



BOROUGH OF OCEANPORT

MAYOR & COUNCIL

MINUTES • JULY 15, 2021

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 June 29, 2021 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 members of Council in the flag salute.
- IV. **Invocation:** Borough Chaplain Stacy Deerin gave the invocation.
- V. **Roll Call:**

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

VI. **Public Hearing - Monmouth County Community Development Grant Application:**

William White, Borough Engineer, Colliers Engineering & Design, recalled the application made in 2020 was not successful however the Borough was told that the project did rank very high but funds were limited and encouraged to resubmit the project for the next grant cycle. Mr. White reviewed the proposed project to expand the existing parking lot at the Old Wharf Senior Center for the 2022 Monmouth County Community Development Block Grant Application for a maximum of \$200,000 – to basically fund 100% of the approximate cost of the project; the parking for this building used by the seniors and other community groups is not sufficient for the building and does not have adequate lighting. It will include ADA compliant sidewalks, curbing, milling and re-paving and landscaping. Questions from Council included project completion time frame of 1 ½ - 2 months; temporary parking across the street during construction; the seniors would meet temporarily at the Blackberry Bay Pavilion.

PUBLIC: Mayor Coffey then opened the meeting to the public for comments/questions.

As no one from the public wished to be heard, Mayor Coffey closed the public hearing. As there were no objections from Council, a resolution authorizing submittal of the application was moved to the regular meeting for action.

- VII. **Administrator's Report:** Ms. Phelps reported on items including updates of Borough assets and risk management meeting; finalizing online auction items; implementation of vendors for employee background checks and paperwork. She discussed this year's county open space grant application due in September, recommended projects are pickleball courts and community garden and needs a decision to be able to take action at the August meetings; matching grant

of \$250,000; discussion ensued on what the application should include ultimately deciding to seek funding for both projects.

VIII. Clerk's Report:

1. Security Camera for Ballot Drop Box – mandated by State of NJ to provide a ballot drop box in all towns with more than 5,000 population; box needs to be monitored 24/7; if installed by the date specified by the State costs will be covered through a grant; sought permission to apply for the grant should the Borough need to make the application in place of the County for reimbursement to which there were no objections.
2. Twin Lights Ride Request – Annual request for use of Old Wharf Park parking lot as a rest area for their race in September; concern about timing with improvements to the building and alternate sites. Consideration for lot across from First Aid; Gatta Park typically busy with soccer. Discussion ensued but ultimately decided that improvements would not have begun yet and to permit the race to use the Old Wharf Park parking lot.

Ms. Smith advised of a request from resident to install sprinkler heads in the Borough's right of way along Doreen Drive that would need a waiver from the section of the zoning ordinance that requires Governing Body to grant, permission granted to add to regular meeting for action with no objections.

Police report received and distributed.

Regular Meeting Items:

1. Resolution authorizing payment of BILL LIST for July 15, 2021
2. Resolution authorizing Shared Service for Nearmap
3. Resolution awarding contract to Ken's Marine for fish kill cleanup services
4. Resolution denying request to vacate portion of Werah Place terminus
5. Resolution to amend 2021 budget for Clean Communities Grant
6. Resolution authorizing submittal of CDBG application for improvements at Old Wharf Park
7. Resolution authorizing Tax Sale Redemption #20-00004
8. Resolution rescinding estimated 3rd quarter tax bills
9. Resolution authorizing an extension of the 3rd QTR Grace Period
10. Resolution authorizing purchase of fire dept equipment through State Contract
11. Resolution awarding contract to John Guire Supply for 2021 grounds maintenance equipment services
12. Resolution accepting award of Body-Worn Camera Grant
13. Receipt & Acceptance of Minutes, Parks & Recreation Committee, April 14, 2021
14. Receipt & Acceptance of Minutes, Historical Committee, April 22, 2021
15. Receipt & Acceptance of Minutes, Historical Committee, May 27, 2021
16. Approval of Fire Department Membership, Milton Zarate
17. Mayor & Council - Workshop - Jun 3, 2021 7:00 PM
18. Mayor & Council - Regular Meeting - Jun 17, 2021 7:00 PM

Ms. Smith asked for any questions or additions to the items on for the regular meeting to which there were none.

IX. Discussion Items:

1. Resolution authorizing a new Interlocal Agreement with OPBOE for school crossing guards

Mayor Coffey advised that the school was holding a summer session that required crossing guards and had sought for the Borough to provide those services through a shared service agreement to which there were no objections and was moved to the regular meeting for action.

