

**BOROUGH OF LONGPORT WORKSHOP COMMISSION MEETING
MUNICIPAL BUILDING, 2305 ATLANTIC AVE
LONGPORT, NJ 08403
WEDNESDAY, DECEMBER 21, 2022 – 4:00 PM**

The meeting was called to order at 4:00 pm.

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 Ocean City Sentinel on December 16, 2022. 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	absent

Borough Solicitor Affanato, Administrator Porter, Engineer Dennis, and Municipal Clerk Kyle also present. Library Director Gerhardt also present.

Mayor Russo stated the location of the emergency exits and discussed opportunities for public comment.

Administrator Porter:

Administrator Porter said he met with the Shared Services Coordinator for Atlantic County. He explained that there are four main areas of interest for shared services including: lead inspections, electronic records storage, cyber security and cash management. He noted that he and the municipal clerk participated in a ZOOM meeting regarding a shared service for electronic storage of records.

Administrator Porter reviewed a resolution on the regular meeting's agenda for a shared services agreement with the City of Ventnor city for Uniform Construction Code officials. He added that the agreement increased by approximately \$2500 from the previous four-year agreement. He also reviewed a resolution to purchase a new police department vehicle. He discussed a resolution for a municipal use services fee, adding that the fee increased by approximately \$10,000. Administrator Porter also reviewed a resolution to increase a contract agreement with Jim Rutala to \$30,000. He noted that Mr. Rutala had successfully obtained numerous grants for the Borough. Mayor Russo requested that a meeting be set up with Mr. Rutala and Engineer Dennis to review what grants might be available for 2023.

Administrator Porter discussed the ice cream vending license for the upcoming summer season. He asked the Governing Body if it would be interested in contracting with the previous year's vendor at a 5% increase per the license's regulations. It was noted one bid was received last year and that the Governing Body was OK with moving forward with the current vendor as long as there were no outstanding issues or concerns. There was further discussion on this topic.

Borough Solicitor Affanato:

Solicitor Affanato discussed a draft ordinance to amend the Borough's rental code. He said if the Governing Body is OK with the proposed changes that he would provide copies to the police and

building departments for review. After their review, he would then seek feedback from local real estate agencies.

Solicitor Affanato also discussed changes in the fees for floodplain management and zoning review. He said he met with Zoning Officer and Floodplain Manager Bruce Funk and they discussed making the permit two separate permits and fees. It is currently a combined permit with one fee.

He also discussed mandated changes by the State Department of Environmental Protection to the municipal flood damage prevention code or Chapter 99. He said that Longport has regulations that are stronger than what the State is requesting, but that there are some aspects that the Borough does not agree with and has been fighting at this time. There was further discussion on this topic.

Solicitor Affanato noted that he will not be available for the 1/18/2023 commission meeting and that the Alternate Borough Solicitor also is not available to attend that meeting.

Borough Engineer Dennis:

Engineer Dennis provided an update regarding construction projects in the Borough of Longport. He noted that there was a start delay on Atlantic Avenue due to the cold weather. He said that work would begin early January. He added that this delay would not change the completion date of before Memorial Day. He added that work continues on Monmouth Avenue and the water tower. He provided an update on Well #4 and said that the generator had been delivered. He added that he hoped to have the new well commissioned in January, but that a permit would be needed in order to operate it. He noted that there was an issue with the 36th Avenue Bulkhead repair project, but that it has been rectified and that completion before Memorial Day is still on track. He added that the Winchester Avenue Federal Emergency Management Agency project is coming up as well as the resurfacing of the tennis courts and work on jail cells. He also added that there is work on 23rd Avenue to tie the water and sewer into the new mains. Mayor Russo commented on all the construction activity in the Borough.

Mayor Russo:

Mayor Russo requested an update regarding holiday beach tag sales. Sales coordinator Debra Kelly noted that sales had been slow to start, but said that by Friday she believed tags would be sold out.

Commissioner Leeds:

Commissioner Leeds said that Atlantic City Electric had recently notified the Borough that it would have crews on site to prune/ remove trees near electric distribution facilities. He requested that the information be placed on the website.

Commissioner Lawler:

Commissioner Lawler – absent.

Municipal Clerk Kyle:

Municipal Clerk Kyle – no reports.

Miscellaneous:

None.

Motion to Adjourn – Commissioner Leeds, seconded by Mayor Russo. All in Favor – Yes. None Opposed. Meeting adjourned at 4:17 pm.

