



BOROUGH OF OCEANPORT

*REVISED 1.1.20

MAYOR & COUNCIL

AGENDA • JANUARY 1, 2020

Reorganization Meeting

Maple Place School

12:00 PM

2 Maple Place, Oceanport, NJ 07757

1. **12 Noon Meeting Called to Order by Borough Clerk**
2. **Flag Salute**
3. **Invocation - Rev. Stacey Deerin**
4. **Statement of Compliance with the Open Public Meetings Act:** *This meeting complies with the Open Public Meetings Act by notification on December 19, 2019 of this location, date and time to the Asbury Park Press and the LINK News and by the posting of same on the municipal bulletin board and Borough Web Site.*
5. **Borough Clerk Reads Certificate of Election and Administers Oaths of Office to**

John F. Coffey, II	MAYOR	4-year term Term Expiring 12/31/23
Thomas Tvrdik	COUNCILMAN	3-year term Term Expiring 12/31/22
Meghan Walker	COUNCILWOMAN	3-year term Term Expiring 12/31/22
Bryan Keeshen	COUNCILMAN	Unexpired Term Expiring 12/31/20
6. **Roll Call of the 2020 Governing Body**
7. **Mayor Coffey's Greeting**
8. **Election of Borough Council President**
#2020-1 Resolution Electing Borough Council President
9. **Borough Council Appointment of Class III Member to the Planning Board**
#2020-2 Resolution appointing Class III Member to the Planning Board
10. **Borough Council Adoption of 2020 ByLaws**
#2020-3 Resolution adopting the Borough ByLaws for CY2020
11. **Mayor Coffey's Appointments for Council Standing Committees**
#2020-4 Resolution appointing 2020 Borough Council Committees
12. **Mayor Coffey's Appointments to the PLANNING BOARD:**

BE IT RESOLVED that Mayor Coffey makes the following appointments to the Planning Board:

Patricia Cooper	Class I	1yr Term
Joseph Foster	Class II	3yr Term
Christopher Widdis	Class IV	4yr Term
Darren Davis	Class IV	Unexpired Term Ending 12/31/20
Michael Dailey	Alternate I	Unexpired Term Ending 12/31/20

The **PLANNING BOARD** is now composed of the following members:

Patricia Cooper	Class I	1yr Term expiring 12/31/20
Joseph Foster	Class II	3yr Term expiring 12/31/22

Christopher Widdis	Class IV	4yr Term expiring 12/31/23
Robert Kleiberg	Class IV	4yr Term expiring 12/31/20
Darren Davis	Class IV	4yr Term expiring 12/31/20
John Kahle	Class IV	4yr Term expiring 12/31/20
James Whitson	Class IV	4yr Term expiring 12/31/21
Michael Savarese	Class IV	4yr Term expiring 12/31/21
Michael Dailey	Alternate I	2yr Term expiring 12/31/20
Jacob Rue	Alternate 2	2yr Term expiring 12/31/21

13. Mayor Coffey Re-Appoints Municipal Court Judge John A. Patti

#2020-5 Resolution appointing Municipal Court Judge

14. FIRST AID SQUAD 2020 Officers - Badge Presentation & Oath of Office

The Mayor and Council recognize the following First Aid Officers for 2020.

1. Sergeant, Michael Bellack
2. 2nd Lieutenant, Doris Agaman*
3. 1st Lieutenant, Joe Lombardo*
4. Captain, Fred Filippone*

15. FIRE DEPARTMENT 2020 Officers - Badge Presentation & Oath of Office

The Mayor and Council recognize the following Fire Department Officers for 2020.

1. 2nd Assistant Chief, Francis Lippolis
2. 1st Assistant Chief, Paul Van Brunt
3. CHIEF, Michael Lippolis

16. Presentation of Ex-Chief's Badge to Outgoing Chief Van Brunt

17. Consent Agenda

All items listed under Consent Agenda, are considered routine by the Borough Council and will be enacted by one motion in the form listed below. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately. There will be one motion for all items listed.

- #2020-6** Resolution fixing date, time and place of the Borough Council meetings
- #2020-7** Resolution designating the official newspapers for Borough advertising
- #2020-8** Resolution approving the 2020 temporary budget
- #2020-9** Resolution setting a fee schedule for various miscellaneous administrative items
- #2020-10** Resolution authorizing direct deposit
- #2020-11** Resolution designating depositories
- #2020-12** Resolution authorizing the signature of checks
- #2020-13** Resolution approving a Cash Management Plan and Investment Policy
- #2020-14** Resolution permitting prepayment of certain items
- #2020-15** Resolution authorizing a tax grace period and interest on delinquent taxes
- #2020-16** Resolution authorizing the Tax Collector to cancel small balances
- #2020-17** Resolution authorizing the annual tax sale
- #2020-18** Resolution authorizing participation in the 1033 DOD program for 2020
- #2020-19** Resolution awarding contract for 2020 Towing Services
- #2020-20** Resolution setting fees for extra duty assignments for 2020

- #2020-21** Resolution appointing 2020 Borough Officials
- #2020-22** Resolution of Police Department Appointments
- #2020-23** Resolution appointments to Boards & Committees
- #2020-24** Resolution appointing Community Development Representatives
- #2020-25** Resolution appointing Clean Communities Coordinator
- #2020-26** Resolution appointing a Public Agency Compliance Officer
- #2020-27** Resolution appointing an ADA Coordinator for CY2020
- #2020-28** Resolution appointing Designated Employer Representative for CDL requirements
- #2020-29** Resolution appointing Fire Police members
- #2020-30** Resolution appointing a Borough Attorney
- #2020-31** Resolution appointing a Borough Auditor
- #2020-32** Resolution appointing a Borough Engineer
- #2020-33** Resolution appointing a Bond Counsel
- #2020-34** Resolution appointing a Borough Planner
- #2020-35** Resolution appointing Special Projects Engineer(s)
- #2020-36** Resolution appointing a Municipal Prosecutor
- #2020-37** Resolution appointing Special Counsel for Affordable Housing
- #2020-38** Resolution appointing Special Counsel for Redevelopment
- #2020-39** Resolution authorizing limited waiver of alcoholic beverage hours – Monmouth Park

18. Borough Administrator Remarks

19. Borough Council Remarks

Councilman William Deerin
Councilman Richard Gallo
Councilman Michael O'Brien
Councilman Bryan Keeshen
Councilman Thomas J. Tvrdik
Councilwoman Meghan Walker

20. Mayor Closing Remarks

21. Petitions from the Public

22. Adjournment



BOROUGH OF OCEANPORT

MAYOR & COUNCIL

MINUTES • JANUARY 1, 2020

Reorganization Meeting

Maple Place School

12:00 PM

2 Maple Place, Oceanport, NJ 07757

- 12 Noon Meeting Called to Order by Borough Clerk:** Borough Clerk Smith called to order the Reorganization Meeting of the Oceanport Governing Body on January 1, 2020 at 12 Noon.
- Flag Salute:** Borough Clerk Smith led the audience and members of the Council in the flag salute.
- Invocation - Rev. Stacey Deerin:** Borough Chaplain Stacy Deerin gave the invocation
- Statement of Compliance with the Open Public Meetings Act:** Borough Clerk Smith stated for the record that the Reorganization Meeting complied with the Open Public Meetings Act *by notification of this location, date and time to the Asbury Park Press and the LINK News on December 19, 2019 and by the posting of same on the municipal bulletin board and Borough Web Site*
- Borough Clerk Reads Certificate of Election and Administers Oaths of Office to:** Ms. Smith read the Certificate of Election from the Board of County Canvassers of Monmouth County, New Jersey certifying JOHN F. COFFEY, II duly elected as Mayor and THOMAS J. TVRDIK and MEGHAN WALKER were duly elected Councilpersons full term. Ms. Smith also stated that newly appointed Councilman Keeshen who would also be sworn in.

Judge D'Amico administered the Oath of Office for:

John F. Coffey, II MAYOR 4-year term Term Expiring 12/31/23

Patrick Dacey, NJ Attorney at Law administered the Oath of Office to his sister:

Meghan Walker COUNCILWOMAN 3-year term Term Expiring 12/31/22

Mayor Coffey administered the Oath of Office to:

Thomas Tvrdik COUNCILMAN 3-year term Term Expiring 12/31/22

Bryan Keeshen COUNCILMAN Unexpired Term Expiring 12/31/20

6. Roll Call of the 2020 Governing Body:

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	Board Member	Present	
Meghan Walker	Councilwoman	Present	
Jeanne Smith	Borough Clerk	Present	
Scott Arnette	Board Attorney	Present	
Donna M. Phelps	Borough Administrator	Present	
Catherine D. LaPorta	Chief Financial Officer	Present	

- Mayor Coffey's Greeting:** Mayor Coffey thanked everyone for attending the reorganization meeting.
- Election of Borough Council President:**

#2020-1 Resolution Electing Borough Council President

Councilman O'Brien nominated and made the motion to appoint Richard Gallo as Council President for 2020 which was seconded by Councilman Deerin and received the following vote:

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

9. **Borough Council Appointment of Class III Member to the Planning Board:**

#2020-2 Resolution appointing Class III member to Planning Board

Councilman O'Brien nominated and made the motion to appoint Thomas Tvrdik as Class III member of the Planning Board, which was seconded by Councilwoman Walker and received the following vote:

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

10. **Borough Council Adoption of 2020 Bylaws:**

#2020-3 Resolution adopting the Borough Bylaws for 2020

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Gallo, Councilman
SECONDER:	William Deerin, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

11. **Mayor Coffey's Appointments for Council Standing Committees:**

#2020-4 Resolution appointing 2020 Borough Council Committees

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

12. **Mayor Coffey's Appointments to the PLANNING BOARD:**

BE IT RESOLVED that Mayor Coffey makes the following appointments to the Planning Board:

