

WORKSHOP MEETING MINUTES

JUNE 15, 2022

Borough of West Wildwood

"Small town Charm on the Back Bay"

AGENDA

NOTICE OF TENTATIVE AGENDA - WORKSHOP MEETING

MAY 18, 2022 - 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

OFFICAL ACTION MAY BE TAKEN

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

BOROUGH OF WEST WILDWOOD
BOARD OF COMMISSIONERS
WORKSHOP MEETING
Official Action may be taken
JUNE 15, 2022
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 2021-126. 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

Mayor Ksiazek

Deputy Clerk Carl O'Hala

CFO Elaine Crowley

Municipal Clerk Donna L. Frederick

Representatives from Borough Engineer Remington & Vernick "RVE"

Engineer Representative Tony Donofrio, CM Observation Dept. Head

Stefanie Thonsen, Sr. Engineering Tech.

Charles Adamson, Sr. Associate

RESOLUTIONS:

Clerk read out the following resolutions by title:

2022-064 - RESOLUTION AUTHORIZING IN REM FORECLOSURE ACTION

Clerk asked for a motion to adopt resolution.

Motion by Comm. Banning; Second by Comm. Segrest

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

Resolution Adopted.

2022-065 - AUTHORIZING THE APPOINTMENT OF A FULL-TIME OFFICER ON THE WEST WILDWOOD POLICE DEPARTMENT

Clerk asked for a motion to adopt resolution.

Motion by Comm. Banning; Second by Comm. Segrest

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

Resolution Adopted.

2022-066 - RESOLUTION AUTHORIZING THE ISSUANCE OF A DUPLICATE TAX SALE CERTIFICATE PURSUANT TO N.J.S.A. 54:5-52.1

Clerk asked for a motion to adopt resolution.

Motion by Comm. Banning; Second by Comm. Segrest

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

Resolution Adopted.

2022-067 - A RESOLUTION SUPPORTING AN APPROPRIATIONS AND LEVY CAP EXEMPTION FOR A THREE-YEAR PERIOD FOR INCREASES IN LIABILITY, WORKER'S COMPENSATION, CYBER LIABILITY AND PROPERTY INSURANCE

Clerk asked for a motion to adopt resolution.

Motion by Comm. Banning; Second by Comm. Segrest

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

Resolution Adopted.

There was discussion between the commissioners and the engineer representatives regarding the close out of the Poplar & G Avenue projects and the completion of the punch list. Tony Donofrio stated there were some ponding issues on the A Avenue project that will need to be addressed. Mayor asked if this could be corrected during the summer. Tony stated it should not be an issue. Comm. Segrest estimates there may be a balance of \$100,000.00 or more from the Poplar Avenue project and would like the opportunity to refund the bond ordinance to redistribute the money to do more manhole repairs. Comm. Segrest asked if this project could be closed out considering the construction dispute.

Commissioner's discussed possible roads for the application of the 2023 D.O.T. grant cycle. Many areas deemed in need of reconstruction were discussed including Avenue B; Avenue H; West End of Maple Avenue from E to the old RR bed, South end of J Avenue and the North end of J Avenue. After a lengthy discussion, Charles Adamson, Sr. Associated from the engineer's office suggested the North end of J Avenue, since they previously had studied this area have some preliminary information for this street and it will tie into the Poplar Avenue project. Administrator asked if the D.O.T. requirements state the area to be reconstructed must be contiguous or can two different areas qualify. Engineer Tech. Stefanie Thonsen said it needs to be contained to one site. Commissioners ultimately agreed with the recommendation of the engineer to apply for the North end of J Avenue, from Poplar to Glenwood Avenues. CFO questioned Comm. Segrest if there is enough money in the budget to file the application. Comm. Segrest stated there is money, the application fee is \$2,500.00.

Clerk prepared and read out by title resolution 2022-068 as follows:

2022-068 – AUTHORIZING BOROUGH ENGINEERS TO PREPARE THE 2023 NJDOT STATE AID APPLICATION FOR THE FY2023 NJDOT LOCAL AID PROGRAM

Clerk asked for a motion to adopt resolution.

Motion by Comm. Banning; Second by Comm. Segrest

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

Resolution Adopted.

