

**MINUTES OF BOARD OF COMMISSIONERS  
REORGANIZATION MEETING  
JANUARY 2, 2019**

The Reorganization Meeting 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. Jeffrey Hebron sang the Star Spangled Banner. Mayor Carol Sabo, Deputy Mayor Burke and Commissioner Francis answered roll call. Also in attendance: Municipal Clerk Suzanne Schumann, Deputy Clerk Theresa Entead, Solicitor Chris Gillin-Schwartz and Engineer Ray Roberts.

**WORK SESSION**

**OLD BUSINESS:**

Protection of Borough Owned Property:

Nothing new to report.

**NEW BUSINESS:**

Code Blue Warming Center Designation:

Mayor Sabo spoke of an interaction which she had with a homeless woman recently in West Cape May. Mayor Sabo had conversations with the Police Chief relative to this situation, who advised that the Cape May Police Department would be more ideal to use as a warming center, rather than the West Cape May Police Substation. Mayor Sabo mentioned the Homelessness Forum being held by the County at the Rio Grande Fire Hall on January 16<sup>th</sup>.

**PUBLIC PORTION:**

NONE

The Work Session concluded at 7:08pm.

**REGULAR MEETING**

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

Minutes:

December 19, 2018 Regular Meeting

December 28, 2018 Special Meeting

Ordinances for Introduction and Publication:

560-19 An Ordinance Amending Section 3-15 of the Borough of West Cape May Code Regulating Peddling, Hawking and Vending

Resolutions:

- 01-19 Temporary Budget
- 02-19 Temporary Budget – Water/Sewer
- 03-19 Adopting Cash Management Plan
- 04-19 Dates, Time and Place of Board of Commissioners Meetings
- 05-19 Designated Holidays
- 06-19 Designation of Departments for Borough Commissioners
- 07-19 Official Depositories and Signatures
- 08-19 Fixing Rate of Interest on Delinquent Taxes and Assessment and Fixing a Six Percent (6%) Penalty on Delinquent Taxes and Municipal Charges
- 09-19 Authorizing Tax Assessor to File Regular Appeals on Behalf of the Borough of West Cape May
- 10-19 Designation of Officials for Joint Insurance Fund and Municipal Excess Liability Fund
- 11-19 Designation of Official Newspaper
- 12-19 Establishing Petty Cash Fund
- 13-19 Establishing Change Fund
- 14-19 Deferred School Tax Levy – Lower Cape May Regional School
- 15-19 Deferred School Tax Levy – West Cape May Elementary School
- 16-19 Appointment of Deputy Municipal Clerk
- 17-19 Appointment of Municipal Housing Liaison and Trust Fund Reporter
- 18-19 Appointing Class III Member of the Planning Board
- 19-19 Renewal of Trailer Park License for Broadway Trailer Park
- 20-19 Renewal of Trailer Park License for Westwood Mobile Estates
- 21-19 Reaffirming the Borough’s Civil Rights Policy
- 22-19 Appointing Animal Control Officers in the Borough of West Cape May  
Animal Control of South Jersey
- 23-19 Appointing Borough Solicitor  
Barry, Corrado, Grassi & Gillin-Schwartz, PC
- 24-19 Appointing Municipal Auditor  
Ford, Scott & Associates, LLC
- 25-19 Appointing Bond Counsel  
McManimon, Scotland & Baumann, LLC
- 26-19 Appointing Risk Management Consultant  
Marsh McLennan Agency
- 27-19 Appointing Public Defender  
Michael Sorensen, Esquire
- 28-19 Appointing Municipal Prosecutor  
Daniel M. Kurkowski, Esquire
- 29-19 Appointing COAH Counsel  
Jeffrey R. Surenian & Associates, LLC
- 30-19 Appointing COAH Administrative Agent  
TRIAD Associates
- 31-19 Approving Social Affairs Permit – Cape May Stage, Inc.

**NON-CONSENT AGENDA**

Ordinances for Second Reading and Public Hearing:

NONE

Resolutions:

NONE

**COMMISSIONER REPORTS**

Commissioner Francis mentioned the interest of the Environmental Commission to work with the City of Cape May, Borough of West Cape May and Borough of Cape May Point to designate alternate/safer routes off the main roadways for pedestrians and bicyclists.

Deputy Mayor Burke stated that there will be a blood drive held at Borough Hall on Thursday, January 24, 2019 from 12:00pm to 5:00pm.

Mayor Sabo reflected on 2018 which started with a flood in the court room and ended with capital improvement projects. Mayor Sabo mentioned that Borough Staff is always available to answer questions and take suggestions on keeping West Cape May quaint and quirky.

**PUBLIC PORTION**

Solicitor Gillin-Schwartz thanked the Commissioners for the opportunity to serve as Solicitor for the Borough.

When no one further wished to speak, the meeting was adjourned at 7:15pm on motion of Commissioner Francis, seconded by Deputy Mayor Burke.

Respectfully submitted,

Suzanne M. Schumann, RMC  
Municipal Clerk