

**MINUTES  
WORKSHOP MEETING  
MUNICIPAL COUNCIL – BOROUGH OF RED BANK  
July 1, 2020  
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 December 11, 2019.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

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

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

**ENGINEERING**

Engineer Neumann reviewed her report and offered a status update on several ongoing projects. She reviewed actions being taken by the Borough Attorney to secure an easement from JCP&L and said the White Street Project was underway.

Administrator Shehady noted there would be a resolution on an upcoming agenda for a final change order and close out of the Pearl Street project.

**ADMINISTRATION**

Administrator Shehady reviewed a resolution to approve a deed of easement and asked if there were any questions. He also reviewed a proposed resolution in support of Medicare for All and asked if there were any objections.

Parklets—There was a discussion on a proposal to install parklets at certain businesses. Administrator Shehady said the Environmental Commission and other organizations had discussed the idea and were in support. He said information on similar projects in other areas had been provided to the Council. He said he felt the Council should adopt the plan and incorporate it into the ordinances.

Councilwoman Triggiano confirmed that the Environmental Commission was in support of the project and said it was a way to encourage outdoor dining.

Administrator Shehady said he would work with Departments to create the parklets and work with Attorney Cannon to draft an ordinance.

The Councilmembers expressed their support.

RGEA—Administrator Shehady reviewed a proposal for a Regional Renewable Government Energy Aggregation (RGEA) project. He said they had tried the proposal the previous year but said the auction had not resulted in any savings. He said the new proposal would be done on a regional scale and said he felt they would see better rates with greater demand. He said they were looking for a lead agency and he thought Red Bank would be great for taking on that role as they had been through the process before. He reviewed the timeframe saying the auction would probably take place early the next year.

Councilman Zipprich asked with Department would lead the project.

Administrator Shehady said, so far, it would be Administration.

The Council was in favor of pursuing the project.

Re-Assessment Inspections—Administrator Shehady said, due to the current pandemic, it was difficult to get into houses to do inspections. He reviewed a plan to offer virtual inspections.

Grants Report—He said he had just received the report earlier in the day and would be distributing to the Council. He noted they had just renewed the contract and the document would be a fiscal year-end report. He also noted two grant applications had recently been submitted.

**CLERK**

Borough Clerk Borghi noted she had sent out a draft ordinance to amend the Food License section of the Code. She reviewed the need for the change noting the existing language was outdated. She said the Borough had been using the fee scale of the Monmouth County Regional Health Commission since 2002. She noted that, now that the Borough was switch Health Service Providers and going with the County Health Department, the Borough needed to update the code to reflect the current fee schedule. She asked if there were any questions regarding her report. She also gave an update of the upcoming Primary Election procedures.

**ADMINISTRATION (Cont'd)**

Administrator Shehady said he had an additional item that he had wanted to discuss to let everyone know that Borough Hall had experienced an HVAC leak similar to one from the previous year. He said he had been planning on starting to gradually reopen Borough Hall to the public and it would have been in time for the election. He said the opening would have been by appointment only with departments taking turns meeting with customers at the Finance Office window. He said, due to the damage, those plans had to be postponed. He said the building closure would be extended another two weeks while the repair work was done. He said he hoped for a phased in reopening by the end of the month. He reviewed specifics of how the appointment plan would work and pointed out that the Finance window location was chosen because it had the protective glass in place. He reminded the Council that a firm had been hired to do an assessment of vulnerabilities. He said he didn't want to re-open until the necessary barriers and precautions were in place to protect the employees/staff and the public. He said, while the building would be used as a polling place, the voters would be directed to use the Maple Avenue entrance which was adjacent to the court room to minimize exposure in the building.

## **FINANCE**

Mayor Menna asked if there were any questions on the standard Escrow Close Out resolution. There were none.

2020 Budget—Administrator Shehady said the Finance Committee had had several meetings about the budget and had been able to identify areas where cuts could be made. He said at the next meeting the Council could consider a resolution to amend before adopting the budget.

Councilman Ballard he agreed with the Administrator's assessment and thanked the member of the Finance Committee for their efforts.

2020 RiverCenter Budget—Administrator Shehady said it was listed on this agenda to note that it would be on the upcoming regular agenda.

Bid Threshold Increase—Administrator said this was a routine matter and noted the State had increased the state bidding threshold. He said in order to adopt the change to the Borough's bidding threshold, the Council would need to adopt a resolution.

