



BOROUGH OF OCEANPORT

MAYOR & COUNCIL

MINUTES • AUGUST 18, 2022

Workshop

Clement V. Sommers Municipal Building

7:00 PM

910 Oceanport Way, Oceanport, NJ 07757

- I. **Meeting Called to Order:** Mayor Coffey called the meeting to order at 7:00 PM.
- II. **Statement of Compliance with Open Public Meetings Act:** This meeting complies with the Open Public Meetings Act by adequate and electronic notification on January 5, 2022 of this meeting and its location, date and time to the Asbury Park Press and Two River Times and by the posting of same on the municipal bulletin board and Borough's Web Site.
- III. **Flag Salute:** Mayor Coffey led attendees and the Council in the flag salute.

IV. **Roll Call:**

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

V. **Oaths of Office Ceremony:**

1. Frank P. Skovran, Jr.
2. Chris A. Henry, Jr.
3. Sergeant Gary J. Grimes

Borough Clerk Smith issued the oaths of office to each officer. The Governing Body greeted each one with congratulations.

Chief Michael Kelly welcomed the new officers and their families into the 'their family' and extended an invitation to everyone to join them after the meeting for refreshments.

- VI. **Administrator's Report:** Ms. Phelps reported on items including attempts to confirm financial information with the Sports Betting Revenue unsuccessfully, no new resolution needed to authorize additional fund uses; working with OEM to select a new location for a temporary emergency debris area, area behind Gatta Park was considered but NJDEP has advised it is bald eagle habitat so use of the field would be acceptable but there shall be no clearing of woody vegetation, OEM believes it would be necessary; toured Mazza recycling facility. Ms. Phelps also brought up discussion on whether to move forward for this year's Monmouth County Open Space Grant for Trinity Park. The Borough has two (2) open projects for open space and a CDBG for Old Wharf House and with the supply and demand the strains on the Borough's financing. She also spoke with Monmouth County director and because the grant only covers 50%, deadlines are imminent and would likely be lower on a list for consideration because of open projects and limited funding available, she recommended holding off until next year's program. Discussion ensued on costs for engineer to prepare the application, Councilman Deerin's input on behalf of Recreation Committee who supports waiting until next year's program. Considered improvements for Trinity were removal of basketball court to create parking area, a perimeter trail and improvements for tennis court. Ms. Phelps reported that NJAW was approved for increased rates. The Borough applied for an American Rescue Plan Firefighter Grant which has maximum funding of \$75,000 with the ability to request additional funding which Ms. Phelps submitted for supporting Oceanport as an overburdened community with the Fort development, Oceanport Gardens, AcuteCare and the increase in transient population from Monmouth Park during the season.

Ms. Phelps and Ms. LaPorta participated in an audit exit interview with the Borough auditor. Ms. LaPorta reported that the auditors have no comments and it was a clean audit. Recommendations for improvements were being addressed

with department heads and the full report will be available soon.

- VII. Clerk's Report:** Ms. Smith stated that she was in receipt of the final audit report from the Auditors which would be distributed by email and hard copies were also available. A resolution for acknowledgement of the audit was scheduled for the next meeting. Additional SDL license for public works has been implemented for the onboarding of new assistant. Registration is open on the Borough's website for this year's townwide garage sale the last weekend in September. Ms. Smith extended condolences to the Baxter family on the passing of former Mayor Baxter this past week having worked with him while in private industry, he was a pleasure to work with and he will be missed.

A. Borough Code Updates:

1. An Ordinance Amending Chapter 204 "Fees" Regarding Zoning Applications and Facility Use Fees – Ms. Smith reviewed a proposed ordinance recommending an increase in the application fee for zoning reviews after review of surrounding towns with no objections from Council. The Facility use part of the ordinance needs to also be reflected in the Fees ordinance.
2. An Ordinance Amending Chapter 103 "Construction Code, Uniform" Fees – Ms. Smith reviewed a proposed ordinance that would implement a fee for reviews related to pool barrier code permits (currently no fee) at the recommendation of the Construction Official for \$75.
3. Business Licensing and Landlord Registration, Borough Clerk – Ms. Smith advised of new legislation that will require municipalities to ensure that businesses and rental unit owners are registered and provide proof of liability insurance for negligent acts and omissions. An ordinance is being drafted with a proposed fee of \$25 for application processing.
4. Resolution authorizing waiver of Street Opening Moratorium for 17 Genesee Ave – Ms. Smith advised that new owner of a lot would like to tear down existing house and build new but needs to open roadway for utility work, etc. however the road is under moratorium. Councilman Tvrdik recused himself from the discussion due to conflict representing the purchaser. Discussion ensued including the Borough Engineer's recommendation for repair with no objections to add for action.

- B. Regular Meeting Items:** Ms. Smith reviewed the regular meeting items with no questions or objections. Councilman Tvrdik commented that the parking lot expansion for Old Wharf House was long overdue and looked forward to its completion. He also proposed considering doing the same for the lot across from the First Aid for use by first responders and others.

- VIII. Mayor's Report:** Mayor Coffey offered his condolences for the Baxter family, appreciated his stories and knowledge and the time he took to have lunch with him as Mayor. Mayor Coffey receives much public comment on the Maria Gatta Park and Community Center Park with both projects progressing and all looks good. There are requests for crosswalks from Community Center Park to Shrewsbury Ave.

- IX. Petitions from the Public:** Mayor Coffey opened the meeting to petitions from the public.

Lisa English, Neptune, NJ introduced herself to the Governing Body as the new Superintendent for the Shore Regional High School District.

Robin Kelly appeared along with Rosanne Letson of the Oceanport Historical Committee and inquired as to their request to become an official committee by ordinance. Discussion ensued on the process to do the ordinance, the difference between an "ad hoc" and ordinance recognized committee, information needed from the committee as to objectives and goals, etc., no fundraising permitted but suggested donations to support committee endeavors. There was also discussion on the need to prepare minutes and access to same by the public. As no one else from the public appeared, Mayor Coffey closed that portion of the meeting.

- X. Adjournment:** The meeting was adjourned at 7:43 PM on a motion by Councilman Deerin, seconded by Councilman Keeshen and approved by Council.

Respectfully submitted,

Jeanne Smith
BOROUGH CLERK