

Range of Checking Accts: ANIMAL CONTROL to ANIMAL CONTROL Range of Check Ids: 1096 to 1096
 Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Check # | Check Date | Vendor | Amount Paid | Charge Account | Account Type | Reconciled/Void Contract | Ref Num Ref Seq |
|----------|------------|-----------------------------------|-------------|----------------------------|--------------|--------------------------|-----------------|
| 1096 | 06/06/14 | 654170 STATE OF NJ DEPT OF HEALTH | | | | | 968 |
| 14-00367 | 1 | DOG LICENSE FEES FOR MAY 2014 | 9.60 | T-14-00-000-002 | Budget | | 1 |
| | | | | DUE TO STATE OF NEW JERSEY | | | |

| Report Totals | <u>Paid</u> | <u>Void</u> | <u>Amount Paid</u> | <u>Amount Void</u> |
|-----------------|-------------|-------------|--------------------|--------------------|
| Checks: | 1 | 0 | 9.60 | 0.00 |
| Direct Deposit: | 0 | 0 | 0.00 | 0.00 |
| Total: | 1 | 0 | 9.60 | 0.00 |

| Fund Description | Fund | Budget Total | Revenue Total |
|---------------------|------|--------------|---------------|
| | T-14 | 9.60 | 0.00 |
| Total of All Funds: | | <u>9.60</u> | <u>0.00</u> |

Range of Checking Accts: CURRENT to CURRENT Range of Check Ids: 10846 to 10846
 Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

| Ch | # | Check Date | Vendor | Item Description | Amount Paid | Charge Account | Account Type | Reconciled/Void | | Ref Num |
|-------|----------|------------|-----------------------------|------------------|-----------------|----------------------------------|--------------|-----------------|---------|---------|
| | | | | | | | | Contract | Ref Seq | |
| 10846 | 06/06/14 | 04004 | PETTY CASH | | | | | | | 969 |
| | 14-00375 | 1 | REIMBURSEMENT OF PETTY CASH | 96.78 | 4-01-20-100-030 | Budget | | | | 1 |
| | | | | | | GEN. ADMIN. MATERIALS & SUPPLIES | | | | |

| Report Totals | | <u>Paid</u> | <u>Void</u> | <u>Amount Paid</u> | <u>Amount Void</u> |
|-----------------|--|-------------|-------------|--------------------|--------------------|
| Checks: | | 1 | 0 | 96.78 | 0.00 |
| Direct Deposit: | | 0 | 0 | 0.00 | 0.00 |
| Total: | | <u>1</u> | <u>0</u> | <u>96.78</u> | <u>0.00</u> |

| Fund Description | Fund | Budget Total | Revenue Total |
|---------------------|------|--------------|---------------|
| C ENT FUND | 4-01 | 96.78 | 0.00 |
| Total of All Funds: | | <u>96.78</u> | <u>0.00</u> |

SPECIAL MEETING

JUNE 16, 2014

BOROUGH OF WEST WILDWOOD
BOARD OF COMMISSIONERS
SPECIAL MEETING
MONDAY – JUNE 16, 2014
9:00 AM

MINUTES:

Mayor Fox called the meeting to order, led the Pledge of Allegiance, and read the OPMA statement

ROLL CALL: Present

Comm. Golden
Comm. Maxwell
Mayor Fox
Solicitor Cafiero
Municipal Clerk Donna L. Frederick

ORDINANCE 534(2014): INTRODUCTION/FIRST READING:

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF WEST WILDWOOD, IN THE COUNTY OF CAPE MAY, NEW JERSEY, APPROPRIATING \$ 603,600 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$584,720 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

Motion by Comm. Maxwell; Second by Comm. Golden

Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes; Mayor Fox, yes

Ordinance No. 534(2014) adopted on the first reading/introduction by not less than 2/3rds of the full membership of the governing body.

