

WORK SESSION AND REGULAR MEETING

BOARD OF COMMISSIONERS

AGENDA – SEPTEMBER 13, 2023 || 7:00pm || 732 Broadway, WCM Municipal Building

1. CALL TO ORDER || SUNSHINE STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Law. Notice of this meeting was sent to the Cape May Star and Wave and the Atlantic City Press, posted on the bulletin board in the Municipal Building, and has remained continuously posted as the required notice under the Statute. In addition, a copy of this Notice is and has been available to the public, and is on file in the Office of the Municipal Clerk.

2. FLAG SALUTE

3. ROLL CALL

	Present	Absent
Mayor Carol Sabo	_____	_____
Deputy Mayor Alan Crawford	_____	_____
Commissioner George Dick	_____	_____

4. ENGINEER REPORT

5. WORK SESSION

A. OLD BUSINESS

1. Affordable Housing Obligations (Resolution 137-23)
2. Myrtle Avenue Speed Limit

B. NEW BUSINESS

1. 2022 Audit Report
2. NJ DEP Tier A MS4 Stormwater Grant Program (Resolution 136-23)
3. Automatic Payment Option for Taxes/Utilities (Resolution 140-23)

C. PUBLIC PORTION

6. REGULAR MEETING

A. CONSENT AGENDA

All Consent Agenda items listed below are routine in nature and will be enacted by one motion. If the Mayor or any Commission member wishes a particular agenda item to be considered separately, it will be removed from the consent agenda and acted on separately.

1. MINUTES

August 23, 2023 – Work Session and Regular Meeting

2. ORDINANCES FOR INTRODUCTION & PUBLICATION

None

3. RESOLUTIONS

- 135-23 Authorizing Acceptance of Audit Report for 2023
- 136-23 Authorizing the Borough of WCM to Apply for the NJ DEP Tier A MS4 Stormwater Assistance Grant
- 137-23 Authorizing RVE to Prepare Minor Subdivision Plat
- 138-23 Authorizing Refund of Tax Overpayment – 316 Second Ave., Block 42, Lot 8.01
- 139-23 Authorizing a Shared Service Agreement for Solid Waste Disposal and Recycling Services
- 140-23 Authorizing the Borough of WCM to Update the Online Payment Processing Portal System to Provide for an Automatic Payment Option
- 141-23 Authorizing Refund of HPC Application Overpayment – William Hegamin
- 142-23 Authorizing Special Event Permit to Cape Island Democratic Club
- 143-23 Approving Bill Payment

B. NON-CONSENT AGENDA

1. ORDINANCES FOR SECOND READING & PUBLIC HEARING:

632-23 Amending Borough Code Section 27.6 "Definitions"
(Public Portion/Motion/2nd/Roll Call)

2. RESOLUTIONS:

None

C. COMMISSIONER REPORTS

D. PUBLIC PORTION

E. ADJOURNMENT



**ENGINEERING REPORT
BOROUGH OF WEST CAPE MAY
September 13, 2023**

1. Safe Routes to Schools (SRTS) Borough of West Cape May Elementary School Pedestrian Improvement Project

- Borough has been awarded a Safe Routes to Schools grant in the amount of \$252,000.00
- Eligibility determination was granted on 1/15/2021, by NJDOT
- Bids were opened on May 24, 2022; Submitted bids were reviewed by the NJDOT and concurrence of award was received July 19, 2022
- Project awarded to Charles Marandino, LLC in the amount of \$195,309.00
- Project Substantially complete, final inspection from NJDOT completed January 25, 2023
- RVE/Borough to submit final invoice and closeout package within six (6) months of February 1, 2023
- Pay Certification #1 (Semi-Final), Change Order #1 and Change Order #2 (Final) submitted to Borough for review and payment.
- Submitted closeout with NJDOT, Art San Jose to review and process documents

