

BOROUGH OF KEYPORT
MEETING AGENDA
TUESDAY, JULY 21, 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 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

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 Bergen: Planning Board, Redevelopment, Recycling, Finance/Grants

**Councilmember Kyne: KBBC, Construction Office/Zoning, NPP, Police, Public
Works/Water-Sewer**

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

**Councilmember Merla: Public Works/Water-Sewer, Health/Registrar/Fire Bureau/
Property Maintenance, Police, Redevelopment, 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: 2ND: Closed: MM: 2ND:

CONSENT AGENDA

R2026-219 Payment of Bills Listed on the July 21, 2026 Bills List

R2026-220 Requesting Approval of Items of Revenue and Appropriation – N.J.S.A. 40A:4-87
(Chapter 159, P.L. 1948) Office on Aging – Title IIIB

- R2026-221 Authorizing the Salary Adjustment to Non-Represented Employees without an Employment Contract
- R2026-222 Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for Improvements to American Legion Drive
- R2026-223 Appointing a Superintendent of Public Works
- R2026-224 Authorizing Shared Services Agreement with the Township of Aberdeen for Municipal Court Services Pursuant to N.J.S.A. 40A:65-1, et seq. and N.J.S.A. 2B:12-1(c)
- R2026-225 Adopting the Revised Borough of Keyport Volunteer Handbook
- R2026-226 Appointment of Keyport Bayfront Business Cooperative (KBBC) Board of Directors Members
- R2026-227 Resolution Urging the New Jersey State Legislature and Governor to Repeal the Gas Tax Escalator and Restore Accountability to Fuel Tax Increases
- R2026-228 Granting the Renewal of an Inactive Plenary Retail Consumption License for Vestri Corp., t/a Up the Creek Tavern for the 2026-2027 License Term
- R2026-229 Authorizing Keyport PBA Local 223 to Host a Community Event on American Legion Drive on August 4, 2026 - National Night Out

APPROVAL OF RESOLUTIONS

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

MM: 2nd: **Roll Call:** Brady, Bergen, Kyne, McNamara, Merla, Pecora

PUBLIC HEARING/ADOPTION OF ORDINANCES

1. Ordinance No. 2026-18 Residential Construction Site Maintenance

The Clerk reads the Ordinance by Title: **ORDINANCE CREATING NEW CHAPTER 26, "RESIDENTIAL CONSTRUCTION SITE MAINTENANCE" OF THE CODE OF THE BOROUGH OF KEYPORT**

- 1a. Motion to Open Public Hearing MM: 2nd:
- 1b. Motion to Close Public Hearing MM: 2nd:
- 1c. Motion to adopt Ordinance MM: 2nd:

Roll Call: Brady, Bergen, Kyne, McNamara, Merla, Pecora

2. Ordinance No. 2026-19 Multiway Stop Intersections

The Clerk reads the Ordinance by Title: **ORDINANCE AMENDING CHAPTER 7, "TRAFFIC" BY AMENDING CHAPTER 7A TRAFFIC SCHEDULES, SUBSECTION 7-18 "SCHEDULE XXIII MULTIWAY STOP INTERSECTIONS" OF THE CODE OF THE BOROUGH OF KEYPORT**

- 2a. Motion to Open Public Hearing MM: 2nd:
- 2b. Motion to Close Public Hearing MM: 2nd:
- 2c. Motion to adopt Ordinance MM: 2nd:

Roll Call: Brady, Bergen, Kyne, McNamara, Merla, Pecora

REPORTS

- 1. Municipal Clerk's Report for June 2026
- 2. Tax/Water/Sewer Collector's Report for June 2026
- 3. Board of Health Treasurer's Report for June 2026
- 4. Building Department Report for June 2026
- 5. Municipal Court Report for June 2026

MM: 2nd: Ayes: Nays:

APPROVAL OF MINUTES

July 7, 2026 Regular Meeting

MM: 2nd: Ayes: Nays:

OLD BUSINESS

- *Handicapped Parking Space at Therese Street Park (Merla)
- *Resident Parking Permit Division & Osborn (Merla)
- *Short Term Rentals (McNamara)
- *Street Closure Fees (Brady)
- *Prepare Hurley Street Lot for Parking (Pecora)
- *Storm Drain Issue Reporting (Pecora)

NEW BUSINESS

- *Lincoln Hose H.E.A.R.T. Presentation

PUBLIC COMMENT

The Meeting is opened to the public for comments.

