

**MINUTES OF BOARD OF COMMISSIONERS  
WORK SESSION AND REGULAR MEETING  
JULY 11, 2018**

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 Carol Sabo, Deputy Mayor Burke and Commissioner Francis answered roll call. Also in attendance: Municipal Clerk Suzanne Schumann, Solicitor Chris Gillin-Schwartz and Engineer Ray Roberts. Police Chief Marino was also in attendance.

**WORK SESSION**

**OLD BUSINESS:**

NFIP Community Rating System:

Mayor Sabo indicated that CRS Coordinator Lou Belasco and Jim Watt from the NJDEP made site visits to the non-compliant properties and are working towards steps to lower flood insurance premiums.

Protection of Borough Owned Property:

Nothing new to report.

Commercial Recycling Pick Up:

Mayor Sabo indicated that inconsistencies have led to review of the contract and an upcoming contract amendment to include commercial recycling pick up.

NJDOT Grant Opportunity – Safe Routes to School:

Engineer Roberts reviewed a 2008 report which recommends proposed sidewalks around the WCMES and suggested bike routes on neighboring streets around the school. Mr. Roberts suggested a meeting next week to put together a plan for the grant application. Mayor Sabo agreed that signage for sharing the roadway would be beneficial to educate young cyclists on how to “share the road”. Deputy Mayor Burke expressed more emphasis on biking rather than walking as some residents may not want sidewalks. Chief Marino mentioned a Safe Routes to School Study which was done in 2017 and Clerk Schumann indicated that she would re-forward that study to Engineer Roberts for his review.

**NEW BUSINESS:**

Review of Ordinance 545-18:

Solicitor Gillin-Schwartz reviewed changes to Ordinance 545-18 which will provide flexibility for the Borough for entering into Agreements for Construction Code Services and will allow for the Borough’s Construction Fees to be the same as the municipality in which the Borough is in an agreement with.

Porta Potty Request & Placement – Wilbraham Park:

Mayor Sabo indicated that the WCM Business Association would like to provide a porta potty to be placed at Wilbraham Park for use during the summer months. Chief Marino indicated that the striped area at Myrtle and Broadway would be an area of interest but expressed concern with the bus stop in the area which may attract unwanted activities around the porta potty. Engineer Roberts suggested that reflectors or subtle lighting be available to avoid damage to the porta potty. Mayor Sabo will reach out to the WCM Business Association and advise that they can move forward.

Request for 4-Way Stop – Leaming Avenue and Park Boulevard:

Engineer Roberts believes that the lack of sidewalks on Leaming Avenue between Broadway and Park Boulevard is an issue that should be addressed as funding is available. Mr. Roberts further indicated that warrants/volumes would have to be met and a formal traffic study would have to be done to implement a 4-way stop. Chief Marino indicated that a new 4-way stop at this intersection could cause accidents as it will be a learning curve to drivers who frequent this intersection. Chief Marino also suggested installing a blinking stop sign. Solicitor Gillin-Schwartz indicated that the Borough's Ordinance would have to be amended and the Commissioner of Transportation of the State of New Jersey would have to approve the new intersection design. Engineer Roberts indicated that the Borough can implement the new design and send to the Commissioner of Transportation afterwards for review. Commissioner Francis indicated that the new portable speed sign may be able to provide data for this intersection.

New Jersey's Comprehensive Bag Policy:

Mayor Sabo provided a copy of the proposed Resolution in support of New Jersey's Comprehensive Bag Policy and asked for input from Solicitor Gillin-Schwartz. Solicitor Gillin-Schwartz indicated that this started in Long Port where they charge an additional 10 cents for plastic bags, which is kept by the store and not given to the municipality. The proposed Resolution does not require the municipality to begin charging any fees, but would simply support the Governor's proposed policy. Commissioner Francis indicated that the Environmental Commission would be in support of this resolution. Clerk Schumann indicated that this Resolution will be on the July 25<sup>th</sup> agenda for approval.

**PUBLIC PORTION:**

There was no public comment.

**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:

June 27, 2018 – Work Session and Regular Meeting

June 27, 2018 – Closed Session

Ordinances for Introduction and Publication:

- |        |   |
|--------|---|
| 544-18 | Amending Section 27 of the Borough Code Regarding Exceptions to Bulk Regulations (Amended & Reintroduced) |
| 545-18 | Amending Section 2 of the Code to Include the Provision of Fees for Uniform Construction Code Services    |

Resolutions:

- |        |   |
|--------|---|
| 126-18 | Water Adjustment for Catastrophic Leak – 405 Second Avenue  |
| 127-18 | Accepting the Corrective Action Plan  |
| 128-18 | Authorizing the Receipt of Bids for Plenary Retail Consumption License for the Sale of Alcoholic Beverages                                    |
| 129-18 | Authorizing Professional Services Agreement with Remington Vernick Engineers for FY2018 NJDOT Safe Routes to School Program Grant Application |
| 130-18 | Bill Payment  |

**NON-CONSENT AGENDA**

Ordinances for Second Reading and Public Hearing:

543-18 An Ordinance Granting Renewed Consent and Permission to South Jersey Gas Company to Use the Public Streets to Furnish Gas for Light, Heat and Power in the Borough of West Cape May

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 543-18. The motion was carried unanimously on roll call vote.

Resolutions:

131-18 Closed Session – Contract Negotiations

Commissioner Francis made a motion, seconded by Deputy Mayor Burke, to adopt Resolution 131-18. The motion was carried unanimously on roll call vote.

The Board of Commissioners moved into Closed Session at 8:03pm. The Board of Commissioners resumed Open Meeting at 8:15pm.

132-18 Authorizing a Shared Service Agreement between the Borough of West Cape May and the City of Cape May to Provide Uniform Construction Code Services

Deputy Mayor Burke made a motion, seconded by Commissioner Francis, to adopt Resolution 132-18. The motion was carried unanimously on roll call vote.

**COMMISSIONER REPORTS**

Commissioner Francis mentioned his attendance at the Environmental Commission meeting earlier this evening and the plan to look into scheduling Environmental Commission meetings for days before the Planning Zoning Board meets.

Deputy Mayor Burke mentioned the blood drive which is scheduled for July 26<sup>th</sup> at Borough Hall.

Mayor Sabo had nothing to report.

**PUBLIC PORTION**

When no one wished to speak, the meeting was adjourned at 8:18pm on motion by Deputy Mayor Burke, seconded by Commissioner Francis.

Respectfully submitted,

Suzanne M. Schumann, RMC  
Municipal Clerk