

**FAIR HAVEN BOROUGH COUNCIL
REGULAR MEETING AGENDA
APRIL 25, 2022, 7:00 P.M.
HYBRID MEETING (IN-PERSON AND ZOOM)**

Zoom Link: <https://us02web.zoom.us/j/83723565793>

iPhone or Land Line Telephone Call In: 1-301-715-8592

Webinar ID: 837 2356 5793

1. **Call to Order:** pm
2. **Salute to the Flag:**
3. **Moment of Silent Reflection:**
4. **Sunshine Law Notice:**
5. **Roll Call:** Councilmembers Chrisner-Keefe Cole Koch
McCue Neff Rodriguez
6. **Proclamation**
-Congratulating the 3rd Grade Mid Monmouth Boys Championship Basketball Team
7. **Public Comment on Agenda Items**
8. **Approval of Minutes**
-April 11, 2022 Regular Meeting
-April 11, 2022 Executive Session
9. **Old Business**
-Public Hearing on 2022 Municipal Budget
-Draft Ordinance: Prohibit the Planting of Bamboo and other Invasive Species

Hearing and Adoption of Ordinance

2022-02 Amend Salary Ordinance No. 2021-05

10. **New Business**
Council Committee Reports
Finance - Councilwoman Neff
Personnel - Councilwoman Chrisner-Keefe
Planning & Zoning - Councilwoman Koch
Parks and Recreation - Councilwoman Koch
Police, Fire & OEM - Councilman McCue
Engineering and DPW - Councilman McCue
Borough Facilities - Councilman Rodriguez
Borough Communications and Community Outreach - Councilwoman Cole

Consent Agenda

Resolutions

- 2022-111 Approve adoption of 2022 Municipal Budget
2022-112 Waive ABC Municipal Codes for Fair Haven Fireworks (June 11, 2022)
2022-113 Executive Session: Personnel and Contract Negotiations
2022-114 Approve Block Party Application for Briarwood Road - June 5th
2022-115 Authorize Special Council Meeting for 2022 Bond Ordinance Considerations: 5/23 @ 5 pm
2022-116 Approve Fire Department Application/Social Membership - Robert Silva
2022-117 Accept Performance Guarantees from Ilvento Builders, 37 Third Street

2022-118 Approve Temporary Appropriation Amendment
2022-119 Payment of Vouchers

Department Reports

2021 Annual Report

-Fair Haven Environmental Commission

March 2022

-Police Department

-Municipal Court

-Budget Status

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.**

A SPECIAL MEETING, VIA ZOOM ONLY, APRIL 27TH @ 7 PM: BOROUGH FACILITIES

**BOROUGH OF FAIR HAVEN
ORDINANCE NO. 2022-02**

**AN ORDINANCE OF THE COUNCIL OF THE BOROUGH OF FAIR HAVEN IN THE COUNTY OF
MONMOUTH SETTING THE SALARY RANGES OF OFFICERS, EMPLOYEES AND
ADMINISTRATIVE AND EXEMPT MEMBER OF THE BOROUGH OF FAIR HAVEN**

BE IT ORDAINED by the Council of the Borough of Fair Haven, in the County of Monmouth, in the State of New Jersey that the purpose of this Ordinance is to amend Ordinance 2021-05 to alter and reflect current salary ranges paid within the Borough, as last revised and passed April 12, 2021.

NOTE: Additions are in ***bold italics with underlines***, deletions are shown as ***~~strikeovers in bold italics~~***.