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

Opened: MM: 2nd: Closed: MM: 2nd:

ADJOURNMENT

Adjourned: MM: 2nd:

RESOLUTION NO. 2026-FOR THE PAYMENT OF BILLS LISTED
ON THE JULY 21, 2026 BILLS LIST

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.	\$1,622,299.42
	UTILITY FUND	\$ 111,180.98
	GENERAL CAPITAL	\$ 29,052.00
	RBIT	\$
	CONSOLIDATED TRUST	\$ 9,539.56
	PAYROLL	\$ 260.00
	WATER CAPITAL	\$ 97,623.95
	ANIMAL CONTROL	\$ 1,617.00
	UNEMPLOYMENT TRUST	\$
	OPEN SPACE	\$ 1,048.50

AUTHORIZED PER RESOLUTION

PASSED:

APPROVED:

MAYOR ROSE P. ARANEO

ATTEST:

MICHELE CLARK, BOROUGH CLERK

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 REGULAR MEETING OF JULY 21, 2026.

MICHELE CLARK, BOROUGH CLERK

RESOLUTION NO. 2026-**REQUESTING APPROVAL OF ITEMS OF
REVENUE AND APPROPRIATION -N.J.S.A.****40A:4-87 (Chapter 159, P.L. 1948)****OFFICE ON AGING - TITLE IIIB**

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Keyport in the County of Monmouth, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2026 in the sum of \$5,000, which is now available from the County of Monmouth Office on Aging Title IIIB.

BE IT FURTHER RESOLVED, that the like sum of \$5,000 is hereby appropriated under the caption of County of Monmouth Office on Aging Title IIIB; and

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

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 July 21, 2026.

Michele Clark, RMC
Borough Clerk

R26-221

RESOLUTION NO. 2026-

**AUTHORIZING THE SALARY ADJUSTMENT TO NON-REPRESENTED
EMPLOYEES WITHOUT AN EMPLOYMENT CONTRACT**

WHEREAS, the Mayor and Council of the Municipality of Keyport recognizes the contributions and services of the non-represented employees of the Borough; and

WHEREAS, the Mayor and Council have determined that it is in the best interest of the Borough to authorize salary adjustments for said non-represented employees without an employment contract to reflect changes in compensation to an additional 3% on the base annual salary; and

WHEREAS, it is the intent of the Mayor and Council to ensure that the compensation of non-represented employees without an employment contract remains fair, competitive, and aligned with the Borough's financial goals.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Keyport, County of Monmouth, State of New Jersey, that the salary adjustments for non-represented employees without an employment contract are hereby authorized for an amount of 3% for the 2026 year, pro-rated; and

BE IT FURTHER RESOLVED that the Borough Administrator and Chief Financial Officer are hereby authorized and directed to implement the necessary salary adjustments, effective 1/1/2026, and take any and all actions necessary to effectuate the terms of this resolution; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be provided to the Borough Administrator, Chief Financial Officer, and all other relevant parties for their information and guidance.

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 July 21, 2026.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2026-

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT
CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION
FOR IMPROVEMENTS TO AMERICAN LEGION DRIVE**

NOW, THEREFORE, BE IT RESOLVED that the Keyport Borough Council formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2027-Improvements to American Legion Drive-00607 to the New Jersey Department of Transportation on behalf of the Borough of Keyport.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Keyport and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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 July 21, 2026.

Michele Clark, RMC
Borough Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

Michele Clark, RMC
Borough Clerk

Mayor Rose P. Araneo
Keyport Borough

R26-223

**ATTORNEY TO PROVIDE
APPOINTING RESOLUTION**

RESOLUTION NO. 2026-

**RESOLUTION OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY AUTHORIZING SHARED SERVICES AGREEMENT
WITH THE TOWNSHIP OF ABERDEEN FOR MUNICIPAL COURT SERVICES
PURSUANT TO N.J.S.A. 40A:65-1, et seq AND N.J.S.A. 2B:12-1(c)**

WHEREAS, the “Uniformed Shared Services and Consolidation Act,” N.J.S.A. 40A:65-1, et seq. (the “Act”), authorizes local governments to enter into contracts with other local governments for the joint provision of municipal services which any party to the agreement is empowered to render within its own jurisdiction; and,

WHEREAS, N.J.S.A. 2B:12-1(c) allows two or more municipalities to share courtrooms, chambers, equipment, supplies and employees for their municipal courts without establishing a joint municipal court; and,

WHEREAS, the Township of Aberdeen (“Aberdeen”) and the Borough of Keyport (“Keyport”) desire to share facilities, equipment and court staff, in accordance with N.J.S.A. 2B:12-1(c), in order to conserve resources and to provide for a more efficient and economically sound municipal court system; and,

