

**BOROUGH OF LONGPORT WORKSHOP COMMISSION MEETING
MUNICIPAL BUILDING, 2305 ATLANTIC AVE
LONGPORT, NJ 08403
FRIDAY, November 20, 2020 – 9:00 AM**

The meeting was called to order.

Municipal Clerk Kyle read the Opening Statement pursuant to the Open Public Meetings Act. A notice of this meeting was emailed to the Press of Atlantic City and the Current on November 17, 2020. In addition, copies of notices were posted on the bulletin board and filed in the office of the municipal clerk. Notices on the bulletin board have remained continuously posted.

ROLL CALL:	Nicholas Russo	present
	James P. Leeds, Sr.	*present
	Daniel Lawler	present
	*Present via teleconference.	

Borough Solicitor Affanato, Administrator Porter, Engineer Carter, CFO Kelly, Chief Culmone, Library Director Gerhardt, and Municipal Clerk Kyle also present.

Mayor Russo stated the location of emergency exits.

Mayor Russo:

Mayor Russo explained that he requested that a resident, Mr. Mark Hyman, attend the meeting regarding his request for a handicapped parking space near his home. Mayor Russo discussed several factors that could be considered when reviewing an application for a handicapped accessible parking space. He also noted that Mr. Hyman is veteran. Solicitor Affanato noted that he sent a letter to Mr. Hyman and advised him to send a letter to the Governing Body regarding his request. He also noted that public comment was not permitted at a workshop session, unless the Governing Body would make a change to rules and regulations and therefore Mr. Hyman would have to wait until the regular meeting to speak. He also noted that this parking space would be open to anyone who is qualified. There was discussion on public comment that has occurred at past workshop meetings.

Chief Culmone discussed Mr. Hyman's application for a handicapped parking space and the criteria used to base his decision. He said that he did not have a chance to review Mr. Hyman's letter. He noted that the criteria had been developed in 2016 with Mayor Russo to streamline the process and make it fair and equitable for all. He discussed the steps he has taken regarding handicapped spaces in the Borough. He also discussed the number of requests he has received since 2015. He noted that Mr. Hyman also has an option to apply for a driveway parking permit. Chief Culmone discussed requests he has received from residents for more than one handicapped space. He further discussed the need to be sure parking is handled in a proper and equitable manner.

Solicitor Affanato noted that the Governing Body could instruct him to prepare an ordinance for a change to add a spot. He noted that the system that the Chief has in place is a good one. He also added that it helps keep any politics out of the process. Commissioner Lawler said he felt that the system was a

good one. Solicitor Affanato noted that each individual space has to be added to the ordinance. Engineer Carter discussed the history of handicapped parking spaces in the Borough right of way. There was further discussion on this topic.

Mayor Russo discussed a grant for \$330,000 from the NJ Department of Transportation. Engineer Carter noted that it was a grant from the NJ Trust Fund. He noted that this grant will save the Borough a significant amount of capital money. Mayor Russo commended Engineer Carter on his work regarding this grant.

Commissioner Leeds:

Commissioner Leeds discussed providing comment on public facility use. Solicitor Affanato noted he would discuss this in his report. He also requested an update regarding property at 36th and Amherst Avenues. Solicitor Affanato noted that he would discuss this in his report, too.

Commissioner Lawler:

Commissioner Lawler - no further report.

Municipal Administrator:

Administrator Porter discussed a request from the police department regarding the upcoming Police Unity Tour as Longport has been asked to host the start of it on May 10, 2021. They are requesting permission to host it and for a temporary No Parking resolution.

Solicitor Affanato noted he would prepare the No Parking resolution.

Administrator Porter noted that he received approval from Army Corps of Engineers to move forward with the boat lift project behind Borough Hall.

He noted that he met with emergency department heads to arrange for adequate COVID-19 supplies.

He noted that work on Well #4 would begin on November 30th. He explained that the contractor may have to work late on occasions, and at the end the well must be flushed for 72 hours straight. He hoped it could be done over 24 hours at a higher capacity. He noted that residents would be notified in advance. He anticipated the new well would be complete for the spring. Engineer Carter commended the Governing Body on this project.

Solicitor Affanato:

Solicitor Affanato discussed a proposal on how to amend Borough ordinances regarding use of public properties and facilities. He noted what Margate and Ventnor have in place for use of their facilities. He noted the need for profit use to have prior approval from the Recreation Director and/or the Administrator. He also discussed associated fees and insurance requirements. He also said that the Governing Body would need to decide if they wanted to allow for-profit use of facilities. He explained that this ultimately allows these organizations 'exclusive use.' Engineer Carter discussed allowing for a specific time period for for-profit use.

Mayor Russo mentioned that residents asked him about preferential use. Solicitor Affanato noted that there are some provisions that provide residents with preference.

