

DECEMBER

2016

WORKSHOP MEETING

Borough of West Wildwood

"Small town Charm on the Back Bay"

.AGENDA

WORKSHOP MEETING – TUESDAY, DECEMBER 27, 2016

9:00 AM

CALL TO ORDER

PLEDGE OF ALLEGIANCE

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

THIS WORKSHOP MEETING WAS CALLED PURSUANT TO THE PROVISIONS OF THE OPEN PUBLIC MEETING LAW. NOTICE OF THIS MEETING HAS BEEN ESTABLISHED IN AN ANNUAL WORKSHOP MEETING NOTICE RESOLUTION 2014-117 ADOPTED ON DECEMBER 4, 2014. NOTICES OF THIS MEETING WERE SENT TO THE ATLANTIC CITY PRESS AND THE CAPE MAY COUNTY HERALD ELECTRONICALLY AND POSTED CONTINUOUSLY ON THE OFFICIAL CLERKS BULLETIN BOARD.

ROLL CALL

ADDITIONS/DELETIONS OF LATE AGENDA ITEMS

COMMUNICATIONS

ORDINANCES:

ORDINANCE 553(2016) Second Reading/Public Hearing: AN ORDINANCE REPLACING ORDINANCE NO. 538 (2015) AND DETERMINING THE SALARIES AND COMPENSATION TO BE PAID TO THE ELECTIVE AND APPOINTED OFFICIALS AND EMPLOYEES OF THE BOROUGH OF WEST WILDWOOD IN THE COUNTY OF CAPE MAY, STATE OF NEW JERSEY, PROVIDING FOR THE RAISING OF THE AMOUNTS THEREOF BY TAXATION AND PROVIDING FOR THE TIME AND METHOD OF PAYMENT THEREOF

RESOLUTIONS:

2016-110 – APPOINTING MEMBERS OF THE WEST WILDWOOD PLANNING BOARD

2016-111 - DESIGNATING ORDER OF BUSINESS AT MEETINGS

2016-112 - DESIGNATING OFFICIAL NEWSPAPERS FOR THE YEAR 2017

2016-113 – AUTHORIZING THE CANCELLATION OF UNEXPENDED BALANCES FROM THE OPERATING BUDGET FOR THE CY2016

Borough of West Wildwood

"Small town Charm on the Back Bay"

2016-114 – AUTHORIZING THE AWARDING OF A NON-FAIR AND OPEN CONTRACT FOR THE PROFESSIONAL SERVICES OF A MUNICIPAL SOLICITOR

2016-115 – ADOPTION OF A TEMPORARY BUDGET FOR CY2017

2016-116 – APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

2016-117 – CANCELLATION OF 2016 TAX AND OR SEWER BALANCES OF \$5.00 OR LESS

2016-118 – ESTABLISHING INTEREST RATE AND GRACE PERIOD FOR TAX AND SEWER COLLECTION FOR CY2017

2016-119 – DESIGNATING SIGNATURES FOR OFFICIAL DEPOSITORY

2016-120 – JIF APPOINTMENTS

2016-121 – APPOINTMENT OF A CODE ENFORCEMENT OFFICER

2016-122 – APPROVING THE 2017 CASH MANAGEMENT PLAN FOR THE BOROUGH OF WEST WILDWOOD

2016-123 – APPOINTMENT OF LPS INFORMATION COORDINATORS

2016-124 – APPOINTMENT OF MUNICIPAL ALLIANCE REPRESENTATIVE

2016-125 – APPOINTMENT OF CLEAN COMMUNITIES COORDINATOR JUDSON MOORE, JR.