WHEREAS, pursuant to the proposed Shared Services Agreement (**Exhibit A**), Aberdeen shall provide Keyport with the use of its municipal courtroom, court offices, equipment, court personnel, and related administrative services, including the services of the Certified Court Administrator, Deputy Court Administrator, courtroom security, and associated operational support; and

WHEREAS, Keyport shall retain its own Municipal Court Judge, Municipal Prosecutor, and Municipal Public Defender, and shall maintain separate court accounts in accordance with New Jersey law; and

WHEREAS, Keyport shall compensate Aberdeen in the amount of One Hundred Thirty Thousand Dollars (\$130,000) annually for municipal court services, payable on a quarterly basis, with an annual increase of three percent (3%), together with an annual payment of Sixteen Thousand Dollars (\$16,000) for courtroom security services, also subject to a three percent (3%) annual increase; and

WHEREAS, the Agreement shall commence on September 1, 2026, or as soon thereafter as approved by the Assignment Judge for the Monmouth Vicinage and all other required State agencies, and shall remain in effect through December 31, 2029, unless sooner terminated in accordance with the terms of the Agreement; and

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 aforementioned recitals are incorporated herein as though fully set forth herein at length.
2. The Mayor is hereby authorized and directed, on behalf of the Borough, to execute a new Shared Services Agreement with the Township of Aberdeen for the provision of municipal court services pursuant to the terms and conditions of a Shared Services Agreement included herewith as **Exhibit A**.
3. The Municipal Clerk shall transmit a copy of this Resolution and the executed Shared Services Agreement to the Division of Local Government Services at the New Jersey Department of Community Affairs for informational purposes pursuant to N.J.S.A. 40A:65-4b.

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 July 21, 2026.

Michele Clark, RMC
Borough Clerk

Exhibit A

RESOLUTION NO. 2026-**ADOPTING THE REVISED BOROUGH OF KEYPORT VOLUNTEER HANDBOOK**

WHEREAS, the Mayor and Council of the Borough of Keyport adopted the Borough of Keyport Volunteer Handbook by Resolution No. 2025-116 on March 4, 2025; and

WHEREAS, the Volunteer Handbook establishes policies, procedures, and guidelines for individuals volunteering in official Borough activities; and

WHEREAS, the Mayor and Council have determined that certain revisions to the Volunteer Handbook are necessary to clarify and update its policies and procedures and to ensure continued compliance with applicable laws, regulations, and best practices; and

WHEREAS, the revised Borough of Keyport Volunteer Handbook has been reviewed and is recommended for adoption.

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 revised Borough of Keyport Volunteer Handbook, attached hereto and made a part hereof, is hereby adopted and shall supersede the Volunteer Handbook previously adopted by Resolution No. 2025-116.
2. The policies and procedures contained in the revised Volunteer Handbook shall apply to all Borough volunteers, including but not limited to appointees, independent contractors, and other individuals volunteering in official Borough activities. In the event of a conflict between the Handbook and any applicable law, regulation, collective bargaining agreement, or other controlling authority, the applicable law, regulation, agreement, or controlling authority shall prevail.
3. The Volunteer Handbook is intended solely as a guide for the administration of the Borough's volunteer programs and does not constitute a contract or create any contractual rights or obligations. The Mayor and Council reserve the right to amend, revise, supplement, or rescind the Handbook, in whole or in part, at any time.
4. The Borough Administrator and all managerial and supervisory personnel involved in volunteer programs shall be responsible for implementing the policies and procedures set forth in the revised Volunteer Handbook. The Administrative Secretary and the Borough Attorney shall assist the Borough Administrator, as necessary, in administering and interpreting the Handbook.

BE IT FURTHER RESOLVED that a copy of this Resolution and the revised Volunteer Handbook shall be maintained on file in the Office of the Municipal Clerk, and a copy of this Resolution shall be forwarded to the New Jersey Municipal Excess Liability Joint Insurance Fund.

