

Nov. 23, 2021

WORKSHOP MEETING MINUTES

"Small town Charm on the Back Bay"

AGENDA

NOTICE OF TENTATIVE AGENDA - WORKSHOP MEETING

NOVEMBER 23, 2021 - 9:00am

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:

DISCUSSION:

Possible agenda items for regular meeting

Open to the Floor for Public Comment

ADJOURNMENT

OFFICIAL ACTION MAY BE TAKEN

Donna L. Frederick, RMC
Municipal Clerk

BOROUGH OF WEST WILDWOOD
BOARD OF COMMISSIONERS
WORKSHOP MEETING
Official Action may be taken
NOVEMBER 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
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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

Engineer James Oris and Charles Adamson

Municipal Clerk Donna L. Frederick

Engineer provided updates on NJDOT projects for A Avenue, Pine and Lake Road. Discussion ensued regarding if the borough could apply for additional D.O.T. grant funding Lake Road project, since the awarded grant amount of \$160,000.00 is below the engineer's cost estimates. Engineer will investigate it and get back with information. The application for USDA rural development of Maple Avenue will be submitted shortly. Mayor and Engineer met with the County regarding open space funding for the parks. The borough will have to decide on what parks to process for the Cape May County Open Space funding. Engineers are putting together the grant and the pre-application presentation for Nov. 22, 2021. Update on the Poplar & G Avenue project, pipe work on Poplar should be completed this week, manhole covers installed and topcoat paving first week of December. They located the source of the water inflow at K and Poplar Avenues, and it has been repaired. Engineers report that the public advertisement for bids for the reconstruction of the ADA ramp at the PD/Borough Hall will be on Nov. 24 with receipt of bids on Dec. 15, 2021, at 10:00am at borough hall. Brief discussion on ADA access into the offices while construction is taking place, engineers will work with the contractor on this matter. Segrest suggests an interior access ramp. Discussion regarding the flooding issue at the South end of J Avenue, Engineer Oris advised this is private property but suggested a temporary fix if the condominiums put a concrete retaining wall from the back left corner of their building. The mayor stated he will plan to meet with the condominium association and asked if the

engineer would also attend. Engineers met with Mayor regarding DOT dredging project participation, permits needed and locations to place the material for possible 26th peninsula. Comm. Segrest discussed the bulkhead projects, and the possibility of combining the Lake Avenue DOT project which includes outfall pipe work with the replacement of the Venice Avenue wooden bulkhead. Engineer stated the DOT project could be adjusted to do stormwater. Discussion regarding the Neptune Avenue bulkhead replacement and floodgate/stormwater pipes replacement or upgrades. Commissioners asked the engineers to produce design/cost estimates. Comm. Segrest discussed working towards grants, reformulating the 26th project, North Drive build up to Q Avenue to protect the South side of the island and land purchase to facilitate the build-up via a geo-tube project on the south side of North Drive. Mayor suggest it would be dependent upon receiving FEMA grants.

Engineers left the meeting after their project updates.

Clerk reported receiving a letter of interest to purchase borough property on North Drive from the law firm of Matteman, Weinroth & Miller, P.C. on behalf of Robert Grimley. A discussion ensued. Comm. Segrest stated, as in past meetings, he would like the borough to utilize those lots for parking, open public space use, flood mitigation purposes. The consensus of the Commissioners was for the Solicitor to convey there is no interest at this time.

Clerk received an email from Mr. William Kapac, regarding 217 R Avenue and his adjacent land purchase. Solicitor suggest to go into closed (executive) session to discuss these matters.

Clerk prepared Resolution 2021-121, Authorizing a Closed (Executive) Session Meeting pursuant to N.J.S.A. 10:4-12(b7) for possible litigation to which the Borough would be a party. Clerk called for a motion to adopt resolution. Motion by Comm. Banning; Second by Comm. Segrest. Roll Call Vote, all in favor.

After the closed session ended, clerk called for a motion to reconvene the workshop meeting. Motion by Comm. Banning; Second by Comm. Segrest. Roll Call, all in favor. Motion carried.

Clerk reviewed annual appointments for borough officials with terms expiring on December 31, 2021. Clerk then review professional appointments. During the discussion of professional appointments, the Solicitor to go into closed (executive) session for further discussion.

Clerk prepared Resolution 2021-122, Authorizing a Closed (executive) Session Meeting pursuant to N.J.S.A. 10:4-12(b7) for possible litigation or contract negotiations. Clerk called for a motion to adopt resolution. Motion by Comm. Banning; Second by Comm. Segrest. Roll Call all in favor.

