



# BOROUGH OF OCEANPORT

## MAYOR & COUNCIL

MINUTES • APRIL 7, 2022

Workshop

Clement V. Sommers Municipal Building

7:00 PM

910 Oceanport Way, Oceanport, NJ 07757

- I. **Meeting Called to Order:** Mayor Coffey called the meeting to order at 7:00 PM
- II. **Statement of Compliance with Open Public Meetings Act:** This meeting complies with the Open Public Meetings Act by adequate and electronic notification on January 5, 2022 of this meeting and its location, date and time to the Asbury Park Press and Two River Times and by the posting of same on the municipal bulletin board and Borough's Web Site.
- III. **Flag Salute:** Mayor Coffey led attendees and the members of Council in the flag salute.

IV. **Roll Call:**

| Attendee Name        | Title                   | Status  | Arrived |
|----------------------|-------------------------|---------|---------|
| Jay Coffey           | Mayor                   | Present |         |
| William Deerin       | Councilman              | Present |         |
| Richard Gallo        | Councilman              | Present |         |
| Bryan Keeshen        | Councilman              | Present |         |
| Michael O'Brien      | Councilman              | Present |         |
| Thomas Tvrdik        | Councilman              | Present |         |
| Meghan Walker        | Councilwoman            | Present |         |
| Jeanne Smith         | Borough Clerk           | Present |         |
| Scott Arnette        | Board Attorney          | Present |         |
| Donna M. Phelps      | Administrator           | Present |         |
| Catherine D. LaPorta | Chief Financial Officer | Present |         |

V. **RESOLUTIONS:**

**#2022-80** Resolution authorizing payment of BILL LIST 04-07-2022

**RESULT:** ADOPTED [UNANIMOUS]  
**MOVER:** Michael O'Brien, Councilman  
**SECONDER:** Bryan Keeshen, Councilman  
**AYES:** Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

- VI. **Administrator's Report:** Ms. Phelps reported on items including a meeting with representatives in the field for the check valve project with Borough Engineer, DPW Superintendent, DPW Assistant Foreman to make determinations for locations of check valves or other devices that would be most appropriate and economical for the Borough's use in eliminating flood waters; submission of the Borough's Annual Compliance Report for the American Rescue Act funding, the tidal check valve project; MEL JIF conducted job safety observation, reviewed training resources, latest inspection done last week and requested that the agenda for next meeting have an item under her report for an annual discussion on public safety by the governing body for compliance when she will provide additional details and updates; spring time increases DPW activities and recreational field use, met with DPW Superintendent to address issues including new sand bags on the soccer goals and requested that all organizations keep safety as a paramount concern; DPW reminds residents to report potholes, follow requirements for stick/branches and keeping debris out of street and the borough's storm drains. Ms. Phelps also reported on discussions with NJ American Water for upcoming road programs in order to coordinate their projects which she is working with the Borough Engineer to provide with the understanding that they are not set in stone; NJAW has an environmental grant program for \$10,000 that seemed to be a good fit for the community garden project and having the information from the previous application she was able to submit the application before the deadline of March 31. The garden won't be up and running for this year but the goal is to keep working on it and be ready to start in 2023. The Borough was awarded a grant in the amount of \$3,780 from the Central Jersey Health Insurance Fund for the 2022 Wellness Grant which serves as a reimbursement for the cost of the employee assistance program which was being completely funded by the grant. Lastly, the energy tax receipts

legislation has passed in the Senate and referred to the Assembly Community Development Committee for consideration.

## VII. Clerk's Report:

1. Fort Monmouth Plan Amendment #18 - Nurse's Quarters – Ms. Smith advised that the Borough was in receipt of the Fort Monmouth Plan Amendment #18 which will provide for an alternative development for the Nurses Quarters parcel. The proposed plan amendment will be distributed to the various parties for input including the Planning Board. Comments will be due back in time for the Governing Body to respond by the May 18<sup>th</sup> deadline.

Ms. Smith also reported that the Round Robin Tennis Charity Event had selected the Oceanport PTO as its benefactor for any donations as a result of the tennis event, resolved with the Borough Attorney that all participants will complete an indemnification form, no fee will be charged – only suggested donation. A resolution memorializing same will be ready for the next meeting.

