

**MINUTES OF BOARD OF COMMISSIONERS  
WORK SESSION AND REGULAR MEETING  
APRIL 8, 2020**

*Zoom Meeting – Web Conference*

*https://zoom.us*

*Meeting ID: 373-021-014*

*Password: 151854*

The Work Session of the Board of Commissioners of the Borough of West Cape May was called to order by Mayor Sabo at 7:00pm. The Open Public Meetings Statement was read by Mayor Sabo who then led those present in the flag salute. Mayor Sabo, Deputy Mayor Burke and Commissioner Francis answered roll call. Also in attendance: Municipal Clerk Suzanne Schumann, Solicitor Gillin-Schwartz and Engineer Ray Roberts.

**ENGINEER’S REPORT**

**WORK SESSION**

**OLD BUSINESS**

**LOSAP:**

Solicitor Gillin-Schwartz indicated that he is waiting on a cost of the program and Mayor Sabo stated that she is in contact with the Deputy Chief to confirm some information. Clerk Schumann reviewed the proposed timeline and Solicitor Gillin-Schwartz agreed that the Borough is on track for moving forward with this Ordinance and adding it to the ballot for the November election.

**Burgin Lane (Turning Road Over to Borough):**

Engineer Roberts stated that he is waiting on additional information from the developer.

**Low Income Residents:**

Mayor Sabo stated that she reviewed the information provided by Commissioner Francis. Commissioner Francis mentioned that he would like the Borough to provide funding if available to mix in with private funding.

**COVID-19 - Coronavirus Discussion:**

Mayor Sabo reviewed the proposed Resolution to temporarily ban short-term rentals in West Cape May as part of the Governor’s Administrative Order to expand social distancing guidelines. Deputy Mayor Burke mentioned that this Resolution is in line with actions taken by surrounding municipalities. Commissioner Francis was in agreement that this is the proper move to make at this time.

Mayor Sabo stated that the Fire Company has purchased additional protective gear. Deputy Mayor Burke stated that the Borough’s Public Works Department has also received adequate supplies for protection. Commissioner Francis asked if the Police Department was adequately

supplied with PPE. Mayor Sabo believes that the Police Department is supplied at this time and is aware that they are working on rotating shifts.

Engineer Roberts asked about testing sites in the County. Clerk Schumann indicated that the County has opened a discrete testing site for potential COVID-19 patients and also the local Urgent Care facilities are now testing sites as well.

#### **NEW BUSINESS**

Review of Administrative Order 2020-8, New Jersey Office of Emergency Management:

See "COVID-19 – Coronavirus Discussion" under "Old Business" for discussion on Short Term Rentals

#### **PUBLIC PORTION**

NONE

The Work Session concluded at 7:27pm.

#### **REGULAR MEETING**

##### **CONSENT AGENDA**

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

##### Minutes:

March 25, 2020                      Work Session and Regular Meeting

##### Ordinances for Introduction and Publication:

NONE

##### Resolutions:

- 62-20      Release of Unexpended Escrow Fees – Estate of Doris A. Woloszyn
- 63-20      Amending Resolution #58-20 – Authorizing an Emergency Temporary Appropriation  
                 #2 – Water/Sewer Budget
- 64-20      Bill Payment
- 65-20      Prohibiting Acceptance of Transient Guests or Seasonal Tenants by Hotels, Motels,  
                 Guest Houses or Private Residences in the Borough of West Cape May

## **NON-CONSENT AGENDA**

### Ordinances for Second Reading and Public Hearing:

578-20 An Ordinance Establishing Local Board of Health in the Borough of West Cape May, County of Cape May

*Mayor Sabo opened the public hearing. When no one wished to speak, the public hearing was closed and Commissioner Francis made a motion, seconded by Deputy Mayor Burke, to adopt Ordinance 578-19. The motion was carried unanimously on roll call vote.*

579-20 An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A:4-45.14)

*Mayor Sabo opened the public hearing. When no one wished to speak, the public hearing was closed and Deputy Mayor Burke made a motion, seconded by Commissioner Francis, to adopt Ordinance 579-19. The motion was carried unanimously on roll call vote.*

### Resolutions:

NONE

## **COMMISSIONER REPORTS**

Commissioner Francis attended the annual egg drop at the school and mentioned that it was nice to see the community together while practicing social distancing. Thanked everyone who has been working hard to keep our community safe.

Deputy Mayor Burke thanked everyone who has been sacrificing and going above and beyond in jobs and community, greatly appreciated.

Mayor Sabo stated that Shred Day will still be held on May 9<sup>th</sup> from 10am – 2pm, E-Waste Day on May 30<sup>th</sup> and Bulk Trash on May 20<sup>th</sup>. At this time, the yard sale has been cancelled and a reschedule date has not yet been decided. June events are still under discussion.

## **PUBLIC PORTION**

John Alvarez asked about the ability to post serene photos on the Borough's Facebook page by followers. Solicitor Gillin-Schwartz indicated that the posts on the Borough's Facebook page are limited to official business and subject to JIF guidelines.

The meeting was adjourned at 7:36pm on motion of Deputy Mayor Burke, seconded by Commissioner Francis.

Respectfully submitted,

Suzanne M. Schumann, RMC  
Municipal Clerk