



BOROUGH OF OCEANPORT

MAYOR & COUNCIL

MINUTES • OCTOBER 1, 2020

Workshop

REMOTE/VIRTUAL

7:00 PM

Municipal Building, 315 E. Main Street, Oceanport, NJ 07757

I. **Meeting Called to Order:** Mayor Coffey 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 notification on January 6, 2020 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. This meeting further complies with the Open Public Meetings Act by notification on September 28, 2020 of this virtual/remote meeting, its location, date and time to the Asbury Park Press and the Star Ledger and by the posting of same on the municipal bulletin board and Borough Web Site.

Mayor Coffey then read the virtual/remote meeting advisory advising the public how to attend and participate during public portions of the meeting

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

IV. **Invocation:** Borough Chaplain Stacy Deerin gave the invocation.

V. **Roll Call:**

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

VI. **Payment of Bills:**

#2020-220 Resolution authorizing payment of BILL LIST 10-01-2020

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Thomas Tvrdik, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Tvrdik, Walker

VII. **Administrator's Report:** Ms. Phelps' report included updates on the following: follow up on the Borough's application for its portion of the Sports Betting tax and advised the Assistant State Treasurer that the Borough had expended nearly \$100,000 for the installation of a new police radio tower and removal of existing pole at the new municipal complex; total available funds are \$172,570, of which any unused funds would be rolled over to the following year; Ms. Phelps also inquired about applying for this year's round which was anticipated to be less due to COVID which has compounded by state employees working from home or being furloughed; she continues to work with State OEM to close out the Hazard Mitigation Grant by 10/31 deadline and the submittal of application for the air permit required for close out

of the project – total cost of the generator was \$105,000 and the Borough will receive the maximum amount of the grant award of \$100,000.

Ms. Phelps also reported that the 19-year old Katolight generator at Port Au Peck suffered catastrophic alternator damage during Tropical Storm Isaias; a quote from R & J Controls (servicer) was obtained to replace the generator or repair it albeit still have a 20-year old engine. She advised that a claim was submitted to insurance which required a quote for repair option. If repairable the Borough would receive the amount for repair; decision to repair would be left to the Borough with the balance of replacement being the Borough's cost. R&J quote to replace is \$28,208.50 for the generator, \$2000 freight and \$8,500 installation for a total of \$37,708.50. insurance reimbursement for repair would be \$23,163.00; however, since this is mechanical equipment there is a \$5,000 deductible leaving the Borough with claim reimbursement of \$18,163. There are some options. The quote we received from R & J is for a 100 kW generator and the previous generator was 85 kW, so we may be able to reduce the kW's which should result in a price reduction. Discussion ensued on which option to pursue, consider a lower kW unit, diesel versus natural gas. Councilman Tvrdik mentioned he was assisting with the replacement process for the generator at Hook & Ladder for 33 kW unit instead of the previous 115kW unit which the electrician advised was overkill for that side building and thought perhaps a package deal could be looked at and offered his assistance. Councilman Keeshen commented that we definitely want to stick with a diesel generator – natural gas may not be acceptable for use as a shelter which has requirements for self-powering. Councilman Tvrdik and Ms. Phelps would exchange information and pursue further.

The County's CDBG final vote was on Sept. 23rd and proposed 2021 project rankings was presented; 8 municipalities were awarded funding; Oceanport's project for parking improvements at the Old Wharf Park ranked 10; if any of the awarded municipalities decide not to go forward Oceanport would move up on the list.

Ms. Phelps advised that she was in the process of submitting a request for reimbursement to FEMA for the municipal complex in the amount of \$3,458,505.43, however the Borough's project worksheet only has a balance of \$1,211,438.87; she has submitted scope change requests to State OEM on April 10th for the additional costs incurred for roof replacement and mold remediation and followed up multiple times but with no response. She will submit for the full amount along with a statement that with the approved scope change the Borough would be eligible for the additional funding.

Ms. Phelps next advised that the State had issued the Best Practices Inventory on September 22nd which has been reviewed and shared with Department Heads. The Borough needs to score a minimum of 16 points to obtain full amount of State aid and the Borough is above that number. The final survey will be scheduled and included with the October 15th meeting agenda.

VIII. Clerk's Report:

1. Monmouth County STIGMA FREE

Ms. Smith advised that the County Freeholders had sent correspondence indicating the County as Stigma Free and a new website developed for support of those with mental illness and substance use disorders and was encouraging municipalities to adopt the same designation. She will put a resolution on for the next meeting for consideration.

2. General Election, Vote By Mail Executive Order

Ms. Smith provided updates on the General Election, vote by mail ballots, dates and announcements up on the website; residents should begin seeing their ballots in the mail in the next week and provided a number to contact the County should they not receive their ballot. Vote-by-mail ballots are permitted to be counted beginning 10 days prior to the election, encouraged voters to return their ballot promptly and advised of the 4 options to return a ballot.

October 15, 2020 Meeting Items:

1. Resolution authorizing an increase in the Borough's bid threshold
2. Resolution awarding contract to C&S Electric for 2020 electrician services
3. Resolution awarding contract to Blaze Emergency Equipment for 2020 fire equipment services
4. Receipt & Acceptance of Minutes, Historical Committee, August, 2020

Ms. Smith provided a brief overview of the items for action at the regular meeting. Ms. LaPorta added additional information regarding the need for the two contracts due to Pay to Play thresholds. As there were no questions those items were moved forward to the regular meeting.

