



BOROUGH OF OCEANPORT

MAYOR & COUNCIL

AGENDA • NOVEMBER 8, 2018

Special Meeting

Maple Place School

7:00 PM

2 Maple Place, Oceanport, NJ 07757

I. Call to Order

II. Statement of Compliance with Open Public Meetings Act: *This meeting complies with the Open Public Meetings Act by notification on November 5, 2018 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.*

III. Flag Salute

IV. Invocation

V. Roll Call

VI. Resolutions

#2018-180 Resolution appointing John Johnson as Construction, Code Enforcement and Zoning Official

#2018-181 Resolution appointing Donna Phelps as Deputy Borough Administrator

#2018-182 Resolution appointing Katie LaPorta as Finance Personnel Manager

#2018-183 Resolution amending the 2018 Salary Resolution

VII. Executive Session

#2018-184 Resolution authorizing an Executive Session

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

Contracts/Bid Specifications - new municipal complex

VIII. Petitions from the Public

IX. Adjournment

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENT OF JOHN JOHNSON AS CONSTRUCTION OFFICIAL,
ZONING OFFICER AND CODE ENFORCEMENT OFFICER FOR THE
BOROUGH OF OCEANPORT**

**Resolution #2018-180
11/8/18**

WHEREAS, the Borough of Oceanport continues to be impacted by increased development - particularly at the former Fort Monmouth Army base; and

WHEREAS, there has been an increased demand for services from the Construction, Zoning and Code Enforcement offices which are presently staffed with part time officers; and

WHEREAS, the Governing Body determined it is in the best interest of the Borough and its residents to eliminate the part time positions for Construction Official, Zoning Officer and Code Enforcement Officer and create a full-time position that performs all three (3) titles; and

WHEREAS, the Borough solicited applications for the position and interviews were conducted by the Finance & Administration Committee who has recommended that John Johnson be offered the position at a combined salary totaling \$80,000.00

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Oceanport that John Johnson is hereby appointed to fill the full-time position serving as the Construction Official, Zoning Officer and Code Enforcement Officer for the combined annual salary of \$80,000.00 in accordance with the Salary Ordinance payable on a bi-weekly basis.

BE IT FURTHER RESOLVED, that the part time positions for Construction Official, Zoning Officer and Code Enforcement Officer are hereby eliminated.

BE IT FURTHER RESOLVED, that a certified true copy of the within Resolution be furnished to the individuals serving in those part time positions, the Borough Attorney and the Chief Financial Officer for payroll purposes.

I certify that the foregoing Resolution #2018-180 was adopted
by the Oceanport Governing Body at the Regular Meeting held
November 8, 2018

JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTING DONNA PHELPS AS DEPUTY BOROUGH ADMINISTRATOR
AND DEPUTY BOROUGH CLERK**

**Resolution #2018-181
11/8/18**

WHEREAS, Donna Phelps is currently serving as the Acting Borough Administrator on a part time basis until a new Borough Administrator is selected; and

WHEREAS, Donna Phelps has experience as a Borough Administrator/Clerk and has maintained her municipal clerk's certification; and

WHEREAS, Catherine LaPorta, currently holding the title of Deputy Borough Clerk, is now serving as the Borough's Chief Financial Officer and other duties of the finance department and there is a need to fill this position; and

WHEREAS, the Council Finance and Administration Committee has recommended the Appointment of Donna Phelps to a full-time position serving as the Deputy Borough Administrator and Deputy Borough Clerk,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport that Donna Phelps is hereby appointed to a full-time position serving as the Deputy Borough Administrator and Deputy Borough Clerk at a salary in accordance with the Salary Ordinance.

BE IT FURTHER RESOLVED, that a certified true copy of the within Resolution be furnished to Donna Phelps and the Chief Financial Officer for payroll purposes.

