



BOROUGH OF OCEANPORT

MAYOR & COUNCIL

WORKSHOP MINUTES • FEBRARY 6, 2025

Regular Meeting

Clement V. Sommers Municipal Building

7:00 PM

910 Oceanport Way, Oceanport, NJ 07757

- I. **Call to Order:** Mayor Tvrdek called the meeting to order at 7:00 PM
- II. **Statement of Compliance with Open Public Meetings Act:** This meeting complies with the Open Public Meetings Act by adequate and electronic notification on January 12, 2025 of this meeting and its location, date and time to the Asbury Park Press and Two River Times and by the posting of same on the municipal bulletin board and Borough's Web Site.
- III. **Flag Salute, Statement to the Public:** Mayor Tvrdek led attendees and members of the Council in the flag salute.
- IV. **Roll Call:**

Attendee Name	Title	Status
Thomas Tvrdek	Mayor	Present
William Deerin	Councilman	Present by phone
Richard Gallo	Councilman	Present
Bryan Keeshen	Councilman	Present
Michael O'Brien	Councilman	Absent
Keith Salnick	Councilman	Absent
Patty Cooper	Councilwoman	Present
Jeanne Smith	Borough Clerk	Absent
Andrew Bayer	Borough Attorney	Present
Donna M. Phelps	Administrator	Present
Catherine D. LaPorta	Chief Financial Officer	Absent
Stephanie Kramer	Deputy Borough Clerk	Present

- V. **PUBLIC COMMENT - Action Items Only:** Mayor Tvrdek opened the meeting for public comment on actions items only. As no one from the public presented, that portion of the meeting was closed on motion from Councilman Keeshan, second from Council President Cooper with all in favor.
- VI. **Action Items**

A. Consent Agenda:

- #2025-55 1. Resolution approving Special Event: Fort Monmouth 5k
- #2025-55A 2. Resolution authorizing payment of BILL LIST 12-17-2024
- #2025-56 3. Resolution authorizing extending Budget and AFS statutory deadlines
- #2025-57 4. Resolution amending 2025 Borough Officials
- #2025-58 5. Resolution accepting the resignation of Michelle Mastromonica
- #2025-59 6. Resolution authorizing an interlocal agreement for Fire Services
- #2025-60 7. Resolution authorizing an interlocal agreement for School Resource Officer
- #2025-61 8. Resolution increasing the temporary budget.
- #2025-62 9. Resolution appointing Shane Carroll a permanent police officer
- #2025-63 10. Resolution appointing Matthew Kozak a permanent police officer
- #2025-64 11. Resolution appointing Acacia Financial Group, Inc.
- #2025-66 12. Resolution accepting the resignation of Ayden Miles
- #2025-67 13. Resolution approving Change Order #2 for Yannuzzi Group Inc.
- #2025-68 14. Resolution approving Change Order #2 for Collier Engineering

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| #2025-69 | 15. | Resolution approving redemption of a Tax Sale Certificate |
| #2025-70 | 16. | Resolution approving redemption of a Tax Sale Certificate |
| #2025-71 | 17. | Resolution accepting receipt of Tax Collectors Annual Statement |
| #2035-72 | 18. | Resolution authorizing a shared service with Monmouth Beach for Leaf Compost Facility |
| #2025-73 | 19. | Resolution granting a waiver and authorizing a street opening permit |
| #2025-74 | 20. | Resolution approving Change Order #1 for Mecco Inc. |
| #2025-75 | 21. | Resolution appointing two members to the Historical Committee |

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bryan Keeshen, Councilman
SECONDER:	William Deerin, Councilwoman
AYES:	Deerin, Gallo, Keeshen, Cooper
ABSENT:	O'Brien, Salnick

B. #2025-65 Resolution appointing Val Grigorian Administrative Assistant in the Finance Department.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Patricia Cooper, Council President
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, Cooper
ABSENT:	O'Brien, Salnick

VIII. FIRST READING ORDINANCES:

#1104 An Ordinance Setting Salary Ranges for Various Positions

Councilwoman Cooper called for the introduction of "***AN ORDINANCE OF THE BOROUGH OF OCEANPORT, COUNTY OF MONMOUTH, STATE OF NEW JERSEY SETTING FORTH AND AMENDING THE SALARY RANGES OF CERTAIN BOROUGH OFFICERS AND BOROUGH EMPLOYEES PASSED AND APPROVED MARCH 16, 1939 AND LAST REVISED AND APPROVED ON APRIL 19, 2024***" and then asked the Clerk to read the proposed ordinance by title only, after which Councilwoman Cooper moved to approve the Ordinance upon first reading and to hold the PUBLIC HEARING on the proposed ordinance at the Council meeting of February 20, 2025 and to advertise same in accordance with the law, which was seconded by Councilman Keeshen.

