

**MINUTES
WORKSHOP MEETING
MUNICIPAL COUNCIL – BOROUGH OF RED BANK
SEPTEMBER 11, 2019
5:30 P.M.**

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 July 25, 2019.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

ABSENT: Councilman Yngstrom (arrived 5:37 pm) and Councilwoman Horgan (arrived 5:47 pm)

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

ADMINISTRATION

Engineering Report

Engineer Neumann offered updates on ongoing projects. She said the Road Program projects was expected to be complete by the end of the following week. She said the contract was completing work on South Street and Hudson Avenue as part of the East Bergen project. She said they hoped to have that project closed out soon. Regarding the Senior Center Fire Suppression System Project, she said they would be receiving bids on September 24th. She reported that the Eastside Park/Mohawk Pond Improvement Project was substantially complete and reviewed outstanding items. She said the Pearl Street Improvement Project was out to bid and they expected a recommendation to award later in the month.

Mayor Menna said residents had indicated they were generally happy with the work done on the East Bergen Project but said he had received some concerns about the type of grass that had been planted and asked the Engineer to follow up.

Councilman Zipprich asked for an update on the County's plans for the intersection at Broad Street and Bergen Place.

Engineer Neumann said she understood that they had received bids and were anticipating award of the contract. She said she would follow up for more information.

Administrator Shehady said there would be three more easements in regard to the English Plaza project that were on the regular agenda after this meeting. He said the resolution to award the Pearl Street project was also on that agenda. He said there were also two resolutions regarding the purchase of equipment for the Bellhaven project. He said the items had been removed from the contract so the Borough could purchase them ahead of time so they would be built and delivered in time for the contractor to finish the project. He said he expected that contract to be awarded at the next meeting. He said the resolution to purchase the building for Eastside Park was also on tonight's regular agenda.

Mayor Menna asked Council members to address any questions on the Engineering resolutions at this time because he intended to move the en masse.

Energy Aggregation Program

Stacia Scaduto from Commercial Utility Consultants said she was appearing to update the Council on the Energy Aggregation Program. She said the bid documents had been sent to the Board of Public Utilities and the Division of Rate Counsel as required. She said both of the Division had offered comments and she said they had reviewed them in detail. She said they were comments only and they could be accepted or rejected. She said they would be sending the bid documents out to all licensed New Jersey suppliers the following Friday and said the auction date was scheduled for Wednesday, September 25. She said at the close, they would forward a complete summary with recommendations. She said she would come back to the meeting to go over the quotes in detail.

Mayor Menna said she could provide a one paragraph summary rather than attend the meeting.

Ms. Scaduto said the quotes were good for only that day so the auction was being held the day of the meeting.

Administrator Shehady reiterated that the auction date was chosen to coincide with the meeting because the bids were only good for the one day.

Councilwoman Triggiano said she was comfortable with the process and said she wanted to confirm that the rate proposal would contain tiers to include renewable options.

Ms. Scaduto reviewed the language in the bid documents that requested various options which included different levels of renewable energy options.

Councilwoman Triggiano asked if the notice to residents would include those options.

Ms. Scaduto said the notice would include four options. She said once the Council had taken action, they would work with the Borough to get out notices and begin outreach. She said she also wanted to let the Council know that, since they didn't typically get good rates when the program started in winter months, they had requested that the program start in February.

Administrator Shehady reviewed the timeline for the outreach procedures and the opt-out procedures.

Mayor Menna asked that Ms. Scaduto prepare the public notices.

Ms. Scaduto said it had already been done.

Administrator Shehady confirmed that had been prepared and said a draft would be circulated at the end of October.

Councilman Zipprich said it would be an opportunity for people to opt in.

Ms. Scaduto clarified that, once the Council approved the rate, everyone would receive that rate but could opt-in to the renewable options.

Councilwoman Triggiano said the Environmental Commission could help with educational outreach.

Finance

The Council had no questions on CFO O'Reilly's report. Mayor Menna reviewed resolutions listed on the Workshop Agenda. Councilman Ballard had a question about the title for a person being hired in the Finance office and asked why there had been a title change.

Administrator Shehady said that was a discussion that should be held in Executive Session.

There were no other questions regarding the Finance portion of the agenda.

OEM/Fire Marshal/Code Enforcement

The Council had no questions regarding Fire Marshal Welsh's reports. Mr. Welsh said there would be an OEM Committee meeting on October 11 and said he would be forwarding an agenda. He also noted October was Fire Prevention Weeks and said he office would be very busy visiting the schools. He said they were also very busy with property maintenance issues.

Councilman Ballard asked about the Code Enforcement report. He said it showed that the fees received were more than half of what was collected the previous year.

Mr. Welsh said it had been a very busy year.

Councilman Ballard asked if the difference was the 2018 was showing a full year and 2019 was only year to date.

