

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

RESOLUTION 2014-111

**AUTHORIZING THE REFUND OF OVERPAYMENT OF PROPERTY TAX
 AND UTILITY PAYMENTS**

WHEREAS, the property owners listed below tendered excess utility and real estate tax payments to the Borough of West Wildwood Utility and Tax Collector as indicated below; and

WHEREAS, due to a successful New Jersey State Tax Court appeal reducing the tax assessment values for years 2013 & 2014, an overpayment has been created due to payments made based on the original tax assessments,

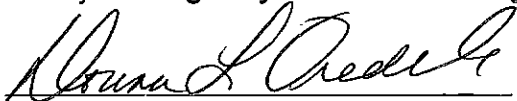
WHEREAS, the excess tax payments need to be refunded.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Borough of West Wildwood, Cape May County, New Jersey that the Acting Chief Financial Officer is hereby authorized to make the following payments in the amount indicated; as follows:

OWNER	BLOCK	LOT	AMOUNT	TAX/SEWER	YEAR
LAYTEN, ROBERT & CAROL ANN	100.04	2.06	\$1,183.43	TAX	2013
LAYTEN, ROBERT & CAROL ANN	100.04	2.06	\$3.93	TAX	2014
			\$1,187.36		
LAYTEN, ROBERT & CAROL ANN	100.04	2.07	\$1,303.56	TAX	2013
LAYTEN, ROBERT & CAROL ANN	100.04	2.07	\$211.06	TAX	2014
			\$1,514.62		

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox			X			
Commissioner Scott W. Golden		X	X			
Commissioner Cornelius J. Maxwell	X		X			

I, **Donna Frederick, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Regularly Scheduled Meeting** held on **December 4, 2014**.


 Donna L. Frederick, RMC
 Municipal Clerk

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

RESOLUTION 2014-112

**AWARDING CONTRACT FOR SOLID WASTE AND RECYCLABLE MATERIALS
COLLECTION SERVICE**

WHEREAS, bids were received by the Borough Clerk at the West Wildwood Borough Hall on November 13, 2014 regarding a contract for residential, commercial, municipal, and institutional solid waste and recyclable materials collection service; and

WHEREAS, Earthtech Contracting, Inc. of Ocean View, New Jersey was the lowest bidder; and

WHEREAS, the Borough Solicitor has reviewed the bid of Earthtech Contract, Inc. and is satisfied that the bidder complied with the Instructions to Bidders and the conditions of the award; and

WHEREAS, the Borough Commissioners are satisfied that Earthtech Contracting, Inc. is a qualified bidder and contractor; and

WHEREAS, the Borough Solicitor and Borough Commissioners have recommended award of the subject contract to Earthtech Contracting, Inc. of Ocean View, New Jersey

NOW, THEREFORE BE IT RESOLVED by the Commissioners of the Borough of West Wildwood, County of Cape May, State of New Jersey as follows:

- 1) All of the statements of the preamble are incorporated herein by this reference thereto as though the same were set forth at length.
- 2) A contract for residential, commercial, municipal, and institutional solid waste and recyclable materials collection service hereby is awarded to Earthtech Contracting, Inc. of Ocean View, New Jersey for a cost of \$297,000.00 (2015-\$59,400.00, 2016-\$59,400.00, 2017-\$59,400.00, 2018-\$59,400.00, 2019-\$59,400.00 (all in accordance with the bid documents on file in the office of the Borough Clerk).
- 3) On behalf of the Borough of West Wildwood, the Mayor and Borough Clerk be and they hereby are authorized to sign the contract that was included with the contract bidding materials and to deliver same to Earthtech Contracting, Inc. of Ocean View, New Jersey for execution and return.
- 4) This award of contract is contingent upon receipt of a certification of funds from the Borough's Chief Financial Officer in the amount of \$297,000.00 for years 2015, 2016, 2017, 2018 and 2019 of the contract.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox			X			
Commissioner Scott W. Golden		X	X			
Commissioner Cornelius J. Maxwell	X		X			

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Regular Meeting** held on **December 4, 2014**.



