

**BOROUGH OF KEYPORT**  
**MEETING AGENDA**  
**TUESDAY, JANUARY 20, 2026, 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 Gross \_\_\_ 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**

**REGULAR AGENDA**

R2026-66 Accepting the Resignation of Councilman Stephen D. Gross and Extending Thanks and Best Wishes

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

R2026-66A Appointing Robert Bergen to Temporarily Fill a Vacant Council Seat

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

**OATH OF OFFICE**

Administered to newly appointed Councilmember Robert Bergen

**EXECUTIVE SESSION**

R2026-67 - Authorizing a meeting not open to the Public in accordance with the provisions of the New Jersey Open Public Meetings Act, pursuant to N.J.S.A. 10:4-12(b)(8) for the purpose of discussing candidates interviewed for the Borough Administration position.

**RESOLUTION**

R2026-68 Appointing Business Administrator for the Borough of Keyport

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

**PROCLAMATION**

Dr. Martin Luther King Jr. Day

**COMMITTEE REPORTS**

*(Councilmember is lead or co-lead liaison of Committees in bold)*

**Councilmember Brady:** Environmental, Fire/First Aid/OEM, Recreation/Senior Center, Municipal Alliance, Green Team

**Councilmember Vacancy: KBBC, Police, Recycling, Health/Registrar/Construction/Fire Bureau/Code Enforcement/Zoning**

**Councilmember Kyne: Redevelopment, NPP, Finance/Grants, Public Works/Water-Sewer**

**Council President McNamara: Finance/Grants, Green Team, Cannabis, Recreation/Senior Center, NPP**

**Councilmember Merla: Planning Board, Public Works/Water-Sewer, Redevelopment, Police, Harbor Commission**

**Councilmember Pecora: Harbor Commission, Municipal Alliance, Fire/First Aid/OEM, Cannabis**

**Mayor Araneo: Library, Cultural/Civic, Mayors Wellness Campaign, Planning Board, KBBC, Green Team**

**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**

- R2026-69 Payment of Bills Listed on the January 20, 2026 Bills List
- R2026-70 Canceling Taxes on Property Owned by Totally Disabled Veteran
- R2026-71 Authorizing Refund of Property Tax Overpayment
- R2026-72 Authorizing Adjustment to a Water and Sewer Utility Bill
- R2026-73 Authorizing Municipal Auction of Surplus Property
- R2026-74 Authorizing Compensation Request for Unused Vacation Days to Borough Clerk
- R2026-75 Authorizing Issuance of Social Affair Permit for Raritan Post 23 American Legion
- R2026-76 Governor’s Council on Substance Use Disorder (GCSUD) Alliance to Prevent Substance Use Disorder
- R2026-77 Approving New Jersey State Firefighter’s Association Applications for Membership
- R2026-78 Authorizing Use of Borough Property for Keyport Garden Club for the Garden Walk and Garden Talk Lectures on June 6, 2026
- R2026-79 Authorizing the Appointment of Department of Public Works Building Maintenance Worker
- R2026-80 Establishing Allocation of Work Hours and Hourly Wage Increase for a Senior Center / Building Department Employee

**APPROVAL OF RESOLUTIONS**

Motion to approve resolutions on the **Consent Agenda**

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

**REPORTS**

- 1. Municipal Clerk’s Report for December 2025
- 2. Tax/Water/Sewer Collector’s Report for December 2025
- 3. Board of Health Treasurer’s Report for December 2025
- 4. Building Department Report for December 2025
- 5. Municipal Court Report for December 2025

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

**PUBLIC COMMENT**

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>:

**ADJOURNMENT**

Adjourned: MM: 2<sup>nd</sup>:

**RESOLUTION NO.-**

**RESOLUTION ACCEPTING THE RESIGNATION OF COUNCILMAN  
STEPHEN D. GROSS AND EXTENDING THANKS AND BEST WISHES**

**WHEREAS**, Stephen D. Gross has served the Brough of Keyport (the "Borough") as its Councilman since January 1, 2024; and

**WHEREAS**, Stephen D. Gross has tendered his resignation effective January 12, 2026 to the Mayor and Council; and

**WHEREAS**, the Mayor and Council are deeply indebted and grateful to Stephen D. Gross for his outstanding service to the Borough and the residents of Keyport; and

**WHEREAS**, the Mayor and Council wish to thank Stephen D. Gross for his service and to extend its best wishes for his future endeavors.

