

Posted: 10/13/2023
Revised: 10/16/2023, 10/17/2023,
10/17/2023 3:00 pm

 DRAFT



**BOROUGH OF LONGPORT
COMMISSION WORKSHOP MEETING
OCTOBER 18, 2023
4:00 pm**

This meeting was called pursuant to the provisions of the Open Public Meetings Law. Notices of this meeting were emailed to The Ocean City Sentinel, The Press of Atlantic City, the Star Ledger and the Courier Post on October 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.

Members of the public will have the option to listen to meeting audio only. *Remote public participation is not permitted.* The public can access meeting audio by calling:

United States (Toll Free): 1-877-309-2073

United States: +1 (646) 749-3129

And entering the access code: 464-810-189.

Or you can join from your computer, tablet or smartphone with the following link:
<https://global.gotomeeting.com/join/464810189>. If you do not have the GoToMeeting Application, please access it with the following link:
<https://global.gotomeeting.com/install/464810189>.

1. Meeting called to order/OPMA notice announced
2. Roll call taken
3. Emergency Exits
4. Longport Free Public Library Board of Trustees – Oath of Office
5. Municipal Administrator
6. Borough Solicitor
7. Borough Engineer
8. Mayor Russo
9. Commissioner Leeds
10. Commissioner Lawler
11. Municipal Clerk
12. Miscellaneous
13. Adjournment

Posted: 10/13/2023

Revised: 10/16/2023, 10/17/2023, 10/17/2023 3:00 pm

THE FOLLOWING ITEMS ARE SCHEDULED FOR ACTION AT THE OCTOBER 18, 2023, REGULAR COMMISSION MEETING:

**BOROUGH OF LONGPORT
COMMISSION MEETING AGENDA
OCTOBER 18, 2023**

This meeting was called pursuant to the provisions of the Open Public Meetings Law. Notices of this meeting were emailed to The Ocean City Sentinel, The Press of Atlantic City, the Star Ledger and the Courier Post on October 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.

Members of the public will have the option to listen to meeting audio only. *Remote public participation is not permitted.* The public can access meeting audio by calling:

United States (Toll Free): 1-877-309-2073

United States: +1 (646) 749-3129

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Application, please access it with the following link:

<https://global.gotomeeting.com/install/464810189>.

- Flag Salute
- Meeting called to order- OPMA notice announced
- Roll Call
- Emergency exit announcement/Public Speaking time limit
- Approval of Minutes – September 20, 2023, Board of Commissioners Workshop and Regular Meetings and the Special Board of Commissioners Meeting held September 28, 2023. Minutes have been previously distributed for Commissioners' Review.
- **ORDINANCES – Second Reading/ Public Hearing:**

Public Comment – Limited to 3 minutes per person, please state your name and if you are a Longport resident for the record.

- **O2023-23** – An Ordinance Amending Article II Chapter 85
- **O2023-24** – An Ordinance Authorizing the Salaries, Wages and Compensation in Year 2023 for Employees Not Covered by Previous Ordinance or Union Contracts

- **ORDINANCES – Introduction and First Reading.** A Second Reading and Public Hearing is scheduled to be held on November 17, 2023, following the 9 am workshop meeting for the following ordinances:
 - **O2023-25** – An Ordinance Amending Article II Section 161-4.9
 - **O2023-26** – An Ordinance Amending Part I Chapter 42-3
 - **O2023-27** – An Ordinance Amending Article II Section 161-14 Schedule 2
- **RESOLUTIONS – CONSENT AGENDA – Resolutions R2023-128 through R2023-136**

Public Comment – Limited to 3 minutes per person, please state your name and if you are a Longport resident for the record.

- **R2023-128** – A Resolution Setting the Price of the Borough of Longport Holiday Beach Tags
- **R2023-129** – A Resolution Appointing Members to the Board of Trustees of the Free Public Library of the Borough of Longport, Pursuant to New Jersey Statutes Annotated Title 40 Section 54 Subsections 9 and 10
- **R2023-130** – Establishment of an Emergency ‘No Parking’ Area Along Atlantic Avenue – Easterly Side of 11th Avenue on the Southerly Side of Atlantic Avenue to the City of March – AC Marathon
- **R2023-131** – Amendment of Longport Personnel Policy and Procedures Manual
- **R2023-132** – Resolution Recognizing Michael Schiavo for Years of Service on the Longport Board of Education
- **R2023-133** – Rejection of Bids for the Installation of Raised Crosswalks on Amherst Avenue
- **R2023-134** – Award of Contract for the 2023 Various Street Opening Repairs to Ricky Slade Construction Inc. of Bridgeton, NJ
- **R2023-135** – Award of Contract for the Installation of New Playground Equipment at the Atlantic Avenue Recreation Complex to Byler Builders, LLC of Clayton, DE
- **R2023-136** – Authorizing a Tax Refund Due to Overpayment
- Bill List/ Financial Summary Report
- Municipal Administrator’s Report
- Borough Solicitor’s Report
- Borough Engineer’s Report
- Commissioners’ Reports
- Public Comment
- Adjournment