Donna L. Frederick, RMC
Municipal Clerk

CERTIFICATION OF AVAILABILITY OF FUNDS

As required by NJSA 40A:4-57, NJAC 5:30-14.5 and any other applicable requirement, I Neil Young Chief Financial Officer of the Borough of West Wildwood, NJ have ascertained that there are available sufficient uncommitted appropriations to award a contract to:

TO: EARTHTECH CONTRACTING, IN.

FOR: SOLID WASTE AND RECYCLABLE MATERIALS COLLECTION SERVICE

IN THE AMOUNT OF: \$59,400.00

Funds for Certification are therefore being made available and certified against the appropriation and/or Ordinance entitled:

AMOUNT: \$59,400.00

ACCOUNT(S) 5-01-26-305-029

TOTAL AMOUNT OF CONTACT: \$59,400.00

Amount Certified by this Certification: \$59,400.00

_____ TEMPORARY BUDGET CERTIFICATION @ 25%

_____ PERMANENT BUDGET CERTIFICATION @ 100%

✓

_____ CONTINGENCY CERTIFICATION: UPON ADOPTION OF FINAL BUDGET.

Date: December 3, 2014

Chief Financial Officer:

Shane Crawley, Deputy

Resolution # 2014-112

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

RESOLUTION 2014-113

**AWARDING CONTRACT TO SOUTH STATE, INC. FOR THE FEMA GRANT-
MITIGATION OF NEPTUNE AVENUE FLOODING PROJECT**

WHEREAS, bids were received by the Borough of West Wildwood on November 25, 2014 in connection with a contract for contractor services relating to a FEMA Grant- Mitigation of Neptune Avenue Flooding project; and

WHEREAS, South State, Inc. of Bridgeton, New Jersey was the lowest bidder; and

WHEREAS, the Borough Engineer and the Borough Solicitor have reviewed the bid of South State, Inc. and are satisfied that the bidder complied with the Instructions to Bidders and the conditions of the award; and

WHEREAS, the Borough Engineer is satisfied that South State, Inc. is a qualified bidder and contractor; and

WHEREAS, the Borough Engineer has recommended award of the subject contract to South State, Inc. of Bridgeton, New Jersey contingent upon the approval of the New Jersey Office of Emergency Management and upon receipt of a certification of funds from the Borough's Chief Financial Officer.

NOW, THEREFORE BE IT RESOLVED by the Commissioners of the Borough of West Wildwood, County of Cape May, State of New Jersey as follows:

- 1) All of the statements of the preamble are incorporated herein by this reference thereto as though the same were set forth at length.
- 2) A contract for the FEMA Grant-Mitigation of Neptune Avenue Flooding project hereby is awarded to South State, Inc. of Bridgeton, New Jersey for a cost not to exceed \$319,660.07.
- 3) On behalf of the Borough of West Wildwood, the Mayor and Commissioners be and they hereby are authorized and directed to sign the contract that was included with the contract bidding materials and to deliver same to South State, Inc. of Bridgeton, New Jersey for execution and return.
- 4) This award of contract is contingent upon approval of the New Jersey Office of Emergency Management and receipt of a certification of funds from the Borough's Chief Financial Officer in the amount of \$319,660.07.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox			X			
Commissioner Scott W. Golden		X	X			
Commissioner Cornelius J. Maxwell	X		X			

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Regular Meeting** held on **December 4, 2014**.



Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2014-114

**AUTHORIZING THE INCREASE OF THE RETAINER FEE FOR SERVICES
OF SPECIAL COUNSEL MARY D'ARCY BITTNER**

WHEREAS, Mary D'Arcy Bittner, Esq. an attorney of law of the State of New Jersey, having a practice at 15 Lake Vista Drive, P.O.Box 471, South Seaville, NJ 08246, was awarded a Non-Fair and Open Contract for Professional Services as Special Counsel through Resolution 2014-052; and

WHEREAS, the Board of Commissioners authorized Mary D'Arcy Bittner, Esq. to take appropriate actions she may deem necessary in her capacity as Special Counsel; and

WHEREAS, a General Retainer Agreement for Legal Services along with the terms of the representation for an amount not to exceed \$7,500.00 was authorized by Resolution 2014-052; and

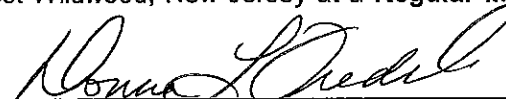
WHEREAS, due to unexpected additional hours of litigation this retainer agreement needs to be adjusted to represent an increase sum in the amount of \$4,000.00; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, hereby authorizes the aforementioned increase.

