

**WORK SHOP MEETING AGENDA
MAYOR AND COUNCIL
April 6, 2017**

- **MEETING CALLED TO ORDER**
- **Statement of Compliance with Open Public Meetings Act.** *This meeting complies with the Open Public Meeting Act by notification on January 2, 2017 of this 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*
- **FLAG SALUTE:**
- **INVOCATION:**
- **ROLL CALL:**
- **Nominees for Appointment to fill Borough Council Vacancy, Resignation of Stuart E. Briskey**
- **#2017-088** Resolution appointing nominee to fill Borough Council Vacancy and Administration of Oath of Office
- **PAYMENT OF BILLS:**
 - **#2017-089** Resolution authorizing the payment of bills.
- **ADMINISTRATOR'S REPORT:**
 - 2017 MUNICIPAL BUDGET
- **AGENDA ITEMS FOR 4/20/2017**
 - Resolution authorizing waiver of reading in full the 2017 municipal budget
 - Resolution authorizing refund for overpayment of taxes
 - Resolution authorizing redemption of Tax Sale Certificate #16-00007
 - Resolution authorizing redemption of Tax Sale Certificate #16-00008
 - Resolution authorizing redemption of Tax Sale Certificate #15-00004
 - Resolution authorizing redemption of Tax Sale Certificate #16-00012
 - Resolution authorizing the cancellation of grant balances
 - Approval of the Workshop Meeting Minutes of March 2, 2017
 - Approval of the Executive Session Minutes of March 2, 2017
 - Approval of the Regular Meeting Minutes of March 16, 2017
- **ORDINANCE #972** - Introduction of An Ordinance to Establish a CAP Bank
- **Resolution #2017-090** Introduction of the 2017 Municipal Budget
- **ORDINANCE #973** - Introduction of the 2017 Capital Bond Ordinance
- **DISCUSSION ITEMS:**
 - 1. Verizon TV Channel
- **MAYOR'S REPORT:**
- **PETITIONS FROM THE PUBLIC:**
- **EXECUTIVE SESSION:**
 - **#2017-091** Resolution authorizing the Governing Body to enter Executive Session:
 - **Litigation, Negotiations and the Attorney Client Privilege N.J.S.A. 10:4-12(b)(7) and**
 - Fort Monmouth Municipal Complex Site
 - Shared Services
- **ADJOURNMENT:**

**WORK SHOP MEETING MINUTES
MAYOR AND COUNCIL
BOROUGH OF OCEANPORT
April 6, 2017**

The Workshop Meeting of the Oceanport Mayor and Council was called to order on April 6, 2017 at 7:03 P.M. with the Statement of Compliance with the Open Public Meetings Act given by Mayor Coffey.

"Adequate notice of this meeting has been provided by notice to the Asbury Park Press and The Link News on January 2, 2017, 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 Cooper, Gallo, Irace, Kahle (attending via teleconference, exited at 7:45 p.m.), Solan and Mayor Coffey

OFFICIALS PRESENT: Borough Administrator Raymond Poerio, Borough Clerk, Jeanne Smith, Borough Attorney, Scott Arnette

Nominees for Appointment to fill Borough Council Vacancy, Resignation of Stuart E. Briskey

Mayor Coffey advised that the first matter was for the nomination of a candidate to fill the vacancy on Council due to Councilman Briskey's resignation. The Republican Committee presented three candidates for the Council's consideration.

#2017-088 Resolution appointing nominee to fill Borough Council Vacancy and Administration of Oath of Office. Councilman Irace made a motion to appoint Robert Proto to fill the vacancy which was seconded by Councilman Solan. The Clerk called roll:

AYES: Irace, Gallo, Solan
NAYES: Cooper, Kahle
ABSTAIN: None
ABSENT: None

The Clerk stated that the motion carried. As Mr. Proto was not present the Oath of Office would occur at a future meeting.

PAYMENT OF BILLS:

#2017-089 Resolution authorizing the payment of bills.

Councilman Solan made a motion to approve which was seconded by Councilman Irace. The Clerk called roll:

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

The Clerk stated that the motion carried.

ADMINISTRATOR'S REPORT: Mr. Poerio reported that the Borough has issued the notice to proceed on the Asbury/Mohican/Itaska bulkhead projects, contractor will begin on or about April 18th with 90 days for completion. Mr. Poerio reported bid results for the Shore Road Drainage project, opened on 4th, ranging from \$129,600 to \$343,117, under review with recommendation to be made at

the April 20th meeting. He next discussed incident at the Main St. crosswalk. Councilwoman Cooper and former Councilman Briskey had requested additional lighting. Mr. Poerio met with JCP&L, who agreed to install an additional light in front of Circle K. That should be completed within the next 2 weeks.

