

**BOROUGH OF KEYPORT**  
**MEETING AGENDA**  
**TUESDAY, APRIL 7, 2026 at 7:00 PM**  
**MUNICIPAL COMPLEX COUNCIL CHAMBERS**  
**70 W. FRONT STREET, KEYPORT, NJ**

**CALL TO ORDER: PM**

**SUNSHINE LAW NOTICE:**

**ROLL CALL:** \_\_ Councilmember Brady \_\_ Councilmember Bergen \_\_ Councilmember Kyne  
\_\_ Council President McNamara \_\_ Councilmember Merla \_\_ Councilmember Pecora \_\_ Mayor Araneo

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

**PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE**

**PROCLAMATIONS**

- 1 National Donate Life Month
- 2 National Child Abuse Prevention Month

**PUBLIC COMMENTS**

The Meeting is opened to the public for comments on **agenda items only**.

*Comments are limited to no more than five minutes per person.*

Opened: MM: 2<sup>ND</sup>: Closed: MM: 2<sup>ND</sup>:

**CONSENT AGENDA**

- R2026-127 Payment of Bills Listed on the April 7, 2026 Bills List
- R2026-128 Awarding and Confirming Emergency Contract Under New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-6 Resulting from an Emergent Condition and Awarded to Tri-State Property Maintenance
- R2026-129 Authorizing Execution of a Memorandum of Understanding between Monmouth County SPCA and the Borough of Keyport for Trap, Neuter and Release Program
- R2026-130 Authorizing Execution of a Memorandum of Understanding with the County of Monmouth Authorizing the Use of a Borough Vehicle for County of Monmouth Fire Investigations
- Amended* R2026-131 Appointment of Class 1 Special Law Enforcement Officers
- R2026-132 Authorizing the Issuance of a Social Affair Permit for Raritan Post 23 American Legion-May 23, 2026 (Rain Date May 24, 2026)
- R2026-133 Authorizing the Issuance of a Social Affair Permit for Keyport Yacht Club-June 6, 2026
- R2026-134 Authorizing the Issuance of a Social Affair Permit for Keyport Yacht Club-June 13, 2026
- R2026-135 Authorizing the Issuance of a Social Affair Permit for Keyport Yacht Club-July 3, 2026
- R2026-136 Authorizing Operation of Keyport Ghost Tours and Related Events for 2026
- Amended* R2026-137 Authorizing Keyport Bayfront Business Cooperative (KBBC) Event on Borough Property-Farmer's Market
- R2026-138 Approving Expansion of Existing Semi-Permanent Art Installation and Memorial Subject to Engineer Review and Approval

*Amended*

- R2026-139 Authorizing an Agreement between the Borough of Keyport and the Kiwanis Club of Keyport for Use of Fireman’s Park Parking Lot for a Flea Market
- R2026-140 Authorizing Execution of an Agreement with Stress Free Body for Yoga and Tai Chi at Waterfront Park
- R2026-141 Authorizing Participation of the Somerset County Vocational-Technical Schools Environmental Club in a Beach Cleanup Event
- R2026-142 Authorizing Municipal Auction of Surplus Property
- R2026-143 Appointing a Confidential Secretary to the Borough Administrator / Planning Board Secretary for the Borough of Keyport

**APPROVAL OF RESOLUTIONS**

Motion to approve resolutions on the Consent Agenda

MM: 2<sup>nd</sup>: Roll Call: Brady, Bergen, Kyne, McNamara, Merla, Pecora

**PUBLIC HEARING/ADOPTION OF ORDINANCE**

1. Ordinance No. 2026-05 – Background Checks for Volunteers

The Clerk reads the Ordinance by Title: **ORDINANCE AMENDING CHAPTER 2, “ADMINISTRATION,” BY CREATING NEW SECTION 2-7.10 “BACKGROUND CHECKS FOR BOROUGH OF KEYPORT VOLUNTEERS” THE CODE OF THE BOROUGH OF KEYPORT**

- 1a. Motion to Open Public Hearing MM: 2<sup>nd</sup>:
- 1b. Motion to Close Public Hearing MM: 2<sup>nd</sup>:
- 1c. Motion to adopt Ordinance MM: 2<sup>nd</sup>:  
Roll Call: Brady, Bergen, Kyne, McNamara, Merla, Pecora
- 1d. Motion authorizing the Clerk to publish the Ordinance as adopted MM: 2<sup>nd</sup>

**INTRODUCTION OF ORDINANCES**

1. Ordinance – Amending Water and Sewer Fees

The Clerk reads the Ordinance by Title: **ORDINANCE AMENDING VARIOUS FEES CONTAINED IN CHAPTER 14 ENTITLED “WATER AND SEWER” OF THE CODE OF THE BOROUGH OF KEYPORT**

- 1a. Motion to introduce:  
MM: 2<sup>nd</sup>: Roll Call: Brady, Bergen, Kyne, McNamara, Merla, Pecora
- 1b. Motion authorizing the Clerk to publish the Ordinance as introduced for a public hearing:  
MM: 2<sup>nd</sup>: Ayes: Nays:

*Amended*

2. Ordinance – Amending Water and Sewer Fees

The Clerk reads the Ordinance by Title: **ORDINANCE AMENDING CHAPTER 14 OF THE BOROUGH CODE TO INCORPORATE RECOMMENDATIONS TO ESTABLISH REVISED FEES FOR WATER SERVICES**

- 2a. Motion to introduce:  
MM: 2<sup>nd</sup>: Roll Call: Brady, Bergen, Kyne, McNamara, Merla, Pecora
- 2b. Motion authorizing the Clerk to publish the Ordinance as introduced for a public hearing:  
MM: 2<sup>nd</sup>: Ayes: Nays:

**3. Ordinance – COLA Ordinance**

The Clerk reads the Ordinance by Title: **ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

3a. Motion to introduce:

MM: 2<sup>nd</sup>: **Roll Call:** Brady, Bergen, Kyne, McNamara, Merla, Pecora

3b. Motion authorizing the Clerk to publish the Ordinance as introduced for a public hearing:

MM: 2<sup>nd</sup>: Ayes: Nays:

**STREET VACATION INITIAL REVIEW - AMENDMENT**

Governing Body Review of an Application to Vacate a Portion of Right-of-Way (ROW) of Monroe Street between Block 1, Lots 6&7

MM: 2<sup>nd</sup>: **Roll Call:** Brady, Bergen, Kyne, McNamara, Merla, Pecora

**NEW BUSINESS**

*Added* **BOROUGH ADMINISTRATOR REPORT**

**PUBLIC COMMENTS**

The Meeting is opened to the public for comments.

*Comments are limited to no more than five minutes per person.*

Opened: MM: 2<sup>ND</sup>: Closed: MM: 2<sup>ND</sup>:

*Amended* **EXECUTIVE SESSION**

R2026-144 - Authorizing a meeting not open to the Public in accordance with the provisions of the New Jersey Open Public Meetings Act, for the purpose of discussing attorney-client privileged matters concerning municipal property, personnel, and potential litigation pursuant to N.J.S.A. 10:4-12(b)(7) and N.J.S.A. 10:4-12(b)(8).