SECTION 1. ADMINISTRATIVE OFFICE AND EMPLOYEES

<u>TITLE</u>	<u>MINIMUM - MAXIMUM</u>
Borough Administrator	\$60,000.00 - 165,000.00
Assistant Borough Administrator	\$ 500.00 - 25,000.00
Borough Clerk	\$ 40,000.00 - 90,000.00
Deputy Borough Clerk	\$ 2,000.00 - 5,000.00
Chief Financial Officer	\$ 20,000.00 - 40,000.00*
Assistant Chief Financial Officer	\$ 25,000.00 - 70,000.00
<i><u>Qualified Purchasing Agent</u></i>	<i><u>\$ 5,000.00 - 15,000.00</u></i>
Payroll Coordinator	\$ 3,500.00 - 7,500.00
Tax Collector	\$ 35,000.00 - 60,000.00*
Tax Search Officer	\$ 1,000.00 - 3,500.00*
Municipal Court Administrator	\$ 5,000.00 - 25,000.00*
Tax Assessor	\$ 15,000.00 - 30,000.00 <i><u>\$ 15,000.00 - 35,000.00</u></i>
Administrative Assistant	\$ 18,000.00 - 45,000.00 <i><u>\$ 18,000.00 - 50,000.00</u></i>
Registrar	\$ 2,000.00 - 4,000.00
Librarian	\$ 30,000.00 - 55,000.00
Assistant Librarian	\$ 20,000.00 - 40,000.00
Municipal Judge	\$ 10,000.00 - 20,000.00
Municipal Prosecutor	\$ 7,500.00 - 20,000.00
Parks and Recreation Director	\$ 30,000.00 - 70,000.00
Assistant to the Administrator for Special Projects	\$ 10,000.00 - 20,000.00
Chief of Police	\$ 85,000.00 - 165,000.00
Police Officer	\$ 30,000.00 - 135,000.00
Code Enforcement Officer	\$ 10,000.00 - 25,000.00
Zoning Officer	\$ 10,000.00 - 35,000.00
Construction Official	\$ 20,000.00 - 45,000.00*
Fire Sub-Code Officer	\$ 4,000.00 - 15,000.00*
Fire Prevention Officer	\$ 4,000.00 - 8,000.00*
Plumbing Inspector	\$ 3,000.00 - 15,000.00*
Electrical Inspector	\$ 5,000.00 - 15,000.00*
School Crossing Guard (<i>permanent</i>)	\$ 5,000.00 - 12,000.00 <i><u>\$10,000.00 - 20,000.00</u></i>
Director of Engineering/Director of Public Works	\$ 80,000.00 - 140,000.00 <i><u>\$ 80,000.00 - 150,000.00</u></i>
Assistant Director of Engineering & Public Works	\$ 50,000.00 - 80,000.00
<i><u>Flood Plain Manager</u></i>	<i><u>\$ 5,000.00 - 10,000.00</u></i>
Public Works Foreman	\$ 50,000.00 - 80,000.00

Buildings, Grounds and Parks Foreman	\$ 2,000.00 - 5,000.00
<u>Buildings Maintenance Foreman</u>	<u>\$ 5,000.00 - 10,000.00</u>
Streets and Sanitation Foreman	\$ 2,000.00 - 5,000.00
Mechanic	\$ 45,000.00 - 80,000.00
Public Works Laborer	\$ 27,500.00 - 75,000.00
Municipal Alliance Coordinator	\$ 5,000.00 - 20,000.00
Recycling Coordinator	\$ 500.00 - 2,500.00
<u>Clean Communities Coordinator</u>	<u>\$ 1,000.00 - 5,000.00</u>
Performance Based Merit Bonus	\$ 0.00 - 10,000.00

SECTION 2. HOURLY EMPLOYEES

<u>TITLE</u>	<u>MINIMUM - MAXIMUM</u>
Receptionist/Secretary	\$15.00 – 30.00 per hour
Assistant Parks and Recreation Director	\$14.00 - 18.00 per hour
Police Records Clerk	\$12.00 – 30.00 per hour
<u>Police Matron</u>	<u>\$15.00 - 25.00 per hour</u>
Special Officer Class I	\$12.00 – 20.00 per hour
Special Officer Class II	\$13.00 - 20.00 per hour
School Crossing Guard (substitute)	\$12.00 – 17.00 per hour <u>\$12.00 - 25.00 per hour</u>
PT Public Works Laborer	\$12.00 – 20.00 per hour <u>\$12.00 - 25.00 per hour</u>
DPW – PT Recycling Laborer	\$ 12.00 – 30.00 per hour
Planning Board Secretary	\$ 12.00 - 30.00 per hour
Zoning Board Secretary	\$ 12.00 - 30.00 per hour
Code Enforcement Officer	\$12.00 – 18.00 per hour <u>\$12.00 - 25.00 per hour</u>
Deputy Court Administrator/Violations Clerk	\$13.00 - 18.00 per hour*
Library Assistant	\$12.00 – 20.00 per hour <u>\$12.00 - 25.00 per hour</u>
Clean Communities Worker	\$12.00 – 15.00 per hour
Summer Camp Counselors	\$12.00 – 20.00 per hour <u>\$10.00 - 30.00 per hour</u>
Tennis Camp Instructors	\$14.00 - 18.00 per hour

BE IT FURTHER ORDAINED that specific salaries and bonuses within the ranges will be set by a negotiated contract or in an annual salary resolution adopted by the governing body.

