

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
June 10, 2015**

The Work Session of the Board of Commissioners of the Borough of West Cape May was called to order by Mayor Kaithern at 7:08 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: Clerk Elaine Wallace, Deputy Clerk Dianne Rutherford, Solicitor Frank Corrado, Engineer Ray Roberts, and Construction Official Don Arndt.

WORK SESSION

ENGINEER'S REPORT: Ray Roberts reviewed the June report (attached). Mr. Roberts also discussed the roadwork portion of the Myrtle Avenue sanitary sewer project, in particular parking arrangement and sidewalk installation. He designed both parallel and angled parking and discovered that angled parking would only increase parking by one space. Mr. Roberts is proposing installing a new sidewalk on the Wilbraham Park side of the street. The board will consider the proposal and respond to Mr. Roberts at the first meeting in July.

Construction Official Introduction: Donald Arndt, the newly hired construction official, introduced himself to the governing body. He discussed the process he will be using to handle West Cape May applications. Also discussed were the added requirements for Historic Preservation and COAH developer fee payments. Mr. Arndt will provide copies of CO's and CA's for each WCM project for the Borough's files.

OLD BUSINESS

NFIP Community Rating System: Nothing new to report at this time. Don Arndt will also take over as the Borough's floodplain manager. Clerk Wallace will forward to him the list of deficient properties provided by FEMA. Mr. Arndt will begin working on the list.

Notifying Realtors and Arborists about Ordinance 494-15 Tree Preservation: The Board reviewed the application form provided by the Shade Tree Commission and suggested some changes. Clerk Wallace will revise the form for review at the next meeting. Also, the Clerk asked if a procedure has been set and contact person/persons have been established.

Police Contract: Nothing new at this time.

NEW BUSINESS:

ACMJIF Contract Renewal: The Board discussed and would like to continue participation in the ACMJIF. A resolution for renewal is on the consent agenda.

Patio Permit Regulations and Neon Signs: Mayor Kaithern explained the Business Task Force has drafted some recommendations, which include suggestions on neon

signs among other items. Mrs. Kaithern would like to make changes at one time to simplify the ordinance process. A request has been made to the Borough to allow outdoor dining furniture to remain outside all year. Further discussion will be held at the next work session

The Work Session adjourned at 8:23 and the Regular Meeting convened 8:25 PM.

CONSENT AGENDA: On motion of Deputy Mayor Burke, seconded by Commissioner Sabo, the following Consent Agenda was unanimously approved on roll call vote. The Bill Payment resolution was amended to remove a bill for Clarke Caton Hintz.

Minutes: May 27, 2015 Work Session and Regular Meeting
May 27, 2015 Closed Session

Ordinances for Introduction and Publication: None

Resolutions:

- 93-15 Insertion of a Special Item of Revenue Pursuant to NJSA 40A:4-87, Chapter 159, Clean Communities \$5,509.77
- 94-15 Resolution Authorizing the Execution of a Contract Renewing Membership in the Atlantic County Municipal Joint Insurance Fund
- 95-15 Refund of Unexpended Escrow – Daniel McClellan - **AS AMENDED**
- 96-15 Bill Payment - **AS AMENDED**
- 97-15 Authorizing Participation in a Shared Services Agreement in Connection with In Matter of the Adoption of N.J.A.C 5:96 and 5:97 by the New Jersey Council on Affordable Housing

NON-CONSENT AGENDA:

ORDINANCES FOR SECOND READING AND PUBLIC HEARING:

- 501-15 Amending the Salary Ordinance of the Borough of West Cape May

Mayor Pam Kaithern opened the public hearing on this ordinance. When no one wished to speak, the Mayor closed the public hearing. By motion of Deputy Mayor Burke, seconded by Commissioner Sabo, this ordinance was adopted unanimously on roll call vote.

COMMISSIONERS REPORTS:

Commissioner Sabo had no report.

Deputy Mayor Burke announced the next blood drive is scheduled for Monday July 20th.

Mayor Kaithern announced the Farm Market will be opening on Tuesday, June 30th from 3:00-7:30.

PUBLIC PORTION:

Dawn Andrus of Batts Lane and property owner on Park Boulevard expressed concern over the Borough's corner lot that is overgrown and obstructs the view on the corner of Park and Central. She was also concerned about her driveway, which is hidden, and feels a hidden driveway sign might be necessary. Engineer Roberts will inspect the site and report back to the Board. Ms. Andrus does not want the lot clear cut, rather selectively cut back to remove overgrowth and vines.

When no one else wished to speak, the meeting was adjourned at 8:37 PM on motion of Commissioner Sabo, seconded by Deputy Mayor Sabo.

Respectfully submitted,

Elaine L. Wallace, RMC, CMR
Municipal Clerk