

**FAIR HAVEN BOROUGH COUNCIL  
REGULAR MEETING AGENDA  
JULY 13, 2020, 7:00 P.M.**

**Zoom Link:** <https://us02web.zoom.us/j/84011404645>

**iPhone or Land Line Telephone Call In:** 1-267-831-0333

**Webinar Number:** 840 1140 4645 (this is used for computer or whatever dial in you prefer)

1. **Call to Order:** pm
2. **Salute to the Flag:**
3. **Moment of Meditation:**
4. **Sunshine Law Notice:**
5. **Roll Call:** Councilmembers Banahan Chrisner-Keefe Koch  
McCue Rodriguez Sorensen
6. **Workshop Session**  
-River Road Curbs, Sidewalks, Bike Lane Concept Plan and Bid Authorization (Engineer Gardella)
7. **Public Comment on Agenda Items**
8. **Approval of Minutes**  
-June 8, 2020 Regular Meeting (version #1 or version #2)  
-June 9, 2020 Executive Session  
-June 23, 2020 Regular Meeting  
-June 23, 2020 Executive Session
9. **Old Business**  
**Adoption of Ordinance**  
Ordinance No. 2020-02, Authorize Purchase of 623 River Road  
Motion to not move forward and adoption this ordinance
10. **New Business**  
**Council Committee Reports**  
**Finance** - Councilman Banahan  
**Personnel** - Councilwoman Chrisner-Keefe  
**Planning & Zoning** - Councilwoman Koch  
**Police, Fire & OEM** - Councilman McCue  
**Engineering, DPW and Borough Facilities** - Councilman Rodriguez  
**Parks and Recreation and Communications** - Councilwoman Sorensen  
  
**Introduction of Ordinance**  
2020-03 General Capital Ordinance  
  
**Consent Agenda**  
**Resolutions**  
2020-120 Amendment to Bid Threshold Amount Per Public Bid Requirements and Grant  
Authorization to QPA  
2020-121 Approve Refund of Boat Ramp Pass to Gregg Wramage  
2020-122 Approve Chapter 159 - Clean Communities Grant  
2020-123 Approve Fire Department Regular Membership - Matthew Lang

2020-124	Approve Fire Department Regular Membership - Bryce Wyzykowski
2020-125	Approve Fire Department Affiliate Membership/First Aid - Kirstin Felsmann
2020-126	Hire 2020 Rec-N-Crew Summer Camp Counselors
2020-127	Authorize Capital Item Expenditure - Ricoh Aficio IM C4500 (Borough Hall)
2020-128	Executive Session – Personnel and Contract Negotiations
2020-129	Payment of Vouchers

**Department Reports**

**February 2020**

-Chief Financial Officer

**March 2020**

-Chief Financial Officer

**April 2020**

-Chief Financial Officer

**May 2020**

-Chief Financial Officer

**June 2020**

-Municipal Clerk

-Dog License

-Planning Board and Zoning Board

-Police Department

11. **Good of the Borough - Please stand and identify yourself by clearly stating your name and address for the record** (*Please observe a time limit of three minutes*)
12. **Adjournment**

**PROCEDURE FOR CITIZEN PARTICIPATION AT COUNCIL MEETINGS**

The Fair Haven Borough Council and the Mayor welcome comments, suggestions and inquiries from residents of Fair Haven. To that end, provision is made for a public discussion period at each meeting. It is listed as:

“Public Discussion” – near the end of the meeting where any topic may be addressed.

You must wait to be recognized by the Mayor. **IDENTIFY YOURSELF BY CLEARLY STATING YOUR NAME AND ADDRESS FOR THE RECORD.** Limit your comments to three (3) minutes. Once a particular topic has been addressed by a member of the public, he/she will not be recognized to talk again on the same topic until all others have been heard a first time.

If you wish to reserve time to speak in advance, you may address your request to Allyson Cinquegrana at 732-747-0241 extension \*221, by noon on the Friday preceding the meeting.

