# REGULAR MEETING MINUTES

AUGUST 4, 2023

"Small town Charm on the Back Bay"

# **AGENDA**

# NOTICE OF TENATIVE AGENDA - REGULAR MEETING – AUGUST 4, 2023 7:00PM – ACTION MEETING

This is a proposed agenda which is subject to change by Commissioners without further notice.

# **CALL TO ORDER**

# PLEDGE OF ALLEGIANCE

# OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

THIS REGULAR MEETING WAS CALLED PURSUANT TO THE PROVISIONS OF THE OPEN PUBLIC MEETING LAW. NOTICE OF THIS MEETING HAS BEEN ESTABLISHED IN AN ANNUAL MEETING NOTICE RESOLUTION NO. 2022-165 ADOPTED ON DECEMBER 27, 2022. 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.

# **ROLL CALL:**

# **ADDITIONS/DELETIONS OF AGENDA ITEMS:**

# **OLD BUSINESS**

# APPROVAL OF MINUTES:

Workshop Meeting – June 21, 2023 Regular Meeting – July 7, 2023 Workshop Meeting – July 19, 2023

# **ORDINANCES:**

<u>ORDINANCE 614 (2023): First Reading – Introduction – ORDINANCE ADOPTING A MEMORIAL BRICK</u> <u>PROGRAM</u>

### **RESOLUTIONS:**

<u>2023-070 – A RESOLUTION AUTHORIZING THE BOROUGH OF WEST WILDWOOD TO DESIGNATE DISABLED</u> <u>ON-STREET PARKING SPACE</u>

<u>2023-071 – AUTHORIZING THE MAYOR TO SIGN THE RECERTIFICATION OF THE EMERGENCY</u> <u>OPERATIONS PLAN FOR THE BOROUGH OF WEST WILDWOOD</u>

### APPROVAL TO PAY BILLS

### REPORTS FROM COMMISSIONERS

# Borough of West Wildwood

"Small town Charm on the Back Bay"

# OPEN TO THE FLOOR FOR PUBLIC COMMENT

# **ADJOURNMENT**

# ADDITIONAL AGENDA ITEM(S)

NOTICE OF TENATIVE AGENDA - REGULAR MEETING - AUGUST 4, 2023 7:00PM - ACTION MEETING

This is a proposed agenda which is subject to change by Commissioners without further notice.

# **RESOLUTIONS:**

2023-072 - AUTHORIZING CHANGE ORDER NO. 4 – AMENDED FINAL FOR FY2020 USDA
SANITARY SEWER PROJECT, FY2018 NJDOT MUNICIPAL AID PROGRAM
RECONSTRUCTION OF POPLAR AVENUE, (ARION AVENUE TO "J" AVENUE), FY2019
NJDOT MUNICIPAL AID PROGRAM RECONSTRUCTION of "G" AVENUE (POPLAR AVENUE)
TO GLENWOOD AVENUE)

2023-073 – AUTHORIZING THE BOROUGH ENGINEER TO DESIGN, PREPARE AND ADVERTISE BID SPECIFICATIONS AND PROVIDE CONSTRUCTION OBSERVATION SERVICES FOR THE PARKING IMPROVEMENTS AT 19 BAY AVENUE AND GLENWOOD AVENUE STREET END

# BOROUGH OF WEST WILDWOOD BOARD OF COMMISSIONERS

### **REGULAR MEETING**

AUGUST 4, 2023

7:00pm - ACTION MEETING

# **MINUTES:**

Mayor Ksiazek called the meeting to order, led the Pledge of Allegiance and read the OPMA statement

# **ROLL CALL: Present**

Comm. Banning

Comm. Segrest

Mayor Ksiazek

Solicitor Lyons

Deputy Clerk Carl O'Hala

Engineer Representative Charles Adamson

Administrator/Clerk Donna L. Frederick

# **ADDITIONS/DELETIONS OF AGENDA ITEMS:**

Clerk announced two additional resolutions number 2023-072 and 2023-073 and will announce them as such in order.

