

WORKSHOP

MEETING

MINUTES

JUNE 23, 2021

BOROUGH OF WEST WILDWOOD
BOARD OF COMMISSIONERS
WORKSHOP MEETING
Official Action may be taken
WEDNESDAY – JUNE 23, 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
Mayor Ksiazek
Solicitor Lyons
Deputy Clerk Carl O'Hala
CFO Elaine Crowley
Municipal Clerk Donna L. Frederick

Clerk reviewed known regular meeting agenda items, ordinances 594(2021) is up for second reading and public hearing; two resolutions, one authorizing the tax collector to process third quarter estimated tax bill, due August 1, 2021, and one authorizing the adoption of the 2021 Cape May County Hazard Mitigation Plan Update.

Clerk also informed the Commissioners of a letter received from Mr. Doyle wishing to donate his lot on Center Avenue, Block 168, Lot 1.

Solicitor stated it is worth consideration and will execute due diligence in assessing the area for any concerns regarding the property.

Mayor gave an overview of the grant projects. Pine Avenue project can be shortened for cost measures, instead of Q to Lake, it could be one block less and go from R to Lake Avenues, but no project adjustments can be made. A Avenue project is a resurfacing, curbs, and sidewalk project and with no elevation changes, so property owners should not be severely impacted. Police Department Ramp Project, engineers will be submitting concept plans for concrete and aluminum. Mayor discussed a letter received from the borough engineers regarding the D.O.T. Grant Application process for 2022 cycle for Maple Avenue. The engineer's proposal to submit the documentation will cost \$1,800.00. Mayor stated Jim Oris said it would be likely the borough would get the grant. A discussion ensued as to whether the D.O.T. grant would be successful since there are three outstanding grant projects that are still open.

CFO Crowley stated John Fearheller has informed her, in his experience as an engineer it is not likely the borough would be granted any funding because of the open grants. Commissioner Segrest and Solicitor discussed having a conversation with the borough engineer Jim Oris to ascertain if any other municipalities have been awarded grants while having open grants pending. Mayor will have a conversation with engineer today.

Mayor received a letter from the borough engineers regarding the work on Poplar Avenue and G Avenue. There are several areas of concern with the pipe work and manhole elevations, where corrective action is necessary. Commissioners discussed corrective action should wait until the fall and to reevaluate after the summer. Items of concern discussed were how this would affect the borough getting reimbursements for the grant money, retention and payment schedules, CFO will reach out to USDA.

Mayor asked Comm. Banning about FEMA grants. Both Commissioner Banning and Deputy Clerk Carl O'Hala were on an online meeting regarding FEMA grants. The County OEM office along with a representative from a company called Tetra Tech hosted this meeting and discussions on possible grant availability was the topic. Tetra Tech would search out the grants. Carl will stay in touch with the County OEM Director Marty Pagliughi for any future updates.

Comm. Segrest asked if paperwork was filed for FEMA reimbursement for the storm damage in the winter. Comm. Banning stated the necessary documentation has been filed with FEMA.

Mayor stated he received a letter regarding NJDEP and funding available for existing park upgrades through the Green Acres Program. It is a 50% fund match, and a preliminary application is due August 6 and final application due September 24 and suggested either the engineers or TRIAD could file the application. CFO stated the borough would need to have funds, due to the fact the grant is reimbursable, and will look at the bond ordinance for further clarification. Clerk reminded Commissioners that the borough does not have a current contract with TRIAD.

Comm. Banning gave an update on the emergency generator at the OEM/DPW/Fire Co. building.

Mayor discussed a meeting he is having Thursday afternoon with regards to the 26th St. Living Shoreline project. Comm. Banning inquired as to who the mayor was meeting with.

Mayor stated representatives from the Nature Conservancy, Jacobs Engineering and Stevens Institute.

Mayor discussed the possibility of an ordinance to set limits on how far people can build out their docks and still safely navigation in the canal. There was a discussion and Deputy Clerk will reach out the John Fearheller for information on the Pier Point Ordinance and relay it to the commissioners.

Mayor stated he is in the process of hiring a part-time DPW employee to work 27 hours a week. Clerk informed commissioners of the costs of the newsletter as proposed at the last workshop meeting. Mayor will table this matter and investigate other options. Comm. Segrest stated the tax bills will be going out next month. Clerk stated she can compile a newsletter to accompany the tax bills and suggested the commissioners provide information for an in-house newsletter to be printed.

Mayor stated everything is in place for the July 4th parade with everything being held outdoors. Mayor inquired if everything was in place for the beautification fund account. Solicitor stated there is still follow-up work to do.

Comm. Segrest inquired if the DEP temporary storm debris plan was approved. Mayor stated the final plan needs to be submitted.

Comm. Segrest discussed how going forward his finance report would include a budget account of expenditures. He discussed the bonds and the 30-day estoppel period and moving forward with the application to the Local Finance Board. Solicitor Lyons is working on the final details for compliance regarding Fair Share Housing matters, addressing some language to prioritize the borough's rehabilitation obligations. Comm. Segrest is hoping to collect enough development fees to offset the borough's obligation for rehabilitation of three homes, as required by FSH. Comm. Segrest discussed the Covid funding the borough is eligible for and the choices in filing an application for the funding. Commissioner's recommendation was not to apply as reimbursable expenses, but to apply for recovery funding so the money could be used towards infrastructure improvements. Comm. Segrest asked the two commissioners to keep an eye on expenditures going forward, to see if any adjustments would be necessary in the 2022 budget process. Comm. Segrest inquired about having a paper shred day in the fall, clerk will reach out to other municipalities to get vendor information.

Comm. Banning would like to have the two new police officer's ceremonial swearing-in at the beginning of the regular meeting. Comm. Banning checked on the time frame for the introduction of the ordinance which would allow dogs on the beach in the off season. Solicitor will prepare for introduction at the September meeting.

Mayor requested to participate in supporting Sustainable Jersey Certification, clerk will prepare the resolution and the mayor requested to be the contact person.

Mayor discussed Atlantic City Electric's program to replace streetlights with LED lighting, Comm. Segrest asked the mayor to get further information for a future discussion.

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

Motion to Adjourn:

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 June 23, 2021, 2021 and not a verbatim transcript.

THESE MINUTES WERE APPROVED AT THE JULY 2, 2021, REGULAR COMMISSION MEETING


MAYOR MATTHEW J. KSIAZEK
COMMISSIONER JOHN J. BANNING
COMMISSIONER JOSPEH D. SEGREST