You will **NOT** be recognized, **NOR SHOULD YOU COMMENT OR CARRY ON A DEBATE OR DIALOGUE WHILE BUSINESS OF THE BOROUGH IS BEING ADDRESSED BY MAYOR AND COUNCIL.**

**BOROUGH OF FAIR HAVEN  
ORDINANCE NO. 2020-02**

**ORDINANCE AUTHORIZING THE BOROUGH OF FAIR HAVEN TO  
ACQUIRE THE PREMISES KNOWN AS 623 RIVER ROAD, BLOCK 25, LOT 10,  
IN THE BOROUGH OF FAIR HAVEN, MONMOUTH COUNTY, NEW JERSEY,  
PURSUANT TO N.J.S.A. 40A:12-1 ET SEQ.**

**WHEREAS**, the Borough of Fair Haven has identified that certain real property designated as Block 25, Lot 10 on the Tax Map of the Borough of Fair Haven, commonly known as 623 River Road in the Borough of Fair Haven (the “Property”), as being appropriate for and needed for a public purpose, to wit, the construction of a municipal building to potentially house the Borough’s police department, municipal offices and council chambers; and

**WHEREAS**, the Borough has negotiated an Agreement for Sale and Purchase of Real Estate to acquire title to the Property listed above with the record title owner of the Property; and

**WHEREAS**, the Borough has determined that acquisition of the Property, the compensation to be paid for the Property and all matters incidental thereto and arising therefrom will be pursued as provided by N.J.S.A. 40A:12-1 et seq.; and

**WHEREAS**, the Borough of Fair Haven has determined that the property is for use of public purpose; and

**WHEREAS**, the public purpose for said property is for a municipal building.

**NOW THEREFORE BE IT ORDAINED** by the Borough of Fair Haven that the Borough of Fair Haven has determined that the property designated as Block 25, Lot 10, on the tax map of the Borough of Fair Haven and commonly known as 623 River Road, in the Borough of Fair Haven, would be an appropriate site for the public purposes of constructing a municipal building to potentially house the Borough’s police department, municipal offices and council chambers; and

**BE IT FURTHER ORDAINED** by the Borough of Fair Haven that the Borough of Fair Haven hereby authorizes the acquisition of the Property designated hereinabove through agreement with the record title owner in accordance with the authority conferred by N.J.S.A. 40A:12-1, et seq.; and

**BE IT FURTHER ORDAINED** by the Borough of Fair Haven that the Borough of Fair Haven is hereby authorized to retain any and all professionals, including but not limited to appraiser(s), professional planners, engineers, environmental consultants and attorneys to effectuate the Borough’s acquisition of the Property for the purposes expressed hereinabove.

Introduced: February 24, 2020

**BOROUGH OF FAIR HAVEN  
ORDINANCE NO. 2020-03**

**AN ORDINANCE PROVIDING FOR THE ACQUISITION OF VARIOUS EQUIPMENT, INFRASTRUCTURE IMPROVEMENTS AND IMPROVEMENTS TO PUBLIC BUILDINGS AND GROUNDS AND APPROPRIATING THE SUM OF \$215,000.00 THEREFORE, AUTHORIZED IN AND BY THE BOROUGH OF FAIR HAVEN, IN THE COUNTY OF MONMOUTH, NEW JERSEY**

**WHEREAS**, the Borough of Fair Haven, in the County of Monmouth, New Jersey has determined to acquire various equipment, make improvements to infrastructure and public buildings and grounds; and

**WHEREAS**, the Borough of Fair Haven has \$215,000.00 in the Capital Improvement Fund.

**NOW THEREFORE, BE IT ORDAINED** and enacted by the Mayor and Council of the Borough of Fair Haven, County of Monmouth, New Jersey, that:

**SECTION 1.** The purchase and/or procurement of services described in Section 2 of this ordinance is hereby authorized as a General Capital authorization to be undertaken in and by the Borough of Fair Haven, County of Monmouth, New Jersey.

**SECTION 2.** The acquisitions and improvements hereby authorized to be undertaken consist of:

- a. Any capital equipment, so determined as to be necessary
- b. Roadway and Infrastructure Improvements, so determined as to be necessary
- c. Buildings and Grounds Improvements, so determined as to be necessary
- d. Information technology hardware and software, so determined to be necessary

together with all items necessary, incidental or appurtenant thereto.

**SECTION 3.** The 2020 General Capital Budget of the Borough of Fair Haven is hereby amended to conform to the provisions of this ordinance.

**SECTION 4.** All ordinances or parts of ordinances inconsistent with the terms of this ordinance be and the same are hereby repealed to the extent of their inconsistency

**SECTION 5.** This ordinance shall take effect 10 days after the first publication thereof after final adoption, as provided by law.

