

WORKSHOP MEETING MINUTES

APRIL 19, 2023

Borough of West Wildwood

"Small town Charm on the Back Bay"

AGENDA

NOTICE OF TENTATIVE AGENDA - WORKSHOP MEETING

APRIL 19, 2023 - 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 ESTABLISHED IN RESOLUTION 2022-133. 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

RESOLUTIONS:

2022-044 – AUTHORIZING THE AWARDING OF A CONTRACT FOR VENICE AVENUE BULKHEAD REPLACEMENT

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
WEDNESDAY – APRIL 19, 2023
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 IN RESOLUTION 2022-133. 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

Deputy Clerk Carl O'Hala

CFO Elaine Crowley

Engineer Representatives – Sr. Engineer Tech. Stefanie Thonsen; Project Mgr. Lia Domico

Municipal Clerk Donna L. Frederick

RESOLUTIONS: Clerk read the following resolution by title:

Clerk noted the title change for resolution 2023-044 from the agenda sent to the official newspapers and posted on the borough website.

2023-044 – AUTHORIZING THE AWARDING OF A CONTRACT TO R.A. WALTERS & SON, INC FOR VENICE AVENUE BULKHEAD REPLACEMENT AT POST CREEK BASIN

The clerk called for a motion to adopt resolution 2023-044.

Motion by Comm. Banning; Second by Comm. Segrest

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

Resolution 2023-044 adopted.

Clerk went over possible agenda items: second reading/public hearing on ordinance 609(2023) the floodplain management regulations. The planning board has reviewed this ordinance and will be memorializing a resolution at their meeting tomorrow night in support of this ordinance. Second reading-public hearing on ordinance 611(2011), designating restricted areas on borough property.

Administrator/Clerk informed the commissioners of the following matters:

The signage has been ordered regarding ordinance 611(2023) designating restricted areas on borough property.

Notice of the pre-construction meeting to adjacent property owners at the Venice Avenue Park were mailed out, both regular and certified. The meeting is scheduled for Monday, April 24, 2023, at 11:00am.

The Right to Know Survey "RTK" has been completed, the safety data sheets have been updated and provided to all departments; five years of RTK surveys have been posted on the borough website and the 2022 RTK data entry into the NJ State portal is completed.

Borough received a class action settlement check from Monsanto Company in the amount of \$17,414.03.

Discussion ensued regarding the Pine Avenue project; it is on track to be completed prior to Memorial Day.

Discussion ensued regarding the Venice Avenue bulkhead project. Mayor would like to install conduit underground for possible future electric in the park, while the area is torn up from construction, commissioners agreed.

Discussion regarding the County American Rescue Act funds ensued. Comm. Segrest stated it is a reimbursable grant, so the borough would need a bond in place in late 2023. This bond would include funding for Avenue J and the Maple Avenue D.O.T. grant project and possible other items.

Discussion on the playground bulkhead improvements, such as bulkhead capping; railing concepts to afford fishing but provide safety measures to the children; and the installation of an ADA compliant piece of playground equipment.

Comm. Banning inquired about a design for the run-off, wash out in front of the bulkhead at the playground. Mayor will ask the engineers for some ideas or methods to help with the wash out during storms.

Discussion on the ADA ramp at the beach and having Blue Water design a railing attachment to the beach side, since it has a significant build-up of sand at the foot of the ramp and the railings are low. Comm. Segrest asked the engineers if remaining funds from the ADA ramps could be utilized for the rail at the beach ADA ramp. Project Manager Lia Domico will inquire and get back to him. Eng. Tech. Thonsen informed commissioners that a railing sketch was sent to Blue Water Welding last week to get an estimate and the DCA grant will be open until the end of June. She will reach out to Triad to see if it is possible to pay for the railing extension at the beach with any remaining funding.

