



BOROUGH OF OCEANPORT MAYOR & COUNCIL REORGANIZATION MEETING • AGENDA

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

JANUARY 2, 2025 at 7:00 PM

- I. **Call to Order**
- 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, 2024 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**
- IV. **Invocation**
- V. **Clerk's Certification of Election and Administration of Oaths of Office**

William Deerin, Councilman, 3-year term expiring 12/31/27
Michael O'Brien, Councilman, 3-year term expiring 12/31/27
Patricia Cooper, Councilwoman, unexpired term ending 12/31/25
- VI. **Roll Call of the 2025 Governing Body**
- VII. **Mayor's Greeting**

Lifetime Achievement Award - Ralph Marra
- VIII. **Oaths of Office Ceremony - Police Department**

Patrolman Malik Q. Jenkins
Sergeant Daniel Petrucelli
Chief Gary Grimes
- IX. **Election of Borough Council President**

Resolution #2025-1 - Electing Borough Council President
- X. **Borough Council Appointment of Class III Member to the Planning Board**

Resolution #2025-2 - Appointing Class III Member to the Planning Board
- XI. **Borough Council Adoption of 2025 ByLaws**

Resolution #2025-3 - Adopting the Borough ByLaws for CY2025
- XII. **Mayor's Appointments for Council Standing Committees**

Resolution #2025-4 - Appointing 2025 Borough Council Standing Committees
- XIII. **Mayor's Appointments to the Planning Board:**

BE IT RESOLVED that Mayor Tvrdik makes the following appointments to the Planning Board:

**Christopher Widdis, Class I, 1 Yr. Term
Leslie Barham Widdis, Class IV, 4 Yr. Term
Darren Davis, Class IV, 4 Yr. Term
John Kahle, Class IV, 4 Yr. Term
David Gruskos, Alternate I, 2 Yr. Term**

The Planning Board is now composed of the following members:

**Christopher Widdis, Class I, 1 Yr. Term expiring 12/31/25
Joseph Foster, Class II, 3 Yr. Term expiring 12/31/25
Kevin Calver, Jr., Class IV, 4 Yr. Term expiring 12/31/27
Leslie Barham Widdis, Class IV, 4 Yr. Term expiring 12/31/28
Darren Davis, Class IV, 4 Yr. Term expiring 12/31/28
John Kahle, Class IV, 4 Yr. Term expiring 12/31/28
James Whitson, Class IV, 4 Yr. Term expiring 12/31/25
Michael Dailey, Class IV, 4 Yr. Term expiring 12/31/25
David Gruskos, Alternate 1, 2 Yr. Term expiring 12/31/26
Louis J. Padula, Alternate 2, 2 Yr. Term expiring 12/31/25**

XIV. Mayor's Appointments to the Environmental Commission

BE IT RESOLVED that Mayor Tvrdik makes the following appointments to the Environmental Commission:

**Robert Broege, 3 Yr. Term expiring 12/31/27
Peter Litwin, Unexpired 3 Yr. Term expiring 12/31/27**

The ENVIRONMENTAL COMMISSION is now composed of the following members:

**Robert Broege, 3yr Term expiring 12/31/27
Peter Litwin, 3yr Term expiring 12/31/27
Patricia Cooper, 3yr Term expiring 12/31/26
Richard Gruskos, 3yr Term expiring 12/31/26
Joseph Foster, 3yr Term expiring 12/31/25
Jack L. Harris, 3yr Term expiring 12/31/25
Meghan Walker, Alternate #1, 2yr Term expiring 12/31/25
Vacant, Alternate #2, 2yr Term expiring 12/31/26**

XV. Mayor's Appointment to Office of Emergency Management

BE IT RESOLVED that Mayor Tvrdik makes the following appointment to the Office of Emergency Management:

**Mauro Baldanza, Director, 3yr Term ending 12/31/28
Chief Gary Grimes, 3rd Asst. Director, 3yr Term ending 12/31/27**

The following are currently serving in the Office of Emergency Management:

Mauro Baldanza, Director, 3yr Term expiring 12/31/28
Chris Baggot, 1st Asst. Director, 3yr Term expiring 12/31/25
Wes Sherman, 2nd Asst. Director, 3yr Term expiring 12/31/26
Chief Gary Grimes, 3rd Asst. Director, 3yr Term expiring 12/31/27

XVI. First Aid Squad 2025 Officers

The Mayor and Council recognize the following First Aid Officers for 2025:
Sergeant, Margaret Lippolis
2nd Lieutenant, Doris Agaman
1st Lieutenant, Will Reger
Captain, Jonathan Ryan

XVII. Acknowledgment of Outgoing Captain Fred Fillipone

XVIII. Fire Department 2025 Officers

The Mayor and Council recognize the following Fire Department Officers for 2025:
2nd Assistant Chief Kenneth Carroll
1st Assistant Chief Francis Lippolis
Chief James Gallo, Jr.

XIX. Acknowledgment of Outgoing Chief Joseph Wolf

XX. Consent Agenda

Resolution #2025-5 - Fixing Date, Time and Place of the Governing Body Meetings

Resolution #2025-6 - Designating the Official Newspapers for Borough Advertising

Resolution #2025-7 - Approving the 2025 Temporary Budget

Resolution #2025-8 - Setting a Fee Schedule for Various Miscellaneous Administrative Items

Resolution #2025-9 - Designating Depositories

Resolution #2025-10 - Approving a Cash Management Plan and Investment Policy

Resolution #2025-11 - Permitting Prepayment of Certain Items

Resolution #2025-12 - Tax Grace Period and Interest for Delinquent Taxes

Resolution #2025-13 - Authorizing the Tax Collector to Cancel Small Balances

Resolution #2025-14 - Authorizing the Annual Tax Sale

Resolution #2025-15 - Police Department Appointments

Resolution #2025-16 - Setting Fees for Extra Duty Assignments for 2025

Resolution #2025-17 - Awarding Contract for 2025 Towing Services

Resolution #2025-18 - Authorizing Participation in the 1033 LESA Program for 2025

Resolution #2025-19 - Appointing a Public Agency Compliance Officer
Resolution #2025-20 - Appointing Community Development Representatives
Resolution #2025-21 - Appointing Clean Communities Coordinator
Resolution #2025-22 - Appointing an ADA Coordinator for CY 2025
Resolution #2025-23 - Appointing Designated Employer Representative for CDL Requirements
Resolution #2025-24 - Authorizing Limited Waiver of Alcoholic Beverage Hours - Monmouth Park
Resolution #2025-25 - Appointments to Boards and Commissions
Resolution #2025-26 - Appointing a Municipal Prosecutor
Resolution #2025-27 - Appointing Andrew Bayer, Esq. as Borough Attorney
Resolution #2025-28 - Appointing a Borough Auditor
Resolution #2025-29 - Appointing a Borough Engineer
Resolution #2025-30 - Appointing a Bond Counsel
Resolution #2025-31 - Appointing a Borough Planner
Resolution #2025-32 - Appointing Special Counsel for Redevelopment
Resolution #2025-33 - Reappointing Michael MacStudy to TRWRA
Resolution #2025-34 - Reappointing Tim Griffin as Fire Official
Resolution #2025-35 - Reappointing Jason Sutton as Vital Statistics Registrar
Resolution #2025-36 - Confirming Mayor's Appointment of Zoning Officer, Michael Thulen
Resolution #2025-37 - Resolution Confirming 2025 Borough Officials

XXI. Borough Administrator Remarks

XXII. Borough Council Remarks

Councilman William Deerin
Councilman Richard Gallo
Councilman Bryan Keeshen
Councilman Michael O'Brien
Councilman Keith Salnick
Councilwoman Patricia Cooper

XXIII. Public Comments

The meeting has been opened for comments from the public. Upon being recognized by the Mayor or presiding officer, anyone wishing to address the Mayor & Council, please state your name and address. Any member of the public wishing to speak a second time or more will only be recognized after all members of the public wishing to be heard for a first time have been recognized. No member of the public may address or question

individual Council members or administration. Although public participation is welcomed and encouraged, the governing body may, through the Mayor or presiding officer, terminate remarks to and/or by any individual not keeping with the conduct of a proper and efficient meeting. The Borough bears no responsibility for comments made by members of the public. In order to permit the fair and orderly expression of public comment, questions from the public will be responded to, if feasible, after the public comment portion of the meeting is closed.

XXIV. Adjournment

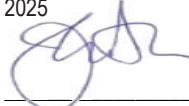
**RESOLUTION OF THE BOROUGH OF OCEANPORT
ELECTING THE 2025 BOROUGH COUNCIL PRESIDENT**

Resolution #2025-1
01/2/25

BE IT RESOLVED, by the Borough Council of the Borough of Oceanport, in the County of Monmouth, that Councilwoman Patricia Cooper be and is hereby elected Borough Council President for 2025.