Patricia Cooper	Class I	1yr Term
Joseph Foster	Class II	3yr Term
Christopher Widdis	Class IV	4yr Term
Darren Davis	Class IV	Unexpired Term Ending 12/31/20
Michael Dailey	Alternate I	Unexpired Term Ending 12/31/20
Jacob Rue	Alternate II	Unexpired Term Ending 12/31/21

The PLANNING BOARD is now composed of the following members:

Patricia Cooper	Class I	1yr Term expiring 12/31/20
-----------------	---------	----------------------------

Joseph Foster	Class II	3yr Term expiring 12/31/22
Thomas Tvrdik	Class III	1yr Term expiring 12/31/20
Christopher Widdis	Class IV	4yr Term expiring 12/31/23
Robert Kleiberg	Class IV	4yr Term expiring 12/31/20
Darren Davis	Class IV	4yr Term expiring 12/31/20
John Kahle	Class IV	4yr Term expiring 12/31/20
James Whitson	Class IV	4yr Term expiring 12/31/21
Michael Savarese	Class IV	4yr Term expiring 12/31/21
Michael Dailey	Alternate I	2yr Term expiring 12/31/20
Jacob Rue	Alternate II	2yr Term expiring 12/31/21

13. Mayor Coffey Re-Appoints Municipal Court Judge John A. Patti:

#2020-4 Resolution re-appointing John A. Patti as Municipal Court Judge

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Gallo, Councilman
SECONDER:	William Deerin, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

14. FIRST AID SQUAD 2020 Officers - Badge Presentation & Oath of Office: The Mayor and Council recognize the following First Aid Officers for 2020.

1. Sergeant, Michael Bellack
2. 2nd Lieutenant, Doris Agaman
3. 1st Lieutenant, Joe Lombardo
4. Captain, Fred Filippone

Mayor Coffey administered a group of Oath of Office.

15. FIRE DEPARTMENT 2020 Officers - Badge Presentation & Oath of Office: The Mayor and Council recognize the following Fire Department Officers for 2020.

1. 2nd Assistant Chief, Francis Lippolis
2. 1st Assistant Chief, Paul Van Brunt
3. CHIEF, Michael Lippolis

Mayor Coffey administered Oaths of Office to each Chief.

16. Presentation of Ex-Chief's Badge to Outgoing Chief Van Brunt: Mayor Coffey presented outgoing Chief Van Brunt with the Ex-Chief's Badge, thanked him for his year of service as Chief and welcomed him back as 1st Assistant Chief.

17. Consent Agenda: All items listed under Consent Agenda, are considered routine by the Borough Council and will be enacted by one motion in the form listed below. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately. There will be one motion for all items listed.

Councilman O'Brien requested that Resolution #2020-21 be taken separately. Mayor Coffey asked for a motion on the remaining Consent Agenda items which was moved by Councilman Deerin and seconded by Council President Gallo.

#2020-6 Resolution fixing date, time and place of the Borough Council meetings

#2020-7 Resolution designating the official newspapers for Borough advertising

#2020-8 Resolution approving the 2020 temporary budget

#2020-9 Resolution setting a fee schedule for various miscellaneous administrative items

- #2020-10 Resolution authorizing direct deposit
- #2020-11 Resolution designating depositories
- #2020-12 Resolution authorizing the signature of checks
- #2020-13 Resolution approving a Cash Management Plan and Investment Policy
- #2020-14 Resolution permitting prepayment of certain items
- #2020-15 Resolution authorizing a tax grace period and interest on delinquent taxes
- #2020-16 Resolution authorizing the Tax Collector to cancel small balances
- #2020-17 Resolution authorizing the annual tax sale
- #2020-18 Resolution authorizing participation in the 1033 DOD program for 2020
- #2020-19 Resolution awarding contract for 2020 Towing Services
- #2020-20 Resolution setting fees for extra duty assignments for 2020
- #2020-22 Resolution of Police Department Appointments
- #2020-23 Resolution appointments to Boards & Committees
- #2020-24 Resolution appointing Community Development Representatives
- #2020-25 Resolution appointing Clean Communities Coordinator
- #2020-26 Resolution appointing a Public Agency Compliance Officer
- #2020-27 Resolution appointing an ADA Coordinator for CY2020
- #2020-28 Resolution appointing Designated Employer Representative for CDL requirements
- #2020-29 Resolution appointing Fire Police members
- #2020-30 Resolution appointing a Borough Attorney
- #2020-31 Resolution appointing a Borough Auditor
- #2020-32 Resolution appointing a Borough Engineer
- #2020-33 Resolution appointing a Bond Counsel
- #2020-34 Resolution appointing a Borough Planner
- #2020-35 Resolution appointing Special Projects Engineer(s)
- #2020-36 Resolution appointing a Municipal Prosecutor
- #2020-37 Resolution appointing Special Counsel for Affordable Housing
- #2020-38 Resolution appointing Special Counsel for Redevelopment
- #2020-39 Resolution authorizing limited waiver of alcoholic beverage hours – Monmouth Park

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Council President
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

Resolution(s) Taken Separate from Consent:**#2020-21 Resolution appointing 2020 Borough Officials**

Mayor Coffey stated the question on this resolution is regarding the Information Technology Administrator which Councilman O'Brien answered in the affirmative and made a motion to amend the resolution to remove the title of Information Technology Administrator for discussion at next Workshop which was seconded by Council President Gallo and approved by the Council. Councilman O'Brien made a motion to approve the resolution as amended which was seconded by Councilman Deerin and approved by the Council.

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

18. **Borough Administrator Remarks:** Ms. Phelps congratulated the Mayor on his re-election and the newly elected Council Members Tvrdik, Walker and newly appointed Council Member Keeshen. She wished everyone a happy, healthy and prosperous New Year.

19. **Borough Council Remarks:**

Councilman William Deerin wished everyone a Happy New Year and expressed congratulations to all new Council Members. He is looking forward to working with the new members. He asked residents to ask questions if they had them and share any solutions they had.

Council President Richard Gallo congratulated Mayor Coffey on his re-election and new Council Members Tvrdik and Walker, and welcomed Councilman Keeshen for filling a vacancy. He thanked Council for electing him as Council President and stated he was looking forward to working with the new Council. Upcoming projects, including the new Municipal Complex, looking forward to the Borough's centennial celebration and special events. Council President Gallo will work with the Public Works Committee to address paving the Borough's streets. He advised the Borough received a grant to begin the phased paving of Comanche Dr. He congratulated the new fire chiefs and assistants, first aid captain and assistants. He wished all residents a happy, healthy and prosperous New Year.

Councilman Michael O'Brien thanked everyone for attending the reorganization meeting and supporting the Borough's volunteers. He congratulated Mayor Coffey and the newly elected and appointed Council Members. Councilman O'Brien looks forward to celebrating the Borough's centennial and serving on Council.

Councilman Bryan Keeshen thanked residents for attending the reorganization meeting and looks forward to working with Council in the upcoming year. He congratulated all the first responders.

Councilman Thomas J. Tvrdik wished everyone a happy and healthy New Year. He thanked everyone who supported the newly elected Council Members. He thanked the volunteers and first responders for their service. Councilman Tvrdik also thanked Ms. Smith, Ms. LaPorta and borough employees for their hard work and dedication to the Borough. He thanked former Councilmen Irace and Solan for their hard work and efforts and hoped they would continue to remain leaders within the community. Councilman Tvrdik looks forward to working with his colleagues and restoring communication with first responders and initiating a 5 to 10 year financial plan to maintain the Borough's roads, parks and infrastructure.

Councilwoman Meghan Walker congratulated Mayor Coffey and Councilman Tvrdik on their elections and Councilman Keeshen on his appointment to Council. She thanked Councilmen Proto, Solan and Irace for their years of service to the Borough. Councilwoman Walker thanked her supporters and vote of confidence. She looks forward to working with Mayor Coffey, fellow Council Members, Borough employees, volunteers and first responders. Councilwoman Walker noted that her experience as a Board of Education member should provide valuable insight as she serves as Councilwoman. She wished everyone a Happy New Year and looks forward to great things for the Borough.

20. **Mayor Remarks:** Mayor Coffey remarked about the recent contested election. He talked about how Oceanport was a small town with some big city problems. He reviewed the last year with regard to Monmouth Park, development at the former Ft. Monmouth, tax revaluation and infrastructure at the Borough's schools. New challenges have arisen, with security at Monmouth Park, redevelopment at the former Fort and the school referendum. He expressed thanks to

members of the Historical Committee. Mayor Coffey discussed changes that are coming to the Borough and the history of Monmouth Park, the old Borough Hall and the former Fort. He thanked everyone for attending the reorganization meeting.

- 21. Petitions from the Public:** Mayor Coffey opened the meeting for anyone from the public who wished to be heard.

Joseph Mikowski (ph) 289 Avenue E, Bayonne, stated he was present as a supporter for Mayor Coffey as well as 4 years ago, when Mayor Coffey won the election by write in votes. He expressed gratitude to all the individuals who take the time to give of themselves for the community and their families.

As no one else from the public wished to be heard the Mayor closed that portion of the meeting.

Mayor Coffey invited everyone to join in a celebration dinner after the reorganization at the Hook & Ladder firehouse. Mayor Coffey also expressed thanks to the families of the Council for their support and also thanked the employees at Borough Hall.

- 22. Adjournment:** There being no further business Councilman Deerin moved to adjourn the meeting at 12:53 PM which was seconded by Councilwoman Walker and approved by Council.

Respectfully submitted,

JEANNE SMITH
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
ELECTING THE 2020 BOROUGH COUNCIL PRESIDENT**

**Resolution #2020-1
01/1/20**

BE IT RESOLVED, by the Borough Council of the Borough of Oceanport, in the County of Monmouth, that Richard Gallo be and is hereby elected Borough Council President for 2020.