2. FY2021 Municipal Aid Program (Third Avenue – Phase 2)

- Borough was awarded a NJDOT Municipal Aid Grant in the amount of \$185,000.00
- Project was awarded to South State, Inc. in the amount of \$213,539.73
- RVE submitted Initial Payment Voucher on 5/4/2022
- Punch list has been completed
- RVE closing out project with Borough and NJDOT
- RVE submitted response to NJDOT comments on January 23, 2023, regarding closeout actions and are awaiting response from NJDOT
- RVE sent change order and final payment to Borough
- Working on closeout with NJDOT

3. FY2022 Municipal Aid Program (Second Avenue – Broadway to Pacific Avenue)

- Borough was awarded \$185,000.00 grant
- Opened bids November 22, 2022
- Project being awarded to Lexa Concrete, LLC in the amount of \$236,600.77
- Preconstruction meeting held January 18, 2023
- Notice to proceed February 1, 2023, contract (45 day contract time)
- Contractor to begin construction February 8, 2023
- Arborist to revisit site to determine any necessary tree removals during construction when sidewalk has been removed to expose tree roots. One tree was a candidate for removal.
- Milling to occur next Monday 3/6 with the saddle replacements Tuesday 3/7 and Wednesday 3/8
- Paving complete
- Final closeout inspection completed by NJDOT, approved with no comments

- RVE issued final payment and closeout
 - Working on closeout with NJDOT for final reimbursement
- 4. FY2023 NJDOT Municipal Aid – Reconstruction of 5th Ave (Bayshore to #339 5th Ave)**
- NJDOT awarded \$187,075.00 to project
 - ARPA anticipated to award ~\$400,000 to project
 - RVE authorized to proceed with proposal for Fifth Avenue (from Bayshore to #339 Fifth Ave) at May 24, 2023 meeting
 - Survey complete, Design underway
 - RVE to confirm Bid Schedule with Borough (Anticipating Bid Opening date in October)
- 5. FY2023 Transportation Alternatives Set-Aside Application**
- RVE working on application for pedestrian safety improvements along Park Avenue and Central Avenue (From Leaming to Broadway)
 - Application submitted in SAGE on November 3, 2022.
 - Award announced for West Cape May in the amount of \$603,000 on May 24, 2023
 - RVE reached out to Julie Seaman at NJDOT Local Aid regarding design assistance
 - Julie Seaman confirmed informational sessions to be held in fall of 2023
- 6. FY2024 NJDOT Municipal Aid Grant Application**
- Borough has determined to proceed with an application for Morrison Road Reconstruction (2nd to 3rd Ave)
 - Application submitted on June 28, 2023
 - Expect award in Fall 2023

**BOROUGH OF WEST CAPE MAY
COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

RESOLUTION #135-23

AUTHORIZATION TO ACCEPT THE AUDIT REPORT FOR 2022

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2022 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

WHEREAS, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

**GENERAL COMMENTS
RECOMMENDATIONS**

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Audit entitled:

**GENERAL COMMENTS
RECOMMENDATIONS**

As evidenced by the group affidavit form of the governing body; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five (45) days after the receipt of the annual audit, as per the regulations of the Local Finance Board; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit: R.S. 52:27BB-52 – “A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Governing Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one (1) year, or both, and in addition shall forfeit his office.”

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Borough of West Cape May, County of Cape May, State of New Jersey, hereby states that it has complied with the promulgations of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this Resolution and the required affidavit to said Board to demonstrate evidence of said compliance.

Carol E. Sabo, Mayor

Alan Crawford, Deputy Mayor

George Dick, Commissioner

Theresa Enteado, RMC
Municipal Clerk

Adopted: September 13, 2023

cc: Auditor
Finance
DLGS
File

	Aye	Nay	Abstain	Absent
Sabo				
Crawford				
Dick				

I hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by a majority of full membership of the Board of Commissioners of the Borough of West Cape May, County of Cape May, New Jersey, at a meeting held on September 13, 2023.