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WEDNESDAY, DECEMBER 21, 2022**

The meeting was called to order with the flag salute at 4:18 pm.

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 Ocean City Sentinel on December 16, 2022. 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	absent

Borough Solicitor Affanato, Administrator Porter, Engineer Dennis, and Municipal Clerk Kyle also present. Library Director Gerhardt also present.

Emergency exits and public comment information provided by Mayor Russo.

Approval of Minutes:

Municipal Clerk Kyle requested a motion to approve the minutes from the December 7, 2022, Workshop and Regular Commission Meetings. Commissioner Leeds made a motion, seconded by Mayor Russo, to approve the minutes from the December 7, 2022, meeting. ALL AYES- none opposed. Commissioner Lawler absent.

Public Comment or questions on listed resolutions:

There were no comments or questions on the listed resolutions.

RESOLUTIONS – CONSENT AGENDA (R2022-150 through R2022-159):

Number	Title
2022-150	Authorizing the Appointment of a Municipal Administrator MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed. LAWLER – absent.
2022-151	Authorizing Execution of Interlocal Services Agreement with the City of Ventnor for Sharing of Construction Code Officials MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed. LAWLER – absent.
2022-152	Resolution Authorizing a Municipal Services Fee MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed. LAWLER – absent.
2022-153	Resolution Authorizing Award of Contract for a 2023 Chevy Tahoe Using the Educational Services Commission of New Jersey Cooperative MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed. LAWLER – absent.

2022-154	Resolution Awarding Professional Service Contract – Borough Bond Counsel MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed. LAWLER – absent.
2022-155	A Resolution Appointing a Conflict Prosecutor and Conflict Public Defender for the Borough of Longport MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed. LAWLER – absent.
2022-156	Authorizing a Change Order to a Non Fair and Open Professional Services Contract for Planning and Grant Assistance MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed. LAWLER – absent.
2022-157	Resolution Awarding Professional Service Contract – Website Annual Maintenance Contract MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed. LAWLER – absent.
2022-158	Risk Management Consultant – Atlantic County Municipal Joint Insurance Fund MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed. LAWLER – absent.
2022-159	Authorizing Transfer of Appropriations MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed. LAWLER – absent.

BILL LIST

Commissioner Leeds asked if there were any questions on the Bill List. There were none. MOTION – LEEDS, SECOND – RUSSO. ALL IN FAVOR - ALL AYES. NONE OPPOSED. LAWLER – absent.

FINANCIAL SUMMARY REPORT

Commissioner Leeds 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. LAWLER – absent.

ADMINISTRATOR’S REPORT:

Nothing further to report.

SOLICITOR’S REPORT:

Nothing further to report.

ENGINEER’S REPORT:

Engineer Dennis wished everyone Happy Holidays.

COMMISSIONERS REPORTS:

MAYOR RUSSO

Mayor Russo discussed two events that will be held to celebrate the Borough’s 125th Anniversary. He said one would be held on the date of incorporation, March 7, 2023, and the second, a town celebration, on July 22, 2023. He noted that the next 125th Anniversary Committee meeting will be held on January 10, 2023.

COMMISSIONER LEEDS

Commissioner Leeds - nothing further to report.

COMMISSIONER LAWLER

Commissioner Lawler – absent.

PUBLIC COMMENT

Ricky Gerhard, Library Director, Longport Public Library, thanked the Longport Volunteer Fire Department for its assistance in the library's holiday tree and menorah lighting event. He also thanked Engineer Dennis and the Public Works Department for addressing a flooding issue in the basement of the museum. Mayor Russo asked Director Gerhardt if tours of the museum would be available on the day of the Borough's 125th Anniversary of Incorporation, March 7, 2023. There was further discussion on celebration events. Library Director Gerhardt also discussed a partnership with the Ocean City Arts Center. He said the library and the center, along with assistance from Emergency Management Coordinator Bruce Funk, would be hosting an upcoming summer program about the history of storms in the Borough.

Bob English of 130 N. 32nd Avenue questioned a resolution on the agenda and why the Borough was paying an increased library fee to the County. It was noted that there was some confusion regarding the resolution and that the fee is paid to the Borough by the Longport Public Library. Mr. English also asked if the Borough had speed signs in its warehouse and if so, wanted to know why they were not being put to use within the municipality. Administrator Porter said he would follow up on this topic with the Police Chief.

ADJOURNMENT

MOTION – COMMISSIONER LEEDS, SECOND – MAYOR RUSSO. All AYES- none opposed. Adjournment – 4:27 pm.