October 23,2021

High Tides: Please see attached tide chart

Day/Date _____

High Tides: _____

Day/Date _____

High Tides: _____

Day/Date _____

High Tides: _____

RAIN DATE(s) (If any): None please see attached weather report

TIME (provide set-up and clean-up times, if applicable): On Site set up and arrival of cars taking part in trunk or treat

3pm-4pm, trunk or treat 4pm-5:30pm will take place in larger lot fireman's park, at 5:45pm Movie will take place on grass by gazebo

LOCATION: Larger parking lot in by fireman's park and grass area on gazebo

EVENT DESCRIPTION (Provide narrative and attach diagram of planned layout): _____

Trunk or treat event : Would start at 3PM with people arriving and parking in their assigned spots for set up. We will ask people to preregister before the event, by submitting their name and cellphone number . People will be able to register up until the actual event with spots being first come first serve.

Trick or trunk would finish at 5:30pm and family's can walk over to the grass area by the gazebo for the Hokus Pokus Movie to start at 5:45pm

We would have pizza, drinks and fall treats provided at the start of the movie

NUMBER OF: PARTICIPANTS EXPECTED: Not sure at this time anticipating 100-150 this is the first event like this for recreation

VOLUNTEERS NEEDED: 10-15 VOLUNTEERS CONFIRMED: 8

If a fee will be charged for participants, indicate amount per individual, team or other:

No fee at this time

If the event will include sponsors or donations include details as to why and sponsorship amounts:

We are not asking for sponsors at this time, will ask local business such as pizza or drinks for a reduced cost since it is an event in town. We will not be asking for donations either

Provide plans to publicize the event: I will create a flier for our FB page and can also send it to the k-8 children at KCS

IS IT ANTICIPATED THE EVENT WILL INCLUDE OR REQUIRE:

Serving FOOD or BEVERAGES..... ☒ YES ☐ NO

If YES, provide details (food/beverage type, if sold or distributed free, cooking/refrigeration needs):

We are asking to provide Pizza and beverages that we will purchase and give out at the movie

Street Closure (if YES, attach map)..... ☒ YES ☐ NO

Special Parking Requirements *Cars will need to back into spots*..... ☒ YES ☐ NO

Traffic Control ☒ YES ☐ NO

Police Attendance Requested..... ☒ YES ☐ NO

The Chief of Police will determine if Police Officers will be required.

Additional Trash/Recycling Containers..... ☒ YES ☐ NO

Sound System, Live or Recorded Music/Entertainment..... ☒ YES ☐ NO

Electrical Power or Generator ☒ YES ☐ NO

Tables..... ☒ YES ☐ NO

Chairs/Seating..... ☐ YES ☒ NO

OTHER: _____

REVENUES ANTICIPATED

AMOUNTS

Sponsorships.....

Registration Fees

TOTAL REVENUE

EXPENSES (Itemize ALL expected costs and expenses; ATTACH ADDITIONAL SHEET IF NEEDED)