MM: 2<sup>nd</sup>: Ayes: Nays:

**ADJOURNMENT**

Motion to Adjourn MM: 2<sup>nd</sup>:

R26-127

# RESOLUTION FOR THE PAYMENT OF BILLS

APRIL 7, 2026

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.	\$ 3,639,002.01
	UTILITY FUND	\$ 436,228.67
	PAYROLL	\$ 34,787.82
	ANIMAL CONTROL	\$ 1,617.00
	OPEN SPACE TRUST	\$ 22,265.70
	CONSOLIDATED TRUST	\$ 13,665.00

AUTHORIZED PER RESOLUTION

PASSED:

APPROVED:

\_\_\_\_\_  
MAYOR ROSE P. ARANEO

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 NO. 2026-****RESOLUTION AWARDING AND CONFIRMING EMERGENCY CONTRACT UNDER  
NEW JERSEY LOCAL PUBLIC CONTRACTS LAW, N.J.S.A. 40A:11-6 RESULTING  
FROM AN EMERGENCY CONDITION AND AWARDED TO  
TRI-STATE PROPERTY MAINTENENCE**

**WHEREAS** an emergency has arisen with respect to a severe winter storm bringing over 24" inches of snow on February 22, 2026, through February 23, 2026; and

**WHEREAS**, the Public Works Manager has certified the emergency existed and the need for additional snow removal services were needed to help the department of public work clear and remove the snow; and

**WHEREAS**, the Chief Financial Officer and Qualified Purchasing Agent have certified the need to enter an emergency contract for snow removal services; and

**WHEREAS**, the Borough may, in accordance with the Local Public Contracts Law (N.J.S.A. 40A:11-6 et seq.), negotiate or award a contract without public advertising for bids therefore, notwithstanding that the contract price will exceed the bid threshold, when such emergency affects the public health, safety or welfare; and

**WHEREAS**, Tri-State Property Maintenance LLC 165 Railroad Ave Belford, NJ 07718 and Apollo Excavation 110 West Front Street Keyport, NJ 07735 were able to respond during the emergency and provide snow removal for the Borough of Keyport for a total contract price not to exceed \$175,200; and

**WHEREAS**, the Chief Financial Officer has certified that funds are available via budget account 6-01-26-290-290-299; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Keyport hereby approve and confirm the contract award for emergency services per N.J.S.A. 40A:11-6 et seq. to Tri-State Property Maintenance and Apollo Excavation 110 West Front Street Keyport, NJ 07735 in the amount not to exceed \$175,200.

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

**RESOLUTION NO. 2026 -**

**RESOLUTION AUTHORIZING EXECUTION OF MEMORANDUM OF UNDERSTANDING BETWEEN MONMOUTH COUNTY SPCA AND THE BOROUGH OF KEYPORT FOR TRAP, NEUTER AND RELEASE PROGRAM**

**WHEREAS**, the Borough of Keyport has identified a need to implement a Trap, Neuter, and Release (TNR) Program due to the presence of feral cats within the community; and

**WHEREAS**, the Monmouth County SPCA has agreed to perform all services necessary to implement and administer the Trap, Neuter, and Release Program; and

**WHEREAS**, the Monmouth County SPCA has provided a proposed Memorandum of Understanding (MOU) to the Borough of Keyport outlining the terms and conditions for such services, including a cost of \$80 per feral cat, to be shared equally between the Borough of Keyport and the County of Monmouth, with each responsible for \$40 per cat; and

**WHEREAS**, the program shall be limited to a maximum of one hundred (100) cats per year, or until available funding has been exhausted; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, that the Borough hereby authorizes participation in a Trap, Neuter, and Release Program in partnership with the Monmouth County SPCA; and

**BE IT FURTHER RESOLVED** that the Mayor and/or Borough Administrator are hereby authorized to execute the Memorandum of Understanding with the Monmouth County SPCA, consistent with the terms set forth herein; and

**BE IT FURTHER RESOLVED** that said Memorandum of Understanding shall be effective April 7, 2026 and shall expire on December 31, 2026, unless extended or terminated in accordance with its terms.

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

**RESOLUTION NO. 2026-****RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING WITH THE COUNTY OF MONMOUTH AUTHORIZING THE USE OF A BOROUGH VEHICLE FOR COUNTY OF MONMOUTH FIRE INVESTIGATIONS**

**WHEREAS**, the County of Monmouth and the Borough of Keyport have expressed an interest in allowing Brendan Parker to utilize his Borough vehicle for County of Monmouth Fire Marshal investigations; and

**WHEREAS**, the County of Monmouth will furnish up to three (3) tanks of fuel per month, and the Borough of Keyport will maintain the insurance on the vehicle; and

**WHEREAS**, the parties wish to formalize the terms and conditions of such use through a Memorandum of Understanding;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, as follows:

1. The Borough of Keyport hereby authorizes the execution of a Memorandum of Understanding with the County of Monmouth for the use of a Borough vehicle by Brendan Parker in connection with Fire Marshal investigations.
2. The use of said vehicle shall continue until the termination of employment with either the Monmouth County Fire Marshal's Office or the Borough of Keyport, unless otherwise modified or terminated by mutual agreement.
3. The Mayor and/or Borough Administrator are hereby authorized to execute said Memorandum of Understanding and any related documents necessary to effectuate this Resolution.

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

Amended  
R26-131

RESOLUTION NO. 2026-

**APPOINTMENT OF CLASS I SPECIAL LAW ENFORCEMENT OFFICERS**

*Dennis Buonagura, Gianna Chiaccheri, Louis Chiaccheri, Nicholas Espada, Robert Lambiase ADDED*

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

**WHEREAS**, N.J.S.A.40A:14-146.8 et seq. authorizes the appointment of Special Law Enforcement Officers (SLEO) for a term not to exceed one (1) year; and

**WHEREAS**, Section 3-5.9 of the Borough Code provides for the appointment of special law enforcement officers subject to approval by resolution of the Borough Council; and

**WHEREAS**, the Chief of Police has recommended the appointment of Dennis Buonagura, Gianna Chiaccheri, Louis Chiaccheri, Nicholas Espada, and Robert Lambiase as Class I Special Law Enforcement Officers and the Borough Administrator, as the designated Appropriate Authority, approves the recommendation.

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

1. The appointment of Dennis Buonagura, Gianna Chiaccheri, Louis Chiaccheri, Nicholas Espada, and Robert Lambiase as a Class I Special Law Enforcement Officers effective April 8, 2026, for a term ending December 31, 2026, is hereby ratified and confirmed, contingent upon the successful completion of a pre-employment physical examination.
2. All Class I Special Law Enforcement Officers shall be compensated at an hourly rate of \$17 per hour.
3. The Borough Clerk is directed to forward certified copies of this resolution to the Chief of Police and Borough Administrator.

