

**BOROUGH OF LONGPORT WORKSHOP COMMISSION MEETING
MUNICIPAL BUILDING, 2305 ATLANTIC AVE
LONGPORT, NJ 08403
FRIDAY NOVEMBER 22, 2024 – 9:00 AM**

The meeting was called to order at 9:02 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 18, 2024. In addition, copies of notices were posted on the bulletin board, posted on the Borough of Longport website www.longportnj.gov, 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, CFO Kelly, Engineer Dennis, Library Director Gerhardt, and Municipal Clerk Kyle also present.

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

Borough Solicitor Affanato discussed the Borough's options for the 2025 beach vending license. It was decided to start the opening bid at \$26,000 and to remove the renewal option.

Administrator Porter:

Administrator Porter – absent.

Borough Solicitor Affanato:

Solicitor Affanato explained that he would provide a combined update including the Administrator's report. He discussed a resolution on the agenda for a new municipal court judge and prosecutor. He noted that this appointment could not wait for the swearing-in of the new governing body as both the judge and prosecutor were retiring at the end of December. He also discussed a resolution for a 'mini contract' for several professionals including: the borough solicitor, tax appeal attorney/alternate borough solicitor and administrator. The contracts would run from 1/1/2025 to 1/15/2025 at no additional cost to the Borough. He also discussed that there are some additional changes that are being required by the New Jersey Department of Environmental Protection to the Borough's Code Chapter 99 adding that is why the ordinance is on the agenda for an amendment. It was noted that the Zoning Officer did review the proposed minor changes and approved of the amended ordinance.

Borough Solicitor Affanato said that Zoning Officer Funk did attend two NJ DEP meetings regarding beach replenishment. He explained that based on available funding, the Borough is scheduled for some sand for the dunes, as well as, some additional dune plantings. He noted that Zoning Officer Funk did discuss with them about potentially contracting with Stockton University for a dune assessment. It was noted that the Army Corps of Engineers is going to provide the Borough with an updated dune template.

Commissioner Leeds asked about the status of the sun shade for the playground at 33rd Avenue. Mayor Russo said he will address Commissioner Leeds' questions during his report.

Borough Engineer Dennis:

Borough Engineer Dennis said that he also attended the preconstruction meeting with the ACOE and NJDEP regarding the upcoming beach fill project. He explained that Longport is not scheduled to get any additional sand for its beaches, but depending on funding, Longport could receive dune repair, cross over repair, and dune plantings. He explained that the NJ DEP is anticipated to arrive in the area sometime in mid-January and be finished by mid-April.

Engineer Dennis also discussed a resolution to award a contract for street-opening repairs as well as, the connection of utility services to 23rd Avenue and abandon the alleyway connection. Solicitor Affanato explained that the MEL-JIF is currently handling litigation for the Borough regarding a broken main that damaged a home's tennis court in that area.

He also noted that the next phase of Atlantic Avenue construction would be starting soon. He said they would start after the first of the year and anticipated completion before Memorial Day. Engineer Dennis also noted that work has begun to upgrade police holding cells. He explained that the doors are on special order and have a 14-week lead time.

Engineer Dennis also discussed upcoming work on the water tower. He explained that part of the painting contract includes a one-year independent inspection. He said that the inspection's report noted some minor things that need to be addressed. He said that on December 3rd the contractor will begin work. As part of the work, the tower will need to be drained. It was noted that the work should not take longer than one week.

He also said that the New Jersey Department of Transportation awarded the Borough with \$250,000 for traffic calming work in the area of Sunset, Yarmouth, 33rd and 32nd avenues.

Engineer Dennis also discussed the lead service line repair project. He noted that letters had been sent out to residents as the law stipulated that these letters must be sent by November 15th. He added that the Borough did receive several calls in response to the letter. He explained that there is no reason for alarm as he spoke with the Borough's water license operator and that Longport's lead levels have always been well below acceptable limits. He said that he is currently working on the first phase of the project of what is a multi-year project. He said for anyone that received an "unknown" letter, a contractor would be following up with them to determine if a home has lead or galvanized piping. He also explained that there will be customized website with information for Longport residents. Solicitor Affanato discussed drafting an ordinance regarding the project similar to one Ventnor City adopted.

Commissioner Leeds questioned the resolutions for bonding. CFO Kelly noted that the resolutions were a requirement with the I-Bank financing process.

Commissioner Lawler asked if there was a cutoff date or year based on a home's construction for the 'unknown' letters. Engineer Dennis noted that the State DEP did not allow that without a second check of the piping.

Mayor Russo:

Mayor Russo addressed Commissioner Leeds' question regarding the sunshade equipment explaining that the canopy supports would be installed soon and were weather dependent. He added, that they would most likely be installed by mid-January. He also discussed a recent survey regarding adding pickle ball or padel courts and noted keeping things as they are at the courts.

Mayor Russo also discussed the Christmas tree lighting event. There was discussion regarding the history of the tree and Menorah lighting event on 35th Avenue. Commissioner Lawler also discussed the possibility of adding more holiday decorations in the Borough.