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

I certify that the foregoing Resolution #2020-1 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT APPOINTMENT OF
CLASS III MEMBER TO THE PLANNING BOARD FOR THE PERIOD
JANUARY 1, 2020 TO DECEMBER 31, 2020**

**Resolution #2020-2
01/1/20**

BE IT RESOLVED, by the Council of the Borough of Oceanport, that Thomas J. Tvrdik is hereby appointed to serve as the Class III Member/Council Liaison on the Oceanport Planning Board.

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

I certify that the foregoing Resolution #2020-2 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
ADOPTING THE BOROUGH BYLAWS FOR CY2020**

**Resolution #2020-3
01/1/20**

WHEREAS, the rules of procedure and of substance of the Mayor and Council of the Borough of Oceanport have been primarily dictated by Title 40 and 40A of the revised New Jersey Statutes and other requisite statutes; and

WHEREAS, the Mayor and Council of the Borough of Oceanport adopted By-Laws which provide a foundation for a delineation of practice and procedure as well as responsibilities and authority of the Mayor and Council of the Borough of Oceanport, both as mandated by the State law covering the operation of Boroughs (N.J.S.A. 40A:60-1, et seq.) and as local practice determines; and

WHEREAS, pursuant with Article 14, Section 2 of the Borough's ByLaws, the Council shall adopt ByLaws at its annual reorganization meeting,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Oceanport, Monmouth County, New Jersey that the By-Laws last amended February 21, 2019 as attached hereto be adopted for the year 2020.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Gallo, Councilman
SECONDER:	William Deerin, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-3 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

BOROUGH OF OCEANPORT BY-LAWS FOR CY2019

ARTICLE I - RULES OF ORDER

The deliberations of the Council shall be governed by “Roberts Rules of Order”, except when the same are in conflict with the laws of the State of New Jersey or these By-laws, in which even said Roberts Rules of Order shall be inapplicable.

ARTICLE 2 – THE GOVERNING BODY

Section 1. The Mayor and six Council members shall constitute the Governing Body of the Borough of Oceanport, which Governing Body shall be known as “The Mayor and Council”.

ARTICLE 3 – THE MAYOR

Section 1. The Mayor shall be the chief executive officer of the Borough. The Mayor shall also participate in the determination of Borough affairs to the extent permitted by statute.

Section 2. The Mayor shall see that the laws of the State of New Jersey and the ordinances of the Borough are faithfully executed and shall recommend to the Council such measures, as the Mayor may deem necessary or expedient for the welfare of the Borough.

Section 3. The Mayor shall use his or her authority to maintain peace and good order in the Borough and has the power to suppress all riots and tumultuous illegal assemblies in the Borough.

Section 4. The Mayor shall have the authority to execute contracts in behalf of the Borough, approved by the Council, and to sign checks and warrants or payments approved by the Council.

Section 5. The Mayor shall preside at all meetings of the Governing Body.

Section 6. The Mayor shall not vote except in the case of a tie among those Council Members voting.

Section 7. The Mayor shall on all occasions preserve the order and decorum at the deliberations of the Council. The Mayor shall cause the removal of any persons who interrupt the proceedings of the Governing Body.

Section 8. When two or more Council members arise or attempt to speak at the same time, the Mayor shall name the one entitled to the floor and recognition.

Section 9. The Mayor shall decide all questions of order without debate, subject to an appeal to the Council.

Section 10. In the absence of the Mayor or if the Mayor is unable to perform his or her duties, the Council President (or, in his or her inability to act, the Council member having the longest term of service) shall act as Mayor as provided by Statute.

Section 11. The Mayor shall be an ex officio member of all committees, both standing and special and shall be informed in advance of all meetings of such committees.

ARTICLE 4 – THE COUNCIL

Section 1. The Council shall be the legislative body of the municipality.

Section 2. The Council may, subject to general law and the provisions of this act:

- (1) Pass, adopt, amend and repeal any ordinance or, where permitted, any resolution for any purpose required for the government of the municipality or for the accomplishment of any public purpose for which the municipality is authorized to act under general law;
- (2) Control and regulate the finances of the municipality and raise money by borrowing or taxation;
- (3) Create such offices and positions as it may deem necessary. The officers appointed thereto shall perform the duties required by law and the ordinances of the Council. Other than the borough attorney, engineer, and building inspector, these officers shall be residents of the borough and shall serve at the pleasure of the Council, except the Clerk, who also shall be exempt from the borough residency requirement, the Tax Collector and Tax Assessor who shall serve for terms provided in Chapter 9 of Title 40A of the New Jersey Statutes. The Council may exempt officers from the residency requirements but only pursuant to the adoption of an ordinance to that effect;
- (4) Investigate any activity of the municipality;
- (5) Remove any officer of the municipality, other than those officers excepted by law, for cause; and
- (6) Override a veto of the Mayor by a two-thirds majority of all the members of the Council.

Section 3. The Council shall have all the executive responsibilities of the municipality not placed, by general law or this act, in the office of the Mayor.

Section 4. The Council, whenever it fails to confirm the nomination by the Mayor of any official to a subordinate office of the Borough within 30 days of being presented such nomination, shall make the appointment to that office, provided that at least three affirmative votes shall be required for such purpose, the Mayor to have no vote thereon except in the case of a tie.

ARTICLE 5 – THE BOROUGH CLERK

Section 1. The Clerk shall perform the duties enjoined upon that office by the Revised Statute of New Jersey, these By-laws and such ordinances as the Council may, from time to time, enact.

Section 2. The Clerk shall keep the minutes and ordinance books properly and fully indexed and shall perform all the duties usually devolving upon such officer; and in addition, such other duties or services as Council may require or direct.

Section 3. Upon the introduction of an ordinance, the same shall be properly numbered and recorded at length by the Borough Clerk in the Ordinance Book. The assigned number shall appear in the advertisement of such ordinance.

Section 4. The Clerk shall be the Borough employee responsible for responding to all lawful requests under the New Jersey Open Public Records Act.

ARTICLE 6 – BOROUGH ADMINISTRATOR

Section 1. The Borough Administrator shall perform such duties as are set forth in Chapter 5 and as set forth in other Chapters of the Code of the Borough of Oceanport as required by ordinance.

Section 2. The Borough Administrator need not reside in the Borough of Oceanport but must be a resident of New Jersey.

Section 3. The Borough Administrator serves at the pleasure of the Mayor and Council and carries out the policies of the Mayor and Council.

Section 4. Nothing in this Article shall derogate from or authorize the Administrator to exercise powers of the elected officials of the municipality.

ARTICLE 7 – MEETINGS

Section 1. The Council shall hold an annual meeting during the first seven (7) days of January of any year, which meeting will be held within the Borough and at such time and place as Council may by resolution direct.

Section 2. At the annual meeting of the Governing Body, the Council shall elect one of its members as Council President to serve for one year and until the next annual meeting and fix the time and place for holding regular and workshop meetings during the ensuing year, which time and place shall not be changed except by the action of the Borough Council taken at a regular meeting. Public notice of the aforesaid meetings schedule and any revision thereto shall be provided in accordance with the Open Public Meetings Act.

Section 3. The Mayor shall, when necessary, call special meetings of the Council. In case of the Mayor's neglect or refusal to do so, any four members of the Council may call such meeting at such time and place in the Borough as they may designate. Public notice of a special meeting shall be provided in accordance with the Open Public Meetings Act.

Section 4. A quorum of the Council shall be as provided by Statute, to wit: three Council Members and the Mayor, and, in the absence of the Mayor, four Council Members. However, a small number of the Governing Body may meet, discuss and adjourn from time to time, but in no event may they take any official action as a Governing Body in the absence of a quorum.

Section 5. The order of business at any meeting as set forth in Article 8 may be changed by a majority vote of the members of the Council present at such meeting or by the Mayor with consent of the Council.

Section 6. Upon demand of one member of the Council or when ordered by the Mayor, or when directed by Statute, a roll call vote shall be taken and yeas and nays entered in the Minutes of the meeting.

Section 7. If the Council at its annual meeting fails to elect a President of the Council, the Mayor shall appoint the President from the Council and in that case no confirmation by the Council shall be necessary.

Section 8. The only business which can be transacted at a special meeting is that for which the special meeting is called.

Section 9. The Clerk shall notify the Council, in writing or by email through the Borough email addresses for each Council Member, of each special meeting, stating the subject, at least one day before the time fixed for holding same.

ARTICLE 8 – AGENDA

Section 1.

A. The following order of business shall be observed:

1. Meeting called to order
2. Statement of Compliance with Open Public Meetings Act

3. Flag Salute
4. Invocation
5. Roll Call
6. Administrator's Report
7. Clerk's report
Minutes, payment of bills, resolutions
8. Committee reports
9. Petitions from the public
10. Adjournment (or where appropriate Motion to go to
closed session)
11. Closed session where appropriate.
12. Adjournment

B. The aforesaid order of business at any meeting may be changed by a majority vote of the members of the Council present at such meeting or at the discretion of the Mayor.

Section 2. An agenda for each meeting of the Council shall be prepared by the Clerk in consultation with the Mayor and provide the specific order of business and action for that particular meeting. The Clerk will accept the agenda items only as submitted by appropriate Chairpersons of standing Council committees, the Mayor, the Council President, the Administrator, the Chief Financial Officer, Municipal Attorney or Municipal Engineer.

Section 3. Agenda items shall be submitted to the Clerk by the end of business on the seventh (7th) calendar day before a workshop or regular meeting and a printed agenda shall be provided to the Governing Body and be available to the general public by the close of business on the sixth (6th) calendar day before a workshop or regular meeting. (By way of example, if a meeting is scheduled for a Thursday, the agenda should be completed and distributed by the preceding Friday.) In the event that exigent circumstances prevent issuance of an agenda on the sixth (6th) calendar day before a meeting, it shall be issued as soon thereafter as possible. Any item may be added to the agenda of any meeting by vote of a majority of the Council members present during the meeting.