ADDED

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

**RESOLUTION NO. 2026-**

**AUTHORIZING THE ISSUANCE OF A SOCIAL AFFAIR  
PERMIT FOR RARITAN POST 23 AMERICAN LEGION**

*May 23, 2026 (Rain Date May 24, 2026)*

**WHEREAS**, Raritan Post 23 American Legion has filed an application for a Social  
Affair Permit for an event to be held May 23, 2026 (rain date May 24, 2026) from 10:00 AM  
to 11:59 PM at 81 W. Front Street, Keyport, New Jersey; and

**WHEREAS**, the application is complete in all respects.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the  
Borough of Keyport hereby authorize the issuance of the Social Affair Permit to Raritan Post  
23 American Legion for a Food Truck Fest to be held May 23, 2026 (rain date May 24, 2026)  
from 10:00 AM to 11:59 PM at 81 W. Front Street, Keyport, New Jersey.

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

**RESOLUTION NO. 2026-**

**AUTHORIZING THE ISSUANCE OF A SOCIAL AFFAIR PERMIT  
FOR KEYPORT YACHT CLUB**

*June 6, 2026*

**WHEREAS**, Keyport Yacht Club has filed an application for a Social Affair Permit for an event to be held June 6, 2026, from 2:00 PM to 5:00 PM at 115 First Street, Keyport, New Jersey; and

**WHEREAS**, the application is complete in all respects.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Keyport hereby authorize the issuance of the Social Affair Permit to Keyport Yacht Club for an Open House event to be held June 6, 2026, from 2:00 PM to 5:00 PM at 115 First Street, Keyport, New Jersey.

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

R25-134

**RESOLUTION NO. 2026-**

**AUTHORIZING THE ISSUANCE OF A SOCIAL AFFAIR PERMIT  
FOR KEYPORT YACHT CLUB**

*June 13, 2026*

**WHEREAS**, Keyport Yacht Club has filed an application for a Social Affair Permit for an event to be held June 13, 2026, from 11:00 AM to 10:00 PM at 115 First Street, Keyport, New Jersey; and

**WHEREAS**, the application is complete in all respects.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Keyport hereby authorize the issuance of the Social Affair Permit to Keyport Yacht Club for a Sailboat Regatta and Charity Dinner Fundraiser to be held June 13, 2026, from 11:00 AM to 10:00 PM at 115 First Street, Keyport, New Jersey.

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

**RESOLUTION NO. 2026-**

**AUTHORIZING THE ISSUANCE OF A SOCIAL AFFAIR PERMIT  
FOR KEYPORT YACHT CLUB**

*July 3, 2026*

**WHEREAS**, Keyport Yacht Club has filed an application for a Social Affair Permit for an event to be held July 3, 2026, from 4:00 PM to 9:00 PM at 115 First Street, Keyport, New Jersey; and

**WHEREAS**, the application is complete in all respects.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Keyport hereby authorize the issuance of the Social Affair Permit to Keyport Yacht Club for a Sail4th Celebration to be held July 3, 2026, from 4:00 PM to 9:00 PM at 115 First Street, Keyport, New Jersey.

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

**RESOLUTION NO. 2026**

**AUTHORIZING OPERATION OF KEYPORT GHOST TOURS  
AND RELATED EVENTS FOR 2026**

**WHEREAS**, Jersey Shore Ghost Tours has successfully operated the Keyport Ghost Tour for the past 20 years and proposes to continue the tours in 2026, including a Historical Walking Tour and a Ghostly Pirate Treasure Hunt; and

**WHEREAS**, the tours will take place on public sidewalks and crosswalks, begin at The Parlour, 8 Main Street, and will be conducted in a safe and organized manner; and

**WHEREAS**, the operator has secured insurance naming the Borough of Keyport as an additional insured and agrees to notify the Police Department of scheduled events;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Keyport that Jersey Shore Ghost Tours is hereby authorized to operate:

- Keyport Ghost Tours on Saturday evenings, April through December 2026;
- Keyport Historical Tours on Saturday and Sunday afternoons, May through December 2026;
- Ghostly Pirate Treasure Hunt Tours, privately scheduled, June through September 2026;
- Additional private tours, as weather and demand allow.

**BE IT FURTHER RESOLVED**, that the tours shall follow applicable safety guidelines and be coordinated with Borough officials as necessary.

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately upon adoption and that a copy be provided to the Keyport Police Chief.

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

Amended  
R26-137

RESOLUTION NO. 2026-

**AUTHORIZING KEYPORT BAYFRONT BUSINESS COOPERATIVE  
(KBBC) WEEKLY EVENT ON BOROUGH PROPERTY**

*Farmer's Market*

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

**WHEREAS**, the Borough established the Keyport Business Improvement District (the "**District**") pursuant to *N.J.S.A. 40:56-65 et seq.* by Borough Ordinance No. 25-99, as amended by Borough Ordinance No. 6-02; and

**WHEREAS**, by Borough Ordinance No. 15-13, the Borough designated the non-profit corporation Keyport BID, Inc. (also known as the Keyport Bayfront Business Cooperative, Inc., and hereinafter referred to as the "**KBBC**"), incorporated pursuant to *N.J.S.A. 15A:1-1 et seq.*, as the District Management Corporation for the District; and

**WHEREAS**, the KBBC has requested authorization to hold a farmer's market in Fireman's Park parking lot every Thursday from noon to 6PM from May through November 2026; and

*ADDED* **WHEREAS**, the KBBC understands that due to anticipated construction activities, Fireman's Park parking lot may not be available for use for the full duration of the requested time period; and

**WHEREAS**, a Use of Borough Property Application was provided by the KBBC to the Borough Clerk and the Police Chief; and

**WHEREAS**, the farmer's market will be held in collaboration with the Mayor's Wellness Campaign; and

**NOW, THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Keyport hereby authorizes the farmer's market taking place in Fireman's Park every Thursday from noon to 6PM from May through November in the year 2026, provided the lot is available.

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

R26-138

**RESOLUTION NO. 2026-\_\_**

**APPROVING EXPANSION OF EXISTING SEMI-PERMANENT ART INSTALLATION AND MEMORIAL, SUBJECT TO ENGINEER REVIEW AND APPROVAL**

**WHEREAS**, by Resolution No. 2025-173, the Borough of Keyport approved a semi-permanent memorial art installation honoring Charlie Merla at the intersection of First and Broad Streets; and

**WHEREAS**, the Arts Society of Keyport has requested approval to expand said installation; and

**WHEREAS**, the proposed expansion includes: (i) a painted rock garden created by Board of Education fifth grade students surrounding the existing memorial stone; (ii) a mini bookshelf to be provided and maintained by the Keyport Public Library; (iii) a historical information hub consisting of a wooden post with a QR code placard linking to historical content, to be provided by the Keyport Historical Society; and (iv) one tuft of seagrass on each side of the memorial, to be provided and maintained by the Arts Society of Keyport; and

**WHEREAS**, all proposed elements are semi-permanent in nature and capable of ready installation and removal; and

**WHEREAS**, the contributing entities shall assume responsibility for the installation, maintenance, and upkeep of their respective components; and

**WHEREAS**, the Mayor and Council find the proposed expansion to be appropriate and beneficial to the Borough.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, as follows:

1. The request to expand the existing Charlie Merla memorial and art installation is hereby approved.
2. Such approval is expressly conditioned upon review and written approval by the Borough Engineer.
3. The Arts Society of Keyport, Keyport Public Library, Keyport Historical Society, and Board of Education shall each be responsible for the installation, maintenance, and, if necessary, removal of their respective components, subject to Borough oversight.
4. The Borough reserves the right to require modification or removal of any element as deemed necessary for public safety or municipal purposes.
5. This resolution shall take effect immediately upon adoption.