BE IT FURTHER RESOLVED, that a Certificate of Availability of Funds from the Chief Financial Officer be attached hereto in the amount of \$4,000.00.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox			X			
Commissioner Scott W. Golden		X	X			
Commissioner Cornelius J. Maxwell	X		X			

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Regular Meeting** held on **December 1, 2014**.



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

CERTIFICATION OF AVAILABILITY OF FUNDS

As required by NJSA 40A:4-57, NJAC 5:30-14.5 and any other applicable requirement, I Neil Young, Chief Financial Officer of the Borough of West Wildwood, NJ have ascertained that there are available sufficient uncommitted appropriations to award a contract to:

TO: MARY D'ARCY BITTNER

FOR: PROFESSIONAL SERVICES – SPECIAL COUNSEL

IN THE AMOUNT OF: \$4,000.00

Funds for Certification are therefore being made available and certified against the appropriation and/or Ordinance entitled:

AMOUNT: \$4,000.00

ACCOUNT(S) 4-01-20-155-027

TOTAL AMOUNT OF CONTACT: \$4,000.00

Amount Certified by this Certification: \$4,000.00

_____ TEMPORARY BUDGET CERTIFICATION @ 25%

 X PERMANENT BUDGET CERTIFICATION @ 100%

_____ CONTINGENCY CERTIFICATION: UPON ADOPTION OF FINAL BUDGET.

Date: December 3, 2014

Chief Financial Officer: *Neil Young, Deputy*

Resolution # 2014-114

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

RESOLUTION 2014-115

**A RESOLUTION ACKNOWLEDGING AN ADDITIONAL MEMBER IN THE
WEST WILDWOOD VOLUNTEER FIRE COMPANY**

WHEREAS, it has been established in Resolution 2013-021, dated February 1, 2013, that JIF, determined the borough must keep a current roster of all active firefighters, ladies auxiliary members and junior firefighters of the West Wildwood Vol. Fire Company; and

WHEREAS, the Chief of the West Wildwood Vol. Fire Company has provided copies of additional applicants for the Borough to add to the roster; and

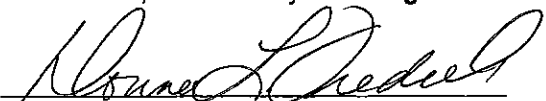
WHEREAS, the Board of Commissioners hereby acknowledges the following applicants for membership, contingent upon successful completion of a background check.

Joel Hatch, 501 Dock Street, Wildwood, NJ 08260

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey that the Borough acknowledges these members and thank them for their selfless volunteer service on behalf of all of the residents; and

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox			X			
Commissioner Scott W. Golden		X	X			
Commissioner Cornelius J. Maxwell	X		X			

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Regular Meeting** held on **December 4, 2014**


Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2014-116

**ESTABLISHING THE ANNUAL MEETING DATES OF THE BOROUGH OF WEST
WILDWOOD BOARD OF COMMISSIONERS FOR THE YEAR 2015**

WHEREAS, the Board of Commissioners, of the Borough of West Wildwood, County of Cape May, State of New Jersey hereby establish the **Annual Meeting Dates** for the Year 2015 in accordance the Open Public Meeting Act (N.J.S.A. 10:4-1, et seq.), commonly referred to as the Sunshine Law, which establishes the right of all citizens to have adequate notice of all Public Meetings; and

WHEREAS, it is the desire of the Board of Commissioners to establish the date and time for the Regular Meeting in order to encourage the General Public's attendance and involvement.