Mr. Welsh said that was correct. He said they had taken a dip in other places but there were very busy with COs.

Councilman Ballard asked if he expected the 2019 number to approximate the 2018 number.

Mr. Welsh said it looked like it would but he could not guarantee. He said they were also trying to reorganize the office and records.

Police

Mayor Menna asked Chief McConnell to review the resolution for the Section 1033 program.

Chief McConnell said the program would enable the Department of obtain military surplus equipment. He said this was not for vehicles or weapons but was for items such as equipment cases, binoculars, night vision equipment, etc. He added that the receipt of anything such as a vehicle would require a resolution of the Council. He said this was for incidentals only.

Mayor Menna asked if there were any questions regarding the personnel resolutions that were listed.

Administrator Shehady noted a memo had been sent with details and said the resolutions were scheduled to be listed on the September 25th agenda.

Chief McConnell said the resolution regarding a Special Law Enforcement Officer was to extend the appointment of an existing officer beyond the summer. He said the Department had had some left over funds and would be using it to fund extending the appointment of this officer that would be doing foot patrols into November/December.

Administrator Shehady reviewed the benefits of having an officer on foot in the shopping districts during the holiday season.

Mayor Menna asked if there were any questions on the resolution regarding the County agreement for solar beacons.

Chief McConnell said this would authorize an agreement with the County where the Borough would install the signs with beacons and the County would maintain them.

Administrator Shehady clarified that that was due to the fact that they would be installed on County roads.

Chief McConnell added that one would be on Front Street at English Plaza and the other would be on Broad Street at Pinckney Road. He said both were problematic intersections.

Administrator Shehady said they had received a sample agreement which had been reviewed by the Chief and the Engineer. He said it had been forwarded to the Attorney and a resolution would be on a future agenda.

Councilman Ballard thanked the Chief for sending officers to monitor traffic at Tilton Avenue and River Street. He asked if some type of traffic calming would be implemented at that location and said he felt there was a need for a four way stop.

Chief McConnell said he had discussed it with the Engineer and the Administrator and said they were looking at simple fixes at either River Street and Tilton Avenue or River Street and Leighton Avenue to address congestion in that area.

Public Utilities

Director Keen said there had been some issues with brush pick up due to recent storms. He said they would be working with Code Enforcement to ensure compliance. He also reported that the Lead & Copper Plan had been approved by the DEP and reviewed the process.

Councilman Ballard asked about a painting project that had been started over the summer at Count Basie Park and asked if it was moving forward.

Mr. Keen said that was one of various projects at the Park he had been discussing with the Administrator and said they were working on completing those.

Councilman Ballard asked for a timeline.

Mr. Keen said he would get him an update as soon as he could.

Administrator Shehady said there was no firm timeline at this point.

Parking

Mayor Menna asked Director Calu to offer some background on the parking kiosk purchase.

Director Calu said the purpose was to upgrade equipment starting in the English Plaza lot to change from “pay by space” to “pay by plate” which he said was a more effective way to offer parking. He said the current machines were at least five years old and were in need of upgrades. He reviewed the details of the upgrades and said it would cost \$5,000 per machine since they were out of warranty. He said they would be saving \$25,000 out of the \$50,000 expenditure. He said they were essentially getting five new machines for \$25,000 and would have better service. He said they had also negotiated a two-year warranty with the vendor instead of the standard one-year warranty. A discussion followed on the length and terms of warranty.

Mayor Menna asked if this was just going in the English Plaza lot or also White Street.

Mr. Calu said they would not be going into White Street yet.

Mayor Menna asked what would happen to the existing machines.

Mr. Calu said the machines had been damaged in the construction project and were not in condition to be refitted.

Mayor Menna said he had understood that the machines could be moved to other locations easily.

Mr. Calu said they could have been moved if it had been done by the vendor.

Mayor Menna said he would like to discuss the matter further in Executive Session.

Councilman Ballard asked if Mr. Calu had said that some of the machines were obsolete.

Mr. Calu said they would have to be retrofitted.

Councilwoman Triggiano asked, if they had not been damaged, would it be worth bringing them back and asked what the lifespan would be.

Mr. Calu said he felt it would not be worth spending \$5,000 to upgrade a machine that could be bought new for \$10,000 and said it was time to replace them.

Councilman Yassin asked if they had any value.

Mr. Calu said there may be some value as scrap.

Councilman Ballard expressed concern about the constant need to upgrade parking equipment.

Administrator Shehady said that was the normal course of business noting that the Borough replaces, computers, audio equipment and vehicles and this was similar. He said the Borough needed to reinvest into the Parking Utility to make sure technology did not become incomplete.

Mr. Calu reviewed his experience with the issue.

Councilman Zipprich noted the meters that took quarters still worked. He asked Mr. Calu if he was still the Parking Consultant in Asbury Park.

Mr. Calu said he had not been there for several years.