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

**RESOLUTION NO. 2026-\_\_****AUTHORIZING AN AGREEMENT BETWEEN THE BOROUGH OF KEYPORT AND  
THE KIWANIS CLUB OF KEYPORT FOR USE OF FIREMAN'S PARK PARKING  
LOT FOR A FLEA MARKET**

**WHEREAS**, the Kiwanis Club of Keyport has requested authorization to conduct a flea market in the Fireman's Park parking lot for the 2026 season; and

**WHEREAS**, the proposed use is requested for the period of April 19, 2026 through August 30, 2026, subject to availability of the parking lot and non-interference with Borough events or construction activities; and

**WHEREAS**, the Kiwanis Club shall be permitted to utilize the premises between the hours of 7:00 a.m. and 4:00 p.m., with all vendors vacating and the site fully cleaned by 4:00 p.m. on each event date; and

**WHEREAS**, the Kiwanis Club shall otherwise be subject to the fee schedule established by Resolution No. 2023-57 for non-profit organizations; and

**WHEREAS**, notwithstanding the foregoing, the Borough desires to limit use to no more than two (2) Sundays in any one month, with no make-up dates permitted, at the reduced rate of \$150 per occurrence; and

**WHEREAS**, the Kiwanis Club shall execute an agreement with the Borough of Keyport prior to commencing the authorized activities.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, as follows:

1. The Kiwanis Club of Keyport is hereby authorized to conduct a flea market at Fireman's Park parking lot on no more than two (2) Sundays in any one month between April 19, 2026 and August 30, 2026, with specific dates to be coordinated with the Borough Clerk. No make-up dates shall be permitted. The Borough reserves the right to modify or cancel any scheduled date as necessary due to municipal needs, events, or construction.
2. The Kiwanis Club shall ensure that at least one member is present for the entire duration of each event, from set-up through final clean-up, to maintain orderly operations.
3. The Kiwanis Club shall provide signage identifying the event as the Keyport Kiwanis Flea Market.
4. Vendors shall not be permitted to set up outside of the authorized hours.
5. Use of the premises shall be limited to the hours of 7:00 a.m. to 4:00 p.m. on approved dates.
6. The Kiwanis Club shall ensure the premises are fully cleared of all vendors, materials, garbage, and debris no later than 4:00 p.m. on each event date.
7. The Borough of Keyport reserves the right to terminate the agreement at any time for any reason.

8. The Kiwanis Club shall be responsible for placing barricades in a designated location for pickup following each event.
9. The Kiwanis Club shall be solely responsible for all cleanup and disposal of garbage and debris.
10. The Kiwanis Club shall execute a hold harmless agreement and provide proof of insurance naming the Borough of Keyport as an additional insured.
11. The Kiwanis Club shall pay a reduced fee of \$150 per occurrence for use of municipal property in accordance with Resolution No. 2023-57.

**BE IT FURTHER RESOLVED** that the Mayor or Business Administrator is hereby authorized to execute the agreement on behalf of the Borough of Keyport.

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 held on April 7, 2026.

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Michele Clark, RMC  
Borough Clerk

RESOLUTION NO. 2026-

*Amended  
R26-140*

**AUTHORIZING EXECUTION OF AN AGREEMENT WITH  
STRESS FREE BODY FOR YOGA AND TAI CHI AT  
WATERFRONT PARK**

**WHEREAS**, the Mayor and Council of Keyport host certain programs during the summer at the waterfront; and

**WHEREAS**, the Mayor and Council feel it is beneficial to have programs including Yoga, and Tai Chi at Waterfront Park; and

**WHEREAS**, Stress Free Body ("SFB") submitted a proposal to provide Yoga and Tai Chi at Waterfront Park (the "Proposal"); and

**WHEREAS**, SFB will teach the classes at Waterfront Park to the right of the gazebo beginning June 2, 2026 through September 2, 2026, with September through November open for extended/special/rain/make up dates; and

**WHEREAS**, the Proposal provides that SFB will teach the classes at Waterfront Park on Tuesdays at 6:30 p.m.; Wednesdays at 8:00 a.m.; and Saturdays at 8:00 a.m., for 60 minutes each class; and

**WHEREAS**, the Borough seeks to execute an agreement (the "Agreement") with SFB consistent with the Proposal for a fee of \$750.00 for the season for use of the land at the proposed hours and times, and SFB agrees to include this as part of the Mayors Wellness Campaign at no cost to the Borough.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Keyport hereby authorize the Borough to enter into an agreement with SFB to teach Yoga and Tai Chi classes at Waterfront Park at a rate of \$750.00 for the season and to include this as part of the Mayors Wellness Campaign at no cost to the Borough.

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 held on April 7, 2026.

---

Michele Clark, RMC  
Borough Clerk

*Amended to  
remove "Thursday"  
Class and remove  
"reduced" rate.*

**RESOLUTION NO. 2026-\_\_****AUTHORIZING PARTICIPATION OF THE SOMERSET COUNTY VOCATIONAL-TECHNICAL SCHOOLS ENVIRONMENTAL CLUB IN A BEACH CLEANUP EVENT**

**WHEREAS**, the Somerset County Vocational-Technical Schools Environmental Club has requested to participate in a beach cleanup event within the Borough of Keyport; and

**WHEREAS**, said cleanup is scheduled for Tuesday, May 19, 2026, from 9:00 a.m. to 11:00 a.m.; and

**WHEREAS**, the Keyport Environmental Commission will coordinate and facilitate the cleanup at Cedar Street Park Dune; and

**WHEREAS**, the Environmental Commission has requested assistance from the Department of Public Works and the Borough in providing bottled water, garbage bags, post-event trash collection, and pizza lunch; and

**WHEREAS**, the Mayor and Council support community-based environmental initiatives that promote stewardship and preservation of the Borough's natural resources.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, as follows:

1. The participation of the Somerset County Vocational-Technical Schools Environmental Club in a beach cleanup event at Cedar Street Park Dune on May 19, 2026, is hereby authorized.
2. The Keyport Environmental Commission is authorized to coordinate and oversee the event.
3. The Department of Public Works is authorized to provide reasonable support for the event, including bottled water, garbage bags, and collection of refuse following the cleanup.
4. The Somerset County Vocational-Technical Schools Environmental Club shall provide a certificate of insurance naming the Borough of Keyport as an additional insured, in a form acceptable to the Borough, prior to the event.
5. This resolution shall take effect immediately upon adoption.

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 held on April 7, 2026.