Municipal Clerk

NO PHOTO COPIES OF SIGNATURES

STATE OF NEW JERSEY
COUNTY OF CAPE MAY

We, members of the governing body of the Borough of West Cape May, in the County of Cape May, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected and/or duly appointed members of the Board of Commissioners of the Borough of West Cape May in the County of Cape May;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2022;
3. We certify that we have personally reviewed and are familiar with, at a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

(L.S.) _____ Carol E. Sabo, Mayor

(L.S.) _____ Alan Crawford, Deputy Mayor

(L.S.) _____ George Dick, Commissioner

Theresa Enteadó, Municipal Clerk

Sworn to and subscribed before me this
_____ day of _____ 2023

Notary Public of New Jersey

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

**BOROUGH OF WEST CAPE MAY
SUMMARY OR SYNOPSIS OF AUDIT REPORT FOR PUBLICATION**

Attention is directed to the fact that a summary or synopsis of the audit report, together with the recommendations, is the minimum required to be published pursuant to N.J.S. 40A:5-7.

COMBINED COMPARATIVE BALANCE SHEET

<u>ASSETS</u>	<u>December 31, 2022</u>	<u>December 31, 2021</u>
Cash and Investments	\$ 5,616,780.14	\$ 5,673,583.28
Taxes, Assessments & Liens Receivable	474,328.90	450,486.71
Property Acquired for Taxes- Assessed Valuation	349,700.00	349,700.00
Accounts Receivable	845,124.93	176,470.01
Deferred Charges	4,563,366.00	4,204,126.00
Fixed Assets	3,844,129.00	3,581,899.00
Fixed Capital	<u>8,245,475.00</u>	<u>8,245,475.00</u>
TOTAL ASSETS	\$ <u>23,938,903.97</u>	\$ <u>22,681,740.00</u>
<u>LIABILITIES, RESERVES AND FUND BALANCE</u>		
Serial Bonds & Bond Anticipation Notes	\$ 7,563,425.74	\$ 7,586,267.30
Improvement Authorizations	1,364,699.62	1,027,862.21
Other Liabilities & Special Funds	2,225,247.23	829,810.56
Reserve for Certain Assets Receivable	7,561,465.81	8,310,798.29
Investment in Fixed Assets	3,844,129.00	3,581,899.00
Fund Balance	<u>1,379,936.57</u>	<u>1,345,102.64</u>
TOTAL LIABILITIES, RESERVES AND FUND BALANCE	\$ <u>23,938,903.97</u>	\$ <u>22,681,740.00</u>

**COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN
FUND BALANCE - CURRENT FUND**

	<u>December 31, 2022</u>	<u>December 31, 2021</u>
Revenue and Other Income Realized		
Fund Balance Utilized	\$ 580,000.00	\$ 540,000.00
Miscellaneous From Other than Local Property Tax Levies	1,205,337.72	940,723.10
Collection of Delinquent Taxes and Tax Title Liens	87,151.41	88,560.30
Collection of Current Tax Levy	<u>6,976,825.37</u>	<u>6,519,664.21</u>
Total Income	<u>8,849,314.50</u>	<u>8,088,947.61</u>
Expenditures		
Budget Expenditures:		
Municipal Purposes	3,306,276.92	2,930,012.44
County Taxes	2,018,946.47	1,755,546.07
Local and Regional School Taxes	2,943,531.78	2,795,987.88
Other Expenditures	<u>10,500.00</u>	<u>154,136.89</u>
Total Expenditures	8,279,255.17	7,635,683.28
Less: Expenditures to be Raised by Future Taxation	<u>-</u>	<u>-</u>
Total Adjusted Expenditures	<u>8,279,255.17</u>	<u>7,635,683.28</u>
Excess in Revenue	570,059.33	453,264.33
Fund Balance January 1	<u>1,013,617.42</u>	<u>1,100,353.09</u>
	1,583,676.75	1,553,617.42
Less: Utilization as Anticipated Revenue	<u>580,000.00</u>	<u>540,000.00</u>
Fund Balance December 31	<u>\$ 1,003,676.75</u>	<u>\$ 1,013,617.42</u>

**COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN
FUND BALANCE - UTILITY OPERATING FUND**

	<u>December 31, 2022</u>	<u>December 31, 2021</u>
Revenue and Other Income Realized		
Fund Balance Utilized	\$ 215,000.00	\$ 141,000.00
Miscellaneous From Other than Water & Sewer Charges	65,619.62	25,368.24
Water & Sewer Charges	<u>1,430,590.34</u>	<u>1,188,692.62</u>
Total Income	<u>1,711,209.96</u>	<u>1,355,060.86</u>
Expenditures		
Budget Expenditures	1,451,435.36	1,279,455.64
Other	<u>-</u>	<u>-</u>
Total Expenditures	1,451,435.36	1,279,455.64
Less: Expenditures to be Raised in Budget of Succeeding Year	<u>-</u>	<u>-</u>
Total Adjusted Expenditures	<u>1,451,435.36</u>	<u>1,279,455.64</u>
Excess in Revenue	259,774.60	75,605.22
Fund Balance January 1	<u>316,607.83</u>	<u>382,002.61</u>
	576,382.43	457,607.83
Less: Utilization as Anticipated Revenue	<u>215,000.00</u>	<u>141,000.00</u>
Fund Balance December 31	<u>\$ 361,382.43</u>	<u>\$ 316,607.83</u>

RECOMMENDATIONS:

None

The above summary or synopsis was prepared from the report of the audit of the Borough of West Cape May, County of Cape May, for the calendar year 2022. This report of audit submitted by Leon P. Costello, Registered Municipal Accountant, of Ford, Scott, and Associates, L.L.C., is on file at the Borough Clerk's office and may be inspected by any interested person.

Theresa Enteadó, Acting Borough Clerk

**BOROUGH OF WEST CAPE MAY
COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

RESOLUTION #136-23

**AUTHORIZING THE BOROUGH OF WEST CAPE MAY
TO APPLY FOR THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION
TIER A MS4 STORMWATER ASSISTANCE GRANT**

WHEREAS, the New Jersey Department of Environmental Protection has notified the Borough of West Cape May of the opportunity to apply for dedicated stormwater grant funds through the Municipal Tier A Stormwater Grant Program; and

WHEREAS, the Municipal Tier A Stormwater Grant can be used to aid in the development and continued management of the MS4 systems; and

WHEREAS, the Borough of West Cape May can receive up to \$25,000 on a non-competitive basis as a Tier A Applicant; and

WHEREAS, the Borough of West Cape May must apply for the Municipal Tier A Stormwater Grant by completing the Tier A application form by December 31, 2023; and

WHEREAS, it is in the best interest of the Borough of West Cape May to apply for such grants to assist the Borough of West Cape May in upgrading its MS4 Stormwater Program to comply with the requirements of the 2023 Tier A MS4 Permit renewal; and

NOW THEREFORE, BE IT RESOLVED by the Borough Commissioners of the Borough of West Cape May that it authorizes an application for Municipal Tier A Stormwater Grant, under which the Borough of West Cape May can receive up to \$25,000 to aid in the compliance of the 2023 Tier A MS4 Permit renewal; and

BE IT FURTHER RESOLVED that West Cape May, as the Grantee, agrees to use the funding from this grant, provided by the New Jersey Department of Environmental Protection, in compliance with the requirements of the Tier A MS4 Permit.

Carol E. Sabo, Mayor

Alan Crawford, Deputy Mayor

George Dick, Commissioner

Theresa Enteado, RMC
Municipal Clerk

Adopted: September 13, 2023

cc: CFO
File

	Aye	Nay	Abstain	Absent
Sabo				
Crawford				
Dick				

I hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by a majority of full membership of the Board of Commissioners of the Borough of West Cape May, County of Cape May, New Jersey, at a meeting held on September 13, 2023.