Clerk announced the borough received notification of a waterfront development permit issued for construction of a fixed pier, ramp, and L shaped floating dock in kind replacement of the existing 75LF of bulkhead at 527 W. Poplar Avenue

# **APPROVAL OF MINUTES:**

Clerk called for a motion to adopt the minutes of the previous meeting as presented.

Workshop Meeting – June 21, 2023

Regular Meeting - July 7, 2023

Workshop Meeting – July 19, 2023

Motion by Comm. Banning; Second by Comm. Segrest.

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

Motion Carried

# **ORDINANCES:**

# Clerk read the following Ordinance:

ORDINANCE 614 (2023): First Reading – Introduction – ORDINANCE ADOPTING A MEMORIAL BRICK PROGRAM – Clerk announced the second reading/public hearing will be at the regular meeting on September 1, 2023.

Motion by Comm. Banning; Second by Comm. Segrest.

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

Ordinance 614(2023) Adopted

### RESOLUTIONS: CLERK READ BY NUMBER & TITLE

# <u>2023-070 – A RESOLUTION AUTHORIZING THE BOROUGH OF WEST WILDWOOD TO DESIGNATE</u> <u>DISABLED ON-STREET PARKING SPACE</u>

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.

# <u> 2023-071 – AUTHORIZING THE MAYOR TO SIGN THE RECERTIFICATION OF THE EMERGENCY</u> <u>OPERATIONS PLAN FOR THE BOROUGH OF WEST WILDWOOD</u>

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 announced the following two resolutions were additions to the agenda:

# 2023-072 - AUTHORIZING CHANGE ORDER NO. 4 – AMENDED FINAL FOR FY2020 USDA SANITARY SEWER PROJECT, FY2018 NJDOT MUNICIPAL AID PROGRAM RECONSTRUCTION OF POPLAR AVENUE, (ARION AVENUE TO "J" AVENUE), FY2019 NJDOT MUNICIPAL AID PROGRAM RECONSTRUCTION of "G" AVENUE (POPLAR AVENUE TO GLENWOOD AVENUE)

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.

# 2023-073 – AUTHORIZING THE BOROUGH ENGINEER TO DESIGN, PREPARE AND ADVERTISE BID SPECIFICATIONS AND PROVIDE CONSTRUCTION OBSERVATION SERVICES FOR THE PARKING IMPROVEMENTS AT 19 BAY AVENUE AND GLENWOOD AVENUE STREET END

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.

# <u>Clerk asked for a motion for the APPROVAL TO PAY BILLS WHEN PROPERLY SIGNED AND ENDORSED</u>: (list attached)

Motion by Comm. Banning; Second by Comm. Segrest.

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

Motion Carried

Administrator discussed the US Army Corps of Engineers Continuing Authorities Program (CAP) regarding a pilot program grant opportunity for beach erosion, shore damage prevention or mitigation. All commissioners have reviewed the program documents and agreed that the borough's chances of successfully acquiring this funding would be slim as only twenty grants are given out across the entire country. The cost of filing the paperwork for submission would not be worth taking the chance, since there are only twenty awards nationwide.

Reports from Commissioners:

Mayor reported public works activities for the month of July 2023. (Copy attached).

Commissioner Segrest gave the finance report as of August 4, 2023 (copy attached).

Comm. Banning gave the police activity report for July2023 (copy attached), and reminder from the Chief of Police to keep vehicles locked.

Mayor reported on project updates from the engineers. Engineers submitted proposal for design/bid/inspection for the \$400,000 ARPA grant from the County of Cape May. Borough can start to move forward with partial plans for the playground improvements, as the UEZ grant funds have been received. Engineers submitted a proposal for the design/bid/inspection of the J Avenue D.O.T. project. Engineers applied to the NJDOT for the west end of Maple Avenue reconstruction project. Engineers sent out property notices to homeowners along the Maple Avenue USDA project and have reached out to all utility companies to verify if they need to do any upgrades in this area, bids to go out in the fall. Manhole frames and covers have been ordered and engineers will prepare an amended final change order to process so the Poplar Avenue USDA project can be closed out. TRIAD has submitted the documents to close out the small cities ADA ramp project. Final payment has been mailed to Standard Pipe to close out the manhole repair project. The Lake Road project valve was installed, and the pump has been removed, final trench restoration will take place after Labor Day, then the project can be closed out. All the vinyl sheeting for the bulkhead at Venice Avenue Park have been installed waiting for park renovations to be completed, this will be further discussed at the workshop meeting. The Pine Avenue DOT project has been completed. Engineers are waiting for the DOT inspection, which should be in a few weeks. If there is no punch list of items, the engineers will start the close out process. Engineers received a revised cost estimate from Everseal that includes the roof at the police department, commissioners will further discuss the roof at the workshop meeting.