---

Michele Clark, RMC  
Borough Clerk

**RESOLUTION NO. 2026-****AUTHORIZING MUNICIPAL AUCTION OF SURPLUS PROPERTY**

**WHEREAS**, the Borough of Keyport (the “Borough”) is the owner of certain surplus property that is no longer needed for public use as specifically identified and described on the attached Schedule “A” (“Surplus Property”); and

**WHEREAS**, the New Jersey Local Public Contracts Law, at N.J.S.A.40A:11-36, provides for the disposition of personal property owned by a municipality; and

**WHEREAS**, N.J.A.C.5:34-5.8 authorizes a governing body to contract with an electronic procurement platform to conduct an online public auction; and

**WHEREAS**, the Department of Community Affairs, Division of Local Government Services, has approved GovDeals, Inc. as an Internet based vendor authorized to conduct online auctions of municipal surplus property and GovDeals, Inc. is also an approved contractor under New Jersey State Contract No. 012821-GDI; and

**WHEREAS**, the Borough Administrator recommends the Borough utilize the services of GovDeals Inc. via [www.govdeals.com](http://www.govdeals.com) for the purpose of auctioning the Surplus Property under State Contract No. 012821-GDI; and

**WHEREAS**, the Borough reserves the right to reject all bids if determined to be in the public interest.

**WHEREAS**, in consideration for auctioning the Surplus Property on the Borough’s behalf, GovDeals, Inc. will be paid 7.5% of the winning bid (but not less than \$5.00) for each asset sold, paid directly by the Borough to GovDeals, Inc. from the proceeds of the sale; and

**WHEREAS**, all other terms and conditions of the auction of the Surplus Property and agreement with GovDeals, Inc. are available on the GovDeals, Inc. website [www.govdeals.com](http://www.govdeals.com).

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport, in the County of Monmouth, State of New Jersey, as follows:

1. The Borough, through the Chief of the Keyport Fire Department, with the approval of the Borough Administrator, is hereby authorized to sell the surplus property identified and described on the attached Schedule “A” (“Surplus Property”).

2. The Surplus Property shall be sold by public auction through the online auction site of [www.govdeals.com](http://www.govdeals.com) as more fully described herein.

3. In consideration for auctioning the Surplus Property on the Borough’s behalf, GovDeals, Inc. will be paid 7.5% of the winning bid (but not less than \$5.00) for each asset sold, paid directly by the Borough to GovDeals, Inc. from the proceeds of the sales.

4. The Borough shall publish in its official newspaper a Notice of this approved online auction together with a description of the Surplus Property to be sold. The auction shall not be held less than seven (7) days or more than 14 days after the latest publication of the Notice.

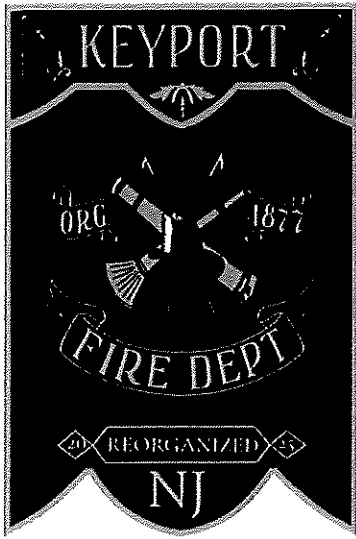
5. A certified copy of this Resolution shall be sent to the Division of Local Government Services, Department of Community Affairs, the Chief Financial Officer and the Qualified Purchasing Agent.

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 held on April 7, 2026.

---

Michele Clark, RMC  
Borough Clerk

SCHEDULE "A"



KEYPORT FIRE DEPARTMENT  
70 WEST FRONT STREEET  
KEYPORT, NJ 07735

732-739-3900  
22FIRE.ORG

03/10/2026

Hector Herrera

Administrator

Rose Araneo

Mayor

I have attached a list of items with photographs and descriptions. I am submitting the following request to surplus these listed items as excess equipment and are no longer needed for department use.

I highly recommend that the items be placed up for auction upon approval of the Mayor and Council. Unless otherwise directed by the Mayor and Council, I respectfully request that the revenue generated by this auction be made readily available to the fire department for use towards its reorganization.

Respectfully,  
**Jonathan Borsari**  
**Deputy Chief**

### **3<sup>rd</sup> Surplus Auction List**

**Lot 1: 3 Attic Ladders (2) 10 Foot , (1) 12 Foot**

**Lot 2: (4) Airbags**

**Lot 3: (1) Anchor**

**Lot 4: (8) Axes**

**Lot 5: (13) Bail Out Harnesses**

**Lot 6: (2) Cots**

**Lot 7: Dive Equipment**

**Lot 8: (7) Extinguishers**

**Lot 9: Foam Appliances**

**Lot 10: (2) Lengths of Forestry Hose**

**Lot 11: Hard Suction**

**Lot 12: 9 Red Helmets**

**Lot 13: Rescue Equipment**

**Lot 14: (4) Saws**

**Lot 15: SCBA Brackets**

**Lot 16: (68) SCBA Harnesses**

**Lot 17: Search Rope Bag**

**Lot 18: Various Shovels & Brooms**

**Lot 19: Various Nozzles**

**Lot 20: Various Hand Tools**

**Lot 21: Negative Pressure Fan**

**Lot 22: Various Power Reels**

R26-143

**RESOLUTION NO. 2026-\_\_**

**APPOINTING A CONFIDENTIAL SECRETARY TO THE BOROUGH  
ADMINISTRATOR / PLANNING BOARD SECRETARY FOR THE  
BOROUGH OF KEYPORT**

*Keri Somerville*

**WHEREAS**, a Confidential Secretary to the Borough Administrator / Planning Board Secretary is needed by the Borough of Keyport due to the retirement of Denise Nellis; and

**WHEREAS**, the Governing Body wishes to appoint Keri Somerville to the position of Confidential Secretary to the Borough Administrator / Planning Board Secretary for the Borough of Keyport.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport that Keri Somerville is hereby appointed as Confidential Secretary to the Borough Administrator / Planning Board Secretary, at a pro-rated annual salary of \$65,000 effective April 8, 2026, with a \$3,000 increase upon successful completion of the Planning Board Secretary Certification.

**BE IT FURTHER RESOLVED AS FOLLOWS:**

1. Keri Somerville shall be entitled to all other employee benefits as provided to the full-time employees, including health, dental, paid holidays, and life insurance, and as per policies in effect pertaining to said benefits.
2. Keri Somerville's appointment is subject to the successful completion of a background check, reference check, and execution of an offer of employment letter.
3. A copy of this resolution shall be provided to Keri Somerville by the Borough Clerk along with any documents necessary to effectuate this appointment.

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of a Resolution adopted by the Mayor and Council of the Borough of Keyport at their Regular Meeting held on April 7, 2026.

---

Michele Clark, RMC  
Borough Clerk

ORDINANCE NO. 2026-

ORDINANCE AMENDING CHAPTER 2, "ADMINISTRATION," BY CREATING NEW SECTION 2-7.10 "BACKGROUND CHECKS FOR BOROUGH OF KEYPORT VOLUNTEERS" THE CODE OF THE BOROUGH OF KEYPORT

WHEREAS, the Borough of Keyport (the "Borough") is desirous of amending Chapter 2, "Administration," by creating new Section 2-7.10, "Background Checks for Borough of Keyport Volunteers";

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Keyport that the following new Subsection of Chapter 2 of the Borough Code be and is hereby created to read as follows:

Deletions are noted by ~~strikethroughs~~

Additions are indicated in **bold underline**

Language that remains unchanged is not highlighted in anyway

SECTION I

Chapter 2 Administration

§2-7.10 Criminal History Background Checks for Borough Volunteers; Costs.

