

**BOROUGH OF LONGPORT WORKSHOP COMMISSION MEETING
MUNICIPAL BUILDING, 2305 ATLANTIC AVE
LONGPORT, NJ 08403
WEDNESDAY, OCTOBER 18, 2023 – 4:00 PM**

The meeting was called to order at 4:00 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, The Ocean City Sentinel, the Star Ledger, and Courier Post on October 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, Fire Chief Clayton, Library Director Gerhardt, and Municipal Clerk Kyle also present. Several members of the Longport Free Public Library Board of Trustees were also in attendance.

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

The scheduled oath of office for a new member of the Longport Free Public Library Board of Trustees was rescheduled as the member could not attend.

Administrator Porter:

Administrator Porter explained that the Borough had been informed that there might be Federal Emergency Management Agency funding available and that the engineer would investigate how the funding could be used in Longport. He added that the Borough would be submitting an application to elevate Well #1 to prevent flooding, and other work for pumping stations. Commissioner Leeds discussed drafting a capital projects list to identify areas of potential need. Administrator Porter said that he plans on having a list prepared by the end of November.

Administrator Porter said that the New Jersey Department of Environmental Protection recently notified the Borough of an upcoming beach re-nourishment project scheduled to begin in 2024. It was noted that the last time the Borough had a beach re-nourishment project was in 2021 and cost the Borough an estimated \$200,000. There was further discussion on this topic.

Administrator Porter announced that the Electric Vehicle Charging Station located behind Borough Hall is operational and available for public use.

He added that the Longport American Legion Post 469 is scheduled to hold a Veterans Day Ceremony on November 11th at 11 am at the gazebo as you come into Longport off the JFK Bridge. He added that the Longport Public Library is inviting everyone to Commission Chambers after the ceremony for a reception.

Commissioner Leeds noted that FEMA released a new storm surge report. Administrator Porter noted that he had not had an opportunity to review it, yet.

Borough Solicitor Affanato:

Borough Solicitor Affanato said that he has been involved with the upcoming beach re-nourishment project. He also noted that he previously provided the Governing Body with changes to four ordinances for review. He explained that the ordinances are related to behavior including: alcohol use, curfews, behavior on the beach, and breach of peace. He also discussed an ordinance on the agenda regarding employee parking spaces located in the Borough Hall parking lot. He also discussed an ordinance on the agenda adding angled parking on Atlantic Avenue.

Commissioner Leeds noted that he has concerns with vehicles backing into the angled parking spaces on Atlantic Avenue. Commissioner Lawler also expressed concern with vehicles backing in to these spaces.

Borough Engineer Dennis:

Engineer Dennis discussed a resolution on the agenda to reject the bids received for a raised crosswalk project on Amherst Avenue as the bids came in too high. He discussed rebidding the project, but on a smaller scale that could serve as a pilot project. He noted some of the regulations regarding CDBG funding, which would be used in this project. He explained that the Borough could do one raised sidewalk instead of two. The Governing Body said it would be interested in moving forward with one crosswalk to serve as a traffic calming measure on Amherst Avenue.

Engineer Dennis also discussed a resolution on the agenda to award a contract for the street opening repairs project. He added that this is a yearly project for the Borough.

He reviewed a resolution on the agenda to award the playground equipment installation contract. He explained that the Borough went out for a second bid for this project as the first bid came in too high.

He also discussed an ordinance on the agenda to add new angled parking spaces on Atlantic Avenue. He explained that the way the parking is angled requires that vehicles 'back in' to park. He explained that backing in is safer for bicyclists when vehicles are pulling out of the space. He added that this is a new trend in traffic safety. He explained that the Borough would need to embark on a public education campaign regarding the new parking procedure. He said that the Borough will evaluate the situation and if necessary, the angle of the parking can be flipped to allow cars to pull in. He explained that the ordinance designates the parking areas, not the angle of the spaces.

Commissioner Leeds reiterated his safety concern with vehicles backing into angled spaces. He said that it will bring more confusion to a busy area particularly in the summer season. Commissioner Lawler also expressed concern with vehicles crossing the lane of traffic in order to back in to the space.