Mayor opened the meeting for public comment.

KATE SAMSON, stated she read where people are parking their cars in private driveways in Wildwood Crest and asked what to do if it occurred here. Comm. Banning informed her that if the vehicle was in your driveway the homeowner would sign a complaint. The resident would have to call to have the vehicle towed out of their private driveway. Comm. Banning reminded everyone that sometimes in an emergency flood situation people do pull vehicles off the road into driveways.

SUSAN CZWALINA asked Comm. Segrest to address the tax increase. Comm. Segrest stated that this was fully discussed at the April and May meetings. Ms. Czwalina asked when the next tax payment is due. Administrator stated the grace period last day is August 28, 2023.

JOE KLINE, asked for any updates on the living shoreline. Comm. Segrest stated the borough is waiting for notification of award. Administrator stated the borough is hoping to hear news in November.

CARL SCHAFF, inquired about wheelchair access parking at the playground. Mayor stated the park improvements will be incorporating disabled van accessible parking space along with disabled line striping to denote the area. Mr. Schaff asked if the police could patrol more, as he has seen cars going through the stop signs where he lives. Comm. Banning will ask them to concentrate in those areas to see if there is an issue.

JOHN MERRICK, commented he has been working with Comm. Banning on an issue regarding a neighbor celebrating the Phillies when they score with airhorn blasts. Mr. Merrick thanked Comm.

Banning for taking his phone call but wanted his complaint to go on record about this matter. Comm. Banning stated he spoke to the sergeant about it today.

Mayor discussed the beautification fund, stating he would like to plant trees in late fall, he is working on getting prices for crape myrtle trees and has looked into self-watering planters. Mayor asked if anyone has ideas to email him or call and leave a message.

Hearing no more public comment, Mayor closed the meeting to the floor. Clerk asked 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 Municipal Clerk

This is a generalization of the Regular meeting on August 4, 2023, and not a verbatim transcript. THESE MINUTES WERE APPROVED AT THE SEPTEMBER 1, 2023, REGULAR COMMISSION MEETING

MAYOR MATTHEW J. KSIAZEK

COMMISSIONER JOHN J. BANNING

COMMISSIONER JOSEPH D. SEGREST

# **ORDINANCE NO. 614 (2023)**

# ORDINANCE ADOPT A MEMORIAL BRICK PROGRAM

WHEREAS, the Mayor and Borough Commissioners of the Borough of West Wildwood wish to adopt a Memorial Brick Program; and

WHEREAS, Memorial Bricks will be installed at Neptune Park; and

WHEREAS, Memorial Bricks can be ordered utilizing the Brick Paver Application attached hereto as Exhibit "A."

NOW, THEREFORE, BE IT ORDAINED, by the Board of Commissioners of the Borough of West Wildwood, in the County of Cape May, New Jersey, that the Memorial Brick Program for people to honor the loss of a family member or friend, is hereby adopted; and

**BE IT FURTHER ORDAINED,** that the fees noted in the Brick Paver Application attached hereto shall be \$200 per 4"x8" brick, and \$300 per 6"x9" brick, are hereby approved.

<u>Section 2.</u> All ordinances or parts of ordinances deemed to be inconsistent with this ordinance are hereby repealed.

<u>Section 3.</u> This ordinance shall become effectively immediately upon final adoption and publication in accordance with the laws of the State of New Jersey

**COMMISSIONERS:** 

MAÝOR MATTHÉW J. KSIAZEK

COMMISSIONER JOHN J. BANNING

COMMISSIONER JOSEPH D. SEGREST

 ${\bf First\ Reading/Introduction:}$ 

2023 08-04 2023 08-10

**Publication:** 

Motion Second Yes No Abstain Absent

Mayor Matthew J. Ksiazek

Commissioner John J. Banning

Commissioner Joseph D. Segrest

I, Donna L. Frederick, RMC, Municipal Clerk of the Borough of West Wildwood, Cape May County, do hereby certify the forgoing to be a true and correct copy of an ordinance introduced and passed on the first reading at the August 4, 2023, Regular Meeting and will be considered for final passage after a public hearing to be held on September 1, 2023, at 7:00pm prevailing time.

