

**WORK SHOP MEETING AGENDA  
MAYOR AND COUNCIL  
July 20, 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:**
- **ADMINISTRATOR'S REPORT:**
- **AGENDA ITEMS FOR 7/20/2017**
  - Resolution authorizing payment of bills
  - Resolution authorizing redemption of Tax Sale Certificate #16-00022
  - Resolution granting temporary permission for alcoholic consumption at Summer's End Festival
  - Resolution authorizing fireworks display for 2017 Summer's End Festival
  - Resolution setting the 2017 compensation for certain officials and employees
  - Resolution supporting renewal of the National Flood Insurance Program
  - Resolution urging legislature to renew 2% Arbitration Cap on Police/Fire Contracts
  - Resolution extending grace period for 3<sup>rd</sup> quarter taxes
  - Resolution amending the 2017 budget to add an item of revenue - DDEF
  - Appointment of Catherine D. LaPorta as Chief Financial Officer
  - Appointment of Donna Phelps as substitute Municipal Clerk
  - Resolution supporting participation in the Sustainable Jersey Program
  - Resolution establishing a Sustainable Jersey Green Team Advisory Committee
  - Resolution authorizing the waiver of street opening moratorium on Bradley Avenue
  - Approval of the Executive Session Minutes of June 8, 2017
  - Approval of the Workshop Meeting Minutes of June 8, 2017
  - Approval of the Regular Meeting Minutes of June 22, 2017
- **DISCUSSION ITEMS:**
  - Sustainable Jersey Participation Resolution (Kahle)
  - Sustainable Jersey Green Team Resolution (Kahle)
  - Sustainable Jersey Land Use Pledge (Kahle)
  - Oceanport Farmer's Market (Kahle)
- **MAYOR'S REPORT:**
  - Water Watch Committee Appointment – junior member
- **PETITIONS FROM THE PUBLIC:**
- **ADJOURNMENT:**

**WORK SHOP MEETING MINUTES  
MAYOR AND COUNCIL  
BOROUGH OF OCEANPORT  
July 20, 2017**

The Workshop Meeting of the Oceanport Mayor and Council was called to order on July 20, 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, Proto, Solan and Mayor Coffey

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

**ADMINISTRATOR'S REPORT:** Mr. Poerio reported on several items regarding old Borough Hall: sorting through records and preparing requests for destruction, evaluating options for furniture storage, transferring the fire/burglary system to the PAP firehouse, storage of historical items and monuments, moving the sign and generator, removal of old equipment, and moving the salt shed. He stated the Community Garden and Recycling Yard will remain open during the demolition process. Regarding the new borough complex, he reported that the Planning Board approved the plans for the project, Seniors are happy with new complex plans for their center, Open Space Grant of \$250,000 will be applied to renovations to Building 918, sewer system report is complete, old pipes need to be replaced, evaluation completed for accommodating solar energy and the timing of construction. He stated no demolition will take place until the end of August due to the presence of ospreys, but it makes sense to raze the 4 buildings now and requested permission to go out to bid for demolishing old Borough Hall.

Mr. Poerio reported that the Planning Board approved the conversion of 14 retail units to residential at the New Village Center, which will satisfy the outstanding COAH obligation for 2 units. The Borough mailed notices to residents advising of the revaluation. Mayor Coffey explained the reasoning behind the 10-year revaluation program. Regarding new signage on the fence at Monmouth Park, the Borough does not have jurisdiction. Mr. White, Borough Engineer, will review the surveys and advise if it is in the Borough's right of way. Councilwoman Cooper expressed concern over the signage. She also expressed a desire to use the light posts on E. Main St. Mr. Arnette provided information to the Governing Body regarding vacating streets. Mr. Poerio requested direction from the Governing Body. Councilman Irace stated that in the past, the Borough has not vacated streets. Councilwoman Kahle concurred, but realizes there may be some financial advantage to the town. Mr. Arnette encouraged Council members to review his financial analysis before making a decision. Mayor Coffey stated each request will be determined on a case by case basis. Mr. Arnette stated the decision to grant or deny vacation of a street would need to provide very specific reasons. Mr. Arnette reviewed the process the Governing Body could use. There was further discussion regarding the street vacation procedure.

On the technology front, Mr. Poerio reported that Report a Concern, boat ramp and landscaper's permits are live on the Borough's website; the Police Department received 5 new desktop computers; he is working to upgrade their servers; tablets for the Construction and Fire Depts. will be ordered shortly, as well as a portion of equipment to eventually allow the Borough to broadcast meetings, among other things.