2016-126 – AUTHORIZING APPLICATION FOR FUNDING FROM GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FOR THE GREATER WILDWOOD MUNICIPAL ALLIANCE FOR FISCAL GRANT CYCLE 2017-2018

2016-127 – APPROVING BUDGET TRANSFERS FOR THE CY 2016

2016-128 – APPOINTING A QUALIFIED PURCHASING AGENT – JUDSON MOORE

2016-129 - ESTABLISHING THE ANNUAL MEETING DATES OF THE BOROUGH OF WEST WILDWOOD BOARD OF COMMISSIONERS FOR THE YEAR 2017

2016-130 -ESTABLISHING THE WORKSHOP MEETING DATES OF THE BOROUGH OF WEST WILDWOOD BOARD OF COMMISSIONERS FOR THE YEAR 2017

2016-131 – AUTHORIZING THE APPOINTMENT OF A MUNICIPAL AUDITOR

2015-132 – AUTHORIZING THE CANCELLATION OF CHECKS ONE YEAR OR OLDER

Borough of West Wildwood

"Small town Charm on the Back Bay"

APPROVAL TO PAY BILLS

Open to the Floor for Public Comment:

ADJOURNMENT

NOTE: OFFICAL ACTION MAY BE TAKEN

BOROUGH OF WEST WILDWOOD
BOARD OF COMMISSIONERS
WORKSHOP MEETING
TUESDAY – DECEMBER 27, 2016
9:00 AM

MINUTES:

Commissioner Maxwell called the meeting to order, led the Pledge of Allegiance, read the OPMA statement

ROLL CALL: Present

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

ABSENT:

Mayor Fox

ORDINANCES:

ORDINANCE 553(2016) Second Reading/Public Hearing: AN ORDINANCE REPLACING ORDINANCE NO. 538 (2015) AND DETERMINING THE SALARIES AND COMPENSATION TO BE PAID TO THE ELECTIVE AND APPOINTED OFFICIALS AND EMPLOYEES OF THE BOROUGH OF WEST WILDWOOD IN THE COUNTY OF CAPE MAY, STATE OF NEW JERSEY, PROVIDING FOR THE RAISING OF THE AMOUNTS THEREOF BY TAXATION AND PROVIDING FOR THE TIME AND METHOD OF PAYMENT THEREOF

Commissioner Maxwell opened up the meeting for the public hearing/comments on Ordinance 553(2016). Hearing none, Commissioner Maxwell closed the public hearing portion and asked for a motion to adopt ordinance 553(2016).

Motion by Comm. Golden; Second by Comm. Maxwell

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

Ordinance 553(2016) finally adopted by not less than 2/3rds vote of the full membership of the governing body.

RESOLUTIONS: READ BY NUMBER & TITLE

2016-110 – APPOINTING MEMBERS OF THE WEST WILDWOOD PLANNING BOARD

Motion by Comm. Golden; Second by Comm. Maxwell

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

Resolution Adopted

2016-111 - DESIGNATING ORDER OF BUSINESS AT MEETINGS

Motion by Comm. Golden; Second by Comm. Maxwell

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

Resolution Adopted

2016-112 - DESIGNATING OFFICIAL NEWSPAPERS FOR THE YEAR 2017

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

2016-113 – AUTHORIZING THE CANCELLATION OF UNEXPENDED BALANCES FROM THE OPERATING BUDGET FOR THE CY2016 – (Clerk noted a correction to the agenda, stated CY2015)

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

2016-114 – AUTHORIZING THE AWARDING OF A NON-FAIR AND OPEN CONTRACT FOR THE PROFESSIONAL SERVICES OF A MUNICIPAL SOLICITOR