**NOW, THEREFORE, BE IT RESOLVED BY** the Mayor and Council of the Borough of Keyport that the Borough accepts the resignation of Stephen D. Gross with regrets and extends to him great thanks for his dedicated service and best wishes for success in the future.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be transmitted to Stephen D. Gross.

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 January 20, 2026.

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Michele Clark, RMC  
Borough Clerk

RESOLUTION NO. 2026-

APPOINTING ROBERT BERGEN TO  
TEMPORARILY FILL A VACANT COUNCIL SEAT

WHEREAS, there exists a vacant seat on the Borough Council due to the resignation of Councilmember Stephen D. Gross effective January 13, 2026; and

WHEREAS, the Municipal Vacancy Law, at N.J.S.A. 40A:16-5(b), provides this vacancy shall be filled for its unexpired term until the next general election, which is scheduled for November 3, 2026, and further provides the governing body may fill the vacancy temporarily by appointment; and

WHEREAS, N.J.S.A. 40A:16-5 provides that an appointment to fill a vacancy in the membership of the governing body shall be by a majority vote of the remaining members, and N.J.S.A. 40A:16-11 requires that where the incumbent was a nominee of a political party, the Municipal Committee of the party that previously filled the seat shall, within fifteen (15) days of the vacancy, submit three (3) names for Council's consideration in filling the vacancy; and

WHEREAS, on January 18, 2026, the Chairperson of the Democrat Municipal Committee submitted the following names to temporarily fill the vacancy:

*Name 1 – Rob Bergen*

*Name 2 – Jennifer Henning*

*Name 3 – Victoria Mariocca*

WHEREAS, N.J.S.A. 40A:16-11 further provides the governing body shall, within 30 days after the occurrence of the vacancy, appoint one of the nominees as the successor to fill the vacancy.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Keyport that Robert Bergen is hereby appointed to temporarily fill the Councilmember seat vacated by Stephen D. Gross.

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 January 20, 2026.

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

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 pursuant to N.J.S.A. 10:4-12(b)(8) for the purpose of discussing candidates interviewed for the Borough Administrator position.

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 January 20, 2026, and determined that an Executive Session closed to the public shall be held on January 20, 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						
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 January 20, 2026.

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

**RESOLUTION NO. 2026-**

**APPOINTING BUSINESS ADMINISTRATOR  
FOR THE BOROUGH OF KEYPORT**

**WHEREAS**, Section 2-3.2 of the *Revised General Ordinances of the Borough of Keyport* creates the position of Business Administrator and sets forth the many duties and responsibilities of the position, and further provides, consistent with N.J.S.A 40A:9-137, that the Administrator shall be appointed by, and serve at the pleasure of, the Mayor and Council of the Borough of Keyport; and

**WHEREAS**, a Business Administrator is needed by the Borough of Keyport; and

**WHEREAS**, the Business Administrator shall perform all duties and have all responsibilities as enumerated in state law, statutes, regulations and Borough ordinances; and

**WHEREAS**, Hector A. Herrera is qualified to serve as the Business Administrator and has the required experience to serve in this capacity for the Borough; and

**WHEREAS**, the Borough Council wishes to appoint Hector Herrera as the Business Administrator for the Borough of Keyport; and

**WHEREAS**, it is the desire of the Municipal Council to confirm this appointment.

**NOW, THEREFORE, BE IT RESOLVED** by the Municipal Council of the Borough of Keyport, that Hector A. Herrera is hereby appointed as the Business Administrator effective upon execution of an employment agreement to serve at the pleasure of the Mayor and Council pursuant to N.J.S.A 40A:9-137 Section 2-3.2 of the *Revised General Ordinances of the Borough of Keyport*. Hector A. Herrera shall be paid at the agreed upon salary of \$165,000 and additional benefits as shall be noted in the negotiated employment Agreement.

