

**BOROUGH OF LONGPORT WORKSHOP COMMISSION MEETING
MUNICIPAL BUILDING, 2305 ATLANTIC AVE
LONGPORT, NJ 08403
FRIDAY, NOVEMBER 17, 2023 – 9:00 AM**

The meeting was called to order at 9:00 am. There were technical issues starting the remote audio.

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, The Ocean City Sentinel, the Star Ledger, and Courier Post on November 13, 2023. 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

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

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

Administrator Porter:

Administrator Porter explained that the CFO would be sending out a memorandum to department heads regarding the 2024 municipal budget process. He added that the budgets should be submitted for review by December 15th. He also provided an update on the capital projects list that he is working on. He discussed the ice cream beach vending license. He asked the Governing Body if it would be interested in asking the current vendor if they would like to renew the license at a 5-percent increase for 2024. Commissioner Leeds asked if there were any issues with the vendor. It was noted that there were no serious concerns and any issues had been resolved.

Administrator Porter informed the Governing Body that the Borough is not receiving all mail sent. This was brought to the Borough's attention when some residents who had sent tax payments had their mail returned. The returned mail had a correct mailing address for Borough Hall. Administrator Porter filed a complaint with the United States Postal Service. He explained that he would like to not charge these residents interest as they made a good faith effort to pay on time. He further explained that the Borough would have to pass a resolution in order to waive the penalty. There was further discussion on this topic. It was noted that those affected by the incorrectly returned mail would have to be documented in the resolution. It was also noted that those who had their mail returned would have to provide proof.

Administrator Porter also asked the Governing Body about the 2024 Commission Meeting Schedule. Including, if it wished to modify the schedule in any way. There was further discussion on this topic. The Governing Body noted that the Borough would continue with two meetings in July and two meetings in December. The rest of the year would have one scheduled meeting. It was noted that meetings can be added if necessary.

He also asked if the Governing Body would like to continue with remote audio access for members of the public. Solicitor Affanato explained that the Borough is currently allowing simultaneous broadcast of the meetings for listening purposes only. He also asked if the Governing Body if it wished to allow remote participation. Solicitor Affanato noted that with remote participation if there are Internet issues and the remote aspect is not working, then the public meeting cannot be held. This could also require an upgrade in technology, he said. Mayor Russo noted that the public has numerous ways to interact with the Governing Body. The Governing Body decided to continue with remote listening access.

Borough Solicitor Affanato:

Borough Solicitor Affanato noted that there are four ordinances on for first reading that were discussed at a previous meeting. Solicitor Affanato added that the Chief of Police has signed off on the proposed amendments to the ordinances.

Borough Engineer Dennis:

Mayor Russo noted that he received a phone call from the Governor's Office to inform him that the Borough of Longport received a \$1 million grant for the Amherst Avenue Traffic Calming project. He thanked Engineer Dennis for all his hard work to obtain the grant.

Engineer Dennis said that the Borough has almost completed its annual street opening repair project. He also explained that the installation of new playground equipment at 33rd Avenue and the Beach is moving along well. He explained that the installation of the safety surface is weather dependent. This might have to wait until the spring. If that is the case, the playground will have to be closed off until that process is completed.

He also reviewed the Amherst Avenue Raised Crosswalk Project. He said it was re-bid with one crosswalk and that during this second bid, it came in within budget. He explained that project ties in with the overall traffic calming project for Amherst Avenue. He said it is being funded through an outside grant. He added that the resolution awarding a contract is on the agenda for the Governing Body's consideration.

He also noted that he has heard from the State regarding the police department's holding cells upgrading project. He said that once the Borough has a letter from the State indicating that the project is compliant, it can then move forward.

Mayor Russo:

Mayor Russo discussed having an artist(s) paint a mural on the Longport Boat House with a seafaring theme. He noted that there is a similar project in Sea Isle City. There was further discussion on this project.

Commissioner Leeds:

Commissioner Leeds discussed Ordinance 2023-27 that pertained to angled parking on Atlantic Avenue and cars backing into the spaces. He noted the need to monitor the situation and change it if necessary. He expressed concern with cars backing into spaces. Solicitor Affanato discussed the ordinance and the need to adopt the ordinance as it currently addresses the state of parking in the area. Engineer Dennis explained that the ordinance adds the angled parking that is currently there. He said it does not address whether cars pull in or back out. He said that this can be modified without changing the ordinance. There was further discussion on this topic.

Commissioner Lawler:

Commissioner Lawler – nothing further to report.

