

**MINUTES OF BOARD OF COMMISSIONERS
WORK SESSION AND REGULAR MEETING
MARCH 11, 2020**

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 Frank Corrado and Engineer Ray Roberts.

ENGINEER'S REPORT

WORK SESSION

OLD BUSINESS

LOSAP:

Nothing to report.

Burgin Lane (Turning Road Over to Borough):

Engineer Roberts reviewed the letter which was sent to Mr. Burgin with the list of requirements which need to be complete. Solicitor Gillin-Schwartz indicated that he has received the HOA documents and will be reviewing.

Low Income Residents:

Commissioner Francis stated that he has received files regarding the Stockton Project (California) and will be distributing the material to Mayor Sabo and Deputy Mayor Burke for their review.

Land Use Ordinance – Building Eaves:

Solicitor Gillin-Schwartz reviewed the proposed changes to the zoning ordinance regarding building eaves. The proposed changes would require that all new construction be required to install gutters and downspouts which would be directed to the street or an interior yard drainage system. There was discussion about this requirement pertaining to significant reconstruction with a suggestion of "significant" referring to more than 50% of assessed value. Zoning Officer Norm Roach expressed concern with determining the assessed value and the delay it may cause for issuing permits. Engineer Roberts suggested requiring gutters and downspouts to be added to any addition to an existing building. There was discussion regarding the setbacks and Engineer Roberts suggested a maximum eave of 18" and to not encroach into the Borough's right-of-way. Solicitor Gillin-Schwartz will prepare an Ordinance for review at the next meeting, which will also require review from the Planning Zoning Board, prior to adoption.

NEW BUSINESS

COVID-19 – Coronavirus Discussion:

Mayor Sabo mentioned the recent concerns with the Coronavirus, the precautions which are being taken and the reminders for everyone to wash their hands and stay home if you are sick. Mayor Sabo also mentioned the CDC's concern with people going door to door stating that they are from the CDC. The CDC does not have anyone going door to door about the Coronavirus and reminded everyone to be cautious in this regard.

Census 2020:

Mayor Sabo reminded everyone that Census information will be arriving to mailboxes soon and encouraged everyone to complete and return the Census survey. Clerk Schumann indicated that Census information has been placed on the Borough's Facebook page as well.

PUBLIC PORTION

NONE

The Work Session concluded at 7:40pm.

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:

February 26, 2020 Work Session and Regular Meeting
February 26, 2020 Closed Session

Ordinances for Introduction and Publication:

NONE

Resolutions:

54-20 Approval to Submit a Grant Application and Execute a Grant Agreement with the Federal Emergency Management Agency for FY2019 FEMA Assistance to Firefighter Grant
55-20 Establishing Domestic Violence Policy and Appointing Primary and Secondary Human Resource Officer
56-20 Bill Payment

NON-CONSENT AGENDA

Ordinances for Second Reading and Public Hearing:

NONE

Resolutions:

NONE

COMMISSIONER REPORTS

Commissioner Francis mentioned the E-Waste Event which is scheduled for May 30th from 9am until 2pm, Free Pizza and Movie Night scheduled for March 13th from 6pm – 9pm and Community Shred Day on May 9th from 10am – 2pm.

Deputy Mayor Burke had nothing to report.

Mayor Sabo mentioned the free Rabies Clinic scheduled for March 12th from 4pm – 5pm, which is open to all residents of Cape May County.

PUBLIC PORTION

No public comment.

The meeting was adjourned at 7:45pm on motion of Deputy Mayor Burke, seconded by Commissioner Francis.

Respectfully submitted,

Suzanne M. Schumann, RMC
Municipal Clerk