

**BOROUGH OF LONGPORT WORKSHOP COMMISSION MEETING  
MUNICIPAL BUILDING, 2305 ATLANTIC AVE  
LONGPORT, NJ 08403  
WEDNESDAY, DECEMBER 2, 2020 – 4:00 PM**

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 25, 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

Borough Solicitor Affanato, Administrator Porter, Engineer Carter, and Municipal Clerk Kyle also present.

Mayor Russo stated the location of emergency exits.

Mayor Russo:

Mayor Russo discussed holding a special meeting on January 1<sup>st</sup> for a swearing-in ceremony. Mayor Russo discussed the agenda from the previous 2016 swearing-in ceremony. Mayor Russo noted that Judge Rosenberger would be available for the oath of office. Mayor Russo questioned if some of the yearly professional appointments could be made at the second meeting in January. Solicitor Affanato noted that it would depend on the term. Mayor Russo discussed adding some of these appointments to the Jan. 1 agenda. There was further discussion on this topic.

Mayor Russo noted that he would make an announcement regarding the holiday tree and Menorah lighting ceremony at the regular meeting. He explained that the ceremony had to be canceled due to the COVID-19 pandemic, but that the lighting would continue. The municipal clerk was advised to post the information on the Borough's website.

Mayor Russo asked Administrator Porter for an update regarding a section of Amherst Avenue being designated as one way in Margate. Administrator Porter said that Margate would make a section of Amherst Avenue one way into Longport. He explained that he needs to reach out to Margate's engineer to get specific information as to where the one way section would be located. He also noted that Margate is looking into making Atlantic Avenue into one lane each way, similar to what Longport has in place. He added that Margate is considering turn lanes on Atlantic Avenue.

The Mayor expressed concern about the traffic egress point off of Amherst Avenue into Longport. There was further discussion on this topic including how the potential egress streets in Longport are not designed to handle the traffic off of Amherst Avenue. Engineer Carter recommended hiring an outside professional to investigate this topic. Engineer Carter will draft a proposal.

Commissioner Leeds:

Commissioner Leeds noted that he received a memo from Bruce that he completed the recertification process for the Community Rating System program and would like to meet with each commissioner individually.

Commissioner Lawler:

Commissioner Lawler had no further report.

Municipal Administrator:

Administrator Porter discussed revamping the ordinance regarding use of public facilities. He noted that he recently received a request and wanted to know if the Governing Body would be OK with delaying approvals until the ordinance is revised. Mayor Russo discussed this request from a boating school and his concern was parking during the summer weekends right near the Community Building. He said it could be a challenge to find parking.

Solicitor Affanato noted that he would have an ordinance ready for the second meeting in January. There was further discussion on this request and other requests, in general, and how the guidelines would be set. Solicitor Affanato noted that either the Administrator or Recreation Supervisor has the ability to deny a request.

Mayor Russo noted that a March 1<sup>st</sup> deadline should be set for providing answers to these requests.

Commissioner Leeds mentioned some revisions he had for the proposed ordinance.

Administrator Porter discussed an area at 17<sup>th</sup> and Atlantic with stormwater drainage problems that Public Works was able to fix.

He discussed a resolution on the agenda for a new police vehicle to replace one that was recently totaled in a motor vehicle accident. He noted that insurance money was received and that the Borough had an out of pocket cost of an estimated \$5,000.

Administrator Porter said that he has reached out to engineering firms for updated prices and proposals. Mayor Russo requested that the Governing Body be provided with individual packets with this information.

Administrator Porter also discussed the well contractor, ARH, and the well house. He noted that the Borough has a proposal for the new public works building.

Administrator Porter discussed the shore front protection project. He noted there were two templates that the Army Corps of Engineers proposed for the Borough's consideration. He also noted that the Borough will need more sand than what was originally estimated. The cost will now be \$184,000. Engineer Carter also noted that since the bid, there has also been more erosion in the Borough. He said the desired template is an additional \$50,000. Engineer Carter also discussed planting woody vegetation in front of 16<sup>th</sup> Avenue and this cost is approximately \$4,500.

He also discussed lowering or increasing dune sizes based on need. He noted that the Army Corps is not interested in lowering the dunes. He said that the State does not have any funding left to lower the

dunes. He discussed purchasing dune grass at the ACOE's cost for those areas where the dunes would be lowered at the Borough's cost. Borough Solicitor noted that the extra sand is still being funded at the federal funding formula. Administrator Porter noted that there is a bond that had been previously passed that still has money in it that could be used towards this project. There was further discussion on this topic. Engineer Carter noted that the Borough is trying to work under the permitting of this project to save on costs. He also noted that getting the dune grass is very difficult and that it would be beneficial to get this under the project's umbrella, too.

