

REGULAR MEETING

1/6/17

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

RESOLUTION 2017-025

**AUTHORIZING THE APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A
GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION
FOR THE RECONSTRUCTION OF POPLAR AVENUE PROJECT HEREBY IDENTIFIED AS
MA-2017-THE RECONSTRUCTION OF POPLAR AVENUE-00190**

WHEREAS, the Board of Commissioners of the Borough of West Wildwood, formally approves the grant application for the above stated project.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners hereby authorize the Mayor and Clerk to submit an electronic grant application identified as MA-2017-The Reconstruction of Poplar Avenue-00190 to the New Jersey Department of Transportation on behalf of the Borough of West Wildwood.

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of West Wildwood and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

	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 **January 6, 2017**.


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

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

RESOLUTION 2017-026

**AUTHORIZING THE EXECUTION OF AN AGREEMENT FOR THE PROFESSIONAL
SERVICES OF A SPECIAL PROJECT ENGINEER**

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

WHEREAS, John A. Feariheller, Jr. P.E., has previously served as Engineer for the Borough of West Wildwood and is duly qualified under the laws of the State of New Jersey to serve as Special Project Engineer and has submitted a Proposal for such services; and

WHEREAS, the Board of Commissioners deem it advisable and necessary to engage the professional services of John A. Feariheller, Jr., P.E. with offices located at 435 Wesley Avenue, Ocean City, N.J. 08226.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, that the Mayor and the Borough Clerk are hereby authorized and directed to execute appropriate contracts with John A. Feariheller, Jr. P.E., to serve as Special Project Engineer commencing January 1, 2017 and expiring 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 for 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.

	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
NEW JERSEY**

RESOLUTION 2017-027

**ACCEPTING THE RESIGNATION OF
ANDREW J. CAFIERO AS BOROUGH SOLICITOR**

WHEREAS, Resolution 2016-114, appointed Andrew J. Cafiero as the Borough Solicitor for the Borough of West Wildwood for a one year term commencing January 1, 2017; and

WHEREAS, on January 6, 2017 the Borough received the resignation of Andrew J. Cafiero, as the Borough Solicitor.

NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, hereby accepts the resignation of Andrew J. Cafiero, and thank him for his service to the Borough.

	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 **January 6, 2017**.


Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION NO. 2017-028

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

WHEREAS, Resolution No. 2016-114 appointed Andrew J. Cafiero, Esq., of the Law Firm of Cafiero & Kaufmann, P.A., having offices located at 3303 New Jersey Avenue, Wildwood, New Jersey, as the Borough Solicitor; and

WHEREAS, on January 6, 2017 the Borough received the resignation of Andrew J. Cafiero as Borough Solicitor; and

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

WHEREAS, Marcus H. Karavan, P.C., having offices located at 3311 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, Marcus H. Karavan, P.C., has completed and submitted a Business Entity Disclosure Certification which certifies that Marcus H. Karavan, P.C., 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 Marcus H. Karavan, P.C., and the Law Firm of Blaney & Karavan, P.C., 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 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 6, 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 **Regular Meeting** held on **January 6, 2017**.



Donna L. Frederick, RMC
Municipal Clerk

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

RESOLUTION 2017-029

**AUTHORIZING THE APPOINTMENT
OF A MUNICIPAL JUDGE**

WHEREAS, Resolution 2016-014, appointed Dotsie Garrabrant, P.C. as the Municipal Court Judge for the Borough of West Wildwood for a three year term as required by N.J.S.A. 2B:12-4, expiring on December 31, 2018; and

WHEREAS, on December 26, 2016 the Borough received a letter of resignation from Municipal Court Judge Dotsie Garrabrant effective January 9, 2017; and

WHEREAS, it is necessary for the Board of Commissioners of the Borough of West Wildwood to appoint a Municipal Court Judge as required by NJSA 2B: 12-4; and

WHEREAS, it is the desire of the Board of Commissioners to appoint Andrew J. Cafiero as the Borough of West Wildwood Municipal Court Judge to fill the unexpired term of Judge Garrabrant.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, that Andrew J. Cafiero is hereby appointed as Municipal Court Judge for the Borough of West Wildwood to fill the unexpired term of Judge Garrabrant commencing January 9, 2017 with the expiration date of 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 **Regular Meeting** held on **January 6, 2017**.



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



West Wildwood Police Department

701 West Glenwood Avenue
West Wildwood, New Jersey 08260
Phone: (609) 522-4060 • Fax: (609) 522-7350

Jacquelyn Ferentz
Chief of Police

Christopher J. Fox
Director of Public Safety

ACTIVITY REPORT DECEMBER 2016

7	Arrests
2	Animal Complaints
9	Assisting Other Agencies
2	Burglar Alarm Activations (Accidental)
2	Theft Complaints
2	Check the Well Beings
1	Disorderly Conduct Complaint
1	Civil Matter
1	Fire Reported (Turned over to WWVFD)
5	General Complaints
1	Harassment Complaint
2	Local Ordinance Violations/Enforcement
3	Medical Assists
23	Motor Vehicle Stops (18 Warnings/5 Summonses)
1	Neighbor Dispute
15	Opened Doors/Secured
14	Other Public Service Duties/Police Assists
14	Parking Complaints
377	Property Checks
2	Reports of Suspicious Activity/Person
1	Report of Suspicious Vehicle
1	Trespassing Complaint
7	Reported Unattached Trailers
4	Utility/Downed Wire Complaints
2	Verbal Arguments

TOTAL CALLS FOR SERVICE 1156

This is an abridged version of actual calls for service.

