

SEPT. 22, 2021

MINUTES

MEETING

WORKSHOP

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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
Also in attendance were Borough Engineer James Oris and Engineers' Office Senior Associate
Charles Adamson

Comm. Segrest discussed the payoff amount of the judgement with the principal and interest, calculation of final payment should be \$ 785,249.29. CFO will prepare the final check for approval at the October 1, 2021, regular meeting. Labor Counsel Blaney is aware and has been in contact with opposing counsel, a warrant to satisfy judgement will be filed with the courts to show the judgement is satisfied.

The Borough Engineer James Oris discussed on going matters regarding the Poplar Avenue sewer replacement project. A lengthy discussion ensued about the function and sewer lines. Engineer will set up a meeting with Lexa in borough hall to meet with Commissioner, Solicitor, Clerk, and himself to further iron out these matters.

Engineer relayed information about the ADA ramp at the police department. A lengthy discussion ensued regarding the type of construction materials, temporary access to the building during construction, aesthetics as it related to the building. The consensus was to construct the ramp out of concrete. There was further discussion on doing a phase two project, which would be the replacement of the doors and installation of power doors. Solicitor recommends posting building access on the website. Comm. Banning stated the PD phone could be relocated to a call box for access and there is another door entrance for the PD to utilize. Mayor clarified that the landing to connect to the existing platform at the tax office be widened by an extra four feet for to incorporate future extension and possible replacement of the

existing ramp into the hall. Engineer will require an alternate bid item for the connection to the existing tax office platform, and states this will be a spring project.

Mayor discussed the reconstruction of "A" Avenue timeline. Engineer Oris stated bids advertised around the third week of October and award of contract at the November meeting, for spring construction. Mayor discussed the County Open Space Grants application. Engineer Oris stated the filing deadline is in December, and he will file the pre application pro bono, stating this is a new program from a different funding source. Engineer Oris and Charles Adamson left the meeting at approximately 10:30am.

Mayor and Commissioner discussed the I & I within the sewer system. Comm. Segrest calculates that there will be an overage charge of \$56,000 due to increased flow and the rates for 2022 will be at least that much higher. Comm. Segrest stated there is money in the capital plan to do inspections/repairs to existing manholes to help stop the I & I. Engineer Oris stated there are internal fixes and external fixes that can be performed on the manholes, external fixes are more expensive because they have to dig up the street to gain access. An inspection of several manholes, along with input from Joe Mendo, sewer superintendent, John Feartheller, P.E., Bill Null, DPW Supervisor and the clerk will take place, Comm. Segrest will set up the date and be in attendance.

Discussion on the expiring shared service for UCC with the City of Wildwood ensued. Mayor and Commissioner agreed to keep this as a fee based shared service but that there is the need to enhance inspections, and the monitoring of the construction. Comm. Segrest suggested to have some verbiage incorporated into the shared services regarding the developer's fee charged for fair share housing. Solicitor stated the developers fee collection can be included in the agreement.

Mayor discussed amending the Land Used Development Ordinance regarding parking and he will work with Lew Ostrander (Zoning Official) regarding this matter. Mayor would like to have the change reflect there must be two exterior parking spaces on the property. There was a discussion over this parking matter. Solicitor stated it would take two to three meeting cycles to get that done. The borough would introduce the ordinance then refers it to the planning board for review and comment. The borough would then hold a public hearing and second reading prior to final adoption.

Mayor discussed the Ladies Auxiliary Christmas party and the possibility of having different displays in the park. Clerk will check with Wildwood to see how it was handled with the park on Andrews Avenue who had different businesses sponsor the lighting event.

Mayor inquired about the possible use of the beautification fund. Comm. Banning suggested to set up a committee to oversee where and how to use the donated money, instead of the commissioners deciding to let them have some say. Mayor stated there are pros/cons with setting up a committee, but would take input from other people and has concerns about forming a committee. Comm. Segrest suggested to differ this discussion for the next workshop, stating community feedback is good but the final decision should be the governing body.

Deputy Clerk Carl O'Hala presented information from a meeting of all four Wildwood communities regarding a Brick Application for setting bulkhead standards and possible grant funding. West Wildwood is far ahead of most with documents in place and a height requirement of 8.5 feet. The proposed uniform ordinance would be a set a height of 8 feet. Solicitor stated some verbiage could added in the agreement stating to meet or exceed the bulkhead height requirement. A point of discussion was how to make the connection with the neighboring property bulkheads, should there be something about bulkhead returns. Mayor would like to see that all bulkheads must have signed engineered plans. Deputy Clerk stated that Engineer Mark DeBasio was working on the verbiage for this ordinance. When further information is obtained Deputy Clerk will provide it to the Commissioners.

Deputy Clerk stated a meeting is scheduled for October 14 with all four communities regarding the D.O.T. dredging of the intercoastal waterway and asked if a commissioner would like to be in attendance. Mayor will attend along with the deputy clerk.

Discussion on the expiring engineer contract, will be addressed at the November meeting.

Clerk received a request from Cape Assist requesting the borough to draft a proclamation/resolution designating October 6, 2021, as Knock Out Opioid Abuse Day. Commissioners agreed, clerk will put it on the agenda.

Comm. Segrest reported on the exit conference with the auditors. The 2020 audit has no findings, there are some advisory/consultative items which will be addressed, such as closing out of old project, and the need to implement an ordinance establishing the rate for off duty officers' fees when on private contractor's job sites as necessary for traffic safety. Comm. Segrest discussed the need to start thinking about next year budget appropriations and capital projects. Some items that may need to be addressed with increases in appropriations are storm damage clean up; tide flex repair and maintenance; decorations; salary increases, statutory increases such as pension, the hiring of an administrator, and part-time office staff.

Commissioners and Solicitor discussed the Poplar Avenue project and next course of action on how to close out the project. Commissioners also discussed addressing I & I by performing inspection of manholes with the possibility to draft bid specifications to have them re-sealed. Mayor will contact John Fearheller to coordinate the proper verbiage for such repairs.

Comm. Banning reported on the hiring of a Class II Police Officer. He reported receiving a directive from the Cape May County Prosecutors Office stating they will no longer allow Class II waivers in Cape May County, recruits must go through full time police academy, which will affect the police department going forward. Comm. Banning stated the PD has a new policy for evaluations.

Comm. Segrest inquired as to what projects may qualify for the proposed UEZ fund monies. Would it be possible to approach the Atlantic City Electric Company to use their property on R Avenue for an off-street parking lot to help alleviate parking issues. Clerk will contact Romie Town and report back to the Commissioners.

Mayor inquired if there should be a closed (executive) session meeting regarding the Poplar Avenue project. Solicitor stated more information from Jim Oris is needed to identify costs benefit analysis. Clerk will contact the engineer to see his availability to have a meeting.

There was no public comment.
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

*This is a generalization of the Workshop meeting on September 22, 2021, 2021, 2021 and not a verbatim transcript.
THESE MINUTES WERE APPROVED AT THE OCTOBER 1, 2021, REGULAR COMMISSION MEETING*



Donna L. Frederick, RMC, Municipal Clerk

Respectfully submitted,

MAYOR MATTHEW J. KSIAZEK

COMMISSIONER JOHN J. BANNING

COMMISSIONER JOSEPH D. SEGREST