Municipal Clerk



New Jersey Department of Environmental Protection

Grant Application Form for Existing (prior to July 1, 2022) Tier A Municipalities

1. Permittee Information
Name of Permittee: _____ County: _____
Mailing Address: _____
City or Town: _____ State: _____ Zip Code: _____
NJPDES #: _____ PI #: _____
Name and Title of Stormwater Program Coordinator: _____
Mailing Address (if different from above) _____
City or Town _____ State _____ Zip Code _____
Telephone _____ FAX _____ E-Mail _____
2. Certification
I certify under penalty of law that this document was prepared under my direction and supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete.
I certify that I am aware that the permit requires that the municipality develop a Stormwater Infrastructure Map. I acknowledge that this Stormwater Infrastructure Map must comply with the requirements listed in Part IV.G.1.a of the Tier A MS4 Permit as noted above.
I certify that the municipality will use the funding from this grant provided by the Department to comply with the requirements of the Tier A MS4 Permit as outlined in the Notice of Funding Availability.
I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for purposely, knowingly, recklessly, or negligently submitting false information.
Signature of Permittee _____ Date _____
Print or Type Name _____
Print or Type Title _____

**BOROUGH OF WEST CAPE MAY
COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

RESOLUTION #137-23

**AUTHORIZING REMINGTON & VERNICK ENGINEERS TO PREPARE A
SUBDIVISION PLAT AND RELATED DOCUMENTS IN CONNECTION WITH
BOROUGH'S AFFORDABLE HOUSING OBLIGATIONS**

WHEREAS, to fulfill its constitutional obligation to provide its "fair share" of affordable housing in the municipality, the Borough of West Cape May has entered into an Agreement with Habitat for Humanity, pursuant to which the Borough will convey certain Borough-owned property on Willow Avenue to Habitat for the construction of two affordable housing units; and

WHEREAS, that Agreement requires the Borough to subdivide the subject property into three conforming lots, two of which will ultimately be conveyed to Habitat for construction of the affordable units; and

WHEREAS, to satisfy that requirement, the Borough must present an application for minor subdivision approval to the West Cape May Planning/Zoning Board; and

WHEREAS, the Borough Commission desires Remington & Vernick Engineers (RVE), the Borough's engineering firm, to prepare a minor subdivision plat and appropriate supporting documentation for presentation to the Planning/Zoning Board as part of the Borough's minor subdivision application, and

WHEREAS, the Borough Commission has reviewed the Proposal for Survey and Minor Subdivision Services, dated August 22, 2023, from RVE, a copy of which is attached and incorporated herein; and

WHEREAS, pursuant to that proposal, RVE offers to provide the necessary subdivision information for a flat fee of \$8,500; and

WHEREAS, the Borough Commission believes it is in the best interest of the Borough to accept the RVE proposal and to authorize RVE to provide the proposed services as part of the subdivision application for the Willow Avenue property,

NOW, THEREFORE, BE IT RESOLVED by the Borough Commission of West Cape May as follows:

1. The averments of the preamble are incorporated herein.
2. Remington & Vernick Engineers are hereby authorized to prepare a minor subdivision plat and appropriate supporting documentation, as described in the August 22, 2023, Proposal's Scope of Services, for presentation to the West Cape May Planning/Zoning Board to obtain approval to subdivide the Borough's Willow Avenue property into three conforming lots, for a flat fee of \$8,500..
3. Borough officials, including the Borough solicitor, are hereby authorized to take all steps necessary to effectuate preparation of this subdivision plat and documentation.
4. This matter involves professional services and is therefore not subject to the bidding requirements of the Local Public Contract Law.
5. This Resolution shall take effect immediately, according to law.