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

I certify that the foregoing Resolution #2025-1 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

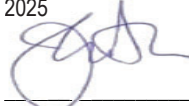
**RESOLUTION OF THE BOROUGH OF OCEANPORT APPOINTMENT OF CLASS III MEMBER TO THE
PLANNING BOARD FOR THE PERIOD JANUARY 1, 2025 TO DECEMBER 31, 2025**

Resolution #2025-2
01/2/25

BE IT RESOLVED, by the Council of the Borough of Oceanport, that Patricia Cooper is hereby appointed to serve as the Class III Member/Council Liaison on the Oceanport Planning Board.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Keith Salnick, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-2 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
ADOPTING THE BOROUGH BYLAWS FOR CY2025**

**Resolution #2025-3
01/2/25**

WHEREAS, the rules of procedure and of substance of the Mayor and Council of the Borough of Oceanport have been primarily dictated by Title 40 and 40A of the revised New Jersey Statutes and other requisite statutes; and

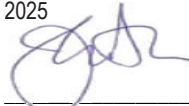
WHEREAS, the Mayor and Council of the Borough of Oceanport adopted By-Laws, last amended July 18, 2024 which provide a foundation for a delineation of practice and procedure as well as responsibilities and authority of the Mayor and Council of the Borough of Oceanport, both as mandated by the State law covering the operation of Boroughs (N.J.S.A. 40A:60-1, et seq.) and as local practice determines; and

WHEREAS, pursuant with Article 14, Section 2 of the Borough's ByLaws, the Council shall adopt ByLaws at its annual reorganization meeting,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Oceanport, Monmouth County, New Jersey that the By-Laws attached hereto be adopted for the year 2025.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Bryan Keeshen, Councilman
SECONDER:	William Deerin, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-3 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENT OF 2025 BOROUGH COUNCIL STANDING COMMITTEES**

**Resolution #2025-4
01/2/25**

WHEREAS, pursuant with the By-Laws of the Governing Body, the Mayor shall appoint all members of the Standing Committees with the consent and concurrence of the Council; and

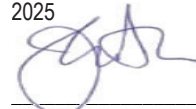
WHEREAS, the Mayor has made the following appointments to the Standing Committees for CY2025:

PUBLIC SAFETY	Councilpersons Keeshen (Chair), Cooper, Deerin
FINANCE AND ADMINISTRATION	Councilpersons O'Brien (Chair), Cooper, Keeshen
PLANNING AND DEVELOPMENT	Councilpersons Cooper (Chair), Keeshen, O'Brien
PUBLIC WORKS	Councilpersons Gallo (Chair), O'Brien, Salnick
PARKS AND RECREATION	Councilpersons Deerin (Chair), Salnick, Gallo
HEALTH AND HUMAN SERVICES	Councilpersons Salnick (Chair), Deerin, Gallo

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport, County of Monmouth and State of New Jersey does hereby consent to the Mayor's appointment of the Standing Committees for CY2025.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	William Deerin, Councilman
SECONDER:	Bryan Keeshen, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-4 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPROVING THE 2025 ANNUAL MEETING NOTICE OF THE MAYOR AND COUNCIL**

**Resolution #2025-5
01/2/25**

WHEREAS, the Open Public Meetings Act requires that all public bodies at the time of their annual organization meetings or within 7 days thereof, shall post, mail to newspapers and give notice to certain persons the schedule of meetings for the year 2025:

NOW, THEREFORE, BE IT RESOLVED that the Oceanport Mayor and Council for the 2025 calendar year will conduct the following meetings for the purpose of conducting Borough business for 2025. Meetings will be held in the Clement V. Sommers Municipal Building, 910 Oceanport Way, Oceanport, NJ 07757. Workshop Meetings will be held on the first Thursday of each month and Regular meetings on the third Thursday of each month except as otherwise noted below. All meetings will begin at 7:00 p.m. with the exception of Regular Meetings that follow a Workshop which will begin immediately following the Workshop meeting. Official action may be taken at workshop and regular meetings.

	WORKSHOP	REGULAR
January		16 th
February	6 th	20 th
March	6 th	20 th
April	3 rd	17 th
May	1 st	15 th
June	5 th	19 th
July*	17 th	17 th
August*	21 st	21 st
September	4 th	18 th
October	2 nd	16 th
November	6 th	6 th
December	11 th	11 th

* Summer schedule is in effect with one meeting for both Workshop & Regular in July and August; one meeting for both Workshop & Regular in November/December due to holidays.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to post and maintain posted a copy of the resolution in the place designated for the posting of notices and forward a copy of same to the Two River Times and the Asbury Park Press.

BE IT FURTHER RESOLVED that this resolution and the schedule contained herein may be amended from time to time provided the terms of the Act are fully followed.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-5 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
DESIGNATING OFFICIAL NEWSPAPERS AND MUNICIPAL BULLETIN BOARD**

**Resolution #2025-6
01/2/25**

BE IT RESOLVED that the Asbury Park Press and the Two River Times newspapers are hereby designated for the year 2025 ending December 31, 2025, as the official newspapers for the Borough of Oceanport in the County of Monmouth for the publication of all legal notices and advertisements of the Borough and all its Boards, Bodies, Committees, Offices and Agencies, as required by N.J.S.A. 40:53-1, and the statutes in such case made and provided.

BE IT FURTHER RESOLVED, that the Bulletin Board in the main foyer of the Clement V. Sommers Municipal Building, 910 Oceanport Way, is hereby designated as the Municipal Bulletin Board and as the place where all public notices, including pending ordinances shall be posted as required by law.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-6 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
ESTABLISHING A TEMPORARY BUDGET FOR 2025**

**Resolution #2025-7
01/2/25**

WHEREAS, N.J.S.A. 40A:4-19 requires that where any contracts, commitments or payments are to be made prior to the adoption of the final Budget, temporary appropriations shall be made for the purpose and amounts required and in the manner and time therein provided; and

WHEREAS, N.J.S.A. 40A:4-19 provides that every Municipality must make temporary appropriations during the period January 1 to adoption of the budget sufficient to cover commitments made during the period January 1 to the date of adoption of the 2025 Budget; and

WHEREAS, the total amount of the 2025 temporary budget is not in excess of 26.25% of the total 2024 Budget, exclusive of debt service, capital improvement fund and public assistance.

NOW, THEREFORE, BE IT RESOLVED that the following list of appropriations shall constitute the 2025 Temporary Budget for the Borough of Oceanport.

	TEMP BUDGET (S&W)	TEMP BUDGET (OE)
ADMINISTRATIVE & EXECUTIVE	\$ 40,000.00	\$ 15,000.00
MUNICIPAL CLERK	\$ 45,000.00	\$ 42,000.00
FINANCIAL ADMINISTRATION	\$ 45,000.00	\$ 23,000.00
COLLECTION OF TAXES	\$ 13,000.00	\$ 5,000.00
ASSESSMENT OF TAXES	\$ 17,000.00	\$ 2,500.00
LEGAL SERVICES		\$ 43,000.00
BOROUGH ENGINEER		\$ 26,000.00
PROSECUTOR	\$ 4,000.00	
PLANNING BOARD	\$ 5,000.00	\$ 5,000.00
PLANNER SERVICES & FEES		\$ 6,000.00
ENVIRONMENTAL COMMISSION		\$ 150.00
CODE ENFORCEMENT	\$ 11,000.00	\$ 250.00
GENERAL LIABILITY		\$ 89,000.00
WORKMEN'S COMPENSATION		\$ 53,000.00
HEALTH		\$ 500,000.00
DENTAL		\$ 20,000.00
POLICE	\$ 600,000.00	\$ 50,000.00
EMERGENCY MANAGEMENT	\$ 1,800.00	\$ 5,500.00
FIRE HYDRANT SERVICE OE		\$ 35,000.00
FIRST AID ORGANIZATION OE		\$ 12,000.00
FIRE DEPARTMENT OE		\$ 16,000.00
FIRE BUREAU	\$ 7,500.00	\$ 3,000.00
STREETS SW	\$ 140,000.00	
STREETS & ROADS OTHER EXPENSES		\$ 45,000.00
SANITATION-TRASH REMOVAL		\$ 95,000.00
RECYCLING		\$ 30,000.00
PUBLIC BUILDINGS & GROUNDS OE		\$ 60,000.00
BOARD OF HEALTH	\$ 850.00	\$ 50.00

WATER WATCH COMMITTEE-OTHER			\$	2,000.00	
PARKS SW	\$	5,500.00			
PARKS AND PLAYGROUNDS OE			\$	5,000.00	
SENIOR CITIZEN COMMITTEE OE			\$	1,500.00	
LIBRARY	\$	2,500.00		\$	500.00
TRANS OF HS STUDENTS OE			\$	20,000.00	
NJEIT ADMIN FEES			\$	9,500.00	
CELEBRATION OF PUB. EVENTS OE			\$	500.00	
ELECTRICITY			\$	25,000.00	
TELEPHONE/INTERNET			\$	12,000.00	
WATER/SEWER			\$	7,500.00	
NATURAL GAS			\$	20,000.00	
STREET LIGHTING			\$	25,000.00	
GASOLINE & OIL			\$	25,000.00	
SANITATION DUMPING FEES			\$	100,000.00	
P.E.R.S. OE			\$	140,000.00	
SOCIAL SECURITY SYSTEM OE			\$	55,000.00	
P & F RETIREMENT SYSTEM OE			\$	625,000.00	
DEFERRED RETIREMENT COMPENSATION PROGRAM				\$	2,000.00
DISPATCH SHARED SERVICES			\$	125,000.00	
BLOODBORNE PATHOGEN			\$	100.00	
SCHOOL CLASS 3 RESOURCE OFFICER	\$	10,000.00		\$	1,000.00
SCHOOL RESOURCE OFFICER	\$	12,500.00			
MUNICIPAL COURT S&W	\$	62,000.00		\$	6,000.00
PUBLIC DEFENDER-OTHER EXPENSE			\$	1,000.00	
DEBT SERVICE - GREEN ACRES			\$	5,000.00	
CAPITAL LEASE			\$	8,400.00	
DEBT SERVICE BOND INTEREST			\$	95,000.00	
TOTAL	\$	1,029,650.00		\$	3,529,100.00
OPEN SPACE FUND					
Maintenance of Land for Recreation			\$	50,000.00	
Debt Service			\$	62,700.00	
TOTAL			\$	112,700.00	

RESULT:

**ADOPTED BY CONSENT VOTE
[UNANIMOUS]**

MOVER:

Michael O'Brien, Councilman

SECONDER:

Richard Gallo, Councilman

AYES:

Deerin, Gallo, Keeshen, O'Brien, Salnick,
Cooper

I certify that the foregoing Resolution #2025-7 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
SETTING A FEE SCHEDULE (FOR ADMINISTRATION - VARIOUS)**

**Resolution #2025-8
01/2/25**

BE IT RESOLVED that the Borough Council of the Borough of Oceanport hereby sets the following fee schedule for miscellaneous fees and various photocopies and documents requested from the public as well as those requested under the State Open Public Records Act for 2025 as follows:

Photocopies

\$.05 per page for letter (8 ½ x 11) size pages and smaller

\$.07 per page for legal (8 ½ x 14) and ledger (11x17) size pages and larger

\$.25 per additional page for color copies (sizes above)

Costs for reproduction that must be outsourced will be charged at the cost incurred by the Borough.