COUNCIL OF THE BOROUGH OF FAIR HAVEN  
MONMOUTH COUNTY, NEW JERSEY  
**RESOLUTION**

**Motion by:**

**Second by:**

**AFFIRMATIVE:**

**NEGATIVE:**

**ABSTAIN:**

**ABSENT:**

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**RESOLUTION NO. 2020-120**

**TITLE: PERMIT AMENDMENT TO THE THRESHOLD AMOUNT FOR CONTRACTS  
SUBJECT TO PUBLIC BIDDING REQUIREMENTS AND GRANTING  
AUTHORIZATION TO THE BOROUGH'S QUALIFIED PURCHASING AGENT**

**WHEREAS**, the Borough of Fair Haven is subject to the requirements of the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., as to the procedure by which it may enter contracts and make purchases, and

**WHEREAS**, the Law under N.J.S.A. 40A:11-3 (c) establishes a threshold amount for a contract or purchase below which the Borough's Qualified Purchasing Agent is not required to publicly advertise for bids for said contract or purchase; and

**WHEREAS**, pursuant to this authority, the Governor has raised the bid threshold to \$44,000.00 and formal quotation requirements to 15% of that amount (\$6,600.00) effective July 1, 2020; and

**WHEREAS**, the Borough Council wishes to amend the Council's Ordinance to conform to this amended threshold and to grant to its Qualified Purchasing Agent continuing authority to contract in accordance with the threshold requirements as it may be adjusted in the future under N.J.S.A. 40A: 11-3 (c).

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Fair Haven, County of Monmouth, State of New Jersey that in accordance with 40A:11-3 (c ) the bid threshold amount below which the Township's Qualified Purchasing Agent is not required to publicly advertise for bids for said contract or purchase is hereby adjusted and established to \$44,000.00; and

**BE IT FURTHER RESOLVED**, that formal quotes will not be required for purchases of less than \$6,600.00, and

**BE IT FURTHER RESOLVED**, that pursuant to N.J.S.A. 40A:11-3 (c) the Borough's Qualified Purchasing Agent is hereby granted a general authorization to negotiate, make and award contracts and purchases for amounts which do not exceed the threshold amount of \$44,000.00.

**COUNCIL OF THE BOROUGH OF FAIR HAVEN  
MONMOUTH COUNTY, NEW JERSEY  
RESOLUTION**

**Motion by:**

**Second by:**

**AFFIRMATIVE:**

**NEGATIVE:**

**ABSTAIN:**

**ABSENT:**

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**RESOLUTION NO. 2020-121**

**TITLE:       APPROVE REFUND FOR BOAT RAMP PASS**

**WHEREAS**, on June 12, 2020, Gregg Wramage, purchased a Boat Ramp Pass for the Year 2020 in the amount of \$85.00; and

**WHEREAS**, on June 29, 2020, Mr. Wramage advised that he was unable to use Fair Haven's boat ramp to launch his boat as his boat is too large and has requested a refund.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven that the Finance Department be authorized to refund his boat pass in the amount of \$85.00 to Gregg Wramage, 102 Main Street, Port Monmouth, New Jersey.

COUNCIL OF THE BOROUGH OF FAIR HAVEN  
MONMOUTH COUNTY, NEW JERSEY  
**RESOLUTION**

**Motion by:**

**Second by:**

**AFFIRMATIVE:**

**NEGATIVE:**

**ABSTAIN:**

**ABSENT:**

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**RESOLUTION NO. 2020-122**

**TITLE: RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE BUDGET OF THE BOROUGH OF FAIR HAVEN PURSUANT TO N.J.S.A. 40A:4-87 (CHAPTER 159, P.L. 1948): STATE OF NEW JERSEY – SOLID WASTE ADMINISTRATION – CLEAN COMMUNITIES GRANT**

**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 such items of revenue in the Budget of the County or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, said Director may also approve the insertion of any item of appropriation for equal amount; and

**WHEREAS**, the Borough of Fair Haven has received a \$11,096.24 grant from State of New Jersey for a Clean Communities Grant and wishes to amend its 2020 budget to include this amount as revenue; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Fair Haven, 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 for the year 2020 in the amount of \$11,096.24 which items in now available as revenue from:

The State of New Jersey  
Clean Communities Grant

**BE IT FURTHER RESOLVED** that a like sum of \$11,096.24 be and the same is hereby appropriated under the caption of General Appropriations – Operations Excluded from CAPS:

The State of New Jersey  
Clean Communities Grant

**BE IT FURTHER RESOLVED** that the Borough Clerk forward two copies of this resolution to the Director of Local Government Services.