Section 4. The Council, by majority vote, may adopt at any meeting a time limitation of public comment in terms of a time limit for each member of the public and an hour at which public comment will be terminated.

Section 5. Any member of the public wishing to speak a second time or more will only be recognized after all members of the public wishing to be heard for a first time have been recognized.

Section 6. Prior to being allowed to address the Governing Body, a person addressing the Governing Body shall step up to the microphone, face the Governing Body and provide his or her name and address.

ARTICLE 9 – STANDING COMMITTEES

Section 1. The Mayor shall appoint all Standing Committee members subject to the approval and concurrence of the majority of the Council. The Mayor shall have no vote in any such committee appointment except in the case of a tie vote and then only for the purpose of breaking such tie vote. Should a majority of the Council not concur in the appointment by the Mayor of any Council member to any committee, the Council members, by majority, shall make such appointment.

Section 2. The following Standing Committees of the Council shall be appointed at the annual meeting:

- | | |
|--------------------------------|---|
| 1. FINANCE & ADMINISTRATION: | Finance, Administration, Capital Improvement, Insurance |
| 2. HEALTH & HUMAN SERVICES: | Health, Education, Coastal Drug Alliance, Water Watch, Environmental Commission |
| 3. PARKS & RECREATION: | Parks and Recreation, Shade Tree, Seniors, Public Information, Special Events |
| 4. PLANNING & DEVELOPMENT: | Planning Board, Economic Development, Ordinances, Utilities, Construction |
| 5. PUBLIC SAFETY: | Police, Fire, First Aid, OEM |
| 6. PUBLIC WORKS & ENGINEERING: | Buildings & Grounds, Public Works, Engineering, Sanitation, Recycling |

Section 3. Each Councilperson shall be the Chairperson of one Standing Committee and a member of two other Standing Committees named in this article.

Section 4. The Standing Committees are appointed to expedite and facilitate the work of the Council, but only within statutory limits as the entire Council is held responsible for any or all of its acts performed within the scope of authority.

A. A Standing Committee Shall:

1. Meet when requested by the Chairperson, or a majority of the committee, and all members thereof shall participate actively in the committee deliberation, performance of duties and the formulation of its recommendations to Council.
2. Plan, study, direct, make commitments within budgetary limitation, and carry on the routine activities for which it has primary responsibility.
3. Perform such acts as may be assigned to it by Council.
4. Report and make recommendations to the Council regarding its responsibilities and activities.

B. Except as provided above, a Standing Committee shall not:

1. Exceed its budgetary appropriations without prior approval of the Council.
2. Make promises or commitments to anyone which directly, or by inference, bind the Council.
3. Act in such a manner or make decisions, which set a precedent, or violate established Council policy.

Section 5. The Mayor or Council, or both, may appoint special Committees for purposes other than those included in the duties of the Standing Committees.

Section 6. The Mayor and Council may change existing Committee assignments and or Council liaison when it is in the best interest of the Borough to do so.

Section 7. The Chairperson of each Standing or Special Committee shall be prepared to report to the Mayor and Council at each regular meeting on principal activities and achievements of his or her committee.

ARTICLE 10 – DUTIES OF STANDING COMMITTEES OF THE COUNCIL

A Standing Committee shall function as an advisory body to the Council as a whole in reviewing policy matters referred to them by the Council, and such other

matters as the Council, by simple majority vote, may direct. A Standing Committee, within its respective areas of responsibility, shall formulate recommendations to the Council regarding action proposed to be taken in general. The purpose of each Standing Committee shall be to review matters within the subject areas set forth below. Each Standing Committee shall have primary responsibility for the activities and matters listed under each committee heading which shall include the administration, practices, procedures and records.

Section 1. FINANCE AND ADMINISTRATION

The Finance and Administration Committee is generally charged with the duty of overseeing Finance, Administration, Capital Improvements and Insurance and, specifically shall:

- A. Examine, audit and report upon all bills and demands referred to them and render a report when requested by Council, on the financial condition of the Borough and approve all categories of bills for payments.
- B. Coordinate the annual fiscal budget (operational and capital) process as follows:
 - 1. Council names the Finance and Administration Committee at the Reorganization Meeting, which includes three (3) members of Council.
 - 2. Chief Financial Officer works with Department Heads to determine budgetary needs.
 - 3. Members of the Committee will coordinate the financial information with the Chief Financial Officer throughout the budget process.
 - 4. Committee and Chief Financial Officer finalize budget and share proposed budget with all Council members.
- C. Serve as liaison between the Council and the Registered Municipal Accountants.
- D. Maintain, review and, as necessary, revise all insurance coverage of the Borough.
- E. Investigate and review services that can be shared with other surrounding towns.
- F. Assist with obtaining grants in order to fund projects.

- G. Compile and review requests and information from all relevant Standing and/or other committees and recommend capital projects to Council.
- H. Participate in the negotiation and recommend for approval/denial all collectively negotiated bargaining agreements on behalf of the Borough.

Section 2. HEALTH AND HUMAN SERVICES

The Health and Human Services Committee is generally charged with the duty of overseeing matters pertaining to Health, Education, the Coastal Drug Alliance, the Water Watch Committee and the Environmental Commission and, specifically, shall:

- A. Serve as a liaison between the Council and the Oceanport Board of Education and Shore Regional Board of Education.
- B. Serve as liaison between the Council and the Coastal Drug Alliance and the Shore Regional Alliance.
- C. Serve as liaison between the Council and the Water Watch, Environmental Commission, Flood Mitigation Committee and/or with any other such agencies or associations concerned with the preservation and improvements of the waterways within and surrounding the Borough.
- D. Serve as liaison between the Council and the County Board of Health.
- E. Review documentation and make recommendations to the Council pertaining to technological advancements, information technologies and communication technologies to which the Borough should avail itself.
- F. Serve as liaison between the Oceanport Library Association, County Library and the Council.

Section 3. PARKS AND RECREATION

The Parks and Recreation Committee is generally charged with the duty of overseeing matters pertaining to Parks and Recreation, Shade Trees, Senior Citizens, Public Information and Special Events and, specifically, shall:

- A. Oversee and coordinate the maintenance, management and operation of all parks and playgrounds within the Borough.

- B. Serve as liaison to all Recognized Sports Organizations within the Borough.
- C. Oversee and coordinate recreation activities sponsored or conducted by the Borough including seasonal programs and Summer Action Camp.
- D. Serve as a liaison between the Council and such groups or associations serving Senior Citizens that may exist in the Borough.
- E. Oversee, plan and sponsor programs and activities designed to benefit all senior citizens residing in the Borough.
- F. Oversee and coordinate the purchase, removal and placement of trees in and along the public Right of Way and upon such other public property as Council may approve.
- G. Publish and distribute a bulletin containing current events and activities in the Borough and such items of interest or concern to the residents as well as the publication of the Borough Directory.
- H. Oversee, plan and coordinate Memorial Day, Veterans Day, End of Summer and other Borough events/activities.
- I. Review and make recommendations regarding the budgets of projects, programs, departments and functions under its jurisdiction.

Section 4. PLANNING & DEVELOPMENT

The Planning & Development Committee is generally charged with the duty of overseeing matters pertaining to the Planning Board, Economic Development and Construction and, specifically, shall:

- A. Serve as liaison between the Planning Board and Council.
- B. Make recommendations to the Council for the preparation, enactment, updating and/or codification of ordinances and/or Borough procedures and/or policies pertaining to zoning and planning, development, subdivision control, site plan approval, building codes and construction.
- C. Keep the Council informed on matters affecting Zoning and Planning related to the Borough, adjacent municipalities and County and State governments.

- D. Serve as liaison to the Department of Community Affairs regarding the development and grants for community projects.
- E. Provide and encourage the development and expansion of local trade and industries.

Section 5. PUBLIC SAFETY

The Public Safety Committee is generally charged with the duty of overseeing matters pertaining to Police, Fire, First Aid and Office of Emergency Management and, specifically, shall:

- A. Oversee, coordinate and manage the purchase/lease and maintenance of Borough fire equipment and other property.
- B. Oversee, coordinate and manage the purchase/lease and maintenance of Borough first aid equipment and/or property.
- C. Review and make recommendations regarding the budgets of the Police Department, Volunteer Fire Department, Volunteer First Aid Squad and Office of Emergency Management.
- D. Serve as liaison between the Borough's Volunteer First Aid Squad and the Council.
- E. Serve as liaison between the Borough's Volunteer Fire Departments and the Council.
- F. Serve as the liaison between the Borough's Police Department and the Council.
- G. Serve as the liaison between the Council and the Municipal Court.
- H. Coordinate and oversee, in conjunction with the Chief of Police, the hiring of all Police Department personnel, including members of the Department, Special Police and School Crossing Guards.
- I. Coordinate and oversee, in conjunction with the Chief of Police, highway traffic and safety and all matters relating to parking regulations, including on-street and off-street parking.
- J. Coordinate and oversee, in conjunction with the Chief of Police and the Office of Emergency Management, all civil defense activities.
- K. Coordinate and oversee, in conjunction with the Chief of Police,

regulatory signs directing the flow of traffic, including the location, design and specification thereof.

- L. In conjunction with the Chief of Police, review and, when appropriate, recommend the granting of licenses and the inspection of licensed premises and persons as designated by the Council from time to time.

Section 6. PUBLIC WORKS:

The Public Works Committee is generally charged with the duty of overseeing matters pertaining to Buildings and Grounds, Public Works, Engineering, Sanitation and Recycling and, specifically, shall:

- A. Oversee, coordinate and manage the maintenance and upkeep of all public buildings.
- B. Oversee, coordinate and manage the construction, reconstruction, improvement, maintenance and cleaning of all roadways within the Borough.
- C. Oversee, coordinate and manage the maintenance of all Borough vehicles and other mechanical equipment.
- D. Oversee, coordinate, and manage storm debris collection and disposal.
- E. Oversee, coordinate and manage the cutting of grass, shrubs and weeds on Borough roadways and properties.
- F. Review contracts for solid waste and recycling collection.
- G. Serve as a liaison between the Governing Body and utility companies.

