

BOROUGH OF LONGPORT

COMMISSION MEETING

AGENDA – APRIL 8, 2014

CALL TO ORDER

PLEDGE OF ALLEGIANCE

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

This regular meeting was called pursuant to the provisions of the Open Public Meeting Law. The Press of Atlantic City and the Downbeach Current were notified and notice of this meeting was posted on the bulletin board in Borough Hall. Notice was also posted on the Downbeach Channel 97 and on our website.

ROLL CALL

**RESOLUTIONS**

***R2014-42*** Authorization to Convene to an Executive (Closed) Session

PUBLIC COMMENT

ADJOURNMENT

POSTED: 4-2-2014

REVISED:



BOROUGH OF LONGPORT  
COMMISSION MEETING MINUTES  
APRIL 8, 2014

Meeting was called to order.

Flag salute conducted

OPMA notice announced: The meeting was called pursuant to the provisions of the Open Public Meeting Law. The Press of Atlantic City and the Downbeach Current were notified and notice of the meeting was posted on the bulletin board in Borough Hall. Notice was also posted on the Downbeach Channel 97 and on our website.

**Resolutions**

**R2014-42 AUTHORIZATION TO CONVENE TO AN EXECUTIVE (CLOSED) SESSION  
BOROUGH OF LONGPORT**

RESOLUTION 2014-42

**TO AUTHORIZE THE CONVENING OF A CLOSED (EXECUTIVE) SESSION**

**WHEREAS**, N.J.S.A 10:4-12 allows for a Public Body to go into a Closed Session during a Public Meeting; and

**WHEREAS**, the Governing Body of the Borough of Longport has deemed it necessary to go into closed session to discuss certain matters which are exempted from the public; and

**WHEREAS**, the regular meeting of this Governing Body will reconvene;

**NOW THEREFORE BE IT RESOLVED** that the Board of Commissioners of the Borough of Longport will go into closed session for the following reasons as outlined in N.J.S.A.10:4-12:

**(7) ANY PENDING OR ANTICIPATED LITIGATION OR CONTRACT NEGOTIATION WHICH THE PUBLIC BODY IS, OR MAY BECOME A PARTY. ANY MATTER FALLING WITHIN THE ATTORNEY-CLIENT PRIVILEGE, TO THE EXTENT THAT CONFIDENTIALITY IS REQUIRED IN ORDER FOR THE ATTORNEY TO EXERCISE HIS ETHICAL DUTIES AS A LAWYER.**

**BE IT FURTHER RESOLVED** that the discussion conducted in this session be disclosed at such time as the need for confidentiality is no longer needed.

All resolutions or parts of resolutions inconstant herewith are hereby repealed and this resolution shall take effect immediately.

***Mayor Russo made motion to approve and the motion was seconded by Commissioner Lawler. ALL AYES- NO OPPOSE.***

***(Executive session was held in the Mayor's Office. The purpose of the meeting was to discuss anticipated litigation.)***

*The meeting was reconvened at 3:42 pm. Ms. Strawder asked for a motion to add Resolutions 2014-43 through 48 to the agenda. Mayor Russo made motion to approve the addition to the agenda and the motion was seconded by Commissioner Lawler. ALL AYES- no oppose.*

**ADDED RESOLUTIONS**

***R2014-43 APPOINTING COMMISSIONER OF PUBLIC WORKS, PUBLIC PROPERTY AND PARKS.***

**Borough of Longport  
RESOLUTION 2014-43**

**APPOINTING COMMISSIONER OF PUBLIC WORKS, PROPERTY**

**Be it Resolved** by the Board of Commissioners of the Borough of Longport, New Jersey,

That **DANIEL LAWLER**, be and is hereby designated Commissioner of the of Public Works, Parks and Property, and all executive, administrative, judicial and legislative power, authority, and duties pertaining to said Departments and the same are hereby vested in him, and he shall perform all duties with respect thereto.

***Appointing Daniel Lawler Commissioner- Mayor Russo made motion and seconded by Commissioner Leeds. ALL AYES/no oppose***

***R2014-44 APPOINTING COMMISSIONER OF REVENUE AND FINANCE***

**Borough of Longport  
Resolution 2014-44**

**APPOINTING COMMISSIONER OF REVENUE AND FINANCE**

**Be it Resolved** by the Board of Commissioners of the Borough of Longport, New Jersey,

That **JAMES P. LEEDS, SR**, be and is hereby designated Commissioner of Revenue and Finance, and all executive, administrative, judicial and legislative power, authority, and duties pertaining to said Departments and the same are hereby vested in him, and he shall perform all duties with respect thereto.