I certify that the foregoing Resolution #2018-181 was adopted
by the Oceanport Governing Body at the Regular Meeting held
November 8, 2018

JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTING CATHERINE D. LAPORTA AS FINANCE PERSONNEL
MANAGER**

**Resolution #2018-182
11/8/18**

WHEREAS, the Council Finance and Administration Committee has recommended the Appointment of Catherine D. LaPorta to the position of Finance Personnel Manager; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport that Catherine D. LaPorta is hereby appointed Finance Personnel Manager at the salary of \$10,595 annually in accordance with the Salary Ordinance.

BE IT FURTHER RESOLVED, that a certified true copy of the within Resolution be furnished to Catherine D. LaPorta and the Chief Financial Officer for payroll purposes.

I certify that the foregoing Resolution #2018-182 was adopted
by the Oceanport Governing Body at the Regular Meeting held
November 8, 2018

JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AMENDING RESOLUTION #2018-146 FIXING THE COMPENSATION OF
CERTAIN OFFICIALS AND EMPLOYEES OF THE BOROUGH OF
OCEANPORT FOR 2018**

**Resolution #2018-183
11/8/18**

WHEREAS, pursuant to N.J.S.A. 40A:9-165, the Borough must set salaries for non-contractual officers and employees, statutory employees and elected officials not directly subject to duly adopted collective bargaining agreements by separate ordinance; and

WHEREAS, the Mayor and Council of the Borough of Oceanport adopted an Ordinance entitled "An Ordinance to Fix and Determine the Salaries of Certain Borough Officials" passed and approved on March 16, 1939, and as subsequently amended; and

WHEREAS, said Ordinance provides certain salary ranges for the positions set forth; and

WHEREAS, the Governing Body fixed the rates of compensation for the calendar year 2018 pursuant with Resolution #2018-146 adopted September 20, 2018 and as amended by Resolution #2018-167 adopted November 1, 2018; and

WHEREAS, the Finance and Administration Committee has recommended that the salaries for certain administrative employees be adjusted for 2018.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Oceanport hereby authorizes the Chief Financial Officer to amend the compensation for the following titles and salaries for the calendar year 2018.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Oceanport, County of Monmouth, State of New Jersey that the Borough Clerk is hereby directed to forward a copy of this Resolution to the Chief Financial Officer, Borough Administrator and Payroll Clerk.

Section 6. Code Officials

Construction Official	John Johnson	\$67,500.00
Code Enforcement Officer	John Johnson	\$ 5,000.00
Zoning Officer	John Johnson	\$ 7,500.00

Section 7. Administration & Finance

Deputy Borough Administrator	Donna Phelps	\$ 35,000.00
Finance Personnel Manager	Catherine LaPorta	\$ 10,595.00
Deputy Borough Clerk	Donna Phelps	\$ 35,000.00
Planning Board Secretary	Jeanne Smith	\$ 11,095.00

I certify that the foregoing Resolution #2018-183 was adopted by the Oceanport Governing Body at the Regular Meeting held November 8, 2018

JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AUTHORIZING THE GOVERNING BODY TO ENTER EXECUTIVE SESSION**

**Resolution #2018-184
11/8/18**

WHEREAS, the Open Public Meetings Act provides that the Borough Council may go into executive session to discuss matters that may be confidential or listed pursuant to N.J.S.A. 10:4-12; and

WHEREAS, it is recommended by the Borough Attorney that the Borough Council go into executive session to discuss matters set forth hereinafter which are permissible for discussion in executive session.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport that the Council shall go into executive session to discuss the following items:

Litigation, Negotiations and the Attorney Client Privilege N.J.S.A. 10:4-12(b)(7)
Contracts/Bidding for New Municipal Complex

BE IT FURTHER RESOLVED that formal action may be taken after the Executive Session.

I certify that the foregoing Resolution #2018-184 was adopted
by the Oceanport Governing Body at the Regular Meeting held
November 8, 2018

JEANNE SMITH, RMC
BOROUGH CLERK