If the actual cost to produce a copy of a record exceeds the above fees, then the cost can be calculated by the formula set forth by the Government Records Council.

Postage costs will be charged for any mailed documents.

Electronic Copy Requests

No fee will be charged for requests delivered electronically (via fax or e-mail).

Fee for Non-Sufficient Funds

\$20.00

Police Motor Vehicle Accident Reports Requested Via Mail

A \$5.00 fee to cover the administrative cost of mailing the report will be added to the total cost of the page copies according to the above fees.

Vital Statistics

Certified Copy of:

Birth, Death, Marriage, Civil Union and/or

Domestic Partnership Record:

\$15.00 each copy

Special Service Charge (N.J.S.A. 47:1A-5.c.)

Whenever response to an Open Public Records Act or document request requires an extraordinary expenditure of time and effort, a special service charge may be assessed. Specifically, whenever response consumes two (2) or more hours of a borough employee's time, the requestor shall be required to pay the hourly rate of the employee performing the work, beginning with the first hour, for the time that it takes to produce the documents requested. Shall the request take less than two (2) hours to complete, there shall be no fee charged for the time associated with obtaining the documents. Time for document production shall include, but not be limited to, search, document collection, copying, production, conversion and review. All fees shall become effective immediately.

BE IT FURTHER RESOLVED that the aforementioned fees are effective for CY2025 and in conformance with State requirements.

RESULT

ADOPTED BY CONSENT

MOVER

Michael O'Brien,

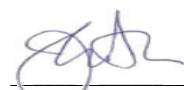
SECONDER

Richard Gallo,

AYES:

Deerin, Gallo, Keeshen, O'Brien,
Cooper

I certify that the foregoing Resolution #2025-8 was adopted
by the Oceanport Governing Body at the Regular Meeting
held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
DESIGNATION OF MUNICIPAL DEPOSITORIES**

**Resolution #2025-9
01/2/25**

WHEREAS, Title 17:9-9 and N.J.S.A. 40A:5-14 provide for the designation of depositories for Municipal Funds by Resolution of the Governing Body.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport that the following banks be designated for deposit of Borough Funds.

Bank of America

OceanFirst Bank

Wells Fargo

TD Bank

Valley National Bank

Columbia Bank

Capital One Bank

Provident Bank

PNC Bank, NA

Santander Bank, NA

RESULT:	ADOPTED BY CONSENT VOTE
	[UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-9 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
ADOPTION OF CASH MANAGEMENT PLAN AND INVESTMENT POLICY**

**Resolution #2025-10
01/2/25**

WHEREAS, N.J.S.A. 40A:5-14 mandates that the Governing Body shall, by Resolution passed by a majority of the membership thereof, approve a Cash Management Plan;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport as follows:

1. The attached updated Cash Management Plan will guide the investment of idle cash of the Borough of Oceanport
2. The attached updated Cash Management Plan includes a Policy Statement to guide its implementation
3. The Chief Financial Officer will administer the Plan
4. The Plan is subject to annual audit.

BE IT FURTHER RESOLVED that a certified copy of the within Resolution be forwarded to the following:

1. Borough Chief Financial Officer
2. Borough Auditor
3. All depositories named in Section IV of the attached Cash Management Plan
4. All dealers and brokerage first in Section V of the Attached Management Plan

**CASH MANAGEMENT PLAN OF THE BOROUGH OF OCEANPORT
IN THE COUNTY OF MONMOUTH, NEW JERSEY**

I. STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits (Deposits") and investment ("Permitted Investments") of certain public funds of the Borough, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits, if permitted, or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN.

A. The Plan is intended to cover the deposit and/or investment of the accounts of the Borough:

ALL FUNDS

B. It is understood that this Plan is not intended to cover certain funds and accounts of the Borough, specifically:

PUBLIC ASSISTANCE

STATE AND FEDERAL GRANTS

III. DESIGNATION OF OFFICIALS OF THE BOROUGH AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN.

The Chief Financial Officer of the Borough and the Borough Administrator (the "Designated Officials") are hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Borough are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such

acknowledgment kept on file with such officials.

IV. DESIGNATION OF DEPOSITORIES.

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any Certificates of Deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

BANK OF AMERICA	COLUMBIA BANK	
OCEANFIRST BANK	CAPITAL ONE BANK	
WELLS FARGO	LAKELAND BANK	
TD BANK	PNC BANK, NA	
VALLEY NATIONAL BANK	SANTANDER BANK, NA	State of
NJ CASH MANAGEMENT FUND		

All such depositories shall acknowledge in writing receipt of the Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above.

V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Officials of the Borough referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgment to the Designated Official(s) referred to in Section III above.

State of NJ Cash Management Fund

VI. AUTHORIZED INVESTMENTS

A. Except, as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools.
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281 (C.52:18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
 - (a) The underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
 - (b) The custody of collateral is transferred to a third party;
 - (c) The maturity of the agreement is not more than 30 days;
 - (d) The underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c236 (C.17:9-41); and
 - (e) A master repurchase agreement providing for the custody and security of collateral is executed for purpose of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust:

- (a) Which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 U.S.C. sec. 80a-1et seq., and operated in accordance with 17 C.F.R. sec 270.2a-7.

(b) the portfolio of which is limited to US Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec.270.2a-7 and repurchase agreements that are collateralized by such US Government securities; and

(c) Which has:

(i) Attained the higher ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or

(ii) Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940." 15 U.S.C.sec.80b-1 et. seq., with experience investing in US Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool. An Investment pool:

(a) Which is managed in accordance with 17 C.F.R. sec. 270.2a-7;

(b) Which is rated in the highest category by a nationally recognized statistical rating organization;

(c) Which is limited to US Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such US Government securities;

(d) which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968, c.410 (c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investment;

(e) which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have a market value that approximates their par value; or utilize an index that does not support a stable net asset value; and

(f) which purchases and redeems investment directly from the issuer, government money market mutual fund, of the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9(C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in US Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such US Government securities.

B. Notwithstanding the above authorization, the moneys on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

NO INVESTMENT TO EXCEED ONE (1) YEAR

VII. SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGMENT OF RECEIPT OF PLAN

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough to assure that there is no unauthorized use of the funds or the permitted investments of Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to ensure that such Permitted Investments are either received by the Borough or by a third-party custodian prior to or upon the release of the Borough's funds.

To assure that all parties with whom the Borough deals either by way of Deposits or Permitted investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official.

VIII. REPORTING REQUIREMENTS

On the first day of each month during which this Plan is in effect, the Designated Official referred to in Section III hereof shall supply to the Governing Body of the Borough a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

A. The name of any institution holding fund of the Borough as a Deposit or a Permitted Investment.

B. The amount of securities or Deposits purchased or sold during the immediately preceding month.

C. The class or type of securities purchased or Deposits made.

- D. The book value of such Deposits or Permitted Investments.
- E. The earned income on such Deposits or Permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the Governing Body of the Borough.