BOROUGH OF LONGPORT

COUNTY OF ATLANTIC

ORDINANCE 2023-23

AN ORDINANCE AMENDING ORDINANCE 2023-14 ARTICLE II CHAPTER 85

Borough of Longport Code Provision Ordinance 2023-14 and Article II Chapter 85 is hereby amended as follows:

An Ordinance Regarding Electric Vehicles and Service Equipment

7. Borough of Longport Municipal Public Charging Station

c. Any vehicle which is not electrically powered, and any electrically powered vehicle which is not undergoing a charge, shall be prohibited from parking, stopping, or standing in such charging space or location. Any vehicle violating this requirement ~~shall be subject to~~ [In addition to any other penalties herein provided, upon conviction thereof by the Municipal Court, be punishable by a fine of not less than \$20 nor more than \$50 for each violation. Each violation shall be considered a separate and distinct violation punishable as aforesaid.] ~~a violation and further subject to being towed at the expense of the owner.~~ [In addition to the penalty imposed for the violation of any of the provisions of this article of any vehicles parked in violation of any of the provisions of this article, the Police Department may cause said vehicles to be removed to such place as designated by the Chief of Police. The owner or operator of such vehicle so removed shall pay the reasonable cost and expense of such removal and the storage which may result therefrom, and any person, firm or corporation desiring to reclaim such vehicle may do so by paying the expenses of such removal, storage and violation.]

Vote on First Reading: 9/20/2023

publication: 9/30/2023

DO NOT USE SPACE BELOW						
OFFICIAL RECORD OF GOVERNING BODY VOTING ON 1 st Reading/Introduction						
COMMISSIONERS	MOTION	SECOND	AYE	NAY	NV	AB
Russo		X	X			
Leeds	X		X			
Lawler			X			
XX-indicates vote NV-not voting AB. - Absent						

Vote on Second Reading/Public Hearing: 10/18/2023

publication:

DO NOT USE SPACE BELOW						
OFFICIAL RECORD OF GOVERNING BODY VOTING ON FINAL PASSAGE						
COMMISSIONERS	MOTION	SECOND	AYE	NAY	NV	AB
Russo						
Leeds						
Lawler						
X-indicates vote NV-not voting AB. - Absent						

\ Borough of Longport

Ordinance 2023-23

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This is a Certified True Copy of the Original Ordinance on file in the Municipal Clerk's Office.

/s/ **MONICA A. KYLE, RMC, CMR**
MUNICIPAL CLERK

Monica A. Kyle, RMC

Nicholas M. Russo, Mayor

James P. Leeds, Sr., Commissioner

Daniel Lawler, Commissioner

**BOROUGH OF LONGPORT
ORDINANCE 2023-24**

**AN ORDINANCE AUTHORIZING THE SALARIES, WAGES AND COMPENSATION IN YEAR 2023 FOR
EMPLOYEES NOT COVERED BY PREVIOUS ORDINANCE OR UNION CONTRACTS**

Section 1: The within described salaries, wages and compensation paid to the following officials, officers and employees shall be computed from January 1, 2023.

All amounts are annual unless otherwise noted and shall not exceed the following:

DEPARTMENT OF PUBLIC AFFAIRS AND PUBLIC SAFETY

COMMISSIONER	13,982
POLICE CHIEF	100,000 to 175,000

OFFICE OF THE BOROUGH CLERK

MUNICIPAL ADMINISTRATOR	40,000 TO 85,000 or 20.00 to 50.00
BOROUGH CLERK	45,000 TO 90,000
DEPUTY BOROUGH CLERK	1,000 TO 10,000
REGISTRAR	3,744
DEPUTY REGISTRAR	1,829
ALTERNATE DEPUTY REGISTRAR	582
MUNICIPAL COURT JUDGE	12,000 TO 17,500
PROSECUTOR	12,064
EMERGENCY MANAGEMENT COORDINATOR	3,000 TO 5,000
DEPUTY EMERGENCY MANAGEMENT COORDINATOR	1,500 TO 2,900
PLANNING BOARD ADMINISTRATIVE OFFICER	1,798
PLANNING BOARD RECORDING SECRETARY	1,798
ZONING/CODE OFFICER	45,000 TO 80,000
CLERK TYPIST (HOURLY)	15.00 TO 19.00
COMPLIANCE INSPECTORS (HOURLY)	16.82 to 28.85 or 35,000 to 60,000
UNIFORM CONSTRUCTION CODE COORDINATOR	45,000 TO 80,000
ZONING ASSISTANT	18.00 TO 25.00
BUILDING DEPARTMENT ADMINISTRATOR	50,000 TO 95,000
ADMINISTRATIVE ASSISTANT-BUILDING DEPT	40,000 TO 60,000
FIRE CHIEF	7,726
ASSISTANT FIRE CHIEFS	5,171
FIRE CAPTAINS	2,171
FIRE LIEUTENANTS	988
UNIFORM FIRE OFFICIAL	3,655*
EMS Director	988
UNIFORM FIRE INSPECTOR	317
FIRE DEPT STIPEND	UP TO 2,250
COMMUNITY RATING SYSTEM DIRECTOR	3,000 TO 5,000
SPECIAL LAW ENFORCEMENT OFFICER I & II	15.00 TO 30.00
ADMINISTRATIVE ASSISTANT CLERK-POLICE DEPT	40,000 to 100,000
DOG LICENSE OFFICIAL	1,166