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 July 21, 2026.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2026-**APPOINTMENT OF KEYPORT BAYFRONT BUSINESS COOPERATIVE (KBBC)
BOARD OF DIRECTORS MEMBERS**

Brittany Boardwick, Amanda Megna-Murray, and Danielle Piccini,

WHEREAS, the Borough of Keyport, County of Monmouth (the "**Borough**") established the Keyport Business Improvement District by Borough Ordinance in accordance with the provisions of N.J.S.A. 40:56-65 et seq. and designated the Keyport Bayfront Business Cooperative (the "**KBBC**") as the managing entity of the Keyport Business Improvement District; and

WHEREAS, the operations of the KBBC are managed by a Board of Directors ("**Board**") selected in accordance with section 21-7 of the Borough Code and comprised of the Mayor, or the Mayor's designee; one (1) member of the Borough Council; one (1) member of the Recycling Committee, Environmental Commission or a Code Enforcement Official; one (1) resident or property owner not assessed by the Business Improvement District, or an employee of the Borough; and nine (9) business property owners or occupants of assessed properties located within the Business Improvement District; and

WHEREAS, there exists a need for the appointment of a resident or property owner not assessed by the Business Improvement District to the KBBC Board and the Mayor has nominated resident Danielle Piccini to serve in this position at the pleasure of the Mayor and Council until December 31, 2026; and

WHEREAS, there exists a need for the appointments of business property owners or occupants of assessed property located within the Business Improvement District to the KBBC Board and the Mayor has nominated Brittany Boardwick, and Amanda Megna-Murray, each to serve in this position at the pleasure of the Mayor and Council until December 31, 2026.

WHEREAS, the results of the required background investigation revealed no disqualifying information, and Danielle Piccini, Brittany Boardwick, and Amanda Megna-Murray, have been cleared to serve in such capacity for the Borough.

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

1. The appointments of Danielle Piccini, Brittany Boardwick, and Amanda Megna-Murray as members of the KBBC Board of Directors, each to serve at the pleasure of the Mayor and Council for a term ending December 31, 2026, are hereby confirmed.

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 July 21, 2026.

Michele Clark, RMC
Borough Clerk

RESOLUTION NO. 2026-**A RESOLUTION URGING THE NEW JERSEY STATE LEGISLATURE AND
GOVERNOR TO REPEAL THE GAS TAX ESCALATOR AND RESTORE
ACCOUNTABILITY TO FUEL TAX INCREASES**

WHEREAS, the residents of the State of New Jersey and the Borough of Keyport are burdened by one of the highest overall tax structures in the United States; and

WHEREAS, in 2016, the State of New Jersey enacted legislation restructuring the Transportation Trust Fund and implementing an automatic adjustment mechanism commonly referred to as the "gas tax escalator"; and

WHEREAS, the gas tax escalator permits periodic increases in the motor fuels tax without a direct vote of the New Jersey State Legislature; and

WHEREAS, such automatic increases lack transparency and reduce accountability to taxpayers, who bear the financial burden without corresponding legislative oversight; and

WHEREAS, increases in the motor fuels tax raise the cost of commuting, goods, and services, and place additional financial strain on working families, seniors, and businesses; and

WHEREAS, these increased costs also impact municipal operations, including transportation, public works, and service delivery, thereby placing further pressure on local budgets and, ultimately, property taxpayers; and

WHEREAS, the New Jersey Property Taxpayers Coalition has called for the repeal of the gas tax escalator as part of a broader effort to restore fiscal responsibility and taxpayer protections; and

WHEREAS, local governments have a responsibility to advocate for policies that protect their residents from unnecessary and unaccountable tax increases;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Keyport, County of Monmouth, State of New Jersey, that it hereby urges the New Jersey State Legislature and the Governor to:

1. Repeal the gas tax escalator; and
2. Require that any future increases in the motor fuels tax be subject to a direct vote of the Legislature; and

3. Restore transparency and accountability in the taxation process affecting New Jersey residents;

BE IT FURTHER RESOLVED that copies of this Resolution be forwarded to the Governor of the State of New Jersey, the Senate President, the Speaker of the General Assembly, the members of the New Jersey Legislature representing this district, and all municipalities within Monmouth County.

BE IT FURTHER RESOLVED that this Resolution be made available to the public and shared with other municipalities as part of a coordinated effort to advocate for meaningful tax reform.

CERTIFICATION

I, Michele Clark, Municipal Clerk of the Borough of Keyport do hereby certify that the foregoing is a true copy of a Resolution adopted by the Governing Body at a Regular Council Meeting held on July 21, 2026.

Michele Clark, RMC
Borough Clerk

R26-278

RESOLUTION NO. 2026-

**GRANTING THE RENEWAL OF AN INACTIVE PLENARY RETAIL
CONSUMPTION LICENSE FOR VESTRI CORP., T/A AS
UP THE CREEK TAVERN FOR THE 2026-2027 LICENSE TERM**

WHEREAS, the plenary retail consumption license (License No. 1322-33-006-005) issued to Vestri Corp., t/a Up the Creek Tavern ("License Holder") is currently an inactive license in the Borough of Keyport; and

WHEREAS, the renewal application has been submitted and the applicant is qualified to be licensed according to all statutory, regulatory and local governmental Alcoholic Beverage Control laws and regulations; and

WHEREAS, all requisite fees have been paid; and

WHEREAS, the requisite Alcoholic Beverage Retail License Clearance Certificate (Renewal) has been received.