IX. Best Practices for Wire Transfers and ACH Payments

1. Review contracts with financial institutions – Your entity's legal counsel must immediately review all agreements and be certain that the "presumptive liability" is placed on financial institutions that process wire transfers and ACH payments.
2. Confirm receipt of Best Practices – Verify that your Chief Financial Officer has reviewed each of these practices and provides specific "no exception guidelines" as to wire transfer and ACH payment policy and procedures.
3. Include Best Practices in Annual Cash Management Plan – Require that your Chief Financial Officer includes the entire Best Practices for Wire Transfer and ACH Payments, as part of the Annual Cash Management Plan pursuant to N.J.S.A. 40A:5-14, which is required to be adopted annually by the governing body.
4. Establish specific wire transfer and ACH payment requirements – Wire transfers payments are completed the same day while ACH payments take 1-2 business days for the transaction to be completed. Banking institutions have indicated that ACH payments are more secure than wire transfers. The following requirements must be part of your wire transfer and ACH payments policy:
 - a. Identify at least two authorized individuals in the covered entity who are authorized to execute and confirm wire transfers and ACH payments respectively. The Official with financial administrative rights that is tasked with this process is required to have an appropriate level of responsibility. This official will set up the wire transfer or the ACH payment and the other official, also with an appropriate level of responsibility will authorize the release of the wire or ACH payment directly with the bank utilizing a separate platform other than the electronic platform utilized to initiate the wire, i.e., Telephone call or Phone Text, not an email on the same network.
 - b. Free form wire transfers and ACH payments must be blocked in the banking system. Only wire transfers where an approved wire or ACH template is authorized are allowed. Wire and ACH Template authorizations should go through the same approval process as noted in a. above, wherein the Finance office initiates and the Administrative office confirms. Also, any changes to a template must be authorized using this same process. A wire transfer or ACH payment requires at least two forms of verification from the vendor bank before a transfer can be authorized. The verification should include: (i) Multi-factor authentication for each authorized user; (ii) user verbal authorization and verbal confirmation using phone contact information on file, not the phone number in an email; and (iii) a limited email exchange to confirm the wire transfer. The additional factor(s) can be a text with a code sent to an authorized user's smartphone, a hard token, or biometrics. The email exchange shall never contain specific information relating to the actual contents of the transfer.
 - c. For all wire/ACH transfer of funds, the following information is required:
 - i. Must create a template for all transactions.
 - ii. Name of person spoken to, including the recipient vendor title and telephone number.
 - iii. Name of the two individuals from the covered entity that verbally and in writing confirmed the authorization of the transfer, and the receiving bank information, including routing number, account number and dollar amount.
 - iv. Confirming telephone call to vendor/receiving entity verifying transfer authorization, receiving bank information including routing number, account number and dollar amount.
 - v. Memorialization of the transfer and confirmation of completion of the transaction.
 - vi. Exception to the above is when a recurring transaction with an established template is transacted, steps iii-v will not have to be completed.
 - d. Memorialization of each transfer/payment must be filed with the Chief Financial Officer/JIF treasurer and made available for audit.
 - e. A detailed description of all wire transfers and ACH payments must be filed with the Chief Administrative Officer and the Clerk.

- f. Verbally confirm, within 24 hours, with receiving vendor/entity that the funds were credited to their account.
- g. Entities are required to establish a policy restricting the frequency of wire transfers to infrequent or emergent matters, and real estate transactions, rather than for routine payments to vendors. The frequency of fraudulent transactions for wire transfers is far greater than for checks. Templates must be set up for wire transfers and ACH payments.
- h. Entities are required to placing a dollar limit on wire transfers and ACH payments that is reasonable to your size entity but recognize when setting that limit that your coverage is limited to the maximum coverage of the crime policy and your entity will be responsible for any losses between the coverage limits and the wire limit you set.
- i. Establish on-line banking alerts for all wires & ACHs changes to a template. The online banking policy must include a requirement that the wire/ACH is not released until the recipient of the alert approves it.
- j. Covered entities are required to restrict all permissions on international wires. Authorized users are required to set up the restrictions on the banking institution's on-line system.
- k. Each Chief Financial Officer must utilize blocks and alerts in their banking system to ensure that any transactions not specifically authorized will be flagged by the banking system, and the Chief Financial Officer must authorize each flagged transaction. The use of a Payee Positive Pay system for all checks and ACH transactions is required. Additionally, daily review of overnight transactions and balances to identify any unusual transactions or events is strongly recommended.
- l. Notify the bank and Chief Financial Officer/Treasurer/Responsible individual immediately if suspicious activity is detected.

Cyber Insurance and Wire Transfers

Generally speaking, wire transfer fraud is considered a theft and there may be limits of up to \$250,000 depending on the incident. That leaves a potential gap for significant exposure to . There are important coverage contingencies in many policies, such as that the coverage will apply only if you "properly verify the instructions to transfer such assets by following a prearranged procedure to authenticate the request." The bottom line is, insurers have been moving to restrict or eliminate coverage altogether, especially if proper controls are not in place. Many of the losses that we are seeing today throughout government agencies are easy to prevent, but also easy to create significant losses. Prudent controls must be implemented to protect our members and covered entities and minimize exposure, as well as to qualify for coverage.

X. TERM OF PLAN

This Plan shall be in effect from Jan. 1, 2024 to December 31, 2024. Attached to this plan is a resolution of the Governing Body of the Borough approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

RESULT:	ADOPTED BY CONSENT VOTE
	[UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-10 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025


 JEANNE SMITH, RMC
 BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
PERMITTING PRE-PAYMENT OF CERTAIN ITEMS**

Resolution #2025-11
01/2/25

WHEREAS, the Borough of Oceanport has budgeted funds for 2025 for payment of utilities, payroll, debt service, governmental fees, and insurance, and for the printing and mailing costs of the Borough; and

WHEREAS, the payment of these items frequently arrives out of time for placement on the next available bill list thereby inadvertently placing these bills and mailings in arrears because of timing issues.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Oceanport that the Chief Financial Officer be and is hereby authorized to make pre-payment of the following fixed items prior to the same appearing on the meeting bill lists, such funds to be taken from the pre-budgeted amount for each such expenses for 2025 subject to review and approval by the Borough Administrator or their designee.

1. Utilities (electric, gas, water, sewer, cable and telephone).
2. Payroll.
3. Debt services as evidenced by pre-existing bonds and notes.
4. Health, dental and other insurance premiums.
5. Federal, state, county fees and taxes.
6. Postage for tax bills, newsletters, and other Township mailings.
7. Contractual Payments
8. Other items as authorized by the Borough Administrator.

RESULT:	ADOPTED BY CONSENT VOTE
	[UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-11 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
TAX GRACE PERIOD & INTEREST FOR DELINQUENT TAXES**

**Resolution #2025-12
01/2/25**

WHEREAS, N.J.S.A. 54:4-66 et. seq., provides that taxes shall be payable in quarterly installments due on February 1st, May 1st, August 1st and November 1st, after which dates, if unpaid, shall become delinquent; and that a period of ten calendar days grace for the payment of taxes following said date be fixed and established; and

WHEREAS, if the tenth calendar day of the month on which the installment becomes payable falls on a weekend or a holiday, the next business day will be deemed the last day to make payment without interest; and

WHEREAS, the Tax Collector, their office or the Borough of Oceanport cannot take responsibility on the method(s) or timing of delivery of payments to the office of the Tax Collector, the Tax Collector shall follow all guidelines and statutes in the collection and delivery of said payments to the banking institution delegated by the Borough within the specified time frame as stated in N.J.S.A. 40A:5-15.

NOW THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Oceanport that the Tax Collector is authorized to charge interest on delinquent taxes with a rate of Eight Percent (8%) per annum for the first \$1,500 and Eighteen Percent (18%) per annum on amounts in excess of the first \$1,500 of said delinquent taxes retroactive to the quarterly due date if paid after such ten (10) days.

BE IT FURTHER RESOLVED, by the Governing Body of the Borough of Oceanport, that a taxpayer who has a delinquency in excess of \$10,000 who fails to pay that delinquency prior to the end of a calendar year the Tax Collector shall also collect a penalty of six (6) percent of the amount of the delinquency plus interest calculated to December 31st.

BE IT FURTHER RESOLVED, that the Borough Clerk provide a certified copy of this resolution to the Tax Collector.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-12 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AUTHORIZING THE CANCELLING OF SMALL BALANCES AND/OR DELINQUENCIES**

**Resolution #2025-13
01/2/25**

WHEREAS, the Council of the Borough of Oceanport finds and declares that N.J.S.A. 40A:5-17-1 empowers authorized municipal employees to process the cancellation of tax refunds and/or delinquencies of less than Ten (\$10.00) Dollars; and

WHEREAS, the Council further finds and declares that the Municipal Tax Collector is qualified to process the cancellation of tax refunds and/or delinquencies of less than Ten (\$10.00) Dollars; and

WHEREAS, the Council further finds and declares that it is in the best interest of the citizens of the Borough of Oceanport for the Municipal Tax Collector to be authorized to process the cancellation of tax refunds and/or delinquencies of less than Ten (\$10.00) Dollars in accordance with N.J.S.A. 40A:5-17-1;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Oceanport that the Municipal Tax Collector is hereby authorized to process the cancellation of tax refunds or delinquencies of less than Ten (\$10.00) Dollars during the calendar year of 2025 in accordance with N.J.S.A. 40A:5-17-1.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-13 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AUTHORIZING THE TAX COLLECTOR TO CONDUCT A TAX LIEN SALE IN 2025**

**Resolution #2025-14
01/2/25**

WHEREAS, the Tax Collector is empowered by statute to conduct and preside over the sale of liens and N.J.S.A. 54-5 et. seq. provides for the enforcement and collection of such delinquencies through a tax lien sale.

BE IT RESOLVED by the Borough Council of the Borough of Oceanport that the Tax Collector is authorized to conduct a tax lien sale to be held in 2025 for those taxes and sewer utility charges due on real property that have been delinquent since December 31, 2023.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-14 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENTS TO THE POLICE DEPARTMENT FOR THE PERIOD
JANUARY 1, 2025 TO DECEMBER 31, 2025**

**Resolution #2025-15
01/2/25**

BE IT RESOLVED, by the Mayor and Council of the Borough of Oceanport, that the following recommended appointments by Police Chief Gary Grimes be made by the Mayor with advice and consent of Council:

Special Law Enforcement Officer Class III:
James Gomez

Special Law Enforcement Officer Class II:
Aydem Miles
Steven Markos
Alexander Boyce

School Crossing Guards
Kelly Abbate
Doris Agaman
Janet Wallace
Kathleen Britton
Karen Pappas-Testa
Maggie Lippolis
Frank Lippolis

Relief Crossing Guards
Darlene Crochet
William McNish
Wes Sherman
Gina Egidio

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-15 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
SETTING THE FEES FOR EXTRA DUTY ASSIGNMENTS FOR CY2025**

Resolution #2025-16

01/2/25

WHEREAS, the fees for Extra Duty Assignments are to be set by resolution pursuant with Borough Code 78-13(C);
and

NOW THEREFORE BE IT RESOLVED, that the fees for such Extra Duty Assignments are amended and set as follows:

1. The rate for Extra Duty Assignment shall be equivalent to the top patrol overtime rate per hour for police officers, Class I and II special officers.
2. All Extra Duty Assignment shall have a minimum of four (4) hours
3. Notification of cancellations must be made not less than two (2) hours in advance or the four (4) hour minimum applies.