Mayor Russo:

Mayor Russo discussed the Table of Equalized Valuations recently received from the State Department of Treasury – Division of Taxation. He said that the Borough is at 66.5%. He asked CFO Kelly if the Borough would be required to perform a re-assessment or re-valuation. CFO Kelly explained that she did not receive a letter requiring the Borough to take any action at this time. She added that there are approximately 14 municipalities in Atlantic County facing a similar situation. She noted that she had discussed the Borough's valuation with the Tax Assessor. He suggested that one possibility would be to do a re-assessment in-house if required to do so. He said that this would cost approximately \$200,000

and that he would also need to hire additional staff. She added that the new process would require the Tax Assessor to enter residents' homes. It was noted that the last time the Borough had to go through a similar process was approximately 10 years ago. Mayor Russo questioned if the Borough should allocate funding for a re-assessment in the 2024 municipal budget. It was explained that a re-assessment or revaluation, if required, would most likely be budgeted for 2025. There was further discussion on this topic.

Mayor Russo announced several upcoming events including the Clean Ocean Action Beach Sweep event on Saturday, October 21st, and a Paper Shredding event on November 18th. He also discussed the Veterans Day event that Administrator Porter previously mentioned in his report.

Commissioner Leeds:

Commissioner Leeds – nothing further to report.

Commissioner Lawler:

Commissioner Lawler – nothing further to report.

Municipal Clerk Kyle:

Municipal Clerk Kyle discussed the upcoming General Election on November 7, 2023, and the various voting options including: early voting centers, in-person voting on Election Day, and voting by mail. She also asked the Governing Body if it wished to continue with the remote audio option for Commission Meetings as a new license would be needed for 2024.

Miscellaneous:

None.

Motion to Adjourn – Commissioner Leeds, seconded by Commissioner Lawler. All in Favor – Yes. None Opposed. Meeting adjourned at 4:32 pm.

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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 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.

ROLL CALL:	Nicholas Russo	present
	James P. Leeds, Sr.	present
	Daniel Lawler	present

Borough Solicitor Affanato, Administrator Porter, CFO Kelly, Engineer Dennis, Chief Culmone, Fire Chief Clayton, Library Director Gerhardt, and Municipal Clerk Kyle also present. Several members of the Longport Free Public Library Board of Trustees were also in attendance.

Mayor Russo provided emergency exit and public comment information.

Approval of Minutes:

Municipal Clerk Kyle requested a motion to approve the minutes from the September 20, 2023, Workshop and Regular Commission Meeting and the September 28, 2023, Special Commission Meeting. Mayor Russo made a motion, seconded by Commissioner Lawler, to approve the minutes. All in Favor - ALL AYES. None opposed.

ORDINANCES – SECOND READING/ PUBLIC HEARING: O2023-23 – An Ordinance Amending Article II of Chapter 85

No one wished to speak on this ordinance.

ORDINANCES – SECOND READING/ PUBLIC HEARING: O2023-24 – An Ordinance Authorizing the Salaries, Wages and Compensation in Year 2023 for Employees Not Covered by Previous Ordinance or Union Contracts

No one wished to speak on this ordinance.

ORDINANCES:

Number	Title
2023-23	An Ordinance Amending Article II Chapter 85
Purpose	The purpose of this ordinance is amend the Borough’ Code for use of the

Motion	Electric Vehicle Public Charging Station to include a violation for vehicles parked, stopped or standing in the charging spaces while not undergoing a charge. Motion – Commissioner Lawler seconded by Mayor Russo to adopt Ordinance #O2023-23.
Roll Call Vote	Mayor Russo – YES. Commissioner Leeds – YES. Commissioner Lawler – YES. ALL AYES. None opposed.
2023-24	An Ordinance Authorizing the Salaries, Wages and Compensation in Year 2023 for Employees not Covered by Previous Ordinance or Union Contracts.
Purpose	The purpose of this ordinance is to establish the salaries, wages and compensation for employees who are not covered by previous ordinances or union contracts for the year 2023
Motion	Motion – Commissioner Lawler, seconded by Commissioner Leeds to adopt Ordinance #O2023-24
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: O2023-25 – An Ordinance Amending Article II Section 161-4.9; O2023-26 – An Ordinance Amending Part I Chapter 42-3; and O2023-27 – An Ordinance Amending Article II Section 161-14 Schedule 2. *A second reading and public hearing will be held at the November 17, 2023, Regular Commission Meeting that will follow the 9 am workshop meeting.*