ARTICLE 11 – BILLS, CLAIMS AND VOUCHERS

Section 1. All bills, claims, invoices, purchase orders, vouchers, etc. shall be generated, processed, reviewed and paid consistent with the procedures set forth in the Borough of Oceanport's Purchasing Manual.

ARTICLE 12 – SEAL

Section 1. The seal of the Borough shall be as hereinafter impressed.

Section 2. The seal shall be in the custody of the Borough Clerk and shall be impressed on all appropriate documents or papers.

ARTICLE 13 – AMENDMENTS

Section 1.

- A. The Mayor, or any member of the Council may propose amendments to these By-laws at any regular meeting or adjourned meeting.
- B. The Mayor will then appoint a Special Committee comprised of three members of the Council to consider the proposed amendments. This Special Committee may submit other suggested changes, additions and/or deletions to the Council.

Section 2. Such Special Committee shall present its recommendation at a regular meeting or adjourned regular meeting of the Council within (30) thirty days of appointments of the Special Committee by the Mayor.

Section 3. These By-laws shall be altered and amended only by a majority vote of the entire Council, on a roll call taken at two (2) consecutive regular meetings of the Council.

ARTICLE 14 – ADOPTION AND TERM

Section 1. The By-laws shall be adopted by resolution of the Council concurred in by a majority of the Council.

Section 2. The By-laws shall become effective immediately after adoption and shall remain in effect until not longer than December 31st of the calendar year in which the By-laws, as amended, supplemented or otherwise modified, were adopted. As such, the By-laws and any amendments, supplement, and/or modifications thereto shall be adopted by the Council as part of its annual meeting.

Section 3. The By-laws of the Borough of Oceanport, as amended, supplemented or modified shall be posted on and made available to the general public on the Borough of Oceanport's website.

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENT OF 2020 BOROUGH COUNCIL COMMITTEES**

**Resolution #2020-4
01/1/20**

WHEREAS, pursuant with the By-Laws of the Governing Body, the Mayor shall appoint all members of the Standing Committees with the consent and concurrence of the Council; and

WHEREAS, the Mayor has made the following appointments to the Standing Committees for CY2020:

PUBLIC SAFETY	Councilpersons Keeshen (Chair), Walker, Tvrdik
FINANCE AND ADMINISTRATION	Councilpersons O'Brien (Chair), Tvrdik, Keeshen
PLANNING AND DEVELOPMENT	Councilpersons Tvrdik (Chair), Keeshen, Gallo
PUBLIC WORKS	Councilpersons Gallo (Chair), Deerin, O'Brien
PARKS AND RECREATION	Councilpersons Deerin (Chair), O'Brien, Walker
HEALTH AND HUMAN SERVICES	Councilpersons Walker (Chair), Gallo, Deerin

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport, County of Monmouth and State of New Jersey does hereby consent to the Mayor's appointment of the Standing Committees for CY2020.

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

I certify that the foregoing Resolution #2020-4 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
RE-APPOINTMENT OF JOHN A. PATTI AS OCEANPORT MUNICIPAL
COURT JUDGE**

**Resolution #2020-5
01/1/20**

WHEREAS, John A. Patti is currently serving as Oceanport's Municipal Court Judge for a three-year appointment ending December 31, 2019; and

WHEREAS, the Mayor, with the advice and consent of the Borough Council is desirous of re-appointing John A. Patti to serve as Municipal Court Judge in accordance with the provisions of N.J.S.A. 2B:12-4.

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Oceanport, County of Monmouth, State of New Jersey, as follows:

1. That the Mayor, with the advice and consent of the Borough Council, does hereby re-appoint John A. Patti. as Judge of the Municipal Court of the Borough of Oceanport for a term of three (3) years, commencing January 1, 2020 and ending December 31, 2022.
2. The appointment of John A. Patti as Judge of the Municipal Court of the Borough of Oceanport is made in accordance with the provisions of N.J.S.A. 2B:12-4 and that John A. Patti shall be compensated at an annual salary of \$18,500.00
3. That a certified copy of this resolution shall be forwarded to the Borough Administrator, Chief Financial Officer, Appointee and the Municipal Court Administrator.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Richard Gallo, Councilman
SECONDER:	William Deerin, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-5 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPROVING THE 2020 ANNUAL MEETING NOTICE OF THE MAYOR AND
COUNCIL**

**Resolution #2020-6
01/1/20**

WHEREAS, the Open Public Meetings Act requires that all public bodies at the time of their annual organization meetings or within 7 days thereof, shall post, mail to newspapers and give notice to certain persons the schedule of meetings for the year 2020.

NOW, THEREFORE, BE IT RESOLVED that the Oceanport Mayor and Council for the 2020 calendar year will conduct the following meetings for the purpose of conducting Borough business for 2020. Workshop Meetings will be held on the first Thursday of each month and Regular meetings on the third Thursday of each month except as otherwise noted below. All meetings will begin at 7:00 p.m. with the exception of Regular Meetings that follow a Workshop will begin immediately following the Workshop meeting. Meetings are held in the Maple Place School, 2 Maple Place, Oceanport, NJ 07757. Official action may be taken at workshop and regular meetings.

	WORKSHOP	REGULAR
January	16 th	16 th
February	6 th	20 th
March	5 th	19 th
April	2 nd	23 rd
May	7 th	21 st
June	4 th	18 th
July*	16 th	16 th
August*	20 th	20 th
September	3 rd	17 th
October	1 st	15 th
November*	5 th	5 th
December	3 rd	17 th

* Summer schedule is in effect with one meeting for both Workshop & Regular in July and August; one meeting for both Workshop & Regular in November due to the NJ League of Municipalities Conference, and 2nd meeting in April on 4th Thursday due to holiday.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to post and maintain posted a copy of the resolution in the place designated for the posting of notices and forward a copy of same to the LINK News and the Asbury Park Press.

BE IT FURTHER RESOLVED that this resolution and the schedule contained herein may be amended from time to time provided the terms of the Act are fully followed.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-6 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
DESIGNATING OFFICIAL NEWSPAPERS AND MUNICIPAL BULLETIN
BOARD**

**Resolution #2020-7
01/1/20**

BE IT RESOLVED that the Asbury Park Press, Star Ledger and the LINK News are hereby designated for the year 2020 ending December 31, 2020, as the official newspapers for the Borough of Oceanport in the County of Monmouth for the publication of all legal notices and advertisements of the Borough and all its Boards, Bodies, Committees, Offices and Agencies, as required by N.J.S.A. 40:53-1, and the statutes in such case made and provided.

BE IT FURTHER RESOLVED, that the Bulletin Board in the main foyer of the Borough of Oceanport's Municipal Offices Building, 315 E. Main Street, is hereby designated as the Municipal Bulletin Board and as the place where all public notices, including pending ordinances shall be posted as required by law.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-7 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
ESTABLISHING A TEMPORARY BUDGET**

**Resolution #2020-8
01/1/20**

WHEREAS, N.J.S.A. 40A:4-19 requires that where any contracts, commitments or payments are to be made prior to the adoption of the final Budget, temporary appropriations shall be made for the purpose and amounts required and in the manner and time therein provided; and

WHEREAS, N.J.S.A. 40A:4-19 provides that every Municipality must make temporary appropriations during the period January 1 to adoption of the budget sufficient to cover commitments made during the period January 1 to the date of adoption of the 2020 Budget; and

WHEREAS, the total amount of the 2020 temporary budget is not in excess of 26.25% of the total 2019 Budget, exclusive of debt service, capital improvement fund and public assistance.

NOW, THEREFORE, BE IT RESOLVED that the following list of appropriations shall constitute the 2020 Temporary Budget for the Borough of Oceanport.

APPROPRIATIONS	SALARIES & WAGES	OTHER EXPENSES
Admin. & Executive	\$ 55,000.00	\$ 40,000.00
Financial Administration	30,000.00	20,000.00
Assessment of Taxes	7,500.00	2,500.00
Collection of Taxes	13,000.00	7,000.00
Legal Services		40,000.00
Municipal Court	40,000.00	12,000.00
Prosecutor's Office	3,300.00	
Engineering Services		18,000.00
Buildings & Grounds		35,000.00
Planning Board	5,500.00	7,500.00
Health Insurance		325,000.00
Dental Insurance		14,000.00
Liability Insurance		60,000.00
Worker's Compensation Insurance		60,000.00
Fire		15,000.00
Fire Hydrant Services		20,000.00
First Aid		15,000.00
Police Department	500,000.00	40,000.00
Emergency Management	1,000.00	4,000.00
OSHA/Pathogens		125.00
Public Works	90,000.00	37,500.00
Senior Citizens		1,000.00
Shade Tree		5,000.00
Planner Fees		7,000.00
Sanitation		72,000.00
Parks & Recreation	4,000.00	4,000.00
County Library	1,000.00	500.00
Social Security System		35,000.00
Deferred Compensation Ret. Plan		2,000.00
Code Enforcement	5,500.00	250.00
Water Watch Committee		1,800.00
Recycling		40,000.00
Board of Health	800.00	100.00

