

**MINUTES
WORKSHOP MEETING
MUNICIPAL COUNCIL – BOROUGH OF RED BANK
January 9, 2019
6:30 P.M.**

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT: Mayor Menna, Council Members Yassin, Triggiano, Yngstrom, Ballard, Zipprich and Horgan.

ALSO PRESENT: Administrator Shehady, Borough Clerk Borghi, Attorney Cannon, Engineer Neumann and Department Heads.

SUNSHINE STATEMENT

Mayor Menna requested the minutes reflect that, in compliance with Public Law 1975, Chapter 231 (Open Public Meetings Act), notice of this meeting has been provided by notifying the Asbury Park Press, the Two River Times and the Star Ledger and by placing a notice on the bulletin board and filing same with the Borough Clerk on December 12, 2018.

REPORTS OF DEPARTMENTS/OFFICES

Administrator

Administrator Shehady said he would like to set up Council Committee meetings and would like to work to guide the budget process. He said he would have his assistant set up the meetings. He reviewed the resolutions on the upcoming regular agenda including the Joint Insurance Fund and Health Insurance Fund appointments. He said there would be resolutions for Professional Services for Pearl Street, the 2018/19 Road Program and White Street projects at an upcoming meeting.

Councilman Ballard asked if these would be public meetings.

Administrator Shehady said they would be private meetings of the Council Committees.

Councilman Zipprich asked about other streets in the Road Program.

Administrator Shehady explained the need to separate some of the streets due to funding.

Engineer

Engineer Neumann offered an update on the East Bergen Place project and issues that had caused delays.

Administrator Continued

Administrator Shehady reviewed the year end Grant Report and said approved grants were starting to trickle in. He said he expected to see more in the coming months. He also reviewed the Parking Report which he said had already been distributed to the Mayor and Council along with a sneak peek at the presentation scheduled for the next day. He said after the Parking Committee meeting, he would meet with RiverCenter and other stakeholders to form a time table and plan. He noted the IT report had also been distributed and asked if there were any questions. He reviewed the status of IT projects.

He also reviewed a request from Riverview Medical Center for contractor parking on their property and said they would work with the building department to secure permits for temporary parking. He said they were also asking for extended hours for construction.

Mayor Menna expressed concern about the noise factor noting that the property was on the water which would carry the sound. He said he was concern about quality of life issues for residents in the area.

Administrator Shehady also reviewed some concerns and asked for Council comments.

Attorney Cannon said this was a larger conversation that the Council should discuss in Executive Session as a contractual matter.

Police

Chief McConnell reviewed highlights of his reports that had been distributed to the Council. He noted the DWI arrests had increased and discussed the possible reasons for that. He noted that there was a dispatcher vacancy coming up and asked for a resolution to replace at the 1/23 Council meeting. He reviewed upcoming retirements noting that two officers had indicated they would be retiring in 2019. He said they were already currently down on position and they could not wait to hire because they had to allow for time to hire and train. He said he had met with local members of the clergy regarding the Chaplain position and said, when the appointment was made, it should be done by resolution. He also said police vehicle would have to be ordered earlier than usual because there had been delays in delivery due to a factor issue.

Councilman Ballard asked about previous discussed restructuring of the Department.

Chief McConnell said there was a plan but he had to wait for the retirements.

Land Use/Planning & Zoning

Administrator Shehady said there would be a resolution on the 1/23 agenda regarding a transit village application.

Planning/Zoning Director Carter reviewed the application and said it would apply to a half mile radius from the train station. He said it would enable the Borough to apply for certain grants. He said there was limited funding available and reviewed other benefits from the designation.

Councilman Ballard asked if it would affect the other Land Use ordinances.

Director Carter said it would not. He said they must have certain ordinances to allow the designation and said they were in place.

Mayor Menna spoke in support of the application and reviewed some of the benefits.

Administrator Shehady also noted that it was a recommendation in the Management Report.

Councilman Zipprich said it would encompass a large part of a small town.

Mayor Menna said it could be tailors.

Councilwoman Horgan asked if it would provide Sustainable Jersey points.

Councilwoman Triggiano said she felt it would be a positive factor for grants that would provide points.

Director Carter said it would also add points toward other grants. He then reviewed highlights of his annual report including the fact that application numbers were up, the strong Historic Preservation Commission had been formed and noted there had been significant ordinances changes to reduce regulation.

Mayor Menna commended Director Carter on a program he hosted to bring in Rutgers students and reviewed the event.

Councilman Yngstrom asked if the Council could get copies of the students' proposals.

Director Carter said he would forward them and said he would like to do the program once per year.

Administrator Shehady said there was a resolution on the upcoming agenda regarding the Redevelopment Agency application and said an Ordinance would follow. He asked Ken DeRoberts to come forward and review the steps.

Mr. DeRoberts reviewed the application that would be submitted to the Division of Local Government Services and the process that would follow. He discussed the agency makeup and the desired qualifications of members. There was a discussion regarding whether members must be residents or if they could also be business owners.

Mayor Menna said he felt that they should be residents.

Attorney Cannon reviewed the State Statute.

Administrator Shehady said they could focus on the membership later on and said, right now, they were focusing on the application and resolution.

Mr. DeRoberts continued to review areas to be addressed by the agency and stressed the need to update the Master Plan. He said the Council needed to embrace the river as an economic tool and suggested the Redevelopment Agency be a partner in the Master Plan.

Councilman Ballard noted that a reexamination was due and would be cheaper. He asked if that could be an alternative.

Mayor Menna reviewed the steps to be taken by the Planning Board. He said he believe a full overhaul of the Master Plan might be necessary but said he felt it had nothing to do with the Redevelopment Agency.