Mr. Poerio provided an update on the Conrail property and provided a history of the remediation efforts, the removal and relocation of the remediated soil that caused flooding/icing in front of Crescent Pl., an update on the Main St. and Pemberton Ave (“Lake Oceanport”), his observation of positive drainage at the site, work still to be completed including Conrail contractor to reshape the culvert from Main St. to Pemberton Ave. to allow for water flow into the catch basin on Pemberton Ave, a wetland permit modification submitted to NJDEP and construction to start after approval is received. He thanked former Councilman Briskey for his efforts regarding these drainage issues.

Mr. Poerio stated the DPW completed aerating and seeding of fields at Maria Gatta Park. This type of maintenance has been shelved for many years. This is part of a larger maintenance program, which will continue to improve the Borough’s parks. Mr. Poerio met with Goose Patrol to evaluate the nesting spots. There have been no signs of activity. He will keep the Governing Body apprised of any changes. The first round of leaf pick up is complete and two more rounds will be completed by the end of the month. Anti-idling signs have been installed at the parks. Schools and local businesses will be addressed next. Mr. Poerio reported that all of the Borough’s sirens are fully functional. He will meet with the Public Safety Committee and emergency services to review the policy of the sirens and will report back to Council on the use of the sirens. Based on Council’s decision, policies will be amended.

Mr. Poerio advised that Lt. Fagliarone and Ptl. Grimes attended the Community Helpers Week event at Wolf Hill School. They spoke to the kindergarten students about their roles as police officers and how police officers help the community. Sgt. Perrulli, Ptl. Resnyk and Ptl. Grimes have been recognized by Mothers Against Drunk Driving for their efforts for combatting and arresting drunk drivers and preventing tragedies on roadways. The three officers combined for over 24 DWI arrests in 2016. Chief Kelly attended the Port-Au-Peck Firemen’s Association meeting to introduce himself and discuss inter-departmental cooperation in upcoming special events. Capt. Chenoweth, Lt. Fagliarone and Ptl. Grimes attended and successfully completed training sessions. On March 25th, the Police Department conducted an active shooter drill at Wolf Hill School. There will be other active shooter drills in 2017.

Mr. Poerio stated Council had authorized the funding of the \$11 million bond ordinance. He explained that to save on interest costs, the Borough will only apply for \$2 million in funding to cover the potential acquisition and architectural and professional fees. After bids are received and work begins, there will be another pull down.

Mr. Poerio stated the CFO completed the user-friendly budget which will be posted on the Borough website either Friday or Monday. He advised that he, the CFO, financial advisor and bond counsel had a bond rating call with Moody’s which resulted in the Borough being upgraded from A1 to AA3. The better bond rating allows the Borough to receive less expensive financing. Councilman Irace suggested the Moody’s report be posted on the Borough website if possible.

Mr. Poerio reported that the asbestos testing results have been received for the proposed borough complex. He stated there were no surprises; many of the issues were already taken into consideration.

Mr. Poerio reported the Construction Dept. has been trying to clean up permits and TCOs. He explained that several years ago a policy was put in place that required a resident to close out all open permits in order to get a C.O. That policy was never codified. An ordinance will be prepared for Council to approve, which will provide support for the policy. Since 2016, there are 3,118 open permits; 798 building; 903 plumbing; 641 fire, 776 electrical. The permits are being sorted by residency and notices will be sent to residents to complete the permits. This will clean up the C.O. process for homeowners. In addition, building permits were paid for and issued, but not picked up. Last month, the Building Dept.

sent out 206 letters and permits so homeowners have a record. There were 70 permits where residents were notified permits were ready, but not paid for. That has been reduced to approximately 40 open permits. There are currently 15 expired TCOs. Again, residents have been notified to address the open issues. These efforts will reduce the backlog of inspections and address new development at the former Fort. Councilwoman Kahle asked if the changes would require any new hires. Mr. Poerio replied that currently, inspectors work 2 days for Oceanport. In the proposed budget, inspectors will have 3 days. Councilwoman Kahle asked if Mr. Poerio would be monitoring this on a monthly basis, and Mr. Poerio stated he meets weekly with members of the Building Dept.

Councilwoman Cooper asked if there were going to be one or two lights on E. Main St. Mr. Poerio explained that the wattage was checked on one streetlight and there will be one new installed. If the newly installed light doesn't resolve the concern, other solutions will be reviewed.

