

WORKSHOP

MEETING

MINUTES

APRIL 21, 2021

Borough of West Wildwood

"Small town Charm on the Back Bay"

AGENDA

NOTICE OF TENTATIVE AGENDA - WORKSHOP MEETING

APRIL 21, 2021 - 9:00am

Held via online access through Zoom.us

This is a proposed agenda which is subject to change by Commissioners without further notice.

CALL TO ORDER

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

THIS WORKSHOP MEETING WAS CALLED PURSUANT TO THE PROVISIONS OF THE OPEN PUBLIC MEETING LAW. NOTICE OF THIS MEETING WAS RE-ESTABLISHED IN RESOLUTION 2021-062. NOTICE OF THIS MEETING WAS SENT TO THE ATLANTIC CITY PRESS AND THE CAPE MAY COUNTY HERALD ELECTRONICALLY AND POSTED CONTINUOUSLY ON THE OFFICIAL CLERKS BULLETIN BOARD AND BOROUGH WEBSITE

PLEDGE OF ALLEGIANCE

ROLL CALL:

RESOLUTIONS:

2021-064 - AUTHORIZING A CLOSED (EXECUTIVE) SESSION MEETING FOR EMPLOYMENT/PERSONNEL MATTERS

DISCUSSION:

Possible agenda items for regular meeting

Open to the Floor for Public Comment: (only if official action is taken)

ADJOURNMENT

OFFICAL ACTION MAY BE TAKEN

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

BOROUGH OF WEST WILDWOOD
BOARD OF COMMISSIONERS
WORKSHOP MEETING
Via online access through Zoom.us
Official Action may be taken
MONDAY – APRIL 21, 2021
9:00 AM

MINUTES:

Mayor Ksiazek called the meeting to order, read the OPMA statement:

THIS WORKSHOP MEETING WAS CALLED PURSUANT TO THE PROVISIONS OF THE OPEN PUBLIC MEETING LAW. NOTICE OF THIS MEETING WAS RE-ESTABLISHED IN RESOLUTION 2021-062. NOTICE OF THIS MEETING WAS SENT TO THE ATLANTIC CITY PRESS AND THE CAPE MAY COUNTY HERALD ELECTRONICALLY AND POSTED CONTINUOUSLY ON THE OFFICIAL CLERKS BULLETIN BOARD AND BOROUGH WEBSITE

Mayor led the Pledge of Allegiance

ROLL CALL: Present

Comm. Banning
Comm. Segrest, attended via speaker phone
Mayor Ksiazek
Solicitor Lyons
Deputy Clerk Carl O'Hala
CFO Elaine Crowley
Municipal Clerk Donna L. Frederick

RESOLUTION: CLERK READ BY NUMBER & TITLE:

2021-064 –AUTHORIZING A CLOSED (EXECUTIVE) SESSION MEETING FOR EMPLOYMENT/PERSONNEL MATTERS

Clerk asked for a motion to adopt resolution.

Motion by Comm. Banning; Second by Mayor Ksiazek

Roll Call Vote: Comm. Banning, yes; Comm. Segrest, yes; Mayor Ksiazek, yes.

Resolution Adopted

After the closed session meeting was completed, a motion to reconvene the regular meeting was call for by the clerk.

Motion to reconvene: Motion by Comm. Banning; Second by Mayor Ksiazek

Roll Call Vote: Comm. Banning, yes; Comm. Segrest, yes; Mayor Ksiazek, yes.

Motion Carried

Clerk reviewed regular meeting draft agenda items, which include the public hearings on the budget and ordinances #588(2021); 589(2021); 590(2021) and 591(2021) and the appointment of an alternate planning board member. Also, Solicitor Lyons informed the commissioners of

several resolutions needed as part of the COAH, Fair Share Housing matter. Clerk presented a proposal from General Code for the Codification of Ordinances in the amount of \$24,300. Clerk inquired with Comm. Segrest if this item should be added to the regular meeting agenda and awarded as a non-fair and open contract. The clerk confirmed the funds are available in a previously approved capital bond. Comm. Segrest confirmed this is necessary and should be completed. Clerk will prepare the appropriate awarding resolution for possible action at the May 7 meeting.