Mr. DeRoberts continued his review of items that needed to be addressed and said the Council also needed to review the use of facilities.

Councilwoman Triggiano asked what the normal cycle was in regard to an update of the Master Plan rather than a full review and why there would be a question between the two.

Councilman Yngstrom asked for a clarification as to the industry standard.

Mr. DeRoberts said it varied. He said, since Red Bank was mostly developed, it was different from areas with more land which would need more intense updates.

Councilman Zipprich said the Master Plan review had been done in 1995 noting that it had been almost 25 years.

A discussion followed on the need for a full review rather than an re-examination and the areas that should be addressed.

Mr. DeRoberts again stressed the need to address municipal facilities.

Mayor Menna said it was not just 90 Monmouth Street.

Mr. DeRoberts agreed and reviewed the need for upgrades and capital investments. He suggested areas the Redevelopment Agency should focus on and discussed public/private partnerships. He said a resolution was needed to authorize submitting the application to the Local Finance Board.

The Council again discussed the desire to have the members of the agency be residents. Mayor Menna and

Councilman Zipprich said they were in favor of the members being required to be residents.

Councilman Yngstrom said he would like to see business owners included.

Mayor Menna said business owners would be represented through RiverCenter.

Public Utilities

Administrator Shehady reviewed a parking restricted area on Shrewsbury Avenue in front of a former funeral home. He said the space was no longer needed and said there would be an ordinance drafted to return it to the parking inventory.

Director Keen said he wanted to thank the Police Department and County Sheriff's Office for their help in regard to a December 13 bomb scare. He praised their professionalism and attention to detail. He said there was a possibility of snow in the coming weekend and urged everyone to keep their cars off of the road.

Administrator Shehady noted the Director Keen was recommending a change to the existing ordinance to prohibit residents from placing snow in the street.

Councilman Yngstrom asked that warning be given out after the first storm.

Director Keen said Code Enforcement had been warning residents about the existing ordinance but the amendment would be something stronger.

Mayor Menna called for more education.

Director Keen also reported that the County was collecting Christmas trees so there was no cost for the Borough to dispose of them once they have been collected. He also reported that the new street signs were being installed and there was a discussion on the options for disposing of the old signs. He also said he had received the large stop signs which would be used for four-way stop locations.

Administrator Shehady asked Director Keen to discuss a proposed opposite side of the street parking ordinance.

Director Keen said, on days when there was not garbage or recycling collection in a zone, they could use the street sweeper on opposite sides of the street which would be facilitated by the proposed ordinance.

Councilwoman Triggiano suggested door to door notification as not all residents were reached by the website.

Director Keen said his vision of the roll out would include that.

Administrator Shehady asked if the concept was okay with the Council. The Council consensus was that they were in favor.

Councilman Zipprich said he agreed that education was important.

Councilman Ballard asked if there would be signage.

Administrator Shehady said there would be.

Councilman Ballard expressed concern about the cost.

Administrator Shehady said it would be minimal as the signs could be attached to existing posts.

Director Keen also report that there were issues in the water/sewer department will large, unusual items being flushed into the system.

Senior Center

Director Reynolds discussed her report and reviewed activities from the past month and those going forward.

Parks & Recreation

Director Hoffmann reviewed December events and upcoming January events.

Administrator Shehady reviewed a program from the Monmouth County Workforce Development Office that he had asked Director Hoffmann to take the lead on.

Director Hoffmann explained the program that would have the labor costs reimbursed. He said the town would not be obligated to offer permanent employment.

Administrator Shehady reviewed his experience with a similar program and reviewed requirements of the participants. He said the program was funded by the Federal government.

Director Hoffmann also reported that the digital message board was now in place.

Code Enforcement/Fire Marshal/OEM

Administrator Shehady noted the Fire Marshal Welsh was unable to attend and asked if there were any questions regarding his reports.

Attorney Cannon asked about the Ordinance for eliminating single family residence inspections.

Administrator Shehady said it was planned for introduction on January 23.

Councilman Ballard asked if it would apply to rental properties.

Administrator Shehady said it would only be for owner-occupied properties.

Building

Construction Official Corcione reviewed 2018 activity and said they had closed out more notices than the prior year. He said they had also done more COs than the prior year.

Finance

Administrator Shehady introduced a representative from Suplee, Clooney & Company and noted the firm was providing interim CFO services. He also reviewed budget status reports and the temporary budget.

Correspondence

Administrator Shehady announced that there would be a service at Pilgrim Baptist Church on Saturday, January 19, in recognition of Martin Luther King Day.

Public Comment

Freddie Boynton—PO Box 2074, Red Bank—said, in regard to the issue of snow being place in the streets, there was also an issue with leaves being placed in the streets. He said it was even more difficult because the leaves would blow around. He also expressed concern about the alternate side parking and asked where people without driveways were supposed to go.

Ben Forest—16 Locust Avenue—said he agreed that membership on the Redevelopment Agency should be limited to residents and agreed that the business community would be represented through RiverCenter. He said he also agreed that the Master Plan needed to be updated since it had been 25 years. He said he understood it was a significant cost but noted the number of zoning and development changed that had taken place in that time.

No one else appearing, Councilman Ballard offered a motion to close the audience portion, seconded by Councilman Zipprich.

ROLL CALL:

AYES: Yassin, Triggiano, Yngstrom, Ballard, Zipprich and Horgan.

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

EXECUTIVE SESSION

None.

Councilman Ballard offered a motion to adjourn the meeting, seconded by Councilman Zipprich.

ROLL CALL:

AYES: Yassin, Triggiano, Yngstrom, Ballard, Zipprich and Horgan.

NAYS: None

There being six ayes and no nays, the resolution was declared approved.

Respectfully submitted,

Pamela Borghi