Mr. Poerio stated the Ordinance on the agenda will amend Chapter 229 Flood Damage Prevention, which will require all plans to show elevations for utilities. The amended Construction Fee Ordinance was forwarded to the DCA for approval, 2 suggested modifications will be made by amendment to the resolution.

Mr. Poerio congratulated Katie LaPorta on passing her CMFO exam and there is a resolution appointing her as the Borough's CMFO. He stated the Borough will be transitioning from the Edmunds financial system to MSI. The last financial issue is that the tax bills are late for various reasons outside of the Borough's control; they will be mailed next week with an extended grace period to August 25<sup>th</sup>.

The Borough conducted a BAN sale for \$6.5 million, with a forecast of 2%, but instead received 1.3%, resulting in a savings of approximately \$45,000 for next year's budget.

Mr. Poerio, Councilman Solan and leaders of the Recreation committee will meet to discuss long and short-term capital goals.

The recodification of the Borough Code will be performed by Coded Systems after Ms. Smith, Borough Clerk, returns from medical leave. Upon passage of a resolution, Donna Phelps will be appointed substitute Borough Clerk.

Mr. Poerio reported that the Mohican bulkhead is complete; Itaska is substantially complete; Asbury should be done in the next 2 weeks. The bids for the 2017 road program will go out next month for: Main St. from Oceanport Ave. to Center St.; all of Arcana, Elliott and Elizabeth; and Bridgewaters Dr. from terminus to eastern line of 60 Bridgewaters. Some side walk and other minor road work will be repaired throughout the Borough. Hook & Ladder and First Aid requested assistance for repairing their driveway aprons. It will be included as an alternate in the bid and in return, the Borough will not contribute to the bay rental until repayment is complete.

Other projects: Outfall on Shore Rd. will start within 3 weeks; "Lake Oceanport" has been reshaped and there is positive flow from Main St. to Pemberton; in a joint purchasing agreement with Shrewsbury Borough, a sewer jet vac will be purchased from FMERA; a notice of intent to purchase a street sweeper will be advertised through the National Joint Power Alliance. The Borough has approximately 600 catch basins to be cleaned over the next several years. There was discussion of the jet vac's purpose, employee training and disposal of the material. NJNG received a waiver of the street opening moratorium to replace a main line on Bradley Ave. and agreed to mill and repave it and also repave a section of Werah Pl., both at no cost to the Borough.

Mr. Poerio reported that the Lions Strawberry Festival was well attended and no major incidents were reported. Maple Place School conducted its DARE graduation, and Mr. Poerio thanked Officers Grimes and Leimburg. The Police Department conducted 165 speed enforcement details at various locations, which resulted in more than 115 stops. The Social Security refund claim for the Police is being reviewed by a specialist at the IRS, with the hope to have a report and refund in month or two.

Mr. Proto asked Mr. Poerio if the Planning Board's approval to convert 14 retail units to residential in the New Village Center has solved the Borough's COAH obligation to use the Pemberton Ave. location. Mr. Poerio confirmed this would resolve the Borough's Round 2 obligation. Mr. Proto asked if the property could be re-zoned to prevent that location from being considered for affordable housing. Mayor Coffey noted that the Affordable Housing Alliance is targeting the 678 acres on former Fort property and/or Monmouth Park. He discussed different issues with the COAH process and the Borough's obligation.

