

**REGULAR MEETING AGENDA  
MAYOR AND COUNCIL  
January 21, 2016**

**Call to Order.**

**Statement of Compliance with Open Public Meetings Act:** *This meeting complies with the Open Public Meeting Act by notification on January 4, 2016 of this location, date and time to the Asbury Park Press and the LINK News, publication on January 7, 2016 and by the posting of same on the municipal bulletin board and Borough Web Site.*

**Flag Salute**

**Invocation**

**Roll Call**

**WINNERS OF 2015 HOLIDAY DECORATING CONTEST WINNERS**

**Administrator's Report:**

**Clerk's Report:**

1. Consent Agenda:

- |                  |      |  |
|------------------|------|--|
| <b>#2016-041</b> | 1.1  | Resolution authorizing the payment of bills.   |
| <b>#2016-042</b> | 1.2  | Resolution authorizing redemption of Tax Sale Certificate #15-00001                                    |
| <b>#2016-043</b> | 1.3  | Resolution awarding non-fair and open contract for Grant Writing & Management to Millennium Strategies |
| <b>#2016-044</b> | 1.4  | Resolution appointing John Palmer as Construction Official   |
| <b>#2016-045</b> | 1.5  | Resolution appointing Django Wieggers as Building Inspector/Subcode Official                           |
| <b>#2016-046</b> | 1.6  | Resolution appointing James McCarthy as Electrical Inspector/Subcode Official                          |
| <b>#2016-047</b> | 1.7  | Resolution authorizing reimbursement for capital improvements  |
| <b>#2016-048</b> | 1.8  | Resolution establishing a temporary 2016 Capital Budget  |
| <b>#2016-049</b> | 1.9  | Resolution authorizing contract for NJ FRAMES Grant  |
| <b>#2016-050</b> | 1.10 | Resolution adopting the "Affirmative Marketing Plan" for the Borough of Oceanport                      |
| <b>#2016-051</b> | 1.11 | Resolution awarding a contract for an Affordable Housing Administrator                                 |
| <b>#2016-052</b> | 1.12 | Resolution appointing a part time Public Works laborer   |
| <b>#2016-053</b> | 1.13 | Resolution awarding towing contracts for 2016  |

2. Minutes      Approval of the Regular Minutes of October 15, 2015  
                         Approval of the Workshop Minutes of November 5, 2015  
                         Approval of the Regular Minutes of November 5, 2015

3. Ordinances:

- |          |  |
|----------|--|
| <b>#</b> | Introduction of an Affordable Housing Ordinance                                    |
| <b>#</b> | Introduction of an Amendment to the Zoning Ordinance Establishing the RMW District |

4. Police Report, November, December 2015

**Committee Reports:**

- Public Safety, Councilman Briskey, Chair
- Finance & Administration, Council President Irace, Chair
- Planning & Development, Councilwoman Cooper, Chair
- Public Works & Engineering, Councilman Gallo, Chair
- Health & Human Services, Councilwoman Kahle, Chair
- Parks & Recreation, Councilman Patti, Chair

**MAYOR COFFEY'S REPORT:**

1. Proclamation Support for Law Enforcement

**Petitions from the public.**

**Adjournment.**

## REGULAR MEETING MINUTES

Oceanport, New Jersey  
January 21, 2016

The Regular Meeting of the Oceanport Mayor and Council was called to order on January 21, 2016 at 7:00 PM with the Statement of Compliance with the Open Public Meetings Act given by Mayor Coffey.

**Statement of Compliance with Open Public Meetings Act:** *This meeting complies with the Open Public Meeting Act by notification on January 4, 2016 of this location, date and time to the Asbury Park Press and the LINK News, publication on January 7, 2016 and by the posting of same on the municipal bulletin board and Borough Web Site.*

**PLEDGE OF ALLEGIANCE:** Mayor Coffey led the audience and members of the Council in the flag salute.

**INVOCATION:** Borough Chaplain Stacy Deerin gave the invocation.

**MEMBERS PRESENT:** Councilpersons Briskey, Cooper, Gallo, Irace and Mayor Coffey

**MEMBERS ABSENT:** Councilpersons Kahle, Patti

**OFFICIALS PRESENT:** Borough Administrator, John Bennett, Borough Clerk, Jeanne Smith, and Borough Attorney, Scott Arnette, Borough Engineer William White

**WINNERS OF 2015 HOLIDAY DECORATING CONTEST WINNERS:** Parks and Recreation Committee Chairman Mike MacStudy announced the winners. The Borough Clerk presented gift certificates to the Marina at Oceanport to the Hunts and Mackenrods.

**PROCLAMATION:** Mayor Coffey read a proclamation recognizing and congratulating Gina Mellish for being crowned Ms. New Jersey Teen USA 2016.

**ADMINISTRATOR'S REPORT:** Mr. Bennett summarized his report attached hereto including meetings with the Finance and Administration Committee, Public Safety Committee, and the Chairmen of those committees will report on those, status of kitchen improvements at Blackberry Bay Pavilion, status of Building 900 improvements; status of Community Center/Library ADA bathroom project, completed construction at the Marina at Fort Monmouth; the Engineer to report on the Conrail remediation on Main Street; RFP for The MacAfee Building, the 600 building, issued but no specific proposals were included, are due back by February 5<sup>th</sup>; status of new owner/occupant for Russel Hall and that there had been no application filed with the cemetery board.

### CLERK'S REPORT:

#### 1. Consent Agenda:

- |                  |      |  |
|------------------|------|--|
| <b>#2016-041</b> | 1.1  | Resolution authorizing the payment of bills.   |
| <b>#2016-042</b> | 1.2  | Resolution authorizing redemption of Tax Sale Certificate #15-00001                                    |
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| <b>#2016-050</b> | 1.10 | Resolution adopting the "Affirmative Marketing Plan" for the Borough of Oceanport                      |
| <b>#2016-051</b> | 1.11 | Resolution awarding a contract for an Affordable Housing Administrator                                 |

- separate** 1.12 Resolution appointing a part time Public Works laborer  
**#2016-053** 1.13 Resolution awarding towing contracts for 2016

The Clerk advised that there were 13 items on the consent agenda. Mr. Bennett requested to remove his recommendation for 2016-052. The Borough Attorney advised it would need to be removed from the consent agenda and it would be discussed separately. The Clerk asked for a motion on the remaining 12 items which was made by Councilman Irace and seconded by Councilman Gallo.

The Clerk called roll:

AYES: Briskey, Irace, Cooper, Gallo  
NAYES: None  
ABSTAIN: None  
ABSENT: Kahle and Patti

The Clerk stated motion carried.

The Clerk stated the Borough Administrator requested #2016-52 be withdrawn which was motioned by Councilman Briskey and seconded by Councilman Gallo and approved by Council.

2. Minutes Approval of the Regular Minutes of October 15, 2015  
Approval of the Workshop Minutes of November 5, 2015  
Approval of the Regular Minutes of November 5, 2015

The Clerk asked for a motion approving the Regular minutes of October 15, 2015 which was moved by Councilman Briskey and seconded by Councilman Gallo.