*Services provided through an Interlocal Service Agreement (positions are currently vacant)

SECTION 2 - UPON ADOPTION FOR YEAR 2022

RESOLUTION 2022-111

Be it Resolved by the **COUNCIL MEMBERS** of the **BOROUGH**
of **FAIR HAVEN**, County of **MONMOUTH** that the budget hereinbefore set forth is hereby
adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$ 7,850,982.00 (Item 2 below) for municipal purposes, and
- (b) \$ - (Item 3 below) for school purposes in Type I School Districts only (N.J.S.A. 18A:9-2) to be raised by taxation and,
- (c) \$ - (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in
Type II School Districts only (N.J.S.A. 18A:9-3) and certification to the County Board of Taxation of
the following summary of general revenues and appropriations.
- (d) \$ - (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) \$ - (Sheet 44) Arts and Culture Trust Fund Levy
- (f) \$ - (Item 5 Below) Minimum Library Tax

RECORDED VOTE
(Insert last name)

Ayes

Nays

Abstained

Absent

1. General Revenues				SUMMARY OF REVENUES	
Surplus Anticipated			08-100	\$	1,250,000.00
Miscellaneous Revenues Anticipated			13-099	\$	1,318,348.30
Receipts from Delinquent Taxes			15-499	\$	100,000.00
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSED (Item 6(a), Sheet 11)				07-190	\$ 7,850,982.00
3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:					
Item 6, Sheet 42			07-195	\$	-
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)			07-191	\$	-
TOTAL AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY					\$ -
4. To Be Added TO THE CERTIFICATE FOR THE AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:					
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)			07-191		
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY TAX				07-192	\$ -
Total Revenues			13-299	\$	10,519,330.30

Sheet 41

SUMMARY OF APPROPRIATIONS

5. GENERAL APPROPRIATIONS:				xxxxxx	xxxxxxxxxxxxxx
Within "CAPS"				xxxxxx	xxxxxxxxxxxxxx
(a & b) Operations Including Contingent			34-201	\$	6,950,812.00
(e) Deferred Charges and Statutory Expenditures - Municipal			34-209	\$	895,000.00
(g) Cash Deficit			46-885	\$	-
Excluded from "CAPS"				xxxxxx	xxxxxxxxxxxxxx
(a) Operations - Total Operations Excluded from "CAPS"			34-305	\$	718,368.30
(c) Capital Improvements			44-999	\$	450,000.00
(d) Municipal Debt Service			45-999	\$	497,150.00
(e) Deferred Charges - Municipal			46-999	\$	400,000.00
(f) Judgments			37-480	\$	33,000.00
(n) Transferred to Board of Education for Use of Local Schools (N.J.S.A. 40:48-17.1 & 17.3)			29-405	\$	-
(g) Cash Deficit			46-885	\$	-
(k) For Local District School Purposes			29-410	\$	-
(m) Reserve for Uncollected Taxes			50-899	\$	575,000.00
6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICT ONLY (N.J.S.A. 40A:4-13)				07-195	
Total Appropriations			34-499	\$	10,519,330.30

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 25th day of April, 2022. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2022 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this _____ day of _____, 2022, _____, Clerk

Signature

Sheet 42

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

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-112

TITLE: WAIVE BOROUGH CODE 3-19, SECTION 3-19.1 PROHIBITION OF OPEN CONSUMPTION OF ALCOHOL AND SECTION 9-1.22 ALCOHOLIC BEVERAGES PROHIBITED ON PUBLIC PROPERTY

WHEREAS, the Borough of Fair Haven will be holding Fair Haven Fireworks on Saturday, June 11, 2022; and

WHEREAS, Borough Code 3-19.1 “prohibits open consumption of any alcoholic beverages on public property within the Borough unless authorized by the Governing Body, or on private property without consent of the owner of the property or the person, over the age of twenty-one (21) years, in possession or control of the property” and Borough Code 9-1.22 “prohibits alcoholic beverages while in a public park, open space, sanctuary, or recreation area and all persons shall conduct themselves in a proper and orderly manner and, in particular, no person shall bring alcoholic beverages, drink same at any time nor shall any person be under the influence of intoxicating liquor”; and

WHEREAS, the fireworks will take place at Fair Haven Fields and outside alcohol brought in by attendees will be permitted requiring that the above-mentioned codes be waived for alcohol consumption.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven that Borough Codes 3-19.1 and 9-1.22 be waived on June 11, 2022 between the hours of 7:00 p.m. and 10:00 p.m. for Fair Haven Fireworks permitting attendees to consume alcohol that they brought with them for the event.