**BE IT FURTHER RESOLVED AS FOLLOWS:**

1. Hector A. Herrera shall be entitled to all other employee benefits as provided to the full-time department heads in Borough government, including health, dental, paid holidays, and life insurance, and as per policies in effect pertaining to said benefits.
2. Hector A. Herrera 's appointment is subject to the successful negotiation of an Employment Agreement, full background check, social media check, and reference check.

3. A copy of this resolution shall be provided to Hector A. Herrera by the Borough Clerk along with any documents necessary to effectuate the appointment of Hector A. Herrera.
4. The Mayor and Clerk are hereby authorized to execute any documents necessary to effectuate the hiring and appointment of Hector A. Herrera as the Business Administrator 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 January 20, 2026.

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Michele Clark, RMC  
Borough Clerk

R26-69

# RESOLUTION FOR THE PAYMENT OF BILLS

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.	\$ 2,724,229.64
	WATER/SEWER ACCT.	\$ 430,761.46
	PAYROLL FUND BUDGET	\$ 260
	UNEMPLOYMENT TRUST	\$ 9097.48
	TRUST OTHER FUND	\$ 4,970

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-**

**CANCELING TAXES ON PROPERTY OWNED BY TOTALLY DISABLED VETERAN**

**WHEREAS**, The Department of Veteran Affairs determined Edward J. Finn III to have a wartime service-connected disability that is totally disabling as of December 1, 2024; and

**WHEREAS**, Mr. Finn has made proper application to the Borough as a totally disabled veteran for exemption from taxes and which has been approved by the Tax Assessor for property known as 130 Main Street, Block 44 Lot 4 as of December 14, 2025; and

**WHEREAS**, Borough Ordinance 11-06 authorizes the Tax Collector to refund overpayments that have occurred due to the cancellation of taxes; and

**WHEREAS**, Mr. Finn owns property in New York, where he is receiving the exemption until December 31, 2025; and

**WHEREAS**, Mr. Finn’s exemption will be effective in Keyport on January 1, 2026.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport, County of Monmouth and State of New Jersey the Tax Collector is directed to cancel taxes as follows:

<u>NAME</u>	<u>Year</u>	<u>AMOUNT</u>
Finn	2025 (Fourth Quarter – prorated)	\$625.60
Finn	2026 (First Quarter-Not Paid)	\$3165.79
Finn	2026 (Second Quarter-Not Paid)	\$3165.78
Finn	2026 (Third and Fourth Quarters-Not Paid)	Not yet available

**BE IT FURTHER RESOLVED** that the Borough Clerk is directed to forward a certified copy of this resolution to the Tax Collector, Tax Assessor, and the Finance Office.

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 January 20, 2026.

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

**RESOLUTION NO. 2026-**

**AUTHORIZING REFUND OF PROPERTY TAX OVERPAYMENT**

**WHEREAS**, double payments for the fourth quarter 2025 taxes were submitted by the property owner, Michelle Delucia, as well as their mortgage company, for Block 135 Lot 28, also known as 195 Second Street; and

**WHEREAS**, these duplicate payments have resulted in an overpayment of taxes for the fourth quarter of 2025 in the total amount of \$1,193.28.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Keyport hereby authorize the refund of the fourth quarter 2025 tax overpayment to Michelle Delucia in the amount of \$1,193.28.

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 of January 20, 2026.

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Michele Clark, RMC  
Borough Clerk

R26-72

**RESOLUTION NO. 2026-**

**AUTHORIZING AN ADJUSTMENT TO A WATER AND SEWER UTILITY BILL**

**WHEREAS**, Sue Goodman of the Goodman Family Trust, owner of the property located at 12-14 West Front Street, also known as Block 61, Lot 13, received a high water and sewer bill as a result of a delay in fulfilling the property owner's request for a curbside water shutoff; and

**WHEREAS**, based upon the letter submitted by the property owner and correspondence from the Department of Public Works Superintendent, Bill Kane, relief is recommended; and

**WHEREAS**, the Municipal Collector of Water and Sewer Utility Rents submits a schedule of proposed adjustments, payment plans, and/or refunds due for various reasons; and