BE IT FURTHER RESOLVED that the following fees for such Extra Duty Assignments are set forth as follows for Monmouth Park Race Track.

1. The rate for Extra Duty Assignment shall be \$85.00 per hour for police officers, Class I and Class II special officers on live racing days only.
2. All Extra Duty Assignments shall have a minimum of (2) hours up to 2 hours.
3. All Extra Duty Assignments beyond 2 hours shall have a minimum of 4 hours.
4. The Chief or his designee shall be paid the hourly rate for scheduling Monmouth Park Race Track extra duty assignments.

BE IT FURTHER RESOLVED that the Collective Bargaining Unit may agree to a reduced minimum call out time and reduced rate of \$65 for Non-Profit and Educational Organizations through a letter of agreement which shall apply to members covered under the PBA and other Police Department Employees:

BE IT FURTHER RESOLVED that an administrative fee of \$12.00 will be charged for every \$100.00 dollars billed for an Extra Duty Assignment.

BE IT FURTHER RESOLVED that if it is determined by the Chief of Police or his designee that a Borough vehicle is required for an Extra Duty Assignment a fee of \$10.00 per hour shall be billed for an Extra Duty Assignment. No fee shall be charged if the vehicles are "on patrol".

I certify that the foregoing Resolution #2025-16 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AWARDING CONTRACTS FOR TOWING SERVICES FOR 2025**

Resolution #2025-17
01/2/25

WHEREAS, the Borough of Oceanport has determined there is a need for towing and storage services pursuant to the Chapter 361 of the Code of the Borough of Oceanport; and

WHEREAS, the Police Chief as authorized by ordinance solicited proposals from qualified towers to perform said services to the Borough on a rotating basis; and

WHEREAS; the Police Chief has recommended that Borough towing licenses be awarded to Procraft Auto Body, John's Auto and Truck Repair, LLC, Arties' Custom Styling, Brothers Towing and Central Towing and Recovery for 2025.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Oceanport, in the County of Monmouth and State of New Jersey that towing licenses for 2025 be awarded to Procraft Auto Body, John's Auto and Truck Repair, LLC, Arties' Custom Styling, Brothers Towing and Central Towing and Recovery; and

BE IT FURTHER RESOLVED that the Police Chief shall obtain the necessary certificates of insurance from said towing companies.

RESULT:	ADOPTED BY CONSENT VOTE
	[UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-17 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AUTHORIZING THE BOROUGH OF OCEANPORT THROUGH THE OCEANPORT POLICE
DEPARTMENT (LEA) TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT
SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE OCEANPORT POLICE DEPARTMENT TO
REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT**

**Resolution #2025-18
01/2/25**

WHEREAS, the United States Congress authorizes the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county, and state law enforcement agencies (LEA's); and

WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, Participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford to enhance community preparedness, response, and resiliency; and

WHEREAS, although property is provided through the 1033 program at no cost to the municipality and county LEA's these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality, or county, approve by a majority of the full membership, both enrollment in, and the acquisition of any property through, the 1033 Program; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Oceanport that the Oceanport Police Department is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31 of the current calendar year from January 1st 2023 to December 31, 2023; and

NOW THEREFORE BE IT FURTHER RESOLVED that the Oceanport Police Department is hereby authorized to acquire items of non-controlled property designed "DEMIL A", which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of a non-military nature identified by LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the Oceanport Police Department, without restrictions; and

NOW THEREFORE BE IT RESOLVED that the Oceanport Police Department is hereby authorized to acquire the following "DEMIL B through Q" property, if it shall become available in the period of time for which this resolution authorizes: (1) truck tractors (1) utility truck, (1) utility vehicle, off road.

BE IT FURTHER RESOLVED that the Oceanport Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

BE IT FURTHER RESOLVED that the Oceanport Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately and shall be valid to authorize requests to acquire "DEMIL A" property and "DEMIL B through Q" property that may be made available through the 1033 Program during the period of time which this resolution authorizes; with Program participation and all property request authorization terminating on December 31st of the current calendar year from January 1, 2025 to December 31, 2025.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-18 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER IN
ACCORDANCE WITH N.J.A.C. 17:27-3.5**

**Resolution #2025-19
01/2/25**

WHEREAS, in accordance with N.J.A.C. 17:27-3.5, each public agency shall annually designate an officer or employee to serve as its Public Agency Compliance Officer; and

WHEREAS, Donna M. Phelps, Borough Administrator is the appropriate employee of the Borough to serve as the Public Agency Compliance Officer for 2025;

NOW, THEREFORE, BE IT RESOLVED by the Oceanport Mayor and Council that the Borough Administrator, Donna M. Phelps, be designated as the Public Agency Compliance Officer under the Affirmative Action requirements on behalf of the Borough of Oceanport.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the New Jersey Department of the Treasury, Division of Contract Compliance & Equal Employment Opportunity in Public Contracts.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-19 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENT OF REPRESENTATIVES TO THE
MONMOUTH COUNTY COMMUNITY DEVELOPMENT PROGRAM**

**Resolution #2025-20
01/2/25**

BE IT RESOLVED by the Mayor and Council of the Borough of Oceanport that DONNA M. PHELPS is hereby appointed Community Development Representative and WILLIAM WHITE is appointed as the Alternate for the Monmouth County Community Development Program during calendar year 2025.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-20 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTING A CLEAN COMMUNITIES COORDINATOR FOR CY2025**

**Resolution #2025-21
01/2/25**

WHEREAS, there is a need for a Clean Communities Coordinator for the Borough of Oceanport; and

WHEREAS, there is also a need for a Clean Communities Coordinator to apply for and submit Clean Communities Grants to various agencies;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council as follows:

1. Donna M. Phelps is hereby appointed as Clean Communities Coordinator for the Borough of Oceanport for the period commencing January 1, 2025 and ending December 31, 2025.
2. The Clean Communities Coordinator is authorized to prepare, apply for and submit Clean Communities Grants to any and all applicable state, federal and local agencies.
3. The Mayor and Borough Clerk are hereby authorized to execute any and all documents in furtherance of the aforesaid Clean Communities Grants.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-21 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
CONSENT TO THE APPOINTMENT OF ADA COORDINATOR AND DEPUTY ADA COORDINATOR FOR
CY2025**

**Resolution #2025-22
01/2/25**

WHEREAS, pursuant to the Code of the Borough of Oceanport there is a need to appoint employees of the Borough to serve as ADA Coordinator and Deputy Coordinator to coordinate Borough efforts to comply with and carry out the responsibilities under ADA and the rules promulgated thereto; and

WHEREAS, the Mayor, with the advice and consent of Council, is authorized to make said appointment pursuant to the Code of the Borough of Oceanport; and

WHEREAS, the Mayor desires to appoint Donna M. Phelps to the position of ADA Coordinator and Jeanne Smith to the position of Deputy Coordinator,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport, County of Monmouth and State of New Jersey as follows:

1. That pursuant to N.J.S.A. 40:69A-36(B), the Borough Council does hereby consent to the Mayor's appointment of Donna M. Phelps as ADA Coordinator and Jeanne Smith as Deputy Coordinator for the period commencing January 1, 2025 through December 31, 2025.
2. Appointees shall serve without compensation.
3. Copies of this resolution to Municipal Administrator, Appointee and any other interested parties.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-22 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTING A DESIGNATED EMPLOYER REPRESENTATIVE FOR CONTROLLED SUBSTANCES
AND ALCOHOL USE AND TESTING POLICIES FOR COMMERCIAL DRIVERS LICENSES AS PER 49
CFR PART 382**

**Resolution #2025-23
01/2/25**

WHEREAS, the United States Department of Transportation and the Federal Motor Carrier Safety Administration as mandated in 49 CFR Part 382, require every entity who employs employees with commercial driver's licenses appoint a Designated Employer Representative who will make formal decisions regarding the approved drug and alcohol testing policy and;

WHEREAS, the Monmouth Municipal Joint Insurance Fund and the Municipal Excess Liability Fund require that the D.E.R. be an employee of the municipality and must have a complete understanding of the commercial driver's license drug and alcohol testing procedures outlined by federal law as well as the employer's policies and procedures and;

WHEREAS, the D.E.R. must be authorized and empowered to take immediate action to remove employees from safety-sensitive duties if test results warrant such action and;

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Oceanport that Borough Administrator Donna M. Phelps and Steve Btriskey have completed the required training as outlined by the MJIF and MEL and prescribed by the USDOT, FMCSA, and federal law 49 CFR Part 382.