Motion to Adjourn:

Motion by Comm. Golden; Second by Comm. Maxwell

Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes; Mayor Fox, yes

Motion carried.

Respectfully submitted



Donna L. Frederick, RMC
Municipal Clerk

THESE MINUTES WERE APPROVED AT THE JULY 3, 2014 REGULAR COMMISSION MEETING



MAYOR CHRISTOPHER J. FOX

COMMISSIONER SCOTT W. GOLDEN

COMMISSIONER CORNELIUS J. MAXWELL

Borough of West Wildwood

"Small town Charm on the Back Bay"

AGENDA

SPECIAL MEETING – JUNE 16, 2014

9:00 am

CALL TO ORDER

PLEDGE OF ALLEGIANCE

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

THIS SPECIAL MEETING WAS CALLED PURSUANT TO THE PROVISIONS OF THE OPEN PUBLIC MEETING LAW. NOTICE OF THIS MEETING WAS SENT TO THE ATLANTIC CITY PRESS AND THE CAPE MAY COUNTY HERALD ELECTRONICALLY AND POSTED ON THE OFFICIAL CLERKS BULLETIN BOARD.

ROLL CALL:

ORDINANCES:

ORDINANCE 534(2014): INTRODUCTION/FIRST READING:

BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF WEST WILDWOOD, IN THE COUNTY OF CAPE MAY, NEW JERSEY, APPROPRIATING \$ 603,600 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$584,720 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

ADJOURNMENT

**Donna L. Frederick, RMC
Municipal Clerk**

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

ORDINANCE NO. 534 (2014)

**BOND ORDINANCE PROVIDING FOR VARIOUS
CAPITAL IMPROVEMENTS IN AND BY THE
BOROUGH OF WEST WILDWOOD, IN THE COUNTY
OF CAPE MAY, NEW JERSEY, APPROPRIATING
\$603,600 THEREFOR AND AUTHORIZING THE
ISSUANCE OF \$584,720 BONDS OR NOTES OF THE
BOROUGH TO FINANCE PART OF THE COST
THEREOF.**

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE BOROUGH OF WEST WILDWOOD, IN THE COUNTY OF CAPE MAY, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Borough of West Wildwood, in the County of Cape May, New Jersey (the "Borough") as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$603,600, including \$173,000 received as a New Jersey Department of Transportation grant (the "State Grant"), and further including the aggregate sum of

\$18,880 as the several down payments for the improvements or purposes required by the Local Bond Law. No down payment is required for the purpose described in Section 3(c) hereof, as such purpose is being funded by the State Grant. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, and in anticipation of the State Grant, negotiable bonds are hereby authorized to be issued in the principal amount of \$584,720 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

| <u>Purpose</u> | <u>Appropriation & Estimated Cost</u> | <u>Estimated Maximum Amount of Bonds & Notes</u> | <u>Period of Usefulness</u> |
|--|---|--|-----------------------------|
| a) The acquisition of a message sign board, including all related costs and expenditures incidental thereto. | \$50,000 | \$47,500 | 10 years |
| b) The repaving of various streets, including, but not limited to, the 500 Block of Magnolia Avenue, including | | | |

| <u>Purpose</u> | <u>Appropriation & Estimated Cost</u> | <u>Estimated Maximum Amount of Bonds & Notes</u> | <u>Period of Usefulness</u> |
|--|---|--|-----------------------------|
| all related costs and expenditures incidental thereto. | \$150,000 | \$142,500 | 10 years |
| c) The reconstruction of the 500 Block of Poplar Avenue, including all related costs and expenditures incidental thereto. | \$231,000 (including the State Grant) | \$231,000 | 10 years |
| d) The reconstruction of roadways and manholes on various streets, including all related costs and expenditures incidental thereto. | \$85,000 | \$80,500 | 10 years |
| e) The acquisition of a generator for Borough buildings, including all related costs and expenditures incidental thereto. | \$50,000 | \$47,500 | 15 years |
| f) The acquisition of a police in-car/body camera and video system, including all related costs and expenditures incidental thereto. | \$37,600 | \$35,720 | 5 years |
| TOTAL: | \$603,600 | \$584,720 | |