RECREATION SUPERVISOR	18.00 TO 25.00
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BEACH PATROL

CHIEF	19,000 to 28,000
CAPTAIN (MAXIMUM OF 85 DAYS)	180.00-256.00
BOAT HOUSE MAINTENANCE	180.63 PER DAY

** THE LIFEGUARD FORCE, INCLUDING THE OFFICERS LIMITED TO 120 BOATHOUSE MAINTENANCE DAYS IN TOTAL.

ANY OFFICERS AND LIFEGUARDS EMT-CERTIFIED MUST USE HIS/HER EMT SKILL AND TRAINING IN EVENT OF A BEACH EMERGENCY, MAY RECEIVED AN ADDITIONAL STIPEND OF \$550, IF THE INDIVIDUAL WORKS A MINIMUM OF 40 DAYS IN THE 2023 SEASON.

DEPARTMENT OF REVENUE AND FINANCE

COMMISSIONER	13,982
CHIEF FINANCIAL OFFICER	50,000 TO 100,000
TAX ASSESSOR	12,000 TO 22,000
TAX COLLECTOR	50,000 to 80,000
DEPUTY TAX/UTILITY COLLECTOR	1,000 to 10,000
JIF FUND COMMISSIONER	3,000
SAFETY COORDINATOR	3,000
CLAIMS COORDINATOR	3,000
ALTERNATE PAYROLL CLERK	1,166
QUALIFIED PURCHASING AGENT	3,683
Ⓢ REASSESSMENT COORDINATOR	9,000 TO 12,360
Ⓢ FIELD ASSESSOR-REASSESSMENT	5,150

Ⓢ **NOT REQUIRED EVERY YEAR**

DEPARTMENT OF PUBLIC WORKS

COMMISSIONER	13,982
LICENSE HOLDER	15,679
SUPERINTENDENT	34.00-45.00
WATER UTILITY & PUBLIC WORKS (HOURLY)	
ADMINISTRATIVE ASSISTANT	20,800 TO 45,000
Laborer (as needed)	15.00 to 20.00

SECTION II: The salaries of all officials and employees of the Borough shall be paid on a bi-weekly basis with the exception of those salaries paid *not less than quarterly* so as to conform with pension reporting procedures.

SECTION III: Each full-time employee, except for those employees covered by a collective bargaining agreement or a management contract shall receive longevity pay, according to and in compliance with the Borough of Longport Personnel Policies and Procedures Manual and Employee Handbook, in addition to their regular salary.

SECTION IV: Firefighters and Emergency Medical Technicians (EMT) may receive a stipend. The Fire Chief shall develop criteria for payment of an annual stipend to certain Firefighters/EMT's of the Longport Volunteer Fire Department. A stipend may also be given for individuals who handle

administrative duties through the year. Those criteria shall be presented to the Director of Public Safety and Public Affairs on an annual basis for the Director's approval. In no event shall any such stipend paid by the Borough of Longport in accordance with this ordinance be considered as salary or other remuneration. The payments set forth herein shall not be considered salary, nor shall such payments be considered to in any way construe the creating of a paid or partially paid fire department or ambulance squad with the Borough of Longport. No person receiving such stipend shall be considered by virtue of that stipend alone an employee of the Borough. Payments of stipends are subject to production of adequate documentation of current certification. No individual may receive fire department stipends totaling more than \$2250.

SECTION V: EMS Duty Crew Stipends: The dates for the EMS Duty Crew program shall be determined by the Chief of the Fire Department annually.