The Clerk called roll:

AYES: Briskey, Gallo  
NAYES: None  
ABSTAIN: Irace, Cooper  
ABSENT: Kahle, Patti

The Clerk stated the motion carried.

The Clerk asked for a motion approving the Workshop and Regular Meeting minutes of November 5, 2015 which was moved by Council President Irace and seconded by Councilman Gallo.

The Clerk called roll:

AYES: Briskey, Gallo, Irace  
NAYES: None  
ABSTAIN: Cooper  
ABSENT: Kahle, Patti

The Clerk stated the motion carried.

2. Ordinances: Ms. Smith advised that there were 2 ordinances ready for introduction and deferred to Councilwoman Cooper.

- #961** Introduction of an Affordable Housing Ordinance

Councilwoman Cooper called for the introduction of "**AN ORDINANCE OF THE BOROUGH OF OCEANPORT, COUNTY OF MONMOUTH AND STATE OF NEW JERSEY AMENDING THE CODE OF THE BOROUGH OF OCEANPORT TO ADDRESS THE REQUIREMENTS OF THE COUNCIL ON AFFORDABLE HOUSING'S RULES**" and then asked the Clerk to read the proposed Ordinance by

title only, after which Councilwoman Cooper moved to approve the Ordinance upon first reading and to hold the public hearing on the proposed ordinance at the Council meeting of February 18, 2016 and to advertise same in accordance with the law and was seconded by Councilman Gallo.

The Clerk called roll:

AYES:           Briskey, Cooper, Gallo, Irace  
NAYES:         None  
ABSTAIN:       None  
ABSENT:        Kahle, Patti

The Clerk stated that the motion carried.

**#962**           Introduction of an Amendment to the Zoning Ordinance Establishing the RMW District

Councilwoman Cooper called for the introduction of **“AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE BOROUGH OF OCEANPORT, COUNTY OF MONMOUTH, STATE OF NEW JERSEY TO ESTABLISH THE RMW ZONE DISTRICT”** and then asked the Clerk to read the proposed Ordinance by title only, after which Councilwoman Cooper moved to approve the Ordinance upon first reading and to hold the public hearing on the proposed ordinance at the Council meeting of February 18, 2016 and to advertise same in accordance with the law and was seconded by Councilman Gallo.

The Clerk called roll:

AYES:           Briskey, Cooper, Gallo, Irace  
NAYES:         None  
ABSTAIN:       None  
ABSENT:        Kahle, Patti

The Clerk stated that the motion carried.

4. Police Report, November, December 2015

The Clerk reported that the November and December 2015 Police reports have been distributed and would be posted.

The Clerk advised that the individual selected for the Zoning grant position declined. The position was offered to and accepted by Borough resident Jessica Fornarotto, who will begin on February 4, 2016.

The Borough calendars have been printed and should be mailed early next week.

**COMMITTEE REPORTS:**

**COUNCILMAN BRISKEY:** Councilman Briskey reported on attending a seminar on the “Monmouth County Assessment Demonstration Program Where Do We Go From Here”; attending first Finance Committee to begin reviewing the budget; reported on another member of the Police Department who had Social Security incorrectly deducted from his pay and recommended that ADP be advised of the names of all Police Department members and that ADP should freeze Social Security for them. Borough Administrator Bennett advised that had been done. Councilman Briskey also reported on meeting with the Borough Engineer, representatives from DEP, Conrail’s Engineer, Oceanport Department of Public Works Foreman and a resident who is affected by the Conrail remediation on Main Street, commented on concerns of standing water there and also at Wolf Hill Farms, Crescent Place and problems with mosquitos. Borough Engineer expects to wait several weeks before getting a response from Conrail.

Councilman Briskey next reported on the Public Safety Committee meeting including a proposal to have members of the Public Works Department to receive a stipend if they join the First Aid and become EMTs; the purchase of four new police SUV's and a fire chief captain's car and first aid captain's car; a motor vehicle accident on January 20<sup>th</sup> involving a patrol vehicle and a deer, no injuries, discussion about adding another police officer. But the Committee would like to see a three to five year plan in order to address the growth at Fort Monmouth. The Committee will wait to make a decision on that.

Councilman Briskey next brought up an ongoing issue regarding a portable generator project; award of \$100,000 grant towards a project that will cost over \$160,000 in order to have a portable generator on a trailer to be used for shelter purposes at either Wolf Hill School or Maple Place School. It doesn't have the capacity to provide complete power to either facility, but it will provide power for heat and some lighting.

Councilman Briskey concluded by stating that the emergency alert system is still not operating as it should be, wants it fixed, repair estimate is \$3,500 and will be tested on a weekly basis. Present OEM Director Baldanza advised the system was worked on extensively in October 2015. Currently, the system is operational. Backup batteries at Blackberry Bay are depleted, but will be replaced. Ten drivers on three different poles also need to be replaced. The drivers are \$210 each. In addition to that cost, there are labor costs for installation. Even with announcements, some residents don't hear them and consequently, they call 911. The 911 system is handled by the County, and they won't know what's happening locally.

Police Chief Barcus stressed that residents should not call 911 because the dispatch is at the County level. Councilman Briskey stated that when Fort Monmouth was open, they were a full time first response unit. They would be on the scene first before Oceanport arrived. Even now, Eatontown responds before Oceanport does. Councilman Briskey listed the different types of alert on the Borough's website. Councilwoman Kahle asked specifically if the sirens were to notify residents or the volunteers of a problem. Councilman Briskey stated it was to advise the volunteers. Discussion followed on when the sirens are supposed to be activated.

**COUNCIL PRESIDENT IRACE:** Councilman Irace reported the first Finance Committee was held with himself, Councilwoman Kahle, Councilman Briskey, Borough Administrator Bennett and CFO Katie LaPorta. The health insurance is a tremendous concern. Health insurance costs have increased 18 percent over last year. The Committee is trying to maintain a 2 percent cap. The first review of the budget was favorable. Full time positions have been replaced with part time positions. Employees at Borough Hall also cover the duties of more than one position. The health benefits for family coverage are almost \$40,000. PERS contribution will go up slightly. County dispatch will go up to \$110. The budget is relatively flat. The Borough enhanced the contract with Millennium Strategies, a professional grant writing firm. They were able to pick up some extra grants. A benefit of that is that FEMA pays some of the costs of the FEMA related grants so the Borough isn't paying the full salary. The Borough also decided to hire an individual to help with filing Sandy claims with 90% of the salary eligible for reimbursement by FEMA.

The employee manual was distributed, and Councilman Irace would like it added to the February workshop meeting for discussion.

There was a last minute agreement between Assemblyman Prieto and Senate President Sweeny to allow casinos for North Jersey with some type of percentage, possibly 2 percent as a minimum being returned to horseracing in the State. Councilman Irace sent a question in to an Asbury Park Press editorial board for Sen. Sweeny regarding a boutique casino at Monmouth Park. Sen. Sweeny's response was that any casino in Monmouth or Ocean County would decimate and bankrupt what's left of Atlantic City. They think it's too close to Atlantic City.