Oonna L. Frederick, RMC Municipal Clerk

COMMISSIONERS:				
MAYOR MATTHEW J. KSIAZEK				
COMMISSIONER JOHN J. BANNING	-			

COMMISSIONER JOSEPH D. SEGREST

Second Reading/Public Hearing:

**Publication:** 

2023 09-01 2023 09-09

	Motion	Second	Yes	No	Abstain	Absent
Mayor Matthew J. Ksiazek						
Commissioner John J. Banning						
Commissioner Joseph D. Segrest						

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 an Ordinance finally adopted by the Board of Commissioners of the Borough of West Wildwood, New Jersey after a public hearing held on September 1, 2023, at 7:00pm prevailing time.

### **RESOLUTION 2023-070**

# A RESOLUTION AUTHORIZING THE BOROUGH OF WEST WILDWOOD TO DESIGNATE DISABLED ON-STREET PARKING SPACE

WHEREAS, the Borough of West Wildwood Police Department has received a disabled persons parking application; and

WHEREAS, the West Wildwood Police Department has reviewed the documentation provided by said applicant and has determined that the applicant have met the requirements necessary to qualify for the disabled persons parking designation; and

**WHEREAS**, the West Wildwood Police Department performed a sight inspection of the location provided by the applicant and have approved the application of said applicant.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey do hereby authorize disabled persons parking designation at the following location:

1. 728 W. Glenwood Avenue, Sue S. Troop

**AND BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to the West Wildwood Police Department and The West Wildwood Public Works Department in order to facilitate the enforcement and installation of proper signage.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Matthew J. Ksiazek			X		11	
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 **Regular Meeting** held on **August 4, 2023.** 

# **RESOLUTION 2023-071**

# AUTHORIZING THE MAYOR TO SIGN THE RECERTIFICATION OF THE EMERGENCY OPERATIONS PLAN FOR THE BOROUGH OF WEST WILDWOOD

WHEREAS, on February 28, 2021, the Borough of West Wildwood Emergency Operations Plan was submitted to the Cape May County Office of Emergency Management and the State of New Jersey of Emergency Management

**WHEREAS**, the Emergency Operations Plan is about to expire and it is necessary to update and adopt a revised Emergency Operations Plan.

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

- 1. The allegations of the preamble are incorporated herein by this reference.
- 2. The Mayor, the Emergency Management Coordinator and other Borough Officers are authorized to execute the revised Emergency Operations Plan.
- 3. The Mayor's signature shall constitute acceptance and adoption of the revised Emergency Operations Plan on behalf of the Borough of West Wildwood
- 4. All Borough officials, officers and employees are empowered to take such action as may be necessary or advisable in order to carry out the intent and purpose of this Resolution.

	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 **Regular Meeting** held on **August 4**, 2023.

### **RESOLUTION 2022-072**

AUTHORIZING CHANGE ORDER NO. 4 – AMENDED FINAL FOR FY2020 USDA SANITARY SEWER PROJECT, FY2018 NJDOT MUNICIPAL AID PROGRAM RECONSTRUCTION OF POPLAR AVENUE, (ARION AVENUE TO "J" AVENUE), FY2019 NJDOT MUNICIPAL AID PROGRAM RECONSTRUCTION of "G" AVENUE (POPLAR AVENUE TO GLENWOOD AVENUE)

WHEREAS, the Board of Commissioners, of the Borough of West Wildwood, County of Cape May, State of New Jersey awarded a contract to LEXA CONCRETE, LLC for the project "FY2020 USDA Sanitary Sewer Project, FY2018 NJDOT Municipal Aid Program Reconstruction of Poplar Avenue, (Arion Avenue to "J" Avenue), FY2019 NJDOT Municipal Aid Program Reconstruction of "G" Avenue (Poplar Avenue to Glenwood Avenue", and;

