



BOROUGH OF OCEANPORT MAYOR & COUNCIL MINUTES • REGULAR MEETING

Clement V. Sommers Municipal Building
910 Oceanport Way, Oceanport, NJ 07757

MAY 15, 2025 at 7:00 PM

1. **Call to Order:**
2. **Statement of Compliance with Open Public Meetings Act:**
3. **Flag Salute, Statement to the Public:**
4. **Roll Call:**

STATUS	NAME, TITLE	ARRIVED
PRESENT:	Councilman Richard Gallo Councilman Michael O'Brien Councilwoman Patricia Cooper Councilman William Deerin	
ABSENT:	Councilman Bryan Keeshen	

ALSO PRESENT: Stephanie Kramer, Deputy Borough Clerk
Katie Cassidy, Deputy Borough Clerk
Andrew Bayer, Borough Attorney
Donna M. Phelps, Administrator
Catherine D. LaPorta, Chief Financial Officer

5. **PUBLIC COMMENT - Action Items Only:** Mayor Tvrdik opened the meeting to Public Comment on Action Items only. There were none. Councilman O'Brien motioned to close this portion of the meeting and Councilman Deerin seconded.
6. **Discussion Item:** Mayor Tvrdik reminded the Council that Councilman Salnick's seat was deemed vacant at the last meeting, and it was the Republican Committee's duty to put together three names to put in front of the governing body and, per our letter dated May 6, 2025, Oceanport's Republican Committee has moved forward with the following names for consideration per NJSA 40A: 16-11. He stated their names as, Kara Manna, of 33 Wardell Circle, Oceanport, NJ 07757. Richard McKenna of 117 Sagamore Ave, Oceanport, NJ 07757 and Steven Briskey of 81 Manitto Place, Oceanport, NJ 07757. Council President Cooper made a nomination for Kara Manna and Councilman O'Brien seconded. The Mayor stated that they were going to have Kara Manna take a ceremonial oath of office at the next meeting, but in the meantime she could come to the Borough and be sworn in. Borough Attorney Bayer stated he would like to have the resolution pulled separately and do it after the executive session.

Council Vacancy:

Resolution #2025-154 - Appointing Kara Mana to Temporarily Fill the Unexpired Term of Councilman Keith Salnick

RESULT:	ADOPTED (4 TO 0)
MOVER:	Councilwoman Patricia Cooper
SECONDER:	Councilman Michael O'Brien
AYES:	Richard Gallo, Michael O'Brien, Patricia Cooper, William Deerin
NAYS:	None
ABSTAIN:	None

7. Administrator's Report:

Borough Administrator Phelps announced that the Borough has finally received reimbursement from the County for the Myrtle Avenue project in the amount of \$649,026.25. She noted that this has been a long-awaited reimbursement and extended her thanks to Bill White for his continued efforts in staying on top of the County to ensure the funds were received.

She reported ongoing collaboration with the Borough Clerk's Office regarding the implementation of CivicPlus, the new system being used to process meeting agendas and minutes. Borough Administrator Phelps stated that she, Stephanie, and Katie C. attended a training session on March 7th, which was very helpful. Additional training is scheduled for May 21st, which will focus on the minutes portion of the system. In the interim, Katie C. has been working on transcribing and finalizing minutes from six meetings held in 2024 that were still in the old system. The goal is to complete these by the end of the month so the Borough can discontinue the previous platform and move forward solely with CivicPlus. Borough Administrator Phelps noted that Katie is close to completing the six sets of minutes which are expected to be included on the June 5th meeting agenda.

Borough Administrator Phelps also reported that she and the Mayor attended the Monmouth Park press conference on March 6th in anticipation of their Opening Weekend, which took place on May 10th, just in time for Mother's Day. She commented on the strong sense of excitement in the room and described the event as a great success.

Borough Administrator Phelps further noted that it has been a very busy two weeks since the last Council Meeting. She expressed appreciation for being able to participate in meetings with Netflix, as well as attending the Netflix Groundbreaking Ceremony. However, she deferred to the Mayor to provide more details in his Mayor's Report.