**COUNCILWOMAN COOPER:** Councilwoman Cooper reported on the Planning Board's reorganization meeting, new members sworn in, the Chair, Vice Chair and Secretary selected; meeting schedule, Attorney, Mr. DeNoia, and Engineer, Bill White were approved and a conflict engineer. There were two applications for variances heard; one approved and one carried, an Executive Session to discuss Acute Care and Demarco Development with a public hearing to be held on January 26<sup>th</sup> at 7:30 on Acute Care at Maple Place School. Councilwoman Cooper advised Mrs. Long that there was no discussion on the use of property. She did ask the status, and the Borough Clerk mentioned that there was an application put in for building, and she will keep her updated.

**COUNCILMAN GALLO:** Reported that Public Works is ready for the impending storm. Seven full time employees will be out plowing. There are nine vehicles ready. Additional drivers will assist, and if necessary, the Borough will have outside companies come in to assist. The storm may bring flooding Saturday evening into Sunday morning. OEM Director gave a report regarding the storm. Monmouth County is under a blizzard watch, there will be flooding and strong wind gusts, and he reported when high tides would occur. The accumulation is predicted to be 8 to 12 inches. Residents are permitted to park at Monmouth Park to avoid areas of flooding. There are no plans from Monmouth County to set up shelters, however Maple Place School will be available for a warming station, but not for sleeping over. Mayor Coffey stated that the Oceanport Residents Facebook page will provide information with updates from Councilman Irace. Councilman Gallo advised the Borough website will convert to an emergency page to provide emergency alert.

**COUNCILWOMAN KAHLE:** Councilwoman Kahle was not able to attend the meeting. On her behalf Ms. Smith reported that there is information on a "15 Minute Child Break" flier, which is a program sponsored by the Oceanport PTO Drug Initiative Committee. The PTO Committee will hold a one hour presentation to help parents talk to children about drug use and abuse on February 2<sup>nd</sup> at 6:30. The second item was regarding Sustainable Jersey. Ms. Smith stated there will be a kickoff meeting to find volunteers on February 11<sup>th</sup> at the Old Wharf House Borough Offices at 7p.m.

**COUNCILMAN PATTI:** Councilman Patti was not able to attend the meeting. Mayor Coffey asked Mike MacStudy anything to report. He reported the next event would be the Easter Egg Hunt in March. Also, the Committee rotates the chair every two years and that his term was up.

**MAYOR COFFEY:** Mayor Coffey read a proclamation for National Law Enforcement Day into the record and expressed appreciation and support for all of our law enforcement officers.

Mayor Coffey reported meeting with Wayne Mackenrodt and Matt Lower regarding Wolf Hill Park for the school, and he spoke with members of the County. Hopes to be able to give a report in February and provide alternatives and associated costs. The Ad Hoc Committee also provided information about availability at Fort Monmouth. After all members of the Council and Board of Education have seen the alternatives, the Mayor would like to have another tour for the general public. There has been progress as TetherView has moved in to Russel Hall.

**PUBLIC:**

Mayor Coffey then opened the meeting to anyone from the public who wished to be heard.

Mike MacStudy, 110 Oceanport Avenue had a question on the tax Assessment Demonstration Program (ADP). Basically, it looks like a way to circumvent the 2 percent cap by just raising all residents' assessments to generate more taxes. His personal assessment increased some this year, but he knows others increased tremendously. The Mayor responded that the program would allow municipalities to know exactly how much is available for their budget. If a town does not participate, there may be many successful appeals, which would adversely affect the budget. If the assessments are current and in line with current market values, there would not be as many successful appeals and the budget wouldn't be significantly impacted. Councilman Briskey explained that an assessment is not tied to taxes. The tax rate has to be compared to the assessment. Discussion and explanation of the ADP followed.

Cullin Wible, 67 Wolf Hill Avenue, advised that the last live stream of the Mayor and Council meeting, approximately 20 people watched from home and more watched it later. For tonight's meeting, there's another 18 people watching the live stream. Mr. Wible asked questions regarding a bill from Acoustic Technology for approximately \$15,000 and wanted to know if that was the Code Red or the speakers. OEM Director Baldanza responded that was repair work done to each of the pole positions. A detailed report was provided to the Borough Administrator. Councilman Irace added that since the Mayor has shown interest in streaming the meetings live on cable TV, that Mr. Wible will probably be a part of the technology committee. Mr. Wible advised that he and the Mayor have been in touch with Comcast, but it's been difficult. Councilman Irace advised that Assemblyman Rob Clifton may be able to assist with the process.

As there was no further business, the meeting was adjourned at 8:04 p.m. on a motion by Councilman Gallo seconded by Councilwoman Cooper and approved by Council.

Respectfully submitted,

JEANNE SMITH  
BOROUGH CLERK

## ADMINISTRATOR'S REPORT 01-21-2016

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**BBB BOAT RAMP FACILITY-** We have started collecting fees for 2016. The costs are 2x what they were last year. All work is completed and the Engineer is working on the closeout so we can recover the monies from the grant from the County and have it deposited in the Open Space Fund.

**BUDGET –** Work continues on the 2016 Budget. All appropriations are ready to be reviewed by the Finance committee scheduled for later this month. ***Budget Committee met this week and will be meeting next week. Report of the committee action will be given by the Committee Chair. The CFO, Purchasing Agent and I will be working on a new purchasing procedure.***

### **BUILDINGS/CAPITAL PROJECTS** (ongoing)

1. BBB Pavilion. The railing will have to be a Capital project for next year as it is in excess of \$12,000. The railing for \$12,000 has been included in the first draft of the Capital Budget. This will be reviewed with the Budget committee after the 1<sup>st</sup>. The cabinets have been delivered and placed on the work schedule for DPW. The electrician and the plumber are also ready to go so we should have the kitchen completed by the end of the month. The Borough Engineer is getting an estimate as to how much it will cost to put the required improvements in as requested by the Planning Board. This Money will be held back and the balance will be paid to the subcontractor as soon as the contractor signs off. When the project is completed the Engineer will do the closeout and seek the payment of the grant from the County. ***DPW has started doing the kitchen cabinets. The plumber and electrician are doing their work as the cabinets are being installed.***
2. Port Au Peck Firehouse: The area behind the firehouse is in the process of being cleaned up. This is the anniversary year (100) of the Fire Company and every effort will be made to remove any non-fire department apparatus from the location. The Police Captain has agreed to assist in removing the vehicles and having them disposed.
3. DPW Facilities. DPW Employees have insulated building 900 and are currently sheet rocking the walls. Quotes are being obtained for heating of the building as the heaters supplied by FMERA/Army are not adequate to heat the building and will result in 7 vents cut into the new roof. Once quotes have been secured they will be reviewed with the Finance Committee. The Borough Clerk is also investigating the ability to use the State's Direct Install Program as done with other Borough buildings. ***Sheet rocking completed as well as spackling. Cannot paint until the weather is warmer. The heating is in flux as we get the quotes to do the work.***
4. Community Center/Library – This project is to be paid in full by the CD Grant from the County. Contract awarded. The ADA bathroom project has been completed, walk through and punch list were performed this week and close out of the project is being prepared. The architect is seeking an expansion of the project for the outside sidewalk to be improved for ADA accessibility and if it can be covered under our existing grant. ***Project is closed out. Sidewalk will be done when the weather is warmer.***
5. Police Headquarters: Lease has been signed extending the lease for an additional 6 months until March, 2016. ***Presently being discussed is an extension of the lease or alternative location.***
6. Old Borough Hall – The Engineer has completed all on site investigations and is in the process of completing reports and preparing specifications for bid.