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

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-113

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. Code Enforcement Officer

Contract Negotiations

1. Borough Architect Proposal - Bicentennial Hall
2. PBA Negotiation
3. DPW Negotiation
4. River Road - Precise Construction

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. 2022-114

**TITLE: APPROVING A BLOCK PARTY TO BE HELD ON
 BRIARWOOD ROAD – JUNE 5TH**

WHEREAS, a request was received to hold a Block Party on Briarwood Road on Sunday, June 5, 2022 from 2 pm to 9 pm with a rain date of Sunday, June 12, 2022; and

WHEREAS, Police Chief McGovern reviewed the application and submitted his approval on April 11, 2022; and

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Fair Haven that approval is hereby granted for a block party to be held on Briarwood Road on Sunday, June 5, 2022 from 2 pm to 9 pm (rain date: Sunday, June 12th).

BE IT FURTHER RESOLVED that Permit No. BP 2022-01 will be issued for said event.

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

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-115

**TITLE: AUTHORIZE THE MAYOR AND COUNCIL TO HOLD A SPECIAL MEETING ON
MONDAY, MAY 23, 2022 AT 5:00 PM, VIA HYBRID METHOD - 2022 BOND
ORDINANCE CONSIDERATIONS**

WHEREAS, the Mayor and Council have determined that a special meeting is required to be held for a Borough Facilities presentation with any and all business of the Borough to be conducted; and

WHEREAS, the Mayor and Council have selected Monday, May 23, 2022 at 5:00 p.m. via Hybrid Method, for a Special Meeting to discuss 2022 Bond Ordinance considerations; and

WHEREAS, the Borough Clerk will notice for and advertise the special meeting in accordance with the requirements of the Open Public Meetings Act.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Fair Haven, County of Monmouth, and State of New Jersey, that the Mayor and Council shall hold a special meeting on Monday, May 23, 2022, at 5:00 p.m. via Hybrid Method to discuss considerations for a 2022 Bond Ordinance.

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

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-116

**TITLE: RESOLUTION APPOINTING A SOCIAL MEMBER TO THE FAIR
 HAVEN FIRE DEPARTMENT, Robert Silva**

BE IT RESOLVED by the Borough Council of the Borough of Fair Haven that Robert Silva, 551 Buchanan Boulevard, Red Bank, NJ having been duly accepted as a social 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:

RESOLUTION NO. 2022-117

TITLE: RESOLUTION OF THE BOROUGH OF FAIR HAVEN ACCEPTING PERFORMANCE GUARANTEES FOR PROPERTY KNOWN AS BLOCK 38, LOT 2 - 37 THIRD STREET

WHEREAS, Ilvento Builders, Inc. has obtained Preliminary and Minor Subdivision approval from the Fair Haven Planning Board pursuant to a Resolution adopted by the Planning Board on November 19, 2021; and

WHEREAS, the Planning Board Engineer prepared a bond estimate for this minor subdivision by way of letter dated February 1, 2022 which is annexed hereto; and

WHEREAS, Ilvento Builders has posted performance guarantees in conformance with the bond estimate including additional fees as follows:

Check No. 1705 in the amount of \$ 300.00 (Tax Map Revision Fee)

Check No. 1728 in the amount of \$18,000.00 (Demolition Bond)

Check No. 1729 in the amount of \$ 1,531.25 (5% of the engineering inspection fees)

Check No. 1730 in the amount of \$ 36,750.00 (120% cash deposit)

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Fair Haven, that the aforementioned performance guarantees are accepted by the Borough in order to secure performance by the property owner of a Preliminary and Minor Subdivision to effectuate the terms and conditions of the subdivision approval.

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

Motion by:

Second by:

AFFIRMATIVE:

NEGATIVE:

ABSTAIN:

ABSENT:

RESOLUTION NO. 2022-118

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 2022 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 2022 for the Borough pursuant to the provisions of Chapter 96, PL 1951 (NJSA 40A:4-20) including this resolution total **\$3,381,670.60** 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
2-01-20-130-202	Finance Contractual Services	\$2,500.00	Temp Budget
2-01-36-472-299	Social Security Miscellaneous	\$15,000.00	Temp Budget
2-01-27-340-201	Animal Control Contractual	\$1,100.00	Temp Budget
2-01-26-305-202	Solid Waste Contractual Services	\$20,000.00	Temp Budget
2-01-23-220-227	Health Benefits Medical	\$15,000.00	Temp Budget
	Total	\$53,600.00	

2. That said emergency temporary appropriations will be provided for in the 2022 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. 2022-119

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 April 25, 2022 Bill List are hereby approved and the Finance Department is hereby authorized to release payment to the various vendors.

2021 CURRENT ACCOUNT	\$ 1,314.90
2022 CURRENT ACCOUNT	\$1,548,346.89
OTHER TRUST	\$ 12,032.62
TOTAL	\$1,561,694.41