WHEREAS, LEXA CONCRETE, LLC has submitted Change Order No. 4 – AMENDED FINAL through Remington & Vernick Engineers, which increases the price of the contract by \$20,000.00, to an amended total of \$1,626,432.08 and;

**WHEREAS**, the Chief Financial Officer of the City of Wildwood has certified that there are sufficient funds to execute said Change Order:

Original Contract Amount:

\$ 1,538,865.70

Amended Contract Amount:

\$ 1,626,432.08

Total Contract Change (Amount):

\$ 87,566.38

Total Contract Change (Percent):

5.69 %

BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, State of New Jersey that Change Order No. 4 – AMENDED FINAL. as submitted by LEXA CONCRETE, LLC. Through Remington & Vernick Engineers, is hereby approved in the increased amount of \$20,000.00, to an amended total of \$1,626,432.08.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Matthew J. Ksiazek			Х		THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TWO IS NAMED IN COLUMN TW	
Commissioner John J. Banning	X		X	10016		
Commissioner Joseph D. Segrest		Х	Х	And the second s		

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 Commissioners' Meeting held on Friday, August 4, 2023.

### **RESOLUTION 2023-073**

# AUTHORIZING THE BOROUGH ENGINEER TO DESIGN, PREPARE AND ADVERTISE BID SPECIFICATIONS AND PROVIDE CONSTRUCTION SERVICES FOR THE PARKING IMPROVEMENTS AT 19 BAY AVENUE AND GLENWOOD AVENUE STREET END

WHEREAS, the Board of Commissioners has awarded, pursuant to N.J.S.A. 40A:11-4.4, a Professional Service Contract after publishing, advertisement, and request for proposals for General Engineering Services with Remington & Vernick Engineers, Inc.; and

WHEREAS the Board of Commissioners requires RVE to prepare the design and bid documents, and engineering services parking improvements at West Wildwood Park; and

WHEREAS, Remington & Vernick Engineers has submitted their proposal for the preparation of the design, bid documents and construction phase services for the Parking Improvements at 19 Bay Avenue and Glenwood Avenue Street End project in the amount of FIFTEEN THOUSAND DOLLARS AND 00/100 CENTS (\$15,000.00); and

WHEREAS, the Chief Financial Officer of the Borough of West Wildwood has certified that there are sufficient funds available to pay the above referenced vendor; and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, that the Borough Engineer be and is hereby authorized to proceed with the preparation of the design, bid documents and construction phase services for the Parking Improvements at 19 Bay Avenue and Glenwood Avenue Street End project in the amount of FIFTEEN THOUSAND DOLLARS AND 00/100 CENTS (\$15,000.00) and authorizes the Mayor to execute said agreements.

	Motion	Second	Yes	No	Abstain	Absent
Mayor Mathew 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 Commissioners' Meeting held on Friday, August 4, 2023.