7. **OEM/FIRE CHIEF building** – The bathrooms need work and the plumber is preparing an estimate. **Set work order for replacing the tiles and fixing the heating vents.**
8. **E. MAIN STREET STREETScape IMPROVEMENTS** – The Engineer has completed design 90% and is anticipated to be ready to go out to bid this month. I am meeting with the representatives from Suburban Engineers tomorrow to review the plans and specs.

**COAH** –Planner Affordable Housing discussion is on the agenda for Council meeting tonight and preparation of Round 3 Plan is in progress by the Borough.

**CONRAIL REMEDIATION – MAIN STREET** – A meeting has been scheduled with representatives from the DEP, Conrail and the Borough Engineer to determine a solution to the flooding and collection of standing water. **Meeting held with the Borough Engineer and Representative from Conrail and the DEP. Solution to be proposed and presented.**

**EMERGENCY ALERT SYSTEM** - Repairs have been done to the two inactive sirens and the others have been checked. Eatontown loaned us their bucket truck for the day for this job to be completed. All wiring has been completed so activation can be done by the laptop from Police headquarters. I've been informed by the OEM Director that the estimated cost of repairs is approximately \$3,200 plus cost of bucket truck for 2 days. **I have advised the Director to proceed with the work. Batteries have been delivered and the drivers for the speakers have been ordered. We will proceed to have the repairs completed ASAP.**

**FEMA CLAIMS** (ongoing) this item need to receive the highest priority for the New Year. We are seeking several hundred thousand dollars in additional reimbursement. A meeting with the OEM Director and the Finance Committee to ascertain the status of the outstanding claims is being coordinated for this month. **A consultant is coming on to assist with the filing and follow up of the FEMA claims. We will be applying for reimbursement for their cost. The OEM Director had the interview with the firm and strongly recommends their hire. He will be working with them.**

#### **FORT MONMOUTH:**

*Fort Monmouth Marina – The Marina operator has finished construction on the front part of the dining room overlooking the Creek, completing a wraparound dining room.*

*RPM* – Building Permits for the South Post have been applied for from the Construction office. The permits are still being processed and awaiting additional information.

**McAfee Center Complex – Buildings 600, 601, and 603. FMERA issued two Requests of Proposals for a Sublease of Building 601 and Building 603, respectively, in the McAfee Center Complex. The RFPs called for entities interested in the buildings specifically for research and development activities related to a scientific, engineering and/or information technology related use. FMERA received no responses to the RFP, which were due on January 8, 2016. FMERA subsequently issued an RFP for a Sublease of Building 600, the McAfee Center. The RFP allows for the option of leasing one floor, two floors or the entire building, and offers must include a plan to use the property for scientific, engineering and/or information technology-related uses. Proposals are due by February 5, 2016.**

**Fitness Center** – The Purchase and Sale agreement has been signed. Due Diligence has begun. It is anticipated the closing will take place on or about **March 1<sup>st</sup>**. Building will not open until closing. The property will require a re-use amendment.

**Chapel** – The property will be going out for bid again. No update.

**Dance Hall** – This will take an amendment to the reuse plan as this building was originally scheduled for demolition. Contract negotiations have begun with the recommended purchaser soon. The recommended purchaser is a taxable use. For a micro-brewery and café. FMERA staff plans to present a recommendation at its January meeting.

**Nursing quarters** – Bids were received on this property Evaluation complete. The recommended party is an experienced residential developer. The project is for profit and therefore will be taxable.

**Russel Hall – Tether View Property Management,, LLC has renovated and occupied the third floor of the building.**

**The following properties will be going out to bid in the near future.**

1. **Allison Hall** – Bid to be going out between now and spring of 2016. Ongoing marketing and evaluation taking place as to appropriate use. Allison Hall is a 36,665 sf, circa 1928 building that served as the Fort's first permanent hospital. It was converted to office use when Patterson Hospital was constructed in 1962. The Reuse Plan proposes that Allison Hall be renovated for office use. Staff believes that Allison Hall should be repurposed for an alternate commercial use. One possible option is to incorporate the structure into the vision for a boutique hotel planned for the Parker's Creek waterfront. Staff further recommends combining Allison Hall with the adjacent land and buildings to the north so that Allison Hall would have frontage on the creek and its future waterfront promenade. Since this will be a use different than in the Reuse Plan the RFOTP will alert prospective purchasers that the change in use will be subject to Board Approval of a Reuse Plan amendment or a variance. **No update.**
2. **The Lodging Area**- consists of eight buildings located in Oceanport, adjacent to Parker's Creek in the northeast quadrant of the Main Post. Two of the buildings were used by FEMA in 2013 and 2014 to house families displaced by Sandy. Two others are historic properties. One Building is pledged to the Affordable Housing Alliance for supportive housing under one of FMERS's Legally Binding Agreements. The reuse Plan designates these buildings for reuse as housing and the remainder of the Lodging Area to be replaced by a boutique hotel and spa and a waterfront promenade. Two parties have expressed interest in purchasing the Lodging Area for retention and reuse, one for health, wellness and conference uses, and the other for a non-profit use. Neither would utilize the property for permanent housing. Staff believes that it is appropriate to retain some or all of the existing buildings for one or more of these uses, but specifically excluding permanent residences. Any development of the property must include the planned waterfront promenade. **No update**
3. **Barkers Circle** - .Bid going out between now and spring of 2016. This is in the reuse Plan for residential. The Reuse Plan calls for the renovation of three of the five Barker Circle buildings into 75 units of housing, with the two remaining buildings (Building 206 and 208) adapted as municipal offices for the Borough of Oceanport. The Borough has advised that it does not need either building for public purposes, so staff is proposing to make Buildings 206 and 208 available for private development, preferably for non-residential use. The Fire House is projected for continued use as a fire house in the Reuse Plan, but is no longer needed for that purpose; the Oceanport Police Department is subleasing the Fire House from FMERA on an interim basis through 2016. Kaplan Hall is designated for civic use in the Reuse Plan. Staff proposes to combine Barker Circle, the Fire House and Kaplan Hall in a Request for Offers to Purchase (RFOTP). A provision will be included to permit the withdrawal of the Fire House if it is needed for continued public use. **No update**

4. **The Commissary-** FMERA was informed that the proposed buyer, Wayside Technology, has decided not to move forward with the purchase. A new RFOTP will be issued in the coming months. **No update.**
5. **Squires Hall – No update**

## GRANTS

**MC Open Space Grant - Community Center Tennis Courts application was denied.**

**Fire Prevention & Safety Grant Program - Our Grant Consultant is working with the Fire Chief to apply for a grant for the purchase of breathing apparatus.**

**HEALTH BENEFITS:** This is scheduled to be discussed at the next Finance & Administration Committee scheduled for later this month. **Was discussed and will be ongoing.**

## PERSONNEL:

Building Department – **pending permanent appointments for Construction Code and Building officials is scheduled tonight's meeting. .**

Personnel Manual – this has been scheduled for discussion at the next Finance and Administration Committee scheduled for later this month.