Tax Appeal—Mayor Menna asked if there were any questions about the tax appeal resolution. There were none.

Tax Collector Report and Tax Assessor report—There were no questions about the reports.

## **OEM/FIRE MARSHAL/CODE**

OEM—Mayor Menna commended OEM Coordinator/Fire Marshal Welsh and his staff for their efforts under stressful circumstances.

Fire Marshal/Code Enforcement—Mayor Menna again commended the staff noting that they had had quite a bit on their plate and were doing an extraordinary job.

Fire Marshal Welsh reviewed a plan that would offer free COVID19 testing. He said it was being coordinated with the County and said Red Bank was chosen as one of six municipalities for the program. He noted hurricane season was coming up and said, since the Borough could no longer use the Senior Center as a shelter, they needed to secure a location for, at least, a reception center. Regarding Code Enforcement, he said customer service was becoming more and more challenging every day. He stressed the fact that he had requested help in his office. He said he appreciated the Mayor's words but again said he needed help. He reviewed specifics of activities in his office and the current and future workload.

Councilman Zipprich thanked Fire Marshal Welsh and his staff. He asked about provisions for a cooling center if it was needed during possible heat waves in July and August.

Fire Marshal Welsh said he was working on it and said he would continue to do the best that he could to secure a location.

Councilman Zipprich said he also had an organization that was interested in providing testing.

Councilman Ballard referred back to the discussion on the tax appeal resolution and said he did not see a document on that in the packet.

Administrator Shehady said it was regarding a judgement from the Court so the Borough didn't have much discretion in the matter.

Mayor Menna confirmed that it was a settlement but a judgement by the Court.

## **POLICE**

Chief McConnell noted that the statistics for the month of June would be available after the weekend and said he would forward them as soon as they were available. He said the call volume was just about back to what it was pre-COVID. He said crime statistics were a little bit lower but basically where they would normally be this time of year. He said they had been spending a lot of time on Executive Order enforcement in recent weeks. He said they had had good compliance from the bars and restaurants over the previous week. He said they had done a great job and that he hoped it would continue. He said they had done some community forums in response to the nationwide police reform effort. He said they seemed to be well received. He said the only things he had coming up regarding agenda items were the hiring of a dispatcher and a possible minor ordinance change regarding a traffic issue that was currently under review.

## **FIRE**

Mayor Menna noted the receipt of the Department report. There were no questions regarding the report.

## **PUBLIC UTILITIES**

DPW Director Keen reported that the single space parking meters had been delivered and were on track to be installed on the week of the 13<sup>th</sup>. He commended his staff for their hard work in trying times. He review specifics of their efforts. He said they had installed bollards in the area of West and Chestnut streets and were looking to put them in other areas of town where there were parking problems. He reviewed the current brush collection policy. He also reported they were currently working on sewer lines but said that did not mean there was an issue. He said it was maintenance work.

Councilman Zipprich also complemented the Public Works staff for all of their work.

## **RECREATION**

Director Hoffmann reported that the Department would be starting Westside Jazz in August. He said they were confident they could do it safely with social distancing. He said a date would be announced soon. He said they were also excited to move forward with the Summer Camp program which would start July 13. He said there would be a resolution at the next Council meeting to hire staff.

Councilman Zipprich asked if the Summer Camp would have to abide by social distancing rules.

Director Hoffmann said there had been a lot of changes this year and reviewed the efforts to comply with Executive Orders.

Mayor Menna noted the efforts would be made to try to keep participants safe.

Administrator Shehady said he wanted to note that Charlie had been working with the County to subsidize the cost of the camp staffing. He reviewed the details of the funding requirements. He said there would be a resolution to hire camp employees on the next agenda and noted the Council may notice the pay is at a slighter higher rate than in previous years. He said was due to the terms of the grant but said the County would be paying the Borough back.

## **LAND USE**

Washington Street Historic District—Administrator Shehady said the Council should have received two memos, one from the Historic Preservation Chair and one from the interim Planner. He said it had come to their attention that 87 Washington Street had been accidentally excluded from our roster of Historic Properties. He said they were requesting that the Mayor and Council take action to amend the ordinance to include that property on the list.

The Council was in favor of adding that item to the next agenda.

Affordable Housing Administrative Services—Administrator Shehady noted that this item was listed for discussion in Executive Session. He said it was listed on the main agenda to advise that there may be a resolution needed at the next meeting pending the discussion in Executive Session.