***Appointing James P. Leeds, Sr Commissioner- Commissioner Leeds made motion to approve and seconded by Commissioner Lawler. ALL AYES/no oppose***

***R2014-45 DESIGNATING THE DUTIES AND DEPARTMENTS PERTAINING TO DIRECTOR OF PUBLIC WORKS, PARKS AND PUBLIC PROPERTY.***

**Borough of Longport  
Resolution 2014-45**

**A RESOLUTION DESIGNATING THE DUTIES AND DEPARTMENTS PERTAINING TO DIRECTOR OF PUBLIC WORKS, PARKS AND PUBLIC PROPERTY**

**BE IT RESOLVED** by the Board of Commissioners of the Borough of Longport that the Executive, Administrative, Judicial and Legislative Powers, Authority and Duties pertaining to the following Departments be and the same are hereby distributed to the **DIRECTOR OF PUBLIC WORKS, PARKS AND PUBLIC PROPERTY:**

WATER  
ENGINEER AND SURVEYOR  
STREETS  
BOARDWALKS  
PARKS  
PLAYGROUNDS  
BEACHES  
JETTIES  
BULKHEADS  
PUBLIC LIGHTING  
TRASH, GARBAGE AND RECYCLING  
ALL PUBLIC BUILDINGS

Be and the same are hereby distributed into the Department of Public Works, and the Director of said Department is hereby vested with all the aforesaid powers and shall perform all duties with respect thereto and;

**BE IT FURTHER RESOLVED** that **DANIEL LAWLER** be and is hereby designated **DIRECTOR OF PUBLIC WORKS, PARKS AND PUBLIC PROPERTY AND DEPUTY MAYOR.**

All Resolutions inconsistent herewith are hereby repealed and this Resolution shall be effective immediately.

*Mayor Russo made motion to approve and seconded by Commissioner Lawler. ALL AYES- no oppose*

**R2014-46 DESIGNATING THE DUTIES AND DEPARTMENTS PERTAINING TO DIRECTOR OF REVENUE AND FINANCE.**

**BOROUGH OF LONGPORT**

RESOLUTION 2014-46

**A RESOLUTION DESIGNATING THE DUTIES AND DEPARTMENTS PERTAINING TO DIRECTOR OF REVENUE AND FINANCE**

**BE IT RESOLVED** by the Board of Commissioners of the Borough of Longport that the Executive, Administrative, Judicial and Legislative Powers, Authority and Duties pertaining to the following departments be and the same are hereby distributed to the **DIRECTOR OF REVENUE AND FINANCE:**

ASSESSOR  
CHIEF FINANCIAL OFFICER  
BEACH FEE ADMINISTRATION  
COLLECTION OF TAXES  
TAX LIEN FORECLOSURES

AUDITOR  
INSURANCE FUNDS AND BONDS  
CONTINGENT FUNDS  
BOOKEEPING DEPARTMENT

Be the same and hereby distributed into the Department of Revenue and Finance, and the Director of said Department is hereby vested with all the aforesaid powers and shall perform all duties with respect thereto; and

**BE IT FURTHER RESOLVED** that **JAMES P. LEEDS, SR** be and is hereby designated **DIRECTOR OF REVENUE AND FINANCE**.

All Resolutions inconsistent herewith are hereby repealed and this Resolution shall be effective immediately.

*Commissioner Leeds made motion to approve and seconded by Commissioner Lawler. ALL AYES-no oppose*

**R2014-47 DESIGNATING THE DUTIES AND DEPARTMENTS PERTAINING TO DIRECTOR OF PUBLIC SAFETY AND PUBLIC AFFAIRS.**

**BOROUGH OF LONGPORT**

RESOLUTION 2014-47

**A RESOLUTION DESIGNATING THE DUTIES AND DEPARTMENTS PERTAINING TO DIRECTOR OF PUBLIC SAFETY AND PUBLIC AFFAIRS IN THE BOROUGH OF LONGPORT**

**BE IT RESOLVED** by the Board of Commissioners of the Borough of Longport that the Executive, Administrative, Judicial and Legislative Powers, Authority and Duties pertaining to the following Departments be and the same are hereby distributed to the **DIRECTOR of PUBLIC AFFAIRS and PUBLIC SAFETY**:

POLICE  
EMERGENCY MANAGEMENT  
REGISTRAR/ VITAL STATISTICS  
MUNICIPAL CLERK  
MUNICIPAL COURT  
LIFE GUARDS AND INSPECTORS  
FIRE DEPARTMENT  
MUNICIPAL ADMINISTRATOR  
SOLICITOR  
MAYOR'S ADVISOR AND CONSULTANT  
PLANNING/ZONING BOARD  
ELECTIONS  
PERSONNEL ADMINISTRATION  
BOROUGH HALL OFFICE MANAGER AND COORDINATOR  
BOROUGH HALL BUILDING  
ALL DEPARTMENTS NOT SPECIFICALLY DISTRIBUTED

Be and the same are hereby distributed into the Department of Public Safety and Public Affairs, and the Director of said Department is hereby vested with all the aforesaid powers and shall perform all duties with respect thereto; and

**BE IT FURTHER RESOLVED** that **NICHOLAS M. RUSSO** be and is hereby designated **DIRECTOR OF PUBLIC AFFAIRS AND PUBLIC SAFETY**.

All Resolutions inconsistent herewith are hereby repealed and this Resolution shall take effect immediately.