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Patricia Cooper, Council President
SECONDER:	Brian Keeshen, Councilman
AYES:	Deering, Gallo, Keeshen, Cooper
ABSENT:	O'Brien, Salnick

XIII. Clerk's Report: No Report

IX CFO Report: Ms. LaPorta reported that an email has gone out regarding capital requests for 2025 with a response requested by next week. Budget preparation continues and finance is wrapping up 2024 so that the Annual Financial Statement can be filed and 1099's went out. Ms. LaPorta stated that the shared service with Monmouth Beach is going well and is very happy to have Val Grigorian on board.

X Administrator's Report

Ms. Phelps reported that the Local Recreation Improvement Grant to rehabilitate the Community Center Building, which functions, as the Oceanport Library to include new windows and siding, ADA compliant walkways, upgrading of the existing bathrooms to meet ADA compliance and grading & landscaping was submitted at the end of requesting the top amount of \$100,000. We are expecting costs to be approximately \$150,000.

We have also been made aware that NJ American Water Company has a grant for Volunteer Fire Department to purchase personal protective gear, communications equipment, firefighting/emergency responder tools, etc. Maximum grant amount is \$2,500 and the deadline is April 14th. I have been in touch with Chief Gallo and we will work together on submitting something.

I received a telephone call from Dan Jennings at the NJ EDA that the EDA is working on a project to provide fundings to municipalities that are impacted by the NETFLIX development. Four towns: Oceanport, Eatontown, Bayonne, Newark. They are proposing \$750,000 to \$1 million in funding for downtown projects/roadways/street improvements and are willing to entertain other ideas that we have. I'm asking that everyone think about this and give me their ideas/suggestions so I can get back to Dan with our ideas.

Monmouth County's Solid Waste and Recycling Division advised that the Monmouth County Reclamation Center Type 10 and Type 13 tipping fees will increase. Type 10 (Municipal and Household Waste) will go from \$81.09 a ton to \$92.10 per ton and Type 13 (Bulky and Cleanup Waste; Construction and Demolition) will go from \$116.79 to \$127.89 per ton. This will have an impact on the garbage/recycling bids that we will receive in 3 weeks (2/27). To date, bid documents have been requested by Mazza, Brivalo, Hometown Waste & Recycling, Liberty, Republic Services, Jersey Specialized Hauling and Suburban Disposal.

Bill White has been working with JCP&L about the switch over to JCP&L at The Fort. JCP&L lines cross over the Borough lot at the corner of Razor and Oceanport Way. Bill has requested that I bring this up to the Council as JCP&L needs to know if the Borough will grant them an easement before they continue their design. Does anyone have any objections to the easement? If not, I will work with Bill on what the Borough needs to move forward with the easement. This purchase prices of this property was partially funded with a Monmouth County Open Space Grant. The County did record a Deed of Open Space Easement to permit future improvements to the public utilities within the Open Space Grant Area

including the installation, repair, replacement, or expansion of facilities, including mains, laterals and connections for the transmission and distribution of water, sanitary sewer, and natural gas so we're covered on that end.

The Borough received a check in the amount of \$55,534.18 representing Verizon's franchise fee for 2024.

At the NJ SEM (Sustainable Energy) Reorganization Meeting, I was appointed State Representative so I can add that to my resume.

NJ American Water will temporarily change the water treatment process at the plants the week of February 17 through mid April which includes temporarily shifting using chloramine to free chlorine. During this period, some customers may notice a light taste and smell of chlorine in their water which is normal and will only be temporary. If this happens, NJ American suggests placing water in an uncovered pitcher in the refrigerator overnight to allow the chlorine to dissipate.