BE IT FURTHER RESOLVED, that Steve Briskey will serve as the primary D.E.R. and Donna M. Phelps as the secondary D.E.R. as part of their current job duties and responsibilities without additional compensation or remuneration.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-23 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AUTHORIZING A WAIVER OF §115-2 ALCOHOLIC BEVERAGES/HOURS OF OPERATION FOR
CERTAIN EVENTS BEING HELD AT MONMOUTH PARK FOR CY2025**

**Resolution #2025-24
01/2/25**

WHEREAS, Monmouth Park annually hosts the Haskell Invitational and other special events; and

WHEREAS, Monmouth Park has requested that the sale and consumption of alcoholic beverages be permitted to commence prior to the hours established by §115-2(A)-2 Alcoholic Beverages, Hours of Operations *No licensee shall sell, serve or deliver or permit, allow or suffer the sale, service or delivery of any alcoholic beverage or allow the consumption of any alcoholic beverage on the licensed premises except as follows...(2) On Sundays between the hours of 10:00 a.m. and 2:00 a.m. of the following day*

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Oceanport that Monmouth Park is hereby authorized to commence the sale and consumption of alcoholic beverage no earlier than 9:00 a.m. for the Haskell Invitational event held at Monmouth Park Racetrack and any other special events upon notification to the Borough Administrator.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-24 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENTS TO BOARDS AND COMMITTEES**

Resolution #2025-25
01/2/25

BE IT RESOLVED, by the Mayor and Council of the Borough of Oceanport, that the following recommended appointments be made by the Mayor with advice and consent of Council:

BOARD OF HEALTH

David LaPorta 4yr Term expiring 12/31/28

The **BOARD OF HEALTH** is now composed of the following members:

David LaPorta	4yr Term expiring 12/31/28
Karen Statmore	4yr Term expiring 12/31/25
Fred Fillippone	4yr Term expiring 12/31/26
Vacant	4yr Term expiring 12/31/27

CABLE & TECHNOLOGY COMMITTEE

James Whitson	1yr Term expiring 12/31/25
Joseph Foster	1yr Term expiring 12/31/25
Steve Heinsius	1yr Term expiring 12/31/25
John Fleming	1yr Term expiring 12/31/25
Frank Leslie	1yr Term expiring 12/31/25
Bryan Russell	1yr Term expiring 12/31/25

GREEN TEAM ADVISORY COMMITTEE

Robert Kleiberg	2yr Term expiring 12/31/26
Jordan Falcone	2yr Term expiring 12/31/26
Sara Torbet	1yr Term expiring 12/31/25

The **GREEN TEAM ADVISORY COMMITTEE** is now composed of the following members:

Robert Kleiberg	2yr Term expiring 12/31/26
Jordan Falcone	2yr Term expiring 12/31/26
Jen McDonald	3yr Term expiring 12/31/26
Angela Testa	3yr Term expiring 12/31/26
Andy Judkis	3yr Term expiring 12/31/26
Sara Torbet	1yr Term expiring 12/31/25
Jack Harris	3yr Term expiring 12/31/26

HISTORICAL COMMITTEE

Rosanne Letson	1yr Term expiring 12/31/25
Robin Kelly	1yr Term expiring 12/31/25
Paula Lombardo	1yr Term expiring 12/31/25
Ric Siciliano	1yr Term expiring 12/31/25
Toni Sverapa	1yr Term expiring 12/31/25
John Bonforte	1yr Term expiring 12/31/25
Tom Cavanaugh	1yr Term expiring 12/31/25
Joseph Foster	1yr Term expiring 12/31/25
James Whitson	1yr Term expiring 12/31/25

RECREATION COMMITTEE

Melanie Patterson 3yr Term expiring 12/31/24

The **RECREATION COMMITTEE** is now composed of the following members:

Alexa Hetzel	3yr Term expiring 12/31/25
Kevin Guilford	3yr Term expiring 12/31/25

David Walker	3yr Term expiring 12/31/25
Debbie Peterson	3yr Term expiring 12/31/25, sports association category
Rob Newland	3yr Term expiring 12/31/26
Christopher Farrell	3yr Term expiring 12/31/26
Jacqueline Patterson	3yr Term expiring 12/31/26
Michelle Perrulli	3yr Term expiring 12/31/26, sports association category
Vacant	3yr Term expiring 12/31/26
Melanie Patterson	3yr Term expiring 12/31/27
Vacant	3yr Term expiring 12/31/27

SHADE TREE COMMITTEE

Megan Walker	Unexpired 4yr Term expiring 12/31/25
Kristen Newbert	Unexpired 5yr Term expiring 12/31/26
Toni Sverapa	Unexpired 5yr Term expiring 12/31/26

The **SHADE TREE COMMITTEE** is now composed of the following members:

James Whitson	Term expiring 12/31/25 (4 year term)
Megan Walker	Term expiring 12/31/25 (4 year term)
Kristen Newbert	Term expiring 12/31/26 (5 year term)
Toni Sverapa	Term expiring 12/31/26 (5 year term)
Vacant	Term expiring 12/31/25 (1 year term)
Vacant	Term expiring 12/31/26 (2 year term)
Vacant	Term expiring 12/31/27 (3 year term)

WATER WATCH COMMITTEE

Richard Gruskos	1yr Term expiring 12/31/25
Dr. Jessica Gruskos	1yr Term expiring 12/31/25
Joseph Foster	1yr Term expiring 12/31/25
Joseph Stark	1yr Term expiring 12/31/25
Fred Filippone	1yr Term expiring 12/31/25
Vacant	1yr Term expiring 12/31/25
Vacant	1yr Term expiring 12/31/25
Vacant	1yr Term expiring 12/31/25

RESULT:	ADOPTED BY CONSENT VOTE
	[UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-25 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025


 JEANNE SMITH, RMC
 BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTING A MUNICIPAL PROSECUTOR FOR CY2025**

Resolution #2025-26
01/2/25

WHEREAS, pursuant to N.J.S.A. 2B:25-4 and § 41-9 of the Code of the Borough of Oceanport there is a need to appoint a qualified attorney as Municipal Prosecutor for the Borough; and

WHEREAS, pursuant to Local Finance Notice 2005-32, such salaried appointed positions are not subject to the Fair and Open Process; and

WHEREAS, the Municipal Prosecutor has made recommendations regarding Alternate Municipal Prosecutors who may be called upon in matters where there may be a potential conflict presented, or due to the Municipal Prosecutor's unavailability.

NOW, THEREFORE, BE IT RESOLVED that the Mayor of the Borough of Oceanport, in the County of Monmouth, State of New Jersey makes the following appointment with the advice and consent of the Borough Council for Municipal Prosecutor to be compensated pursuant to the Borough's applicable salary ordinance:

Municipal Prosecutor: James N. Butler, Esq.

RESULT:	ADOPTED BY CONSENT VOTE
	[UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-26 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENT OF BOROUGH ATTORNEY FOR THE PERIOD
JANUARY 1, 2025 TO DECEMBER 31, 2025**

**Resolution #2025-27
01/2/25**

WHEREAS, the Borough of Oceanport desires to appoint and retain the services of Andrew Bayer, Esq. of the firm Pashman Stein PC, Bell Works, 101 Crawfords Corner Road, Suite 4202, Holmdel, NJ 07733 as **Borough Attorney** for the period commencing January 1, 2024 and ending December 31, 2024;

WHEREAS, this contract constitutes a "Professional Service" contract under the provisions of the Local Public Contracts Law because the service is a recognized profession, licensed and regulated by the State of New Jersey, and therefore, may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Borough has determined that the value of the services will exceed \$17,500.00 and desires to make the appointment by means of a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.B; and

WHEREAS, Andrew Bayer, Esq. of the firm Pashman Stein PC has completed and submitted a Business Entity Disclosure Certification and Political Disclosure pursuant with **P.L. 2023, c.20**; and

WHEREAS, funds shall be available for the stated purpose in the 2024 municipal budget subject to adoption of the 2024 budget in accordance with the below Certification of Funds by the Chief Financial Officer,

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Oceanport, County of Monmouth, State of New Jersey that:

1. Andrew Bayer, Esq. of the firm Pashman Stein PC, Bell Works, 101 Crawfords Corner Road, Suite 4202, Holmdel, NJ 07733 be and is hereby appointed as Borough Attorney for CY2025.
2. The Mayor and Borough Clerk are hereby authorized to enter into a contract on behalf of the Borough of Oceanport for an amount not to exceed \$75,000.00 pursuant with the provided fee schedule for 2025.
3. Subject to the certification of funds by the CFO for the stated purpose.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Political Contribution Disclosure Form be placed on file with said contract.

BE IT FURTHER RESOLVED that a summary of the above shall be published in accordance with the law in an official newspaper of the Borough.

CERTIFICATION OF FUNDS

As required by N.J.A.C. 5:34-5.1 et. seq., I, Catherine D. LaPorta, Chief Financial Officer of the Borough of Oceanport, hereby certify sufficient funds are available in Account #01-201-20-155-218 pending adoption of the CY 2025 Budget


Catherine D. LaPorta, CFO

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-27 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025


JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENT OF THE BOROUGH AUDITOR FOR THE PERIOD
JANUARY 1, 2025 TO DECEMBER 31, 2025**

**Resolution #2025-28
01/2/25**

WHEREAS, the Borough of Oceanport has a need to retain professional auditor services to prepare the Borough's 2024 annual financial statement, 2024 annual debt statement and any 2025 supplemental(s); perform the 2024 audit; assist in the preparation of the CY2025 budget preparation process, excluding department detail worksheets, to attend Borough Council meetings, as needed; to provide technical advice during the Calendar Year ending December 31, 2025, as needed, review the Employee's Deferred Compensation Plan and review and preparation of an appropriate statement of the latest audit report provided by Lincoln Financial for the Borough's LOSAP plan pursuant with N.J.A.C. 5:30-14.49(h); and

WHEREAS, this contract constitutes a "Professional Service" contract under the provisions of the Local Public Contracts Law because the service is a recognized profession, licensed and regulated by the State of New Jersey, and therefore, may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Borough has determined that the value of the services will exceed \$17,500.00 and desires to make the appointment by means of a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.B; and

WHEREAS, **Suplee, Clooney & Company, 308 E. Broad St., Westfield, NJ 07090** has completed and submitted a Business Entity Disclosure Certification and Political Disclosure pursuant with **P.L. 2023, c.20**; and

WHEREAS, funds shall be available for the stated purpose in the 2025 municipal budget subject to adoption of the 2024 budget in accordance with the below Certification of Funds by the Chief Financial Officer,

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Oceanport, County of Monmouth, State of New Jersey that:

1. **Suplee, Clooney & Company, 308 E. Broad St., Westfield, NJ 07090** is hereby appointed as Borough Auditor for CY2025.
2. The Mayor and Borough Clerk are hereby authorized to enter into a contract on behalf of the Borough of Oceanport for an amount not to exceed **\$31,350.00** pursuant with the provided fee schedule for 2025.
3. Subject to the certification of funds by the CFO for the stated purpose.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Political Contribution Disclosure Form be placed on file with said contract.