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 Introduce Ordinance #O2023-25.
All in Favor	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 Leeds, seconded by Commissioner Lawler to Introduce Ordinance #O2023-26.
All in Favor	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 – Mayor Russo, seconded by Commissioner Leeds to Introduce Ordinance #O2023-27.
All in Favor	ALL AYES. None opposed.

Public Comment or questions on listed resolutions: R2023-128 through R2023-136:

There were no comments or questions from the public regarding the consent agenda resolutions 2023-128 through 2023-136.

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

RESOLUTIONS – CONSENT AGENDA (R2023-128 through R2023-136):

Number	Title
2023-128	A Resolution Setting the Price of the Borough of Longport Holiday Beach Tags MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed.
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 MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed.
2023-130	Establishment of an Emergency ‘No Parking’ Area Along Atlantic Avenue – Easterly Side of 11 th Avenue on the Southerly Side of Atlantic Avenue to the City of Margate – AC Marathon MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed.
2023-131	Amendment of Longport Personnel Policy and Procedures Manual

2023-132	MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed. Resolution Recognizing Michael Schiavo for Years of Service on the Longport Board of Education MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed.
2023-133	Rejection of Bids for the Installation of Raised Crosswalks on Amherst Avenue MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed.
2023-134	Award of Contract for the 2023 Various Street Opening Repairs to Ricky Slade Construction Inc. of Bridgeton, NJ MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed.
2023-135	Award of Contract for the Installation of New Playground Equipment at the Atlantic Avenue Recreation Complex to Byler Builder, LLC of Clayton, DE MOTION – RUSSO, SECOND- LEEDS, All AYES- none opposed.
2023-136	Authorizing a Tax Refund Due to Overpayment MOTION – RUSSO, SECOND- LEEDS, 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 – LAWLER. ALL IN FAVOR - ALL AYES. NONE OPPOSED.

ADMINISTRATOR’S REPORT:

Nothing further to report.

SOLICITOR’S REPORT:

Nothing further to report.

ENGINEER’S REPORT:

Nothing further to report.

COMMISSIONERS REPORTS:

MAYOR RUSSO

Mayor Russo – announced that the Longport American Legion Veterans Day Ceremony will be held at 11 am on November 11th with a reception hosted by the Longport Public Library in Commission Chambers after the ceremony.

COMMISSIONER LEEDS

Commissioner Leeds – nothing further to report.

COMMISSIONER LAWLER

Commissioner Lawler discussed the draft seasonal beach tag fee ordinance previously provided by Solicitor Affanato for the Governing Body's review. Solicitor Affanato explained that the only change to the ordinance would be the fee for senior seasonal tags as it was not increased last year when the seasonal tag was. Commissioner Lawler said he spoke with the former Recreation Supervisor and that it seemed that the daily tag might have been detrimental to the Borough. The enforcement of the daily tag was also discussed. Solicitor Affanato explained that the ordinance would need to be amended regarding any changes to daily beach tags. Mayor Russo noted that the Borough needs to review the overall sales from the 2023 season and then make a decision. CFO Kelly said that she would provide a report on beach tag sales to the Governing Body. Commissioner Leeds said that he would like to discuss beach tag fees at the next meeting. It was noted that feedback was needed from both the previous and current Recreation Supervisor. Administrator Porter explained that next season, the seasonal tag and senior seasonal tag would have different color backgrounds to make them easier for beach tag checkers to differentiate.

PUBLIC COMMENT

Solicitor Affanato reminded the public that it is not necessary to provide an address for the record, but asked speakers to please identify if they are a Longport resident.