The bald eagle and osprey have been removed from NJ's endangered species list. The bald eagles' status has changed from endangered to special concern and the osprey from threatened to stable.

Finally, it's that time of year again, for the MEL/JIF's Annual Elected Officials Seminar. I have assigned the course to each of you, and you should receive an email from Bistrainer with directions on how to access the MSI Learning Management System. It's 35 minutes long and by taking the course the Borough receives a credit of \$250 for each municipal official who completes the course by May 2025.

XI Old Business**XII New Business**

1. Discussion regarding bulkhead at 47 Wardell Circle. Mayor Tvrdick recused himself from this discussion due a conflict as this is his in-law's property and left the meeting room at 7:14. Council President Cooper assumed the chair and explained that the Caruso's are replacing their bulkhead and in the process of the survey it revealed that a portion of the bulkhead is in Borough right of way. They are offering to replace that section in the Borough right of way at their own cost but it requires Council approval. Borough Engineer, Mr. White wrote an opinion stating that as long as it complies with Borough standards regarding bulkheads he has no issue.

Mr. Green a concerned neighbor is concerned that the Borough will give the Caruso's title to right of way or acquire it through adverse possession. Adverse possession does not apply to municipalities and the Borough policy is not to vacate these properties.

Billie Jo Caruso, 47 Wardell Circle stated that it was a direct replacement with no change to the public use of the public right of way.

Council had no issue with the replacement has long as an as built was submitted to the Borough Engineer so assure that it was built to Borough standards.

Thomas Murphy, 15 Pocahontas Ave. asked about where the bulkhead actually is and if their bulkhead encroached into the public right of way. He asked about the 25 feet and was told it was the length of the bulkhead that was in the right of way.

He was concerned that the right of way that will appear as private property and wondering if the right of way extends beyond the bulkhead.

Bill Sverapa, 155 Comanche Drive wanted to talk about the beach and the amount of garbage. He would like to see it maintained.

It was to consensus of Council to allow the bulk head replacement.

Mayor Tvrdek reentered the meeting at 732.

2. Discussion regarding a donation of the Fire Truck to Monmouth Park. It was discussed at the last meeting and did come research on how this can be done. The Mayor turned it over to Borough Attorney Bayer and he explained that the best way to accomplish this would be to donate the truck to the Port Au Peck Fire Company and they could handle it as they see fit. Council concurred with this recommendation.
3. Discussion of the proposed Shade Tree Ordinance. Committee has been working hard on this and thanked them for their hard work. Council President Cooper explained that the ordinance is State mandated and Shade Tree and Mike Thulan looked at various ordinances and basically will need a permit to remove a tree and depending on the size of the tree there will need to be tree replacement or a fee if no replacement which will go into a trust. Mike Thulan, Construction Official, just added that if something goes before the Planning Board they will take over with regard to the ordinance. This will be on the agenda for the next meeting.

XIII Mayor Tvrdek's Report:

Mayor Tvrdek thanked the Borough staff in the departments for all they have done to step up in the absence of a key employee, especially the clerk's office.

Mayor Tvrdek talked about the way the Borough stepped after the tragic fire at the Carney family home, and thank goodness no one was hurt. He thanked all those involved in helping the family.

Mayor Tvrdek stated there was an event last week hosted Netflix to engage with local businesses.

Mayor mentioned the resignation of Michelle Mastromonica from the building department and thanked her for her service to the Borough and also congratulated Officers Carroll and Kozak on their appointment as permanent police officers here in the Borough.

Mayor also mentioned the resignation of Special Officer Miles who has accepted a full time position with another municipality and wished him luck. He welcomed the new members to the Historical Committee.

Mayor Tvrdek stated the State of the County will take place next Tuesday.

IXV. Public Comments: Mayor Tvrdek opened the meeting to comments from the public. The following persons appeared:

1. Fred Filippone Willow Court He wanted to thank the Council for not letting the barges come into the river to allow for the ice boats to use the frozen the river which was the first time in many years.

As there was no one else from the public, Mayor Tvrdek closed that portion of the meeting.

XV. Adjournment: At 7:51 PM the meeting was adjourned on a motion by Councilwoman Keeshen, seconded by Councilman Gallo and approved by Council.

Respectfully submitted,

Stephanie Kramer
DEPUTY BOROUGH CLERK