AMOUNTS

Max for the event we are asking for \$1200

Pizza (Estimate \$10 each) 40 400.00

Candy giveaways 100.00

Drinks 100.00

Movie \$350 (already paid for) 0

DJ for the drunk or treat 300.00 2020.12

Glow sticks or glow necklaces give away and possible small pupmkins 200.00

TOTAL EXPENSES \$1100.00

US HARBORS II

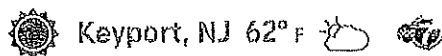
www.USHarbors.com

Keyport, NJ - Oct 2021

Date		High				Low						
		AM	ft	PM	ft	AM	ft	PM	ft	Rise	Set	Moon
1	Fri	4:12	4.3	4:19	5.1	10:31	1.4	11:26	0.9	6:52	6:40	
2	Sat	5:08	4.6	5:16	5.3	11:25	1.0			6:53	6:38	
3	Sun	5:59	5.0	6:08	5.7	12:11	0.6	12:16	0.6	6:54	6:36	
4	Mon	6:45	5.5	6:55	6.0	12:54	0.2	1:04	0.2	6:55	6:35	
5	Tue	7:28	5.9	7:39	6.1	1:36	-0.1	1:53	-0.1	6:56	6:33	
6	Wed	8:10	6.3	8:23	6.2	2:19	-0.4	2:42	-0.3	6:57	6:32	
7	Thu	8:53	6.6	9:09	6.1	3:01	-0.5	3:30	-0.5	6:58	6:30	
8	Fri	9:38	6.7	9:58	5.8	3:44	-0.5	4:19	-0.5	6:59	6:28	
9	Sat	10:27	6.6	10:52	5.5	4:28	-0.4	5:09	-0.3	7:00	6:27	
10	Sun	11:22	6.4	11:53	5.2	5:14	-0.1	6:03	0.0	7:01	6:25	
11	Mon			12:22	6.2	6:05	0.3	7:03	0.3	7:02	6:24	
12	Tue	12:57	4.9	1:24	5.9	7:07	0.7	8:13	0.5	7:03	6:22	
13	Wed	2:01	4.8	2:27	5.7	8:23	0.9	9:25	0.6	7:04	6:21	
14	Thu	3:05	4.7	3:30	5.6	9:39	0.9	10:29	0.5	7:05	6:19	
15	Fri	4:10	4.9	4:33	5.6	10:45	0.8	11:23	0.3	7:06	6:18	
16	Sat	5:12	5.1	5:32	5.6	11:41	0.5			7:07	6:16	
17	Sun	6:07	5.4	6:24	5.7	12:11	0.1	12:32	0.3	7:08	6:15	
18	Mon	6:54	5.7	7:09	5.7	12:55	-0.1	1:19	0.2	7:10	6:13	
19	Tue	7:36	5.9	7:51	5.7	1:35	-0.1	2:04	0.1	7:11	6:12	
20	Wed	8:14	6.0	8:30	5.5	2:14	-0.1	2:46	0.1	7:12	6:10	
21	Thu	8:50	6.0	9:09	5.3	2:51	0.0	3:27	0.1	7:13	6:09	
22	Fri	9:24	5.9	9:49	5.0	3:26	0.2	4:06	0.2	7:14	6:07	
23	Sat	9:59	5.7	10:30	4.7	4:00	0.4	4:44	0.4	7:15	6:06	
24	Sun	10:33	5.4	11:15	4.4	4:33	0.6	5:22	0.7	7:16	6:05	
25	Mon	11:11	5.2			5:06	0.9	6:01	0.9	7:17	6:03	
26	Tue	12:03	4.2	11:54A	5.0	5:41	1.2	6:46	1.2	7:18	6:02	
27	Wed	12:54	4.0	12:45	4.9	6:23	1.4	7:45	1.3	7:20	6:01	
28	Thu	1:46	4.0	1:39	4.8	7:22	1.6	8:53	1.3	7:21	5:59	
29	Fri	2:39	4.1	2:36	4.8	8:44	1.5	9:54	1.1	7:22	5:58	
30	Sat	3:33	4.3	3:35	5.0	9:56	1.3	10:45	0.7	7:23	5:57	
31	Sun	4:28	4.7	4:34	5.2	10:55	0.9	11:31	0.3	7:24	5:56	

*

Sam becomes a Category 1 hurricane and is expected to strengthen further. See the latest track forecast.



Keyport, NJ 62° F

Search Location

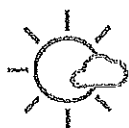
TODAY HOURLY DAILY RADAR MINUTECAST MONTHLY AIR QUALITY



SATURDAY, OCTOBER 23



DAY



62° Hi

RealFeel® 61°
RealFeel Shade™ 58°

10/23

Sunshine and patchy clouds

Max UV Index	3 Moderate	Probability of Thunderstorms	0%
Wind	W 12 mph	Precipitation	0.00 in
Wind Gusts	22 mph	Cloud Cover	28%
Probability of Precipitation	9%		

Wind	NNW 16 mph	Probability of Thunderstorms	0%
Wind Gusts	24 mph	Precipitation	0.00 in
Probability of Precipitation	0%	Cloud Cover	27%