 Carol E. Sabo, Mayor

 Alan Crawford, Deputy Mayor

 George Dick, Commissioner

 Theresa Enteadó, RMC
 Municipal Clerk

Adopted: September 13, 2023

cc: CFO
 Engineer
 File

	Aye	Nay	Abstain	Absent
Sabo				
Crawford				
Dick				

CFO'S CERTIFICATION

The undersigned, Treasurer of the Borough of West Cape May, does hereby certify to the Mayor and Commissioners that sufficient funds are appropriated from the Council on Affordable Housing (COAH) Trust Fund account _____, to satisfy the award

of the referenced contract and further, that all expenses on account of the aforesaid contract shall be charged to that account and shall be encumbered on same.

Frank Donato, CFO

I hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by a majority of the full membership of the Board of Commissioners of the Borough of West Cape May, County of Cape May, New Jersey, at a meeting held on September 13, 2023.

Municipal Clerk

BOROUGH OF WEST CAPE MAY
COUNTY OF CAPE MAY
STATE OF NEW JERSEY

RESOLUTION #138-23

AUTHORIZING REFUND OF PROPERTY TAX OVERPAYMENT
316 SECOND AVENUE, BLOCK 42, LOT 8.01

BE IT RESOLVED, this 13th day of September, 2023, by the Board of Commissioners of the Borough of West Cape May, governing body of the Borough of West Cape May, County of Cape May, State of New Jersey, that the refund of property tax overpayment in the amount of \$1,312.76 to Robert Delany, be and is hereby approved.

Carol E. Sabo, Mayor

Alan Crawford, Deputy Mayor

George Dick, Commissioner

Theresa Entead, RMC
Municipal Clerk

Adopted: September 13, 2023

	Aye	Nay	Abstain	Absent
Sabo				
Crawford				
Dick				

cc: Finance
Tax Collector

I hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by a majority of full membership of the Board of Commissioners of the Borough of West Cape May, County of Cape May, New Jersey, at a meeting held on September 13, 2023.

Municipal Clerk

**BOROUGH OF WEST CAPE MAY
COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

RESOLUTION #139-23

**AUTHORIZING SHARED SERVICES AGREEMENT FOR
SOLID WASTE DISPOSAL AND RECYCLING SERVICES**

WHEREAS, the Cape May County Municipal Utilities Authority ("CMCMUA") has designed, financed, acquired, constructed and expanded, and currently operates a solid waste management system ("System") which presently serves the entire County of Cape May in the State of New Jersey, for the disposal, transfer, and recycling of solid waste; and

WHEREAS, the Borough of West Cape May has utilized and desires to utilize the services of the CMCMUA's System; and

WHEREAS, there presently exists a contract between the Borough of West Cape May and the CMCMUA for the use of the System for the disposal, transfer, and recycling of solid waste, and for source and separation of recycling entitled "Shared Services Agreement for Solid Waste Disposal and Recycling Services" ("Agreement"), which will expire on December 31, 2023; and

WHEREAS, the Borough of West Cape May and the CMCMUA desire to enter into a new Agreement and to fix the expiration date of said Agreement to occur on December 31, 2025, attached hereto as Exhibit A; and

WHEREAS, the CMCMUA has offered the "Shared Services Agreement for Solid Waste Disposal and Recycling Services" to the Borough of West Cape May in order to more efficiently provide and continue to offer municipalities within Cape May County the use of the CMCMUA's System from January 1, 2024 through December 31, 2025; and

WHEREAS, the CMCMUA has submitted the same proposed form of Agreement to all Cape May County Municipalities which will provide for both solid Waste disposal and certain recycling services through December 31, 2025; and

WHEREAS, the Borough of West Cape May is authorized pursuant to N.J.S.A. 40A:65-1 et seq. to enter into a contract with any other local unit for sharing of governmental services; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of West Cape May as follows:

1. The provisions of the preamble are incorporated herein by reference.
2. The Borough of West Cape May agrees to enter into the "Shared Services Agreement for Solid Waste Disposal and Recycling Services," effective January 1, 2024, attached hereto as Exhibit A.