**COUNCIL OF THE BOROUGH OF FAIR HAVEN  
MONMOUTH COUNTY, NEW JERSEY  
RESOLUTION**

**Motion by:**

**Second by:**

**AFFIRMATIVE:**

**NEGATIVE:**

**ABSTAIN:**

**ABSENT:**

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**RESOLUTION NO. 2020-123**

**TITLE: RESOLUTION APPOINTING A MEMBER TO THE FAIR HAVEN  
FIRE DEPARTMENT, Regular Member – Matthew Lang**

**BE IT RESOLVED** by the Borough Council of the Borough of Fair Haven that Matthew Lang, 1 Forrest Avenue, Fair Haven, NJ having been duly accepted as a regular member of the Fair Haven Volunteer Fire Co., is hereby appointed to the Fair Haven Fire Department.



**COUNCIL OF THE BOROUGH OF FAIR HAVEN  
MONMOUTH COUNTY, NEW JERSEY  
RESOLUTION**

**Motion by:**

**Second by:**

**AFFIRMATIVE:**

**NEGATIVE:**

**ABSTAIN:**

**ABSENT:**

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**RESOLUTION NO. 2020-124**

**TITLE: RESOLUTION APPOINTING A MEMBER TO THE FAIR HAVEN  
FIRE DEPARTMENT, Regular Member – Bryce Wyzykowski**

**BE IT RESOLVED** by the Borough Council of the Borough of Fair Haven that Bryce Wyzykowski, 80 Cedar Avenue, Fair Haven, NJ having been duly accepted as a regular member of the Fair Haven Volunteer Fire Co., is hereby appointed to the Fair Haven Fire Department.

**COUNCIL OF THE BOROUGH OF FAIR HAVEN**  
**MONMOUTH COUNTY, NEW JERSEY**  
**RESOLUTION**

**Motion by:**

**Second by:**

**AFFIRMATIVE:**

**NEGATIVE:**

**ABSTAIN:**

**ABSENT:**

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**RESOLUTION NO. 2020-125**

**TITLE:           RESOLUTION APPOINTING A MEMBER TO THE FAIR HAVEN  
FIRE DEPARTMENT, Affiliate Member – Kirstin Felsmann**

**BE IT RESOLVED** by the Borough Council of the Borough of Fair Haven that Kirstin Felsmann, 664 River Road, Fair Haven, NJ having been duly accepted as an affiliate member of the Fair Haven Volunteer Fire Co., is hereby appointed to the Fair Haven Fire Department/First Aid.

COUNCIL OF THE BOROUGH OF FAIR HAVEN  
MONMOUTH COUNTY, NEW JERSEY  
RESOLUTION

**Motion by:**

**Second by:**

**AFFIRMATIVE:**

**NEGATIVE:**

**ABSTAIN:**

**ABSENT:**

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**RESOLUTION NO. 2020-126**

**TITLE: APPOINT COUNSELORS FOR THE 2020 REC-N-CREW SUMMER CAMP PROGRAM IN THE PARKS & RECREATION DEPARTMENT**

**WHEREAS**, the Borough of Fair Haven will be offering a Rec-N-Crew Summer Camp Program through the Parks and Recreation Department for the 2020 summer season; and

**WHEREAS**, DJ Breckenridge, Parks and Recreation Director has recommended the following individuals be appointed as part time Counselors for the 2020 program:

<b>Camp Employee</b>	<b>Hourly Salary</b>	<b>Title/Notes</b>	<b>Term</b>
Alex Componile	\$19.00	Head Counselor	July 20 – August 14
Edward Messinger	\$19.00	Head Counselor	July 20 – August 14
Jacob Black	\$12.00	Assistant Head Counselor	July 20 – August 14
Cam Lewis	\$12.00	Assistant Head Counselor	July 20 – August 14
Jack Benedetto	\$10.00	Counselor	July 20 – August 14
Christian Danielczyk	\$10.00	Counselor	July 20 – August 14
Giavonna Darcy	\$10.00	Counselor	July 20 – August 14
Francesca Darcy	\$10.00	Counselor	July 20 – August 14
Thomas Friedman	\$10.00	Counselor	July 20 – August 14
Jason Hall	\$10.00	Counselor	July 20 – August 14
Brody McGowan	\$10.00	Counselor	July 20 – August 14
Christopher Pozzuto	\$10.00	Counselor	July 20 – August 14
Emily Pozzuto	\$10.00	Counselor	July 20 – August 14
Chris Ryan	\$10.00	Counselor	July 20 – August 14
Luke Alex Turoczi	\$10.00	Counselor	July 20 – August 14

**WHEREAS**, due to COVID-19 and the State’s Regulation, the Head Counselors (Alex Camponile and Edward Messinger) will serve as the Camp’s Medical Director and receive a stipend in the total amount of \$400.00 each to be paid from the Storm Recovery Trust Account (COVID line item); and

**WHEREAS**, the Summer Playground Program is offset through the fees paid by participants of the programs by way of the Recreation Trust Fund.

