

**FAIR HAVEN BOROUGH COUNCIL
REGULAR MEETING AGENDA
MAY 11, 2020, 7:00 P.M.**

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. **Proclamation**
 - National Police Week (May 10-16)
 - National Safe Boating Week (May16-22)
7. **Workshop Session**
 - Request to display Knollwood Graduating Class of 2020 Lawn Signs
 - 2020 Municipal Budget
8. **Public Comment on Agenda Items**
9. **Approval of Minutes**
 - April 27, 2020 Regular Meeting
 - May 1, 2020 Special Meeting
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
 - Consent Agenda**
 - Resolutions**
 - 2020-91 Approve Non-Aligned Employee Salaries for 2020
 - 2020-92 Authorize Mayor and Clerk to Execute a Termination of Drainage Easement - 901 River Road
 - 2020-93 Executive Session – Personnel and Possible Litigation
 - 2020-94 Approve Emergency Temporary Appropriation
 - 2020-95 Payment of Vouchers
 - 2020-96 Authorize Tax Collector to process 3rd Quarter Estimated Tax Bills
 - Department Reports**
 - April 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.**

NEXT COUNCIL MEETING: TUESDAY, MAY 26, 2020

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

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2020-91

TITLE: ESTABLISH 2020 SALARIES FOR NON-UNION BOROUGH EMPLOYEES

WHEREAS, Borough Salary Ordinance No. 2019-04, provides for salary ranges for designated municipal employees; and

WHEREAS, the exact amount of each salary is to be determined by the Borough Council of the Borough of Fair Haven with the recommendation of the Borough Administrator.

NOW, THEREFORE, BE IT RESOLVED that the following non-contractual individuals shall be paid the regular base salary for the year 2020, for their services to the Borough of Fair Haven in the designated positions as follows:

EMPLOYEE	POSITION	2020
Allyson Cinquegrana	Borough Clerk	\$76,326.00
Allyson Cinquegrana	Assistant Administrator	13,674.00
Melissa Abrahamsen	Assistant Chief Financial Officer/Payroll Coordinator	63,363.00
Betty Ann Berube	Administrative Assistant/Registrar	38,760.00
Debbie Ozut	Tax and Finance Office Assistant	38,760.00
Gregory Hutchinson	Tax Assessor	25,500.00
Peter Lucas	Municipal Court Judge	14,193.00
Anthony Vecchio	Municipal Prosecutor	12,485.00
Darryl Breckenridge, Jr.	Director of Parks and Recreation, Events and Special Project Administrator	63,750.00
Donna Powers	Librarian	49,980.00
Annette Bufano	Assistant Librarian	36,720.00
Nicolas Poruchynsky	Assistant Director of Engineering and Public Works	75,507.00
Nicolas Poruchynsky	Zoning Officer	26,402.00
Nicolas Poruchynsky	Flood Plain Manager	6,260.00
	Municipal Alliance Coordinator	18,000.00
Various Employees	Permanent Crossing Guard	10,000.00
Jennifer Johnson	Engineering, Zoning, Code Enforcement, Records	42,840.00
Jennifer Johnson	Planning Board and Zoning Board Secretary	3,600.00
Joseph Mulé	Planning & Zoning Code Compliance	20,400.00
Jeffrey Jarvis	Public Works Laborer – Recycling	15.50/hour
Catherine Palma	Part Time Library Assistant	15.50/hour
Maria Mitterando	Part Time Library Assistant	12.25/hour
Erin Hendrickson	Part Time Police Records Clerk	16.25/hour
Bonnie Ferris	Part Time Police Records Clerk	16.25/hour
Various Employees	Part Time Crossing Guards	15.25/hour
	Special Officers – Class I	14.75/hour
	Special Officers – Class II	18.25/hour

Police Matron
DPW Seasonal

17.25/hour
13.25/hour

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

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2020-92

**TITLE: AUTHORIZING THE MAYOR AND BOROUGH CLERK TO SIGN A
 TERMINATION OF DRAINAGE EASEMENT**

WHEREAS, the Borough is a party to a drainage easement dated February 16, 1960 ("Drainage Easement") on property known as Block 51, Lot 11.01, 901 River Avenue. Said ("Drainage Easement") is for the benefit of the Borough and the County of Monmouth (the "County"); and

WHEREAS, the property owner, the Borough and the County agree and acknowledge that there is no drainage pipe located within the drainage easement area ("Drainage Easement Area") described in the Drainage Easement, and that there is an existing drainage pipe located elsewhere on the property, outside of the Drainage Easement Area; and

WHEREAS, since there is no drainage pipe within the Drainage Easement Area and there is an existing drainage pipe located on-site, the property owner has requested that the existing Drainage Easement be terminated; and

WHEREAS, the County of Monmouth has consented to the termination of the Drainage Easement and has confirmed the existence of a drainage pipeline on the property outside of the Drainage Easement Area.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Fair Haven, County of Monmouth, State of New Jersey, that the Mayor and Borough Clerk are authorized to execute the Termination of Drainage Easement.