**WHEREAS**, it is the desire of the Mayor and Council to approve said adjustments, payment plans, and/or refunds as recommended by the Municipal Collector of Water and Sewer Utility Rents;

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

1. **Formal authorization is hereby granted** to reduce the water and sewer bill due January 1, 2026, as set forth below:

<b>ACCOUNT #</b>	<b>NAME</b>	<b>AMOUNT</b>	<b>REASON</b>
20020000-0	Goodman Family Trust	\$222.08	Reduction due to delay in work completion

2. **Certified copies of this Resolution** shall be forwarded to the Borough Utility Collector and the Borough Administrator.

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 of January 20, 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, through the Superintendent of the Department of Public Works, 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 Supervisor of Senior Center Activities, with the approval of the Governing Body, 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 January 20, 2026.

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Michele Clark, RMC  
Borough Clerk

SCHEDULE "A"



## Auction Item

Item: 1961 Wurlitzer upright piano

Serial number: 688979

Condition: Fair (Works but has a few chipped keys and is out of tune, piano comes with rolling base)

Location: Keyport Senior Center 110 Second Street  
Keyport NJ 07735

Inspection: By appointment only

Contact: Bill Kane Keyport Public Works  
Superintendent

Winning Bid is responsible for pick up within 10 days of the close of auction. After 10 days the Borough has the right to re-auction the item.

**RESOLUTION NO. 2026 –****AUTHORIZING COMPENSATION REQUEST  
FOR UNUSED VACATION DAYS TO THE BOROUGH CLERK**

**WHEREAS**, the Borough of Keyport (the “Borough”) has a Personnel Manual that permits the Brough Council to authorize carryover vacation leave when it cannot be used due to documented and essential business demands; and

**WHEREAS**, the Borough Clerk in December 2024 carried over twenty-five (25) vacation days into 2025 which must be used by December 31, 2025; and

**WHEREAS**, the Borough Clerk was only able to use ten (10) of those days before the end of the year due to workload and coverage constraints in the office of Administration/Clerk office areas; and

**WHEREAS**, the Borough Clerk has been without a deputy clerk for multiple lengthy periods, from 2021-2025 and has acted as Borough Administrator beginning in 2023 when the Borough was between Administrators, which has all contributed to the Clerk’s inability to use all her vacation days; and

**WHEREAS**, the Borough Clerk has requested the Borough Council authorize compensation for ten (10) of the fifteen (15) unused vacation days as an exception under the current circumstances; and

**WHEREAS**, the Personnel Manual permits the Borough Council to authorize extra compensation in lieu of unused vacation under extenuating circumstances and should not be considered to be a precedent.

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

1. The Borough Clerk shall be compensated for ten (10) of the (15) unused vacation days as an exception under the Personnel Manual, due to current work constraints and shall not be considered a precedent.
2. The CFO is hereby directed to confirm the number of unused vacation days and process the payment to the Borough Clerk as authorized by this resolution.

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 of January 20, 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**

**WHEREAS**, Raritan Post 23 has filed an application for a Social Affair Permit for an event to be held March 21, 2026, from 11:00 AM to 11:59 PM (with a rain date of March 22, 2026) 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 an event to be held March 21, 2026, from 11:00 AM to 11:59 PM (with a rain date of March 22, 2026) at 81 W. Front Street, 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 January 20, 2026.

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Michele Clark, RMC  
Borough Clerk

RESOLUTION NO. 2026-

GOVERNOR'S COUNCIL ON SUBSTANCE USE DISORDER (GCSUD) ALLIANCE TO PREVENT SUBSTANCE USE DISORDER

WHEREAS, the Governor's Council on Substance Use Disorder (GCSUD) established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, The Borough Council of the Borough of Keyport, County of Monmouth, State of New Jersey recognizes that substance use disorder is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent substance use disorder in our community; and,

WHEREAS, the Borough Council has applied for funding to the Governor's Council on Substance Use Disorder through the County of Monmouth.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Keyport, County of Monmouth, State of New Jersey hereby recognizes the following:

- 1. The Borough Council does hereby authorize submission of a strategic plan for the Keyport Borough Municipal Alliance grant for fiscal year 2027 in the amount of:

Table with 2 columns: Item, Amount. Rows: GCSUD Grant Fund (\$ 13,670.00), Cash Match (\$ 3,417.50), In-Kind (\$ 10,252.50)

- 2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: \_\_\_\_\_ Rose P. Araneo, Mayor

CERTIFICATION

I, Michele Clark, Borough Clerk of the Borough of Keyport, County of Monmouth, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Borough Council on this 20th day of January, 2026.

