

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
January 6, 2016**

The Work Session of the Board of Commissioners of the Borough of West Cape May was called to order by Mayor Kaithern at 7:03 PM. The Open Public Meetings Statement was read by Mayor Kaithern who then led those present in the flag salute. Mayor Kaithern, Deputy Mayor Peter Burke and Commissioner Carol Sabo answered roll call. Also in attendance: Clerk Elaine Wallace, Deputy Clerk Theresa Enteadó, and Solicitor Frank Corrado, and Chris Gillin-Schwartz.

WORK SESSION

ENGINEER'S REPORT: Ray Roberts reviewed the report (attached) for January.

OLD BUSINESS

NFIP Community Rating System: Nothing new to report at this time.

Glysohate Usage: Nothing new to report at this time.

Naming Green Street to Honor Mayor Jack Vasser: The Borough Solicitor provided a summary of the possibilities for naming the street in honor of Jack Vasser. The Board was in favor of adding a sign, rather than changing the name. Mayor Kaithern will contact the requestor to get her thoughts before moving forward.

NEW BUSINESS:

Code Violation Penalties: The Board discussed the general penalty section of the Borough code and whether there was a way to revise it to give the Court authority to impose fines for each day a violation exists without a separate summons having to be written. Solicitor Corrado felt that could pose an issue with due process. He suggested writing a summons, then checking a week later and if the violation still exists, then write another summons for each of the days of the preceding week. The Board asked Mr. Corrado to draft a revision to the code to increase the maximum penalty in line with the State Statute.

County Animal Shelter Agreement: The Board was in favor of the proposed contract and added a resolution to the consent agenda to approve the agreement.

The work session was adjourned at 7:38 PM and the regular meeting convened at 7:40 PM.

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

Minutes: December 16, 2015 Work Session and Regular Meeting
December 16, 2015 Closed Session

Ordinances for Introduction and Publication: None

Resolutions:

- 01-16 Resolution to Adopt Temporary Budget
- 02-16 Resolution to Adopt Temporary Budget –Water/Sewer
- 03-16 Resolution Adopting Cash Management Plan
- 04-16 Dates, Time and Place of Board of Commissioners Meetings
- 05-16 Year 2016 Holidays for the Borough of West Cape May
- 06-16 Resolution Appointing Borough Solicitor
- 07-16 Resolution Appointing Municipal Auditor
- 08-16 Resolution Appointing Bond Counsel
- 09-16 Resolution Appointing Risk Management Consultant
- 10-16 Resolution Authorizing Municipal Engineer
- 11-16 Resolution Appointing Public Defender
- 12-16 Resolution Appointing Municipal Prosecutor
- 13-16 Professional services Appointment of Triad Associates as COAH
Administrative Agent
- 14-16 Authorizing Professional Service Contract with Jeffrey Surenian as COAH
Counsel
- 15-16 Fixing Rate of Interest on Delinquent Taxes and Assessment and Fixing a
Six Percent (6%) Penalty on Delinquent Taxes and Municipal Charges
- 16-16 Authorizing Tax Assessor to File Regular Appeals on Behalf of the Borough
of West Cape May
- 17-16 Resolution for Deferred School Tax Levy to West Cape May
Elementary School
- 18-16 Resolution for Deferred School Tax Levy to Lower Cape May
Regional School District
- 19-16 Confirmation of Officials for Joint Insurances Fund and Municipal
Excess Liability Fund
- 20-16 Renewal of Trailer Park License for Broadway Trailer Park
- 21-16 Renewal of Trailer Park License for Westwood Mobile Estates
- 22-16 Designation of Official Newspaper
- 23-16 Designation of Departments for Borough Commissioners
- 24-16 Designation of Official Depositories and Signatures
- 25-16 Appointing Class III Member of the Planning Board
- 26-16 Authorize Special Event Permits to Cape May Film Society
- 27-16 Bill Payment
- 28-16 Closed Session – Pending Litigation: Affordable Housing, Willow Creek
- 29-16 Authorizing Interlocal Services Agreement between the County of Cape May
and the Borough of West Cape May for Animal Sheltering Services

NON-CONSENT AGENDA:

Ordinance for Second Reading: None

COMMISSIONERS REPORTS:

Commissioner Sabo had no report.

Deputy Mayor Burke reminded everyone of the blood drive scheduled for January 28th from noon to 5 pm.

Mayor Kaithern commended Deputy Clerk Theresa Enteadó for obtaining her registrar's certification. She also read aloud a letter of appreciation from a resident for Barbara Baltz in the Tax Collector's office.

PUBLIC PORTION: No comments

When no one wished to speak, the meeting was recessed into closed session at 7:46 PM and reconvened at 9:05 PM on motion of Deputy Mayor Burke, seconded by Commissioner Sabo.

The meeting was adjourned at 9:06 PM on motion of Deputy Mayor Burke, seconded by Commissioner Sabo.

Respectfully submitted,

Elaine L. Wallace, RMC, CMR
Municipal Clerk