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

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2020-93

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. Non-Essential Employees

Pending Litigation

1. Yacht Works

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:

RESOLUTION NO. 2020-94

TITLE: TEMPORARY EMERGENCY APPROPRIATION

WHEREAS, emergent conditions have arisen with respect to the payment of bills in a number of accounts and no adequate provision has been made in a Year 2020 temporary budget for the aforesaid purposes; and

WHEREAS, NJSA 40A:4-20 provides for the creation of an emergency temporary appropriation for the purposes above mentioned; and

WHEREAS, the total temporary emergency resolutions adopted in the year 2020 for the Borough pursuant to the provisions of Chapter 96, PL 1951 (NJSA 40A:4-20) including this resolution total \$3,543,575.29 for the Current Fund.

NOW, THEREFORE, BE IT RESOLVED that not less than two-thirds of all members of the Borough Council of the Borough of Fair Haven, New Jersey affirmatively concurring in accordance with the provisions of NJSA 40A:4-20:

1. An emergency temporary appropriation shall be and the same is hereby made for the following purposes:

Account Number	Description	Amount	Reason
Current Account			
0-01-20-125-201	Mayor & Council /Recognition	-\$1,500.00	Delete from Temp Bud
0-01-20-130-202	Finance Contractual	-\$2000.00	Delete from Temp Bud
0-01-20-155-211	Legal Contractual	\$15,000.00	Add to Temp Budget
0-01-22-209-101	Code Enforcement Salaries	\$2,000.00	Add to Temp Budget
0-01-23-210-228	Insurance General Liability	\$10,450.00	Add to Temp Budget
0-01-23-215-228	Worker's Comp Insurance	\$40,000.00	Add to Temp Budget
0-01-25-265-276	Hydrants	\$18,000.00	Add to Temp Budget
0-01-27-335-299	Environmental Health Misc.	-\$90.00	Delete from Temp Bud
0-01-31-446-276	Utilities Natural Gas	\$2,500.00	Add to Temp Budget
0-01-43-494-202	Recycling Tax Contractual	\$3,000.00	Add to Temp Budget
TOTAL		\$87,360.00	

2. That said emergency temporary appropriations will be provided for in the 2020 budget under the appropriate titles.

3. That one certified copy of this resolution will be filed with 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:

RESOLUTION NO. 2020-95

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 May 11, 2020 agenda are hereby approved and the Finance Department is hereby authorized to release payment to the various vendors.

2020 CURRENT ACCOUNT	\$ 1,818,013.75
2019 CURRENT ACCOUNT	\$ 6,909.76
PAYROLL AGENCY	\$ 13,075.02
OTHER TRUST	\$ 17,789.79
DOG TRUST	\$ 4.20
TOTAL	\$ 1,855,792.52

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

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2020-96

**TITLE: AUTHORIZING THE TAX COLLECTOR TO PROCESS THIRD QUARTER
 “ESTIMATED” TAX BILLS, DUE AUGUST 1, 2020**

WHEREAS, in light of the disruption caused by the coronavirus outbreak, the State has delayed the adoption of the State Fiscal Year 2021 Budget to September 30, 2020; and

WHEREAS, the Division of Local Government Services (DLGS) cannot certify State Aid allocations to municipal budgets until State Aid Appropriations are known; and

WHEREAS, the DLGS cannot approve municipal budgets and the County Board of Taxation cannot certify taxes until long after the June 30, 2020 deadline to process third quarter tax bills due August 1, 2020; and

WHEREAS, without an adopted 2020 Municipal Budget and without a 2020 Certified Tax Rate, the Tax Collector cannot process the final 2020 Tax Levy; and

WHEREAS, the DLGS *“strongly recommends”* under Local Finance Notice 2020-07 *“that municipalities prepare to issue estimated property tax bills for 2020;”* and

WHEREAS, the Tax Collector, in consultation with the Chief Financial Officer, computed and certified an estimated Tax Levy necessary to bill third quarter taxes due August 1, 2020 of \$34,010,344.00.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Fair Haven, County of Monmouth, State of New Jersey, that the Tax Collector is hereby authorized and directed to process estimated tax bills for the third quarterly installment of 2020 taxes;

BE IT FURTHER RESOLVED that the third quarterly installment of 2020 taxes shall not be subject to interest until the later of August 10, 2020 or the twenty-fifth (25) calendar day after the date the estimated tax bills were mailed. The estimated tax bills shall contain a notice specifying the date on which interest may begin to accrue.