		Report Format:	Detail Check Type	: Computer: Y Manual: Y Di		
Check # Check Da PO # Item	te Vendor Description	Amount Paid	Charge Account	Reconciled/Vo Account Type Contract		
16046 08/04/23 23-00509 1	00101 THE HERALD LEGAL ADVERTISING	229.00	3-01-20-120-021 Legal Advertising	Budget	1521 82	1
16047 08/04/23 23-00461 1	00208 ACTION UNIFORM CO LLC UNIFORM FOR K. MATTHEWS	154.00	3-01-25-240-032 Uniforms	Budget	1521 25	
	FOR PAYROLL ENDING 7/14/23		3-01-20-130-028 Payroll Services	Budget		1
23-00490 2	FOR PAYROLL ENDING 7/28/23 -	287.39	3-01-20-130-028 Payroll Services	Budget	57	1
16049 08/04/23 23-00482 1	00312 DAVE GREENLAND REPAIRS TO STREET SWEEPER	24.00	3-01-25-240-034	Budget	1521 46	. 1
23-00482 2	REPAIRS TO STREET SWEEPER -	600.00	Fleet Maintenance 3-01-25-240-034 Fleet Maintenance	Budget	47	1
16050 08/04/23 23-00504 1	019011 ATLANTIC CITY ELECTRIC CHARGES FOR JULY 2023		3-01-31-435-000	Budget	1521	
	CHARGES FOR JULY 2023		Street Lighting 3-01-31-430-000	Budget Budget	67 68	1
	CHARGES FOR JULY 2023		Electricity 3-01-31-430-000 Electricity	Budget	69	1
	CHARGES FOR JULY 2023 CHARGES FOR JULY 2023		3-01-31-430-000 Electricity 3-01-31-430-000	Budget Budget	70 71	1
23-00504 6	CHARGES FOR JULY 2023		Electricity 3-01-31-430-000 Electricity	Budget		1
23-00504 7	CHARGES FOR JULY 2023	19.81 4,362.79	3-01-31-430-000 Electricity	Budget	73	1
16051 08/04/23 23-00494 1	01905 AT & T MOBILITY CHARGES FOR JULY 2023	229.18	3-01-31-440-000 Telephone	Budget	1521 62	
16052 08/04/23 23-00505 1	02613 BARBER CONSULTING SERVE BUSINESS BASIC LICENSE		3-01-20-140-059 Data Processing Equipment	Budget	1521 74	
16053 08/04/23 23-00513 1	03402 BILLOWS ELECTRICAL SUPPLIED 2WAY HARNESS/SCREWS	73.04	3-01-26-310-030 Materials and Supplies	Budget	1521 86	1

Check # Chec PO #		Description	Amount Paid	Charge Account	Account Type	Reconciled/\ Contract		
16054 08/0	14/23	05202 CAPE MAY CNTY TREASU	IDEDS ACE				15	521
23-00530		3RD QTR 2023 COUNTY TAXES		3-01-55-000-000 CAPE MAY COUNTY TAX	Budget		93	
23-00530	2	3RD QTR 2023 LIBRARY TAX	33,921.40		Budget		94	
23-00530	3	3RD QTR 2023 OPEN SPACE TAX	9,973.81		Budget		95	
23-00531	1	3RD QTR ANIMAL SHELTER FEE	2,662.25		Budget		96	
			236,689.58					
16055 08/0 23-00465	- III	05203 C.M.C.M.U.A. WASTER DISPOSAL FEES FOR JUNE 2023		3-01-32-465-000 SOLID WASTE DISPOSAL	Budget		15 29	521
23-00514	1	3RD QTR 2023 MUA WASTEWATER	2000 2000 1000 2000 2000 2000 2000 2000	3-09-55-502-078 Contract Services-MUA	Budget		87	
			130,086.03					
16056 08/0	14/23	05208 CAPE MAY CO.CLERK					15	521
23-00515		PRINT SAMPLE BALLOTS	118.55	3-01-20-120-023 printing-election	Budget		88	
23-00515	2	IMPRINT SAMPLE BALLOTS	35.41		Budget		89	
23-00515	3	POSTAGE			Budget		90	
			200.12					
16057 08/0	14/23	05235 THE CARLSEN GROUP IN	ıc				15	21
23-00489		CHARGES FOR JULY 2023		3-01-20-120-026 Maintenance Contracts	Budget			]
16058 08/0	4/23	05236 CAPRIONI PORTABLE TO	DILETS.INC.				15	21
23-00417		PORTABLE TOILETS FOR JULY 4TH		3-01-30-420-000 CELEBRATION OF PUBLIC EVENTS	Budget			
23-00417	2	PORTABLE TOILETS FOR JULY 4TH		3-01-30-420-000 CELEBRATION OF PUBLIC EVENTS	Budget		4	1
			225.00					
16059 08/0	4/23	05913 NJ DIVISION OF ALCOH	HOLIC				15	21
23-00468		MAINTENANCE AND PREPARATION		3-01-20-120-030 Materials and Supplies	Budget		32	1
16060 08/0- 23-00463		06001 CITY OF WILDWOOD GASOLINE FOR JUNE 2023	364.69	3-01-31-460-000 Gasoline and Diesel	Budget			21 1
16061 08/0- 23-00507		06615 COMCAST CHARGES FOR JULY 2023	121.91		Budget		15 76	
23-00507	2	CHARGES FOR JULY 2023	261.03		Budget		77	1
23-00507	3	CHARGES FOR JULY 2023	662.63	Telephone 3-01-31-440-000 Telephone	Budget		78	1