*Commissioner Lawler made motion to approve and seconded by Commissioner Leeds. ALL AYES- no oppose*

**R2014-48 AWARD OF CONTRACT TO AC SCHULTES, INC. FOR 2014 FURNISHING, DELIVERING, AND INSTALLATION OF NEW PUMPING EQUIPMENTS IN WELL #3**

**BOROUGH OF LONGPORT**  
**ATLANTIC COUNTY - NEW JERSEY**  
Resolution 2014 - 48  
**AWARD OF CONTRACT TO**  
**A.C. SCHULTES, INCORPORATED OF WOODBURY, N.J.**  
**FOR THE 2014 FURNISHING, DELIVERING, AND INSTALLATIONS OF**  
**NEW PUMPING EQUIPMENT IN WELL NO. 3**  
**31<sup>st</sup> and Winchester Avenues**

**WHEREAS**, the Municipal Clerk and Municipal Engineer, on the publicly advertised date and time of March 20, 2014 at 2:00 PM, opened three (3) Bid Proposals for the **2014 FURNISHING, DELIVERING, AND INSTALLATION OF PUMPING EQUIPMENT IN WELL NUMBER 3, 31<sup>st</sup> and Winchester Avenues** as indicated on the attached Bid Summary; and

**WHEREAS**, the Municipal Engineer has reviewed the Bid Proposals and has recommended award to the apparent lowest responsible Bidder, price and other factors being considered, **A.C. Schultes, Incorporated** of Woodbury, New Jersey for their Total Bid Amount of **\$54,560.00**.

**NOW, THEREFORE, BE IT RESOLVED** by the Longport Borough Board of Commissioners that the recommendation of the Municipal Engineer is hereby accepted and that said Governing Body hereby awards, and the Mayor is hereby authorized to execute, a Contract with **A.C. Schultes, Incorporated** of Woodbury, N.J. for the **2014 FURNISHING, DELIVERING, AND INSTALLATION OF PUMPING EQUIPMENT IN WELL NUMBER 3, 31<sup>st</sup> and Winchester Avenues** in the amount of **\$54,560.00**; and

**BE IT FURTHER RESOLVED** that a Certificate of Availability of Funds from the Municipal Chief Financial Officer is attached hereto.

*Commissioner Lawler made motion to approve and seconded by Commissioner Leeds. ALL AYES-no oppose.*

PUBLIC COMMENT

The Mayor stated at this time the following: "Under New Jersey Statute Section 72-5, the Board of Commissioners is required to determine the powers and duties to be performed by each department and shall assign such powers and duties to each department as it may deem appropriate. Due to personnel issues, which our Solicitor has advised me not to make any comments about until they are fully resolved, the Commissioners have chosen to realign and define the duties and responsibilities of the Commissioners"

No other public comment for anyone in attendance.

With no further business to discuss, Commissioner Lawler made motion to adjourn and seconded by Commissioner Leeds. ALL AYES- NO OPPOSE

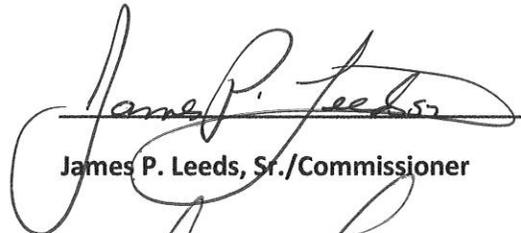
MEETING ADJOURNED @ 3:47



**Emilia R. Strawder/Municipal Clerk**



**Nicholas M. Russo/Mayor**



**James P. Leeds, Sr./Commissioner**



**Daniel Lawler/Commissioner**

**CERTIFICATION OF AVAILABILITY OF FUNDS**

As required by NJSA 40A:4-57, NJAC 5:30-14.5 and any other applicable requirement, I Jenna Kelly, Chief Financial Officer of the Borough of Longport, NJ have ascertained that there are available sufficient uncommitted appropriations to award a contract to:

**TO: A.C. SHULTES, INC.**

**FOR: REPLACEMENT OF WELL #3 PUMP**

**IN THE AMOUNT OF: FIFTY FOUR THOUSAND FIVE HUNDRED AND SIXTY DOLLARS**

Funds for Certification are therefore being made available and certified against the appropriation and/or Ordinance entitled:

AMOUNT: \$ 54,560.00

ACCOUNT(S): C-08-55-907-001

TOTAL AMOUNT OF CONTACT: \$ 54,560.00

Amount Certified by this Certification: \$ 54,560.00

\_\_\_\_\_ TEMPORARY BUDGET CERTIFICATION @ 25%

X  PERMANENT BUDGET CERTIFICATION @ 100%

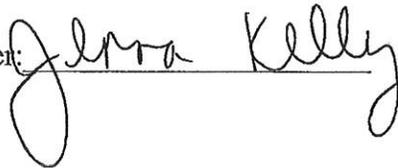
\_\_\_\_\_ CONTINGENCY CERTIFICATION:

YRS: \_\_\_\_\_ AMT: \$ \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Date: April 8, 2014

Chief Financial Officer:



Resolution # 2014-48