NOW THEREFORE BE IT RESOLVED that the inactive plenary retail consumption license of Vestri Corp., t/a Up the Creek Tavern, License No. 1322-33-006-005, be renewed for the 2026-2027 license term; and

BE IT FURTHER RESOLVED the Borough Clerk is hereby directed to transmit a certified true copy of this resolution to the New Jersey Division of Alcoholic Beverage Control.

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 July 21, 2026.

Michele Clark, RMC
Borough Clerk

R26-229

RESOLUTION NO. 2026-

**AUTHORIZING KEYPORT PBA LOCAL 223 TO HOST A COMMUNITY EVENT
ON AMERICAN LEGION DRIVE ON AUGUST 4, 2026
NATIONAL NIGHT OUT**

WHEREAS, Keyport PBA Local 223 has requested authorization to host a community event known as National Night Out on Tuesday, August 4, 2026, beginning at 6:00 PM; and

WHEREAS, National Night Out is a nationwide event intended to strengthen community relations, foster positive relationships between law enforcement and residents, and promote neighborhood safety and unity; and

WHEREAS, the event is proposed to be held on American Legion Drive in the Borough of Keyport; and

WHEREAS, the Keyport PBA Local 223 has further requested that the Department of Public Works provide assistance by placing barricades at each end of American Legion Drive to temporarily restrict vehicle traffic for the duration of the event, in the interest of public safety; and

WHEREAS, the Borough Council has determined that it is in the best interest of the Borough to waive any Borough permit fees associated with this event.

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

1. Authorization is hereby granted to Keyport PBA Local 223 to host the National Night Out community event on Tuesday, August 4, 2026, beginning at 6:00 PM on American Legion Drive;
2. The Department of Public Works is authorized and directed to assist with traffic control by placing barricades at each end of American Legion Drive to close the street to vehicular traffic for the duration of the event;
3. Final approval of the event is subject to review of the full event details submitted by Keyport PBA Local 223 and any required coordination with the Police Department or other relevant Borough officials.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to Keyport PBA Local 223, the Department of Public Works, the Chief of Police, and the Borough Administrator.

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 July 21, 2026.

Michele Clark, RMC
Borough Clerk

ORDINANCE NO. 2026-18

ORDINANCE CREATING NEW CHAPTER 26, "RESIDENTIAL CONSTRUCTION SITE MAINTENANCE" OF THE CODE OF THE BOROUGH OF KEYPORT

WHEREAS, the Borough of Keyport (the "Borough") is desirous of creating a Residential Construction Site Maintenance Ordinance by creating a new Chapter 26 "Resident Construction Site Maintenance";

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Keyport that the following new Chapter 26 of the Borough Code be and is hereby amended to read as follows:

Deletions are noted by strike throughs

Additions are indicated in **bold underline**

Language that remains unchanged is not highlighted in any way

SECTION I

Chapter 26

RESIDENTIAL CONSTRUCTION SITE MAINTENANCE

§ 26-1. Purpose.

The purpose of this chapter is to:

- A. **Ensure that construction sites are maintained clean, safe, sanitary, and free from any accumulation of rubbish or garbage; and the activities on these construction sites are conducted so as to eliminate unsafe or hazardous conditions that endanger the life or health of the public;**
- B. **Prevent the accumulation of water or damage to any foundations on the property on the construction site and the adjoining property.**

Nothing in this chapter shall be interpreted to limit, restrict, or supersede any requirements of the New Jersey Uniform Fire Safety Code or the New Jersey Uniform Construction Code Act.

§ 26-2. References.

- A. **Construction Code Enforcement-Chapter 12 Building and Housing of the Keyport Code.**
- B. **Noise-Construction Work-Section 12-1 of the Keyport Code.**
- C. **International Construction Code.**

- D. New Jersey Uniform Fire Safety Act, N.J.S.A. 52:27D-192.
- E. New Jersey Uniform Construction Code Act, NJAC 5:23.

§ 26-3. Definitions.

BUILDING — Shall mean a structure enclosed with exterior walls or fire walls, built, erected and framed of component structural parts, designed for the housing, shelter, enclosure and support of individuals, animals or property of any kind.