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

2016-115 – ADOPTION OF A TEMPORARY BUDGET FOR CY2017

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

2016-116 – APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

2016-117 – CANCELLATION OF 2016 TAX AND OR SEWER BALANCES OF \$5.00 OR LESS

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

2016-118 – ESTABLISHING INTEREST RATE AND GRACE PERIOD FOR TAX AND SEWER COLLECTION FOR CY2017

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

2016-119 – DESIGNATING SIGNATURES FOR OFFICIAL DEPOSITORY

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

2016-120 – JIF APPOINTMENTS

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

2016-121 – APPOINTMENT OF A CODE ENFORCEMENT OFFICER

Motion by Comm. Golden; Second by Comm. Maxwell

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

Resolution Adopted

2016-122 – APPROVING THE 2017 CASH MANAGEMENT PLAN FOR THE BOROUGH OF WEST WILDWOOD

Motion by Comm. Golden; Second by Comm. Maxwell

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

Resolution Adopted

2016-123 – APPOINTMENT OF LPS INFORMATION COORDINATORS

Motion by Comm. Golden; Second by Comm. Maxwell

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

Resolution Adopted

2016-124 – APPOINTMENT OF MUNICIPAL ALLIANCE REPRESENTATIVE

Motion by Comm. Golden; Second by Comm. Maxwell

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

Resolution Adopted

2016-125 – APPOINTMENT OF CLEAN COMMUNITIES COORDINATOR JUDSON MOORE, JR.

Motion by Comm. Golden; Second by Comm. Maxwell

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

Resolution Adopted

2016-126 – AUTHORIZING APPLICATION FOR FUNDING FROM GOVERNOR'S COUNCIL ON ALCOHOLISM AND DRUG ABUSE FOR THE GREATER WILDWOOD MUNICIPAL ALLIANCE FOR FISCAL GRANT CYCLE 2017-2018, (Clerk noted a correction to the agenda stated 2016-2017)

Motion by Comm. Golden; Second by Comm. Maxwell

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

Resolution Adopted

2016-127 – APPROVING BUDGET TRANSFERS FOR THE CY 2016

Motion by Comm. Golden; Second by Comm. Maxwell

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

Resolution Adopted

2016-128 – APPOINTING A QUALIFIED PURCHASING AGENT – JUDSON MOORE

Motion by Comm. Golden; Second by Comm. Maxwell

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

Resolution Adopted

2016-129 - ESTABLISHING THE ANNUAL MEETING DATES OF THE BOROUGH OF WEST WILDWOOD BOARD OF COMMISSIONERS FOR THE YEAR 2017

Motion by Comm. Golden; Second by Comm. Maxwell

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

Resolution Adopted

2016-130 -ESTABLISHING THE WORKSHOP MEETING DATES OF THE BOROUGH OF WEST WILDWOOD BOARD OF COMMISSIONERS FOR THE YEAR 2017

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

2016-131 – AUTHORIZING THE APPOINTMENT OF A MUNICIPAL AUDITOR

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

2015-132 – AUTHORIZING THE CANCELLATION OF CHECKS ONE YEAR OR OLDER

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

Clerk asked for a motion for the **APPROVAL TO PAY BILLS WHEN PROPERLY SIGNED AND ENDORSED:** (list attached)

Motion by Comm. Golden; Second by Comm. Maxwell
Roll Call Vote: Comm. Golden, yes; Comm. Maxwell, yes.
Resolution Adopted

Mayor opened the meeting for public comment, hearing none the Mayor closed the public portion, and asked for a motion to adjourn.

Motion to Adjourn:


Motion by Comm. Maxwell; Second by Comm. Golden
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 JANUARY 6, 2017 REGULAR COMMISSION MEETING



MAYOR CHRISTOPHER J. FOX

COMMISSIONER SCOTT W. GOLDEN

COMMISSIONER CORNELIUS J. MAXWELL

**BOROUGH OF WEST WILDWOOD
CAPE MAY COUNTY, NEW JERSEY
ORDINANCE NO. 553 (2016)**

**AN ORDINANCE REPLACING ORDINANCE NO. 538 (2015) AND
DETERMINING THE SALARIES AND COMPENSATION TO BE
PAID TO THE ELECTIVE AND APPOINTED OFFICIALS AND
EMPLOYEES OF THE BOROUGH OF WEST WILDWOOD IN THE
COUNTY OF CAPE MAY, STATE OF NEW JERSEY, PROVIDING
FOR THE RAISING OF THE AMOUNTS THEREOF BY TAXATION
AND PROVIDING FOR THE TIME AND METHOD OF PAYMENT
THEREOF.**