Commissioner Leeds:

Commissioner Leeds – nothing further to report.

Commissioner Lawler:

Commissioner Lawler – had a question about the animal control resolution on the regular meeting agenda. Solicitor Affanato and CFO Kelly explained that the Borough had to have an animal control service provider by law.

Municipal Clerk Kyle:

Municipal Clerk Kyle – discussed the December 4th Board of Commissioners meeting as there were no items scheduled for the agenda at this time. The Governing Body decided to cancel the meeting. Clerk Kyle also discussed a resolution on the regular meeting agenda for a redesign of the Borough's website to be completed by the end of the year. She also announced the date of the reorganization meeting and explained that the annual meeting calendar would be adopted at the January 15, 2025, reorganization meeting. Clerk Kyle also discussed the possibility of holding a photo contest to help gather images for the Borough's new website.

Miscellaneous:

None.

Motion to Adjourn – Commissioner Leeds, seconded by Commissioner Lawler. All in Favor – Yes. None Opposed. Meeting adjourned at 9:42 am.

**BOROUGH OF LONGPORT COMMISSION MEETING
MUNICIPAL BUILDING, 2305 ATLANTIC AVE
LONGPORT, NJ 08403
FRIDAY, NOVEMBER 22, 2024**

The meeting was called to order with the flag salute at 9:43 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 18, 2024. In addition, copies of notices were posted on the bulletin board in the Municipal Building, posted on the Borough website www.longportnj.gov, 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, CFO Kelly, Engineer Dennis, Library Director Gerhardt, and Municipal Clerk Kyle also present.

Mayor Russo noted that the emergency exit information had been previously announced and provided public comment opportunities.

Approval of Minutes:

Municipal Clerk Kyle requested a motion to approve the minutes from the October 16, 2024, Workshop and Regular Commission Meeting. Mayor Russo made a motion, seconded by Commissioner Leeds, to approve the minutes. All in Favor - ALL AYES. None opposed.

ORDINANCES – SECOND READING/ PUBLIC HEARING: O2024-21- An Ordinance Amending Chapter 144 Regarding the Installation of Water Meters and Curbstop Boxes in the Borough of Longport

No one wished to speak on this ordinance.

ORDINANCES – SECOND READING/ PUBLIC HEARING: O2024-22 – An Ordinance Amending Chapter 158-10 Regarding Towing Fees in the Borough of Longport

No one wished to speak on this ordinance.

ORDINANCES:

Number	Title
2024-21	An Ordinance Amending Chapter 144 Regarding the Installation of Water Meters and Curbstop Boxes in the Borough of Longport
Purpose	The purpose of this ordinance is to amend regulations regarding the location of rearranged or realigned piping, requirements regarding outside installation of the meter pit and penalties.

Motion	Motion – Mayor Russo seconded by Commissioner Leeds to adopt Ordinance #O2024-21.
Roll Call Vote	Mayor Russo – YES. Commissioner Leeds – YES. Commissioner Lawler – YES. ALL AYES. None opposed.
2024-22	An Ordinance Amending Chapter 158-10 Regarding Towing Fees in the Borough of Longport
Purpose	The purpose of this ordinance is to amend the Borough of Longport’s towing and storage fee schedule, as well as add a Miscellaneous provision stating that the official tower must comply with the Borough’s ordinance and those of the State of New Jersey.
Motion	Motion – Commissioner Leeds, seconded by Commissioner Lawler to adopt Ordinance #O2024-22.
Roll Call Vote	Mayor Russo – YES. Commissioner Leeds – YES. Commissioner Lawler – YES. ALL AYES. None opposed.

ORDINANCES:

The following ordinance was introduced for a first reading/ introduction:

Introduction and First Reading of Ordinance 2024-23- An Ordinance Amending Ordinance 2023-13 by the Board of Commissioners of the Borough of Longport Amending the Borough of Longport’s Code of Ordinances to Repeal Chapter 99 Flood Damage Prevention Ordinance Sections 99-1 through Sections 99-20; to Adopt a New Chapter 99 Sections 99-101 through Sections 99-1001; to Adopt Flood Hazard Maps; to Designate a Floodplain Administrator; and Providing for Severability and an Effective Date *the ordinance title was amended upon legal publication to: **An Ordinance Amending Ordinance 2023-13 by the Board of Commissioners of the Borough of Longport Amending the Borough of Longport’s Code of Ordinances Chapter 99 Sections 101 through Sections 99-1001**

A second reading and Public Hearing on this ordinance will be held on December 18, 2024, following the 4 pm workshop meeting.