- a. Establishment. There is hereby established a requirement for criminal history background checks of all Borough volunteers. The Borough Administrator or Chief of Police are hereby authorized to require a criminal history background check of any person in accordance with N.J.S.A. 40:48-1.4 for any governmental purpose, including but not limited to all current members and all applicants of any Borough board, commission or committee in which the members are appointed by the Mayor or Borough Council.
  1. All persons subject to the mandatory criminal history background checks under this Subsection shall submit to being fingerprinted in accordance with applicable state and federal laws, rules and regulations. The Borough Administrator and/or Chief of Police are authorized to exchange fingerprint data with and receive criminal history information from the State Bureau of Identification in the Division of State Police and the Federal Bureau of Investigation. Any person who has submitted to a criminal background check, upon request shall be permitted to review the results of the check.
  2. The Borough of Keyport shall bear the costs associated with conducting the criminal history record background checks for Borough Volunteers.

- b. Disqualification from Service. A person will be automatically disqualified from serving as a volunteer of a Borough board, commission or committee if that person refuses to submit to the mandatory criminal history background check required by this Subsection.
- c. Crime or Disorderly Person's Offense. A person will also be disqualified from serving as a volunteer of a Borough board, commission or committee if that person's criminal history background check reveals a record of conviction for any crime, disorderly person's offense or crime of moral turpitude, including but not limited to the following:
1. Involving danger to the person, meaning those crimes and disorderly persons offenses as set forth in N.J.S.A. 2C:11-1 et seq., such as criminal homicide; N.J.S.A. 2C:12-1 et seq., such as assault, reckless endangerment, threats, stalking; N.J.S.A. 2C:13-1 et seq., such as kidnapping; N.J.S.A. 2C:14-1 et seq., such as sexual assault; or N.J.S.A. 2C:15-1 et seq., such as robbery;
  2. Against the family, children or incompetents, meaning those crimes and disorderly persons offenses set forth in N.J.S.A. 2C:24-1 et seq., such as endangering the welfare of a child;
  3. Involving theft, as set forth in Chapter 20 of Title 2C of the New Jersey Statutes;
  4. Involving any controlled dangerous substance or controlled substance analog as set forth in Chapter 35 of Title 2C of the New Jersey Statutes, except Paragraph (4) of Subsection (a) of N.J.S.A. 2C:35-10, possession of 50 grams or less of marijuana.
- d. Conduct in any other state which, if committed in New Jersey would constitute a crime or disorderly person's offense shall be considered a disqualifying offense.
- e. Challenge of Accuracy. If the criminal history background check results in disqualification of a volunteer or applicant for any reason, such person shall be provided an opportunity to challenge the accuracy of the information contained therein. The person shall be afforded a reasonable period of time to correct their record and provide an amended record. Failure to do so within a reasonable time period shall result in disqualification.
- f. Appeals by Applicant/Volunteer; Appeal Committee. An appeal based on rehabilitation shall be made to an appeal committee which shall consist of the Chief of Police, Borough Administrator and a designee of the governing body. The appeal committee is hereby designated to hear an appeal that is brought forth by any person deemed disqualified as a result of a criminal history check. The person shall have 30 days from the receipt of the notice of disqualification to petition the appeal committee for a review.
- g. Results Not Automatically Disqualifying. A current volunteer or applicant for volunteer position need not be automatically disqualified from serving as a

volunteer on a basis of conviction disclosed in a criminal history background check if said person has affirmatively demonstrated to the appeal committee clear and convincing evidence of his or her rehabilitation. The appeal committee may consider the following factors:

1. The nature and responsibility of the position which the convicted person would hold;
  2. The nature and seriousness of the offense;
  3. The circumstances under which the offense occurred;
  4. The date of the offense and if sufficient time has passed;
  5. The age of the person when the offense was committed;
  6. Whether the offense was an isolated or repeated incident;
  7. Any social conditions which may have contributed to the offense;
  8. Any evidence of rehabilitation, including good conduct, counseling or psychiatric treatment received.
- h. The appeals committee shall limit its use of criminal history record information solely to the individual for which it was obtained, and the criminal history record information furnished shall not be disseminated to persons or organizations not authorized to receive the records for authorized purposes. This information shall be limited solely to the authorized purpose for which it was given, and it shall not be disseminated to any unauthorized person. Any person violating federal or state regulations governing access to criminal history records information may be subject to criminal and/or civil penalties.
- i. If the appeals committee determines that the disqualified person has been successfully rehabilitated, it shall enter that person's name on the list of qualified volunteers maintained by the Borough Clerk.

## SECTION II

If any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudications shall apply to the section, paragraph, subsection, clause, or provision so adjudicated, and the remainder of the Ordinance shall be deemed valid in effect.

## SECTION III

Any ordinance or parts thereof in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

## SECTION IV

This Ordinance shall take effect upon passage and publication in accordance with the applicable law.

Introduced: March 17, 2026  
Public Hearing: April 7, 2026  
Adopted:

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Michele Clark, RMC  
Borough Clerk

---

Mayor Rose P. Araneo  
Borough of Keyport

# MidAtlantic

March 5, 2026

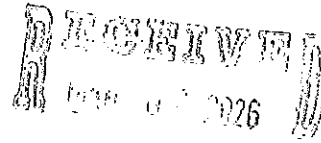
Project No. PFD-2101

Via Fed Ex and emailed [mclark@keyportonline.com](mailto:mclark@keyportonline.com)

Borough of Keyport  
70 West Front Street  
Borough of Keyport, NJ 07735

Attention: Michele Clark, Borough Clerk

Reference: *Preferred Mechanical Inc.  
ROW – Road Vacation  
18 Madison Street  
Borough of Keyport, Monmouth County*



Dear Council Members:

As requested and in order to schedule the ROW Road Vacation request before the Council, enclosed please find the following materials. It is our understanding these are the last documents required in order to complete the ROW Road Vacation process, prior to being approved by the Council.

MidAtlantic revised the survey to correct the location of Monroe Street. Subsequently, the Right-of-Way vacation was revised to vacate half of the Right-of-Way width (20 feet) to Lot 6, and half to Lot 7.

- Two (2) copies of the **Boundary & Topographic Survey for Block 1, Lots 6 & 7**, last revised 2/19/26, signed and sealed.
- Two (2) copies of the **Right-of-Way Vacation Plan for a portion of Monroe Street** (40 foot wide public right of way), last revised 2/19/2026, signed and sealed.
- Two (2) copies of the **Description for the Right-of-Way Vacation for a portion of Monroe Street**, last revised February 19, 2026.

If you have any questions, please feel free to contact our office at 609-541-7039 or via email [iburton@midatlanticeng.com](mailto:iburton@midatlanticeng.com).

Best Regards,  
**MidAtlantic Engineering Partners, LLC.**

A handwritten signature in black ink, appearing to read "Ian A. Burton". The signature is stylized and cursive.

Ian A. Burton, P.E.

