

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
MARCH 11, 2015**

The Work Session of the Board of Commissioners of the Borough of West Cape May was called to order by Mayor Kaithern at 6:00 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: CFO Frank Donato, Deputy CFO Doris Hartman, Auditor Leon Costello, Finance Assistant Lauren Vitelli, Borough Clerk Elaine Wallace, Deputy Clerk Dianne Rutherford, and Solicitor Frank Corrado.

BUDGET SESSION

The Auditor led the work session on the draft budget document. The Board discussed the various line items and made adjustments up or down as they felt necessary. In order to keep the tax rate the same as last year, the board decided to use more reserves to offset the increase in appropriations made during the meeting. The final draft budget proposed no tax increase and was scheduled for introduction as part of the consent agenda. Leon Costello, Frank Donato, Doris Hartman and Lauren Vitelli left the meeting at 6:55 PM.

WORK SESSION

ENGINEER'S REPORT: Ray Roberts reviewed his March 2015 report (attached).

OLD BUSINESS

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

Wildlife Control – Skunks: Commissioner Sabo reported she had spoken to our animal control people about skunks and they didn't feel there was a greater population this year. They suggested taking the normal precautions – closing up access points and removing possible food sources. Deputy Mayor Burke advised the animal control people advised people they were being inhumane for trapping skunks because it was too cold. Ms. Sabo did not discuss trapping with them. Mayor Kaithern suggested Ms. Sabo invite them to a meeting to discuss.

Tethering of Dogs Outside: Commissioner Sabo is waiting for a copy of Upper Township's ordinance, which she has been informed is workable and enforceable. She will discuss further at the next meeting.

NEW BUSINESS:

Zoning Regulations for Arbors: The Board reviewed a draft ordinance regulating arbors. The Borough Clerk will make changes to the draft and have it ready for introduction at the next meeting.

JIF Safety Incentive Employee Recognition: The Borough was awarded \$750 by JIF to reward its employees for the great work they've done with regard to safety. Mayor

Kaithern recognized Dianne Rutherford, Elaine Wallace, and Lauren Vitelli for their contributions toward this accomplishment.

Resolution 53-15 Scheduling of Closed Session – Pending Litigation: Willow Creek

On motion of Commissioner Sabo, seconded by Deputy Mayor Burke, the aforementioned resolution was approved unanimously on roll call vote. The meeting was recessed into closed session at 7:24 PM and reconvened at 8:27 PM on motion of Deputy Mayor Burke, seconded by Commissioner Sabo.

Business Association's Strawberry Festival: Mayor Kaithern was asked by the business association if they could have a brewery at the Strawberry Festival. Solicitor Corrado advised all state and local laws would have to be followed, particularly ABC regulations, and the JIF should be contacted for their input on insurance requirements.

The Work Session concluded and the Regular Meeting convened at 8:35 PM

CONSENT AGENDA: Mayor Kaithern asked, and the board agreed, to add a condition to Resolution 51-15 to require the applicant to have their LOI approval from the NJDEP before the street opening is permitted. On motion of Commissioner Sabo, seconded by Deputy Mayor Burke, the following Consent Agenda was unanimously approved on roll call vote.

Minutes: February 25, 2015 Regular Meeting
February 25, 2015 Closed Session

Ordinances for Introduction and Publication:

496-15 An Ordinance Regulating Vending, Hawking and Peddling at Borough Sponsored and Borough Sanctioned Events
Second Reading and Public Hearing March 25th

497-15 Calendar Year 2015 Ordinance to Exceed the Municipal Budget Appropriation Limits and Establish a Cap Bank (NJSA 40A:4-45.14)
Second Reading and Public Hearing April 8th

Resolutions:

- 50-15 Renewal of Campground License for 2015 Depot Travel Park, Inc.
- 51-15 Authorizing Hardship Condition Road Opening Permit to Owner of Block 21, Lots 43.03 and 43.04 – Park Boulevard **AS AMENDED**
- 52-15 Bill Payment
- 54-15 Authorizing Emergency Temporary Appropriations for Local Budget
- 55-15 Authorizing Emergency Temporary Appropriations for Water/Sewer Budget
- 56-15 Introduction of Municipal Budget for the Year 2015

Applications:

Catering Permit for Cape Island Beach Operator, LLC (d/b/a/ Rusty Nail Restaurant) for Beach Plum Farm Spring Festival events to be held Saturdays between the hours of 11 AM and 5 PM on the following dates: April 18 & 25 and May 2, 2015.

NON-CONSENT AGENDA:

ORDINANCES FOR SECOND READING AND PUBLIC HEARING:

493-15 An Ordinance Amending Chapter 7 Traffic Section 7-7.6 (Parking Prohibited at All Times on Certain Streets) of the Revised General Ordinances of the Borough of West Cape May, and Further Regulating Parking and Traffic in the Vicinity of the West Cape May Elementary School

Mayor Kaithern opened the public hearing on the aforementioned ordinance. When no one wished to speak the mayor closed the public hearing. On motion of Deputy Mayor Burke, seconded by Commissioner Sabo, Ordinance 493-15 was adopted on unanimous roll call vote.

495-15 Approving Amended Historic Preservation Guidelines – Solar Panels

Mayor Kaithern opened the public hearing on the aforementioned ordinance. When no one wished to speak the mayor closed the public hearing. On motion of Commissioner Sabo, seconded by Deputy Mayor Burke, Ordinance 493-15 was adopted on unanimous roll call vote.

COMMISSIONERS REPORTS:

Commissioner Sabo announced the volunteer fire company is looking for volunteers and encouraged anyone with an interest to contact the fire company. She also asked that if anyone had any suggestions on how to increase recruitment they should share them with her.

Deputy Mayor Burke had no report.

Mayor Kaithern reported the Borough is scheduled for mediation on March 17th with Cape May regarding the water loss.

PUBLIC PORTION: No comments

There being no further business the meeting was adjourned at 8:42 PM on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Elaine L. Wallace, RMC
Borough Clerk