Solicitor Affanato also noted that the Governing Body will also need to consider a fee schedule.

He added that they are also looking into costs to resurface the courts. He said that it might be difficult to charge more for the use of the tennis courts based on their current condition. Engineer Carter noted that a specialty contractor could be retained to maintain the aging courts.

Solicitor Affanato also suggested that pricing be allowed to be changed by resolution, not by ordinance, to allow for quick changes.

Commissioner Lawler wanted to know if the Recreation Director had analyzed if the tennis courts, were the most used? It was noted that the tennis courts, basketball courts, and Community Building tend to get the most use. He also asked about the proposed pricing, if it is in line with neighboring communities. Solicitor Affanato discussed some of the similarities and some of the differences. Commissioner Lawler also discussed the fees and noted that he did not see this as a revenue generator. He also noted that the Borough hasn't received many complaints that he was aware of. Solicitor Affanato noted that there was some pushback regarding the yoga classes, but he also added that there weren't that many requests this year.

Commissioner Leeds also discussed regulating use of basketball courts for large pick-up games. He commended Solicitor Affanato and Recreation Director Kennedy on the proposal.

Solicitor Affanato discussed ice cream vending on the beach. He discussed the process to become an 'approved vendor' in the Borough. He noted that this has not been done in the past with the ice cream vending license. He noted that this year, potential vendors would have to do that. He also discussed cleaning up several ordinances pertaining to vending. He also discussed some concerns regarding background checks on employees/ vendors. He proposed several ordinance changes. He also suggested getting a bid package out to the public by February/ March. Administrator Porter suggested starting in February and for providing an option to go to the next vendor if there is an issue with the winning vendor and eliminating the need to go out to bid again.

Commissioner Lawler also discussed the pricing of the products. Solicitor Affanato also suggested updating product prices. There was further discussion on this topic.

Solicitor Affanato discussed the 36th Avenue Gazebo and bulkhead. He noted that he spoke to Mr. Scott Abbott, Planning Board Solicitor, and he suggested the Borough contact a Mr. Bob Bishop to research this particular lot. He said that in the past, in the 1920s, there was a time when that parcel did not exist as much of the area was covered by water. He noted that further investigation was required and that he would reach out to Mr. Bishop. Engineer Carter noted that in a 1929 Borough zoning map, the land was not shown. Commissioner Leeds noted that there was an issue with the ground beginning to settle near the bulkhead in the area and recommended that public works take a look at the area. Commissioner Lawler noted that the area has been filled in numerous times.

Solicitor Affanato also discussed keeping Engineer Carter on for several projects including the new well, to handle them until they are completed. He also noted the need to discuss the process to find a new engineer for 2021. Mayor Russo noted that several engineering firms had been reviewed in the past. There was discussion on updating the information gathered approximately one year ago. Commissioner Lawler noted the need to revisit all the firms and get current pricing for 2021.

Engineer Carter noted his staying on will be a 'remote relationship.' He would not be on site. He discussed some options for the Borough to consider when hiring a new engineer. He suggested hiring a 'base' company. He noted that on larger projects the Borough could go out to bid to larger engineering firms.

Commissioner Leeds agreed with keeping Engineer Carter on for projects already underway. He noted that the Borough could maintain a list of engineers to refer to for certain projects.

Solicitor Affanato also discussed the beachfill project and discussed dune maintenance, including adding sand to areas where it is needed and removing sand from dunes that have gotten too high.

Solicitor Affanato also noted that on the agenda at the regular meeting is a resolution for the Longport Historical Society and transferring the lease to the Longport Public Library. He was looking for feedback from the Governing Body on this topic. Library Gerhardt noted that historical society has two years to arrange finances. He noted that the library began running the museum on November 1st. There was further discussion on this topic.

Administrator Porter also discussed a resolution that waived the noise ordinance for the new well project. Mayor Russo noted that if the resolution passes, that a narrative be prepared to post on the Borough's website. Engineer Carter also discussed notifying all residents within 200 feet of the project work.

Engineer Carter:

Engineer Carter discussed the beachfill project including the maintenance of the dunes, including re-shaping and re-planting. He noted that sand would be added where it was needed or removed where dunes were too high. He explained that near the Seaview Condominiums shrubbery would be added to the dune area to help with the dunes. He discussed a \$5,000 cost for this work.

He said that Atlantic Avenue was under construction and he anticipated it would be completed soon. He added the sidewalk project should begin next week. He also discussed that some land is higher in areas and discussed bringing the land up, and doing so might require some modifications to the contract.

He also discussed that Mr. Funk asked for an estimate for drainage repairs in the Borough that he would submit for a FEMA grant. He noted that finance would need to be aware of any grants as the Borough would have to contribute funds, too.