COMMERCIAL CONSTRUCTION — Shall mean any construction performed on a property by someone other than the property owner.

CONSTRUCTION — Shall mean and shall include the following activities: the demolition and removal of existing structures; the excavation of the construction site; and the construction, erection, reconstruction, alteration, conversion, removal, repair and renovation of buildings or structures. Construction shall not mean nor include the following activities: spackling, sanding, painting and staining of interior surfaces provided that no power equipment is used.

CONSTRUCTION SITE — Shall refer to any real property upon which any person proposes to or does engage in the construction, reconstruction, renovation, expansion, repair, maintenance or demolition of any building, structure, infrastructure or other improvement, including landscaping, located upon said real estate.

POWER EQUIPMENT AND TOOLS — Shall mean equipment and tools actuated by an additional power source and mechanism other than the solely manual labor used with hand tools.

PROPERTY OWNER CONSTRUCTION — Shall mean construction performed on a primary single-family residence by the property owner.

RETAINING WALL, STEEL OR WOOD PILE WALL — Retaining wall, steel or wood pile walls are constructed by driving steel sheets or timber into a slope or excavation up to the required depth. Their most common use is within temporary deep excavations. They are considered to be most economical where retention of higher earth pressures of soft soils is required.

STRUCTURE — Shall mean a combination of materials to form a construction for occupancy, use, or ornamentation, whether installed on, above, or below the surface of a parcel of land; provided the word "structure" shall be construed when used herein as though followed by the words "or part or parts thereof and all equipment therein" unless the context clearly requires a different meaning.

- A. All building and other permits shall be displayed so as to be visible to Borough Officials.
- B. All excavation shall be enclosed with orange fencing.
- C. All construction sites shall be enclosed with silt fencing supplemented with additional temporary fencing consisting of either chain link, safety barrier fencing of any color or wood slat (snow or sand) fencing properly supported with posts not less than every four feet that is not less than four feet in height and not to exceeding six feet in height, surrounding the perimeter of the construction site. The fencing shall not be installed within the municipal right-of-way.

- D. The abutting street and sidewalk shall be kept free from dirt, sand and other materials. If directed by the engineer or construction code official, a temporary stone tracking pad, a minimum of 12 feet wide and 15 feet long, must be installed from the curb onto the construction site. If directed by the engineer or construction code official, a temporary sidewalk shall be used when ground is excavated under public sidewalk.
- E. The abutting sidewalk shall be passable at all times during the period of construction.
- F. Each construction site shall be maintained so as to prevent public nuisances, including but not limited to the following:
- (1) Attractive nuisance (shafts, basements, excavations and unsafe fences or structures);
 - (2) Unsanitary sewerage or plumbing facilities;
 - (3) Circumstances capable of being a fire hazard, according to the Uniform Fire Safety Act;
 - (4) Site littered with rubbish, garbage, debris, construction debris or which has uncontrolled obnoxious growth of vegetation in excess of eight inches in height;
 - (5) Structure or building in a state of dilapidation, deterioration, or decay, or faulty construction, open, vacant or abandoned;
 - (6) Excess dust on the site and adjacent properties;
 - (7) Accumulation of soil and/or stone piles exceeding 30 inches in height at any time, unless a waiver of that height limitation is explicitly granted in writing by the Borough Administrator based upon the limited area available on the site for the placement of piles. Piles of soil/stone are only permitted on-site during the excavation and construction of the foundation or installation, removal or replacement of any piping or utilities or drainage systems. Any soil/stone material that is brought to the site for landscaping purposes may only remain on-site while the landscaping work is being done.
 - (8) Construction equipment and tools idled and not in use for more than five days and building supplies not used within 20 days.
- G. The exterior property areas of each construction site shall be maintained according to the following requirements:
- (1) All exterior property shall be maintained clean, safe, sanitary, and free from any accumulation of rubbish or garbage and all other unsafe or hazardous conditions that endanger life and health of public. All property shall be graded and maintained to prevent the accumulation of stagnant water thereon, or within any structure located thereon. All construction debris shall be stored in containers.
 - (2) All sidewalks along the public right-of-way, walkways, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free of hazardous conditions.
 - (3) All adjoining streets shall be kept clean at all times.
 - (4) If required by the Construction Official, a stone tracking pad will be installed at

the construction site.

