

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
JUNE 12, 2019**

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, Engineer Ray Roberts and Police Captain Rob Sheehan.

COUNTY PROJECTS IN WEST CAPE MAY – COUNTY ENGINEER ROBERT CHURCH
County Engineer Robert Church discussed four upcoming projects and upgrades which will be taking place in West Cape May.

1. **Speed Study on Broadway** – Mr. Church indicated that the County has contracted with a firm to complete the study, in hopes to decrease the speed on Broadway from 30mph to 25mph. There is staff from the County Engineer’s Office who will be working on traffic counts over the next couple of weeks and requested a heavier police volume along Broadway, in hopes for drivers to slow down. Mr. Church indicated that 85% of the vehicles must be going below 30mph for a positive impact on the request to lower the speed. Mr. Church also indicated that the number of driveways on Broadway may have an impact on this traffic study. Mayor Sabo asked if mitigating factors would include the recent fatality, Mr. Church indicated that the reporting of accidents would be a mitigating factor.

Commissioner Burke spoke of concerns with the amount of large vehicles and busses which travel on Broadway above the speed limit and busses parking on side streets which prohibit vehicles of a certain size and weight.

2. **Sunset Boulevard Improvements** – Mr. Church indicated that final preliminary plans are expected by July 10, 2019 and includes the option of shared use paths, widening of shoulders and a boardwalk option. There will be a final stakeholder meeting and a public information meeting, which will be followed by the application process. This project is expected to begin in Fall 2020, as long as the funding is secured.

Mayor Sabo expressed concerns with maintenance of Sunset Boulevard for cyclists. Mr. Church indicated that he would speak with his staff to see if Sunset Boulevard can be put on a regular schedule for cleaning and sweeping.

Deputy Mayor Burke asked if the intersection of Broadway and Sunset Boulevard are included in the Sunset Boulevard Improvement Project. Mr. Church stated that

this is not part of the project but may be included in the maintenance funding available in the fall.

3. **Roundabout** – Mr. Church indicated that this project is funded through the Highway Safety Improvements Program (“HSIP”) and that the funding was not available in 2019, but hopes to be available in 2020.
4. **Ditch Cleaning** – The County Engineering Department plans to work with the County Mosquito Commission to open outfalls in the crossings through the meadows. Commissioner Francis asked if there would be a change in pipe size for drainage. Mr. Church indicated that there would be no change in pipe size, as these pipes run through yards, most of which property owners may not be aware of. Mayor Sabo indicated that this will be part of a larger scope of drainage improvements which have been previously discussed. Mr. Church expressed the potential need for a new Pump Station in the City of Cape May, which could be jointly applied for through a FEMA Grant with the City of Cape May. Mayor Sabo asked Engineer Roberts to follow up with Mr. Church on this matter.

Deputy Mayor Burke stated that he appreciates the communication responsiveness of the County Engineer with the Borough.

Mayor Sabo mentioned the request for a crosswalk in the vicinity of 847 Broadway. Jackie Makowicz stated that there are safety concerns for tenants and owners who try to cross the street to walk or bike down Broadway. Ms. Makowicz expressed concerns with parking in designated bike lanes along Broadway. Mayor Sabo stated that cyclists have the right to share the road and there is a need for education relative to same. Engineer Roberts indicated that there are no designated bike lanes on Broadway. Mayor Sabo suggested using back roads, rather than Broadway when walking or biking to the beach. Commissioner Francis suggested signage to direct cyclists towards suggested bike routes. Mr. Church mentioned that MUTCD may have available bike route signage which could be used.

Deputy Mayor Burke stated that it is nice to see bridges and infrastructure being updated throughout the County.

ENGINEER’S REPORT

WORK SESSION

OLD BUSINESS

Protection of Borough Owned Property:

Nothing new to report.

Reconstruction of West Drive:

Engineer Roberts indicated that the project is ready to move forward, pending availability of funds from the Borough. Advertising would have to be done in August, for an award in September for the project to be completed in the fall of 2019.

Safe Routes to School Project:

Engineer Roberts indicated that this project is a federally funded grant and the grant covers construction fees for the project. Clerk Schumann stated that there is a Resolution on the agenda authorizing Remington Vernick Engineers to move forward with this project.