He discussed the public works building as the last phase of the well project. He noted that ARH has done a lot of the site work there and rather than hire an architect to start the process over, he suggested reaching out to ARH to regarding an architect for the project.

Engineer Carter also noted that he has been working on a transition and that all his files are available electronically and that there is an area on the third floor with archived paper records. He noted that he needed a release from the Governing Body. Solicitor Affanato said he would prepare the release for the Governing Body.

Municipal Clerk:

Municipal Clerk Kyle discussed a resolution for the upcoming Commission Meeting dates for the year 2021 and requested direction from the Governing Body on how they wished to move forward.

She also discussed a recent 'Shred It' event and that an estimated 30 people attended. She also added that municipal election results are still unofficial and that she was awaiting official results from the County in order to certify Longport's election results.

Miscellaneous:

Commissioner Leeds expressed that the meetings have been working well and congratulated everyone on participation in today's meeting.

Motion to Adjourn – Commissioner Lawler, seconded by Mayor Russo. All in Favor – Yes. None Opposed. Meeting adjourned at 10:34 am.

There was a short recess before the start of the regular commission meeting.

**BOROUGH OF LONGPORT COMMISSION MEETING
MUNICIPAL BUILDING, 2305 ATLANTIC AVE
LONGPORT, NJ 08403
FRIDAY, NOVEMBER 20, 2020**

The meeting was called to order with the flag salute at 10:40 am.

Municipal Clerk Kyle read the Opening Statement pursuant to the Open Public Meetings Act. A notice of this meeting was emailed to the Press of Atlantic City and the Current on November 17, 2020. In addition, copies of notices were posted on the bulletin board in the Municipal Building and filed in the office of the municipal clerk. Notices on the bulletin board have remained continuously posted. Official action may be taken at this meeting.

ROLL CALL: Nicholas Russo present
 James P. Leeds, Sr. present*
 Daniel Lawler present
 *Present via teleconference.

Borough Solicitor Affanato, Administrator Porter, Engineer Carter, CFO Kelly, Chief Culmone, and Municipal Clerk Kyle also present.

Emergency Exits, Public Speaking Announcement – announced by Mayor Russo.

Approval of minutes-

Municipal Clerk Kyle requested a motion for approval of the minutes from the October 21, 2020, Workshop and Regular Commission Meeting and the November 10, 2020, Emergency Commission Meeting. Commissioner Lawler made a motion, seconded by Mayor Russo, to approve the minutes from the October 21, 2020 and November 10, 2020, meetings. ALL AYES- none opposed.

Best Practices Inventory discussion. CFO Kelly discussed the Best Practices Inventory. She asked if the Governing Body had any questions. Mayor Russo noted some questions that he provided CFO Kelly and she addressed them.

First Reading/ Introduction of Ordinance O2020-09 – An Ordinance Authorizing Salaries, Wages and Compensation for Members of the Longport Lifeguard Association. *A second reading and public hearing will be held at the December 2, 2020, Regular Commission Meeting that will follow the workshop meeting at 4 pm.*

ORDINANCES

Number	Title
2020-09	An Ordinance Authorizing Salaries, Wages and Compensation for Members of the Longport Lifeguard Association

Purpose	The purpose of this ordinance is to authorize the salaries, wages and compensation for members of the Longport Lifeguard Association.
Motion	Motion – Commissioner Lawler, seconded by Mayor Russo to Introduce Ordinance #O2020-09.
All in Favor	ALL AYES. None opposed.

ORDINANCES – SECOND READING/ PUBLIC HEARING on O2020-08 - An Ordinance Amending Chapter 70-2. Certificate Required.

No one wished to speak on this ordinance.

Commissioner Leeds had several questions about the ordinance. Solicitor Affanato addressed his questions.

ORDINANCES

Number	Title
2020-08	An Ordinance Amending Chapter 70-2. Certificate Required.
Purpose	The purpose of this ordinance is to amend Chapter 70-2 – in order to obtain a certificate of land use compliance, proof of sale price of the property or interest conveyed, but not limited to, sales effectuated by the transfer of an interest in an LLC or other entity.
Motion	Motion – Commissioner Lawler, seconded by Mayor Russo to adopt Ordinance #O2020-08.
Roll Call Vote	Mayor Russo – Yes Commissioner Leeds – Yes Commissioner Lawler – Yes ALL AYES. None opposed.

Public Comment or questions on listed resolutions:

No public comment or questions on the listed resolutions.

