MINUTES OF BOARD OF COMMISSIONERS WORK SESSION AND REGULAR MEETING AUGUST 24, 2016

The Work Session of the Board of Commissioners of the Borough of West Cape May was called to order by Mayor Kaithern at 7:00 PM. The Open Public Meetings Statement was read by Mayor Kaithern who then led those present in the flag salute. Mayor Pamela Kaithern, Deputy Mayor Peter Burke, and Commissioner Carol Sabo answered roll call. Also in attendance: Municipal Clerk Suzanne Stocker, Deputy Clerk Theresa Enteado, Solicitor Frank Corrado and Zoning Official Norm Roach.

WORK SESSION

OLD BUSINESS:

NFIP Community Rating System: Nothing new to report.

<u>Naming Street in Honor of Mayor Jack Vasser</u>: Mr. Vasser's middle initial was confirmed. Street sign is being ordered by Public Works. Borough will announce street dedication once it is planned.

<u>Property Maintenance Regulations:</u> Solicitor Corrado provided a draft Ordinance for Property Maintenance updates for the Borough. After review of the items incorporated in the Ordinance, it was decided that the proposed Ordinance would not move forward. It was suggested that the Borough's Zoning Official review the current code and provide specific changes which would be beneficial to be amended for property maintenance enforcement. The Zoning Official requested an amendment to the definition of "structure" in the Zoning Code to remove swimming pools, tennis courts, etc.

<u>Food Truck Regulations</u>: Norm Roach, Zoning Official, provided a zoning map that identifies all commercial properties in West Cape May that offer food. Solicitor Corrado indicated that unless there is a current issue with food trucks, then regulations do not need to be created.

<u>Estate of Smith – Betty Robbins Memorial – Donation of a Bandstand</u>: Planning on a pavilion style structure to be located in the back corner of the park behind Borough Hall. The Governing Body discussed the possibility of moving the old gazebo to the lot on Second Avenue or in front of Borough Hall by the Clerk's Office.

<u>Shade Trees – Shade Tree Commission – Code Enforcement</u>: The Governing Body discussed revisions to the Shade Tree Ordinance to allow the approval of applications for tree removal to be processed through the Borough's Zoning Office. The Clerk's Office provided a list of procedures to be incorporated into the application process. The Borough will be looking into the cost for services of tree

experts to provide inspections of the trees and will adjust the application fee for tree removal accordingly. It was suggested that the Planning and Zoning Board Applications be revised to include a requirement for applicant's to provide a tree inventory of existing trees when submitting the applications.

NEW BUSINESS:

Review of Vacant Properties with Municipal Liens:

The Governing Body provided Solicitor Corrado with a list of vacant properties within the Borough which have municipal liens against them. Mayor Kaithern asked Solicitor Corrado to look into having these properties donated to the Borough in lieu of receiving payment for the municipal liens.

REVIEW OF REGULAR MEETING: Mayor Kaithern reviewed the Consent Agenda and Non-Consent agenda items.

The Work Session portion of the meeting was adjourned at 8:40pm and the Regular Meeting convened at 8:44pm.

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

Minutes: August 10, 2016 Work Session, Regular Meeting and Closed Session

Ordinances for Introduction and Publication: None

Resolutions:

124-16	Partial Release of Performance Guarantee for Block 21, Lot 44 – Paul Burgin
125-16	Resolution Opposing Seismic Air Gun Testing Off the Coast of New Jersey
126-16	Authorizing Refund of Macedonia Baptist Church's Clean Up Fee Deposit
127-16	Release of Unexpended Escrow Fees – Heather Wertley
128-16	Change in Custodian of Petty Cash Fund
129-16	Rescinding Petty Cash Fund
130-16	Establishing the Borough's Fixed Asset Threshold for Financial Statement Purposes to be \$2,000.00
131-16	Authorizing Refund of Peterson-Little Post 386, Auxiliary of the VFW's Deposit for Clean Up Fee
132-16	Release of Unexpended Escrow Fees – John E. Backe
133-16	Bill Payment

NON-CONSENT AGENDA

ORDINANCES FOR SECOND READING AND PUBLIC HEARING: None

COMMISSIONER REPORTS

Commissioner Sabo gave a reminder about the celebration for the new fire truck being on October 15th.

Deputy Mayor Burke indicated that the rehab of the water/sewer building is progressing and that the cement floor should be poured next week.

Mayor Kaithern had nothing to report. **PUBLIC PORTION -** No Comments

When no one wished to speak, and there being no further business, the meeting was adjourned at 8:43pm on motion of Deputy Mayor Burke, seconded by Commissioner Sabo.

Respectfully submitted,

Suzanne M. Stocker, RMC Municipal Clerk