Comm. Segrest questioned the engineers regarding the close out of the Poplar Avenue project and A Avenue project. Project Mgr. Domico stated that repairs requested by the D.O.T. have been completed and the final change order for the D.O.T. reimbursement is completed. CFO will need to go into the system to verify all payments to the contractors have been made.

Eng. Tech. Thonsen will set up a meeting with Triad to get clarification on the final expense report, to see if there is funding remaining and to get the Poplar Avenue USDA project closed out.

Discussion ensued on the 2024 N.J.D.O.T. grant application road selection. Commissioners agreed the West end of Maple Avenue from Avenue E to the terminus. Engineers will prepare the necessary proposal to be put on the May 5, 2023, regular meeting agenda.

Comm. Segrest discussed several items, including the bump out in server room in the PD still waiting on contractor to clear his schedule; codification submittal; windfarm update issues with lidar; future sewer manhole repairs are on hold for now, waiting on the Poplar project to close out for remaining funding that will become available. Comm. Segrest would like to re-visit joining the state disability insurance program when it is open for enrollment to see if there is a cost savings. Comm. Banning and Mayor Ksiazek stated if it is a cost savings they agree. Administrator/Clerk will ask CFO reach out to the state to find out the open enrollment period and associated costs.

Mayor discussed UEZ funding for bike racks and trash receptacles installation and placement. Administrator commented that there should be an indemnification agreement if these are placed on business property, to limit any liability to the borough. Solicitor will prepare an agreement.

Comm. Segrest discussed the borough receiving money from the class action lawsuit against the Monsanto Company and how these funds should be spent. Solicitor stated it is legitimate it was an approved settlement in federal court, most appropriate use for environmental mediation. Comm. Segrest suggests looking at possible Phase II work on the old railroad property. Both Comm. Banning and Mayor Ksiazek agreed.

Mayor discussed the possible implementation of a pier point ordinance for the canal. Comm Banning suggested getting feedback from the engineers. Discussion ensued commissioners will dive deeper into this in August or September. Deputy Clerk stated there are aerial photos and some preliminary work was done by Engineer John Fearheller.

A discussion ensued regarding the dumpster ordinance and the general use of the streets and sidewalks. Solicitor stated it would need to be a comprehensive ordinance, focusing on the process, fees, safety measures, damage/repairs to public property, enforcement, and penalties. Solicitor will see what some other towns currently have in place. Comm. Banning will provide some thoughts regarding this matter to the solicitor and would like to have this ordinance implemented by summer.

Mayor announced a spring clean up day, on a smaller scale than last year will be hosted again by the 26th St. Marina on May 20, 2023. They will provide a dumpster, bags, pick-up sticks, and refreshments. Administrator/Clerk will get the insurance policy in place for the volunteers.

Mayor opened the meeting up for public comment.

BILL MARTIN, asked when the bay dredging project will begin. Mayor stated there will be two crews; Post Creek to the trestle by the Wharf and from the mouth of our canal toward the railroad trestle and should begin after the July 4th holiday. There will be a pre-construction meeting open to the public; they will also be remarking the navigational channel. The project will be a 24-hour-a-day operation.

Hearing no further comment, Mayor closed the public portion and clerk called for a motion to adjourn.

Motion to Adjourn:

Motion by Mayor Ksiazek; Second by Comm. Segrest

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

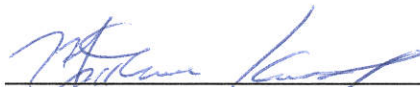
Motion Carried

Respectfully submitted,



Donna L. Frederick, RMC, Administrator/ Clerk

***This is a generalization of the Workshop meeting on APRIL 19, 2023, and not a verbatim transcript.
THESE MINUTES WERE APPROVED AT THE MAY 5, 2023, REGULAR COMMISSION MEETING***