ORDINANCES:

Number	Title
2024-23	An Ordinance Amending Ordinance 2023-13 by the Board of Commissioners of the Borough of Longport Amending the Borough of Longport’s Code of Ordinances to Repeal Chapter 99 Flood Damage

Purpose	<p>Prevention Ordinance Sections 99-1 through Sections 99-20; to Adopt a New Chapter 99 Sections 99-101 through Sections 99-1001; to Adopt Flood Hazard Maps; to Designate a Floodplain Administrator; and Providing for Severability and an Effective Date *the ordinance title was amended upon legal publication to: An Ordinance Amending Ordinance 2023-13 by the Board of Commissioners of the Borough of Longport Amending the Borough of Longport’s Code of Ordinances Chapter 99 Sections 101 through Sections 99-1001</p> <p>The purpose of this ordinance is to amend sections, and to repeal and add sections to the Borough of Longport’s Code Book Chapter 99 Flood Damage Prevention.</p>
Motion	<p>Motion – Commissioner Leeds, seconded by Commissioner Lawler to Introduce Ordinance #O2024-23.</p>
All in Favor	<p>ALL AYES. None opposed.</p> <p>Commissioner Leeds commended the Borough on its Chapter 99.</p>

Public Comment or Questions on Resolutions: R2024-132 through R2024-133:

No one from the public had comments or questions on the resolutions.

RESOLUTIONS – Resolution R2024-132 an R2024-133:

Number	Title
2024-132	<p>Resolution of the Borough of Longport, in the County of Atlantic, New Jersey, Determining the Form and Other Details of its “Note Relating to the Construction Financing Program of the New Jersey Water Bank,” to be Issued in the Principal Amount of up to \$4,500,000, and Providing for the Issuance and Sale of Such Note to the New Jersey Infrastructure Bank, and Authorizing the Execution and Delivery of Such Note by the Borough of Longport in Favor of the New Jersey Infrastructure Bank, All Pursuant to the Water Bank Construction Financing Program of the New Jersey Infrastructure Bank</p> <p>MOTION – LEEDS, SECOND- LAWLER, All AYES- none opposed.</p>
2024-133	<p>A Resolution of the Borough of Longport, County of Atlantic, State of New Jersey, Authorizing the Filing of an Application for a Short-Term Construction Loan from the New Jersey I-Bank Under the Construction Financing Program and Authorizing the Issuance of a Construction Loan Note in Connection Therewith for the Lead Service Lines Replacement Project</p> <p>MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed.</p>

Public Comment or Questions on listed Consent Agenda Resolutions: R2024-134 through R2024-148:

No one from the public had comments or questions on the Consent Agenda resolutions.

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 Resolution R2024-134 through R2024-148:

Number	Title
2024-134	Chapter 159 – Budget Insertion for FEMA FMA Flood Mitigation Planning Grant – Winchester Avenue Phase II MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-135	Southern Coastal Regional Employee Benefits Fund Indemnity and Trust Agreement MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-136	Authorizing Approval of a Second Amendment Shared Services Agreement which provides for Shared Municipal Court Services for the Municipalities of the City of Margate City and the Borough of Longport MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-137	A Resolution Establishing the Borough Employee Holiday Schedule for Year 2025 MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-138	Authorizing the Borough’s Participation in the Sourcewell Co-Op for Contract #032824-KTC, Kenworth Trucks MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-139	Authorizing a Change Order to a Non Fair and Open Professional Services Contract for Bond Counsel MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-140	A Resolution Authorizing the Awarding of a Professional Services Contract for Animal Control Services MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-141	Resolution Authorizing a new Municipal Website Design and Daily Content Management MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-142	Authorizing a Tax Refund Due to Overpayment MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-143	Award of Contract for the 2024 Various Street Opening Repairs to Ricky Slade Construction Inc. of Bridgeton, NJ MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.

2024-144	A Resolution Appointing the Municipal Judge and Prosecutor for the Borough of Longport MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-145	A Resolution Authorizing Short Term Contracts for Certain Professionals MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-146	Authorizing Transfer of Appropriations MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-147	Risk Management Consultant – Atlantic County Municipal Joint Insurance Fund MOTION – RUSSO, SECOND- LAWLER, All AYES- none opposed.
2024-148	Award of Contract for the Installation of Utility Services at 23 rd Avenue to Seaview Mechanical, Inc., of Absecon, NJ 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 – LAWLER. 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 – RUSSO. ALL IN FAVOR - ALL AYES. NONE OPPOSED.

ADMINISTRATOR’S REPORT:

Absent.

SOLICITOR’S REPORT:

Nothing further to report.

ENGINEER’S REPORT:

Nothing further to report.

COMMISSIONERS REPORTS:

MAYOR RUSSO

Mayor Russo discussed a letter sent to several fire departments that assisted in a recent fire at a home on Sunset Avenue. Commissioner Leeds thanked Mayor Russo for sending the letter and also commended the Longport Volunteer Fire Department on its professionalism in handling this fire event, as well as its dedication to serving the residents of Longport.

COMMISSIONER LEEDS

Nothing further to report.

COMMISSIONER LAWLER

Nothing further to report.

PUBLIC COMMENT

There were no comments or questions from the public.

ADJOURNMENT

MOTION – COMMISSIONER LAWLER, SECOND – COMMISSIONER LEEDS. All AYES- none opposed.
Adjournment – 9:51 am.