The following stipends will be paid on a bi-weekly or monthly basis. All stipends will be in compliance with the EMS Duty Crew SOP. The range for the following titles are as follows per shift:

- Driver: Non Firefighter - \$ 75.00 - \$160.00
- Certified FFI by NJ Division of Fire Safety -\$75.00 - \$ 160.00
- EMT: Non Firefighter -\$75.00 - \$ 160.00
- Certified FFI by NJ Division of Fire Safety - \$75.00 - \$ 160.00

The Longport Volunteer Fire Department will provide a per call stipend for all EMS Responses not part of the EMS Duty Crews. All Stipends will be in compliance with Fire Department EMS Response Plan SOP. The range for this payment for the following titles as follows:

- Driver: \$ 20.00 - \$ 45.00 per call
- Certified EMT: \$30.00 - \$ 65.00 per call
- Additional Responders on an EMS Call may receive - \$ 10.00 per call

Duty Crew Payment and EMS Call Responses Payment will be tracked by the Fire Chief and/or his designee and submitted for payment on a biweekly to monthly basis.

*The cumulative amount for any paid fire department stipend and/or duty crew may not exceed \$17,235.00 per year.

*INDICATES A CHANGE FROM THE ORIGINAL ORDINANCE ADOPTED.

All ordinances or parts of ordinances, inconsistent herewith are hereby repealed.

Vote on First Reading: 9/20/2023

Publication Date: 9/30/2023

DO NOT USE SPACE BELOW						
OFFICIAL RECORD OF GOVERNING BODY VOTING ON 1 st Reading/Introduction						
COMMISSIONERS	MOTION	SECOND	AYE	NAY	NV	AB
Russo	X		X			
Leeds			X			
Lawler		X	X			
XX-indicates vote	NV-not voting	AB. - Absent				

Vote on Second Reading: 10/18/2023

Publication Date:

DO NOT USE SPACE BELOW						
OFFICIAL RECORD OF GOVERNING BODY VOTING ON FINAL PASSAGE						
COMMISSIONERS	MOTION	SECOND	AYE	NAY	NV	AB
Russo						
Leeds						
Lawler						
X-indicates vote	NV-not voting	AB. - Absent				

Borough of Longport
Signature page for Salary Ordinance 2023-24
Page 4 of 4

Monica Kyle, RMC, CMR
Municipal Clerk

Mayor Nicholas Russo

Commissioner James P. Leeds, Sr.

Commissioner Daniel Lawler

BOROUGH OF LONGPORT

COUNTY OF ATLANTIC

ORDINANCE 2023-25

AN ORDINANCE AMENDING ARTICLE II SECTION 161-4.9

Borough of Longport Code Provision Article II Section 161-4.9 is hereby amended as follows:

§ 161-4.9**Designation of parking areas for municipal vehicles.**

[Added 7-17-2006 by Ord. No. 2006-11]

Discretionary parking within established parking areas limited to municipal vehicles only may be approved and regulated through written consent of both the Longport Chief of Police and at least one Borough Commissioner.

[The Borough shall establish designated Employee Only parking spaces behind Borough Hall for the exclusive use by Borough employees between the hours of 9:00AM to 5:00PM Monday through Friday. Employees entitled to such parking will be issued an identification placard or sticker for their vehicle. The Employee Only parking spaces shall be identified by signage indicating parking for employees only. Any vehicle parked in an Employee Only designated spot without an identification placard or sticker is subject to penalties as set forth in the provisions of Article II of this Chapter. The Borough Commissioners shall set the number of Employee Only parking spaces by Resolution. The Chief of Police in consultation with the Borough Administrator shall identify the spaces behind Borough Hall to be designated for Employee Only parking.]

Vote on First Reading: 10/18/2023

publication:

DO NOT USE SPACE BELOW						
OFFICIAL RECORD OF GOVERNING BODY VOTING ON 1 st Reading/Introduction						
COMMISSIONERS	MOTION	SECOND	AYE	NAY	NV	AB
Russo						
Leeds						
Lawler						
XX-indicates vote NV-not voting AB. - Absent						

DO NOT USE SPACE BELOW						
OFFICIAL RECORD OF GOVERNING BODY VOTING ON FINAL PASSAGE						
COMMISSIONERS	MOTION	SECOND	AYE	NAY	NV	AB
Russo						
Leeds						
Lawler						
X-indicates vote NV-not voting AB. - Absent						

\ Borough of Longport

Ordinance 2023-25

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/s/ **MONICA A. KYLE, RMC, CMR**
MUNICIPAL CLERK

Monica A. Kyle, RMC

Nicholas M. Russo, Mayor

James P. Leeds, Sr., Commissioner

Daniel Lawler, Commissioner

**BOROUGH OF LONGPORT
COUNTY OF ATLANTIC**

**ORDINANCE 2023-26
AN ORDINANCE AMENDING PART I CHAPTER 42-3**

BE IT ORDAINED BY THE COMMISSIONERS OF THE BOROUGH OF LONGPORT that:

Part I CHAPTER 42-3 is hereby amended as follows:

§ 42-3 Fees for copies.