Mayor Menna said he had received a number of inquiries regarding whether or not the Council would be inclined to revisit the position on portable food trucks, particularly in the light of COVID. He noted the issue had come up a year ago but said there had been insufficient support from Council to move it forward. He said if there was support they could revisit the issue. He also said, if there was no support, that was fine also. He said, currently, any such application would have to go before the Zoning Board of Adjustment.

Councilwoman Triggiano said she believed that when it had previously been brought up that it had other variables attached to it. There was a discussion on the previous ordinance. She said she was in favor of food trucks.

Mayor Menna asked that the information, including the draft ordinance and supplemental memos from the Planner at the time, be recirculated so the Council could review the matter.

Councilman Zipprich said, in light of the pandemic and the way food service businesses were suffering right now, he didn't think it was a good idea to introduce food trucks while they were trying to keep the business community alive.

Councilwoman Triggiano said that seemed to be the snag every time they had the conversation. She said she felt they were two different markets.

Councilman Yassin said he felt the Mayor had a good compromise to circulate information and talk amongst themselves.

## **BUILDING**

Mayor Menna noted the Construction Official's report had been distributed and asked if there were any questions. There were none.

## **SENIOR CENTER**

Director Reynolds asked if there were any questions on her report. She said, in July they would distribute activity packages instead of food packages. She reviewed outreach procedures and said they may try to do conference calls with them for socializing but said many are already connecting.

Councilman Zipprich commended her for her outreach and agreed that they had been keeping in touch with each other.

**PUBLIC COMMENT**

Debra Greiner—51 West Larchmont Place, Colts Neck—the caller identified herself as Nicole Montecalvo and said she was with her mother, Debra Greiner. She spoke in favor of food trucks and said she was looking at a Shrewsbury Avenue location. She said she understood the concerns and reviewed the history of their business. She said she hoped they would consider the proposal.

Ms. Greiner echoed her comments and offered more history on their business. She presented her reasons on why she thought they would be a positive addition to the community.

Steve Goodman—3 Vista Place—said he was the owner of the properties that had held Katsin’s and Green’s Garage. He said he had met Debra and Nicole and had been impressed with what they do. He said he was in the process of developing the Green’s Garage property into a new gym business but said that was currently on hold due to gyms being closed. He reviewed the reason he thought the addition of a food truck would benefit the area.

Carla Ortega—282 Spring Street—spoke in favor of the Medicare for All resolution particularly as it related to the undocumented community.

Nancy Blackwood—34 Chestnut Street—spoke in favor of food trucks. She said she also supported the Medicare for All resolution. She discussed the importance of health insurance and explained that she felt that there were issues with the current system. She reviewed personal experiences.

Phil Blackwood—34 Chestnut Street—said he agreed with Nancy about the importance of health insurance.

Charlie Pack—170 Hudson Avenue—said he was speaking in support of the Medicare for All. He said he had helped circulate a petition in support of the program. He reviewed the personal experiences of his children in the US versus Canada.

Boris Kofman—28 Riverside Avenue—spoke in favor of the Medicare for all and said he was looking forward to seeing the resolution passed.

SueEllen Sims—No address given—spoke in favor of Medicare for All and said health was a universal right. She said interest in the issue continues to be high. She said the proposal was now mainstream and popular and cited her thoughts on why that was.

No one else appearing, Councilman Zipprich offered a motion to close the public comment, Councilwoman Horgan seconded.

**ROLL CALL:**

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

NAYS: None

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

Mayor Menna thanked the public and the Council for supporting Medicare for All. He said, upon adoption, it should be forwarded to the Congressman for Red Bank’s district.

Councilwoman Triggiano said she wanted to comment on those who called in to support Medicare for All and noted they were all Red Bank residents who were active in the community.

Councilman Zipprich also thanked the residents who had taken the time to patiently wait to make their comments. He said medical coverage was a human right and said he believe they should unanimously adopt the resolution.

**EXECUTIVE SESSION**

20-160 The Borough Attorney read a resolution to adjourn to executive session to discuss Contract Negotiations (Rehabilitation Program Administrative Services) and Contract Negotiation (Trinity Episcopal Church Lease). No action to be taken.

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

**ROLL CALL:**

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

NAYS: None

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

**RESUME REGULAR BUSINESS**

Councilwoman Horgan made a motion to resume Regular Business, 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 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.

Respectfully submitted,  
Pamela Borghi