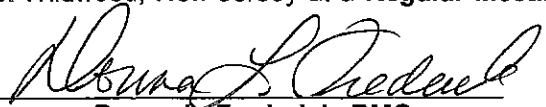
NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, State of New Jersey, that the **Regularly Scheduled Meetings** of the West Wildwood Board of Commissioners will be held at the Municipal Building, 701 West Glenwood Avenue, West Wildwood, New Jersey beginning at **7:00 P.M.**, prevailing time unless otherwise noted, at which time Official Action may be taken.

Friday, January 2
Friday, February 6
Friday, March 6
Thursday, April 2 at 9:00am
Friday, May 1
Friday, June 5
Thursday, July 2 at 9:00am
Friday, August 7
Friday, September 4
Friday, October 2
Friday, November 6
Thursday, December 3 at 6:00pm

BE IT FURTHER RESOLVED, that this Resolution shall be posted on the West Wildwood Municipal Hall Bulletin Board, to remain there for the full Calendar Year 2015; published in both Official Municipal Newspapers; and shall remain available from the Municipal Clerk's Office upon request; all in accordance with State Law.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox			X			
Commissioner Scott W. Golden		X	X			
Commissioner Cornelius J. Maxwell	X		X			

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Regular Meeting** held on **December 4, 2014**.


Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2014-117

ESTABLISHING THE WORKSHOP MEETING DATES OF THE BOROUGH OF WEST WILDWOOD BOARD OF COMMISSIONERS FOR THE YEAR 2015

WHEREAS, the Board of Commissioners, of the Borough of West Wildwood, County of Cape May, State of New Jersey hereby establish the **Workshop Meeting Dates** for the Year 2015 in accordance the Open Public Meeting Act (N.J.S.A. 10:4-1, et seq.), commonly referred to as the Sunshine Law, which establishes the right of all citizens to have adequate notice of all Public Meetings.

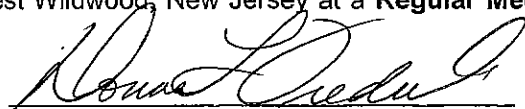
NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, State of New Jersey, that the **Workshop Meetings** of the West Wildwood Board of Commissioners will be held at the Municipal Building, 701 West Glenwood Avenue, West Wildwood, New Jersey beginning at **9:00am, prevailing time unless otherwise noted. Official Action may or may not be taken.**

Monday, February 2
Monday, March 2
Monday, March 30
Monday, April 27
Monday, June 1
Monday, June 29
Monday, August 3
Monday, August 31
Monday, September 28
Monday, November 2
Monday, November 30
Monday, December 28

BE IT FURTHER RESOLVED, that this Resolution shall be posted on the West Wildwood Municipal Hall Bulletin Board, to remain there for the full Calendar Year 2015; published in both Official Municipal Newspapers; and shall remain available from the Municipal Clerk's Office upon request; all in accordance with State Law.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox			X			
Commissioner Scott W. Golden		X	X			
Commissioner Cornelius J. Maxwell	X		X			

I, **Donna L. Frederick, Acting Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Regular Meeting** held on **December 4, 2014**.



Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2014-118

**DESIGNATING OFFICIAL NEWSPAPERS
FOR THE YEAR 2015**

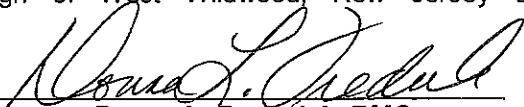
WHEREAS, the Borough of West Wildwood is required to designate an official newspaper for the publication of the Borough meetings and other official business; and

WHEREAS, the **Cape May County Herald** and **The Press of Atlantic City** have been deemed qualified for use as the official newspapers of the Borough of West Wildwood.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, State of New Jersey, as follows, that the Cape May County Herald and the Press of Atlantic City be designated as the official newspapers of the Borough of West Wildwood, County of Cape May, New Jersey, and all ordinances or other public notices which the Borough of West Wildwood may be required by law to publish, where the manner of publication is not otherwise specifically provided, shall be published in either one of the said newspapers.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox			X			
Commissioner Scott W. Golden		X	X			
Commissioner Cornelius J. Maxwell	X		X			

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Regular Meeting** held on **December 4, 2014**.


Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2014-119

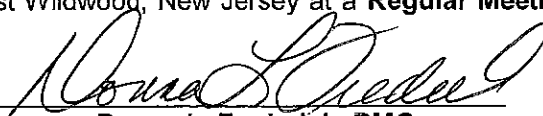
DESIGNATING ORDER OF BUSINESS AT MEETINGS

BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, Cape May County, New Jersey, that the following shall be the order of business at all meetings of said Borough:

1. Call to Order
2. Pledge of Allegiance to the Flag.
3. Open Public Meeting Act Statement
4. Roll Call
5. Adoption of Minutes of Prior Meeting.
6. Reading and Adopting of Ordinances.
7. Reading and Adopting of Resolutions
8. Motion to Pay Bills
9. Reports of Mayor and Commissioners
10. Public Comments.
11. Adjournment.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox			X			
Commissioner Scott W. Golden		X	X			
Commissioner Cornelius J. Maxwell	X		X			

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Regular Meeting** held on **December 4, 2014**.


Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2014-120

AUTHORIZING THE APPOINTMENT OF A MUNICIPAL AUDITOR

WHEREAS, the Board of Commissioners of the Borough of West Wildwood has a need to acquire Professional Services of a Municipal Auditor; and

WHEREAS, John F. Dailey of the firm of Bowman and Company is qualified to serve as Municipal Auditor for the Borough of West Wildwood and has prepared a Proposal for said services as attached hereto; and

WHEREAS, Bowman and Company has completed and submitted a Business Entity Disclosure which certifies that they have not made any reportable contributions to a political or candidate committee in the name of West Wildwood Borough Commissioner within the previous year and that this Contract will prohibit Bowman and Company from making any reportable contributions for the term of this Contract.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, hereby appoints John F. Dailey of Bowman and Company as Municipal Auditor for the Borough of West Wildwood for one (1) year commencing January 01, 2014; and

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute a Contract with Bowman and Company for the providing of said services, which Contract Amount shall be in accordance with the Standard Hourly Rates and Minimum Fees established in said Engagement Contract presented on November 5, 2014; and

BE IT FURTHER RESOLVED that the aforesaid Contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because N.J.S.A. 40A:11-5, which provides inter alia, that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized professional and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids all of which classification the aforesaid contract falls within; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be published in the officially designated newspaper as required by law; and

BE IT FURTHER RESOLVED, that a Certification of Available Funds from the CFO is attached herewith.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox			X			
Commissioner Scott W. Golden		X	X			
Commissioner Cornelius J. Maxwell	X		X			

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at their Regular Schedule Meeting held on **December 4, 2014**.



Donna L. Frederick, RMC
Municipal Clerk

CERTIFICATION OF AVAILABILITY OF FUNDS

As required by NJSA 40A:4-57, NJAC 5:30-14.5 and any other applicable requirement, I Neil Young, Chief Financial Officer of the Borough of West Wildwood, NJ have ascertained that there are available sufficient uncommitted appropriations to award a contract to:

TO: BOWMAN AND COMPANY

FOR: 2015 AUDIT SERVICES

IN THE AMOUNT OF: \$38,000.00

Funds for Certification are therefore being made available and certified against the appropriation and/or Ordinance entitled:

AMOUNT: \$38,000.00

ACCOUNT(S) 5-01-20-135-000
5-09-55-502-028

TOTAL AMOUNT OF CONTACT: \$38,000.00

Amount Certified by this Certification: \$38,000.00

_____ TEMPORARY BUDGET CERTIFICATION @ 25%

_____ PERMANENT BUDGET CERTIFICATION @ 100%

 X CONTINGENCY CERTIFICATION: UPON ADOPTION OF
FINAL BUDGET.

