

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
DECEMBER 13, 2017**

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

ENGINEER'S REPORT

WORK SESSION - OLD BUSINESS:

NFIP Community Rating System:

Mayor Kaithern indicated that Lou Belasco, the CRS Coordinator, has been in contact with the DEP to acquire an updated list of non-compliant properties within the Borough of West Cape May.

Verizon Wireless Proposal:

Nothing new to report.

Review of Properties with Municipal Liens:

Solicitor Gillin-Schwartz will be sending letters to remaining property owners to inquire about their interest in a deed in-lieu of foreclosure for the liens.

Dark Skies/Downward Facing Lights:

Engineer Roberts met with PZB Member Paul Mulligan and they are researching further elements to incorporate into the ordinance. Mr. Roberts mentioned that with the constant changes in technology, the ordinance may be broad to cover necessary changes. Mayor Kaithern suggested the incorporation of a page which can be amended as needed by resolution.

WORK SESSION - NEW BUSINESS:

Request for Street Opening Hardship – 710 Maple Avenue:

Marcello Mogavero discussed his request for a street opening at 710 Maple Avenue, which is under moratorium until September 2019. Mr. Mogavero is building a single-family home and wishes to connect to natural gas. Engineer Roberts indicated that this request is for a 4'x4' opening on the street. Mr. Mogavero indicated that South Jersey Gas indicated that the connection could be made without cutting the street, but submitted the application requesting the 4'x4' street opening. Mayor Kaithern asked Mr. Mogavero if he will be residing in the home and Mr. Mogavero responded that although he would like to, his plan is to resell the home once completed. Mayor Kaithern suggested alternatives to connecting to natural gas. Engineer Roberts suggested that Mr. Mogavero contact South Jersey Gas and have them resubmit a revised application, if the street does not need to be cut. In the event that South Jersey Gas still needs to cut the street for connection, this matter can be reheard by the Board of Commissioners as a hardship request.

Water Quality Accountability:

Engineer Roberts discussed the new Water Quality Accountability Act which took effect on October 18, 2017. Mr. Roberts indicated that this Act asks for municipalities to have a plan

in place to replace all water mains within a 150 year time period. The State would like to see a budgeting plan in place, as well as GPS maps and cyber security plans if applicable.

Mr. Roberts indicated that Remington Vernick Engineers will prepare a proposal to complete the necessary work. The proposal will include an option for the management plan, as well as an option to perform the financial analysis as well. This proposal is expected to be received by mid-January.

Speed Hump – Traffic Calming:

Engineer Roberts explained the process of installing speed humps throughout the borough and the process for notification to residents about the installation of same. Mr. Roberts estimated the cost of a speed hump to be approximately \$4,500 and may be discounted if a second installation can be done within the same day. Mr. Roberts explained the regulations for speed humps within proximately of stop signs and intersections. Mayor Kaithern asked if pavers, similar to those being used in the County project, could be used to slow traffic and asked about the cost of same. Mr. Roberts indicated that he believes that the cost would be about the same but will follow up with the County Engineer for additional information.

Treatment Works Applications – Administrative Fees:

Clerk Schumann discussed the need for administrative fees to cover the administrative work for the processing of Treatment Works Applications. The Commissioners agreed that an administrative fee should be established. Clerk Schumann will research what other municipalities are charging and an ordinance will be introduced in 2018.

PUBLIC PORTION:

Wayne Hoffman, 410 Fourth Avenue – Mr. Hoffman does not believe that speed humps would be as effective as installing additional stop signs. Mr. Hoffman also spoke if the “romantically wonderful” lighting at Wilbraham Park that he hopes is not affected by the possible “dark skies” ordinance. Mr. Hoffman also suggested upgrading the lighting at the flag pole in front of the firehouse.

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

In regards to Resolution 163-17, Mayor Kaithern asked about the need to include various lots into the application. Engineer Roberts indicated that the application is required to include all properties that will be passed by, which are not currently included in the sanitary sewer, when making the connection to a specific property.

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

Minutes:

November 29, 2017 – Work Session/Regular Meeting

Ordinances for Introduction and Publication:

NONE

Resolutions:

- 161-17 Refund of Property Tax Overpayment – 203 Second Avenue; Block 39, Lot 6.02 – Damian Kohut and Karrie Gavin
- 162-17 Refund of Property Tax Overpayment – 185 E. Mechanic Street; Bock 9, Lot 10.01 – Gary and Denise Sorin
- 163-17 Authorizing Treatment Works Application (TWA) for McCullough Alley; Block 67, Lots 7-9, 10.02, 18-20, 21.01 and 21.02
- 164-17 Authorizing the Receipt of Bids for One New Plenary Retail Consumption License for the Sale of Alcoholic Beverages in the Borough of West Cape May
- 165-17 Providing for an Emergency Appropriation in the Amount of \$46,760.00 Pursuant to the Provisions of N.J.S.A. 40A:4-46 to Provide the Funding of a Loan Repayment to the United States Department of Agriculture – Rural Development
- 166-17 Release of Unexpended Escrow Fees – Troy Newswanger
- 167-17 Bill Payment

NON-CONSENT AGENDA

Resolutions:

NONE

Ordinances for Second Reading and Public Hearing:

- 529-17 An Ordinance Amending Section 30 of the Borough Code regarding Trees

Mayor Kaithern opened the public hearing. When no one wished to speak, the public hearing was closed and Deputy Mayor Burke made a motion, seconded by Commissioner Sabo, to adopt Ordinance 529-17. The motion was carried unanimously on roll call vote.

- 531-17 An Ordinance Amending Section 17 of the Borough Code regarding Streets and Sidewalks – Newly Paved Streets

Mayor Kaithern opened the public hearing. When no one wished to speak, the public hearing was closed and Deputy Mayor Burke made a motion, seconded by Commissioner Sabo, to adopt Ordinance 531-17. The motion was carried unanimously on roll call vote.

COMMISSIONER REPORTS

Commissioner Sabo reminded everyone of the holiday season and individuals who may suffer from depression and need someone to talk to. Commissioner Sabo suggested that everyone to reach out to their friends and family to talk if needed.

Deputy Mayor Burke recognized the Department of Public Works for their work on the exterior of the borough hall building. Deputy Mayor Burke indicated that the Red Cross Blood Drive has been scheduled for January 25th from 12pm-5pm.

Mayor Kaithern spoke about the Christmas Parade, indicating that it was the biggest and best parade to date. Mayor Kaithern indicated that the staff and volunteers are a critical aspect to the success of the parade. Additionally, Mayor Kaithern spoke of the parade fundraisers and although they exceeded years past, due to the size of the parade and the number of band entries, the borough is short with paying for parade expenses and indicated that donations for the parade are still being accepted from both residents and businesses.

PUBLIC PORTION

Wayne Hoffman of 410 Fourth Avenue wished everyone Happy Holidays and thanks Mayor Kaithern for her service.

When no one else wished to speak, the meeting was adjourned at 8:07pm on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Suzanne M. Schumann, RMC
Municipal Clerk