BE IT ORDAINED, by the Board of Commissioners of the Borough of West Wildwood, in the County of Cape May, New Jersey, the Governing Body of the Borough of West Wildwood, as follows:

Section 1. The salaries and compensation to be paid to the elective officers and appointive officers and employees of the Borough of West Wildwood, in the County of Cape May and State of New Jersey, shall be within the ranges specified herein; said salary or compensation shall be paid no more frequently than bi-weekly, and shall be paid by check, signed by, at least two Borough Commissioners and either the Clerk or Deputy Clerk.

Section 2. All fees of any said officers for services required by him or her by Ordinance or Resolution of the governing body shall, within the calendar month of the receipt by him or her, be paid into the Borough Treasury by each officer for the use of the Borough, provided however, that this section shall not apply to officers herein mentioned who are paid their compensation in fees.

Section 3. The following designated elective and appointive officials and employees of the Borough of West Wildwood from and after the adoption thereof, shall be paid an annual salary in full compensation for all services rendered, other than for those services which may be subject to a separate contract, as follows:

<u>TITLE</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
Administrator	\$28,000.00	\$85,000.00
Assistant to the Administrator	\$23,400.00	\$55,000.00
Administrative Assistant, hourly, part-time	\$10.00	\$20.00
Borough Clerk	\$28,000.00	\$85,000.00
Deputy Borough Clerk	\$26,000.00	\$60,000.00
Clerk Typist, hourly, part-time	\$10.00	\$20.00
Chief Financial Officer	\$7,500.00	\$75,000.00
Deputy Chief Financial Officer	\$5,000.00	\$25,000.00
Code Enforcement Officer/Licensing Inspector	\$1,000.00	\$10,000.00
Collector of Utility Rents	\$5,000.00	\$46,000.00
Deputy Collector of Utility Rents	\$3,000.00	\$10,000.00
Commissioner	\$10,000.00	\$20,000.00
Computer Clerk	\$23,400.00	\$55,000.00

Court Administrator	\$1,500.00	\$15,000.00
Deputy Court Administrator	\$1,000.00	\$10,000.00
Election Board Member (per election)	SET BY LAW	
Emergency Management Coordinator	\$1,500.00	\$3,000.00
Fire Code Official	\$1,500.00	\$25,000.00
Improvement Search Officer	FEES COLLECTED	
Judge	\$ 2,500.00	\$25,000.00
Police Chief	\$50,000.00	\$120,000.00
Deputy Police Chief	\$45,000.00	\$80,000.00
Lieutenant	\$40,000.00	\$70,000.00
Sergeant	\$30,000.00	\$65,000.00
Police Officer, full-time	\$22,500.00	\$65,000.00
Police Officer - Class II, hourly	\$11.00	\$25.00
Prosecutor	\$1,500.00	\$10,000.00
Public Defender, per case	\$75.00	\$150.00
Public Works Supervisor	\$37,500.00	\$65,000.00
Asst. to Public Works Supervisor	\$25,000.00	\$50,000.00
Public Works Foreman	\$32,000.00	\$50,000.00
Public Works Mechanic	\$25,000.00	\$50,000.00
Public Works Laborer	\$23,500.00	\$45,000.00
Public Works Mech/Laborer, hourly, part-time	\$10.00	\$25.00
Recycling Coordinator	\$500.00	\$3,500.00
Registrar of Vital Statistics	FEES COLLECTED	
Deputy Registrar of Vital Statistics	FEES COLLECTED	
Secretary/Land Use (Planning Board)	\$500.00	\$5,000.00
Solicitor (excluding costs & litigation fees)	\$15,000.00	\$90,000.00
Tax Assessor	\$12,000.00	\$30,000.00
Tax Collector	\$5,000.00	\$40,000.00
Deputy Tax Collector	\$2,500.00	\$40,000.00
Tax Search Officer	FEES COLLECTED	
Treasurer	\$5,000.00	\$30,000.00
Waste Water Superintendent	\$500.00	\$7,500.00
Web Master/Internet Network Coordinator	\$3,000.00	\$5,500.00
Zoning Official	\$1,500.00	\$10,000.00
Construction Official	\$5,000.00	\$25,000.00
Assistant Construction Official	\$5,000.00	\$15,000.00
Fire Subcode Official	\$5,000.00	\$25,000.00
Electrical Subcode Official	\$5,000.00	\$25,000.00
Plumbing Subcode Official	\$5,000.00	\$25,000.00
Building Subcode Official	\$5,000.00	\$25,000.00