[Amended 7-7-2010 by Ord. No. 2010-08]

The following shall be charged for the copying and reproduction of public records. Copies of public records shall be made available upon payment of the following fees, which shall be based upon the total number of pages, or parts thereof, to be purchased, without regard to the number of records being copied:

A. Letter size (8 1/2 inches by 11 inches) : \$0.05 per page.

B. Legal size (11 inches by 14 inches) : \$0.05 **\$0.07** per page.

[C. If the actual cost to produce paper copies exceeds the above rates; the Borough may charge the actual cost of duplication.

D. The Borough shall provide electronic records free of charge. (i.e. records sent via e-mail and fax).]

Vote on First Reading: 10/18/2023

publication:

DO NOT USE SPACE BELOW						
OFFICIAL RECORD OF GOVERNING BODY VOTING ON 1 st Reading/Introduction						
COMMISSIONERS	MOTION	SECOND	AYE	NAY	NV	AB
Russo						
Leeds						
Lawler						

XX-indicates vote NV-not voting AB. - Absent

Vote on Second Reading/Public Hearing: 11/17/2023

publication:

DO NOT USE SPACE BELOW						
OFFICIAL RECORD OF GOVERNING BODY VOTING ON FINAL PASSAGE						
COMMISSIONERS	MOTION	SECOND	AYE	NAY	NV	AB
Russo						
Leeds						
Lawler						
X-indicates vote NV-not voting AB. - Absent						

\ Borough of Longport

Ordinance 2023-26

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/s/ **MONICA A. KYLE, RMC, CMR**
MUNICIPAL CLERK

Monica A. Kyle, RMC

Nicholas M. Russo, Mayor

James P. Leeds, Sr., Commissioner

Daniel Lawler, Commissioner

BOROUGH OF LONGPORT

COUNTY OF ATLANTIC

ORDINANCE 2023-27

AN ORDINANCE AMENDING ARTICLE II SECTION 161-14 SCHEULE 2

Borough of Longport Code Provision Article II Section 161-14 Schedule 2 is hereby amended as follows:

§ 161-14 Schedule 2: Limited Time and Angled Parking.

Name of Street	Side	Time Limit	Location
Atlantic Avenue [Amended 4-20-2016 by Ord. No. 2016-07]	North	1 hour from 7:00 a.m. to 4:00 p.m.	Sixty-degree angled parking From a point 25 feet east of the extended easterly curbline of 24 th Avenue to a point 70 feet easterly therefrom
Atlantic Avenue [Amended 4-20-2016 by Ord. No. 2016-07]	South	1 hour from 7:00 a.m. to 4:00 p.m.	30-degree angled parking from a point 33 feet east of the extended easterly curbline of 24 th Avenue to a point 70 feet easterly therefrom
Atlantic Avenue	South	1 hour from 7:00 a.m. to 4:00 p.m.	30-degree angled parking from a point 25 feet west of the extended westerly curbline of 24th Avenue to a point 40 feet westerly therefrom
Atlantic Avenue	South	1 hour from 7:00 a.m. to 4:00 p.m.	30-degree angled parking from a point 25 feet west of the extended westerly curbline of 25th Avenue to a point 40 feet westerly therefrom

Vote on First Reading: 10/18/2023

publication:

DO NOT USE SPACE BELOW						
OFFICIAL RECORD OF GOVERNING BODY VOTING ON 1 st Reading/Introduction						
COMMISSIONERS	MOTION	SECOND	AYE	NAY	NV	AB
Russo						
Leeds						
Lawler						
XX-indicates vote NV-not voting AB. - Absent						

DO NOT USE SPACE BELOW						
OFFICIAL RECORD OF GOVERNING BODY VOTING ON FINAL PASSAGE						
COMMISSIONERS	MOTION	SECOND	AYE	NAY	NV	AB
Russo						
Leeds						
Lawler						
X-indicates vote NV-not voting AB. - Absent						

\ Borough of Longport

Ordinance 2023-27

Page -2-

This is a Certified True Copy of the Original Ordinance on file in the Municipal Clerk's Office.

/s/ **MONICA A. KYLE, RMC, CMR**
MUNICIPAL CLERK

Monica A. Kyle, RMC

Nicholas M. Russo, Mayor

James P. Leeds, Sr., Commissioner

Daniel Lawler, Commissioner

BOROUGH OF LONGPORT
Atlantic County - New Jersey
Resolution
2023-128

A Resolution Setting the Price of the Borough of Longport Holiday Beach Tags

WHEREAS, the Governing Body of the Borough of Longport has enacted changes to §61-2B of the Borough Code to permit the selling of Holiday Beach Tags;

WHEREAS, §61-2B of the Borough Code states that the price of Holiday Beach Tags shall be set by Resolution of the Governing Body;

NOW, THEREFORE BE IT RESOLVED:

For the 2023 season, Holiday Beach tags will be priced as follow:

Regular - \$23.00 per tag
 Senior - \$8.00 per tag

RECORD OF GOVERNING BODY VOTE ON FINAL PASSAGE						
COMMISSION	AYE	NAY	NV	AB	MOT.	SEC.
RUSSO						
LEEDS						
LAWLER						
X-Indicates Vote NV-Not Voting AB-Absent MOT-Motion SEC-Second						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF ADOPTION:

10/18/2023

**BOROUGH OF LONGPORT
COUNTY OF ATLANTIC
RESOLUTION 2023-129**

**A RESOLUTION APPOINTING MEMBERS TO THE BOARD OF TRUSTEES OF THE FREE PUBLIC
LIBRARY OF THE BOROUGH OF LONGPORT
PURSUANT TO NEW JERSEY STATUTES ANNOTATED
TITLE 40 SECTION 54 SUBSECTIONS 9 and 10**

WHEREAS, N.J.S.A 40:54-9 sets forth the guidelines whereby which a Board of Trustees is appointed by the Mayor; and,

WHEREAS, the Mayor requires the Advice and Consent of the Commissioners of the Borough of Longport to approve the appointees who will serve as members of the Board of Trustees of the Free Public Library of the Borough of Longport; and

WHEREAS, N.J.S.A. 40:54-10 sets forth the guidelines whereby vacancies and subsequent appointments are made;

NOW THEREFORE IT IS RESOLVED, by and with the Advice and Consent of the Commissioners of the Borough of Longport that the following appointment and term are made pursuant to N.J.S.A 40:54-10:

<u>Appointee</u>	Mr. Joe DiGirolamo	Term Five-Years	expiring 10/18/2028
	Mr. Gary Rubin	Term Five-Years	expiring 10/18/2028

DO NOT USE SPACE BELOW THIS LINE							
RECORD OF GOVERNING BODY VOTING ON FINAL PASSAGE							
COMMISSION	AYE	NAY	N.V.	AB.	MOTION	SECOND	
Russo							
Leeds							
Lawler							
X-Indicates Vote NV-Not Voting AB - Absent							

Adopted: October 18, 2023

I, **Monica A. Kyle**, Municipal Clerk of the Borough of Longport, Atlantic County, N.J., do hereby certify the forgoing to be a true and correct copy of a Resolution adopted by the Board of Commissioners of the Borough of Longport at a Meeting of said Board of Commissioners held on October 18, 2023, and that said Resolution was adopted by not less than a two-thirds vote of the members of the Longport Borough Board of Commissioners.

Monica A. Kyle, RMC, Municipal Clerk

BOROUGH OF LONGPORT

Resolution 2023-130

A RESOLUTION AUTHORIZING THE ESTABLISHMENT OF AN EMERGENCY 'NO PARKING' AREA ALONG ATLANTIC AVENUE –EASTERLY SIDE OF 11TH AVE ON THE SOUTHERLY SIDE OF ATLANTIC AVE TO THE CITY OF MARGATE – AC MARATHON

WHEREAS, the Borough of Longport will be participating in the **AC MARATHON** that will involve Atlantic City, Ventnor, Margate and Longport on Sunday, October 22, 2023.

WHEREAS, in the interest of safety during this event, there is a need to declare an emergency "No Parking" area along the south side of Atlantic Ave starting from the South Easterly side of 11th Avenue to the city border of Margate; and

WHEREAS, in accordance with N.J.S.A. 39:197.3, a Municipality has the right to permit special traffic regulations when circumstances of this type dictate its necessity.

NOW THEREFORE BE IT RESOLVED by the Commissioners of the Borough of Longport that it hereinafter authorizes the following temporary, special traffic regulations to be implemented in the Borough of Longport, Atlantic County, New Jersey:

'No Parking' (to include the bike lane) on South Side (Atlantic Ocean) of

Roadway	From	To
Atlantic Avenue	11th Avenue	Margate City Line

AND BE IT FURTHER RESOLVED that prohibition of parking shall commence Saturday, October 21 at 4 pm and remain in effect until Sunday, October 22 at 5 pm.

RECORD OF GOVERNING BODY VOTE ON FINAL PASSAGE						
COMMISSION	AYE	NAY	N.V	A.B.	MOT.	SEC.
RUSSO						
LEEDS						
LAWLER						
	X-Indicates Vote		NV-Not Voting		AB-Absent	MOT-Motion
	SEC-Second					

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF ADOPTION:
10/18/2023

/s/ MONICA A. KYLE, RMC

**BOROUGH OF LONGPORT
ATLANTIC COUNTY, NEW JERSEY
RESOLUTION 2023-131
A RESOLUTION APPROVING AMENDMENT OF
LONGPORT PERSONNEL POLICY AND PROCEDURES MANUAL**

WHEREAS, the Borough of Longport adopted a Personnel Policies and Procedural Manual and Employee Handbook, hereinafter referred to as Manual and Handbook, on October 6, 2004; and

