

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
AUGUST 13, 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 the Mayor 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, Engineer Ray Roberts, and Solicitor Suzanne Pasley.

WORK SESSION

SAFETY ON THE AGENDA: Mike McLaughlin, Risk Management Consultant, joined the board to review various JIF reports and statistics for the Borough. He stated last year was a very good year and this year has also been good so far.

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

OLD BUSINESS:

NFIP Community Rating System: Borough representatives have a meeting with FEMA and NJDEP next week.

Energy Aggregation: There isn't an open coop at this time for the Borough to join. It could do the process alone but savings would probably be limited. The Board was in favor of waiting until another coop forms.

Noise Ordinance: Solicitor Corrado is working on revisions to this Ordinance.

Personnel Policy Manual Amendments: The Board discussed additional requests for clarification of existing sections of the Manual. The list was amended to include several changes. An adopting resolution is listed on the consent agenda.

NEW BUSINESS:

Construction Code Contract: Clerk Wallace explained the need to renew the contract. Lower Township has already taken action to extend.

Mayor Kaithern reviewed the consent agenda items. The work session concluded at 7:59 PM and regular portion convened at 8:02 PM.

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

Minutes: July 23, 2014 Work Session and Regular Meeting
July 23, 2014 Closed Session
August 7, 2014 Special Meeting
August 7, 2014 Closed Session

Ordinances for Introduction and Publication:

- 488-14 An Ordinance Releasing, Extinguishing and Vacating the Rights of the Public in the Remaining Portion of Fern Place in the Borough of West Cape May, County of Cape May and State of New Jersey
Second Reading and Public Hearing September 10, 2014 at 7:00 PM

Resolutions:

- 119-14 Amending the Employee Policy and Procedures Manual of the Borough of West Cape May
120-14 Resolution Authorizing Shared Services Agreement with Lower Township for Construction Code Services
121-14 Authorizing Change Order #1 – Final for FY 2012 NJDOT Municipal Aid Program Park Boulevard Bike Lane Phase 2
122-14 Authorizing Change Order #4 – Final for FY 2010 USDA Rural Development Sanitary Sewer Extension and Water Main Replacement
123-14 Refund of Real Estate Taxes Paid for Block 5, Lot 12
124-14 Refund of Unexpended Escrow Fees – Ron Baker
125-14 Reaffirming the Borough of West Cape May's Civil Rights Policy with Respect to All Officials, Appointees, Employees, Prospective Employees, Volunteers, Independent Contractors, and Members of the Public that Came into Contact with Municipal Employees, Officials and Volunteers
126-14 Authorizing Refund of VFW Peterson-Little Post 386 Wilbraham Park \$250.00 Deposit for Clean-up Fee
127-14 Bill Payment

NON-CONSENT AGENDA:

ORDINANCES FOR SECOND READING AND PUBLIC HEARING: None

COMMISSIONERS REPORTS:

Commissioner Sabo had no report.

Deputy Mayor Burke announced the flag pole in Wilbraham Park, originally donated by the VFW, was recently repaired and replaced for safety reasons.

Mayor Kaithern had no report.

PUBLIC PORTION: No one wished to speak.

When no one else wished to speak the meeting was adjourned at 8:05 PM on motion of Commissioner Sabo, seconded by Deputy Mayor Burke.

Respectfully submitted,

Elaine L. Wallace
Borough Clerk