WEST WILDWOOD PUBLIC WORKS

ACTIVITY REPORT DECEMBER 2016

- 4 WORK ORDERS FOR MAINTENANCE OF PUBLIC WORKS VEHICLES
- 4 WORK ORDERS FOR MAINTENANCE OF POLICE VEHICLES
- 4 WORK ORDERS FOR MAINTENANCE OF PUBLIC WORKS EQUIPMENT
- 4 WORK ORDERS TO EMPTY TRASH AND RECYCLING CONTAINERS AT BORO PARKS
- 8 WORK ORDERS FOR INSPECTIONS OF BORO PARKS AND STREETS
- 4 WORK ORDERS TO CLEAN UP TRASH ON BORO STREETS
- 4 WORK ORDERS TO CLEAN BORO HALL AND REMOVE TRASH AND RECYCLING
- 4 WORK ORDERS FOR MAINTENANCE OF 26TH AVE. SEWER PUMPING STATION
- 4 WORK ORDERS FOR MAINTENANCE OF FLOOD PUMP SOUTH END OF NEPTUNE AVE.
- 4 WORK ORDERS TO EMPTY DOGGI STATION CONTAINERS AT

BORO PARKS

- 2 WORK ORDERS FOR MAINTENANCE AND INSPECTIONS OF FLOOD GATES
- 2 WORK ORDERS TO CLEAR OFF CATCH BASIN TOPS OF DEBRIS AND TRASH
- 1 WORK ORDER FOR MAINTENANCE OF EMERGENCY GENERATOR D.P.W. GARAGE
- 3 WORK ORDERS TO PICK UP YARD WASTE
- 6 WORK ORDERS TO PATCH POT HOLES ON BORO STREETS
- 1 WORK ORDER FOR INSPECTION OF TIDE FLEX VALVES WITHIN THE BORO
- 1 WORK ORDER TO FUEL UP FLOOD PUMP SOUTH END OF NEPTUNE AVE.
- 1 WORK ORDER TO SET UP CHRISTMAS TREE AND LIGHTS AT NEPTUNE AVE. PARK
- 1 WORK ORDER FOR MAINTENANCE AND OPERATIONS OF SNOW PLOWS
- 1 WORK ORDER FOR MAINTENANCE OF SALT SPREADER
- 1 WORK ORDER TO INSTALL AND HOOK UP TAILGATE SALT SPREADER ON DUMP TRUCK
- 1 WORK ORDER TO REMOVE RUST AND PEELING PAINT ON DUMP BODY OF THE DUMP TRUCK

- 1 WORK ORDER TO REPAINT DUMP BODY ON DUMP TRUCK
- 1 WORK ORDER TO REPAIR HEATER IN D.P.W. GARAGE
- 1 WORK ORDER FOR MAINTENANCE OF FLOOD VEHICLES
- 2 WORK ORDER FOR REPAIRS D.P.W. PICKUP TRUCK
- 1 WORK ORDER TO INSTALL A NEW EMERGENCY EXIT SIGN IN D.P.W. GARAGE
- 1 WORK ORDER TO RESET CATCH BASIN BACK ON MAPLE AND JAVES.
- 1 WORK ORDER FOR A OIL CHANGE D.P.W. PICK UP TRUCK
- 1 WORK ORDER TO INSTALL 2 NEW TIRES ON POLICE VEHICLE
- 1 WORK ORDER TO CLEAR OUT A STORAGE BIN FOR ROAD SALT CONTAINMENT

80 TOTAL WORK ORDERS FOR DECEMBER 2016

**TAX COLLECTOR'S REPORT
BOROUGH OF WEST WILDWOOD**

TO: Borough CommissionFROM: Terence Graff

DATE: December 6, 2016The following represents the collection status of taxes as of November 30, 2016

TAX ACCOUNTS	CURRENT MONTH	TO DATE
2016 Tax	\$486,187.92	\$3,200,841.08
2015 Tax	\$24,010.78	\$113,200.48
Prepaid Tax 2017	\$4,443.83	\$45,626.07
Arrears/Bankruptcy		\$250.00
Tax Title Liens (municipal)		
Miscellaneous	\$3,707.13	\$65,902.98
6% Year End Penalty	\$617.71	\$617.71
Cost & Interest	\$6,319.57	\$21,433.43
Tax Sale - Premium		
Tax Sale - Water Due Wildwood	\$324.10	\$324.10
Cost of Sale	\$696.71	\$963.09
Sewer Rents (Delinquent)	\$6,704.80	\$29,461.08
Sewer Rents	\$30,704.12	\$467,517.76
Prepaid Sewer Rents	(\$601.86)	\$2,073.59
Sewer Interest	\$1,277.22	\$5,457.16
Total	\$564,392.03	\$3,953,668.53