After the closed session ended, clerk called for a motion to reconvene the workshop meeting. Motion by Comm. Banning; Second by Comm. Segrest. Roll Call, all in favor. Motion carried.

CFO Crowley informed the commissioners of two for the December 28 workshop meeting. Cancellations of CY2021 operating budget line items and a final bill list for 2021.

Mayor discussed matters he would like to bring before the planning board such as utility setbacks issues due to meeting the base flood elevation to permit mechanicals within the four-foot setback. Solicitor stated the commissioners can have an informal conversation, as this would be for the planning board to discuss and advise the commissioners.

Mayor discussed parking issues with regards to new construction, stating if the house is three or more bedrooms, there should be two outdoor parking spaces, and the garage is not outdoor parking. A discussion ensued; Solicitor stated a form with check boxes of items could be adopted as part of the construction package. Comm. Segrest suggested to incorporate an acknowledgment form into the ordinance, stating they have read it and will comply.

Mayor discussed the cost of the borough engineer to review bulkhead plans and construction of bulkheads.

Mayor stated he wants make appointments to create the Green Team at the Jan. 7, 2022, meeting. Comm. Banning discussed expanding the electrical generator at the fire house to service the entire building (DPW). Comm. Banning reported that fire official Lew Ostrander wants to see the fire company get their C.O. for the kitchen.

Other matters discussed were the prep of an RFP for relining the manholes; playground parking spaces; three-year capital budget plan; tide flex valves replacement and maintenance program; updated floodplain ordinance which John Feartheller is working on.

Mayor asked the Solicitor if a company wanted to donate to a project and promote their product would that be acceptable. Solicitor stated if they want to make a donation they would have to send a proposal for the commissioners to consider. The borough can accept donations but must know in advance there is no financial outlay, the borough can't accept without knowing.

Comm. Segrest inquired on the progress of the Codification process. Deputy Clerk stated the last submission was reviewed and sent back, it will be a couple of months for them to get the draft together as they are still working from home.

Mayor announced on December 4, the Borough Christmas tree lighting ceremony will take place at 6:00pm, with refreshments being served by the WWFC Ladies Auxiliary, and Santa will be riding the WWFC truck delivering presents to the island children from 11:00am to 1:00pm.

There were no public audience members in attendance.
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 November 23, 2021, and not a verbatim transcript.
THESE MINUTES WERE APPROVED AT THE DECEMBER 28, 2021, WORKSHOP COMMISSION MEETING

COMMISSIONER JOSEPH D. SEGREST

COMMISSIONER JOHN J. BANNING

MAYOR MATTHEW J. KSIAZEK

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

RESOLUTION 2021-121

**AUTHORIZING A CLOSED (EXECUTIVE) SESSION MEETING
PURSUANT TO N.J.S.A. 10:4-12(b7) FOR POSSIBLE LITIGATION
TO WHICH THE BOROUGH MAY BE A PARTY**

WHEREAS, in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-12(b7), it is permissible by resolution for the Governing Body to enter a Closed (Executive) Session to discuss matters falling within one or more of the permitted nine exemptions; and


WHEREAS, the Borough anticipates Discussion of pending and/or anticipated litigation matters which constitutes one of the permitted exemptions; and

WHEREAS, the minutes of this meeting shall remain confidential until after such time as Legal Council determines that the need for 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			
Commissioner John J. Banning	X		X			
Commissioner Joseph D. Segrest		X	X			

I, **Donna L. Frederick, RMC, Borough 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 November 23, 2021


 Donna L. Frederick, RMC
 Municipal Clerk

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

RESOLUTION 2021-122

**AUTHORIZING A CLOSED (EXECUTIVE) SESSION MEETING
PURSUANT TO N.J.S.A. 10:4-12(b7) INVOLVING PENDING OR ANTICIPATED
LITIGATION OR CONTRACT NEGOTIATIONS**


WHEREAS, in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-12(b7), it is permissible by resolution for the Governing Body to enter a Closed (Executive) Session to discuss matters falling within one or more of the permitted nine exemptions; and **WHEREAS**, the Borough anticipates discussion of anticipated litigation or contract negotiations falling within which constitutes one of the permitted exemptions; and

WHEREAS, the minutes of this meeting shall remain confidential until after such time as Legal Council determines that the need for 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			
Commissioner John J. Banning	X		X			
Commissioner Joseph D. Segrest		X	X			

I, Donna L. Frederick, RMC, Borough 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 November 23, 2021


 Donna L. Frederick, RMC
 Municipal Clerk