Borough Engineer Representatives James Oris, Charles Adamson, from Remington & Vernick, were present and discussions ensued regarding the D.O.T. Grants for Avenue A and Pine Avenue along with the Small Cities Grant for ADA ramp at the PD. Mr. Oris presented information on street improvements, sewer lines, manhole inspections and grade changes to improve drainage. Mayor Ksiazek asked if the scope of the project on Pine Avenue could be changed as did Comm. Banning. Engineer Oris stated the scope can be changed to either shrink or expand the project area by resolution. Comm. Segrest questioned if the area had inspections on sewer lines and manholes. Engineer Oris stated no video inspections were performed in those areas, but stated where the manholes are elevated, it can cause a break on the pipe seals causing I & I issues. Comm. Banning questioned the selection and evaluation process for the two streets which received the D.O.T. grants. Engineer Oris stated there were discussions in 2019 with Chris Ridings but the engineers did not make the recommendations on A Avenue. Mr. Oris stated he personally looked at Pine Avenue and the ponding of water and paving conditions. Mr. Oris also stated the funding on Pine Avenue was short of what was applied for and usually if the road needs work most likely the sewer does too. Mr. Oris stated TRIAD was instrumental in getting the funding for the sewer project and every year a new allotment of money becomes available. Mayor confirmed with the engineer that Maple Avenue sewer lines were videoed and inquired if that should be the net area to be considered. Mr. Oris confirmed stating since there is video of the sewer lines and the condition of the road and elevated manholes will cause seal breaks on the pipes. Mr. Oris recommends the borough do a road inventory and rate the road conditions, he will provide the borough with a planning tool/check list to help and suggested the same person perform the rating. Comm. Segrest suggested the next area to apply for a grant should be Maple Avenue. Comm. Segrest discussed the amount of funding necessary to move forward with the implementation of the projects. Engineer will prepare a cost estimate for these projects and reminded the Commissioners that the A Avenue D.O.T. grant must be under contract by August. Clerk suggested that the bond ordinance would need to be introduced at the regular meeting in May due to time constraints. Solicitor Lyons stated it may also be introduced at a workshop meeting or special meeting.

Mayor suggested that John Fearheller could do the road inventory.

Mr. Adamson will prepare a spread sheet of future projects that the commissioners can add/subtract from with cost estimates. Eng. Oris will inquire to see if any grants are available for bulkheads and will get information on recreation funding to the Mayor.

Engineer representative left the meeting.

Mayor informed the Commissioners he received information on the living shoreline project from the new firm and it would cost between \$50,000 - \$60,000 additional monies to get through the permit process to finish what was already started, new evaluations and studies would have to be completed due to the time lag. Comm. Banning asked what the approx. cost would be for the

project. Mayor stated around ten million dollars. Comm. Segrest asked is there is another design that would be less expensive and would be effective. Mayor believes there are other methods that would work, and the borough needs to look at less expensive alternatives. Mayor has reached out to the DEP and the Army Corps in Philadelphia regarding dredge materials and suggests a grass roots alternative. Comm. Banning inquired about options to get grant money and suggested to continue with what we have or whatever provides the best chance of getting the funding. Mayor will investigate it, and stated there is no easy answer, and suggests that he feels the best options are to work with the DEP and the Army Corps to build up the area. Comm. Banning questioned if the private -property owners would agree to the build-up. Deputy Clerk Carl O'Hala believes the property owners agreed but suggests since the scope may change to the use of dredge materials the property owners may need to be notified and other documents agreed upon. Mayor stated regarding the damage at Taggart Park, the private property owner has repaired his bulkhead and the borough can now do the necessary repairs to the park so it can open for the summer.

Mayor discussed issues with the DPW/OEM building generator, and that Wildwood Crest has given a generator to the borough. Mayor discussed repairs needed on the street sweeper vacuum head assembly unit and the cost would be approximately \$8,000. Clerk suggested the possibility of sending the sweeper back to the dealer to be refurbished so the cost could possibly be included in the capital bond, if the dealer provides a life span that meets the criteria to bond. Solicitor will investigate this suggestion.

Mayor discussed the installation of a new tideflex valve at I Avenue and asked if the fire company could hose out the mud at bottom of the old valve so DPW can install it.

Deputy Clerk will contact the FC chief.