2022-069 - AUTHORIZING A CLOSED (EXECUTIVE) SESSION MEETING PURSUANT TO N.J.S.A. 10:4-12(b7) INVOLVING PENDING OR ANTICIPATED LITIGATION REGARDING THE POPLAR AVENUE USDA PROJECT

Clerk asked for a motion to adopt resolution.

Motion by Comm. Banning; Second by Comm. Segrest

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

Resolution Adopted.

Clerk called for a motion to reconvene from closed (executive) session

Clerk asked for a motion to adopt resolution.

Motion by Comm. Banning; Second by Comm. Segrest

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

Motion carried.

A discussion of possible mill and overlay for the West end of Maple Avenue may be possible in the next year budget cycle. Administrator/Clerk asked the engineers if they had a rough cost for mill and overlay.

Mayor Ksiazek asked the engineers to provide an updated proposal for the bulkhead at Venice Avenue Park and the Lake Avenue drainage upgrades projects.

Charles Adamson informed the commissioners the Pine Avenue project survey work is completed, and the design work will start tomorrow, this project must be under contract by November 21, 2022.

There was further discussion on preparing the closeout documents for the completed manhole repair projects. Comm. Segrest wants to move forward with another new bid for the August meeting so work could begin in September to repair another 10 to 15 manholes.

Charles Adamson discussed the Police ADA Ramp project, stating six bids went out and the bid opening is on Thursday, June 23, at 10:00am at borough hall. Discussion took place regarding the need for temporary access to be a bid option. Mayor asked to be updated on the access issue.

Mayor reminded the engineers the new bulkhead ordinance will take affect on June 23 and asked them if they are ready to handle the inspections. There was a brief discussion on bulkhead replacement already underway or materials that have been delivered but construction not started. It was suggested that all know contractors receive copies of the newly enacted bulkhead ordinance, clerk will make sure that information is forwarded to them along with notice to our construction office.

Mayor and engineers discussed alternative options for roof repairs/replacement. Charles Adamson stated it is about \$60-70,000.00 to seal it and he will get more information on the life expectancy and warranty information.

Mayor informed the commissioners the flood pump compressor needs to be replaced and he will get some cost estimates. Comm. Segrest also suggested to look at the cost of the furnace for the heating situation at the DPW offices.

Mayor is still waiting for the flood siren to be repaired, calls have been made but no response.

Administrator stated appointment was made but no one showed up, she will reach out to another agency for some other vendor. Comm. Banning will also make some inquiries to locate a vendor.

The replacement of tide flex valves was discussed and the leaking county valve at the bridge.

Administrator/Clerk will reach out to the County Engineer to inspect the valve and for possible contractors to install the new valve at I Avenue.

A discussion regarding the bid process for solid waste and recycling collection ensued. It was agreed that no fuel adjustment clause would be incorporated into the bid specifications. This will further be discussed at the July 20th workshop meeting for action at the August regular meeting.

Discussion regarding the D.O.T. dredging project and the process of the BRIC grant application deadline by September ensued. Administrator/Clerk will gather further information and work with Comm. Segrest on this matter.

Administrator/Clerk informed the commissioners employees were inquiring if the borough was going to be closed for the Federal Holiday Juneteenth. A brief discussion ensued and the commissioners agreed to recognize the holiday for this calendar year. The clerk prepared resolution 2022-070 and read out by title as follows:

**2022-070 - ACKNOWLEDGING THE OBSERVANCE OF THE
FEDERAL HOLIDAY JUNETEENTH ON MONDAY JUNE 20, 2022**

Clerk asked for a motion to adopt resolution.

Motion by Comm. Banning; Second by Comm. Segrest

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

Resolution Adopted.

Mayor opened the meeting for public comment, hearing none, the mayor closed the meeting to the floor and the clerk called for a motion to adjourn.

Motion to Adjourn:

Motion by Comm. Banning; Second by Comm. Segrest

Roll Call Vote: Comm. Banning; 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 15, 2022, and not a verbatim transcript.
THESE MINUTES WERE APPROVED AT THE JULY 1, 2022, REGULAR COMMISSION MEETING***



MAYOR MATTHEW J. KSIAZEK



COMMISSIONER JOHN J. BANNING



COMMISSIONER JOSPEH D. SEGREST