Finally, Borough Administrator Phelps expressed her appreciation to the Clerk's Office, highlighting the leadership of Kim Jungfer, and the hard work and dedication of Stephanie, Kim, and Katie. She stated that the office is now operating at full capacity and that she is increasingly confident in turning over full responsibility to the Clerk's Office and its highly competent staff.

8. Clerk's Report: None.

9. **2025 MUNICIPAL BUDGET:** Councilman Mike O'Brien commented that the general appropriations total is \$15.1 million, which falls \$18,000 below the allowable cap. He stated that the average assessment in Oceanport rose from \$700,000 to \$838,126. He discussed the tax rates and increases throughout the years and how they are in a good position for developing creative ways to think about projects. He mentioned that they determine the estimated cost of projects and then determine how best to fund them. Councilman O'Brien continued to share that in each project they waited to execute it until they utilized all available resources, limiting the impact on the taxpayer while creating additional value. He mentioned some of the road programs, lighting at Maria Gatta Park and a few more.

Resolution #2025-148 - Authorizing a Waiver of the 2025 Budget Reading in Full:

RESULT:	ADOPTED (4 TO 0)
MOVER:	Councilman Michael O'Brien
SECONDER:	Councilman William Deerin
AYES:	Richard Gallo, Michael O'Brien, Patricia Cooper, William Deerin
NAYS:	None
ABSTAIN:	None

**Ordinance #1109 - COLA-CAP CY2025 to Exceed the Municipal Budget
Appropriation Limits:**

RESULT:	ADOPTED (4 TO 0)
MOVER:	Councilwoman Patricia Cooper
SECONDER:	Councilman William Deerin
AYES:	Richard Gallo, Michael O'Brien, Patricia Cooper, William Deerin
NAYS:	None
ABSTAIN:	None

Deputy Clerk Stephanie Kramer read the Ordinance in title only. She stated the Ordinance was published in the Two River Times on May 1, 2025, in accordance with the law. It was the second reading, so at this point, Mayor Tvrdik opened it up for public comments. There were none. Councilman O'Brien motioned to close this portion of the meeting and Councilman Deerin seconded. Councilwoman Cooper made the motion to adopt the ordinance and advertise in accordance with the law. Councilman Deerin seconded the motion.

Resolution #2025-149 - Adopting the 2025 Municipal Budget:

RESULT:	ADOPTED (4 TO 0)
MOVER:	Councilman Michael O'Brien
SECONDER:	Councilman Richard Gallo
AYES:	Richard Gallo, Michael O'Brien, Patricia Cooper, William Deerin
NAYS:	None
ABSTAIN:	None

Deputy Clerk Stephanie Kramer read the affidavit of publication, which stated, Notice of the 2025 municipal budget was published in the Two River Times on April 24, 2025, in accordance with law. CFO, Katie LaPorta, gave an overview of the budget. She stated that

Councilman O'Brien did a great job earlier in the meeting covering key points. She mentioned that they start the budget process in October/November of the previous year and get a sense of the staffing and operational needs. She spoke about how the finance committee gives support as well and that there are a lot of puzzles and moving parts that go into this. Katie LaPorta commented on how there was a decrease in the average homeowner and how the home values in the Borough have increased. The Council had no questions, so it was opened to the public for comments or questions. There were none. Councilman O'Brien motioned to close this portion of the meeting and Councilman Gallo seconded.

10. Consent Agenda:

RESULT:	ADOPTED (4 TO 0)
MOVER:	Councilwoman Patricia Cooper
SECONDER:	Councilman Michael O'Brien
AYES:	Richard Gallo, Michael O'Brien, Patricia Cooper, William Deerin
NAYS:	None
ABSTAIN:	None

Mayor Tvrdik asked the Council if they had read over the Consent Agenda if there was anything they wanted to take separately. Councilwoman Cooper motioned to approve and O'Brien seconded. After the vote, Mayor Tvrdik commented that he wished the best to Kirsten, who worked in the court.