Administrator Porter asked the Governing Body which template where the interested in selecting, the original bid template, or the template with the additional sand. There was discussion on which template to select. Engineer Carter also discussed over-pumping a certain section of the beach. Solicitor Affanato also discussed the project and the Governing Body's decision on whether to select the additional sand or not.

The professional recommendation was to choose the template with the additional sand. The decision was to select the template that included the additional sand.

Engineer Carter discussed the ARH proposal and that Construction Inspections are included in the proposal.

Administrator Porter noted that the well construction was pushed back to Dec. 7<sup>th</sup> due to bad weather on Dec. 4<sup>th</sup> and that the new projected end date is Feb. 25<sup>th</sup>.

Solicitor Affanato:

Solicitor Affanato had no further report.

Engineer Carter:

Engineer Carter discussed the sidewalk project and noted that Absequam would be started first. He noted that there might be occasions where they would go around trees or utility poles. He discussed the completion of the handicapped ramps. Commissioner Lawler noted that he received some questions about ramps being replaced that were in good condition. Engineer Carter noted that the NJ Department of Transportation revised its regulations and that the ramps had to meet the new regulations and that is why they needed to be replaced.

Engineer Carter noted that the Borough received a permit to discharge water for the construction of the new well. He noted that there are some additional approvals needed from the NJ Department of Environmental Protection for this project. He added that the costs could be saved if the well building contractor is the same as the public works building.

Municipal Clerk:

Municipal Clerk Kyle had nothing further to report.

Miscellaneous:

Commissioner Leeds noted that Commissioner Chambers looked very good and commended borough staff.

**Motion to Adjourn** – Commissioner Leeds, seconded by Commissioner Lawler. All in Favor – Yes. None Opposed. Meeting adjourned at 4:55 pm.

**BOROUGH OF LONGPORT COMMISSION MEETING  
MUNICIPAL BUILDING, 2305 ATLANTIC AVE  
LONGPORT, NJ 08403  
WEDNESDAY, DECEMBER 2, 2020**

The meeting was called to order with the flag salute at 4:56 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 Current on November 25, 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

Borough Solicitor Affanato, Administrator Porter, Engineer Carter, 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 November 20, 2020, Workshop and Regular Commission Meeting. Commissioner Leeds made a motion, seconded by Commissioner Lawler, to approve the minutes from the November 20, 2020, meeting. ALL AYES- none opposed.

First Reading/ Introduction of Ordinance O2020-10 – An Ordinance Amending Chapter 161.14.1 Handicapped Parking Schedule 2A. *A second reading and public hearing will be held at the December 16, 2020, Regular Commission Meeting that will follow the workshop meeting at 4 pm.*

**ORDINANCES**

Number	Title
2020-10	An Ordinance Amending Chapter 161.14.1 Handicapped Parking Schedule 2A
Purpose	The purpose of this ordinance is to amend Chapter 161.14.1 Handicapped Parking Schedule 2A regarding handicapped parking spaces in the Borough of Longport.
Motion	Motion – Mayor Russo, Mayor Russo’s motion did not receive a second. Ordinance 2020-10 was not introduced for a first reading.
All in Favor	The ordinance did not advance to a vote.

ORDINANCES – SECOND READING/ PUBLIC HEARING on O2020-09 - An Ordinance Authorizing Salaries, Wages, and Compensation for Members of the Longport Lifeguard Association.

*Clerk Kyle noted that there was a typo in the ordinance, the final column should read 2022.*

No one wished to speak on this ordinance.

**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 salaries, wages, and compensation for members of the Longport Lifeguard Association for years 2020-2022.
Motion	Motion – Commissioner Leeds, seconded by Commissioner Lawler to adopt Ordinance #O2020-09.
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
2020-147	A Resolution Awarding a Professional Services Contract – Employee Assistance Program MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed.
2020-148	Designation of Public Agency Compliance Officer MOTION – LEEDS, SECOND- LAWLER, All AYES- none opposed.
2020-149	A Resolution of the Borough of Longport, County of Atlantic, State of New Jersey, Setting the 2021 Board of Commissioners Meeting Schedule MOTION – LAWLER, SECOND- LEEDS, All AYES- none opposed.
2020-150	Establishment of an Emergency ‘No Parking’ Area and Other Emergency Traffic Regulations on Various Portions of Streets During the Construction of the 2020 Sidewalk Infill Project MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2020-151	A Resolution Authorizing Award of Contract for a 2020 Chevy Tahoe Using the Educational Services Commission of New Jersey Cooperative MOTION – LEEDS, SECOND- LAWLER, All AYES- none opposed.