Section 4. The Board of Commissioners of the Borough of West Wildwood are hereby directed to include in the annual Appropriation Ordinance the sum necessary to be raised to pay said salaries and compensations, and there shall be raised in the same manner and at the same time as other taxes are levied, a tax upon all taxable property in the Borough of West Wildwood, in the County of Cape May and State of New Jersey, sufficient to produce said amounts.

Section 5. All preceding Salary Ordinances of the Borough of West Wildwood are superseded hereby and are hereby repealed.

Section 6. This Ordinance shall be known as the "Salary Ordinance" and shall remain in full force and effect unless repealed or amended according to law.

Section 7. This Ordinance shall be in effect upon its final passage and publication as provided by law.

The foregoing Ordinance was introduced and passed at the advertised Regular Meeting of the Board of Commissioners meeting of the Borough of West Wildwood, County of Cape May, New Jersey on the 1st day of December, 2016 and will be considered for final passage after a public hearing at the Workshop Meeting of said Board of Commissioners at the Municipal Hall, 701 W. Glenwood Avenue, West Wildwood, New Jersey on December 27th, 2016 at 9:00am prevailing time.

COMMISSIONERS:



 MAYOR CHRISTOPHER J. FOX




 COMMISSIONER SCOTT W. GOLDEN



 COMMISSIONER CORNELIUS J. MAXWELL

FIRST READING: 2016 12-01
 PUBLICATION: 2016 12-07

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



 Donna L. Frederick, RMC
 Municipal Clerk

The foregoing Ordinance introduced and passed at the Regular Meeting of the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey on the 1st day of December, 2016 and was finally adopted after a public hearing at a Workshop Meeting of said Board of Commissioners at the Municipal Hall, 701 W. Glenwood Avenue, West Wildwood, New Jersey on December 27, 2016 at 9:00am, prevailing time.

COMMISSIONERS :

MAYOR CHRISTOPHER J. FOX

COMMISSIONER SCOTT W. GOLDEN

COMMISSIONER CORNELIUS J. MAXWELL

SECOND READING/FINAL ADOPTION: 2016 12-27
PUBLICATION: 2016 12-29

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


 Donna L. Frederick, RMC
 Municipal Clerk

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

RESOLUTION 2016-110

APPOINTING MEMBERS TO THE WEST WILDWOOD PLANNING BOARD

WHEREAS, the term of appointment for certain members of the West Wildwood Planning Board will be expiring and it is essential to maintain a full board; and

WHEREAS, the existing members have agreed to be re-appointed to another term.


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

- 1.) That all allegations of the preamble are incorporated herein as if set forth in full.
- 2.) The following shall be and are hereby re-appointed as members of the Borough of West Wildwood Planning Board for the terms to expire as indicated:

Class I Member	Expiration of Term
Christopher J. Fox, Mayor	December 31, 2017
Joseph Smith (Mayor's Designee)	December 31, 2017
Class II Member	Expiration of Term
Lewis Ostrander	December 31, 2017
Class III Member	Expiration of Term
Scott W. Golden	December 31, 2017
Class IV Member	Expiration of Term
Margaret Cantwell	December 31, 2020
Alternate Member	Expiration of Term
Jim Perloff	December 31, 2018

	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 **Workshop Meeting** held on **Workshop 27, 2016**.