- **2017 MUNICIPAL BUDGET**

Mr. Poerio expressed his thanks to the department heads, auditor, financial advisor, bond counsel and most importantly, Katie LaPorta, CFO. He praised Ms. LaPorta for her outstanding effort throughout the budget preparation. Mr. Poerio explained the contents of the budget binders to the Mayor and Council. He explained his discussions with the Public Works Committee regarding equipment and road projects. Appropriations are \$8,788,262.34. The amount to be raised through taxation is \$240,960.52 over the prior year. Additional appropriates of \$448,062.54 is offset by decreases to the budget of \$207,102.02. The budget binders reflect where the increases are allocated. The waiver of the cash down payment for the new municipal complex helped keep the taxes from being adversely impacted. Secondly, the Borough owed approximately \$600,000 back to FEMA for overpayment. This budget addresses that and clears that out. The local tax estimate for 2017 is set at 55.9 cents per hundred of assessed value, an increase of 2 cents over 2016. Mr. Poerio stated the average assessed home is \$448,522. For 2017, taxes will increase by \$93.67. Last year, taxes were increased by \$91.84. The difference, therefore, is \$1.83 or 15.25 cents per month.

Mr. Poerio remarked that State aid is flat at \$542,848, the same rate for the past several years. Open Space tax will remain at 2 cents of 100 assessed value, which on the average assessed house will be \$89.71. The Capital budget includes \$1.6 million and has planned projects for roadwork, road projects, check valves, replacing equipment in the DPW, improvements to the Port-Au-Peck firehouse, and video surveillance for the Police Department. Mr. Poerio stated that plan over the next three years is to perform \$1.6 million in capital improvements each year.

Councilman Irace thanked Mr. Poerio for his work on the budget. He stated that he sat with Mr. Poerio and wanted very detailed explanation about each point. He pointed out challenges that Oceanport has faced, including the closure of Ft. Monmouth, the difficulties with Monmouth Park and super storm Sandy. He noted in the last few years, the Borough finally started maintenance plans. He noted that plans such as those may have had a positive effect on Moody's rating increase. Councilman Irace expressed his thanks to Mr. Poerio and Ms. LaPorta for their efforts.

Mayor Coffey stated the level of detail in this budget was phenomenal. Everything has been covered. Financial planning on a municipal level is beneficial. The 3 year plan and 10 year plan lets the taxpayer know what is being planned and how it will be paid for. Mayor Coffey noted one problem to be addressed is flooding, which can be done through proper planning and budgeting.

AGENDA ITEMS FOR 4/20/2017: Mayor Coffey asked for any comments or questions on the items for the 4/20 agenda and as there were none Mayor Coffey asked the Clerk to move forward with no objections from Council.

ORDINANCE #972 - Introduction of An Ordinance to Establish a CAP Bank

Councilwoman Cooper called for the introduction of "**CALENDAR YEAR 2017 AN ORDINANCE TO ESTABLISH A CAP BANK, BOROUGH OF OCEANPORT, COUNTY OF MONMOUTH, STATE OF**

NEW JERSEY” 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 April 20, 2017 and to advertise same in accordance with the law and was seconded by Councilman Irace.

The Clerk called roll:

AYES: Irace, Cooper, Gallo, Kahle, Solan
NAYS: None
ABSTAIN: None
ABSENT: None

The Clerk stated that the motion carried.

Resolution #2017-090 Introduction of the 2017 Municipal Budget

Councilman Irace made a motion to approve which was seconded by Councilwoman Cooper. The Clerk called roll:

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

The Clerk stated that the motion carried. The Clerk announced the hearing will be held at the May 18th, 2017 Regular Meeting at 7 p.m. in the Maple Place School, 2 Maple Pl., Oceanport, NJ.

ORDINANCE #973 - Introduction of the 2017 Capital Bond Ordinance

Councilwoman Cooper called for the introduction of “**BOND ORDINANCE PROVIDING FOR VARIOUS 2017 GENERAL CAPITAL IMPROVEMENTS BY AND IN THE BOROUGH OF OCEANPORT, COUNTY OF MONMOUTH, STATE OF NEW JERSEY, APPROPRIATING \$1,600,000 THEREFORE AND AUTHORIZING THE ISSUANCE OF \$1,520,000 BOND OR NOTE TO FINANCE PART OF THE COSTS THEREOF**” 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 May 18, 2017 and to advertise same in accordance with the law and was seconded by Councilman Irace.

The Clerk called roll:

AYES: Irace, Cooper, Gallo, Kahle, Solan
NAYS: None
ABSTAIN: None
ABSENT: None

The Clerk stated that the motion carried.