2020-152	Authorizing a Non Fair and Open Professional Services Contract with ARH Associates of Hammonton, NJ, for Design and Construction Management Work Phase III – Construction of a New Public Works Office Building at the Public Works Complex – 31 <sup>st</sup> and Devon Avenues MOTION – LAWLER, SECOND- RUSSO, All AYES- none opposed. <i>*Engineer Carter noted that the contract will also include construction inspections.</i>
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**BILL LIST**

Commissioner of Finance and Revenue, Jim Leeds, Sr., asked if there were any questions on the Bill List of December 1, 2020. There were none. MOTION – LEEDS, SECOND – LAWLER. ALL IN FAVOR - ALL AYES. NONE OPPOSED.

**COMMISSIONERS REPORTS:**

**MAYOR RUSSO**

Mayor Russo announced that annual Tree Lighting and Menorah lighting would continue, but could not include a public ceremony due to COVID-19 restrictions.

**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**

Fran Kenny of 225 N. 36<sup>th</sup> Avenue requested an update regarding the 36<sup>th</sup> Avenue property. Solicitor Affanato noted he has reached out to Bob Bishop to assist in the process and is awaiting a call back. Ms. Kenny asked if taxes were being paid on the property. It was noted that taxes were not being paid on this property. Solicitor Affanato noted the need to investigate if the area had been vacated. Ms. Kenny asked for a time frame. Solicitor Affanato could not provide a timeframe at this time. Ms. Kenny noted that there is a huge hole in the area that should be backfilled. The area where the hole is located was discussed to see who is responsible to fill the hole. It was noted that Public Works would look at the hole.

Mark Hyman of 4 N. 31<sup>st</sup> Avenue, questioned Mayor Russo what happened to his request for a handicapped parking spot as he was in need of a designated parking space in front of his home. Mayor Russo noted that the procedure for an ordinance amendment was held and that it did not go further. Mr. Hyman wanted to know why the other Commissioners did not motion to advance the ordinance.

Commissioner Lawler explained that he supported upholding the Chief of Police's decision in this matter. Mr. Hyman said that he would continue to pursue his request for a handicapped parking.

Mr. Hyman noted that his street has been flooding for 22 years. He asked for some way to help alleviate the flooding on his street. He said he has mentioned this issue numerous times. Engineer Carter addressed Mr. Hyman's question. Engineer Carter said that more recently that Mr. Funk is working on a grant that would include adding pumping stations to help with the flooding, and he further discussed drainage in this area. Mr. Hyman asked what the pumping station would look like at the end of 31<sup>st</sup> Avenue. Engineer Carter noted that it would be located underground. Mr. Hyman asked for a time frame for when the work would be done. Engineer Carter directed Mr. Hyman to Mr. Funk regarding a time frame.

Rosalie Ferri of 3501 Pacific Avenue had a question about getting a shed permit. She noted she was having difficulty getting the shed size that is permitted by ordinance and questioned if the Governing Body would consider changing the ordinance to allow for a larger sized shed. Solicitor Affanato explained that anything dealing with zoning or planning would need to be handled first by the Zoning and Planning Board. He noted that he could write a letter to the board chairman to ask for that consideration. He also noted that she is welcome to attend their meeting and make the request directly to them. He also noted that the meeting could be attended remotely. Ms. Ferri said that she is interested in attending the next board meeting.

Ms. Ferri also commented on traffic in the Borough and that there are numerous people speeding. She expressed her concern about the speeding and additional traffic flow into the Borough from Amherst Avenue.

Bob English of 130 N. 32<sup>nd</sup> Avenue commended the American Legion Post 469 on its recent Veterans Day Ceremony.

He also complimented the Public Works Department on its work to take care of a hole in the middle of street at the intersection of Woodcrest and Monmouth avenues. He expressed concern that the hole could be part of a bigger problem requiring further investigation. He wanted to know what could have caused that type of hole. There was further discussion on what could have caused the hole. He also noted that there should be a process where issues such as this are brought to the attention of the professionals.

Mr. English also expressed his dismay with the way the Governing Body handled a for-profit yoga class being held behind Borough Hall. He said there was a lack of transparency and accountability. He wanted to know what the Borough will be charging for these types of usage. He recommended doing a RFP for this type of usage. He explained that this way the market would determine the prices. He felt that there is a lot of risk with no reward. Solicitor Affanato addressed Mr. English's question. He noted that Governing Body could decide against allowing for profit use of Borough facilities if it chooses to. He did not think the RFP process was practical for the Borough. Solicitor Affanato discussed fees. It was noted that the fees are not seen as a revenue generating for the Borough and the main concern was to cover any costs involved. There was further discussion on this topic.

#### **ADJOURNMENT**

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

Adjournment – 5:30 pm.