 Donna L. Frederick, RMC
 Municipal Clerk

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

RESOLUTION 2016-111

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. Additions/Deletions of Late Agenda Items
6. Adoption of Minutes of Prior Meeting
7. Communications
8. Reading and Adopting of Ordinances
9. Reading and Adopting of Resolutions
10. Motion to Pay Bills
11. Reports of Mayor and Commissioners
12. Public Comments
13. 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 **Workshop Meeting** held on **December 27, 2016**.


Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2016-112

**DESIGNATING OFFICIAL NEWSPAPERS
FOR THE YEAR 2017**


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 **Workshop Meeting** held on **December 27, 2016**.


Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2016-113

**AUTHORIZING THE CANCELLATION OF UNEXPENDED BALANCES FROM THE
OPERATING BUDGET FOR THE CY2016**

WHEREAS, there exist unexpended balances in the CY2016 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 CY2016 Operating Budget be and are hereby cancelled.

	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 **Workshop Meeting** held on **December 27, 2016**.



Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION NO. 2016-114

**AUTHORIZING THE AWARDING OF A NON-FAIR AND OPEN CONTRACT
FOR THE PROFESSIONAL SERVICES OF A MUNICIPAL SOLICITOR**

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

WHEREAS, Andrew J. Cafiero, Esq., of the Law Firm of Cafiero & Kaufmann, P.A. having offices located at 3303 New Jersey Avenue, Wildwood, New Jersey, is qualified to serve as Borough Solicitor for the Borough of West Wildwood and has submitted a Proposal which is attached hereto; and

WHEREAS, Andrew J. Cafiero, Esq., has completed and submitted a Business Entity Disclosure Certification which certifies that Andrew J. Cafiero, Esq., has not made any reportable contributions to a political or candidate committee in the name of West Wildwood Borough Commissioners within the previous year and that this Contract will prohibit Andrew J. Cafiero, Esquire and the Law Firm of Cafiero & Kaufmann, P.A., 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, Cape May County, New Jersey that the Mayor or Deputy Mayor be and he is hereby authorized to execute a Contract with Andrew J. Cafiero, Esq., to serve as Municipal Solicitor for the Borough of West Wildwood; and

BE IT FURTHER RESOLVED that the term of appointment shall commence on January 1, 2017 and expire on December 31, 2017; and

BE IT FURTHER RESOLVED that this 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 bids for services rendered or performed by a person authorized by law to practice a recognized profession 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 by the Municipal Clerk in accordance with the requirements of Law; and

BE IT FURTHER RESOLVED, that a Certificate of Availability of Funds from the Chief Financial Officer is attached hereto.

	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 **Work Shop Meeting** held on **December 27, 2016**.


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 Elaine Crowley, 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: ANDREW J. CAFIERO OF CAFIERO & KAUFMANN, P.A.

FOR: MUNICIPAL SOLICITOR

IN THE AMOUNT OF: \$35,000.00

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

AMOUNT: \$35,000.00

ACCOUNT(S) 7-01-20-155-027

TOTAL AMOUNT OF CONTACT: \$35,000.00

Amount Certified by this Certification: \$35,000.00

_____ TEMPORARY BUDGET CERTIFICATION @ 25%

_____ PERMANENT BUDGET CERTIFICATION @ 100%

 X CONTINGENCY CERTIFICATION: UPON ADOPTION OF FINAL BUDGET.

Date: December 27, 2016

Chief Financial Officer:



Resolution # 2016-114

BOROUGH OF WEST WILDWOOD
COUNTY OF CAPE MAY
NEW JERSEY

RESOLUTION 2016-115

ADOPTION OF A TEMPORARY BUDGET FOR CY2017

WHEREAS, the Borough of West Wildwood is authorized under N.J.S.A. 40A:4-19 to adopt a Temporary Budget prior to January 31 of the CY in order to provide for any contracts, commitments, or payments which are required to be made during the period between the beginning of the CY and the formal adoption of the CY Budget; and

WHEREAS, the Borough of West Wildwood is authorized to appropriate a sum in said Temporary Budget which shall not exceed 26.25% of the Total Appropriations made for all purposes in the Budget for the preceding Year, excluding however, appropriations made for interest and debt redemption charges, capital improvement fund, and public assistance.