Public Works- **new interviews to be scheduled.**

Social Security – The Consultant for the Borough has discussed the matter with the IRS who advises that the response will be another 30 days and that our request is under review. **We have advised the Consultant to proceed to file the application for the return of the 2015 monies which were deducted prior to the deductions being stopped.**

**PLANNING & DEVELOPMENT -** There is presently an Ordinance that prohibits cars from parking on the front lawns of homes. There have been several long term violations. Before having the Code Enforcement proceed, we need direction if we want the cars off the lawns and placed on the narrow streets. **This topic is on for discussion for the next Planning and Development Committee's meeting.**

## PORTABLE GENERATOR PROJECT – Update from Committee

**SHARED SERVICES –** I have been notified by the County that we may utilize the County's salt dome and purchase our salt from the County for this year's storms. We have further notified the County of our interest in the acquisition of a front-end loader and truck should they declare such property to be surplus.

## VEHICLES:

. Approval of the quotes is on the agenda for tonight. The DPW trucks will take 4-5 months to get. The Police vehicles will take less time. **Vehicles ordered and delivery of cars expected by mid-February. Delivery of DPW trucks anticipated for June.**

**WOODBINE CEMETERY:** To date, no application filed with Cemetery Board as of **January 6, 2016.**

**RESOLUTION OF THE BOROUGH OF OCEANPORT  
AUTHORIZING PAYMENT OF BILL LIST FOR JANUARY 21, 2016**

**RESOLUTION #2016-041  
01-21-16**

**WHEREAS**, the Governing Body of the Borough of Oceanport has reviewed the vouchers submitted in support of the bill list dated January 21, 2016; and

**WHEREAS**, the Governing Body has determined that the bill list as prepared comports with the vouchers submitted by various vendors; and

**WHEREAS**, the Governing Body has considered the payment of said bills as set forth on the bill list at its public meeting of January 21, 2016.

**NOW THEREFORE, BE IT RESOLVED** that the Governing Body of the Borough of Oceanport hereby authorizes payment of all bills on the bill lists dated January 21, 2016 subject to the Borough's Chief Financial Officer certifying there is sufficient funds for the payment of same.

**CERTIFICATION OF FUNDS**

I, Catherine D. LaPorta, Chief Financial Officer, of the Borough of Oceanport, do hereby certify that funds are available for the purpose stated herein.

\_\_\_\_\_  
Catherine D. LaPorta, CFO

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	( )	( )	( )	( )
Cooper	( )	( )	( )	( )
Gallo	( )	( )	( )	( )
Irace	( )	( )	( )	( )
Kahle	( )	( )	( )	( )
Patti	( )	( )	( )	( )
Coffey	( )	( )	( )	( )

I certify this to be a true copy of Resolution #2016-041 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

\_\_\_\_\_  
JEANNE SMITH, RMC  
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT  
AUTHORIZING REDEMPTION OF TAX SALE CERTIFICATE #15-00001  
FOR BLOCK 26, LOT 14 KNOWN AS 47 MOHICAN AVE**

**Resolution #2016-042  
01-21-16**

**WHEREAS**, at the Borough Tax Sale held on November 16, 2015, a lien was sold on Block 26 Lot 14, otherwise known as 47 Mohican Ave; and

**WHEREAS**, this lien, known as Tax Sale Certificate 15-00001 was sold to Tower as cust for Ebury Fund 2 NJ LLC at an interest rate of 0% and a premium of \$1,300; and

**WHEREAS**, the owner has redeemed certificate 15-00001 in the amount of \$ 499.51.

**NOW, THEREFORE, BE IT RESOLVED** that the CFO be authorized to issue a check in the amount of \$499.51 payable to Tower as cust for Ebury Fund 2 NJ LLC, POBox 54908, New Orleans LA 70154 for the redemption of Tax Sale Certificate 15-00001.

**BE IN FURTHER RESOLVED**, that the CFO be authorized to issue a check in the amount of \$1,300 (Premium) to the aforementioned lienholder.

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	( )	( )	( )	( )
Cooper	( )	( )	( )	( )
Gallo	( )	( )	( )	( )
Irace	( )	( )	( )	( )
Kahle	( )	( )	( )	( )
Patti	( )	( )	( )	( )
Coffey	( )	( )	( )	( )

I certify this to be a true copy of Resolution #2016-042 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

\_\_\_\_\_  
JEANNE SMITH, RMC  
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT  
AWARDING A NON-FAIR AND OPEN CONTRACT FOR  
GRANT WRITING/GRANT MANAGEMENT BETWEEN  
MILLENNIUM STRATEGIES AND THE BOROUGH OF OCEANPORT**

**RESOLUTION #2016-043  
01-21-16**

**WHEREAS**, the Borough of Oceanport has a need to retain grant writing and grant management consulting services by means of a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.B; and,

**WHEREAS**, the Borough has determined that the value of the services will exceed \$17,500.00.

**WHEREAS**, the anticipated term of this contract is one (1) year and may be extended one (1) time as approved by this governing body; and

**WHEREAS**, Millennium Strategies has completed and submitted a Business Entity Disclosure Certification and Political Contribution Disclosure Form which certifies that Millennium Strategies has not made any reportable contributions to a political or candidate committee in the Borough of Oceanport in the previous one year, and the contract will prohibit Millennium Strategies from making any reportable contributions through the term of the contract, and;

**WHEREAS**, Millennium Strategies has submitted a proposal dated December 16, 2015:

1. Proposal for grant writing consulting services for a retainer of \$2,000 per month
2. Proposal for grant administration including but not limited to FEMA Public Assistance Consulting and Management of the Borough's FEMA Project Worksheets, Zoning Code Enforcement Grant, Hazard Mitigation Grants, at a rate of \$120 per hour for those expenses not eligible to be covered by a grant with an amount not to exceed \$30,000 for the year 2016.

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

1. Millennium Strategies be and is hereby appointed as Grant Writing and Administration Consultants for the year 2016 for an amount not to exceed \$54,000.
2. Millennium Strategies is prohibited from making any contribution to a political or candidate committee during the term of this appointment.
3. The Mayor and Borough Clerk are hereby authorized to enter into a contract on behalf of the Borough of Oceanport.

**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 The Link News as required by law within 10 days of its passage.

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	( )	( )	( )	( )
Cooper	( )	( )	( )	( )
Gallo	( )	( )	( )	( )
Irace	( )	( )	( )	( )
Kahle	( )	( )	( )	( )
Patti	( )	( )	( )	( )
Coffey	( )	( )	( )	( )

I certify this to be a true copy of Resolution #2016-043 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

\_\_\_\_\_  
JEANNE SMITH, RMC  
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT  
APPOINTING JOHN PALMER AS CONSTRUCTION OFFICIAL**

**RESOLUTION #2016-044  
01-21-16**

**WHEREAS**, there is a need to appoint a Construction Official as required by State Statute; and

**WHEREAS**, John Palmer has the required certifications from the State of New Jersey and has been serving as the Acting Construction Official for a term expiring February 4, 2016; and

**WHEREAS**, the Borough Administrator has recommended that John Palmer be appointed as Construction Official; and

**NOW, THEREFORE, BE IT RESOLVED** by the Oceanport Governing Body that John Palmer be appointed as Construction Official for a four (4) year term expiring February 3, 2020 in accordance with State Statute at a salary in accordance with the salary ordinance.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the Chief Financial Officer, John Palmer and the Department of Community Affairs.