Barbara Douglas of Longport requested that the Borough address street flooding in her area. At times, she said she has been unable to leave her home because of the extreme flooding. It was noted that the pump for the area had to have a part replaced. Mayor Russo explained that the part was a specialty order. Administrator Porter explained that the part was ordered a while ago, but that delivery was greatly delayed. It was noted that the pump is scheduled for repair on October 23, 2023. Engineer Dennis noted that the pump has been upgraded with an extra part to help prevent a similar situation.

Bob English of Longport discussed the Federal and State mandate to replace lead and galvanized service lines over the next seven years in the Borough. He noted that when he built his home, he believes that these lines were replaced at that time. He questioned if he would have to pay again, in the form of a municipal-wide utility fee increase. He felt that property owners who already replaced these service lines should not be required to pay again. Engineer Dennis noted that there is partial grant funding for the project and explained that it is a complicated project that not only encompasses service lines connected to residents' home, but also those in the street and that it would most likely be considered one large project. Mr. English questioned when the Borough will know how much the project will cost and if it was possible for homeowners to replace their own service lines. He suggested that those who need service lines replaced pay for the replacement. He also suggested that homeowners could complete the work now instead of waiting several years, which could result in higher costs. Mr. English noted that if all affected property owners replaced their own service lines, there would not be a need to increase utility fees. Engineer Dennis explained that that service lines located in the street also would need to be replaced by the Borough.

Betty Devereaux of Longport said she loved living in Longport due to the camaraderie she feels as a result of the Longport Public Library. She added that she loves the library's programs and hopes that they continue. She expressed her support for the library and its programs.

Janice Carson of Longport said she has traveled a lot and that the Longport Public Library's programs far exceed any others she has been to. She said she supports the library's programs and would like to see them continue. She noted that because of the programs she has learned many new things. She added

that they are especially important during the winter season when there are not as many events occurring in the Borough.

Fran Kenny of Longport said she has been living in Longport since 1989 and remembers the previous library system. She said the new independent library system really feels like a community and highlighted numerous programs and services that the library provides. She expressed her support of all library programs and said she would like to see them continue. She also commended the library director.

Mayor Russo discussed the history of the library in Longport beginning with the County library branch and the two referendums held before Longport approved an independent library system. He noted that one of Longport's largest challenges is its footprint. He explained that the Borough does not have that much room in Borough Hall or available land for public use. He noted that he recently spoke with the Library Director regarding use of the Centennial Room on second floor for library programs. He suggested that a portion of it could be used for library programming. He noted that the Building Department requested that it maintain the use of the area nearest the stairwell to the third floor. He suggested the possible use of a foldable barrier. Commissioner Lawler reiterated that the Governing Body is supportive of the library and its programs, but felt that the expansion into the second floor would be better accommodated by the Centennial Room. He added that the library is doing a great job. Commissioner Leeds also expressed his support of the Longport Public Library. He also was in favor of the library using the Centennial Room for its programs.

Catherine Cattie of Longport said that she and her family are all very support of the library, as well as the Library Director, Ricky Gerhardt, and the work he has done with the library.

Library Director Gerhardt said when the referendum passed, all were surprised at how quickly the County moved out of the library space. He thanked the Governing Body and staff for how quickly the Borough was able to get a library system in place for residents. He said that library law is complicated and invited members of the Governing Body as well as the Administrator to sit down with him at any time to discuss this with him. He also provided his phone number to the Governing Body. He added that the library is looking for feedback for future programs. He announced that a holiday tree lighting will be held behind Borough Hall on December 8, 2023. He also discussed a holiday concert at the Church of the Redeemer on December 17, 2023. He thanked the Governing Body for use of Commission Chambers as it has been instrumental for library programming. He said that the Centennial Room is something that the Library Board is open to discussing.

ADJOURNMENT

MOTION – COMMISSIONER LAWLER, SECOND – COMMISSIONER LEEDS. All AYES- none opposed.
Adjournment – 5:14 pm.