Date: December 3, 2014

Chief Financial Officer: _____



Resolution # 2014-120

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

RESOLUTION 2014-121

APPOINTMENT OF A RISK MANAGEMENT CONSULTANT

WHEREAS, the Board of Commissioners of the Borough of West Wildwood is required by the By Laws of the Atlantic County Municipal Joint Insurance Fund to acquire Professional Services of a Risk Management Consultant; and

WHEREAS, J. Byrne Agency of 5200 New Jersey Avenue, Wildwood, New Jersey has served as, and is qualified to serve as, Risk Management Consultant for the Borough of West Wildwood in accordance with the Agreement attached hereto; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, Cape May County, New Jersey, hereby appoints **J. Byrne Agency** of 5200 New Jersey Avenue, Wildwood, New Jersey as Risk Management Consultant to the Atlantic County Joint Insurance Fund for the period of one (1) year commencing January 01, 2015; and

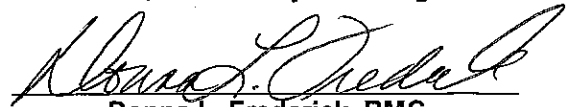
BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute an Agreement with J. Byrne Agency for the providing of said services, which Agreement Amount shall be six percent (6%) of the Municipality's annual assessment as promulgated by the Atlantic County Joint Insurance Fund to be paid for through the Fund Assessment; and

BE IT FURTHER RESOLVED that the aforesaid Agreement is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because N.J.S.A. 40A:11-5, which provides inter alia, that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized professional and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids all of which classification the aforesaid contract falls within; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be published in the officially designated newspaper as required by law.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox			X			
Commissioner Scott W. Golden		X	X			
Commissioner Cornelius J. Maxwell	X		X			

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Regular Meeting** held on **December 4, 2014**.


Donna L. Frederick, RMC
Municipal Clerk

Agreement

Risk Management Consultant Atlantic County Municipal Joint Insurance Fund

This agreement, entered into this 1st day of January, 2015, between the Borough of West Wildwood (hereinafter referred to as the municipality) and the J. Byrne Agency, Inc. (Corporation) of the State of New Jersey, having its principal office at 5200 New Jersey Avenue, Wildwood, NJ (hereinafter referred to as the Consultant)

WHEREAS, the Consultant has offered to the Municipality professional risk management consulting services as required in the Bylaws of the Atlantic County Municipal Joint Insurance Fund, and

WHEREAS, the municipality desires these professional services pursuant to the resolution adopted by the Commissioners of the Municipality at a meeting held on *DEC. 4TH*, 2014 ;

NOW THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

- 1) The consultant, for and in consideration of the amount stated hereinafter agrees to provide services to the Municipality as follows:
 - A) The Consultant shall assist the Municipality in identifying its insurable exposures and to recommend professional methods to reduce, assume or transfer the risk of loss.
 - B) Assist the Municipality in understanding and selecting the various coverage's available from the Atlantic County Municipal Joint Insurance Fund.
 - C) Review with the Municipality any additional coverage's that the Consultant feels should be carried but are not available from the Fund and subject to the Municipality's authorization place such coverage's outside the Fund.

- D) Assist the Municipality in the preparation of applications, statements of values and similar documents requested by the Fund, it being understood that this agreement does not include any appraisal work by the consultant.
 - E) Review the Municipality's assessment as prepared by the Fund and assist the Municipality in the preparation of its annual insurance budget.
 - F) Review the loss engineering reports and generally assist the safety committee in its loss containment objectives.
 - G) Assist where needed in the settlement of claims, with the understanding that the scope of the Consultant's involvement does not include the work normally done by a public adjuster.
 - H) Any other services required by the Fund's ByLaws.
- 2) The term of this agreement shall be for three (3) years from the first day of January, 2015, or from the effective date of coverage.
 - 3) The Municipality authorizes the Fund to pay its Consultant as compensation for services rendered an amount equal to six percent (6%) of the Municipality's annual assessment as promulgated by the Fund. Said fee shall be paid within 30 days of the payment of the member's assessment. The consultant shall receive no other compensation or commission for the placement or servicing of any municipal coverage with the Fund.
 - 4) For any coverage's, authorized by the Municipality, to be placed outside of the Fund, the Consultant shall receive as his full compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in Item 3 above.