RESOLUTIONS

Number	Title
2020-133	Chapter 159 – Budget Insertion for FEMA Hazard Mitigation Grant for Retrofit of Fire House Windows MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2020-134	A Resolution Authorizing Disposal of Surplus Property MOTION – LAWLER, SECOND- RUSSO, All AYES- none opposed.
2020-135	A Resolution of the Borough of Longport, County of Atlantic, State of New Jersey Supporting High Speed Internet Accessibility

	MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2020-136	A Resolution Withdrawing R2020-102 – Chapter 159 Budget Insertion for Non-Federal Cost Share Program for Improvement to Firehouse MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2020-137	A Resolution Amending the Longport Historical Society Lease of Old Borough Hall to Permit Transfer of Lease to the Longport Public Library MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2020-138	A Resolution Supporting Atlantic County Police Departments and the New Jersey State Police MOTION – LAWLER, SECOND- RUSSO All AYES- none opposed.
2020-139	A Resolution Authorizing Transfer of Appropriations MOTION – LEEDS, SECOND- RUSSO, All AYES- none opposed.
2020-140	Change Order of Contract to Garden State Laboratories, Inc., Hillside, New Jersey, for the Water Testing of the Longport Water System at Various Locations MOTION – LAWLER, SECOND- RUSSO, All AYES- none opposed.
2020-141	Award of Contract to 84 Lumber Company, 6738 Black Horse Pike, Egg Harbor Township, NJ 08234, for the Purchase of Windows and Supplies for Firehouse at 2301 Atlantic Avenue MOTION – LAWLER, SECOND- RUSSO, All AYES- none opposed.
2020-142	Authorizing Work to GE Mechanical for Pump #2 Replacement at 34 th Avenue Pump Station MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed. *Municipal Clerk Kyle corrected a typo in the resolution.
R2020-143	Establishment of an Emergency ‘No Parking’ Area and Other Emergency Traffic Regulations on Atlantic Avenue Between 32 nd Avenue and Margate City Line During the Milling and Paving MOTION – LAWLER, SECOND- RUSSO, All AYES- none opposed.
R2020-144	Establishing a Change Fund for the Holiday Beach Fee Program MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
R2020-145	Change Order of Contract to Leafy Green Landscaping, PO Box 534, Buena, NJ 08310, for the 2020 Lawn Care and Spring Clean Up at Various Locations MOTION – LAWLER, SECOND- RUSSO, All AYES- none opposed.
R2020-146	Waiver from Chapter 116 of the Code of the Borough of Longport Pertaining to Construction Hours on the Construction of Well Number 4 Project MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.

BILL LIST

Commissioner of Finance and Revenue, Jim Leeds, Sr., asked if there were any questions on the Bill List of November 19, 2020. There were none. MOTION – LEEDS, SECOND – LAWLER. ALL IN FAVOR - ALL AYES. NONE OPPOSED.

FINANCIAL SUMMARY REPORT

Commissioner of Finance and Revenue, Jim Leeds, Sr., asked if there were any questions on the Financial Summary Report. There were none. MOTION – LEEDS, SECOND – RUSSO. ALL IN FAVOR - ALL AYES. NONE OPPOSED.

COMMISSIONERS REPORTS:**MAYOR RUSSO**

Mayor Russo noted that the Longport Seaview Condominium Association asked him about the dunes and dune heights and he responded to them.

COMMISSIONER LEEDS

Commissioner Leeds nothing further to report.

COMMISSIONER LAWLER

Commissioner Lawler nothing further to report.

MUNICIPAL ADMINISTRATOR'S REPORT:

Nothing further to report.

SOLICITOR'S REPORT

Nothing further to report.

ENGINEER'S REPORT

Nothing further to report.

PUBLIC COMMENT

Mark Hyman of 4 N. 31st Avenue had nice things to say about Chief Culmone's family. He also noted that Paul Vanderijn was a great ice cream vendor. He discussed his request for a handicapped parking space. He said his driveway is unusable. He reiterated his request for a handicapped parking space. Mayor Russo asked Solicitor Affanato to prepare an ordinance regarding his handicapped parking space.

Fran Kenny of 225 N. 36th Avenue asked if the Borough had authority to order Lamberti's to fix his bulkhead on Longport's side. She said the bulkhead is in very bad shape. Engineer Carter noted that the bulkhead is on private property and that would be under the jurisdiction of the building department. There was further discussion on this topic. It was noted that the building inspector would send a letter to Mr. Lamberti regarding the bulkhead. She also noted that there wasn't a sidewalk in the area. It was noted that it would be installed soon.

Commissioner Leeds asked a question about the ownership of the property. It was noted that the gazebo area ownership is a separate issue from the one previously discussed.

Pete Torino of 229 N. 36th Avenue asked if the area near the gazebo was going to be vacated, if it could be offered at a public bid, and not necessarily to the adjacent property owners. There was further discussion on this topic. It was noted that at this time, the Borough was unsure who owned the property.

ADJOURNMENT

MOTION – COMMISSIONER LAWLER, SECOND – MAYOR RUSSO. All AYES- none opposed. Adjournment – 11:12 am.