



BOROUGH OF OCEANPORT

MAYOR & COUNCIL

MINUTES • SEPTEMBER 3, 2020

Workshop

Maple Place School

7:00 PM

2 Maple Place, Oceanport, NJ 07757

- I. **Meeting Called to Order:** Mayor Coffey called the meeting to order at 7:14 PM
- II. **Statement of Compliance with Open Public Meetings Act:** This meeting complies with the Open Public Meetings Act by adequate notification on January 6, 2020 of this location, date and time to the Asbury Park Press and LINK News and by the posting of same on the municipal bulletin board and Borough website. This meeting further complies with the Open Public Meetings Act by adequate and electronic notification on August 27, 2020 of this virtual/remote meeting, its location, date and time to the Asbury Park Press and the LINK News and by the posting of same on the municipal bulletin board and Borough Web Site. Mayor Coffey then read the virtual/remote meeting advisory advising the public how to attend and participate during public portions of the meeting as detailed on the meeting agenda.
- III. **Flag Salute:** Mayor Coffey led attendees and members of the Council in the flag salute.
- IV. **Invocation:** Borough Chaplain Stacy Deerin gave the invocation.

V. **Roll Call:**

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

VI. **Resolutions:**

#2020-184 Resolution granting permission to the TRWRA for use of Sommers Park

Mayor Coffey read the resolution in full as changes had been made at the request of Councilman Gallo at the last meeting.

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

The following 9 resolutions were taken as a Consent Agenda:

#2020-198 Resolution authorizing payment of BILL LIST 09-03-2020

#2020-199 Resolution authorizing agreement with Rumson for use of courtroom facilities

#2020-200 Resolution authorizing agreement with Little Silver for use of courtroom facilities

#2020-201 Resolution authorizing compensation adjustments - Arlene Welch

#2020-202 Resolution authorizing purchase of 2 vehicles for Police Dept through State Contract

#2020-203 Resolution authorizing purchase of radio equipment for the fire department

#2020-204 Resolution authorizing purchase of extrication equipment for the fire department

#2020-205 Resolution accepting donation of 1995 Rescue Fire truck from Eatontown

Councilman Tvrdik expressed his appreciation and thanks to the Borough of Eatontown for the donation.

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

VII. Second Reading & Public Hearing Ordinances - Continued from August 20, 2020:

#1028 Ordinance Approving a Financial Agreement with KKF Enterprises

Councilman Tvrdik called for the 2nd reading and Public Hearing of an ordinance adopting new Land Development Ordinance and asked the Clerk to read the affidavit of publication of the proposed ordinance by title only. " **ORDINANCE OF THE BOROUGH OF OCEANPORT, IN THE COUNTY OF MONMOUTH, NEW JERSEY APPROVING AN APPLICATION FOR A LONG TERM TAX EXEMPTION AND AUTHORIZING THE EXECUTION OF A FINANCIAL AGREEMENT WITH KKF UNIVERSITY ENTERPRISES URBAN RENEWAL, LLC**". Ms. Phelps read the public notice which advertised the hearing for the August 20, 2020 meeting and was subsequently carried to the September 3, 2020 meeting.

PUBLIC HEARING: Mayor Coffey opened the meeting for public comment for this ordinance and gave the means by which to participate. As no one from the public presented to be heard, the public hearing was closed on a motion by Councilman O'Brien and seconded by Councilman Gallo.

Councilman Tvrdik made a motion to adopt the ordinance and advertise in accordance with law, which was seconded by Councilman Deerin. Councilman Gallo commented on the motion that the amendment he had requested to remove affordable housing which was done and had one concern about the mention of rental units which Ms. Phelps had explained was more towards vendors with a kiosk – not a residential rental. He was satisfied with the changes. Councilman Keeshen added for confirmation that if they rent out space to a book store vendor and increased the rent which ultimately increased the payment to the Borough.