Mayor discussed the flood damage prevention ordinance highlighted areas provided by John Fairheller. Comm. Segrest questioned if this was the correct model ordinance since there were two on the state's website. Mayor will get clarification. Solicitor stated it would require both planning board and the commissioner's input and suggested John Fairheller come to the next workshop meeting. Solicitor clarified there are two model ordinances on the state sight one for coastal and one for river.

Mayor discussed the need to appoint a Fair Share Housing Official and inquired if an elected official could hold that position. Solicitor suggested it should be an inhouse person and there is no prohibition on having an elected official. Comm. Segrest stated he would be willing to take on the task for the first year, he is familiar with the Mount Laurel decision, having been a realtor. Solicitor stated FSH will not be operational until June and it can be revisited in December, and there can be a change of official in the new year 2022. Clerk will prepare the appointing resolution for the May meeting.

Mayor asked the opinion of the Commissioner's to allow dogs on the beach at off season and implement higher penalties for violations. Commissioners expressed they have no problem with allowing dogs on the beach in the off season. Clerk mentioned it may cause issues with requests to clean the beach of salt hay during the off months. Comm. Banning suggest the use of equipment to handle the task not physical man hours. Deputy Clerk stated one piece of equipment that may work is called a Dingo. Mayor will look into it as a possible capital purchase. Solicitor stated the ordinance could be adopted by August in time for the fall. Clerk will provide the Solicitor with the current ordinances so they can be amended appropriately. Mayor would like to start a beautification fund and asked the solicitor what is needed.

Solicitor stated an account would need to be set up as a dedication by rider. Clerk said to check with CFO if there are dedicated accounts set up already that may meet this need.

Mayor would like to plant a tree for Arbor Day, although it may not get here in April but would set something up when it arrives.

Mayor is hoping to have the July 4th parade depending on COVID, public safety issues.

Mayor asked the opinion of the Commissioner's to open the meetings up to the public.

Commissioners agreed to have open public meetings when permissible.

Mayor suggested to hold fundraisers, such as a basketball, mini golf, or fishing tournament to go into a fund. Solicitor stated the borough would need to contact JIF and have participation waiver forms, and parameters would need to be set.

Mayor would like to have a monthly newsletter. Comm. Banning asked the clerk how it was handled in the past. Clerk stated newsletters were sent out with the billing cycles, sewer bills go out in December and the tax bills go out in August. Solicitor informed the commissioners of outside agencies that do it at no cost to the taxpayers, they get advertisers to sponsor it.

Having no further matters Mayor called for a motion to adjourn.

Motion to Adjourn:

Motion by Comm. Banning; Second by Comm. Segrest

Roll Call Vote: Comm. Banning, yes; Comm. Segrest, yes; Mayor Ksiazek, yes.

Motion Carried

Respectfully submitted,



Donna L. Frederick, RMC, Municipal Clerk

***This is a generalization of the Workshop meeting on April 21, 2021 and not a verbatim transcript.
THESE MINUTES WERE APPROVED AT THE MAY 7, 2021 REGULAR COMMISSION MEETING***



MAYOR MATTHEW J. KSIAZEK



COMMISSIONER JOHN J. BANNING



COMMISSIONER JOSPEH D. SEGREST

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

RESOLUTION 2021-064

**AUTHORIZING A CLOSED (EXECUTIVE) SESSION MEETING FOR
EMPLOYMENT/PERSONNEL MATTERS**

WHEREAS, in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-12(b), it is permissible by resolution for the Governing Body to enter into a Closed (Executive) Session in order to discuss matters falling within one or more of the permitted nine exemptions; and

WHEREAS, the Borough anticipates discussion of employment/personnel matters which constitutes one of the permitted exemptions; and

WHEREAS, the minutes of this meeting shall remain confidential until after such time as Legal Counsel determines that the need of confidentiality no longer exists and provided that the matter(s) discussed can be legally disclosed.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of West Wildwood, Cape May County, New Jersey that a Closed (Executive) Session of the Governing Body shall convene to discuss the aforementioned matters.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Matthew J. Ksiazek		X	X			
Commissioner John J. Banning	X		X			
Commissioner Joseph D. Segrest			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 via online access through Zoom.us on **April 21, 2021**.



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