BE IT FURTHER RESOLVED that a summary of the above shall be published in accordance with law in an official newspaper of the Borough.

CERTIFICATION OF FUNDS

As required by N.J.A.C. 5:34-5.1 et. seq., I, Catherine D. LaPorta, Chief Financial Officer of the Borough of Oceanport, hereby certify sufficient funds are available in Account #01-201-20-130-203 pending adoption of the CY 2025 Budget


Catherine D. LaPorta, CFO

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-28 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025


JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENT OF BOROUGH ENGINEER FOR THE PERIOD
JANUARY 1, 2025 TO DECEMBER 31, 2025**

**Resolution #2025-29
01/2/25**

WHEREAS, the Borough of Oceanport is a duly organized Municipal Corporation (hereinafter referred to as "Borough") having principal offices at 910 Oceanport Way, Oceanport, New Jersey 07757; and

WHEREAS, the Borough of Oceanport has need for a professional engineering services firm to serve as the Borough's Engineer for 2025 and the Council desires to reappoint **Colliers Engineering & Design, 101 Crawfords Corner Road Suite 3400, Holmdel, New Jersey 07733**; and

WHEREAS, this contract constitutes a "Professional Service" contract under the provisions of the Local Public Contracts Law because the service is a recognized profession, licensed and regulated by the State of New Jersey, and therefore, may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Borough has determined that the value of the services will exceed \$17,500.00 and desires to make the appointment by means of a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.B; and

WHEREAS, Colliers Engineering & Design, Colliers Engineering & Design, 101 Crawfords Corner Road Suite 3400, Holmdel, New Jersey 07733 has completed and submitted a Business Entity Disclosure Certification and Political Disclosure pursuant with P.L. 2023, c.20; and

WHEREAS, funds shall be available for the stated purpose in the 2025 municipal budget subject to adoption of the 2025 budget in accordance with the below Certification of Funds by the Chief Financial Officer,

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Oceanport, County of Monmouth, State of New Jersey that:

1. **Colliers Engineering & Design, 101 Crawfords Corner Road Suite 3400, Holmdel, New Jersey 07733** be and is hereby appointed as Borough Engineer for CY2025.
2. The Mayor and Borough Clerk are hereby authorized to enter into a contract on behalf of the Borough of Oceanport for an amount not to exceed \$75,600.00 pursuant with the provided fee schedule for 2024.
3. Subject to the certification of funds by the CFO for the stated purpose.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Political Contribution Disclosure Form be placed on file with said contract.

BE IT FURTHER RESOLVED that a summary of the above shall be published in accordance with the law in an official newspaper of the Borough.

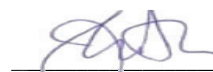
CERTIFICATION OF FUNDS

As required by N.J.A.C. 5:34-5.1 et. seq., I, Catherine D. LaPorta, Chief Financial Officer of the Borough of Oceanport, hereby certify sufficient funds are available in Account #01-201-20-165-243 pending adoption of the CY 2025 Budget


Catherine D. LaPorta, CFO

RESULT:	ADOPTED [5 TO 0]
MOVER:	Bryan Keeshen, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Cooper
ABSTAIN:	Salnick

I certify that the foregoing Resolution #2025-29 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025


JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENT OF BOND COUNSEL FOR THE PERIOD
JANUARY 1, 2025 TO DECEMBER 31, 2025**

**Resolution #2025-30
01/2/25**

WHEREAS, the Borough of Oceanport is a duly organized Municipal Corporation (hereinafter referred to as "Borough") having principal offices at 910 Oceanport Way, Oceanport, New Jersey 07757; and

WHEREAS, the Borough of Oceanport has need for legal services firm to serve as the Borough's Bond Counsel for 2025; and

WHEREAS, this contract constitutes a "Professional Service" contract under the provisions of the Local Public Contracts Law because the service is a recognized profession, licensed and regulated by the State of New Jersey, and therefore, may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Borough has determined that the value of the services will exceed \$17,500.00 and desires to make the appointment by means of a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.B; and

WHEREAS, Archer & Greiner, P.C., Riverview Plaza, 10 Highway 35, Red Bank, NJ 07701 has completed and submitted a Business Entity Disclosure Certification and Political Disclosure pursuant with P.L. 2023, c.20; and

WHEREAS, funds shall be available for the stated purpose in the 2025 municipal budget subject to adoption of the 2024 budget in accordance with the below Certification of Funds by the Chief Financial Officer,

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Oceanport, County of Monmouth, State of New Jersey that:

1. **Archer & Greiner, P.C., Riverview Plaza, 10 Highway 35, Red Bank, NJ 07701** be and is hereby appointed as Borough Auditor for CY2025.
2. The Mayor and Borough Clerk are hereby authorized to enter into a contract on behalf of the Borough of Oceanport for an amount not to exceed **\$20,000.00** pursuant with the provided fee schedule for 2024.
3. Subject to the certification of funds by the CFO for the stated purpose.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Political Contribution Disclosure Form be placed on file with said contract.

BE IT FURTHER RESOLVED that a summary of the above shall be published in accordance with the law in an official newspaper of the Borough.

CERTIFICATION OF FUNDS

As required by N.J.A.C. 5:34-5.1 et. seq., I, Catherine D. LaPorta, Chief Financial Officer of the Borough of Oceanport, hereby certify sufficient funds are available in Account #01-201-20-130-206 pending adoption of the CY 2025 Budget.


Catherine D. LaPorta, CFO

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-30 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025


JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENT OF BOROUGH PLANNER FOR THE PERIOD
JANUARY 1, 2025 TO DECEMBER 31, 2025**

**Resolution #2025-31
01/2/25**

WHEREAS, the Borough of Oceanport is a duly organized Municipal Corporation (hereinafter referred to as "Borough") having principal offices at 910 Oceanport Way, Oceanport, New Jersey 07757; and

WHEREAS, the Borough of Oceanport has need for a professional planner services firm to serve as the Borough's Planner for 2025 and the Council desires to reappoint **Kendra Lelie of Kyle + McManus, 2 East Broad Street, 2nd Floor, PO Box 236, Hopewell, NJ 08525**; and

WHEREAS, this contract constitutes a "Professional Service" contract under the provisions of the Local Public Contracts Law because the service is a recognized profession, licensed and regulated by the State of New Jersey, and therefore, may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Borough has determined that the value of the services will exceed \$17,500.00 and desires to make the appointment by means of a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.B; and

WHEREAS, **Kendra Lelie of Kyle + McManus, 2 East Broad Street, 2nd Floor, PO Box 236, Hopewell, NJ 08525** has completed and submitted a Business Entity Disclosure Certification and Political Disclosure pursuant with **P.L. 2023, c.20**; and

WHEREAS, funds shall be available for the stated purpose in the 2025 municipal budget subject to adoption of the 2024 budget in accordance with the below Certification of Funds by the Chief Financial Officer,

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Oceanport, County of Monmouth, State of New Jersey that:

1. **Kendra Lelie of Kyle + McManus, 2 East Broad Street, 2nd Floor, PO Box 236, Hopewell, NJ 08525** be and is hereby appointed as Borough Planner for CY2025.
2. The Mayor and Borough Clerk are hereby authorized to enter into a contract on behalf of the Borough of Oceanport for an amount not to exceed \$25,000.00 pursuant with the provided fee schedule for 2025.
3. Subject to the certification of funds by the CFO for the stated purpose.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Political Contribution Disclosure Form be placed on file with said contract.

BE IT FURTHER RESOLVED that a summary of the above shall be published in accordance with the law in an official newspaper of the Borough.