APPROPRIATIONS	SALARIES & WAGES	EXPENSES
Environmental Committee		200.00
Transportation of High School Students		17,000.00
Street Lighting		15,000.00
Gasoline		15,000.00
Telephone/Internet		15,000.00
Electricity		15,000.00
Water & Sewer		5,000.00
Natural Gas		20,000.00
Dumping Fees		70,000.00
Celebration of Public Events		600.00
Debt Service; Green Acres		9,000.00
NJEIT Administrative Fees		9,500.00
Interlocal Agreement	112,200.00	
NJEIT Fund Loan		331,100.00
NJEIT Trust Loan		85,000.00
Debt Service; Bond Principal		90,000.00
Debt Service Capital Lease		5,000.00
Debt Service: Ban Principal		100,000.00
Debt Service: Ban Interest		150,000.00
Debt Service; Bond Interest		5,000.00
Capital Improvement Fund		75,000.00
Public Employees Retirement System		121,000.00
Police/Fire Retirement System		416,000.00
	\$ 868,800.00	\$ 2,510,675.00
		\$3,379,475.00

RESULT: **ADOPTED BY CONSENT VOTE**
[UNANIMOUS]

MOVER: William Deerin, Councilman

SECONDER: Richard Gallo, Councilman

AYES: Deerin, Gallo, Keeshen, O'Brien,
Tvrdik, Walker

I certify that the foregoing Resolution #2020-8 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
SETTING A FEE SCHEDULE (FOR ADMINISTRATION - VARIOUS)**

**Resolution #2020-9
01/1/20**

BE IT RESOLVED that the Borough Council of the Borough of Oceanport hereby sets the following fee schedule for miscellaneous fees and various photocopies and documents requested from the public as well as those requested under the State Open Public Records Act for 2020 as follows:

Photocopies

\$.05 per page for letter (8 ½ x 11) size pages and smaller

\$.07 per page for legal (8 ½ x 14) and ledger (11x17) size pages and larger

\$.25 per additional page for color copies (sizes above)

Costs for reproduction that must be outsourced will be charged at the cost incurred by the Borough.

If the actual cost to produce a copy of a record exceeds the above fees, then the cost can be calculated by the formula set forth by the Government Records Council.

Postage costs will be charged for any mailed documents.

Electronic Copy Requests

No fee will be charged for requests delivered electronically (via fax or e-mail).

Fee for Non-Sufficient Funds

\$20.00

Police Motor Vehicle Accident Reports Requested Via Mail

A \$5.00 fee to cover the administrative cost of mailing the report will be added to the total cost of the page copies according to the above fees.

Vital Statistics

Certified Copy of:

Birth, Death, Marriage, Civil Union and/or

Domestic Partnership Record:

\$15.00 each copy

Special Service Charge (N.J.S.A. 47:1A-5.c.)

Whenever response to an Open Public Records Act or document request requires an extraordinary expenditure of time and effort, a special service charge may be assessed. Specifically, whenever response consumes two (2) or more hours of a borough employee's time, the requestor shall be required to pay the hourly rate of the employee performing the work, beginning with the first hour, for the time that it takes to produce the documents requested. Shall the request take less than two (2) hours to complete, there shall be no fee charged for the time associated with obtaining the documents. Time for document production shall include, but not be limited to, research, document collection, creation, copying, production. All fees shall become effective immediately.

BE IT FURTHER RESOLVED that the aforementioned fees are effective for CY2020 and in conformance with State requirements.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-9 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020


JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPROVAL FOR DIRECT DEPOSIT PURSUANT TO N.J.S.A. 52:14-15F**

**Resolution #2020-10
01/1/20**

WHEREAS, pursuant to N.J.S.A. 52:14-15f the governing body may provide for the deposit of net pay of any employee of the municipality which includes public officials, and

WHEREAS, it is the desire of the Mayor and Borough Council of the Borough of Oceanport to encourage its employees to utilize direct deposit.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Oceanport that provisions be made to deposit the net pay of any employee or public official of the municipality in a bank account of their designation as provided for in N.J.S.A. 52:14-15f upon receipt of written authorization.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-10 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
DESIGNATION OF MUNICIPAL DEPOSITORIES**

**Resolution #2020-11
01/1/20**

WHEREAS, Title 17:9-9 and N.J.S.A. 40A:5-14 provide for the designation of depositories for Municipal Funds by Resolution of the Governing Body.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport that the following banks be designated for deposit of Borough Funds.

Bank of America

Two River Community Bank

Wells Fargo

TD Bank

Valley National Bank

Columbia Bank

Capital One Bank

1st Constitution Bank

PNC Bank, NA

Santander Bank, NA

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-11 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
DESIGNATION OF AUTHORIZED SIGNATURES FOR CHECKS**

**Resolution #2020-12
01/1/20**

BE IT RESOLVED by the Oceanport Mayor and Council that the Borough Administrator and Borough Chief Financial Officer are hereby authorized to sign all checks issued against the Borough of Oceanport and the Mayor is authorized to co-sign said checks

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-12 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
ADOPTION OF CASH MANAGEMENT PLAN AND INVESTMENT POLICY**

**Resolution #2020-13
01/1/20**

WHEREAS, N.J.S.A. 40A:5-14 mandates that the Governing Body shall, by Resolution passed by a majority of the membership thereof, approve a Cash Management Plan;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport as follows:

1. The attached updated Cash Management Plan will guide the investment of idle cash of the Borough of Oceanport
2. The attached updated Cash Management Plan includes a Policy Statement to guide its implementation
3. The Chief Financial Officer will administer the Plan
4. The Plan is subject to annual audit.

BE IT FURTHER RESOLVED that a certified copy of the within Resolution be forwarded to the following:

1. Borough Chief Financial Officer
2. Borough Auditor
3. All depositories named in Section IV of the attached Cash Management Plan
4. All dealers and brokerage first in Section V of the Attached Management Plan

**CASH MANAGEMENT PLAN OF THE BOROUGH OF OCEANPORT
IN THE COUNTY OF MONMOUTH, NEW JERSEY**

I. STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits (Deposits") and investment ("Permitted Investments") of certain public funds of the Borough, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits, if permitted, or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

A. The Plan is intended to cover the deposit and/or investment of the accounts of the Borough:

ALL FUNDS

B. It is understood that this Plan is not intended to cover certain funds and accounts of the Borough, specifically:

PUBLIC ASSISTANCE
STATE AND FEDERAL GRANTS

III. DESIGNATION OF OFFICIALS OF THE BOROUGH AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.

The Chief Financial Officer of the Borough and the Borough Administrator (the “Designated Officials”) are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Borough are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgment kept on file with such officials.

IV. DESIGNATION OF DEPOSITORIES.

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any Certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

BANK OF AMERICA	VALLEY NATIONAL BANK
TWO RIVER COMMUNITY BANK	COLUMBIA BANK
WELLS FARGO	CAPITAL ONE BANK
TD BANK	1 st CONSTITUTION
SOVEREIGN BANK OF NJ	PROVIDENT BANK
THE BANK OF NEW YORK/MELLON	PNC BANK, NA
State of NJ CASH MANAGEMENT FUND	SANTANDER BANK, NA

All such depositories shall acknowledge in writing receipt of the Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above.

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Officials of the Borough referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

State of NJ Cash Management Fund

VI. AUTHORIZED INVESTMENTS

A. Except, as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Government money market mutual funds;

(3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;

(4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;

(5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;

(6) Local government investment pools.

(7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or

(8) Agreements for the repurchase of fully collateralized securities if:

(a) The underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;

(b) The custody of collateral is transferred to a third party;

(c) The maturity of the agreement is not more than 30 days;

(d) The underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c236 (C.17:9-41); and

(e) A master repurchase agreement providing for the custody and security of collateral is executed for purpose of the above language, the terms “government money market mutual fund” and “local government investment pool” shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

(a) Which is registered with the Securities and Exchange Commission under the “Investment Company Act of 1940,” 15 U.S.C. sec. 80a-1et seq., and operated in accordance with 17 C.F.R. sec 270.2a-7.

(b) the portfolio of which is limited to US Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec.270.2a.7 and repurchase agreements that are collateralized by such US Government securities; and

(c) Which has:

(i) Attained the higher ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or

(ii) Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the “Investment Advisors Act of 1940.” 15 U.S.C.sec.80b-1 et. seq., with experience investing in US Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An Investment pool:

(a) Which is manage in accordance with 17 C.F.R. sec. 270.2a-7;

(b) Which is rated in the highest category by a nationally recognized statistical rating organization;

(c) Which is limited to US Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such US Government securities;

(d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investment;

(e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and

(f) which purchases and redeems investment directly from the issuer, government money market mutual fund, of the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9(C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in US Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such US Government securities.

B. Notwithstanding the above authorization, the moneys on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

NO INVESTMENT TO EXCEED ONE (1) YEAR

VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough to assure that there is no unauthorized use of the funds or the permitted investments of Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to ensure that such Permitted Investments are either received by the Borough or by a third-party custodian prior to or upon the release of the Borough's funds.

To assure that all parties with whom the Borough deals either by way of Deposits or Permitted investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official.

VIII. REPORTING REQUIREMENTS

On the first day of each month during which this Plan is in effect, the Designated Official referred to in Section III hereof shall supply to the Governing Body of the Borough a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

A. The name of any institution holding fund of the Borough as a Deposit or a Permitted Investment.

- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the Governing Body of the Borough.

IX. TERM OF PLAN

This Plan shall be in effect from Jan. 1, 2020 to December 31, 2020. Attached to this plan is a resolution of the Governing Body of the Borough approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-13 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
PERMITTING PRE-PAYMENT OF CERTAIN ITEMS**

**Resolution #2020-14
01/1/20**

WHEREAS, the Borough of Oceanport has budgeted funds for 2020 for payment of utilities, payroll, debt service, governmental fees, and insurance, and for the printing and mailing costs of the Borough; and

WHEREAS, the payment of these items frequently arrives out of time for placement on the next available bill list thereby inadvertently placing these bills and mailings in arrears because of timing issues.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Oceanport that the Chief Financial Officer be and is hereby authorized to make pre-payment of the following fixed items prior to the same appearing on the meeting bill lists, such funds to be taken from the pre-budgeted amount for each such expenses for 2020 subject to review and approval by the Borough Administrator or their designee.