3. The Mayor is hereby authorized to execute any and all documents necessary to perfect the intent of this Resolution.
4. This resolution shall take effect immediately according to law.

 Carol E. Sabo, Mayor

 Alan Crawford, Deputy Mayor

 George Dick, Commissioner

 Theresa Entead, RMC
 Municipal Clerk

Adopted: September 13, 2023

cc: CFO
 CMC MUA

	Aye	Nay	Abstain	Absent
Sabo				
Crawford				
Dick				

I hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by a majority of full membership of the Board of Commissioners of the Borough of West Cape May, County of Cape May, New Jersey, at a meeting held on September 13, 2023.

 Municipal Clerk

Cape May County Municipal Utilities Authority

RESOLUTION NO. 105-23

RESOLUTION AUTHORIZING SHARED SERVICES AGREEMENT FOR SOLID WASTE DISPOSAL AND RECYCLING SERVICES

WHEREAS, the Cape May County Municipal Utilities Authority ("CMCMUA"/"Authority") owns and operates a solid waste system ("System") which presently serves the entire County of Cape May in the State of New Jersey, for the disposal, transfer, and recycling of solid waste; and,

WHEREAS, there presently exists an agreement between various municipalities within Cape May County (hereinafter the "Municipalities") and the CMCMUA for the use of the System for the disposal, transfer, and recycling of solid waste for a one (1) year period ending on December 31, 2023 entitled "Shared Services Agreement for Solid Waste Disposal and Recycling Services" ("Agreement"); and,

WHEREAS, the CMCMUA now desires to offer to each municipality within Cape May County the opportunity to enter into a new two (2) year Agreement and to fix the expiration date of said Agreement to occur on December 31, 2025; and,

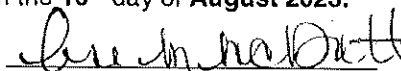
WHEREAS, N.J.S.A. 40A:65-1 et seq. authorizes a municipality to enter into a contract with any other local unit for sharing of governmental services.

NOW, THEREFORE, BE IT RESOLVED by the Cape May County Municipal Utilities Authority, a body corporate and politic, as follows:

1. The Cape May County Municipal Utilities Authority hereby approves the "Shared Services Agreement for Solid Waste Disposal and Recycling Services", in substantially the same form as currently on file with the Authority's Office Manager with such minor revisions as may be determined to be appropriate by the Authority's Executive Director and/or General Counsel.
2. The Authority's Executive Director, or Deputy Director, is hereby authorized to execute said Agreement with each municipality within Cape May County.

	Motion	Second	Yes	No	Abstain	Absent
Mr. Burns	X		X			
Ms. Callinan			X			
Ms. Heenan			X			
Mr. Matalucci			X			
Mr. Rixey		X	X			
Ms. Saduk						X
Mr. Betts			X			

I hereby certify the foregoing to be a true and correct copy of Resolution No. 105-23 adopted by the Cape May County Municipal Utilities Authority at its Regular Meeting on the 16th day of August 2023.


Assistant Corporate Secretary

**BOROUGH OF WEST CAPE MAY
COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

RESOLUTION #140-23

**AUTHORIZING THE BOROUGH OF WEST CAPE MAY
TO UPDATE THE ONLINE PAYMENT PROCESSING PORTAL SYSTEM TO PROVIDE
FOR AN AUTOMATIC PAYMENT OPTION**

WHEREAS, the Borough of West Cape May currently provides an online payment processing option for its residents through the Edmonds WIPP system software; and

WHEREAS, this government online payment processing portal, which provides options to pay by credit/debit card or checking account, has been available to the public through the Borough's official website; and

WHEREAS, the Borough of West Cape May believes this government online payment processing option has provided convenience, and constant access to account information to residents and customers, as well as increased efficiency due to reduced manual data entry; and

WHEREAS, it is in the best interest of the residents of the Borough of West Cape May that the Borough Commissioners apply for an update to the current online payment processing software that will provide its residents with an automatic payment option.