CERTIFICATION OF FUNDS

As required by N.J.A.C. 5:34-5.1 et. seq., I, Catherine D. LaPorta, Chief Financial Officer of the Borough of Oceanport, hereby certify sufficient funds are available in Account #01-201-21-180-204 and Account #01-201-21-181-205 pending adoption of the CY 2025 Budget


Catherine D. LaPorta, CFO

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-31 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025

JEANNE SMITH, RMC
BOROUGH CLERK



**RESOLUTION OF THE BOROUGH OF OCEANPORT
AWARDING A NON-FAIR AND OPEN CONTRACT FOR LEGAL SERVICES BETWEEN
MCMANIMON, SCOTLAND & BAUMANN, LLC AND THE BOROUGH OF OCEANPORT**

**Resolution #2025-32
01/2/25**

WHEREAS, the Borough of Oceanport is a duly organized Municipal Corporation (hereinafter referred to as "Borough") having principal offices at 910 Oceanport Way, Oceanport, New Jersey 07757; and

WHEREAS, the Borough of Oceanport has need for professional legal services related to redevelopment to serve as the Borough's Special Counsel for Redevelopment for 2025 and the Council desires to reappoint **McManimon, Scotland & Baumann, LLC, 75 Livingston Ave, 2nd floor, Roseland, NJ 07068**; and

WHEREAS, this contract constitutes a "Professional Service" contract under the provisions of the Local Public Contracts Law because the service is a recognized profession, licensed and regulated by the State of New Jersey, and therefore, may be awarded without competitive bidding pursuant to N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Borough has determined that the value of the services will exceed \$17,500.00 and desires to make the appointment by means of a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.B; and

WHEREAS, **McManimon, Scotland & Baumann, LLC, 75 Livingston Ave, 2nd floor, Roseland, NJ 07068** has completed and submitted a Business Entity Disclosure Certification and Political Disclosure pursuant with **P.L. 2023, c.20**; and

WHEREAS, funds shall be available for the stated purpose in the 2025 municipal budget subject to adoption of the 2025 budget in accordance with the below Certification of Funds by the Chief Financial Officer,

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Oceanport, County of Monmouth, State of New Jersey that:

1. **McManimon, Scotland & Baumann, LLC, 75 Livingston Ave, 2nd floor, Roseland, NJ 07068** be and is hereby appointed as Special Counsel for Redevelopment for CY2025.
2. The Mayor and Borough Clerk are hereby authorized to enter into a contract on behalf of the Borough of Oceanport for an amount not to exceed **\$20,000.00** pursuant with the provided fee schedule for 2025.
3. Subject to the certification of funds by the CFO for the stated purpose.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and Political Contribution Disclosure Form be placed on file with said contract.

BE IT FURTHER RESOLVED that a summary of the above shall be published in accordance with the law in an official newspaper of the Borough.

CERTIFICATION OF FUNDS

As required by N.J.A.C. 5:34-5.1 et. seq., I, Catherine D. LaPorta, Chief Financial Officer of the Borough of Oceanport, hereby certify sufficient funds are available in Account #01-201-20-155-220 pending adoption of the CY 2025 Budget


Catherine D. LaPorta, CFO

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-32 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025


JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
APPOINTMENT OF REPRESENTATIVE TO THE TWO RIVERS WATER RECLAMATION AUTHORITY**

**Resolution #2025-33
01/2/25**

WHEREAS, the Borough of Oceanport is a member of the Two Rivers Water Reclamation Authority by virtue of the provisions of Ordinance #242 adopted August 5, 1965; and

WHEREAS, it is necessary to appoint members to the Two Rivers Water Reclamation Authority to represent the Borough for a five (5) year term in accordance with the provisions of N.J.S.A. 40:14A- et seq.; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Oceanport as follows:

1. That Michael MacStudy be and is hereby re-appointed to be a member of the Two Rivers Water Reclamation Authority for a five (5) year term commencing February 1, 2025 and ending January 31, 2030.
2. That a certified copy of this resolution shall be filed with the Office of the Secretary of State and a copy forwarded to the Two Rivers Water Reclamation Authority.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-33 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
RE-APPOINTMENT OF TIM GRIFFIN AS FIRE OFFICIAL OF THE BOROUGH OF OCEANPORT
BUREAU OF FIRE PREVENTION**

**Resolution #2025-34
01/2/25**

WHEREAS, Timothy P. Griffin is currently serving as Oceanport's Fire Official for a two-year appointment ending December 31, 2024; and

WHEREAS, the Mayor, with the advice and consent of the Borough Council, is desirous of re-appointing Timothy P. Griffin to continue serving as the Borough's Fire Official who shall be the Fire Marshal and the Chief of the Fire Prevention Bureau in accordance with Borough Code § 223-10; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport, County of Monmouth, State of New Jersey, that consent of the Mayor's re-appointment of Timothy P. Griffin as the Fire Official for the Borough of Oceanport for a two-year term effective January 1, 2025 is hereby approved.

BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to the Department of Community Affairs, Division of Fire Safety; the Chief of Police, the Oceanport Fire Chief, the Borough Administrator, the Chief Financial Officer and Payroll Clerk.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-34 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
RE-APPOINTMENT OF JASON SUTTON AS VITAL STATISTICS REGISTRAR OF THE BOROUGH OF
OCEANPORT**

**Resolution #2025-35
01/2/25**

WHEREAS, Jason Sutton is currently serving as Oceanport's Vital Statistics Registrar for a three-year appointment ending December 31, 2024; and

WHEREAS, the Mayor, with the advice and consent of the Borough Council, is desirous of re-appointing Jason Sutton to continue serving as the Borough's Vital Statistics Registrar; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport, County of Monmouth, State of New Jersey, that consent of the Mayor's re-appointment of Jason Sutton as the Vital Statistics Registrar for the Borough of Oceanport for a three-year term effective January 1, 2025 is hereby approved.

BE IT FURTHER RESOLVED that a copy of this resolution shall be sent to the Borough Administrator, the Chief Financial Officer and Payroll Clerk.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-35 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
CONFIRMING THE MAYOR'S APPOINTMENT OF MICHAEL THULEN AS ZONING OFFICER**

**Resolution #2025-36
01/2/25**

WHEREAS, the Borough seeks to realign the manner in which duties of the Zoning Officer are fulfilled to maximize efficiencies within Departments because the Zoning Officer's duties often overlap with the responsibilities of the Construction Official; and

WHEREAS, the Mayor has appointed Michael Thulen, Construction Official to also serve as the Zoning Officer effective January 1, 2025; and

WHEREAS, the Borough Council believes it is in the best interest of the Borough to confirm the appointment of Michael Thulen as Zoning Officer to ensure the Borough's services to the public are performed in an efficient streamlined manner,

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Oceanport, County of Monmouth, State of New Jersey that it hereby confirms the Mayor's appointment of Michael Thulen as Zoning Officer at an annual salary of \$7,000 in accordance with the salary ordinance and retroactively effective to January 1, 2025.

BE IT FURTHER RESOLVED, that a certified true copy of the within Resolution be furnished to the Borough Administrator, the Chief Financial Officer, and the payroll clerk.

RESULT:	ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER:	Michael O'Brien, Councilman
SECONDER:	Richard Gallo, Councilman
AYES:	Deerin, Gallo, Keeshen, O'Brien, Salnick, Cooper

I certify that the foregoing Resolution #2025-36 was adopted by the Oceanport Governing Body at the Regular Meeting held January 2, 2025



JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
BOROUGH OFFICIALS FOR 2025**

**Resolution #2025-37
01/2/25**

BE IT RESOLVED that the following officials are serving for CY2025:

Borough Administrator	Donna M. Phelps	
Borough Clerk	Jeanne Smith	Tenured
Chief Financial Officer	Catherine LaPorta	Tenured
Code Enforcement Officer	Timothy P. Griffin	
Construction Official	Michael Thulen	(4yr term expiring 04/28/2028)
Court Administrator	Lesley Kirchgessner	
DPW Superintendent	Steven Briskey	
Fire Official/Marshal	Timothy P. Griffin	(2yr term expiring 12/31/2026)
Flood Plain Manager	William White	
Health Insurance Fund Commissioner	Donna M. Phelps	
Health Insurance Fund Commissioner (Alternate)	Jeanne Smith	
Housing Inspector	Timothy P. Griffin	
IT Coordinator	Jeanne Smith	
Joint Insurance Fund Commissioner	Donna M. Phelps	
Joint Insurance Fund Commissioner (Alternate)	Jeanne Smith	
Municipal Housing Liaison	Donna M. Phelps	
Municipal Court Judge	John A. Patti	(3yr term expiring 12/31/2025)
Public Defender	Kevin Moriarty	
Purchasing Agent	Catherine D. LaPorta	
Recycling Coordinator	Donna M. Phelps	
Registrar, Vital Statistics	Jason Sutton	(3yr term expiring 12/31/2027)
Registrar, Deputy	Catherine D. LaPorta	
Right to Know Coordinator	Jeanne Smith	
Safety Coordinator	Donna M. Phelps	
Searcher of Tax Liens	Jason Sutton	
Searcher of Assessment Liens	Jeanne Smith	
Tax Assessor	John Butow	Tenured
Tax Collector	Jason Sutton	(4yr term expiring 12/31/2026)
Sewer Authority Commissioner, TRWRA	John Bonforte	(5yr term expiring 01/31/2029)
Sewer Authority Commissioner, TRWRA	Michael MacStudy	(5yr term expiring 01/31/2030)
Subcode Official, Building	Django Wiegiers	Tenured
Subcode Official, Electrical	Michael Horton	(4yr term ending 11/30/2029)
Subcode Official, Fire	Django Wiegiers	Tenured
Subcode Official, Plumbing	John Palmer	Tenured
Zoning Officer	Michael Thulen	

FIRE POLICE MEMBERS:

Port Au Peck Chemical Hose Co.:

Bill McNish, Captain	5yr Term expiring 12/31/28
Frederick Santi	5yr Term expiring 12/31/28
Bob D'Agostino	5yr Term expiring 12/31/28
Frank Lippolis	5yr Term expiring 12/31/28
Fred Fillippone	5yr Term expiring 12/31/28
Wes Sherman	5yr Term expiring 12/31/28

Oceanport Hook & Ladder Fire Co.:

Michael DePonte	5yr Term expiring 12/31/28
Tom Porowski	5yr Term expiring 12/31/28
Roman Lima-Velasquez	5yr Term expiring 12/31/28
Danial Schmid	5yr Term expiring 12/31/28