MAYOR MATTHEW J. KSIAZEK



COMMISSIONER JOHN J. BANNING



COMMISSIONER JOSPEH D. SEGREST

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

RESOLUTION 2023-044

**AWARDING CONTRACT TO R. A. WALTERS & SON, INC. FOR
VENICE AVENUE BULKHEAD REPLACEMENT AT POST CREEK BASIN**

WHEREAS, four (4) bids were received by the Borough of West Wildwood on April 14, 2023 in connection with a contract for ***VENICE AVENUE BULKHEAD REPLACEMENT AT POST CREEK BASIN***; and

WHEREAS, *R. A. Walters & Son, Inc., 18 Hoffman Dr., Cape May Court House, NJ 08210*, was the lowest bidder for the Alternate Bid; and

WHEREAS, the Borough Engineer and Borough Solicitor have reviewed the bid of *R. A. Walters & Son, Inc., 18 Hoffman Dr., Cape May Court House, NJ 08210*, and are satisfied that the bidder complies with the Instructions to Bidders and conditions of the award; and

WHEREAS, the Borough Engineer has recommended award of the subject contract to *R. A. Walters & Son, Inc., 18 Hoffman Dr., Cape May Court House, NJ 08210*; and

WHEREAS, the total bid price of the Alternate Bid is \$244,950.00.

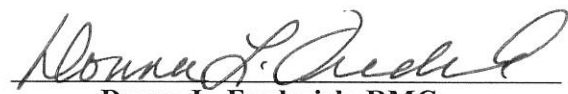
NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey as follows:

1. All of the statements of the preamble are incorporated herein by reference thereto as though the same were set forth at length.
2. A contract for the ***VENICE AVENUE BULKHEAD REPLACEMENT AT POST CREEK BASIN*** project to be performed by *R. A. Walters & Son, Inc., 18 Hoffman Dr., Cape May Court House, NJ 08210* for a cost not to exceed \$244,950.00.
3. On behalf of the Borough of West Wildwood, the Mayor and Borough Clerk be and they hereby are authorized to sign the contract that was included with the contract bidding materials and to deliver same to *R. A. Walters & Son, Inc.* for execution and return.
4. The Chief Financial Officer has ascertained that there are available sufficient appropriations to award this contract with R.A. Walters & Son, Inc. through permanent budget certification account C-04-55-919-104 Bond Ordinance 592(2021) in the amount of \$244,950.00

The Borough Clerk shall return to all bidders whose bids have been rejected the bids and bid security that was posted.

	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, 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 on April 19, 2023.


Donna L. Frederick, RMC
Municipal Clerk

CERTIFICATION OF AVAILABILITY OF FUNDS

As required by NJSA 40A:4-57, NJAC 5:30-14.5 and any other applicable requirement, I Elaine Crowley, Chief Financial Officer of the Borough of West Wildwood, NJ have ascertained that there are available sufficient uncommitted appropriations to award a contract to:

TO: R.A. WALTERS & SONS, INC.

FOR: VENICE AVENUE BULKHEAD REPLACEMENT AT POST CREEK BASIN

IN THE AMOUNT NOT TO EXCEED: \$244,950.00

Funds for Certification are therefore being made available and certified against the appropriation and/or Ordinance entitled:

AMOUNT NOT TO EXCEED: \$244,950.00

ACCOUNT(S) C-04-55-919-104 BOND ORDINANCE 592 (2021)

AMOUNT NOT TO EXCEED: \$244,950.00

Amount Certified by this Certification, Not to Exceed \$244,950.00

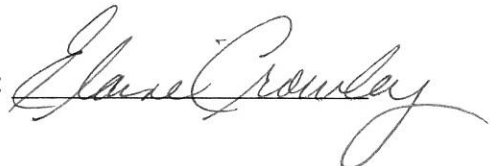
_____ TEMPORARY BUDGET CERTIFICATION @ 25%

___X___ PERMANENT BUDGET CERTIFICATION @ 100%

_____ CONTINGENCY CERTIFICATION: UPON ADOPTION OF
FINAL BUDGET.

Date: April 27, 2023

Chief Financial Officer:



Resolution # 2023-044