

**MINUTES  
WORKSHOP MEETING  
MUNICIPAL COUNCIL – BOROUGH OF RED BANK  
NOVEMBER 6, 2019  
6:30 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: Council President Yngstrom and Council Members Yassin, Ballard and Zipprich.

ABSENT: Mayor Menna, Councilwoman Triggiano (arrived 6:37), Councilwoman Horgan (arrived 6:52)

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

**SENIOR CENTER**

Administrator Shehady asked Senior Center Director Reynolds to come forward.

Director Reynolds asked if there were any questions on her report. There were none. She reviewed the clientele of the Center and the limited services that were available to out of town members. She also reviewed the November/December activity calendar.

**BUILDING**

Construction Official Corcione reviewed his report. There were no questions.

**OEM/CODE/FIRE MARSHAL**

Fire Marshal Welsh reviewed reports for his Departments and activities ongoing in the office including the implementation of a GovPilot program.

Administrator Shehady offered more information on the program being implemented in the Code Enforcement Office and how it could be applied to other offices.

Councilmembers asked questions about the aspects of the program.

**PARKING**

Director Calu reviewed his report focusing on revenue and enforcement efforts. He said collection was ahead of last year and said he expected to end the year at 35 percent over last year's revenue.

Councilman Zipprich asked if the reconstruction of the English Plaza/White Street lot had impacted revenue.

Mr. Calu said that was significant because spaces had been out of commission. He noted they were changing over to a "pay by plate" system in the English Plaza lot rather than "by space" as in other lots.

Councilwoman Triggiano expressed concern that it would cause confusion to have the technology in just one lot.

A discussion followed on the implementation and where/how it would be applied.

Administrator Shehady said one reason it could not be implemented Borough-wide was due to funding issues. He said a bond was needed to pay for new meters and kiosks with upgraded technology. He said they were asking for approval to draft a bond ordinance to be introduced on 11/26/2019 and adopted in December. He reviewed the timeline.

A discussion followed on various locations.

Councilwoman Triggiano expressed concern about the public being informed of the Marine Park plan.

Administration Shehady reviewed the need for the project to be done in phases.

Councilwoman Triggiano again expressed concern about perception and the need for getting information to the public.

The Council consensus was to direct Bond Counsel to prepare the ordinance.

**POLICE**

Chief McConnell noted that his report had not been distributed but reviewed details. He said there was a vacancy for one police officer. He said a conditional offer had been extended and accepted. He said there would be an opening for a civilian position in the Records Bureau and said they were working to streamline that operation. He also announced the retirement of Sgt. Joey Fields slated for 3/1/2020. He reviewed an upcoming training program and announced that the Department would participate in No Shave November.

## **FINANCE**

CFO O'Reilly reviewed a bond ordinance regarding converting debt from temporary Bond Anticipation Notes to Permanent Bonds. He said there would also be a resolution to authorize accounting services help. He said there would also be an ordinance regarding the RiverCenter loan for the White Street project.

Administrator Shehady clarified that the RiverCenter loan was part of an agreement approved by the Governing Body a few months ago and reviewed the details. He said the Borough could get a lower interest rate which would save the Special Improvement District members money.

## **PUBLIC WORKS**

Director Keen said there continued to be issues with the HVAC system at 90 Monmouth Street. He said he would be discussing it with the Administrator and coming up with a recommendation. He reviewed Department activities and said they were about to begin leaf pick up. He also noted they would be converting over to New Jersey American Water which could result in discoloration and odor in the water.

## **LAND USE**

Administrator Shehady said the Attorney had been working on ordinance revisions and drafts would be sent when they were ready. He also reported that an ordinance to create an application process for murals would be on the next agenda. He said the Council needed to discuss 5G and to determine if the draft ordinance was acceptable. He said it had been reviewed by the Attorney, the Engineer, the Zoning Officer and DPW. He urged them to move forward because the Borough had already received its first request.

Councilwoman Triggiano asked him to explain in more detail.

Administrator Shehady reviewed the differences in equipment including the fact that there would be smaller cells needing to be placed more frequently to increase speed, coverage and broadband. He discussed jurisdictional issues.

Attorney Sobel reviewed issues and said he did not think the draft ordinance would be available until the second meeting in November.

A discussion followed on liability and exposure issues.

Attorney Sobel said the ordinance would be drafted so the Borough would be fully protected.

## **CLERK**

Clerk Borghi asked if there were any questions on her report. She reviewed an ordinance slated for the next agenda that would remove the citizenship requirement from the Business License section of the Code. She said there also be a resolution to authorize a Place to Place transfer for a liquor license that had been inactive and was now going to be attached to a property. She said there was also a proposed resolution that would call for a review of the Open Public Records Act. She reviewed the November/December Council meeting dates.

## **ADMINISTRATION**

### Adopt Fair & Open Process for 2020 Professional Service Contracts

Administrator Shehady said there would be a resolution on the upcoming agenda to authorize the release of a Request for Qualifications under the Fair & Open Process regarding the 2020 Professional Services contracts. He also said he would be making a recommendation to the Council soon regarding membership in the Joint Insurance Fund. He said he had requested quotes on pricing. He also reviewed the Grants report.

### Community Wildlife Habitat Program Certification

Councilman Yngstrom asked if the discussion on the Community Wildlife Habitat Program Certification should be held until the Mayor was in attendance.

Councilman Ballard said it had originated with the Animal Welfare Advisory Committee (AWAC).

Councilwoman Triggiano said the Shade Tree Committee and the Environmental Commission had also been involved.

Councilman Ballard said the AWAC wanted to run point on the issue and was looking for Council support.

Councilwoman Triggiano asked that a representative meeting with the Shade Tree Committee and the Environmental Commission.

Councilman Zipprich noted there could be Sustainable Jersey benefits from the program.

### Trolley RFP

Councilman Yngstrom asked Director Calu to draft RFPs. He said he hoped that it would be sponsored and said details would be determined by the proposals.

## **ENGINEERING**

Engineer Neumann offered an update on the East Bergen project noting that she was coordinating with JCP&L to complete utility work. She said there had been asphalt issues due to the fact that the plant closed for the winter so the Contractor would not be able to complete the paving until March. She also reported that the Road Program

had been completed the previous week and said they were working on a punch list to close it out. She said the White Street Parking Lot Project was in design review and was awaiting EIT and DOT approval. She said the project needed to be awarded by February. She reported that the contract for Eastside Park had been given a punch list. She said she had received pictures of the prefabricated building in production. A discussion followed on issues with the Contractor and recourse.

Councilman Ballard asked about issues at the Senior Center.

Administrator Shehady said the discussion would be held in Executive Session.

### **RECREATION**

Administrator Shehady reviewed upcoming Recreation programs including the Veterans' Day service scheduled for 11/11/2019 at 11 am.

### **PUBLIC COMMENT**

Council President Yngstrom asked if there were any comments from the public.

No one appearing, Councilman Zipprich made a motion to close the public hearing, seconded by Councilwoman Horgan.

ROLL CALL:

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

NAYS: None

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

19-261 Council President Yngstrom read a resolution to adjourn to executive session to discuss Property Acquisition and Contract Negotiation (Trinity Episcopal Church). No action to be taken.

Councilman Zipprich offered a motion to adjourn to Executive Session, seconded by Councilwoman Horgan.

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 Councilwoman Triggiano.

ROLL CALL:

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

NAYS: None

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

Respectfully submitted,

Pamela Borghi