Ms. Smith next advised that a number of queries regarding the 2022 road program, particularly a developer with Planning Board approval that will require road cuts for utilities and another resident planning to do improvements both on Seneca Place and if it were reasonable to delay that roadwork until the next program. The alternative is that they will need waivers from the moratorium. There was discussion on whether they could install the utilities now so they're already in but input from the Borough Engineer was no, as the utility companies are now cutting off old service and installing new lines that would require new cuts. The Committee will discuss whether its something that can be put off.

Ms. Smith also reported that due to the fluctuating supply chain, IT equipment had been ordered through the temp budget and thanked Ms. Phelps for coordinating the install while she was on vacation.

### 4/21 Regular Meeting Items:

1. Resolution appointing Primepoint LLC as payroll service provider
2. Resolution amending the Tidal Check Valve Project approved locations
3. Resolution authorizing 2020 Road Program Change Order #3
4. Resolution authorizing Tax Sale Redemption #21-00009
5. Resolution awarding contract to Intron Technologies for provision of 2022 IT equipment
6. Resolution supporting municipal adoption of regulations to protect from threats of flooding
7. Resolution authorizing tree services through Monmouth County Public Works
8. Resolution awarding contract to Jersey Printing for 2022 printing services
9. Resolution appointing Milton Zarate as part time labor for the Public Works Dept
10. Mayor & Council - Workshop - Mar 3, 2022 7:00 PM
11. Mayor & Council - Regular Meeting - Mar 17, 2022 7:00 PM

|                |                                         |
|----------------|-----------------------------------------|
| <b>RESULT:</b> | <b>MOVED FORWARD WITH NO OBJECTIONS</b> |
|----------------|-----------------------------------------|

## VIII. Discussion Items:

1. Maria Gatta Park Project Phase II – Update. Councilman O'Brien led discussion on the proposed project to construct turf fields at Gatta Park to replace the existing fields. Michael Piga, French & Parello Engineers, the engineer for the project was present and displaying a conceptual plan, described the proposed improvements, 3 fields, dimensions, ability to use fields for multiple purposes, drainage system, lined for multiple types of sports – soccer, hockey, etc.; nets to capture over kicks. Perry Di Piazza of FieldTurf was present and provided a description of the material for the turf fields with coolplay and the fields could actually be divided into two for younger youth; full size only needed for high school, discussed the field areas by sport, explained the different paint colors for the lining depending on sport, referenced several similar projects in nearby towns, the benefits of the selected, high-quality grass system and a very safe product for the kids, minimizes field temperatures, longevity of the material being 12+ years relative to sun exposure and level of use when maintained properly; the difference between this product and other products related to the ability to drain water, and because it drains quickly there is rarely any down time, described how its installed with the drainage system, the purchase comes with the appropriate machine to maintenance the field, they provide training on the maintenance of the product – the do's and don'ts; timeframe for completion of installation – approximately about 2 months; the cost of replacing the turf long term was significantly less, nearly 50%, as the engineering and design work is already done – just replace the turf/carpet system. Mr. DiPiazza also provided a comparison between the old technology and the new technology, studies performed on potential for leaching, environmental studies. There was discussion on including the Planning Board for a courtesy review of the project and the timing of that once the Governing Body approves the project. Councilman Tvrdik commented that with revenue from field uses the project could pay for itself which Councilman O'Brien affirmed. Current replacement costs are approximately \$5 per square foot compared with the initial project costs. Recommended that cleats be used on the fields rather than sneakers.

Councilman O'Brien asked that he review the proposal submitted. Mr. DiPiazza commented that they had looked at every way possible to reduce costs, thanking Councilmen O'Brien and Keeshen, with much of the costs related to the infrastructure under the fields. They were able to get project under \$3 million, no lighting included.

Councilman O'Brien added that Oceanport organizations will have priority on the fields and to the extent that the Borough can generate revenue for the times Oceanport organizations are not utilizing the fields, it was his belief that the revenue from the fields could cover the cost of the project.

Council President Walker asked questions about features such as bleachers – taken out due to COVID but could be looked at later; goals were being donated by various organizations. There was also discussion on the projects intent to limit soil disturbance and with the elevation drop it forms a natural place to sit and watch games. The project will also draw people for tournaments that will generate support for local businesses and the track. Parking for the site was also discussed with use of the gravel lot near the train station and overflow available at Monmouth Park lots with removal of the current entrance to one end which helps with safety so no one is driving down between fields being played on. Councilman O'Brien also discussed questions on how to stop use of the village center's parking being used.