- (5) All exterior property shall be maintained free from weeds or plant growth in excess of eight inches. All noxious weeds shall be prohibited.
- (6) All structures and exterior property shall be kept free from rodent infestation.
- (7) Parking of contractors' vehicles must be done according to the existing motor vehicle and parking laws and ordinances. Double parking on the public street is permitted for no longer than two hours for loading and unloading equipment or materials.
- (8) When a building has been demolished, the vacant lot shall be filled, graded, and maintained in conformity to the established street grades at curb levels within two weeks. Backfilling of removed foundations shall conform to the Uniform Construction Code Act. Soil piles in excess of two feet in height shall be removed or reduced within two weeks after foundation is completed.
- (9) All materials and equipment required in construction operations shall be stored and placed so as not to endanger the public, the workers or adjoining property. To the extent reasonably possible, all such materials and equipment shall be stored in the rear of the property and/or behind existing structures. Material and equipment shall be delivered to the Construction Site no sooner than five days before the anticipated use. All material and equipment shall be removed within five days of completion of use. Any equipment not used for 10 consecutive days must be removed from the construction site.
- (10) Materials or equipment shall not be stored within five feet of a property line. Materials or equipment shall not be stored on the street or in the public right-of-way.
- (11) Material and equipment shall not be placed or stored so as to obstruct access to fire hydrants, standpipes, fire or police alarm boxes, utility boxes, catch basins or manholes, nor shall they be placed within 25 feet of a street intersection, or so placed as to obstruct normal observation of traffic.
- (12) Material shall not be dropped by gravity or thrown outside the exterior walls of a building during demolition or erection. Chutes shall be provided for this purpose and any material which in its removal will cause an excessive amount of dust shall be wet down to prevent creation of a nuisance.
- (13) During demolition of a structure, the structure shall be wet down as necessary to prevent excess dust if determined to be necessary in the judgment of the engineer or construction official.
- (14) Provision shall be made to prevent the accumulation of water or damage to any foundations on the property of the construction site or adjoining property.
- (15) Dust, sand blasts, or other harmful agents, when employed or occurring in construction operations, shall be captured at the work area to prevent their diffusion over adjoining property or streets. All work done involving the removal of lead based paint must be in compliance with all state and local regulations and

requirements.

(16) Use of generators prohibited; power generators.

- (a) Portable generators are prohibited on construction sites to provide electricity to the site.
- (b) Portable generator may be temporarily utilized in the event of emergent situation only after owner or contractor notifies Borough Construction Official and/or Borough Administrator of the emergent situation and obtains the Borough's permission to temporarily utilize the generator.

H. Adequate toilet facilities shall be provided at every construction site. All portable toilets shall be positioned at the rear of the property in a manner so the door accessing same is facing into the property. All portable toilets must be cleaned and serviced at least once every seven days. Should the property not have access to a lane, relief may be sought from the Borough Administrator. A survey will be required to be submitted with the proposed location of the toilet facilities indicated on the survey.

I. Construction is permitted during the following times:

(1) Commercial construction.

(a) Construction hours permitted.

- [1] Monday through Friday: 8:00 a.m. to 5:00 p.m.
- [2] Saturday: 9:00 a.m. to 5:00 p.m.

- (b) Except in the case of an emergency, no commercial construction shall take place on Sundays or on the public holidays of New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving and Christmas. Commercial construction is prohibited on Saturdays beginning the Saturday of Memorial Day weekend through the Saturday of Labor Day weekend. Interior spackling, sanding, staining or painting is permitted provided no power equipment is used.

(2) Property owner construction. (Primary Residence Only).

(a) Construction hours permitted.

- [1] Monday through Friday: 8:00 a.m. to 7:00 p.m.
- [2] Saturday: 9:00 a.m. to 5:00 p.m.

- (b) Except in the case of an emergency, no construction shall take place on Sundays or on the public holidays of New Year's Day, Memorial Day, July 4th, Labor Day, Thanksgiving and Christmas.

J. Collection of garbage or trash by commercial collectors shall be done only between the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday.

K. The off-loading and on-loading of track vehicles in the street is permitted subject to the following conditions:

- (1) A permit must be obtained from the Administrator, DPW Supervisor or his designee prior to delivery of the vehicle to the site;