Municipal Clerk Kyle:

Municipal Clerk Kyle was reminded that there will be a Paper Shredding Event for Longport and Margate residents from 9 am to noon at the Margate Public Works Yard on Benson Avenue on November 18, 2023.

Miscellaneous:

None.

Motion to Adjourn – Commissioner Leeds, seconded by Commissioner Lawler. All in Favor – Yes. None Opposed. Meeting adjourned at 9:25 am.

**BOROUGH OF LONGPORT COMMISSION MEETING
MUNICIPAL BUILDING, 2305 ATLANTIC AVE
LONGPORT, NJ 08403
FRIDAY, NOVEMBER 17, 2023**

The meeting was called to order with the flag salute at 9:26 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, The Ocean City Sentinel, the Star Ledger and Courier Post on November 13, 2023. 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

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

Mayor Russo provided emergency exit and public comment information.

Best Practices Discussion – CFO Kelly explained that the Best Practices document had been submitted and asked if anyone had any questions. CFO Kelly was commended for a job well done.

Approval of Minutes:

Municipal Clerk Kyle requested a motion to approve the minutes from the October 18, 2023, Workshop and Regular Commission Meeting. Commissioner Leeds made a motion, seconded by Commissioner Lawler, to approve the minutes. All in Favor - ALL AYES. None opposed.

ORDINANCES – SECOND READING/ PUBLIC HEARING: O2023-25 – An Ordinance Amending Article II Section 161-4.9

No one wished to speak on this ordinance.

ORDINANCES – SECOND READING/ PUBLIC HEARING: O2023-26 – An Ordinance Amending Part I Chapter 42-3

No one wished to speak on this ordinance.

ORDINANCES – SECOND READING/ PUBLIC HEARING: O2023-27 – An Ordinance Amending Article II Section 161-14 Schedule 2

No one wished to speak on this ordinance.

ORDINANCES:

Number	Title
2023-25	An Ordinance Amending Article II Section 161-4.9
Purpose	The purpose of this ordinance is amend the Borough’s Code regarding parking areas for municipal vehicles. The ordinance establishes Employee Only parking spaces behind Borough Hall from 9 am to 5 pm Monday through Friday.
Motion	Motion – Mayor Russo seconded by Commissioner Lawler to adopt Ordinance #O2023-25.
Roll Call Vote	Mayor Russo – YES. Commissioner Leeds – YES. Commissioner Lawler – YES. ALL AYES. None opposed.
2023-26	An Ordinance Amending Part I Chapter 42-3
Purpose	The purpose of this ordinance is to amend Borough Code regarding fees for copies. It changes the fee for legal-sized or 11”x14” paper from \$0.05 to \$0.07 a page. It also states that electronic records are provided free of charge (those sent by email or fax).
Motion	Motion – Commissioner Lawler, seconded by Commissioner Leeds to adopt Ordinance #O2023-26.
Roll Call Vote	Mayor Russo – YES. Commissioner Leeds – YES. Commissioner Lawler – YES. ALL AYES. None opposed.
2023-27	An Ordinance Amending Article II Section 161-14 Schedule 2
Purpose	The purpose of this ordinance is amend the Borough’s Code for certain angled parking on Atlantic Avenue. It changes the location of some existing parking spaces and adds additional spaces.
Motion	Motion – Commissioner Leeds, seconded by Commissioner Lawler to adopt Ordinance #O2023-27.
Roll Call Vote	Mayor Russo – YES. Commissioner Leeds – YES. Commissioner Lawler – YES. ALL AYES. None opposed.

ORDINANCES:

The following ordinances were introduced for a first reading/ introduction:

First Reading/ Introduction of the following Ordinances: O2023-28 – An Ordinance Amending Chapter 78 Section 5; O2023-29 – An Ordinance Amending Chapter 57 Sections 18 and 19; O2023-30 – An

Ordinance Amending Chapter 61 Sections 6 and 8; and O2023-31 – An Ordinance Amending Chapter 129 Section 2. *A second reading and public hearing will be held at the December 20, 2023, Regular Commission Meeting that will follow the 4 pm workshop meeting.*

ORDINANCES:

