BOROUGH OF OCEANPORT

MAYOR & COUNCIL

MINUTES ● NOVEMBER 2, 2023

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, 2023 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 Coffey led attendees and members of the Council in the flag salute.

IV. **Roll Call:**

Attendee Name	Title	Status
Jay Coffey	Mayor	Present
William Deerin	Councilman	Present
Richard Gallo	Councilman	Present
Bryan Keeshen	Councilman	Present
Michael O'Brien	Councilman	Present
Keith Salnick	Councilman	Present
Thomas Tvrdik	Councilman	Present
Jeanne Smith	Borough Clerk	Present
Andrew Bayer	Borough Attorney	Present
Donna M. Phelps	Administrator	Present
Catherine D. LaPorta	Chief Financial Officer	Present

V. **Clerk's Report:** Ms. Smith provided details for voters on next week's General Election, polling location hours, availability of and early voting locations; advised that FMERA had released Plan Amendment #20 which is currently in an appeal period but had been posted on website and distributed to the governing body to begin reviewing – once released Plan will be distributed officially for comment by professionals, committees, public with response scheduled for the December 14th meeting.

Minutes:

1. Minutes of Jan 19, 2023 7:00 PM -
2. Minutes of Feb 2, 2023 7:00 PM
3. Minutes of Feb 16, 2023 7:00 PM
4. Minutes of Mar 16, 2023 7:00 PM
5. Minutes of Mar 16, 2023 7:30 PM
6. Minutes of Jul 20, 2023 7:00 PM
7. Minutes of Oct 19, 2023 7:00 PM

Ms. Smith reported that minutes are being worked on with the October 19, 2023 meeting minutes provided in advance of the meeting, and with no objections, was moved to the regular meeting for action.

Old Business:

8. Resolution authorizing Change Order #1 to contract with Colliers Engineering - Old Wharf Parking Lot – Ms. Smith advised of the need to increase the contract to provide for additional services related to NJDEP permitting and that the resolution was necessary for the close out of the grant for the project. With no objections, this item was moved to Consent agenda for action.

New Business:

9. Resolution authorizing payment of BILL LIST 11-02-2023 - reviewed and moved forward
10. Resolution authorizing 2023 budget appropriation transfers - reviewed and moved forward
11. Resolution to amend 2023 budget for Clean Communities Grant - reviewed and moved forward
12. Resolution authorizing refund of overpayment - Block 91, Lot 12 - reviewed and moved forward
13. Resolution authorizing refund of overpayment - Block 101, Lot 6 - reviewed and moved forward
14. Resolution accepting OEM grant award for FY2023 - reviewed and moved forward

15. Resolution for the sale of bonds to the MCIA - reviewed and moved forward
16. Resolution accepting resignation of Jared Castro Valverde - reviewed and moved forward
17. Resolution appointing an Administrative Assistant for the Court Office - reviewed and moved forward
18. Resolution approving participation in the Multi-Jurisdictional Public Information Program - reviewed and moved forward
19. Resolution awarding contract for 2023 Road Program - reviewed and moved forward
20. Resolution approving Fire Dept Membership - Pagan, John E - reviewed and moved forward
21. Resolution authorizing grant application for Firefighter Equipment - reviewed and moved forward
22. Discussion: 2023 Best Practices Questions: Ms. Smith reported that she along with the Administrator and CFO had reviewed the questions and provided responses, scoring was above what was required to maintain state funding, responses had been certified by Administrator, CFO, Clerk and submitted. Ms. LaPorta added that the minimum score to retain full state funding was 25 and that the Borough had scored 35; there were a number of non-scored questions which provide insight as to what may be new questions for the following year.
23. Discussion: Developers Agreement - Nurses Quarters: Planning Board has approved site plan for the site with a condition for entering a developers agreement with the Borough; Mayor Coffey advised that the Redevelopment attorney was working on preparing an agreement for consideration at the December meeting – no objections.
24. Discussion: Carty Avenue – Request from FMERA to accept roadway dedication, meeting was held with Borough Engineer and FMERA representatives, Councilman Tvrdik to discuss items needed to accept roadway; Borough Engineer will review road requirements, utility and stormwater impacts now that the development is completed and ready to be transferred to the Borough. FMERA is preparing the necessary documents and an ordinance will be prepared early next year for consideration.
25. Discussion: An Ordinance Creating Positions with Salary Range – will create positions for Court Violations Clerk and a Public Works Manager – reviewed and moved forward.
26. Discussion: MOU with FMERA for Engineering Services - 600 Area Water Services – similar to other MOUs done earlier this year to utilize the Borough's Engineer to conduct engineering services for the proposed water project near NJ City University, McAfee Center to transfer water service from the Fort to NJ American Water – no questions, moved forward.
27. Resolution appointing Daniel Swoope as seasonal labor for the Public Works Dept *- Added on Late,* - reviewed and moved forward.