**TAX COLLECTOR'S REPORT
BOROUGH OF WEST WILDWOOD**

TO: Borough Commission

FROM: Terence Graff 

DATE: January 5, 2017

The following represents the collection status of taxes as of December 31, 2016

TAX ACCOUNTS	CURRENT MONTH	TO DATE
2016 Tax	\$67,427.82	\$3,268,268.90
2015 Tax	\$9,980.46	\$123,180.94
Prepaid Tax 2017	\$5,441.91	\$51,067.98
Arrears/Bankruptcy		\$250.00
Tax Title Liens (municipal)		
Miscellaneous	\$1,451.74	\$67,354.72
6% Year End Penalty		\$617.71
Cost & Interest	\$4,228.25	\$25,661.68
Tax Sale - Premium	\$2,500.00	\$2,500.00
Tax Sale - Water Due Wildwood	\$514.22	\$838.32
Cost of Sale	478.93	\$1,442.02
Sewer Rents (Delinquent)	\$5,941.92	\$35,403.00
Sewer Rents	\$13,766.57	\$481,284.33
Prepaid Sewer Rents	\$31,355.16	\$33,428.75
Sewer Interest	\$1,146.55	\$6,603.71
Total	\$144,233.53	\$4,097,902.06

Range of Checking Accts: CURRENT to CURRENT Range of Check Ids: 12500 to 12509
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
PO #	Item	Description					Ref Seq Acct
12500	01/13/17	00308 ADP, INC.					1143
16-00972	1	DEC 2016 CHARGES	103.68	6-01-20-130-028 Payroll Services	Budget		7 1
12501	01/13/17	11504 JACOBS & BARBONE, P.A.					1143
16-00968	1	PROFESSIONAL SERVICES RENDERED	315.00	6-01-20-155-027 Legal Services	Budget		3 1
16-00969	1	PROFESSIONAL SERVICES RENDERED	1,800.00	6-01-20-155-027 Legal Services	Budget		4 1
			<u>2,115.00</u>				
12502	01/13/17	15616 CAFIERO & KAUFMANN					1143
16-00975	1	PROFESSIONAL SERVICES RENDERED	2,916.66	6-01-20-155-027 Legal Services	Budget		9 1
16-00975	2	ADDITIONAL SERVICES RENDERED	144.00	6-01-20-155-027 Legal Services	Budget		10 1
			<u>3,060.66</u>				
12503	01/13/17	16009 WEX BANK					1143
16-00970	1	GASOLINE FOR DEC 2016	46.38	6-01-31-460-000 Gasoline and Diesel	Budget		5 1
12504	01/13/17	18611 JOYCE MEDIA					1143
16-00971	1	WEB HOSTING FEE FOR DEC 2016	69.95	6-01-20-120-030 Materials and Supplies	Budget		6 1
12505	01/13/17	50102 THE PRESS					1143
16-00976	1	LEGAL ADVERTISEMENT FOR CLERK	119.84	6-01-20-120-021 Legal Advertising	Budget		11 1
12506	01/13/17	50103 THIS & THAT UNIFORMS					1143
16-00860	1	UNIFORMS FOR B. GIBSON	800.00	6-01-25-240-032 Uniforms	Budget		1 1
12507	01/13/17	654114 Vital Communications, Inc.					1143
16-00974	1	52% OF CONTRACT COMPLETE	24,570.00	6-01-46-894-000 EMERG. APPR.-TAX MAPS/REVAL	Budget		8 1
12508	01/13/17	694212 WATCHFIRE					1143
16-00977	1	DATA PLAN RENEWAL FOR SIGN	200.00	6-01-20-120-028 Other professional service	Budget		12 1
12509	01/13/17	03102 BANK OF AMERICA					1143
16-00967	1	DVD'S AND SUPPLIES FOR P/D	51.34	6-01-25-240-030 Materials and Supplies	Budget		2 1

Check #	Check Date	Vendor	Amount Paid	Charge Account	Reconciled/Void	Ref Num
PO #	Item	Description			Account Type	Contract Ref Seq Acct
12509 BANK OF AMERICA						
Report Totals						
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:		10	0	31,136.85	0.00
	Direct Deposit:		0	0	0.00	0.00
	Total:		10	0	31,136.85	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	6-01	31,136.85	0.00	0.00	31,136.85
Total of All Funds:		<u>31,136.85</u>	<u>0.00</u>	<u>0.00</u>	<u>31,136.85</u>

WORKSHOP MEETING

1/30/17

Borough of West Wildwood

"Small town Charm on the Back Bay"

AGENDA

WORKSHOP MEETING – JANUARY 30, 2017

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 2016-130 ADOPTED ON DECEMBER 27, 2016. 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:

DISCUSSION:

Possible agenda items for regular meeting

Open to the Floor for Public Comment:

ADJOURNMENT

OFFICAL ACTION MAY BE TAKEN

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