

**MINUTES OF BOARD OF COMMISSIONERS  
WORK SESSION AND REGULAR MEETING  
APRIL 24, 2019**

The Work Session of the Board of Commissioners of the Borough of West Cape May was called to order by Mayor Sabo at 7:00pm. The Open Public Meetings Statement was read by Mayor Sabo who then led those present in the flag salute. Mayor Carol Sabo, Deputy Mayor Burke and Commissioner Francis answered roll call. Also in attendance: Municipal Clerk Suzanne Schumann, Deputy Clerk Theresa Enteado, Solicitor Chris Gillin-Schwartz, Engineer Ray Roberts, and Auditor Leon Costello.

*\*\*Due to an electric outage, the recording of this meeting did not begin until 7:02pm.*

**WORK SESSION**

**OLD BUSINESS:**

Protection of Borough Owned Property:

Nothing new to report.

Small Wireless Facilities:

Solicitor Gillin-Schwartz reviewed the proposed Ordinance for regulations on wireless poles, cabinets and antennas. The Ordinance outlines the permit requirements, fees, definitions and installation standard requirements. Engineer Roberts stated that an escrow fee should be mandatory and not optional. Clerk Schumann questioned adding an administrative fee and Solicitor Gillin-Schwartz indicated that that fee is inclusive in the permit fee. Commissioner Francis asked if the escrow fee was separate than the application fee. Solicitor Gillin-Schwartz will amend Ordinance to revise escrow fee language. Ordinance will be introduced at May 8<sup>th</sup> meeting.

**NEW BUSINESS:**

Request for Adjustment to Water Bill – Catastrophic Water Leak – 114 Sixth Avenue; Block 53, Lot 3:

Mayor Sabo reviewed the correspondence received from the property owner relative to a request for an adjustment due to a water leak at the property. Deputy Mayor Burke indicated that he agrees with the report provided by Dave Carrick, Water/Sewer Supervisor, and agrees that adjustment should be approved.

**PUBLIC PORTION:**

NONE

The Work Session concluded at 7:16pm.

**2019 MUNICIPAL BUDGET**

82-19 Read by Title Only and Open Public Hearing on 2019 Municipal Budget

*On motion by Deputy Mayor Burke, seconded by Commissioner Francis, Resolution 82-19 was approved. The motion was carried unanimously on roll call vote.*

Public Comment on Municipal Budget:

*Auditor Costello indicated that the budget is the same as introduced and has been approved by the State after review. Mr. Costello indicated that the tax increase will be 2/10ths of a cent. There was no further public comment.*

83-19 Adopt 2019 Municipal Budget

*On motion by Commissioner Francis, seconded by Deputy Mayor Burke, Resolution 83-19 was approved. The motion was carried unanimously on roll call vote.*

**REGULAR MEETING**

**PROCLAMATION – LOYALTY DAY**

**CONSENT AGENDA**

On motion of Deputy Mayor Burke, seconded by Commissioner Francis, the following Consent Agenda was unanimously approved on roll call vote.

Minutes:

April 10, 2019 Work Session and Regular Meeting

Ordinances for Introduction and Publication:

NONE

Resolutions:

- 84-19 Authorizing an Encroachment Agreement Regarding 110 Sunset Boulevard; Block 32, Lot 3
- 85-19 Insertion of Special Item of Revenue, Chapter 159 – Emergency Management Performance Grant
- 86-19 Authorizing a Trust Fund Which Shall Be Considered a “Dedication by Rider” to the Budget of the Borough of West Cape May for the Collection and Disbursement of Fees for Celebration of Public Events
- 87-19 Authorizing a Trust Fund Which Shall Be Considered a “Dedication by Rider” to the Budget of the Borough of West Cape May for the Collection and Disbursement of Fees for Environmental Commission Contributions
- 88-19 Authorizing a Trust Fund Which Shall Be Considered a “Dedication by Rider” to the Budget of the Borough of West Cape May for the Collection and Disbursement of Fees for Special Events Day
- 89-19 Municipal Green Team Recognition
- 90-19 Establishing Review of the Environmental Resource Inventory (ERI) as Part of the Environmental Commission Annual Report
- 91-19 Water Adjustment for Catastrophic Leak – 114 Sixth Avenue; Block 53, Lot 3

- 92-19 Closed Session (Contract Matters – Reconstruction of Leaming Avenue and Borough Hall Parking Lot)  
93-19 Bill Payment

**NON-CONSENT AGENDA**

Ordinances for Second Reading and Public Hearing:  
NONE

Resolutions:  
NONE

**COMMISSIONER REPORTS**

Commissioner Francis mentioned the Multicultural Festival/Reunion which is being hosted by the West Cape May African American Historical Society on June 29<sup>th</sup> from 11am – 4pm at the West Cape May Elementary School.

Deputy Mayor Burke indicated that the Borough’s Shade Tree Commission is taking names for residents who are interested in having a native tree planted on their property, which would be beneficial to the Borough’s tree canopy and a value to the wildlife and environment. Mr. Burke also mentioned that the Borough received a Recycling Tonnage Grant and thanked employees for their help with that grant. Mr. Burke also stated that the four-way stop at the intersection of Park Boulevard and Leaming Avenue is expected to go into effect on Thursday, April 25, 2019.

Mayor Sabo brought attention to the following upcoming events: E-Waste Event on May 4, Borough-Wide Yard Sale on May 11, Bulk Trash Event on May 15 and Community Shred Event on May 17. Mayor Sabo also mentioned that the next Board of Commissioners meeting, scheduled for May 8<sup>th</sup>, will begin at 4:00pm. Mayor Sabo congratulated Officer Eric Lashley of the Cape May Police Department on his promotion to Sergeant.

**PUBLIC PORTION**  
NONE

**CLOSED SESSION**

The Commissioners entered into Closed Session at 7:35pm. Closed Session ended and the regular meeting resumed at 8:12pm with no formal action being taken.

The meeting was adjourned at 8:14pm on motion of Deputy Mayor Burke, seconded by Commissioner Francis.

Respectfully submitted,

Suzanne M. Schumann, RMC  
Municipal Clerk