- (2) The fee for said permit shall be per Subsection 12-1.6;
- (3) The street area shall be protected with a cover consisting of a minimum 3/4 inch plywood sheets, rubber mats or some other similar material as to protect the roads, curbs and sidewalks.
- L. The dry cutting of stone and concrete is prohibited.
- M. All construction sites shall post on-site the following information: the block, lot and address of the property; the name, address and telephone number of the General Contractor and the rules and regulations for all construction sites distributed by the Borough Officials so as to be visible to all Borough officials and subcontractors in a weather-proof manner at all times.
- N. All excavations equal to or greater than five feet deep and five feet wide must include the installation of retaining wall to provide temporary support of soil and existing structures.
 - (1) Any excavation within 10 feet of a structure or driveway throughout the project shall be supported in such a manner that no caving will result from the excavations and that no driveway, structure or public or private property outside the project limits will be damaged. A sloped area no larger than 15 feet in width may be left open at the front of the excavation to allow for equipment access into the excavation.
 - (2) The property owner shall submit signed and sealed plans for the shoring, designed by an engineer licensed in the State of New Jersey and shall be included with the application for zoning approval.
- O. The requirement of Subsection N, the retaining wall of an excavation, shall be waived upon the submission of a written agreement, witnessed by a notary public licensed by the State of New Jersey, between the owner of the site upon which the construction will occur and the owners of properties adjacent to the side and rear setbacks of the site upon which the construction will occur. Said agreement must be submitted to the Zoning Official of the Borough prior to the commencement of any construction activity. The requirements of Subsection O shall remain in full force and effect if the written agreement(s) between all the parties is not submitted prior to the commencement of construction.
- P. All construction containers that will be stored on site shall be removed from the construction site when full and/or within 30 days of delivery whichever is sooner. All construction containers shall be registered with the Borough office.
- Q. At the time of application of construction permits, a construction schedule shall be provided which shall include the following information and deadlines:
 - (1) Commencement date of demolition (if applicable).
 - (2) Removal of demolition debris within (seven days of demolition).
 - (3) Commencement date of excavation (within 20 days of removal of debris).
 - (4) Completion date of excavation.

- (5) Completion of foundation.
- (6) Framing, sheathing and roofing.
- (7) Windows and siding.

R. An application for a permit for any proposed work shall be deemed to have been abandoned six months after date of filing, unless such application has been diligently pursued.

SECTION II.

EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication in accordance with law.

ORDINANCE INTRODUCED						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady						X
Bergen			X			
Kyne	X		X			
McNamara			X			
Merla			X			
Pecora		X	X			

CERTIFICATION

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the ordinance introduced by the Governing Body of the Borough of Keyport on July 7, 2026.

Michele Clark, RMC
Borough Clerk

ORDINANCE ADOPTED						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady						
Bergen						
Kyne						
McNamara						
Merla						
Pecora						

Introduced: July 7, 2026
Public Hearing: July 21, 2026
Adopted:

Michele Clark, RMC
Borough Clerk

Rose P. Araneo, Mayor
Borough of Keyport

ORDINANCE NO. 2026-19

ORDINANCE AMENDING CHAPTER 7, "TRAFFIC"
BY AMENDING CHAPTER 7A TRAFFIC SCHEDULES, SUBSECTION 7-18
"SCHEDULE XXIII MULTIWAY STOP INTERSECTIONS" OF THE CODE OF THE
BOROUGH OF KEYPORT

WHEREAS, the Borough of Keyport (the "Borough") is desirous of amending Chapter 7, Traffic by amending Chapter 7A, subsection 7-18, Schedule XXIII Multiway Stop Intersections;

NOW, THEREFORE, BE IT ORDAINED by the Borough Council of the Borough of Keyport that the following Subsection of Chapter 7 of the Borough Code be and is hereby amended to read as follows:

Deletions are noted by ~~strike throughs~~

Additions are indicated in **bold underline**

Language that remains unchanged is not highlighted in any way

SECTION I

Chapter 7. Traffic

§7-18 Multiway Stop Intersections.

Chapter 7A Traffic Schedules

Schedule XXIII: Multiway Stop Intersections.

[Schedule XXIII Table to be amended by the addition of the following:]

Name of Intersection	Stop Sign Locations
<u>Chandler Ave. and Washington Street</u>	<u>All approaches</u>
<u>Provost Ave. and Washington Street</u>	<u>All approaches</u>

SECTION II.

EFFECTIVE DATE. This ordinance shall take effect immediately upon its passage and publication in accordance with law.

ORDINANCE INTRODUCED						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady						X
Bergen		X	X			
Kyne			X			
McNamara	X		X			
Merla			X			
Pecora			X			

CERTIFICATION

I, Michele Clark, Borough Clerk, do hereby certify that this is a true copy of the ordinance introduced by the Governing Body of the Borough of Keyport on July 7, 2026.

Michele Clark, RMC
Borough Clerk

ORDINANCE ADOPTED						
Councilmember	Offered	Seconded	Aye	Nay	Abstain	Absent
Brady						
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Introduced: July 7, 2026
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