



BOROUGH OF OCEANPORT

MAYOR & COUNCIL

MINUTES • NOVEMBER 3, 2022

Workshop

Clement V. Sommers Municipal Building

7:00 PM

910 Oceanport Way, Oceanport, NJ 07757

- I. **Meeting Called to Order:** Mayor Coffey called the meeting to order at 7:02 PM
- II. **Statement of Compliance with Open Public Meetings Act:** This meeting complies with the Open Public Meetings Act by adequate and electronic notification on January 5, 2022 of this meeting and its location, date and time to the Asbury Park Press and Two River Times and by the posting of same on the municipal bulletin board and Borough's Web Site.

- III. **Flag Salute:** Mayor Coffey led attendees and the members of Council in the flag salute.

IV. **Roll Call:**

Attendee Name	Title	Status	Arrived
Jay Coffey	Mayor	Present	
William Deerin	Councilman	Present	
Richard Gallo	Councilman	Present	
Bryan Keeshen	Councilman	Present	
Michael O'Brien	Councilman	Late	07:27 PM
Thomas Tvrdik	Councilman	Present	
Meghan Walker	Councilwoman	Present	
Jeanne Smith	Borough Clerk	Present	
Scott Arnette	Board Attorney	Present	
Donna M. Phelps	Administrator	Present	
Catherine D. LaPorta	Chief Financial Officer	Present	

- V. **Administrator's Report:** Ms. Phelps reported on items including advisement that the Borough will receive a dividend from the MJIF in the amount of \$14,546 – slightly down from last year's \$16,000; response received from Treasury with figures of the Borough's funding that she finds confusing and is following up on amounts that are different than originally advised earlier in the year; completion of the Spill Prevention Control Plan for EPA requirements and she will provide documents to the Clerk for action at the next meeting; pickleball courts are being striped this weekend and will take about 4 days - once completed will be ready for public use; tidal check valve project progressing – just waiting on contract finalizations, materials are in stock with only Borough task to jet vac the locations prior to commencing; the Borough's CDBG project for expansion of the parking lot at the Old Wharf is also proceeding, engineer is preparing plans and bid documents for submittal to the County for approval prior to going out to bid; discussion on the facility use application will be delayed due to staff being out it was not able to be completed – hope to complete in time for December meetings; thanked Ms. Smith and Ms. LaPorta for job well done on the Best Practices questionnaire with the Borough obtaining 32.5 points – well over the 25 points needed for State aid; excitement continues as the work at Maria Gatta Park nears completion, Council President Walker is working on the soft opening; she thanked Public Works for getting the park looking great.

- VI. **Clerk's Report:** Ms. Smith reminded residents that the General Election is next Tuesday, polls open at 6 AM and close at 8PM, polling locations are available on the website. Ms. Smith stated she is working with the Ms. Phelps on the field use facility ordinance but in the interim she has updated the Field Use application form to reflect the new fields at Maria Gatta Park and new pickleball courts at Blackberry Bay Park, she continues to work with Mr. Pizzulli on coordinating requests and developing the system for scheduling and processing; advised of a traffic alert on the website related to the closure of Riverside Ave and that arrangements have been made for garbage and recycling services to continue. Ms. Smith lastly extended condolences to Planning Board Chairman Jim Whitson on the loss of his wife.

Regular Meeting Items: Ms. Smith reviewed the 14 items for the regular meeting. Item #3 was reviewed by the Borough Attorney and efforts were made to reach out to the attorney for East Gate to see if they had any further concerns with no response. Minutes are progressing and will be ready for December meetings. There were no additional questions or objections.

VII. **Discussion Items:**

1. 2022 Best Practices Questions – Ms. Smith summarized the State requirements that the governing body review and discuss the questions and scoring. She advised that there were some “no’s” on the questionnaire, however, they are for the same questions

answered no in previous years. Most of the "no's" were related to new legislation that was not scorable and the Borough is working on implementing such as lead paint. Ms. Phelps added that she is working with Tim Griffin to implement the lead paint requirements. Mayor Coffey commented that the Borough has scored significantly above the minimum required. There were no objections or questions.

2. An Ordinance Establishing Salary Ranges for Various Positions – Ms. Smith advised that Mr. Pizzulli had been hired as an Administrative Assistant in the interim until the ordinance to create the position for field use coordinator and set the range for same to be in place for next year. The proposed ordinance also provides for part time UCC inspectors to be hired at an hourly rate. Ms. Smith confirmed that the proposed hourly range would max at \$50 per hour with no objections.
3. An Ordinance Amending Parks & Recreation 279 – Discussed previously.
4. An Ordinance Repealing and Replacing Chapter 326 "Special events" - Ms. Smith advised that she continues to work on the amendments as directed by Council to break out applications for larger events and block party events. She hopes to have ready for the December meetings, if not will wait until January.
5. An Ordinance Amending Chapter 78 "Police Department" Appropriate Authority – Mayor Coffey led discussion on the Police Chief's request for clarification as to who specifically is the appropriate authority – not the entire Council as a whole as stated currently in the ordinance so that there is an individual responsible. Council members took time to review the ordinance and discuss. Councilman Keeshen commented that the Mayor is responsible for the day to day operations and it was his opinion that it be the Mayor followed by the Administrator and Public Safety Committee Chair. Councilman O'Brien agreed. There was discussion on the order with all agreeing that it should be the Mayor, followed by the Borough Administrator, followed by the Public Safety Chair.
6. Use Agreement with NJ Thoroughbred Horsemen's Association – Mayor Coffey commented that the work on the parking lot was beyond expectations and looked amazing with the spaces lined and clear travel lanes. The owner of the property is the NJSEA and he requested Council to authorize a temporary parking lot use agreement and to further allow him to negotiate the use agreement and terms/obligations to be in place for the soft opening this weekend; Ms. Smith has secured and provided the certificate of insurance, the Borough will be responsible for maintenance, absorb liability and requirement for black-out days for Haskell and similar events, lighting and policing obligations. Parking lot is an improvement over what they had. As Council was agreeable, the Clerk drafted a resolution to add to the regular meeting.

Mayor Coffey segued into discussing the practical and financial impacts of the Maria Gatta Park improvements which totaled \$3.2 million, though there may be need for some additional stands and nets, which generates a debt service over 20 years of about \$220,000 per year. He then expounded on the potential revenue to be generated at the fields conservatively at 40 weekends of use at 3 fields x \$125/hr for 16 hrs over a Sat/Sun, is about \$240,000 and that's if it is only used 40 weekends of the year. Add in additional uses during the week and that much more added towards paying it down. The math is unassailable and while a large outlay, the income potential makes financial sense. Number 1 it will be used by *our* children who were not using these fields and will now use them along with the schools and recreation programs. The fields are convertible for multiple sport uses. He believes that there will be a great use of the park and may lead to paying for a person to oversee which would be covered by use fees.

- VIII. Mayor's Report:** Mayor Coffey reported that the next morning will have a flag replacement ceremony at Oceanport Gardens, thanked DPW for their donation of the flag and their time and extend invitation to everyone for the 10AM ceremony. There will be a new force main being installed with work impacting parts of Oceanport and Riverside Avenue and will benefit Fort developments and more.
- IX. Petitions from the Public:** Mayor Coffey opened the meeting for petitions from the public. As no one from the public was present, Mayor Coffey closed that portion of the meeting.
- X. Adjournment:** As there was no further business, the meeting was adjourned at 7:41 PM on a motion by Councilman Tvrdik, seconded by Councilman Keeshen and approved by Council.

Respectfully submitted,

Jeanne Smith
BOROUGH CLERK