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	( )	( )	( )	( )
Cooper	( )	( )	( )	( )
Gallo	( )	( )	( )	( )
Irace	( )	( )	( )	( )
Kahle	( )	( )	( )	( )
Patti	( )	( )	( )	( )
Coffey	( )	( )	( )	( )

I certify this to be a true copy of Resolution #2016-044 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

\_\_\_\_\_  
JEANNE SMITH, RMC  
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT  
 APPOINTING DJANGO WIEGERS AS BUILDING INSPECTOR AND BUILDING SUBCODE  
 OFFICIAL**

**RESOLUTION #2016-045  
 01-21-16**

**WHEREAS**, there is a need to appoint a Building Inspector and Building Subcode Official as required by State Statute; and

**WHEREAS**, Django Wiegiers has the required certifications from the State of New Jersey and has been serving as the Borough's Acting Building Inspector and Acting Building Sub-code Official through a period that expires February 4, 2016; and

**WHEREAS**, the Borough Administrator has recommended that Django Wiegiers be appointed as the Building Inspector and Building Subcode Official.

**NOW, THEREFORE, BE IT RESOLVED** by the Oceanport Governing Body that Django Wiegiers be appointed as Building Inspector and Building Subcode Official for a four (4) year term expiring February 3, 2020 in accordance with State Statute at a salary in accordance with the salary ordinance.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the Chief Financial Officer, Borough Administrator, Borough Clerk and payroll clerk.

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	( )	( )	( )	( )
Cooper	( )	( )	( )	( )
Gallo	( )	( )	( )	( )
Irace	( )	( )	( )	( )
Kahle	( )	( )	( )	( )
Patti	( )	( )	( )	( )
Coffey	( )	( )	( )	( )

I certify this to be a true copy of Resolution #2016-045 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

\_\_\_\_\_  
 JEANNE SMITH, RMC  
 BOROUGH CLERK



**RESOLUTION OF THE BOROUGH OF OCEANPORT  
 APPOINTING JAMES MCCARTHY AS ELECTRICAL INSPECTOR AND ELECTRICAL  
 SUBCODE OFFICIAL**

**RESOLUTION #2016-046  
 01-21-16**

**WHEREAS**, there is a need to appoint an Electrical Inspector and Electrical Subcode Official as required by State Statute; and

**WHEREAS**, James McCarthy has the required certifications from the State of New Jersey and has been serving as the Borough's Acting Electrical Inspector and Acting Electrical Sub-code Official; and

**WHEREAS**, the Borough Administrator has recommended that Django Wieggers be appointed as the Electrical Inspector and Electrical Subcode Official.

**NOW, THEREFORE, BE IT RESOLVED** by the Oceanport Governing Body that James McCarthy be appointed as Electrical Inspector and Electrical Subcode Official for a four (4) year term expiring January 20, 2020 in accordance with State Statute at a salary in accordance with the salary ordinance.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the Chief Financial Officer, Borough Administrator, Borough Clerk and payroll clerk.

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	( )	( )	( )	( )
Cooper	( )	( )	( )	( )
Gallo	( )	( )	( )	( )
Irace	( )	( )	( )	( )
Kahle	( )	( )	( )	( )
Patti	( )	( )	( )	( )
Coffey	( )	( )	( )	( )

I certify this to be a true copy of Resolution #2016-046 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

\_\_\_\_\_  
 JEANNE SMITH, RMC  
 BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT  
AUTHORIZING REIMBURSEMENTS FOR CERTAIN CAPITAL IMPROVEMENTS**

**Resolution #2016-047  
01-21-2016**

**WHEREAS**, the Borough of Oceanport approved a three year Capital Road Program as part of the 2015 budget; and

**WHEREAS**, said Program called for the reconstruction of Whitehall Circle to be done during the year 2017; and

**WHEREAS**, certain residents asked the Borough officials when their road was to be completed and they were informed that the work would not be done until 2017; and

**WHEREAS**, it was recommended by the Borough Engineer that due to the deteriorating conditions of the road that Whitehall Circle be repaired and reconstructed during the 2015 Road Program, and

**WHEREAS**, two property owners had already repaired the aprons to their driveways due to the fact that they were advised it would be two (2) additional years before the Borough would get to the project; and

**WHEREAS**, the property owners have furnished proof of payment of work that was done for the project.

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the Borough of Oceanport that the following property owners shall receive reimbursements for work performed on their driveway aprons in the following amounts:

Mary Ann Martin - \$2,800.00  
23 Whitehall Circle

Mr. Miguel - \$2,500.00  
35 Whitehall Circle

**BE IT FURTHER RESOLVED**, that the Borough Clerk distributed copies of this resolution to the following:

1. Mary Ann Martin
2. Mr. Miguel
3. Katie Laporta, CFO

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	( )	( )	( )	( )
Cooper	( )	( )	( )	( )
Gallo	( )	( )	( )	( )
Irace	( )	( )	( )	( )
Kahle	( )	( )	( )	( )
Patti	( )	( )	( )	( )
Coffey	( )	( )	( )	( )

I certify this to be a true copy of Resolution #2016-047 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

\_\_\_\_\_  
JEANNE SMITH, RMC  
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT  
ESTABLISHING TEMPORARY CAPITAL BUDGET FOR 2016**

**Resolution #2016-048  
01-21-2016**

**WHEREAS**, the Division of Local Government Services requires the adoption of a Local Capital Budget; and

**WHEREAS**, the local capital budget for the year 2016 has not yet been adopted; and

**WHEREAS**, it is desired to adopt a temporary capital budget for the year 2016.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Oceanport, in the County of Monmouth and State of New Jersey that the following capital appropriations be made:

**TEMPORARY CAPITAL BUDGET  
(CURRENT YEAR ACTION)  
2016**

Planned Funding Services for Current Year 2016								
		Amounts		Capital				
	Estimated	Reserved	2016 Budget	Improvement	Capital	Grants-in-	Debt	To Be Funded
Project	Total Cost	Prior	Appropriation	Fund	Surplus	Aid &	Authorized	in
		Years				Other Funds		Future Years
Streetscape	\$390,000.00					\$390,000.00	\$390,000.00	
<b>Total All Projects</b>	\$390,000.00	-	-	-	-	\$390,000.00	\$390,000.00	-

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	()	()	()	()
Cooper	()	()	()	()
Gallo	()	()	()	()
Irace	()	()	()	()
Kahle	()	()	()	()
Patti	()	()	()	()
Coffey	()	()	()	()

I certify this to be a true copy of Resolution #2016-048 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

\_\_\_\_\_  
JEANNE SMITH, RMC  
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT  
AUTHORIZING A CONTRACT WITH THE STATE OF NEW JERSEY FOR THE  
NEW JERSEY FOSTERING REGIONAL ADAPTATION through MUNICIPAL ECONOMIC  
SCENARIOS (NJ FRAMES) PROJECT**