WHEREAS, said Manual and Handbook was revised on October 2023 which incorporated certain recommendations made by the Municipal Joint Insurance Fund and the Municipal Solicitor; and

WHEREAS, the Joint Insurance Fund has recommended additional changes to be made which were reviewed by the Governing Body and the additional changes are as follows:

1. Equal Employment Opportunity Policy
2. Americans with Disabilities
3. Overtime
4. Paid Holidays
5. Vacation Leave Policy
6. Personal Day Policy
7. Sick Leave Policy
8. Family and Medical Leave
9. New Jersey Family Leave
10. Alcohol and Drug-Free Workplace
11. Ethical Conduct
12. Domestic Violence Policy
13. Policy for Use of Employer Vehicles (Non-Law Enforcement)

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Longport that said Manual and Handbook is hereby modified per the recommendations made by the Municipal Joint Insurance Fund and the Municipal Solicitor; and

BE IT FURTHER RESOLVED that these modifications shall be effective immediately.

RECORD OF GOVERNING BODY VOTE ON FINAL PASSAGE						
COMMISSION	AYE	NAY	N.V	A.B.	MOT.	SEC.
RUSSO						
LEEDS						
LAWLER						
X-Indicates Vote NV-Not Voting AB-Absent MOT-Motion SEC-Second						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF ADOPTION: 10-18-23

/s/ Monica Kyle, Municipal Clerk

I, Monica Kyle, Municipal Clerk of the Borough of Longport, by my signature above do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Board of Commissioners of the Borough of Longport at a Meeting of said Board of Commissioners held on October 18, 2023, and that said Resolution was adopted by not less than a two-thirds vote of the members of the Longport Board of Commissioners.

**BOROUGH OF LONGPORT
ATLANTIC COUNTY, NEW JERSEY
RESOLUTION 2023-132**

**Resolution Recognizing Michael Schiavo for Years of Service on the
Longport Board of Education**

WHEREAS, the Longport Board of Commissioners hereby recognizes Michael Schiavo, for his dedication to the students and citizens of the Borough of Longport; and

WHEREAS, Michael Schiavo has served as a member of the Longport Board of Education since July 2010 to October 31, 2023; and

WHEREAS, over his many years of service of our school community, Michael Schiavo has served in a number of leadership roles, including serving as the Vice President and Chair of Finance, and has worked tirelessly during his tenure providing valuable input for the betterment of the Longport School District; and

WHEREAS, Michael Schiavo has served with distinction on the Longport Board of Education.

THEREFORE, BE IT RESOLVED that the Longport Board of Commissioners expresses its gratitude to Michael Schiavo for his outstanding service to the Longport Community, its stakeholders, and particularly its students;

RECORD OF GOVERNING BODY VOTE ON FINAL PASSAGE						
COMMISSION	AYE	NAY	NV	AB	MOT.	SEC.
RUSSO						
LEEDS						
LAWLER						
X-Indicates Vote NV-Not Voting AB-Absent MOT-Motion SEC-Second						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF ADOPTION:
10/18/2023

/s/ MONICA A. KYLE, RMC

I, Monica Kyle, Municipal Clerk of the Borough of Longport, do hereby certify the foregoing to be a true and correct copy of a Resolution adopted by the Board of Commissioners of the Borough of Longport at a Meeting of said Board of Commissioners held on October 18, 2023, and that said Resolution was adopted by not less than a two-thirds vote of the members of the Longport Board of Commissioners.

Monica Kyle, Municipal Clerk

BOROUGH OF LONGPORT
Atlantic County - New Jersey
Resolution 2023-133

**REJECTION OF BIDS FOR THE INSTALLATION OF
RAISED CROSSWALKS ON AMHERST AVENUE**

WHEREAS, the Municipal Purchasing Agent received three (3) bids on October 11, 2023 for the **Installation of Raised Crosswalks on Amherst Avenue**; and

WHEREAS, the Municipal Engineer has reviewed the bids and is recommending the bids be rejected due to a lack of available funding; and

WHEREAS, the Municipal Administrator has reviewed the bids, has determined that it is not within budget, and concurs with the recommendation of the Municipal Engineer.

NOW, THEREFORE, BE IT RESOLVED by the Longport Borough Board of Commissioners that the recommendation of the Municipal Administrator is hereby accepted and that said Governing Body hereby rejects all bids for the **Installation of Raised Crosswalks on Amherst Avenue**.