DISCUSSION ITEMS:

1. Verizon TV Channel

Councilwoman Cooper stated the Cable and Technology Committee met to discuss the municipal channel. She explained it is public, educational and government access channel (PEG), distributed information, advised to present status with wiring installed since October, equipment donation, operation requires a desktop or laptop, Verizon recommendations for a rolling bulletin board and not having a live feed for FCC reasons. Discussions were held regarding editing software, how other entities record sessions. The donor of the equipment requested that the Council prepare a resolution stating that the donor is not liable for the equipment after it is turned over to the Borough. The Board of Education would like a resolution stating the equipment is being gifted to them because it is being housed at Maple Place School. She asked Mr. Arnette’s guidance regarding any legal issues. After

receiving the equipment, the channel could be running within 2 weeks. Councilwoman Cooper explained the need for a movable cart and other equipment, including a new microphone for better audio. She stated that Comcast customers will not be able to view it, since it is a Verizon product. Another option is to have social media carry meetings and tagging onto Comcast when the Borough's agreement expires. Mr. Poerio believes that agreement expires in 2021. Mr. Poerio stated there were funds in the capital ordinance to cover the expense of equipment. There was discussion regarding equipment needs. Mr. Poerio recommended using Dell, who has the State contract. Councilwoman Cooper would like to see the project move forward. Mr. Poerio said the Borough could purchase and set up the equipment and move forward. There was discussion between Councilwoman Cooper and Mayor Coffey regarding equipment operation and audio. Councilman Irace asked if a new unit would be needed for the new borough hall. Councilwoman Cooper stated the equipment has another port to accommodate new borough hall. Mr. Arnette will investigate the need for the "hold harmless" resolution.

MAYOR'S REPORT: Mayor Coffey reported on the recent flooding issues, in particular with storm drains which the check valves project will alleviate some of the flooding. He and Mr. Poerio have been soliciting shared services with other municipalities, such as a Jet Vac to clear the drains. He received information from the Oceanport Lions Club regarding the Low Vision Health Program, at no cost to Oceanport residents. He asked Ms. Smith to post it on the Borough's website. He also received information from Habitat for Humanity, who can provide wheel chair ramps to low and moderate income homeowners in need. Mayor Coffey reported that he was at the Two Rivers Mayors meeting and the NJDEP representative asked to be able to address the Council on April 20th regarding NJFRAMES grant, a flood and mitigation study and after discussion directed the Clerk to add to the Agenda for that meeting.

Councilman Irace noted that April 6, 2017 was Oceanport's 97th birthday. He stated that Oceanport was formed as a borough by an act of the New Jersey Legislature in 1920 from portions of Eatontown Township.

PETITIONS FROM THE PUBLIC: Mayor Coffey then opened the meeting to anyone from the public who wished to be heard. As no one from the public wished to be heard, Mayor Coffey closed that portion of the meeting.

EXECUTIVE SESSION:

#2017-091 Resolution authorizing the Governing Body to enter Executive Session:

At 8:06 p.m. the Mayor asked for a motion on **Resolution #2017-091** authorizing the meeting to enter Executive Session for the purposes of Litigation, Negotiations and the Attorney Client Privilege which was moved by Councilman Irace and seconded by Councilman Cooper.

At 8:37 p.m. Council returned from Executive Session and the regular meeting was reopened on a motion by Councilman Gallo, seconded by Councilwoman Cooper and approved by Council

As there was no further business, the meeting was adjourned at 8:38 p.m. on a motion by Council President Gallo seconded by Councilman Irace and approved by Council.

Respectfully submitted,

JEANNE SMITH
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
 APPOINTING ROBERT PROTO TO FILL THE UNEXPIRED TERM
 OF COUNCILMAN STUART E. BRISKEY**

**Resolution #2017-088
 04-06-17**

WHEREAS, it is necessary to fill the vacancy created on Council with the resignation of Stuart E. Briskey effective March 19, 2017; and

WHEREAS, pursuant to N.J.S.A. 40A:16-1 et seq., the vacancy was created prior to September 1st of the next to last year of the unexpired term ending December 31, 2019 and therefore the vacancy shall be filled until the next general election; and

WHEREAS, pursuant to N.J.S.A. 40A:16-1 et seq., the local Republican Municipal Committee shall submit to the Governing Body three (3) nominees within 15 days of the vacancy for consideration by the Governing Body should the Governing Body choose to fill the vacancy by appointment not less than 30 days from the date of vacancy; and

WHEREAS, the following individuals were submitted for consideration: Robert Proto, Christopher Paglia and Rosanne Letson; and

WHEREAS, after review and consideration the Governing Body has determined that the individual best suited for the position is Robert Proto.

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Oceanport that Robert Proto is hereby appointed Councilperson to temporarily fill the vacancy until certification of the General Election November 7, 2017 effective upon passage of this resolution.