**RESOLUTION #2016-049  
01-21-16**

**WHEREAS**, the Governing Body of the Borough of Oceanport desires to further the public interest by entering into a contract with the State of New Jersey in the amount of approximately \$41,040 to reimburse the Borough of Oceanport for grant administration activities in relation to the following project: New Jersey Fostering Regional Adaptation through Municipal Economic Scenarios (NJ FRAMES)

**NOW, THEREFORE, BE IT RESOLVED** that that the Mayor and Borough Clerk are hereby authorized to (a) execute a contract with the State in an amount not less than \$41,040 and not more than \$41,040, and (b) to execute any amendments thereto; and

**BE IT FURTHER RESOLVED** that the Mayor and Council of the Borough of Oceanport authorizes and hereby agrees to support this project in compliance with the match requirements of the contract:

1. The availability of the match for such purposes is hereby certified.
2. 100% of the match will be made up of in-kind services. In-kind services are based on the involvement of the municipal administrators and engineers from each of the 15 Two Rivers Council of Mayors communities. This estimate was developed using conservative estimates of administrator and engineer salaries, and assumes 2.5% of their time will be spent on this project over the 3-year project period.
3. The Borough of Oceanport agrees to comply with all applicable federal, state, and municipal laws, rules, and regulations in its performance pursuant to the contract.

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	( )	( )	( )	( )
Cooper	( )	( )	( )	( )
Gallo	( )	( )	( )	( )
Irace	( )	( )	( )	( )
Kahle	( )	( )	( )	( )
Patti	( )	( )	( )	( )
Coffey	( )	( )	( )	( )

I certify the foregoing to be a true copy of Resolution #2016-049 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

\_\_\_\_\_  
JEANNE SMITH, RMC  
BOROUGH CLERK

**RESOLUTION  
OF THE MAYOR AND COUNCIL OF THE  
BOROUGH OF OCEANPORT, COUNTY OF MONMOUTH  
STATE OF NEW JERSEY  
ADOPTING THE 'AFFIRMATIVE MARKETING PLAN'  
FOR THE BOROUGH OF OCEANPORT**

**Resolution #2016-050  
01-21-16**

**WHEREAS**, in accordance with the regulations of COAH pursuant to N.J.A.C. 5:93-1, *et seq.*, and the New Jersey Uniform Housing Affordability Controls pursuant to N.J.A.C. 5:80-26-1, *et seq.*, the Borough of Oceanport is required to adopt by resolution an Affirmative Marketing Plan to ensure that all affordable housing units created, including those created by the rehabilitation of rental housing units within the Borough of Oceanport, are affirmatively marketed to low and moderate income households, particularly those living and/or working within Housing Region 4, the COAH Housing Region encompassing the Borough of Oceanport.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Oceanport, County of Monmouth, State of New Jersey, do hereby adopt the following Affirmative Marketing Plan:

**Affirmative Marketing Plan**

- A. All affordable housing units in the Borough of Oceanport shall be marketed in accordance with the provisions herein unless otherwise provided in COAH's Rules at N.J.A.C. 5:93-1, *et seq.*
- B. The Borough of Oceanport has a Prior Round obligation and a Third Round obligation. This Affirmative Marketing Plan shall apply to all developments that contain or will contain low and moderate income units, including those that are part of the Borough's current Housing Element and Fair Share Plan and those that may be constructed in future developments not yet anticipated by the Housing Element and Fair Share Plan. This Affirmative Marketing Plan shall also apply to any rehabilitated rental units that are vacated and re-rented during the applicable period of controls for rehabilitated rental units.
- C. The Affirmative Marketing Plan shall be implemented by the Administrative Agent under contract to the Borough of Oceanport. All of the costs of advertising and affirmatively marketing affordable housing units shall be borne by the developer/seller/owner of the affordable unit(s).
- D. In implementing the Affirmative Marketing Plan, the Administrative Agent, acting on behalf of the Borough of Oceanport, shall undertake all of the following strategies:
  - Publication of one advertisement in a newspaper of general circulation within the housing region.
  - Broadcast of one advertisement by a radio or television station broadcasting throughout the housing region.
  - At least one additional regional marketing strategy using one of the other sources listed below.
- E. The Affirmative Marketing Plan is a regional marketing strategy designed to attract buyers and/or renters of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children to housing units which are being marketed by a developer or sponsor of affordable housing. The Affirmative Marketing Plan is also intended to target those

potentially eligible persons who are least likely to apply for affordable units in that region. It is a continuing program that directs all marketing activities toward the COAH Housing Region in which the municipality is located and covers the entire period of the deed restriction for each restricted housing unit. The Borough of Oceanport is located in COAH Housing Region 4, consisting of Monmouth, Ocean, and Mercer Counties.

- F. The Affirmative Marketing Plan is a continuing program intended to be followed throughout the entire period of restrictions and shall meet the following requirements:
1. All newspaper articles, announcements and requests for applications for low and moderate income units shall appear in the Monmouth Record and the Daily Herald.
  2. The primary marketing shall take the form of at least one press release and a paid display advertisement in the above newspapers once a week for four consecutive weeks. Additional advertising and publicity shall be on an "as needed" basis. The developer/owner shall disseminate all public service announcements and pay for display advertisements. The developer/owner shall provide proof of publication to the Borough's Administrative Agent. All press releases and advertisements shall be approved in advance by the Borough's Administrative Agent.
  3. The advertisement shall include a description of the:
    - a. Location of the units;
    - b. Direction to the units;
    - c. Range of prices for the units;
    - d. Size, as measured in bedrooms, of units;
    - e. Maximum income permitted to qualify for the units;
    - f. Location of applications;
    - g. Business hours when interested households may obtain an application; and
    - h. Application fees.
  4. Newspaper articles, announcements and information on where to request applications for low and moderate income housing shall appear at least once a week for four consecutive weeks in at least three locally oriented weekly newspapers within the region, one of which shall be circulated primarily in Monmouth County and the other two of which shall be circulated primarily outside of Monmouth County but within the housing region.
  5. Four or more of following regional cable television stations or regional radio stations shall be used during the first month of advertising. The developer must provide satisfactory proof of public dissemination:
    - a. 2 WCBS-TV  
CBS Broadcasting Inc.
    - b. 4 WNBC  
NBC Telemundo License Co. (General Electric)
    - c. 5 WNYW  
Fox Television Stations, Inc. (News Corp.)
    - d. 7 WABC-TV  
American Broadcasting Companies, Inc (Walt Disney)

- e. 9 WWOR-TV  
Fox Television Stations, Inc. (News Corp.)
- f. 10 WCAU  
NBC Telemundo License Co. (General Electric)
- g. 11 WPIX  
WPIX, Inc. (Tribune)
- h. 13 WNET  
Educational Broadcasting Corporation
- i. 58 WNJB  
New Jersey Public Broadcasting Authority

G. Applications, brochure(s), sign(s) and/or poster(s) used as part of the affirmative marketing program shall be available/posted in the following locations:

- 1. Oceanport Borough Municipal Building.
- 2. Oceanport Public Library.
- 3. Oceanport Borough Web Site.
- 4. Developer's Sales/Rental Office.
- 5. Monmouth County Administration Building.
- 6. Monmouth County Library (and branches).

