

**MINUTES OF BOARD OF COMMISSIONERS
REORGANIZATION MEETING
JANUARY 9, 2013**

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 and Deputy Mayor Peter Burke answered roll call. Also in attendance: Borough Clerk Elaine Wallace, Deputy Clerk Dianne Rutherford, Solicitor Frank Corrado, and Engineer Chris Eaton.

Resolution #01-13 Scheduling Closed Session (Personnel – commissioner vacancy)
On motion of Deputy Mayor Burke, seconded by Mayor Kaithern, the aforementioned resolution was adopted on unanimous roll call vote.

The meeting was recessed into closed session at 7:04 PM and resumed at 7:25 PM on motion of Deputy Mayor Burke, seconded by Mayor Kaithern.

Mayor Kaithern announced the purpose of closed session was to discuss the 3 people who expressed interest in the commissioner vacancy. Each member had talents and skills that would be an asset to the Borough. At this time, the Board must select one to avoid having a special election. The Board chose Carol Sabo to fill the vacancy. Deputy Mayor Burke made a motion to appoint Carol Sabo and adopt Resolution #02-13. Mayor Kaithern read aloud the resolution and seconded the motion to adopt. The resolution was adopted unanimously on roll call vote. Solicitor Corrado administered the Oath of Office to Ms. Sabo.

WORK SESSION

ENGINEER'S REPORT: Chris Eaton reviewed the January report (attached).

OLD BUSINESS

Site Remediation: Solicitor Corrado will speak with Engineer Ray Roberts when he returns from his vacation.

New Fire Truck: Mayor Kaithern received information from the VFC regarding their previous grant application for SCBA. The information was forwarded to the Borough's grant writers. Commissioner Sabo will now be in charge of the Fire Company.

Single Stream Recycling: The CMCMUA will be closing the processing line in February to make the change to single stream recycling. Nothing will change for our residents. The County expects the new line to be opened April 1st.

NEW BUSINESS: None

Mayor Kaithern reviewed the Consent Agenda. Resolutions #21-13 and #28-13 were removed from consideration. Resolution #05-13 was amended to make all meetings at 7 PM. Solicitor Corrado suggested the minutes, Resolutions #29-13 and #30-13 be removed from the Consent Agenda and voted upon separately.

Minutes: December 12, 2012 Work Session and Regular Meeting
December 19, 2012 Work Session and Regular Meeting
December 19, 2012 Closed Session

On motion of Deputy Mayor Burke, seconded by Mayor Kaithern, the above referenced minutes were approved on roll call vote as follows: Sabo abstaining, Kaithern and Burke voting in the affirmative.

Resolutions:

29-13 Authorizing Appropriation Reserve Transfer in the First 3 Months of the Fiscal Year
30-13 Bill Payment

On motion of Deputy Mayor Burke, seconded by Mayor Kaithern, the above resolutions were approved on roll call vote as follows: Sabo abstaining, Kaithern and Burke voting in the affirmative.

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

Ordinances for Introduction and Publication: *None*

Resolutions:

1-13 Closed Session – (Appointment – Commissioner Vacancy)
2-13 Appointment to Fill Commission Vacancy
3-13 Resolution to Adopt Temporary Budget
4-13 Resolution to Adopt Temporary Budget – Water and Sewer
5-13 Resolution Setting Dates, Times & Places of Meetings **AS AMENDED**
6-13 Resolution Setting Holidays for 2010
7-13 Resolution Adopting Cash Management Plan
8-13 Resolution Appointing Public Defender
9-13 Resolution Appointing Municipal Prosecutor
10-13 Resolution Appointing Municipal Auditor
11-13 Resolution Appointing Borough Solicitor
12-13 Resolution Appointing Bond Counsel
13-13 Resolution Appointing Risk Management Consultant
14-13 Resolution Authorizing Municipal Engineer
15-13 Resolution for Designation of Official Newspapers
16-13 Resolution for Designation of Official Depositories and Signatories

- 17-13 Resolution Fixing Rate of Interest on Delinquent Taxes and Assessment and Fixing a Six Percent (6%) Penalty on Delinquent Taxes and Municipal Charges
- 18-13 Resolution Authorizing Tax Assessor to File Regular Appeals on Behalf of the Borough of West Cape May
- 19-13 Resolution for Deferred School Tax Levy for Lower Cape May Regional
- 20-13 Resolution for Deferred School Tax Levy for West Cape May Elementary School
- 22-13 Resolution Authorizing Renewal of Trailer Park License for Westwood Mobile Estates
- 23-13 Resolution Authorizing Renewal of Trailer Park License for Broadway Trailer Park
- 24-13 Confirmation of Officials for Joint Insurance Fund and Municipal Excess Liability Fund
- 25-13 Professional Services Appointment of Triad Associates as COAH Administrative Agent
- 26-13 Authorizing Professional Service Contract with Jeffrey Surenian
- 27-13 Reappointing CFO and Deputy CFO
- 31-13 Authorizing Contract with Dunbar Armored, Inc. for Deposit Services
- 32-13 Amending the Schedule of Events for Wilbraham Park 2013
- 33-13 Water Adjustment for Catastrophic Leak – Block 4, Lot 15.02

NON-CONSENT AGENDA:

ORDINANCES FOR SECOND READING AND PUBLIC HEARING: None

COMMISSIONERS REPORTS:

Deputy Mayor Burke reminded everyone of the blood drive at Borough Hall on Wednesday, January 30th.

Commissioner Sabo was thankful for the opportunity to work with the Board and is looking forward to the coming year.

Mayor Kaithern welcomed Ms. Sabo to the Board. She reported she attended a meeting of the County's new wayfinding program, which seeks to "brand" the county as a whole and each municipality as well.

PUBLIC PORTION: No comments

When no one wished to speak the meeting was adjourned at 8:19 PM on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Elaine L. Wallace, RMC
Borough Clerk