**AGENDA ITEMS FOR 7/20/2017:**

## **DISCUSSION ITEMS:**

- Sustainable Jersey – Councilwoman Kahle requested approval of a resolution reinstating the Sustainable Jersey Committee. She explained that Sustainable Jersey is a non-profit that provides tools, training and financial incentives to support communities as they pursue sustainability programs; support reducing waste, cut greenhouse gas emissions, improve environmental equity. Oceanport was one of the first Sustainable communities in 2009, receiving funds to perform an energy audit, lighting upgrade at old Borough Hall, reduced energy bills, environmental resource audit and start of community garden. Programs award points toward the Sustainable Jersey certification. She suggested grants might be available to rehab the buildings in the new municipal complex with an energy efficient plan. She reported that another program is Sustainable Jersey for Schools to assist public school districts to be more sustainable, which may also have grant money available. Councilwoman Kahle commended the Clerk for her prominent role in receiving the certification in 2009. The current committee is all volunteers, any borough employee on the committee does not perform committee work at Borough Hall. There was discussion regarding the need for a reorganization meeting, responsibilities of committee members and its independence as an entity. Councilwoman Cooper expressed support for the Sustainable Jersey program. There was also discussion on the Sustainable Jersey Green Team Advisory Committee and the process to obtain Sustainable Jersey certification. Council President Gallo asked if there was any cost to the Borough. Councilwoman Kahle replied there was not. There was discussion regarding submission of reports. Mayor Coffey read an ordinance from Harrison, NJ regarding their Green Team. He stated the committee should have bylaws, direction from Council, and a clear structure and mission statement.
- Oceanport Farmer's Market – Councilwoman Kahle requested that the sign for the farmer's market be modified to show that it is Oceanport First Aid's Farmer's Market so that it is clear that proceeds benefit the First Aid Squad. Councilwoman Cooper stated she has the capability to make a new sign at no cost. There was further discussion regarding the name of the farmer's market and the history of the creation of the farmer's market.

**MAYOR'S REPORT:** Regarding the appointment to the Water Watch Committee. Mayor Coffey stated that the Governing Body does not have the ability to name a junior member to the Committee. Therefore, he will refer the individual and the parent to Councilwoman Kahle. Mayor Coffey reported the closing on property for the new municipal complex is very near completion, with only 3 outstanding issues. There were discussions regarding responsibility for utilities on the properties, and the onus will be on FMERA to provide a new sewer, electrical and water systems acceptable to the utility companies. The Borough is responsible for a maximum of \$75,000 towards electrical and \$50,000 for a water upgrade, no obligation, other than a hook up, for a sewer upgrade. Mr. Poerio advised that those costs were for utilities in the street. The Borough will still be responsible for the utility issues on the municipal complex property. Councilwoman Kahle asked if there was progress on the landfill remediation project and if meetings had been held on the riverwalk. Mayor Coffey stated there hasn't been any meetings for about 4 months on the riverwalk, but any bidders are responsible for maintaining the walk in perpetuity. Councilwoman Kahle expressed concern that if the Borough doesn't have input in the design, the riverwalk may not occur.

## **PUBLIC:**

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

Laura DeMola, 50 Bridgewaters Dr., petitioned the Governing Body to allow on street parking in front of her house. She explained that parking is prohibited on both sides of the street from Relwolf to the bridge, but after the bridge, parking is permitted on both sides of Bridgewaters all the way to Asbury Ave. and she has pictures. There was discussion regarding the location of her home. Mr. Poerio offered

to take the information to the Police Traffic Bureau and Engineering for review and provide a report at the next meeting.

Joe Lombardo, 50 Iroquois Ave., Vice President First Aid, noted there was discussion regarding the property across from the First Aid building. He suggested having the property turned over to the Oceanport First Aid so it won't be subjected to COAH obligations. Regarding the signs for the Farmer's Market, he stated that some signs state portion of the proceeds are going to Oceanport First Aid. He has no problem with First Aid being added. Mayor Coffey stated the land belonged to Oceanport, and long-range planning is necessary. Mr. Lombardo said it's a small lot for just one home, and it's really a necessary parking lot for the First Aid. Mayor Coffey said there are limitations, possibly a deed restriction.

Roseann Letson, 37 Morris Pl., asked about the grass maintenance on Fort property. Mayor Coffey replied that FMERA has a limited amount of funding available, and it will have to reallocate the funds they do have on a periodic basis in order to maintain the grass. He stated that FMERA is aware of the Borough's position that such conditions cannot occur again. He tried to explain FMERA's logic about which portions they tend. Ms. Letson asked why Pemberton Ave. wasn't included on the speed enforcement details. Mayor Coffey stated it was not an exclusive list and Pemberton issues are being addressed. Ms. Letson asked if a detail could be added for Morris Pl. because people race down the street to their boats. Mayor Coffey explained that Morris Pl. is a tertiary road, meaning it has a lower traffic level. Ms. Letson asked if there was a settlement document on the builder's remedy lawsuit. Mr. Arnette replied that the settlement document was approved by the Court and the matter is settled. These are compliance with or modification of the terms. Ms. Letson asked if that lawsuit is complete. Mr. Arnette replied that it was.

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

As there was no further business, the meeting was adjourned at 9:01 p.m. on a motion by Councilman Irace seconded by Councilman Proto and approved by Council.

Respectfully submitted,

JEANNE SMITH, RMC  
BOROUGH CLERK