Councilman Zipprich said Asbury Park had done away with their kiosks all together and were strictly using a mobile app. He asked why Red Bank wouldn't do something similar.

Mr. Calu said it was theoretically possible to go app only but said it was better used for long term parking.

Mayor Menna agreed that they should provide an alternative.

Councilman Zipprich suggested they could use the quarter machines as an alternative.

Mr. Calu noted the Borough had paid \$55,000 for a parking study because the machines did not provide any management information.

A discussion followed on previous and existing machinery.

Councilwoman Triggiano asked what types of payment options would be offered with the new machines.

Administrator Shehady said they would be making a public presentation on the equipment possibly the following Wednesday.

Recreation

Mayor Menna said the Council had received Director Hoffmann's report and thanked the Recreation staff for a great summer.

Administrator Shehady noted there was a resolution on the upcoming agenda to authorize an application for a grant for Recreational Opportunities for Individuals with Disabilities.

Councilman Ballard said he had asked for a breakdown of summer camp participants and finances.

Director Hoffmann confirmed that that information had been provided with his report.

Senior Citizen Center

Mayor Menna asked if there were any question on Director Reynolds' report.

Councilman Zipprich asked how the Seniors were adapting to their temporary space.

Ms. Reynolds said they were doing well. She said they were starting to do more activities and reviewed some upcoming events.

Land Use

Mayor Menna thanked Director Carter for his report.

Mr. Carter noted there were four ordinances on the upcoming agenda that had been requested by the Council and reviewed each. He said three were elements of the Transit Village application and the fourth was to allow gas and retail uses to be a combined use in the HB Zone.

Councilwoman Triggiano asked if drive-thrus would be banned.

Mr. Carter confirmed that they would.

Councilman Yassin said he wanted to confirm that the change would only apply to one zone and would not spill over to any other zone.

Mr. Carter confirmed that was the case.

Mayor Menna asked about the mural ordinance.

Administrator Shehady said there had been discussion as a previous meeting about the need to codify a procedure for mural requests. He said he had developed a proposed application and said Attorney Cannon was working on a draft ordinance.

Mayor Menna asked any Councilmembers with questions to direct them to the Administrator.

Building

Mayor Menna asked if there were any questions on Construction Official Corcione's report.

Mr. Corcione reviewed details from his report.

Administrator Shehady reviewed the need to fill a vacancy of an inspector that had resigned. He said he expected to have a resolution for that position at the first meeting in October.

Clerk

Mayor Menna noted Municipal Clerk Borghi's report had been received and asked for questions.

Councilwoman Horgan noted there were a lot of OPRA requests received.

Mayor Menna discussed the actions by a State Senator to liberalize the requests. He said most Clerks he had spoken with discussed the amount of time they were having to dedicate to the matter.

Councilman Yassin said they supported transparency.

Ms. Borghi said the spirit of the law was to allow citizen access to specific documents. She said they were receiving more and more requests for "any and all..." or requests for research and the courts were finding in favor

of the requestors. She said the responsibility was supposed on the requestor to identify what they were looking for. She said the courts were tending to find in favor of the requestors which was placing a burden on many Clerks' Offices.

Administration

Administrator Shehady said there was a resolution on the Regular agenda to authorize an application for the Opportunity Zone Challenge Grant. He said it had been discussed at the last Redevelopment Agency meeting and said that agency would be the lead strategic partner on the project. He reviewed the purpose of the grant and said the Borough had a one in fifteen chance of winning the grant. He said the Borough had been designated an Opportunity Zone by the President at the request of the Governor.

Councilman Zipprich asked who was on the team.

Mr. Shehady said it included Consultant Ken DeRoberts, Redevelopment Attorney Walter Denson, Grant Writer Melani Filosa, Planning Director Carter and himself.

Councilman Ballard asked if this was to promote redevelopment and development in the Borough.

Mayor Menna said it would also offer employment opportunities.

A discussion followed on possible benefits/opportunities of the grant.

Mr. Shehady asked if there were any questions regarding the IT or Grant Reports. There were none. He also noted that there would be a resolution in October to adopt the Best Practices Inventory and authorize its submission. He reviewed the purpose of the questionnaire and the link to State Aid.

Fire

Mayor Menna noted the report of the Fire Chief had been received and there were no questions.

Court

Mayor Menna said there were no questions regarding the Court Administration.

COUNCIL COMMENTS

None.

CORRESPONDENCE

None.

PUBLIC COMMENT

Mayor Menna asked if there were any comments from the public. No one appearing, he called for a motion to close the public comment.

Councilman Yngstrom made a motion to close the public hearing, seconded by Councilman Yassin.

ROLL CALL:

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

NAYS: None

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

ADJOURNMENT

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

ROLL CALL:

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

NAYS: None

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

Respectfully submitted,

Pamela Borghi