IAB/js  
Enclosures

Cc: Trever Tayllor, CME w/attachments emailed [trevort@cmeusa1.com](mailto:trevort@cmeusa1.com)

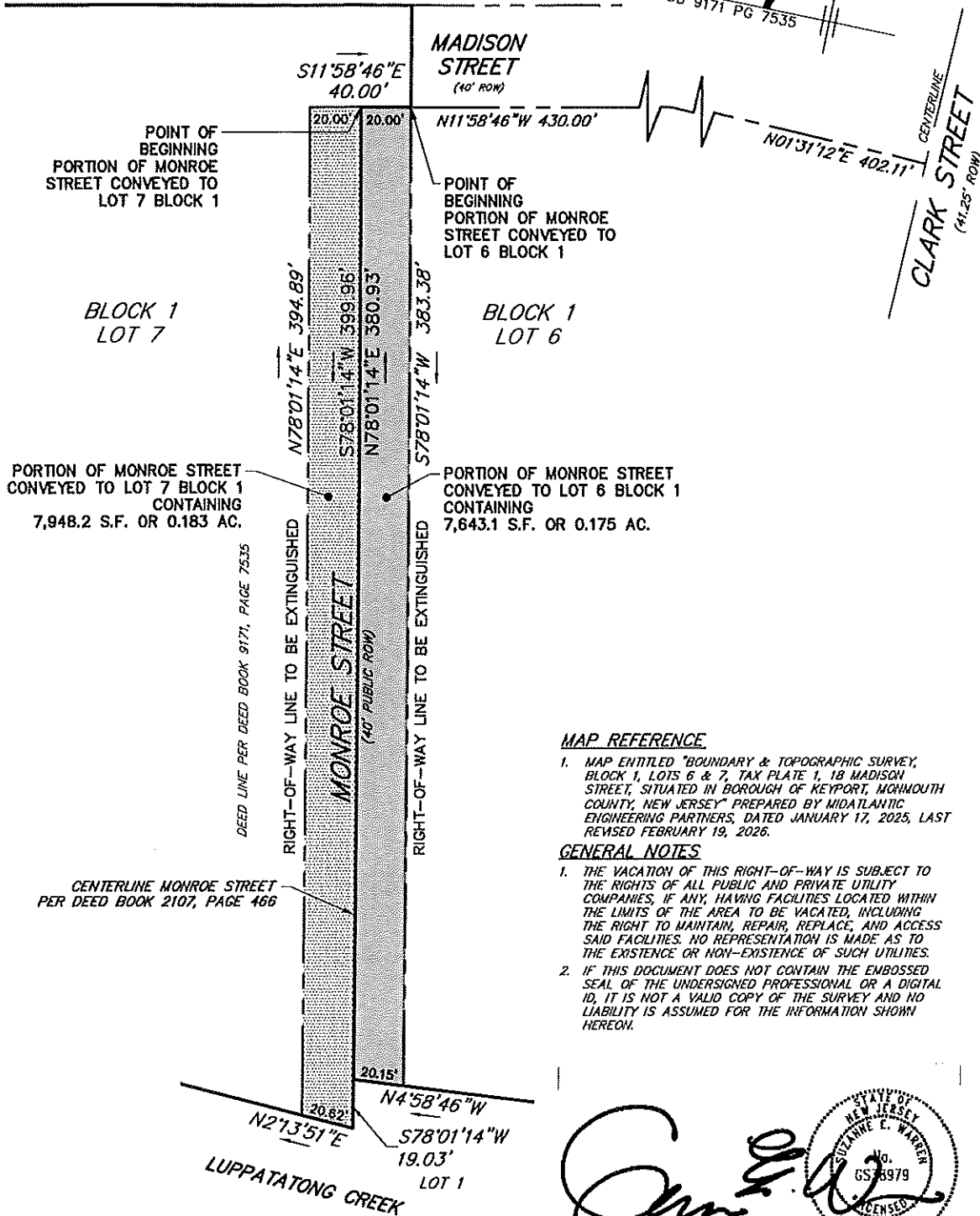
2026B Briggs Road, Suite 300  
Mt Laurel, NJ 08054  
609.910.4450  
Corporate Headquarters

18 Cattano Avenue, Suite 3A  
Morristown, NJ 07960  
973.582.9986

1971 Highway 34, Suite 201  
Wall Township, NJ 07719  
732.722.5899

321 W State Street  
Media, PA 19063  
610.565.0200

AREA OF NEW JERSEY STATE HIGHWAY ROUTE 35



**MAP REFERENCE**

1. MAP ENTITLED "BOUNDARY & TOPOGRAPHIC SURVEY, BLOCK 1, LOTS 6 & 7, TAX PLATE 1, 18 MADISON STREET, SITUATED IN BOROUGH OF KEYPORT, MONMOUTH COUNTY, NEW JERSEY" PREPARED BY MIDATLANTIC ENGINEERING PARTNERS, DATED JANUARY 17, 2025, LAST REVISED FEBRUARY 19, 2026.

**GENERAL NOTES**

1. THE VACATION OF THIS RIGHT-OF-WAY IS SUBJECT TO THE RIGHTS OF ALL PUBLIC AND PRIVATE UTILITY COMPANIES, IF ANY, HAVING FACILITIES LOCATED WITHIN THE LIMITS OF THE AREA TO BE VACATED, INCLUDING THE RIGHT TO MAINTAIN, REPAIR, REPLACE, AND ACCESS SAID FACILITIES. NO REPRESENTATION IS MADE AS TO THE EXISTENCE OR NON-EXISTENCE OF SUCH UTILITIES.
2. IF THIS DOCUMENT DOES NOT CONTAIN THE EMBOSSED SEAL OF THE UNDERSIGNED PROFESSIONAL OR A DIGITAL ID, IT IS NOT A VALID COPY OF THE SURVEY AND NO LIABILITY IS ASSUMED FOR THE INFORMATION SHOWN HEREON.

*Suzanne E. Warren*

**Suzanne E. Warren, P.L.S.**

PROFESSIONAL LAND SURVEYOR  
 N.J. Lic. No. GS03897900

02/19/2026  
 Date

2/19/26	REVISE MONROE STREET ROW	DT	JMA
---------	--------------------------	----	-----

**MidAtlantic**  
 Engineering Partners

**RIGHT-OF-WAY VACATION PLAN**  
 A PORTION OF  
 MONROE STREET  
 40-FOOT WIDE PUBLIC RIGHT-OF-WAY

DRAWN BY: DT	CHECKED BY: JMA
HORIZONTAL SCALE: 1"=40'	VERTICAL SCALE: N/A
PROJECT No.: PF2-2101	
DATE: 1/17/2025	

SITUATED IN  
 BOROUGH OF KEYPORT, MONMOUTH COUNTY, NEW JERSEY

January 17, 2025  
Revised: February 19, 2026

PFD-2101

**DESCRIPTION**  
**FOR**  
**RIGHT-OF-WAY VACATION**  
**OF A PORTION OF MONROE STREET**

SITUATED IN  
**BOROUGH OF KEYPORT, MONMOUTH COUNTY, NEW JERSEY**

All that certain tract, lot or parcel of land and premises situate, lying and being in the Borough of Keyport, in the County of Monmouth, and the State of New Jersey.