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 attached statement to this Resolution entitled **Temporary Appropriations – 2017** shall be and is hereby approved in order to meet obligations of any contract, commitment, or payment required to be made between January 1, 2017 and the formal adoption and approval of the CY 2017 Budget in accordance with, and as permitted by, the New Jersey Statutes.

	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 **Workshop Meeting** held on **December 27, 2016**.



Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2016-116

APPOINTING A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)

WHEREAS, New Jersey Statutes provide that no public work contracts can be awarded nor any moneys paid until the prospective contractor has agreed to contract performance which complies with the approved affirmative action program; and

WHEREAS, the law applies to each political subdivision and agency of the State and includes service and procurement contracts and construction contracts (N.J.A.C. 17:27-1.1); and

WHEREAS, each public agency shall annually designate an officer or employee to serve as its public agency compliance officer (P.A.C.O) (N.J.A.C. 17:27-3.5); and

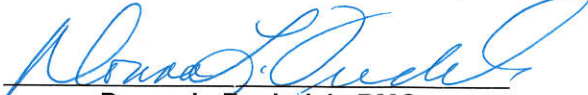
WHEREAS, the officer shall perform the duties prescribed in the Administrative Code, be responsible for ensuring the agencies' compliance with the rules and may perform any other liaison and assistance functions as may be requested by the Affirmative Action Office.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, that the Municipal Clerk be and is hereby designated as the P.A.C.O.

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be given to the Department of the Treasury, State Affirmative Action Office, Division of Purchase & Property, 33 W. State St., P.O. Box 206, Trenton, NJ, 08625, by January 10th, 2017.

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

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Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2016-117

**CANCELLATION OF 2016 TAX AND/OR SEWER
BALANCES OF \$5.00 OR LESS**

WHEREAS, N.J.S.A. 40A:5-17 allows for the cancellation of property tax overpayments or delinquent amounts of five (5) dollars or less; and

WHEREAS, there also exists a need to apply the same provision as promulgated in N.J.S.A. 40A:5-17 to the cancellation of municipal sewer overpayments and delinquencies of five (5) dollars or less.

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 Tax Collector is hereby authorized to cancel without any further action on the part of the Governing Body, any property tax and/or municipal sewer overpayments and/or delinquencies of \$5.00 or less.

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

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

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

RESOLUTION 2016-118

**ESTABLISHING INTEREST RATE AND GRACE PERIOD
FOR TAX AND SEWER COLLECTION FOR CY2017**

WHEREAS, N.J.S.A 54:4-67 et seq. permits the Governing Body of a Municipality to fix the rate of interest to be charged for the nonpayment of taxes, assessments, and sewer bills.

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of West Wildwood, that for CY2017 the rate of interest on unpaid taxes and assessments shall be eight percent per annum on the first One Thousand Five Hundred (\$1,500.00) Dollars of delinquency and 18 percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500.00) to be calculated from the date the tax was payable until the date of actual payment, provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable; and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000 on properties that fail to pay the delinquency prior to the end of the calendar year; and

BE IT FURTHER RESOLVED that the rate of interest for CY2017 on unpaid sewer bills shall be eight percent per annum up to One Thousand Five Hundred (\$1,500.00) Dollars of delinquency and 18 percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500.00) Dollars to be calculated from the date the bill was payable until the date of actual payment, provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable. and allows an additional penalty of 6% be collected against a delinquency in excess of \$10,000 on properties that fail to pay the delinquency prior to the end of the calendar year; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be forwarded to the Municipal Tax Collector upon adoption.

	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 **Workshop Meeting** held on **December 27, 2016**.



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