Applications shall be mailed by the Administrative Agent to prospective applicants upon request. Also, applications shall be available at the developer's sales/rental office and shall be mailed to prospective applicants upon request.

H. The Administrative Agent shall develop, maintain and update a list of community contact person(s) and/or organizations(s) in Monmouth, Ocean, and Mercer Counties that will aid in the affirmative marketing program with particular emphasis on contacts that will reach out to groups that are least likely to apply for housing within the region, including major regional employers.

- 1. Quarterly informational flyers and applications shall be sent to each of the following agencies for publication in their journals and for circulation among their members:

Monmouth County Board of Realtors  
Ocean County Board of Realtors  
Mercer County Board of Realtors

- 2. Quarterly informational circulars and applications shall be sent to the administrators of each of the following agencies in the counties of Monmouth, Ocean, and Mercer:

Welfare or Social Service Board  
Rental Assistance Office (local office of DCA)  
Office on Aging  
Housing Authority  
Community Action Agencies  
Community Development Departments

- 3. Quarterly informational circulars and applications shall be sent to the chief personnel administrators of all of the major employers within the region, as listed on Attachment A, Part III, Marketing, Section 3d.

- I. A random selection method to select occupants of low and moderate income housing will be used by the Administrative Agent, in conformance with N.J.A.C. 5:80-26.16 (I). The Affirmative Marketing Plan shall provide a regional preference for all households that live and/or work in COAH Housing Region 1 comprised of Monmouth, Ocean, and Mercer Counties
- J. The Administrative Agent shall administer the Affirmative Marketing Plan. The Administrative Agent has the responsibility to income qualify low and moderate income households; to place income eligible households in low and moderate income units upon initial occupancy; to provide for the initial occupancy of low and moderate income units with income qualified households; to continue to qualify households for re-occupancy of units as they become vacant during the period of affordability controls; to assist with outreach to low and moderate income households; and to enforce the terms of the deed restriction and mortgage loan as per N.J.A.C 5:80-26-1, *et seq.*
- K. The Administrative Agent shall provide or direct qualified low and moderate income applicants to counseling services on subjects such as budgeting, credit issues, mortgage qualifications, rental lease requirements and landlord/tenant law and shall develop, maintain and update a list of entities and lenders willing and able to perform such services.
- L. All developers/owners of low and moderate income housing units shall be required to undertake and pay the costs of the marketing of the affordable units in their respective developments, subject to the direction and supervision of the Administrative Agent.
- M. The implementation of the Affirmative Marketing Plan for a development that includes affordable housing shall commence at least 120 days before the issuance of either a temporary or permanent certificate of occupancy. The implementation of the Affirmative Marketing Plan shall continue until all low income housing units are initially occupied and for as long as affordable units exist that remain deed restricted and for which the occupancy or re-occupancy of units continues to be necessary.
- N. The Administrative Agent shall provide the Affordable Housing Liaison with the information required to comply with monitoring and reporting requirements pursuant to N.J.A.C.5:80-26-1, *et seq.*

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	( )	( )	( )	( )
Cooper	( )	( )	( )	( )
Gallo	( )	( )	( )	( )
Irace	( )	( )	( )	( )
Kahle	( )	( )	( )	( )
Patti	( )	( )	( )	( )
Coffey	( )	( )	( )	( )

I certify this to be a true copy of Resolution #2016-050 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

\_\_\_\_\_  
 JEANNE SMITH, RMC  
 BOROUGH CLERK



**RESOLUTION OF THE BOROUGH OF OCEANPORT  
 AUTHORIZING TWO (2) YEAR AGREEMENT WITH THE AFFORDABLE HOUSING  
 ALLIANCE TO SERVE AS THE ADMINISTRATIVE AGENT FOR THE BOROUGH OF  
 OCEANPORT AND ADMINISTER THE BOROUGH OF OCEANPORT'S AFFORDABLE  
 HOUSING UNITS**

**Resolution #2016-051  
 01-21-16**

**WHEREAS**, under authorization of the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301, *et seq.*, hereinafter the "Act") the Municipality is implementing a program to provide affordable housing units to low- and moderate-income households desiring to live within the Municipality; and

**WHEREAS**, at Title 5, Chapter 80, Subchapter 26 of the New Jersey Administrative Code, the State has promulgated affordability controls in regulations designed to implement the Act, by assuring that low- and moderate-income units that are created under the Act are occupied by low- and moderate-income households for an appropriate period of time (the "Rules"); and

**WHEREAS**, Section 5:80-26.14 of the Rules provides that affordability controls may be administered by an administrative agent acting on behalf of a municipality; and

**WHEREAS**, the Municipality has selected the Affordable Housing Alliance to be the Administrative Agent for the purposes of providing affordability control services for all affordable housing within the municipality, unless otherwise specified, as included in this contract.

**WHEREAS**, the Borough desires to enter into a one (1) year contract with the Affordable Housing Alliance, a locally based non-profit corporation, to serve as its Administrative Agent and administer its affordable housing program; and

**WHEREAS**, costs associated with the contract shall be either paid by the developer, unit owner or landlord of the affordable housing unit/project or by the Borough in the case of a Borough program or a resale program unless otherwise specified by the Borough.

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Oceanport in the County of Monmouth that the Mayor and Borough Clerk are hereby authorized and directed to execute said contract between the Borough of Oceanport and the Affordable Housing Alliance annexed hereto on behalf of the Borough.

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	( )	( )	( )	( )
Cooper	( )	( )	( )	( )
Gallo	( )	( )	( )	( )
Irace	( )	( )	( )	( )
Kahle	( )	( )	( )	( )
Patti	( )	( )	( )	( )
Coffey	( )	( )	( )	( )

I certify this to be a true copy of Resolution #2016-051 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

\_\_\_\_\_  
 JEANNE SMITH, RMC  
 BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT  
AWARDING OF CONTRACT FOR TOWING SERVICES FOR 2016**

**Resolution #2016-053  
01-21-2016**

**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 Arties' Custom Styling, Procraft Auto Body and Brothers Towing, John's Auto and Truck Repair, LLC and Central Towing and Recovery for 2016.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Oceanport, in the County of Monmouth and State of New Jersey that towing licenses for 2016 be awarded to Arties' Custom Styling, Procraft Auto Body and Brothers Towing, John's Auto and Truck Repair, LLC 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.

Motion:

Second:

ROLL CALL	YES	NO	ABSTAIN	ABSENT
Briskey	( )	( )	( )	( )
Cooper	( )	( )	( )	( )
Gallo	( )	( )	( )	( )
Irace	( )	( )	( )	( )
Kahle	( )	( )	( )	( )
Patti	( )	( )	( )	( )
Coffey	( )	( )	( )	( )

I certify this to be a true copy of Resolution #2016-053 approved by the Oceanport Borough Council at the Regular Meeting held January 21, 2016

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JEANNE SMITH, RMC  
BOROUGH CLERK