2. Ordinance Amending Chapter 286 Peddlers & Solicitation

Ms. Smith advised that she had received several inquiries since the implementation of the Do Not Solicit list of the availability of a placard or sticker for those registered. Fee to provide sticker upon request would be \$1 to cover the costs would need to be done by amendment to the ordinance. With no objections, the ordinance was moved to regular meeting for introduction.

3. Resolution authorizing competitive contracting for engineering - Maria Gatta Park Improvements

Council President O'Brien reported that they were looking to secure an engineering firm to provide engineering design services for planned improvements to Gatta Park for turf fields. Resolution authorizes to seek proposals using RFP

process. Mayor Coffey commented that the improvements would bring the facility into 21st century and was an ideal location to promote use of the Borough's downtown area including tournaments, the track, business district. No objections.

4. Resolution authorizing a new Interlocal Agreement with OPBOE for ground maintenance and snow plowing

5. Resolution accepting provision of equipment in lieu of annual payment from BOE

Mayor Coffey advised that the last couple years the Borough had been using an outside service for the borough's parks and the grounds maintenance. This year the decision was made to bring it back in house and negotiations with the Board of Education renewed based on the Borough's staff performing the work and an agreement option to purchase equipment to provide services in lieu of payment. With no objections was added to consent for action in the regular meeting.

6. Resolution fixing compensation for employees & officials for 2021

Mayor Coffey reviewed the resolution and as there were no questions or objections it was moved to regular meeting for action.

7. Facility Use Applications/Playing Fields

Ms. Smith reported that there had been an influx of requests for use of the Borough's fields, not sufficient availability to accommodate all requests, discussed if any of the requests could use space at Blackberry Bay Park, due to timing of Recreation meetings and Council meetings she sought permission to approve requests in advance of meetings. Discussion ensued on which requests to prioritize, important to accommodate as many requests as possible, coordinate with recreation programs to schedule. A proposed ordinance to streamline process needs to be developed, address application periods, priority list and modernize the system, use of SDL to develop online request and schedule system being considered and looked at. Consensus was to authorize the Clerk to review, schedule and approve accordingly with confirming resolution for August meeting.

Councilman Gallo asked for additional discussion on the engineering for Maria Gatta Park improvements. Questions and comments covered would it be evaluated for parking; how many fields; projected costs to be provided by Engineer; funding - Finance Committee has worked to develop ways to finance including use of pre-leasing fields to offset costs; discussion with Monmouth Park to use parking by railroad tracks.

X. Mayor's Report:

1. Resolution declaring August 31st is Overdose Awareness Day

Mayor Coffey discussed request to participate in recognizing Overdose Awareness Day, provided statistics, Tigger House spearheading event to bring attention today. Ms. Smith added that they had also sought permission to place purple flags in town to draw attention to the date. There was discussion on most visible place in town including Main Street, Eatontown Blvd. and ultimately decided the corner of Old Wharf Park at the intersection would gain the most visibility without any impacts to traffic site lines.

XI. Petitions from the Public: Mayor Coffey opened the meeting for petitions from the public.

Richard Barnes, Kimberly Woods Homeowner's Association, brought to the Governing Body's attention an issue with water flow on their property particularly swale near Paddock Court, standing water, mosquito problems. Residents have asked if the Borough would help with paying for and cleaning the swales in the common areas. There was discussion with the Borough's Engineer who was present from earlier, Mayor Coffey and Mr. Barnes on the situation and ultimately the Borough's inability to assist as it was located on private property. The only alternative would be for the borough to do the work but add a special assessment for the properties located in the association. Mr. White suggested the County Mosquito Control Commission but the Borough has for many years been trying to get them to do more in the Borough.

As there was no one else from the public, Mayor Coffey closed that portion of the meeting.

XII. Executive Session:

#2021-137 Resolution authorizing an Executive Session

Litigation, Negotiations and the Attorney Client Privilege N.J.S.A. 10:4-12(b)(7)

Fort Monmouth Redevelopment Housing Obligations
Municipal Boundary with Eatontown

Personnel Matters - N.J.S.A. 10:4-12(b)(8)

Department Staffing

At 8:01 PM Council President O'Brien made a motion to adopt the resolution to enter Executive Session which was seconded by Councilwoman Walker and received the following roll call.

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

At 8:51 pm, the Mayor & Council returned from Executive Session and the regular meeting was reopened on a motion by Councilwoman Walker and seconded by Council President O'Brien and approved by Council.

- XIII. Adjournment:** As there was no further business, the meeting was adjourned at 8:52 PM on a motion by Council President O'Brien, seconded by Councilman Gallo and approved by Council.

Respectfully submitted,

Jeanne Smith
BOROUGH CLERK