**BEGINNING** at a point on the westerly right-of-way line and northerly terminus of Madison Street (40' right-of-way width), said point being the following two (2) courses from where said right-of-way line extended intersects with the centerline of Clark Street (41.25' right-of-way width):

- a. North 01 degrees 31 minutes 12 seconds East, a distance of 402.11 feet to an angle point on said westerly right-of-way line of Madison Street; thence
- b. On same, North 11 degrees 58 minutes 46 seconds West, a distance of 430.00 feet to the point and place of **BEGINNING**; thence
1. On the southerly right-of-way line of Monroe Street, South 78 degrees 01 minutes 14 seconds West, a distance of 383.38 feet to a point, said point being a common point between the most southwesterly terminus of Monroe Street and the common line between Lots 6 and 1, Block 1; thence
2. North 04 degrees 58 minutes 46 seconds West, a distance of 20.15 feet to a point, said point being the centerline of Monroe Street; thence
3. On said centerline of Monroe Street, South 78 degrees 01 minutes 14 seconds West, a distance of 19.03 feet to a point, said point being a common point between the most westerly terminus of the centerline of Monroe Street and the common line between Lots 7 and 1, Block 1; thence
4. On said common line between Lots 7 & 1, Block 1, said line also being the westerly terminus of Monroe Street, North 02 degrees 13 minutes 51 seconds East, a distance of 20.62 feet to a point, said point being on the northerly right-of-way line of Monroe Street; thence
5. On said northerly right-of-way line of Monroe Street, North 78 degrees 01 minutes 14 seconds East, a distance of 394.89 feet to a point; thence
6. South 11 degrees 58 minutes 46 seconds East, a distance of 40.00 feet to the point and place of **BEGINNING**.

Containing 15,591.3 S.F. or 0.358 Acres of land more or less.

2026B Briggs Road, Suite 300  
Mt Laurel, NJ 08054  
609.910.4450  
Corporate Headquarters

18 Cattano Avenue, Suite 3A  
Morristown, NJ 07960  
973.582.9986

1971 Highway 34, Suite 201  
Wall Township, NJ 07719  
732.722.5899

321 W State Street  
Media, PA 19063  
610.565.0200

Portion of Monroe Street conveyed to Lot 6, Block 1:

**BEGINNING** at a point on the westerly right-of-way line and northerly terminus of Madison Street (40' right-of-way width), said point being the following two (2) courses from where said right-of-way line extended intersects with the centerline of Clark Street (41.25' right-of-way width):

- a. North 01 degrees 31 minutes 12 seconds East, a distance of 402.11 feet to an angle point on said westerly right-of-way line of Madison Street; thence
  - b. On same, North 11 degrees 58 minutes 46 seconds West, a distance of 430.00 feet to the point and place of **BEGINNING**; thence
1. On the southerly right-of-way line of Monroe Street, South 78 degrees 01 minutes 14 seconds West, a distance of 383.38 feet to a point, said point being a common point between the most southwesterly terminus of Monroe Street and the common line between Lots 6 and 1, Block 1; thence
  2. North 04 degrees 58 minutes 46 seconds West, a distance of 20.15 feet to a point, said point being on the centerline of Monroe Street; thence
  3. On said centerline of Monroe Street, North 78 degrees 01 minutes 14 seconds East, a distance of 380.93 feet to a point; thence
  4. South 11 degrees 58 minutes 46 seconds East, a distance of 20.00 feet to the point and place of **BEGINNING**.

Containing 7,643.1 S.F. or 0.175 Acres of land more or less.

Portion of Monroe Street conveyed to Lot 7, Block 1:

**BEGINNING** at a point on the westerly right-of-way line of Madison Street (40' right-of-way width), said point being the following two (2) courses from where said right-of-way line extended intersects with the centerline of Clark Street (41.25' right-of-way width):

- a. North 01 degrees 31 minutes 12 seconds East, a distance of 402.11 feet to an angle point on said westerly right-of-way line of Madison Street; thence
  - b. On same, North 11 degrees 58 minutes 46 seconds West, a distance of 450.00 feet to the point and place of **BEGINNING**; thence
1. On the centerline of Monroe Street, South 78 degrees 01 minutes 14 seconds West, a distance of 399.96 feet to a point, said point being a common point between the most westerly terminus of the centerline of Monroe Street and the common line between Lots 7 and 1, Block 1; thence
  2. On said common line between Lots 7 & 1, Block 1, said line also being the westerly terminus of Monroe Street, North 02 degrees 13 minutes 51 seconds East, a distance of 20.62 feet to a point, said point being on the northerly right-of-way line of Monroe Street; thence

3. On said northerly right-of-way line of Monroe Street, North 78 degrees 01 minutes 14 seconds East, a distance of 394.89 feet to a point; thence
4. South 11 degrees 58 minutes 46 seconds East, a distance of 20.00 feet to the point and place of **BEGINNING**.

Containing 7,948.2 S.F. or 0.183 Acres of land more or less.

This description is in accordance with a plan entitled "Right-of-Way Vacation Plan, a portion of Monroe Street, 40-Foot Wide Public Right-of-Way...", situated in Borough of Keyport, Monmouth County, New Jersey" prepared by MidAtlantic Engineering Partners, dated January 17, 2025, last revised February 19, 2026.

Prepared By:  
**MidAtlantic Engineering Partners**

A handwritten signature in black ink, appearing to read "Suzanne E. Warren", is written over a circular professional seal. The seal is for the State of New Jersey, Professional Land Surveyor, Suzanne E. Warren, License No. GS38979. The seal text includes "STATE OF NEW JERSEY", "SUZANNE E. WARREN", "No. GS38979", "LICENSED", and "LAND SURVEYOR".

Suzanne E. Warren  
Professional Land Surveyor  
New Jersey License No. GS38979

Amended  
R26-1224

RESOLUTION NO. 2026-

RESOLUTION OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY AUTHORIZING A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12.

WHEREAS, N.J.S.A. 10:4-12 provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by resolution; and

WHEREAS, it is necessary for the governing body to meet in a session not open to the public for the purpose of discussing attorney-client privileged matters concerning municipal property, personnel, and potential litigation pursuant to N.J.S.A. 10:4-12(b)(7) and N.J.S.A. 10:4-12(b)(8).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Council of the Borough of Keyport, County of Monmouth, State of New Jersey as follows:

1. The Mayor and Council assembled in public session on April 7, 2026, and determined that an Executive Session closed to the public shall be held on April 7, 2026, at approximately 7:00 p.m. at Borough Hall located at 70 West Front Street, Keyport, New Jersey, for the discussion of matters relating to the specific items designated above.
2. It is anticipated at this time the above-stated subject matter may be made public in approximately sixty days or at such time as any litigation or matters discussed are resolved.
3. This resolution will take effect immediately.

RECORDED VOTE						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady						
Bergen						
Kyne						
McNamara						
Merla						
Pecora						

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 held on April 7, 2026.

\_\_\_\_\_  
Michele Clark, RMC  
Borough Clerk