2. Ordinance Amendments for Rooming Houses and Amend Violations and Penalties sections – Mr. Arnette summarized previous discussions concerning multiple unrelated people living in a house almost hotel-like. He reviewed the Borough's code and determined that the definition for boarding house, rooming house are fine and the penalties were also in order. The ordinance also prohibits boarding houses and currently there are no existing structures with permits to allow for a pre-existing non-conforming structure that would be consistent with that definition. So, the code is sufficient and it becomes an enforcement issue and there was no need to amend the Borough's ordinances.
3. Safe Routes to School - sidewalks for S. Pemberton Ave; Mayor Coffey advised of a couple calls from residents on South Pemberton concerning the lack of sidewalks leading to the school. He discussed looking into use of a Safe Routes to School grant program. Discussion ensued about other areas in town that could use same. Mayor Coffey stated it would be on the radar screen and topic distributed for further investigation.
4. Resolution amending fees set for extra duty assignments for 2022 – Ms. Phelps advised that a request had come in from the Police Department to raise the rates for extra duty as well as Monmouth Park to be more in line with rates charged by surrounding towns. There were no objections.
5. TITLE 39 Requests for Fort Monmouth Parcels – Mayor Coffey led discussion concerning the developments on the Fort and the private streets and the desire for the town to be able to enforce Title 39 regulations. He also discussed some safety issues concerning the streets for Allen Ave and Carty Ave, one-way streets and two-way streets, sharp right turns and safety concerns with the layout and the impacts of the Somerset development. No objections.
6. Shore Road and Utility Connections for Residents – Mayor Coffey advised requests received from residents of the timing concerning the project and the delays due to material supply chains, contractor will be doing other streets and as soon as material received they will head over to Shore Road. Mayor Coffey continued that the Borough Engineer would also be reaching out to residents with existing utilities under the roadway to docks and applications needed for easements. There are 4 units with this issue. There is a 5<sup>th</sup> unit different than the others because the use was not directly across the street and actually uses another private property for its dock access. Councilman Tvrdik responded that he had received calls from residents when construction didn't start right away, advised that curbing would be done first, drainage work and that they would have 48 hours notice before paving and work anticipated to be completed by end of July. Councilman Keeshen added that the residents were on notice that if private utilities were not marked out before construction began it was on the resident.
7. Councilman O'Brien advised that the Finance Committee had been meeting to finalize the budget with introduction planned for the next meeting.

**IX. Proclamations:**

Mayor Coffey read the Proclamation Declaring April 2022 as National Child Abuse Prevention Month.

**X. Mayor's Report:** Mayor Coffey advised of meetings with the County concerning the bridge closure, repairs and replacement timetable for the Oceanport Avenue bridge.

**XI. Petitions from the Public:** Mayor Coffey opened the meeting to petitions from the public.

John Johnson, Construction Official, reminded residents on Shore Road that permits would be needed for the dock utilities.

As no one else from the public appeared, Mayor Coffey closed that portion of the meeting.

- XII. Executive Session:** At 8:28 PM Councilman O'Brien made a motion to adopt the resolution to enter Executive Session which was seconded by Council President Walker and received the following roll call.

**#2022-81** Resolution authorizing an Executive Session

Litigation, Negotiations and the Attorney Client Privilege N.J.S.A. 10:4-12(b)(7)  
Affordable Housing

Personnel Matters - N.J.S.A. 10:4-12(b)(8)  
Police Promotion Protocols

|                  |                                                 |
|------------------|-------------------------------------------------|
| <b>RESULT:</b>   | <b>ADOPTED [UNANIMOUS]</b>                      |
| <b>MOVER:</b>    | Michael O'Brien, Councilman                     |
| <b>SECONDER:</b> | Meghan Walker, Councilwoman                     |
| <b>AYES:</b>     | Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker |

At 9:22 PM, the Mayor & Council returned from Executive Session and the regular meeting was reopened on a motion by Councilman O'Brien and seconded by Council President and approved by Council

- XIII. Adjournment:** As there was no further business, the meeting was adjourned at 9:22 PM on a motion by Councilman O'Brien, seconded by Councilman Tvrdik and approved by Council.

Respectfully submitted,

Jeanne Smith  
BOROUGH CLERK