**NOW THEREFORE BE IT RESOLVED** by the Borough Council of the Borough of Fair Haven that the above Counselors be appointed for the 2020 Summer Rec-N-Crew Camp Program at the program salaries listed above for the program beginning July 20, 2020 through August 14, 2020.

**COUNCIL OF THE BOROUGH OF FAIR HAVEN**  
**MONMOUTH COUNTY, NEW JERSEY**  
**RESOLUTION**

**Motion by:**

**Second by:**

**AFFIRMATIVE:**

**NEGATIVE:**

**ABSTAIN:**

**ABSENT:**

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**RESOLUTION NO. 2020-127**

**TITLE: PURCHASE AUTHORIZATION FOR CAPITAL ITEM EXPENDITURE – RICOH AFICIO IM C4500**

**WHEREAS**, there is a need to update the Borough’s multifunctional print/scan/copy/fax machine as it is outdated and no longer serviceable; and

**WHEREAS**, funds have been authorized for the purchase of a print/scan/copy/fax machine in the 2020 Capital Budget; and

**WHEREAS**, the Borough Administrator and Qualified Purchasing Agent are jointly recommending a Capital Item purchase authorization, as follows:

**BOROUGH HALL**

Ricoh Aficio IM C4500

**TOTAL NOT TO EXCEED**

**\$7,839.68**

**WHEREAS**, the Ricoh Aficio IM C4500 will be purchased through an approved National Contract Vendor (Stratix Systems, 450 Raritan Center Parkway, Suite E, Edison, NJ 08837: National Contract 4400003732) as verified by the Borough’s Qualified Purchasing Agent (QPA).

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Fair Haven that this Capital Item Expenditure is hereby approved and will be charged to Capital Account C-04-55-706-001 where funds have been certified by the Chief Financial Officer.

**BE IT FURTHER RESOLVED** that since there is no resale or trade-in value for the Borough’s current print/scan/copy/fax machine, Stratix Systems has agreed to remove and recycle the Xerox WorkCenter 5150, at no additional cost.

**COUNCIL OF THE BOROUGH OF FAIR HAVEN  
MONMOUTH COUNTY, NEW JERSEY  
RESOLUTION**

**Motion by:**

**Second by:**

**AFFIRMATIVE:**

**NEGATIVE:**

**ABSTAIN:**

**ABSENT:**

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**RESOLUTION NO. 2020-128**

**TITLE: EXECUTIVE SESSION**

**WHEREAS**, the Open Public Meetings, P. L. 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

**WHEREAS**, this public body is of the opinion that such circumstances presently exist; and

**WHEREAS**, the Governing Body may wish to discuss the following matters:

**Personnel**

1. Police Department – Social Security

**Pending Litigation**

1. Yacht Works

**Contract Negotiations**

1. Interlocal Service Agreement with Fair Haven Board of Education
2. Interlocal Service Agreement with Middletown

**WHEREAS**, minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

**NOW THEREFORE BE IT RESOLVED** that the public be excluded from this meeting.

**COUNCIL OF THE BOROUGH OF FAIR HAVEN**  
**MONMOUTH COUNTY, NEW JERSEY**  
**RESOLUTION**

**Motion by:**

**Second by:**

**AFFIRMATIVE:**

**NEGATIVE:**

**ABSTAIN:**

**ABSENT:**

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**RESOLUTION NO. 2020-129**

**TITLE:      PAYMENT OF VOUCHERS**

**BE IT RESOLVED** by the Governing Body of the Borough of Fair Haven that the vouchers listed for payment on the July 13, 2020 agenda are hereby approved and the Finance Department is hereby authorized to release payment to the various vendors.

2020 CURRENT ACCOUNT	\$ 181,752.39
2019 CURRENT ACCOUNT	\$ 11,488.00
GENERAL CAPITAL	\$ 5,340.00
PAYROLL AGENCY	\$ 12,859.32
OTHER TRUST	\$ 3,297.41
DOG TRUST	\$ 11.40
<b>TOTAL</b>	<b>\$ 214,748.52</b>