Number	Title
2023-28	An Ordinance Amending Chapter 78 Section 5
Purpose	The purpose of this ordinance is amend the Borough’s Code regarding curfew violations. A curfew violation would constitute a breach of the peace.
Motion	Motion – Mayor Russo, seconded by Commissioner Leeds to Introduce Ordinance #O2023-28.
All in Favor	ALL AYES. None opposed.
2023-29	An Ordinance Amending Chapter 57 Sections 18 and 19
Purpose	The purpose of this ordinance is to amend Borough Code regarding alcoholic beverages including that any violation of the ordinance would constitute a breach of the peace and fines and penalties would also be increased.
Motion	Motion – Mayor Russo, seconded by Commissioner Lawler to Introduce Ordinance #O2023-29.
All in Favor	ALL AYES. None opposed.
2023-30	An Ordinance Amending Chapter 61 Sections 6 and 8
Purpose	The purpose of this ordinance is amend the Borough’s Code to add that it is unlawful for the following to take place during certain times – any gathering of 10 or more minors not accompanied by a parent or legal guardian of one of the minors between the hours of 8 pm and 5 am. In addition, a violation shall constitute a breach of the peace and fines and penalties are also established.
Motion	Motion – Commissioner Lawler, seconded by Mayor Russo to Introduce Ordinance #O2023-30.
All in Favor	ALL AYES. None opposed.
2023-31	An Ordinance Amending Chapter 129 Section 2
Purpose	The purpose of this ordinance is amend the Borough’s Code pertaining to Peace and Good order. Any violation would constitute a breach of the peace and

Motion	penalties and fines would be increased. Motion – Commissioner Leeds, seconded by Commissioner Lawler to Introduce Ordinance #O2023-31.
All in Favor	ALL AYES. None opposed.

Public Comment or questions on listed resolutions: R2023-137 through R2023-143:

There were no comments or questions from the public regarding the consent agenda resolutions 2023-137 through 2023-143.

A motion was made by Mayor Russo, seconded by Commissioner Lawler, to adopt the Consent Agenda. All in Favor - All Ayes. None Opposed.

RESOLUTIONS – CONSENT AGENDA (R2023-137 through R2023-143):

Number	Title
2023-137	A Resolution Establishing the Borough Employee Holiday Schedule for Year 2024 MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2023-138	Award of Contract to Garden State Laboratories, Inc., Hillside, New Jersey, for the Water Testing of the Longport Water System at Various Locations MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed
2023-139	Resolution Awarding Professional Service Contract (Employee Assistance Program) MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed
2023-140	A Resolution Authorizing Approval of Official Towers for the Borough of Longport for Calendar Years 2024 and 2025 MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed
2023-141	Authorizing Transfer of Appropriations MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed
2023-142	Award of Contract for the Amherst Avenue Raised Crosswalks to Think Pavers Hardscaping, LLC, of Mount Royal, NJ MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed
2023-143	Authorizing a Change Order to a Non-Fair and Open Contract to Edward D. Dennis, Jr., of Remington & Vernick Engineers for Professional Services as Longport Municipal Engineer MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed

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.

FINANCIAL SUMMARY REPORT

Commissioner Leeds asked if there were any questions on the Financial Summary Report. There were none. MOTION – LEEDS, SECOND – LAWLER. ALL IN FAVOR - ALL AYES. NONE OPPOSED.

Mayor Russo had to leave the meeting for a medical appointment at 9:34 am. He turned the meeting over to Commissioner Lawler, Deputy Mayor.

ADMINISTRATOR’S REPORT:

Nothing further to report.

SOLICITOR’S REPORT:

Nothing further to report.

ENGINEER’S REPORT:

Engineer Dennis wished everyone a Happy Thanksgiving.

COMMISSIONERS REPORTS:**MAYOR RUSSO**

Mayor Russo – absent due to a medical appointment.

COMMISSIONER LEEDS

Commissioner Leeds – nothing further to report.

COMMISSIONER LAWLER

Commissioner Lawler – nothing further to report.

PUBLIC COMMENT

Bob English of Longport discussed the library and Borough Hall building. He discussed Commissioner Lawler’s comments in the past regarding the future of Longport’s Borough Hall. He talked about a past effort by the Governing Body to address whether the municipal building should be renovated or demolished. Mr. English stated the need for a long-term plan for the future of Borough Hall.

Ricky Gerhardt, Director, Longport Public Library, announced the Holiday Tree and Menorah Lighting on Dec. 8th at 6 pm behind Borough Hall, followed by a concert in Commissioner Chambers. He also announced a holiday concert at the Church of the Redeemer on Dec. 17th.

ADJOURNMENT

MOTION – COMMISSIONER LEEDS, SECOND – COMMISSIONER LAWLER. All AYES- none opposed.

Adjournment – 9:37 am.