NOW THEREFORE, BE IT RESOLVED by the Borough Commissioners of the Borough of West Cape May that it authorizes an update to the online payment software to include an automatic payment option for its residents.

This Resolution will take effect immediately, according to law.

Carol E. Sabo, Mayor

Alan Crawford, Deputy Mayor

George Dick, Commissioner

Theresa Enteadó, RMC
Municipal Clerk

Adopted: September 13, 2023

cc: CFO
File

	Aye	Nay	Abstain	Absent
Sabo				
Crawford				
Dick				

I hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by a majority of full membership of the Board of Commissioners of the Borough of West Cape May, County of Cape May, New Jersey, at a meeting held on September 13, 2023.

Municipal Clerk

BOROUGH OF WEST CAPE MAY
COUNTY OF CAPE MAY
STATE OF NEW JERSEY

RESOLUTION #141-23

REFUND OF HPC APPLICATION OVERPAYMENT
TO WILLIAM HEGAMIN

BE IT RESOLVED, this 13th day of September, 2023, by the Board of Commissioners of the Borough of West Cape May, governing body of the Borough of West Cape May, County of Cape May, State of New Jersey, that the refund of the Historic Preservation Commission Application No. 23-38 overpayment, in the amount of \$100.00 to William Hegamin, 722 Hagner Street, Philadelphia, PA 19128 be and is hereby approved.

Carol E. Sabo, Mayor

Alan Crawford, Deputy Mayor

George Dick, Commissioner

Theresa Enteado, RMC
Municipal Clerk

Adopted: September 13, 2023

	Aye	Nay	Abstain	Absent
Sabo				
Crawford				
Dick				

cc: Finance
HPC File

I hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by a majority of full membership of the Board of Commissioners of the Borough of West Cape May, County of Cape May, New Jersey, at a meeting held on September 13, 2023.

Municipal Clerk



BOROUGH OF WEST CAPE MAY
COUNTY OF CAPE MAY
STATE OF NEW JERSEY

RESOLUTION #142-23

AUTHORIZING SPECIAL EVENT PERMIT TO
CAPE ISLAND DEMOCRATIC CLUB

WHEREAS, Cape Island Democratic Club has applied for a Special Event Permit for the purpose of holding monthly meetings, per the following schedule:

Monday, September 25, 2023	6:30pm – 8:30pm
Monday, October 16, 2023	6:30pm – 8:30pm
Monday November 20, 2023	6:30pm – 8:30pm
Monday December 18, 2023	6:30pm – 8:30pm

WHEREAS, Cape Island Democratic Club has supplied all documentation required under Ordinance Nos. 415-08 and 448-10 including the requisite Certificate of Insurance, and has further pledged to comply with all applicable rules and regulations pertaining to the conduct of said Special Event; and

WHEREAS, the application has been reviewed by the Board of Commissioners, upon verification by appropriate members of staff as to completeness of the applications, scheduling compatibility, etc.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of West Cape May, County of Cape May, New Jersey that the Borough Clerk be and is hereby authorized and directed to issue Special Event Permits to Cape Island Democratic Club to conduct monthly meetings, on the aforementioned dates and times, in Borough Hall's meeting room located at 732 Broadway, West Cape May.

Carol E. Sabo, Mayor

Alan Crawford, Deputy Mayor

George Dick, Commissioner

Theresa Enteadó, RMC
Municipal Clerk

Adopted: September 13, 2023

cc: CFO
Applicant
File

	Aye	Nay	Abstain	Absent
Sabo				
Crawford				
Dick				

I hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by a majority of full membership of the Board of Commissioners of the Borough of West Cape May, County of Cape May, New Jersey, at a meeting held on September 13, 2023.

Municipal Clerk