NEW BUSINESS:

Historic Preservation Commission – Demolition Procedure:

Solicitor Gillin-Schwartz made suggestions to revise the Borough Code to be in compliance with state statute to strengthen the ordinance to comply with the Municipal Land Use Law. Deputy Mayor Burke expressed concern with preserving historical sites in the Borough. Solicitor Gillin-Schwartz stated that the Historic Preservation Commission is required to review all applications and approve as deemed necessary. Solicitor Gillin-Schwartz indicated that this process applies to all properties located within the Historic Preservation District.

Grant Opportunity – NJDOT FY2020 State Aid Program:

Engineer Roberts outlined the four streets which are remaining on the list for improvements: Oak Street, Old Fourth Avenue, Third Avenue and Goldbeaten Alley. Mayor Sabo would like to follow up with residents on Oak Street to find out whether they would like the Borough to move forward with the improvements. Engineer Roberts suggested that the other Alleys in the Borough should be reviewed and tied together with improvements to Goldbeaten Alley. Engineer Roberts believes that Third Avenue would be the better choice, as it is a busier street for thru traffic and would be the best case for presenting a “case of need”. The Mayor and Commissioners asked to table the Resolution to move forward with this grant application and will discuss further at the June 26th meeting. The streets which are decided to not be included in the grant application can be included in the bond ordinance for the 2019 capital improvement projects.

Parking on Congress Street:

Engineer Roberts reviewed possible options for improving parking on Congress Avenue, as per a resident complaint which was received. Mayor Sabo stated that this area is limited for parking with restaurants in the area and does not believe it is appropriate to make any revisions at this time. Commissioner Francis asked if it was possible to reclaim the grassy/sandy area to provide more room for parking. Mayor Sabo asked Deputy Mayor Burke to speak with Public Works about cleaning up the edges of the street.

Discussion of 2019 Capital Improvement Projects:

This discussion was tied into the discussion with the NJDOT2020 State Aid Program Grant Opportunity.

PUBLIC PORTION:

NONE

The Work Session concluded at 8:30pm.

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:

May 22, 2019 Work Session and Regular Meeting

Ordinances for Introduction and Publication:

565-19 ****TABLED**** An Ordinance Amending Section 30 of the Borough Code Regarding Trees

Resolutions:

- 105-19 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Clean Communities Grant)
- 106-19 Annual Renewal of Liquor License for 2019-2020 – West Cape Liquor, LLC (Exit Zero)
- 107-19 Approving Catering Permit – Chamberlain Hospitality Group, Inc.
- 108-19 Requesting the County of Cape May to Install Crosswalk in the Vicinity of 847 Broadway – County Road 626
- 109-19 Final Release of Surety Bond; JTG Group – Block 50, Lots 1.01, 1.02 and 2
- 110-19 ****TABLED**** Authorizing Professional Services Agreement with Remington Vernick Engineers for FY2020 NJDOT State Aid Program Grant Application
- 111-19 Authorizing Professional Engineering Services for 2018 Capital Improvement Projects, Safe Routes to School program, West Cape May Elementary School Pedestrian Safety Improvements Project
- 112-19 Bill Payment

NON-CONSENT AGENDA

Ordinances for Second Reading and Public Hearing:

563-19 An Ordinance Amending Section XVII of the Borough of West Cape May Code Regulating Streets and Sidewalks to Include Regulation of Wireless and Telecommunication Facilities in the Municipal Right of Way

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 563-19. The motion was carried unanimously on roll call vote.

564-19 An Ordinance Authorizing Renewal of the Franchise Agreement with the New Jersey Natural Gas Company

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 564-19. The motion was carried unanimously on roll call vote.

Resolutions:

NONE

COMMISSIONER REPORTS

Commissioner Francis mentioned that the Environmental Commission will be hosting another e-waste event in the fall, tentatively scheduled for September 21, 2019.

Deputy Mayor Burke indicated that the American Red Cross Blood Drive is scheduled for July 25, 2019 from 12pm-5pm at Borough Hall. Deputy Mayor Burke stated that there is a shortage of reserves with the American Red Cross and all donations are appreciated.

Mayor Sabo mentioned that the first Farmer's Market of the season is on June 25th.

PUBLIC PORTION

NONE

The meeting was adjourned at 8:37pm on motion of Commissioner Francis, seconded by Deputy Mayor Burke.

Respectfully submitted,

Suzanne M. Schumann, RMC
Municipal Clerk