BE IT FURTHER RESOLVED that the Borough Clerk forward a copy of this resolution to the Monmouth County Clerk of Elections.

Motion:	Second:			
ROLL CALL	YES	NO	ABSTAIN	ABSENT
	()	()	()	()
Cooper	()	()	()	()
Gallo	()	()	()	()
Irace	()	()	()	()
Kahle	()	()	()	()
Solan	()	()	()	()
Coffey	()	()	()	()

I certify that the foregoing Resolution #2017-088 was adopted by the Oceanport Governing Body at the Workshop Meeting held April 6, 2017

 JEANNE SMITH, RMC
 BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AUTHORIZING PAYMENT OF BILL LIST FOR APRIL 6, 2017**

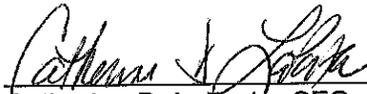
**RESOLUTION #2017-089
04-06-17**

WHEREAS, the Governing Body has considered the payment of said bills as set forth on the bill list at its public meeting of April 6, 2017.

BE IT RESOLVED, by the Mayor and Council that the bills be paid as on the attached bill list dated April 6, 2017 totaling \$1,538,878.77.

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:

I certify that the foregoing Resolution #2017-089 was adopted by the Oceanport Governing Body at the Workshop Meeting held April 6, 2017

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

JEANNE SMITH, RMC
BOROUGH CLERK

**BOROUGH OF OCEANPORT
BILL LIST**

6-Apr-17

PAYEE	AMOUNT
PAYROLL ACCOUNT	\$ 110,711.96 6TH PAY
2017 EXPENDITURES - MANUAL CHECKS	
PITNEY BOWES - POSTAGE METER REFILL	\$2,000.00
SHORE REGIONAL SCHOOL TAXES	\$359,824.38
OCEANPORT LOCAL SCHOOL TAXES	\$738,100.17
CAPITAL TRUST TOTAL	\$6,938.25
DOG REGISTRY TOTAL	\$415.40
TRUST OTHER TOTAL	\$236.00
ESCROW TRUST TOTAL	\$2,503.50
OPEN SPACE TRUST TOTAL	\$803.88
SUI	\$0.00
2016 VOUCHERS PAID THIS MEETING	\$69,999.22
2017 VOUCHERS PAID THIS MEETING	\$247,346.01
TOTAL	\$1,538,878.77

I CERTIFY THAT THE ABOVE ITEMS ARE TRUE AND CORRECT AS PRESENTED
TO THE MAYOR AND COUNCIL FOR PAYMENT



**RESOLUTION OF THE BOROUGH OF OCEANPORT
INTRODUCING THE MUNICIPAL BUDGET FOR THE YEAR 2017**

**Resolution #2017-090
04-06-17**

BE IT RESOLVED that the following statements of revenues and appropriations shall constitute the municipal budget for the year 2017.

BE IT FURTHER RESOLVED that a summary of said budget be published in The Link News in the issue of April 13, 2017, and that a public hearing on the Budget will be held on May 18, 2017 at 7:00pm in the Maple Place School, 2 Maple Place, Oceanport, New Jersey.

BE IT FURTHER RESOLVED, that the governing body does hereby approve the following as the Budget for the Year 2017.

Motion:

Second:

I certify that the foregoing Resolution #2017-090 was adopted by the Oceanport Governing Body at the Workshop Meeting held April 6, 2017

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

JEANNE SMITH, RMC
BOROUGH CLERK

**RESOLUTION OF THE BOROUGH OF OCEANPORT
AUTHORIZING THE GOVERNING BODY TO ENTER EXECUTIVE SESSION**

**Resolution #2017-091
04-06-17**

WHEREAS, the Open Public Meetings Act provides that the Borough Council may go into executive session to discuss matters that may be confidential or listed pursuant to N.J.S.A. 10:4-12; and

WHEREAS, it is recommended by the Borough Attorney that the Borough Council go into executive session to discuss matters set forth hereinafter which are permissible for discussion in executive session.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Oceanport that the Council shall go into executive session to discuss the following items:

Litigation, Negotiations and the Attorney Client Privilege N.J.S.A. 10:4-12(b)(7) and
Fort Monmouth Municipal Complex Site
Shared Services

BE IT FURTHER RESOLVED that formal action may be taken after the Executive Session.

Motion:

Second:

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

I certify that the foregoing Resolution #2017-091 was adopted by the Oceanport Governing Body at the Workshop Meeting held April 6, 2017

JEANNE SMITH, RMC
BOROUGH CLERK