Resolution #2025-150 - Authorizing Payment of Bills:

Resolution #2025-151 - Authorizing Redemption of Tax Sale Certificate - 1194 Eatontown Boulevard:

Resolution #2025-152 - Accepting the Resignation of Kearstyn Catley:

Resolution #2025-154 - Appointing Kara Manna to Temporarily Fill the Unexpired Term of Councilman Keith Salnick:

11. First Reading Ordinances:

NONE:

- 12. Second Reading & Public Hearing Ordinances:** Councilwoman Cooper asked Deputy Clerk Kramer to read the affidavit of publication and the proposed Ordinance by title only. Deputy Clerk Kramer stated the notice was published in the Two River Times on May 8th, 2025 in accordance with the law. The ordinance is Ordinance #1110 - Establishing the Borough as a Film-Ready Municipality, creating a new section in the Borough code titled Filming. This was the second reading so it was then opened up to the public by Mayor Tvrdik. There were none. There was a motion by Councilman O'Brien and a second by Councilman Deerin to close this portion of the meeting. Councilwoman Cooper motioned to adopt this ordinance and advertise in accordance with the law. Councilman O'Brien seconded.

Ordinance #1110 - Establishing the Borough as a Film Ready Municipality:

RESULT:	ADOPTED (4 TO 0)
----------------	-------------------------

MOVER:	Councilwoman Patricia Cooper
SECONDER:	Councilman Michael O'Brien
AYES:	Richard Gallo, Michael O'Brien, Patricia Cooper, William Deerin
NAYS:	None
ABSTAIN:	None

13. Council Standing Committee Reports:

Councilman Deerin - Parks & Recreation: Councilman Deerin thanked the Finance Committee and Katie for their work on the budget. He reminded everyone that Monday from 5:30-7:30 is mini-golf at the Blue Grotto and that it was free to all Oceanport residents. He mentioned that the Memorial Day Parade would kick off at 9:30am and wind down at the firehouse. Councilman Deerin commented that the one complaint that still comes up is dogs not being on leashes and lack of cleaning up.

Councilman Gallo - Public Works & Engineering: Councilman Gallo commented that Port Au Peck from Pocono to Ithaca were some of the roads going out to bid since the budget passed, and they'll be done after the sewer authority completes their project. He mentioned that Burt Mill Circle and Evergreen will be paid in half by NJNG because it is going to disrupt the road. He also stated that Blackberry Bay will have a new curb and sidewalk along the road when completed. Mayor Tvrdek added on some of the work that had already been completed and mentioned he was in receipt of waivers for temporary easements and permanent easements from Bill White to put the sidewalks all along where the work will be completed. The Mayor explained that the part at Pocono that wasn't paved will be taken care of by the water company. He said they owe the Borough a half mile of paving. The Mayor commented on all the work that has been done on the streets in the Borough.

Councilman Keeshen - Public Safety: Mayor Tvrdek commented that Councilman Keeshen could not make it tonight but mentioned that he was very proud of the ticketing program with the police officers. Word is getting out, especially with the ordinance being passed for targeted enforcement zones. The Mayor commented that neighboring towns have called the Chief of Police to send the ordinance to them because it was working so well. He added that the Fire Squad and EMS are looking for new members and that Bingo is this Saturday night.

Councilman O'Brien - Finance & Administration : Councilman O'Brien thanked Katie, Donna and department heads and members of the finance committee for working so hard on the budget. He commented on how well communication is among everyone involved and his belief that speaking to the gas company, the water company and involving the homeowners when work is being done has led to efficiency within the budget. One example was holding off on paving certain blocks, so houses could be built.

Councilwoman Cooper - Planning & Development: Council President Cooper first offered her condolences to the Maida family for their recent loss of Kathy Maida, who was an integral part of the first aid squad as well as the community. Councilwoman Cooper commented that the press conference at Monmouth Park was excellent, and the event was

wonderful. She added they broke a record with attendance on Sunday. Councilwoman Cooper mentioned that Netflix had their groundbreaking ceremony and will be bringing in new jobs and using local businesses, and she believes this will help Oceanport thrive again.