1. Utilities (electric, gas, water, sewer, cable and telephone).
2. Payroll.
3. Debt services as evidenced by pre-existing bonds and notes.
4. Health, dental and other insurance premiums.
5. Federal, state, county fees and taxes.
6. Postage for tax bills, newsletters, and other Township mailings.

RESULT: **ADOPTED BY CONSENT VOTE
[UNANIMOUS]**

MOVER: William Deerin, Councilman

SECONDER: Richard Gallo, Councilman

AYES: Deerin, Gallo, Keeshen, O'Brien,
 Tvrdik, Walker

I certify that the foregoing Resolution #2020-14 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
TAX GRACE PERIOD & INTEREST ON DELINQUENT TAXES**

**Resolution #2020-15
01/1/20**

WHEREAS, N.J.S.A. 54:4-66 et. seq., provides that taxes shall be payable in quarterly installments due on February 1st, May 1st, August 1st and November 1st, after which dates, if unpaid, shall become delinquent; and that a period of ten calendar days grace for the payment of taxes following said date be fixed and established; and

WHEREAS, if the tenth calendar day of the month on which the installment becomes payable falls on a weekend, the next business day will be deemed the last day to make payment without interest; and

WHEREAS, the Tax Collector, their office or the Borough of Oceanport cannot take responsibility on the method(s) or timing of delivery of payments to the office of the Tax Collector, the Tax Collector shall follow all guidelines and statutes in the collection and delivery of said payments to the banking institution delegated by the Borough within the specified time frame as stated in N.J.S.A. 40A:5-15.

NOW THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Oceanport that the Tax Collector is authorized to charge eight (8%) percent interest on delinquent taxes with a rate of 1/10th of One Percent (1%) for the first ten (10) days after each quarterly due date and Eight Percent (8%) for the first \$1,500 and Eighteen Percent (18%) on amounts in excess of the first \$1,500 of said delinquent taxes retroactive to the quarterly due date if paid after such ten (10) days.

BE IT FURTHER RESOLVED, by the Governing Body of the Borough of Oceanport, that a taxpayer who has a delinquency in excess of \$10,000 who fails to pay that delinquency prior to the end of a calendar year the Tax Collector shall also collect a penalty of six (6) percent of the amount of the delinquency plus interest calculated to December 31st.

BE IT FURTHER RESOLVED that the Borough Clerk provide a certified copy of this resolution to the Tax Collector.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-15 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AUTHORIZING THE CANCELLING OF SMALL BALANCES AND/OR
DELINQUENCIES**

**Resolution #2020-16
01/1/20**

WHEREAS, the Council of the Borough of Oceanport finds and declares that N.J.S.A. 40A:5-17-1 empowers authorized municipal employees to process the cancellation of tax refunds and/or delinquencies of less than Ten (\$10.00) Dollars; and

WHEREAS, the Council further finds and declares that the Municipal Tax Collector is qualified to process the cancellation of tax refunds and/or delinquencies of less than Ten (\$10.00) Dollars; and

WHEREAS, the Council further finds and declares that it is in the best interest of the citizens of the Borough of Oceanport for the Municipal Tax Collector to be authorized to process the cancellation of tax refunds and/or delinquencies of less than Ten (\$10.00) Dollars in accordance with N.J.S.A. 40A:5-17-1;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Oceanport that the Municipal Tax Collector is hereby authorized to process the cancellation of tax refunds or delinquencies of less than Ten (\$10.00) Dollars during the calendar year of 2020 in accordance with N.J.S.A. 40A:5-17-1.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-16 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AUTHORIZING THE TAX COLLECTOR TO CONDUCT A TAX LIEN SALE IN
2020**

**Resolution #2020-17
01/1/20**

WHEREAS, the Tax Collector is empowered by statute to conduct and preside over the sale of liens and N.J.S.A. 54-5 et. seq. provides for the enforcement and collection of such delinquencies through a tax lien sale.

BE IT RESOLVED by the Borough Council of the Borough of Oceanport that the Tax Collector is authorized to conduct a tax lien sale to be held in 2020 for those taxes and sewer utility charges due on real property that have been delinquent since December 31, 2018.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-17 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
RECOGNIZING PARTICIPATION IN THE DOD 1033 PROGRAM**

**Resolution #2020-18
01/1/20**

WHEREAS, Federal law permits the Secretary of the United States Department of Defense to transfer to federal and State agencies personal property of the Department of Defense that the secretary determines is suitable for use by agencies in law enforcement activities, under a program known as the 1033, through the Law Enforcement Support Office of the Defense Logistics Agency; and

WHEREAS, this initiative allows local law enforcement agencies to obtain, at little or no cost, equipment originally intended for use by the United States Armed Forces; and

WHEREAS, In this era of fiscal constraint, participation in the 1033 program allows local units to obtain equipment that they might not otherwise be able to afford, and to prepare for, respond to, and recover from incidents of terrorism and natural disasters, such as hurricanes and severe floods; and

WHEREAS, the equipment is provided through the 1033 program at no cost to municipal law enforcement agencies, these entities are responsible for costs associated with the maintenance, fueling, and upkeep of this equipment, and for specialized training for its operation; and

WHEREAS, taxpayers are the primary consumers and financiers of services provided by county and municipal law enforcement agencies and have the right to be assured that their money is being spent in an efficient and effective manner and the right to know the purposes for which public funds are utilized; and

WHEREAS, Civilian officials are also responsible for the acquisition of equipment necessary for local law enforcement agencies to carry out their responsibilities, yet current law does not require that they formally approve such acquisitions through the 1033 program. It is therefore appropriate to establish a system of local oversight for municipal law enforcement agencies that participate in and acquire equipment through the 1033 program and guidelines for the use of this equipment by those entities; and

WHEREAS, An application for the enrollment of a municipal law enforcement agency in any program established by the United States Department of Defense pursuant to 10 U.S.C. s.2576a shall be approved by a resolution adopted by a majority of the full membership of the governing body of a local unit prior to the transmittal of any such application to the State Coordinator of any such program.

WHEREAS, the acquisition of any property by a municipal law enforcement agency enrolled in any program established by the United States Department of Defense pursuant to 10 U.S.C. s.2576a shall be approved by a resolution adopted by a majority of the full membership of the governing body of a local unit.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Oceanport, in accordance with NJSA 40A:5-30.1, recognizes the value of this program and authorize it's participation and acquisition of property for the current year ending 12/31/2020 and that the Chief of Police and/or his designees is authorized to make acquisitions necessary to accomplish the public safety mission subject to approval by the Borough Administrator

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-18 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020


JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AWARDING OF CONTRACT FOR TOWING SERVICES FOR 2020**

**Resolution #2020-19
01/1/20**

WHEREAS, the Borough of Oceanport has determined there is a need for towing and storage services pursuant to the Chapter 361 of the Code of the Borough of Oceanport; and

WHEREAS, the Police Chief as authorized by ordinance solicited proposals from qualified towers to perform said services to the Borough on a rotating basis; and

WHEREAS; the Officer in Charge has recommended that Borough towing licenses be awarded to Procraft Auto Body, John's Auto and Truck Repair, LLC, Arties' Custom Styling, Brothers Towing and Central Towing and Recovery for 2020.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport, in the County of Monmouth and State of New Jersey that towing licenses for 2020 be awarded to Procraft Auto Body, John's Auto and Truck Repair, LLC, Arties' Custom Styling, Brothers Towing and Central Towing and Recovery; and

BE IT FURTHER RESOLVED that the Police Chief shall obtain the necessary certificates of insurance from said towing companies.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-19 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
SETTING THE FEES FOR EXTRA DUTY ASSIGNMENTS FOR CY2020**

**Resolution #2020-20
01/1/20**

WHEREAS, the fees for Extra Duty Assignments are to be set by resolution pursuant with Borough Code 78-13(C); and

NOW THEREFORE BE IT RESOLVED, that the fees for such Extra Duty Assignments are amended and set as follows:

1. The rate for Extra Duty Assignment shall be \$68.00 per hour for police officers, Class I and II special officers.
2. For Extra Duty Assignments exceeding 8 hours or between 5 P.M. and 7 A.M. or on a Saturday, Sunday or Federal holiday, or with less than 8 hours advance notice (emergency detail), the rate shall be \$79.00 per hour for police officers, Class I and II special officers.
3. All Extra Duty Assignment shall have a minimum of four (4) hours.
4. Notification of cancellations must be made not less than two (2) hours in advance or the four (4) hour minimum applies.

BE IT FURTHER RESOLVED that the following fees for such Extra Duty Assignments are set forth as follows for Monmouth Park Race Track.

1. The rate for Extra Duty Assignment shall be \$60.00 per hour for police officers, Class I and Class II special officers on live racing days only.
2. All Extra Duty Assignments shall have a minimum of (2) hours up to 2 hours.
3. All Extra Duty Assignments beyond 2 hours shall have a minimum of 4 hours.
4. The Chief or his designee shall be paid the hourly rate for scheduling Monmouth Park Race Track extra duty assignments.

BE IT FURTHER RESOLVED that the Collective Bargaining Unit may agree to a reduced minimum call out time and waive the increase after 5 p.m. and exceeding 8-hour rate for Non-Profit and Educational Organizations through a letter of agreement which shall apply to members covered under the PBA and other Police Department Employees:

BE IT FURTHER RESOLVED that an administrative fee of \$12.00 will be charged for every \$100.00 dollars billed for an Extra Duty Assignment.

BE IT FURTHER RESOLVED that if it is determined by the Chief of Police or his designee that a Borough vehicle is required for an Extra Duty Assignment a fee of \$10.00 per hour shall be billed for an Extra Duty Assignment. No fee shall be charged if the vehicles are "on patrol".