RECORD OF GOVERNING BODY VOTE ON FINAL PASSAGE						
COMMISSION	AYE	NAY	N.V	A.B.	MOT.	SEC.
RUSSO	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LEEDS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LAWLER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
X-Indicates Vote NV-Not Voting AB-Absent MOT-Motion SEC-Second						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF ADOPTION: _____

10/18/2023

/s/MONICA KYLE, RMC

BOROUGH OF LONGPORT
Atlantic County - New Jersey
Resolution 2023-134

AWARD OF CONTRACT FOR THE
2023 VARIOUS STREET OPENING REPAIRS
TO RICKY SLADE CONSTRUCTION INC. OF BRIDGETON, NJ

WHEREAS, the Municipal Engineer solicited quotes for the **2023 Various Street Opening Repairs**; and

WHEREAS, the Municipal Administrator with the recommendation of the Municipal Engineer has reviewed the quotes and determined that it is within budget; and is recommending award to the apparent lowest responsible respondent, price and other factors being considered, **Ricky Slade Construction Inc. of Bridgeton, NJ** for their **Total Quote of \$26,850.00**.

NOW, THEREFORE, BE IT RESOLVED by the Longport Borough Board of Commissioners that the recommendation of the Municipal Administrator is hereby accepted and that said Governing Body hereby awards the issuance of a Purchase Order in the amount of **\$26,850.00** to **Ricky Slade Construction Inc.** for the **2023 Various Street Opening Repairs**, and

BE IT FURTHER RESOLVED that the Municipal Administrator has contacted the Chief Financial Officer as to the availability of funds and that a Certificate of Available Funds will be issued and attached to this Resolution upon her return as required by Law.

RECORDED VOTE OF GOVERNING BODY						
Commissioner	Motion	Second	Aye	Nay	Not Voting	Absent
RUSSO						
LAWLER						
LEEDS						

Date of Adoption: 10/18/2023

MONICA KYLE, RMC
MUNICIPAL CLERK

**BOROUGH OF LONGPORT
Atlantic County - New Jersey
Resolution 2023-135**

**AWARD OF CONTRACT FOR THE
INSTALLATION OF NEW PLAYGROUND EQUIPMENT
AT THE ATLANTIC AVENUE RECREATION COMPLEX
TO BYLER BUILDERS LLC OF CLAYTON, DE**

WHEREAS, the Municipal Purchasing Agent received three (3) bids on October 13, 2023 for the **Installation of New Playground Equipment at the Atlantic Avenue Recreation Complex**; and

WHEREAS, the Municipal Engineer has reviewed the bids and is recommending awarding the **Alternate Bid #1** to the lowest responsible bidder, **Byler Builders LLC of Clayton, DE**, for their total amount bid of **\$121,500.00**; and

WHEREAS, the Municipal Administrator has reviewed the recommended bid, has determined that it is within budget, and concurs with the recommendation of the Municipal Engineer; and

WHEREAS, a Certificate of Availability of Funds has been issued by the Municipal Chief Financial Officer and is attached to this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Longport Borough Board of Commissioners that the recommendation of the Municipal Administrator is hereby accepted and that said Governing Body hereby awards a Contract in the amount of **\$121,500.00** to **Byler Builders LLC** for the **Installation of New Playground Equipment at the Atlantic Avenue Recreation Complex**.

RECORD OF GOVERNING BODY VOTE ON FINAL PASSAGE						
COMMISSION	AYE	NAY	N.V	A.B.	MOT.	SEC.
RUSSO						
LEEDS						
LAWLER						
X-Indicates Vote NV-Not Voting AB-Absent MOT-Motion SEC-Second						

This is a Certified True copy of the Original Resolution on file in the Municipal Clerk's Office.

DATE OF ADOPTION: _____

10/18/2023

/s/MONICA KYLE, RMC

**Longport Borough Financial Report
Current and Utility Fund-Summary Only**

September-23

(Misc. revenues and manual checks may not be included. Figures may not have been reconciled to bank or financial reports as of the reading date of this report. The previous monthly bank statements are reconciled and on file in the Finance Office)

Current Fund		
Beginning Balance	8/31/2023	\$7,565,113.53
Revenues		
Taxes		219,330.83
Fees and Permits		325.00
Construction Fees		23,738.00
Beach Fees		555.00
Municipal Court		6,574.74
Interest on Investments		9,719.43
Miscellaneous		8,170.30
State Aid/Grants		40,442.61
Surplus Recognized		0.00
Total Revenues	9/30/2023	\$308,855.91
Disbursements		
Checks/payroll/debt/ due to capital/grants		\$791,850.14
Non-cash Surplus		0.00
Total Disbursements	9/30/2023	\$791,850.14
Ending Balance	9/30/2023	\$7,082,119.30

Utility Fund		
Beginning Balance	8/31/2023	\$1,095,777.10
Revenues		
Water/Sewer Rents		\$5,125.76
Interest		1,468.22
Miscellaneous		5,890.00
Transfers from Current for Capital		0.00
Total Revenues	9/30/2023	\$12,483.98
Disbursements		
Checks/Payroll/Debt		\$49,969.69
Total Disbursements	9/30/2023	\$49,969.69
Ending Balance	9/30/2023	\$1,058,291.39