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

**RESOLUTION NO. 2026-**

**APPROVING NEW JERSEY STATE FIREFIGHTER'S ASSOCIATION  
APPLICATIONS FOR MEMBERSHIP**

**WHEREAS**, the Membership Committee of the Keyport Fire Department has received applications for membership from Tyler Ely, Jayden Graham, Clayton Johnston, Donald Longo, Brendan N. Martinez, Joseph G. Moscatiello, Daniel O'Grady, Sean K. Walsh, and Henry Young III; and

**WHEREAS**, the Membership Committee and the Keyport Fire Department have reviewed the applications and recommend that Tyler Ely, Jayden Graham, Clayton Johnston, Donald Longo, Brendan N. Martinez, Joseph G. Moscatiello, Daniel O'Grady, Sean K. Walsh, and Henry Young III, be accepted as transfers from their previously recognized fire companies in the Borough of Keyport and admitted to active membership in the new Keyport Fire Department Incorporated; and

**WHEREAS**, the Borough Council of the Borough of Keyport desires to accept the recommendation of the Keyport Fire Department.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport that Tyler Ely, Jayden Graham, Clayton Johnston, Donald Longo, Brendan N. Martinez, Joseph G. Moscatiello, Daniel O'Grady, Sean K. Walsh, and Henry Young III, are hereby approved for active membership in the Keyport Fire Department, effective immediately.

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 January 20, 2026.

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Michele Clark, RMC  
Borough Clerk

RESOLUTION NO. 2026-

**AUTHORIZING USE OF BOROUGH PROPERTY FOR  
KEYPORT GARDEN CLUB FOR THE GARDEN WALK  
AND GARDEN TALK LECTURES ON JUNE 6, 2026**

**WHEREAS**, Keyport Garden Club has requested the permission of the Mayor and Borough Council to use Borough facilities for the purpose of a Garden Walk and Garden Talk Lectures scheduled for Saturday, June 6, 2026, from 9:00AM-5:30PM; and

**WHEREAS**, the Local Lands and Buildings Law, *N.J.S.A. 40A:12-1 et seq.*, authorizes a municipality to grant a non-exclusive and non-possessory license of limited duration to a private party; and

**WHEREAS**, the Keyport Garden Club has requested use of Borough Hall Council Chambers, Borough Hall bathrooms, and the Waterfront Park Gazebo on June 6, 2026, from 9:00AM-5:30PM, with allowance for time for set up and breakdown; and

**WHEREAS**, *N.J.S.A. 40:61-4* also authorizes municipalities to charge and collect reasonable fees from private parties to utilize public parks for outdoor exhibitions; and

**WHEREAS**, the Keyport Garden Club, a non-profit organization of volunteers, has requested a waiver of fees for this use in exchange for their plantings and garden work which beautifies various Borough properties; and

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, that Keyport Garden Club be permitted use of Borough Hall Council Chambers, Borough Hall bathrooms, and the Waterfront Park Gazebo on Saturday, June 6, 2026, from 9:00am-5:30PM, with allowance for time for set up and breakdown, for the purpose of the Garden Walk and Garden Talk Lectures, and be subject to any reasonable conditions as may be set forth by the Borough Administrator; and

**BE IT FURTHER RESOLVED** that this event will result in increased pedestrian and vehicular traffic within the Borough, thereby requiring the assignment of crossing guards and police patrols, which shall be coordinated with the Police Chief, in order to ensure public safety and orderly traffic control.