SUNRISE/SUNSET

10 hrs
49 mins15 hrs
17 mins

Rise 7:16 AM

Rise 7:50 PM

Set 6:05 PM

Set 11:07 AM

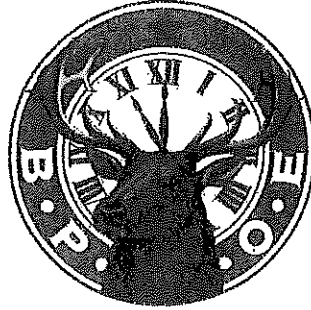
TEMPERATURE HISTORY

10/23

RECEIVED
SEP 21 2021

BY: Comm #5

Exalted Ruler
Michael J. Rose
769 Banyan Ct.
Morganville, NJ 07751



Secretary
Heather Hynes
430b Catherine St.
South Amboy, NJ 08879

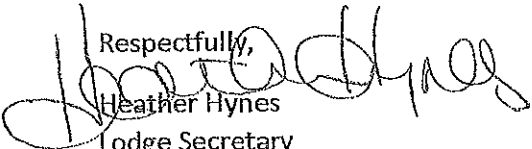
September 17, 2021

To Whom it May Concern:

We are writing today asking permission to can on the corner of Maple Place and Broadway on the weekend of November 13th & 14th from 9AM – 3PM. Everyone canning will be wearing reflective vests for the safety of our members and others.

All money raised will be going toward helping to Veterans Committee provide the Veterans from Lyons Hospital with a wonderful Christmas. Normally, we have the Veterans to the lodge where they enjoy a homemade meal, and receive gifts but things are a little different for the past two years.

Thank you and be well.

Respectfully,

Heather Hynes
Lodge Secretary
Keyport-Matawan Elks Lodge #2030

A copy was
sent to the
County for
approval on 9/21/21
on County 10/28 meeting

John Polewczak

Keyport, NJ 07735

20 September, 2021

Borough of Keyport
70 West Front Street
Keyport, NJ 07735

Mayor and Council,

In November 2011, I joined a group of residents, most of whom I had never met before, at a meeting in Borough Hall. It was arranged by then-mayor Bob McLeod as a result of an email I sent to the borough regarding the Sustainable Jersey program. This would be the first meeting of the second life of the Keyport Green Team. Some years before, a team had been formed and shortly after disbanded. Fortunately for us, the foundations had been laid for our new team to pick up where the old guard had left off.

I had lived in Keyport my whole life and at the time was just finishing up graduate school. I wanted to become more involved in the borough and hopefully contribute to some positive change. Early on, the Green Team meetings were largely a place where the complaints to the Environmental Commission that were cut for time found a place to continue to be heard. Unbeknownst to many, those grievances were only heard by our ears as we functioned as a subcommittee and rarely kept minutes. These were hours of my life that were spent listening to residents complain about sump pump use in the winter months or whether or not we needed signs at the bulkhead that told people not to urinate into the bay. Rarely did we hear an issue that the Green Team had any authority to rectify, but instead we would politely refer them back to the Environmental Commission. Still, the goal was to keep the Green Team active so that we could obtain enough points for certification through Sustainable Jersey.

From the beginning, I took a leadership role, initially co-chairing the team. After a few years, my co-chair stepped down for personal reasons and no one was truly eager to take his place, largely because as it was our team already was a team of a hundred hats. Each person wore many different hats of their own and had obligations to other organizations in Keyport and beyond. Despite a team of stretched-thin volunteers, we continued to document, organize, and promote our green initiatives in the borough.

In 2014, just a few years after reactivating the team, we received our first Bronze Certification through the Sustainable Jersey program. It was the culmination of a lot of hard work from a small group of dedicated people.

Over the next six years we would achieve certification in 2016, 2017, 2019, and 2020.

Now, in what is my tenth year leading the Keyport Green Team, we are on target for a sixth certification. The credit for this goes to all of the active members who have been on the team in the past or currently and not at all to those who were appointed and came to one meeting in January. We missed certification in 2018 in large part due to having a team of what should have been 14 people, getting the work done with five at a high point of attendance at meetings.

I try not to let myself get too bitter about what could have been if we had more involvement from the people who were appointed that year, but we likely would have reached the point we are at now much sooner. Even this past year, where we were unable to meet in person or put on any events, we still received certification thanks to having as many hands involved as possible.

It is with this reflection of the past decade of working with many people who have had more profound impacts on me than they may realize, I am requesting not to be appointed to the Green Team in 2022. At this time in my life, there are other aspects of my personal and professional life that I must prioritize. I hope to continue to be involved in volunteering with the borough in the future.

Thank you to everyone who has played a part in helping shape the Green Team into what it is today, I am grateful to have shared this experience with all of you. And to ensure that it is finally entered into public record, the Keyport Green Team strongly recommends that visitors and residents not urinate from the waterfront bulkhead.

Sincerely,

John P. Polewczak Jr.