Ms. Smith also asked the Council concerning attendance of a training class on the protection of minors that benefits the Borough with its claims to the Joint Insurance Fund. The course was available through online video or alternatively a special workshop could be scheduled for the full Council. Some members stated they would commit to watching on their own. Ms. Smith will forward the training class dates and times for registration.

IX. Discussion Items:

1. Oceanport Centennial Gala
2. Resolution extending sunset date for Centennial Celebration Trust Fund

Ms. Phelps advised that the Historical Committee had reached out to the Borough to sign contracts for catering and liquor for the Centennial Gala rescheduled for July 2021. She reached out to the Borough Attorney who suggested that this be listed for discussion prior to being signed by the mayor or herself. There are outstanding items that need to be secured prior to signing and documents. In addition, there's a sunset provision for the trust fund which expires prior to the event date. Mr. Arnette advised that an extension on the trust should be secured prior to moving forward with any documents. She deferred to Ms. LaPorta who further spoke to the components of the trust fund, its purpose, its time limits and the need for her to go to the DCA to seek the extension subject to Council's approval. A resolution would be prepared for the next meeting.

3. Monmouth County Planning/NJ Coastal Coalition, Borough Administrator

Ms. Phelps provided information related to Monmouth County's recommendation that towns participate in the NJ Coastal Coalition as the Borough could benefit from opportunities to advance the Borough's Community Rating System status and flood insurance cost savings. Membership is free. Only requirement is participation in monthly meetings. The Borough's Construction Official is currently attending the meetings and both he and the Borough Engineer recommend participation in the program. As there were no objections a resolution would be prepared for the next meeting to approve participation.

4. Land Development Ordinance, Councilman Tvrdik

Councilman Tvrdik provided an update on progress on the new land development ordinance by the ordinance committee including Borough Planner Kendra Lelie, Borough Engineer William White, Borough Clerk Jeanne Smith, Mayor Coffey, Planning Board Chairman Chris Widdis, Planning Board Vice Chairman James Whitson and Zoning Officer John Johnson; plan is to bring to the governing body for introduction in November. Mayor Coffey commented that this has been a long time coming and will lift a weight off of the Planning Board.

Councilman O'Brien asked how does it change the current land use ordinance. Councilman Tvrdik provided the example of the Jockey Club development which is high density, 40'x60' lots, and when one wants to get a generator they need a variance; certain lot types with two frontages that regularly require variances just for a pool are being redefined. Ms. Smith added that one of the other issues being addressed is the multiple locations in the code of land development procedures – the new ordinance will combine them into one cohesive ordinance and update use schedules and bulk control schedules which will aid both residents, professionals and developers when preparing their development plans; additionally most of the code has not been updated in decades so it does not reference the current municipal land use law requirements among others to eliminate contradicting parts; it also creates checklists to inform applicants of what is required to be shown on plans and submitted which will improve the process both for the staff, the Zoning Officer, Planning Board and applicants. Mayor Coffey added that its really a system update, it changes some things that our planner and our engineer and other professionals are telling us don't work for them or the residents, so its an operating system update.

- X. Mayor's Report:** Mayor Coffey spoke to the upcoming election, two polling locations in town – Pavilion and Hook & Ladder and that voters would receive a postcard advising them of what polling location to go to. Mayor Coffey also invited discussion from the Council on the position to take for Halloween – his being that the Borough would be uninvolved with the exception of the Trunk or Treat event by the Recreation Committee. Councilman Gallo commented everyone should wear a mask. Councilman Deerin

commented that it should be left up to the individuals/parents whether to participate or not and shouldn't involve the municipality. Discussion also included details for the Trunk or Treat and that social distancing should be practiced. Councilman O'Brien asked if there would be some kind of management of the traffic. Mayor Coffey advised that the police cover that each year as standard practice.

Mayor Coffey next covered the recent movie in the park and asked Councilman Tvrdik did he have something to report on that. Councilman Tvrdik responded that he attended the movie in the park showing of Zootopia because he loves the scene with the sloth at the DMV and it was a great event. He did notice however that at the end of the night, he found himself with his flashlight collecting garbage all over the park and disposing of it. "It's us that makes the mess and its our residents that are speeding up and down Comanche. We have to get better as a community. I was a little upset to see the amount of debris that was left". Councilman Deerin added that he was amazed at what gets left including sneakers and shirts.

Councilwoman Walker asked about the bulletin being published and was it possible to add some information about Halloween. Mayor Coffey commented that it was done but his message does suggest that residents put something out to advise if they're participating or not. Ms. Smith added that the bulletin was being printed early to middle of next week.

- XI. Petitions from the Public:** Mayor Coffey opened the meeting to petitions from the public. Public was advised to click button on "raise hand" to want to speak, email to publiccomments@oceanportboro.com or call the meeting line at 732.272.8337. As no one from the public presented, Mayor Coffey closed that portion of the meeting.

Councilman Gallo asked to add an announcement and given the floor, reminded residents that sticks and branches still have to be tied and put out with garbage service. Public Works does not pick them up. Residents were asked to clean all that up before fall leaf collection gets under way. Ms. Smith added a reminder to residents that garbage cans should be 40 gal and less than 50lbs as a number of call have come into Borough Hall questioning why their garbage wasn't taken.

- XII. Adjournment:** As there was no further business, the meeting was adjourned at 7:56 PM on a motion by Councilman O'Brien, seconded by Council President Gallo and approved by Council.

Respectfully submitted,

Jeanne Smith
BOROUGH CLERK