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-20 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
BOROUGH OFFICIALS FOR 2020**

**Resolution #2020-21
01/1/20**

BE IT RESOLVED that the following appointments for 2020 by the Mayor are hereby ratified and confirmed.

Borough Administrator	Donna M. Phelps	
Borough Chaplain	Rev. Stacy Deerin	
Borough Clerk	Jeanne Smith	Tenured
Certified Public Works Manager	William White	
Chief Financial Officer	Catherine LaPorta	(4yr term expiring 8/1/2020)
Code Enforcement Officer	John Johnson	
Construction Official	John Johnson	(4yr term expiring 11/8/2022)
Court Administrator	Carol Smith	
Finance Personnel Manager	Catherine D. LaPorta	
Flood Plain Manager	William White	
Housing Inspector	Allen Parker	
Joint Insurance Fund Commissioner	Donna M. Phelps	
Joint Insurance Fund Commissioner (Alternate)	Jeanne Smith	
Municipal Housing Liaison	Donna M. Phelps	
Municipal Court Judge	John A. Patti	(3yr term expiring 12/31/2022)
Qualified Purchasing Agent	Catherine D. LaPorta	
Public Defender	David Gardner, Robert Holden	
Recycling Coordinator	Donna M. Phelps	
Registrar, Vital Statistics	Jason Sutton	(3yr term expiring 12/31/2021)
Registrar, Deputy	Catherine D. LaPorta	
Safety Coordinator	Donna M. Phelps	
Searcher of Tax Liens	Peggy Warren	
Searcher of Assessment Liens	Jeanne Smith	
Tax Assessor	John Butow	Tenured
Tax Collector	Peggy Warren	Tenured
Sewer Authority Commissioner, TRWRA	John Bonforte	(5yr term expiring 01/31/2024)
Sewer Authority Commissioner, TRWRA	Michael MacStudy	(5yr term expiring 01/31/2020)
Subcode Official, Building	Django Wiegiers	(4yr term expiring 02/03/2020)
Subcode Official, Electrical	James McCormick	(4yr term expiring 01/20/2020)
Subcode Official, Fire	Django Wiegiers	(4yr term expiring 06/01/2021)
Subcode Official, Plumbing	John Palmer	Tenured
Zoning Officer	John Johnson	

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

I certify that the foregoing Resolution #2020-21 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020


JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENTS TO THE POLICE DEPARTMENT FOR THE PERIOD
JANUARY 1, 2020 TO DECEMBER 31, 2020**

**Resolution #2020-22
01/1/20**

BE IT RESOLVED, by the Mayor and Council of the Borough of Oceanport, that the following recommended appointments by Police Chief Michael Kelly be made by the Mayor with advice and consent of Council:

Special Law Enforcement Officer Class II:
Glenn Mannino

Special Law Enforcement Officer Class I:
Cristi Mazzarella
Thomas Pullaro

School Crossing Guards
Kelly Abbate
Doris Agaman
Janet Wallace
Kathleen Britton
Gina Egidio
Maggie Lippolis
Frank Lippolis

Relief Crossing Guards
Buddy Brockelbank
William McNish
Wes Sherman

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-22 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

RESOLUTION OF THE BOROUGH OF OCEANPORT APPOINTMENTS TO BOARDS AND COMMITTEES

**Resolution #2020-23
01/1/20**

BE IT RESOLVED, by the Mayor and Council of the Borough of Oceanport, that the following recommended appointments be made by the Mayor with advice and consent of Council:

BOARD OF HEALTH

The **BOARD OF HEALTH** is now composed of the following members:

David LaPorta	4yr Term expiring 12/31/20
Karen Statmore	4yr Term expiring 12/31/21
Vacant	4yr Term expiring 12/31/22
Vacant	4yr Term expiring 12/31/23

CABLE & TECHNOLOGY COMMITTEE

James Whitson	1yr Term expiring 12/31/20
Joseph Foster	1yr Term expiring 12/31/20
Steve Heinsius	1yr Term expiring 12/31/20
John Fleming	1yr Term expiring 12/31/20
Frank Leslie	1yr Term expiring 12/31/20
Bryan Russell	1yr Term expiring 12/31/20

ENVIRONMENTAL ADVISORY COMMITTEE:

Joseph Foster	3yr Term expiring 12/31/22
Robert Kelly	3yr Term expiring 12/31/22
Patricia Cooper	Unexpired 3yr Term expiring 12/31/20
Jack L. Harris	Alternate #1
Douglas Mahler	Alternate #2

The **ENVIRONMENTAL ADVISORY COMMITTEE** is now composed of the following members:

Joseph Foster	3yr Term expiring 12/31/22
Robert Kelly	3yr Term expiring 12/31/22
Patricia Cooper	3yr Term expiring 12/31/20
Richard Gruskos	3yr Term expiring 12/31/20
Robert Broege	3yr Term expiring 12/31/21
Bruce Lane	3yr Term expiring 12/31/21
Thomas Cox	3yr Term expiring 12/31/21
Jack L. Harris	Alter #1 Term expiring 12/31/20
Douglas Mahler	Alter #2 Term expiring 12/31/20

GREEN TEAM ADVISORY COMMITTEE

Robert Kleiberg	2yr Term expiring 12/31/21
Jordan Falcone	2yr Term expiring 12/31/21

The **GREEN TEAM ADVSORY COMMITTEE** is now composed of the following members:

Robert Kleiberg	2yr Term expiring 12/31/21
Jordan Falcone	2yr Term expiring 12/31/21

Jen McDonald	3yr Term expiring 12/31/20
Angela Testa	3yr Term expiring 12/31/20
Andy Judkis	3yr Term expiring 12/31/20
Sara Torbet	1yr Term expiring 12/31/21
Vacant	3yr Term expiring 12/31/21

HISTORICAL COMMITTEE

Frank Baricelli	1yr Term expiring 12/31/20
Barbara Bonforte	1yr Term expiring 12/31/20
John Bonforte	1yr Term expiring 12/31/20
Tom Cavanagh	1yr Term expiring 12/31/20
Nadine Jeffrey	1yr Term expiring 12/31/20
Robin Kelly	1yr Term expiring 12/31/20
Cathy Kornek	1yr Term expiring 12/31/20
Brian Landrigan	1yr Term expiring 12/31/20
Lynn Laurino	1yr Term expiring 12/31/20
Rosanne Letson	1yr Term expiring 12/31/20
Paula Lombardo	1yr Term expiring 12/31/20
Mike MacStudy	1yr Term expiring 12/31/20
Debra Sharkey	1yr Term expiring 12/31/20
Barbara Sheppard	1yr Term expiring 12/31/20
Ric Siciliano	1yr Term expiring 12/31/20
Toni Sverapa	1yr Term expiring 12/31/20
Sara Torbert	1yr Term expiring 12/31/20
Victor Turback	1yr Term expiring 12/31/20
EJ Wright	1yr Term expiring 12/31/20

RECREATION COMMITTEE

Therese Wollman	3yr Term expiring 12/31/22
Michael MacStudy	3yr Term expiring 12/31/22
Chris Macioch	3yr Term expiring 12/31/22
Joseph Degnan	3yr Term expiring 12/31/22
Kristian Karlson	Unexpired term ending 12/31/20

The **RECREATION COMMITTEE** is now composed of the following members:

Scott Marcantonio	3yr Term expiring 12/31/21
Greg Lockwood	3yr Term expiring 12/31/21
Jay Silverman	3yr Term expiring 12/31/20
Spencer Carpenter	3yr Term expiring 12/31/20
Kristian Karlson	3yr Term expiring 12/31/20
Beth Watkins	3yr Term expiring 12/31/20
Michael MacStudy	3yr Term expiring 12/31/22
Therese Wollman	3yr Term expiring 12/31/22
Chris Macioch	3yr Term expiring 12/31/22
Joseph Degnan	3yr Term expiring 12/31/22

WATER WATCH COMMITTEE

Richard Gruskos	1yr Term expiring 12/31/20
-----------------	----------------------------

Kevin Kubik	1yr Term expiring 12/31/20
Kathleen Devine	1yr Term expiring 12/31/20
Thomas Cox	1yr Term expiring 12/31/20
Kari Martin	1yr Term expiring 12/31/20
Dr. Jessica Gruskos	1yr Term expiring 12/31/20
Patricia Cooper	1yr Term expiring 12/31/20

RESULT:	ADOPTED BY CONSENT VOTE
	[UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-23 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

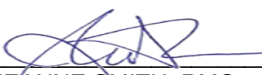
**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENT OF REPRESENTATIVES TO THE MONMOUTH COUNTY
COMMUNITY DEVELOPMENT PROGRAM**

**Resolution #2020-24
01/1/20**

BE IT RESOLVED by the Mayor and Council of the Borough of Oceanport that DONNA PHELPS is hereby appointed Community Development Representative and WILLIAM WHITE is appointed as the Alternate for the Monmouth County Community Development Program during calendar year 2020.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-24 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTING A CLEAN COMMUNITIES COORDINATOR**

**Resolution #2020-25
01/1/20**

WHEREAS, there is a need for a Clean Communities Coordinator for the Borough of Oceanport; and

WHEREAS, there is also a need for a Clean Communities Coordinator to apply for and submit Clean Communities Grants to various agencies;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council as follows:

1. Donna Phelps is hereby appointed as Clean Communities Coordinator for the Borough of Oceanport for the period commencing January 1, 2020 and ending December 31, 2020.
2. The Clean Communities Coordinator is authorized to prepare, apply for and submit Clean Communities Grants to any and all applicable state, federal and local agencies.
3. The Mayor and Borough Clerk are hereby authorized to execute any and all documents in furtherance of the aforesaid Clean Communities Grants.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

I certify that the foregoing Resolution #2020-25 was adopted by the Oceanport Governing Body at the Regular Meeting held January 1, 2020



JEANNE SMITH, RMC
BOROUGH CLERK