VI. **Administrator's Report:** Ms. Phelps reported on items including the 2023 MEL-JIF dividend received in the amount of $13,573; meeting with OEM and Little Silver OEM regarding the oyster ring project and potential to work together; TRWRA has completed initial paving of Oceanport Way with final paving to be done after a period of settling; updates from TRWRA on the Sommers Park project; "Welcome to Oceanport" banners are being installed along E. Main Street and thanked Toni Sverapa and Paula Lombardo from Historical Committee for their work on the project; welcomed new Court administrative assistant Michele Mastramonica and Daniel Swoope seasonal DPW laborer; wished outgoing DPW worker Jared Castro-Valverde best of luck on his new endeavors; announced the soft opening of the Wall of Honor, thanked the Kleiberg family for their work on the project, also DPW and Kelly O'Toole as well as Steve Briskey who donated the American and POW flag in honor of his father, names are being added as received and the official unveiling will be held during Veteran's Day ceremonies on Nov. 11.

VII. **Mayor's Report:** Mayor Coffey commented on the amazing Wall of Honor – a living monument and thanked everyone who helped with the project; updates on Netflix including ceremonially signing of the contract and forthcoming is the FMERA Plan Amendment #20 which a draft copy has been provided to the Council; Netflix will be applying for ASPIRE funding from the State and will require a Community benefit committee from the Borough to be established in the upcoming months; updates on the Shrewsbury River dredging project; project for the overhaul of electric services to the Fort properties with a new substation off of Main Street that will update the existing substation currently there so that electric service may transfer to JCP&L

VIII. **Public Comment:** Mayor Coffey opened the meeting for public comment.

Peter Roskowinski, 43 Sagamore Ave, appealed to the Council for a waiver of the moratorium on his road which was recently paved in order to replace old heating system from oil conversion to gas and would do so in accordance with the ordinance requirements. Ms. Smith advised the Council that she had received the request in writing after the street opening permit application was denied, has been forwarded to the Borough Engineer for recommendation of repairs and that any permit would need to be conditioned on Ordinance #1081's new requirements for fees and penalties. Council consensus was to grant the waiver subject to the conditions of the ordinance. Ms. Smith will prepare a resolution for action during the regular meeting to follow.

Kim Skorka, Little Silver, appearing on behalf of the Libertarian party, appealed to the governing body that they remove portions of the Peace and Good Order code that are outdated, email with list outlining items to be addressed which will be distributed to the

Council. Mayor Coffey commented that it was something they would look at but a quick review showed that there are sections now superseded by State laws, however, would need to wait until 2024 meetings to introduce ordinance to make changes.

Mark Patterson, 40 Itaska Place, advised that the schools received grant funding to begin Pre-K classes and provided details on eligibility, pre-registration and lottery selection and directed the public to the website for additional information.

IX. **Adjourn to Executive Session:** At 7:39 PM Councilman Keeshen made a motion to adopt the resolution to enter Executive Session which was seconded by Councilman O'Brien and received the following roll call.

#2023-244 Resolution authorizing an Executive Session, October 19, 2023

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	Bryan Keeshen, Councilman
SECONDER:	Michael O'Brien, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Tvrdik

X. **Return from Executive Session:** At 7:59 PM, the Workshop Meeting was re-opened on a motion by Councilman O'Brien seconded by Councilman Keeshen.

XI. **Adjournment:** As there was no further business, the meeting was adjourned at 8:00 PM on a motion by Councilman O'Brien, seconded by Councilman Keeshen and approved by Council.

Respectfully submitted,

Jeanne Smith
BOROUGH CLERK