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment for each purpose.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital

or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3(a) of this bond ordinance are not current expenses. They are all improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 10.10 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$584,720, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$113,200 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes or improvements described in Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of Treasury Regulations.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

COMMISSIONERS:



MAYOR CHRISTOPHER J. FOX



COMMISSIONER SCOTT W. GOLDEN



COMMISSIONER CORNELIUS J. MAXWELL

The foregoing Ordinance was introduced and passed at Special Meeting of the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey on the 16th day of June, 2014 and will be considered for final passage after a public hearing at a Regular Meeting of said Board of Commissioners at the Municipal Hall, 701 W. Glenwood Avenue, West Wildwood, New Jersey on July 3, 2014 at 7:00 pm.

FIRST READING: 2014 06-16
PUBLICATION:
SECOND READING/FINAL ADOPTION:
PUBLICATION:



Donna L. Frederick, RMC
Municipal Clerk

WORKSHOP MEETING

JUNE 30, 2014

REPORT OF AUDIT 2013
CORRECTIVE ACTION PLAN

Finding # 2013-1 – The Borough does not have an accurate listing of fixed assets that have been purchased.

Action Taken – Fixed assets are being updated to reflect all new purchases.

Implementation Date – May 2014

Finding # 2013-2 – The Trust Reserve accounts were not in agreement with the cash activity as of December 31, 2013.

Action Taken – Procedures have been put place to ensure that the Trust Reserves agree with the cash activity.

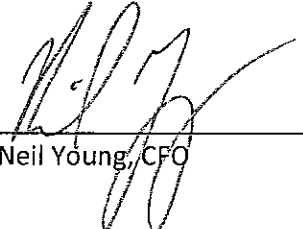
Implementation Date - May 2014

Finding # 2013-3 – Several old grant balances have been maintained by the Borough for several years.

Action Taken – All old grant balances will be reviewed and analyzed to determine if they should be cancelled.

Implementation Date – May 2014

Date: 6/30/14



Neil Young, CFO

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

RESOLUTION 2014-077

ADOPTION OF CY2013 AUDIT

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 2013 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

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

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, 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 "Findings and Questioned Costs" or "Findings and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Findings and Questioned Costs" or "Findings and Recommendations", as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the governing body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; 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 regulations of the Local Finance Board of the State of New Jersey may subject the members of the 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 Government 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 year, or both, in addition shall forfeit his/her office."

NOW, THEREFORE BE IT RESOLVED, that the Governing Body of the Borough of West Wildwood, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

NO PHOTOCOPIES OF SIGNATURES

GROUP AFFIDAVIT FORM

CERTIFICATION OF GOVERNING BODY

STATE OF NEW JERSEY
COUNTY OF CAPE MAY

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

1. We are duly elected members of governing body of the Borough of West Wildwood 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 2013.

3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled FINDINGS AND RECOMMENDATIONS OR FINDINGS AND QUESTIONED COSTS:

(L.S.) 

(L.S.)

(L.S.) 

(L.S.)

(L.S.) 

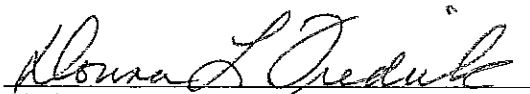
(L.S.)

(L.S.)

(L.S.)

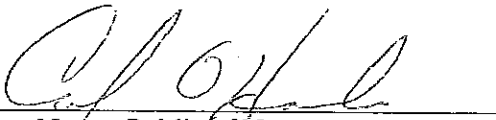
(L.S.)

(L.S.)


Clerk

Sworn to and subscribed before
me this 30th day of
JUNE, 2014

CARL O'HALA
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires 3/26/2018


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 or 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.