

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
JANUARY 8, 2014**

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, Deputy Mayor Peter Burke, and Commissioner Carol Sabo answered roll call. Also in attendance: Borough Clerk Elaine Wallace, Deputy Clerk Dianne Rutherford, Solicitor Frank Corrado, and Engineer Ray Roberts.

WORK SESSION

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

OLD BUSINESS: None

NEW BUSINESS:

Liquor License: Mayor Kaithern has received several inquiries and asked the board if they'd be interested in putting it out to bid again. Clerk Wallace will send out copies of the ordinances for review and the matter will be discussed at the next meeting.

Flood Insurance Rates: Deputy Mayor Burke has had inquiries about how the borough can assist in lowering flood insurance rates. The board approved a resolution at the last meeting to start the process and is waiting to hear back from FEMA/NJDEP.

Property Tax Reward Program: Mayor Kaithern distributed information to the board members about a program that promotes local businesses while providing rewards toward residents' property taxes. A minimum of 15 businesses must participate. Then residents would get a rewards card to be used at participating businesses and a portion of each purchase will be transferred to a special account. Once each year, the funds will be transmitted to the borough, minus a processing fee for the company administering the program, toward each resident's tax bill. The program is up to the business community, but support by the borough is a key to success.

Equipment Sharing: Mayor Kaithern asked the Solicitor to look into whether the current policy of sharing between municipalities, Cape May Point in particular, should be more formalized, whether by shared services agreement or memorandum of understanding. Mr. Corrado will look into the matter more.

The work session concluded at 7:45 PM and the regular portion convened at 7:48 PM.

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

Ordinances for Introduction and Publication: None

Minutes: December 18, 2013 Work Session and Regular Meeting
December 18, 2013 Closed Session
January 1, 2014 Reorganization Meeting

Resolutions:

- 09-14 Resolution to Adopt Temporary Budget
- 10-14 Resolution to Adopt Temporary Budget – Water and Sewer
- 11-14 Resolution Setting Holidays for 2014
- 12-14 Resolution Adopting Cash Management Plan
- 13-14 Resolution Appointing Public Defender – Michael Sorensen
- 14-14 Resolution Appointing Municipal Prosecutor – Patrick Martin
- 15-14 Resolution Appointing Municipal Auditor – Leon Costello
- 16-14 Resolution Appointing Borough Solicitor – Frank Corrado
- 17-14 Resolution Appointing Bond Counsel – McManimon, Scotland & Baumann
- 18-14 Resolution Appointing Risk Management Consultant – Marsh & McLennan Agency
- 19-14 Resolution Appointing Municipal Engineer – Ray Roberts, Remington, Vernick and Walberg Engineers
- 20-14 Resolution Appointing COAH Administrative Agent – Triad Associates
- 21-14 Resolution Appointing Special COAH Attorney – Jeffrey Surenian
- 22-14 Resolution Authorizing Tax Assessor to File Regular Appeals on Behalf of the Borough of West Cape May
- 23-14 Resolution Fixing Rate of Interest on Delinquent Taxes and Assessment and Fixing a Six Percent (6%) Penalty on Delinquent Taxes and Municipal Charges
- 24-14 Resolution for Deferred School Tax Levy for West Cape May Elementary
- 25-13 Resolution for Deferred School Tax Levy for Lower Cape May Regional
- 26-14 Confirmation of Officials for Joint Insurance Fund and Municipal Excess Liability Fund
- 27-14 Resolution Authorizing Renewal of Trailer Park License for Broadway Trailer Park
- 28-14 Resolution Authorizing Renewal of Trailer Park License for Westwood Mobile Estates
- 29-14 Special Events Permit – Cape May County Art League
- 30-14 Amending the Historic Preservation Survey Provided by the West Cape May History Committee and Adopted by the Historic Preservation Commission and the Board of Commissioners of the Borough of West Cape May
- 31-14 Authorizing Contract for Animal Control Services – Shore Animal Control
- 32-14 Bill Payment
- 33-14 Closed Session – Potential Litigation: Water Loss

NON-CONSENT AGENDA:

ORDINANCES FOR SECOND READING AND PUBLIC HEARING:

483-13 Bond Ordinance Providing for the Acquisition of a Fire Truck and Vehicle for the Public Works Department in and by the Borough of West Cape May, in the County of Cape May, New Jersey, Appropriating \$605,000 Therefor and Authorizing the Issuance of \$574,750 Bonds or Notes of the Borough to Finance Part of the Cost Thereof

Commissioner Sabo made a motion, seconded by Deputy Mayor Burke, to open the public hearing on the above referenced ordinance. When no one wished to speak, the public hearing was closed and Commissioner Sabo made a motion to adopt Ordinance 483-13. Deputy Mayor Burke seconded the motion which was approved unanimously on roll call vote.

COMMISSIONERS REPORTS:

Commissioner Sabo was pleased the next phase of the process for getting new equipment for the borough has been completed with the adoption of the bond ordinance.

Deputy Mayor Burke thanked the public works crew as well as those from Cape May Point and the State Park for their assistance with the water over the last two days during the frigid temperatures. He also reminded everyone of the blood drive scheduled for January 29, 2014 from noon until 5 pm.

Mayor Kaithern had no additional report this evening.

PUBLIC PORTION: No comments

When no one wished to speak the meeting was recessed into closed session at 7:55 PM and reconvened at 8:14 PM on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

There being no further business, the meeting was adjourned at 8:15 PM on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Elaine L. Wallace, RMC
Borough Clerk