- 14. Mayor Tvrdik's Report:** Mayor Tvrdik wanted to echo the energy at the luncheon with Monmouth Park and Dennis Drazin announcing the collective efforts working with the Oceanport governing body for the development. He added that the success of Monmouth Park is the success of Oceanport. The Mayor commented that the Netflix groundbreaking ceremony was amazing and how it was great seeing everybody working together. He brought up the tax breaks and commented that with the development they will be getting another big ratable. Mayor Tvrdik mentioned that it is crunch time with Netflix, and they had multiple meetings today with the governing body and everyone involved must push hard. He added that Netflix has to do a plan amendment for Phase 1A, which has already been approved. They are looking to break up the mill building into two for esthetics purposes. The second change is backing the wall up a bit so it will have a nicer look. Mayor Tvrdik mentioned that Netflix will be in Eatontown on August 4th and 11th for Phase 1B, and they are anticipating coming back to Oceanport in September for phase 2A, which is the 400 district. He added that Netflix is set to close on December 5, 2025. He stated that the ribbon-cutting ceremony or opening date of the 4 stages that have been approved are tentatively scheduled for February 2027. He mentioned that he also attended the committee meeting for the 250 celebration and that they have some fun events planned and are tentatively looking to kick them off at the Summer's End Festival. The Mayor spoke about the new bulletin that came out. It is now in color, and it was all positive feedback, with it being seasonal and published 4 times a year. He reminded everyone that on May 23rd at 6pm they have their police department versus the fire department in a softball game. He closed his comments with condolences to the Maida family. He then opened the meeting to the public for comments.
- 15. Public Comments:** Rosanne Letson of 50 Deer Path Court in Tinton Falls stated that the 63rd Army Band Concert will be returning on July the 2nd at 6pm at Blackberry. She mentioned bringing your own chair. She stated that the historical committee is in the process of engaging some speakers to come to Oceanport. Some will be free and some will have a fee and the topics will be historical, giving the examples of Monmouth County and the Revolutionary War. She said the first one would be September 11, and it would be the dead history speaker. Rosanne explained that the speaker visited various burial sites of individuals connected to specific topics—such as signers of the Constitution—and shared stories about their lives. There were no other members of the public with comments. Mayor Tvrdik shared that he received a letter about Netflix scouting for houses for their next projects and that everyone is going to see the action start happening around town. He asked for a motion to close the public section of the meeting. Councilman O'Brien motioned and Councilman Gallo seconded.

16. Adjourn to Executive Session:

RESULT:	ADOPTED (4 TO 0)
MOVER:	Councilman Michael O'Brien
SECONDER:	Councilman Richard Gallo
AYES:	Richard Gallo, Michael O'Brien, Patricia Cooper, William Deerin
NAYS:	None

ABSTAIN:	None
-----------------	------

Mayor Tvrdik stated that before they go to the executive session, the resolution is ready, so there will be no action after, so the public do not have to wait around. He then read the resolution out loud as Resolution 2025 - Resolution of the Borough of Oceanport Appointing Kara Manna to temporarily fill the unexpired term of Councilman Keith Salnick until the next general election. He explained the reason and timeframe for filling the vacant seat and added that the Oceanport Republican Committee sent a letter to the Borough Deputy Clerk dated May 9, 2025, proposing three potential candidates and that Kara Mana was best suited for the position. He stated that this resolution will become effective on May 28, 2025. Councilwoman Cooper motioned and Councilman Deerin seconded to pass the resolution. The Mayor added that Kara Manna will be sworn in by the Clerk's Office and the ceremonial swearing-in will be on June 5th. Councilman O'Brien motioned to adjourn to Executive Session and Councilman Gallo seconded.

Resolution #2025-153 - Executive Session - Open Space Acquisition:

17. Return from Executive Session:

RESULT:	ADOPTED (4 TO 0)
MOVER:	Councilwoman Patricia Cooper
SECONDER:	Councilman Michael O'Brien
AYES:	Richard Gallo, Michael O'Brien, Patricia Cooper, William Deerin
NAYS:	None
ABSTAIN:	None

18. Adjournment:

Respectfully submitted,

Stephanie Kramer
DEPUTY BOROUGH CLERK