**BE IT FURTHER RESOLVED**, that the organization shall provide a proposed trolley route and accompanying map to the Borough for review at a later date.

**BE IT FURTHER RESOLVED** that any fees for this use be and are hereby waived with payment in kind.

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 January 20, 2026.

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

**RESOLUTION NO. 2026-**

**AUTHORIZING THE APPOINTMENT OF A DEPARTMENT OF PUBLIC WORKS  
BUILDING MAINTENANCE WORKER**

*Sean Edwards*

**WHEREAS**, the Borough of Keyport has a continuing need to maintain and preserve municipal facilities in a safe, clean, and operational condition; and

**WHEREAS**, the Borough requires consistent janitorial and maintenance services at the Keyport Senior Center to ensure the facility remains properly maintained for public use; and

**WHEREAS**, Sean Edwards is currently employed by the Borough of Keyport as a part-time seasonal employee within the Department of Public Works; and

**WHEREAS**, during his seasonal employment, Sean Edwards has demonstrated strong performance, reliability, and valuable contributions to the Department of Public Works; and

**WHEREAS**, based upon his performance and experience, the Borough has offered Sean Edwards a part-time position as a Department of Public Works Building Maintenance Worker; and

**WHEREAS**, this position will be assigned primarily to the Department of Public Works, with a primary work location at the Keyport Senior Center; and

**WHEREAS**, the duties of this position shall include performing janitorial services at the Keyport Senior Center and, upon completion of those duties, assisting the Department of Public Works with daily work orders as directed; and

**WHEREAS**, the position shall be part-time, not to exceed thirty-two (32) hours per week, and be compensated at his current hourly rate in accordance with Borough policy and applicable agreements.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, that Sean Edwards is hereby appointed to the position of Part-Time Department of Public Works Building Maintenance Worker, effective the date of this resolution; and

**BE IT FURTHER RESOLVED** that Sean Edwards shall be assigned primarily to the Department of Public Works, with his primary assignment at the Keyport Senior Center, and shall perform janitorial services at the Keyport Senior Center and assist with daily Department of Public Works work orders as directed; and

**BE IT FURTHER RESOLVED** that this appointment shall be subject to all applicable laws, ordinances, policies, and procedures 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 January 20, 2026.

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Michele Clark, RMC  
Borough Clerk

**RESOLUTION NO. 2026-**

**ESTABLISHING ALLOCATION OF WORK HOURS AND HOURLY WAGE  
INCREASE FOR A SENIOR CENTER / BUILDING DEPARTMENT EMPLOYEE**

*Jessica Antenucci*

**WHEREAS**, Jessica Antenucci is employed part-time by the Borough of Keyport; and

**WHEREAS**, effective July 1, 2025, Jessica Antenucci was transferred from a five-day part-time position in the Building/Construction Department to a part-time position serving four (4) days at the Keyport Senior Center and one (1) day in the Building/Construction Department; and

**WHEREAS**, the Borough has determined that operational needs require a further adjustment to the allocation of Ms. Antenucci's part-time work schedule between departments; and

**WHEREAS**, Ms. Antenucci's part-time work hours shall now be allocated such that she shall work three (3) days per week at the Keyport Senior Center and two (2) days per week in the Building/Construction Department; and

**WHEREAS**, the Borough recognizes that the scope of Ms. Antenucci's assigned part-time responsibilities within the Building/Construction Department warrants an adjustment to her hourly rate of pay; and

**WHEREAS**, the governing body desires to authorize an increase in Ms. Antenucci's hourly wage to Twenty Dollars (\$20.00) per hour retroactive to January 1, 2026;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, that the part-time work schedule of Jessica Antenucci is hereby established as three (3) days per week at the Keyport Senior Center and two (2) days per week in the Building/Construction Department; and

**BE IT FURTHER RESOLVED** that Ms. Antenucci shall receive an increase in her hourly rate of pay to \$20.00 effective retroactive to January 1, 2026; and

**BE IT FURTHER RESOLVED** that this appointment shall be subject to all applicable ordinances, policies, and procedures of the Borough of Keyport.

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 of January 20, 2026.

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Michele Clark, RMC  
Borough Clerk