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

VIII. PUBLIC HEARING: Monmouth County Municipal Open Space Grant Application:

Mayor Coffey advised the public on how they could participate and ask questions or offer comments on the application once the presentation was completed. Notice of the hearing was published in the Asbury Park Press on August 24, 2020 and posted on the Borough's website and municipal bulletin board.

Kelsey Howard and William White of Maser Consulting, Borough Engineer presented a proposed project for improvements to Community Center Park's existing recreational facilities, the ball field, the parking lot, tennis court fence and ADA accessibility improvements. The County's annual grant program would pay up to 50% of eligible construction costs up to \$250,000. A location map was displayed and referring to same, Ms. Howard described the characteristics of the park, the deteriorating backstop, benches, bleachers; highlighted the areas proposed for improvement, described replacement of the existing railroad ties with concrete curb in the parking lot and install ADA accessible features, landscape improvements to replace empty tree wells, topsoil and seeding to prevent stormwater erosion, grading and fencing around the tennis courts.

Councilman Deerin thanked Ms. Howard and commented that past improvements at the park amounted to basically putting a band-aid on it. He believes the most important part for the improvements is the grading as each time the fields have had some improvements its all gone away after the first rainstorm its back in the

road and urged that this time the park improvement include grading for the entire park to be sure its done the right way.

Mr. White commented further that in the past the field was merely renovated, never regraded, just more clay brought in and this would be the opportunity to do it right and bring it up to ADA accessible standards.

Mayor Coffey commented that the last time the entire park was done was when Tom Cavanaugh was Mayor. The basketball court was fixed in 2006.

Ms. Kelsey advised the total cost estimate for the concept improvements was \$350,000 so the grant application would be seeking the 50% maximum of \$175,000.

Councilman Tvrdik commented that a member of the public had asked if there could be lights at the basketball court and if the water fountain could be upgraded to a bottle refill station. Mayor Coffey commented that the water fountains were donated by the Sports Foundation about 14-15 years old and there has been problems because the lines would freeze and were placed lower underground.

Councilman O'Brien asked if any of the improvements would be at the playground. Mr. White answered, it would have ADA access. Councilman Deerin added that there would probably be new wood chips.

Councilman O'Brien asked which organizations were the primary users of the park. Mayor Coffey answered the recreation softball, the school's team, little league/rec baseball for a practice field. The preferred fields are at Blackberry, but at times when those fields are under water, they play at Community but the infield is hard. Even with rain its still hard because the water drains off into the street taking most of the good stuff away.

Councilman Gallo commented that a resident asked him if there could be a hose bib in order to dampen the field when its dry. Mayor Coffey commented that was something that could be looked at with the fountain behind home plate.

Additional discussion included setting funding aside for maintenance, dragging the field on a regular basis, the use of the field as a practice field for school teams, whether to install a fence like the field at Wolf Hill which would hinder the multi-use by different groups as well as Action Camp.

Ms. Howard advised that the County usually makes decision in December and awards sometime around February.

As there was no one else from the public with questions or comments, Mayor Coffey closed the public hearing on a motion by Councilman Tvrdik, second by Councilman O'Brien and approved by the Council.

#2020-206 Resolution authorizing application for the 2020 MC Open Space Grant Program

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

IX. Administrator's Report:

Ms. Phelps reported that the State had increased the bid threshold for agencies with a Qualified Purchasing Agent from \$40,000 to \$44,000 and as the Borough has a QPA she requested that the Clerk prepare a resolution to increase same for the next meeting which met with no objections. Ms. Phelps also reported on items including reimbursements for COVID19 expenses; JCP&L notification for rate increases and public hearing scheduled; the Borough's Tax Sale is scheduled for October 2, 2020 and posted on the website; an advertisement has been published for an additional administrative assistant to assist the construction department due to increase in filings with Fort Monmouth and those working from home during COVID; she continues to work with Councilman Keeshen and Gallo on the installation of the Borough message board and coordination of other components for technology, installation, and power to the Board. Once costs are determined she will be in touch with the Oceanport Lions as they have once

again agreed to assist the Borough with defraying the costs. Ms. Phelps also reported on progress at the new municipal complex, and asked everyone to consider the interior signage particularly how the Council meeting room would be labeled as it has multiple uses and make any suggestions.