ATTEST: *Donald P. Cred...* By: *[Signature]* BORO OF WEST WILDWOOD

DATED: 12/4/14

ATTEST: *[Signature]* By: *[Signature]*
 J. BYRNE AGENCY
 Thomas J. Byrne, AIA
 President

DATED: 12/10/14

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

RESOLUTION 2014-122

APPROVING BUDGET TRANSFERS FOR THE YEAR 2014

WHEREAS, the following transfers are necessary to make certain year end transfers to the CY 2014 budget.

NOW, THEREFORE, BE IT RESOLVED, that the following CY2014 budget transfers be made:

<u>Budget Description</u>	<u>From</u>	<u>To</u>	<u>Budget Account</u>
Workers Compensation Insurance	\$ 5,000.00		4-01-23-215-000
Animal Control		\$ 5,000.00	4-01-27-340-020
Total:	\$ 5,000.00	\$ 5,000.00	

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox		X	X			
Commissioner Scott W. Golden	X		X			
Commissioner Cornelius J. Maxwell						X

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Workshop Meeting** held on **December 29, 2014**.



Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2014-123

AUTHORIZING THE CANCELLATION OF CHECKS ONE YEAR OR OLDER


WHEREAS, the Board of Commissioners of the Borough of West Wildwood deem it in the best interest of the Borough to void all outstanding checks.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, that the Chief Financial Officer be and is hereby authorized to void the following checks issued against Borough of West Wildwood's various Accounts at Crest Savings Bank:

Check #	Account Number	Check Date	Payable To	Amount
10124	541004647	06/03/13	H.B. Christman & Sons	\$ 20.00
10478	541004647	12/02/13	U.S. Postal Services	\$ 124.00
10080	541004563	06/28/13	Teamsters Local 331	\$ 34.31
10107	541004563	10/04/14	F.O.P.	\$ 153.75
				\$ 332.06

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox		X				
Commissioner Scott W. Golden	X					
Commissioner Cornelius J. Maxwell						X

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Workshop Meeting** held on **December 29, 2014**.


Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2014-124

**AUTHORIZING THE CANCELLATION OF UNEXPENDED BALANCES FROM THE
OPERATING BUDGET**

WHEREAS, there exist unexpended balances in the CY2014 Operating Budget ; and

WHEREAS, there is no further need to retain said unexpended balances; and

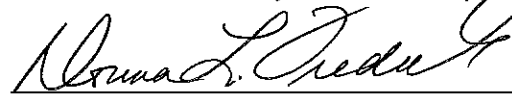
WHEREAS, it is deemed to be in the best interest of the Borough of West Wildwood to cancel said unexpended balances and it is the desire of the Board of Commissioners to cancel these unexpended balances.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey that unexpended balances in the CY2014 Operating Budget be and are hereby

General Administration Salaries and Wages	\$ 3,000.00
General Administration Other Expenses	\$ 5,000.00
Clerk – Salaries and Wages	\$ 4,000.00
Clerk – Other Expenses	\$ 1,500.00
Data Processing – Other Expenses	\$ 1,000.00
Tax Collection – Salaries and Wages	\$ 3,000.00
Tax Collection – Other Expenses	\$ 1,000.00
Land Use – Other Expenses	\$ 3,000.00
Worker Compensation Insurance	\$10,000.00
Employee Group Insurance	\$ 5,000.00
Unemployment Compensation Insurance	\$30,000.00
Street & Road Maintenance	\$25,500.00
Building and Grounds – Other Expenses	\$ 2,000.00
Solid Waste Disposal	\$ 8,000.00

	Motion	Second	Yes	No	Abstain	Absent
Mayor Christopher J. Fox		X				
Commissioner Scott W. Golden	X					
Commissioner Cornelius J. Maxwell						X

I, **Donna L. Frederick, RMC, Municipal Clerk** for the Borough of West Wildwood in the County of Cape May and State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey at a **Workshop Meeting** held on **December 29, 2014**.



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