X. Clerk's Report:

1. Receipt of 2019 Municipal Audit

Mayor Coffey reported that the audit had been received and was distributed to the governing body for review in order to accept the audit at the next meeting.

2. Annual Town-wide Yard Sale

Mayor Coffey reported that a decision had been made to move forward with the yard sale weekend which was held outdoors unless anyone had any issues because of COVID. There were no objections; registration is available on the website, by email or by calling Borough Hall.

September 17, 2020 Meeting Items:

1. Resolution authorizing Refund for Overpayment, Block 96, Lot 1
2. Resolution authorizing permit for Facility Use
3. Resolution acknowledging receipt of 2019 annual audit
4. Resolution to amend 2020 budget for Drunk Driving Enforcement Grant
5. Mayor & Council - Workshop - Jun 4, 2020 7:00 PM
6. Mayor & Council - Regular Meeting - Jun 18, 2020 7:00 PM
7. Mayor & Council - Special Meeting - Jun 25, 2020 7:00 PM
8. Approval of Executive Session Minutes, June 4, 2020
9. Receipt & Acceptance of Minutes, Historical Committee, July, 2020
10. Receipt & Acceptance of Minutes from Recreation Committee, May 8, 2020
11. Receipt & Acceptance of Minutes from Recreation Committee, June 10, 2020
12. Receipt & Acceptance of Minutes from Recreation Committee, July 8, 2020

Mayor Coffey asked if there were any questions on the regular meeting items for which there were none.

XI. Discussion Items:

1. Yoga in Charles Park

Mayor Coffey advised that a resident had submitted a facility use request to use Charles Park to hold outdoor yoga classes because indoor classes had been limited in light of COVID circumstances. She estimate class size will range from 1 to 10 persons and initially she would offer free classes or donate any funds. There would be no music, fairly benign use. Mr. Arnette requested that the appropriate insurance coverage be submitted which was a standard condition. There were no objections.

2. An Ordinance to Amend the Salary Ordinance

Councilman O'Brien advised that when reviewing the salary increases for the year, some positions needed to have the salary ranges adjusted. Councilwoman Walker asked what the highlighting signified and was advised those were the positions that needed adjustments. There were no objections.

XII. Mayor's Report: Mayor Coffey reported on his visit to the new municipal complex and pleased to see the progress on the police building, only outstanding issue is the floor for the jail cells that requires an application but offices are in good order; municipal building parking lots look great, plantings around the buildings and starting to look real good. Goal is to be in the municipal building by December so COVID permitting the Reorganization meeting could be held there and maybe get to see Buddy Brocklebank there.

XIII. Petitions from the Public: Mayor Coffey opened the meeting to petitions from the public. Public was advised to click button on "raise hand" to speak, use the public comments email or call the public comments line at 732-272-8337.

As no one from the public wished to be heard, Mayor Coffey closed that portion of the meeting.

Mayor Coffey noted that Public Works has completed the brush pickup from the last storm and no additional pickups would be made so residents need to stop putting brush out unless tied and bundled properly for the garbage collection. Also, the Borough is still providing bulk pickup – just need to schedule with public works. Councilman O'Brien commented that was one of the considerations on the contract award which took a lot of thought to be sure that there were no changes in services – just changes in behavior. Councilwoman Walker also asked to note that the Board of Education had noticed a special meeting to accept the resignation of the Administrator.

- XIV. Adjournment:** As there was no further business, the meeting was adjourned at 8:25 PM on a motion by Councilman O'Brien, seconded by Councilman Deerin and approved by Council.

Respectfully submitted,

Jeanne Smith
BOROUGH CLERK