		ce Vendor Description	Amount Paid	Charge Account	Reconciled, Account Type Contract	/Void Ref N Ref Seq /	
16061 COMCA: 23-00507		Continued CHARGES FOR JULY 2023	113 35	3-01-31-440-000	Budget	79	1
23-00507		CHARGES FOR JULY 2023		Telephone	3. The second se		1
				3-01-31-440-000 Telephone	Budget	80	1
23-00507	6	CHARGES FOR JULY 2023		3-01-31-440-000 Telephone	Budget	81	1
			1,290.84				
16062 08/04		08201 DELTA DENTAL PLAN OF N.				152	21
23-00487	Ţ	CHARGES FOR JULY 2023	811.84	3-01-23-220-000 EMPLOYEE GROUP INSURANCE	Budget	53	1
23-00488	1	CHARGS FOR AUG 2023	811.84	3-01-23-220-000 EMPLOYEE GROUP INSURANCE	Budget	54	1
			1,623.68	The state of the s			
16063 08/04	/23	10811 STEFANKIEWICZ & BELASCO	LLC			152	)1
23-00459	1	ATTENDANCE - JUNE 2023 MEETING	750.00	3-01-21-180-028 Professional Services	Budget		1
23-00459	2	REVIEWED PROPOSED ORD 612	56.00	3-01-21-180-028	Budget	16	1
23-00459	3	DRAFT RES FOR ADOPT OF ORD 612	70.00	Professional Services 3-01-21-180-028	Budget	17	1
		-	876.00	Professional Services			
.6064 08/04,		13805 CINTAS FIRST AID & SAFET	Υ			152	1
23-00471	1	FIRST AID SUPPLIES P/W	80.00	3-01-26-290-030 Materials and Supplies	Budget		1
6065 08/04/	/23	16007 GFOA OF NEW JERSEY		- 10 Top (100)			_
23-00493		CONFERENCE FOR CFO	195.00	3-01-20-100-041	Budget	152: 61	1
				GEN. ADMIN. CONFERENCES & M		02	*
6066 08/04/		165158 STATE OF NJ DEPT OF LABO				1521	1
23-00511	1	ANNUAL PLAN ASSESSMENT FOR		3-01-20-100-044 GEN. ADMIN. DUES & MEMBERSH	Budget IPS	84	1
6067 08/04/	23	18611 JOYCE MEDIA				1521	
		WEH HOST FOR JULY 2023	89.95	3-01-20-140-026	Budget	1521 59	1
23-00492	2 1	WEBSITE UPDATES		Data Processing Maintenance 3-01-20-140-026	Budget	60	1
			124.95	Data Processing Maintenance	·		-
5068 08/04/	23	22106 INSTITUTE FOR FORENSTC					
		22106 INSTITUTE FOR FORENSIC TEST FOR OFFICER		3-01-25-240-026	Budget	1521 41	1
			ľ	Maintenance Contract			
069 08/04/		31220 MAX COMMUNICATIONS, INC.				1521	
23-00474	1 (	HARGES FOR JUNE 2023		3-01-31-440-000 Felephone	Budget		1
23-00475	1 0	HARGES FOR JULY 2023			Budget	39	1

Check # Che PO #		e Vendor Description	Amount Paid	Charge Account	Account	econciled/\ Contract			
16069 MAX 23-00476		NICATIONS, INC. Continued SERVICE CALL FOR P/D	190.00	3-01-31-440-000 Telephone	Budget		4(	0	1
16070 08/ 23-00491		34204 N.J. STATE LEAGUE OF NJ MUNICIPALITIES MAGAZINE		3-01-20-100-044 GEN. ADMIN. DUES & MEMBER	Budget SHIPS			1521 8	
16071 08/	/04/22	24220 CDDINI						1521	
23-00498		34220 SPRINT CHARGES FOR JULY 2023	354.78	3-01-31-440-000 Telephone	Budget		63		1
16072 08/ 23-00481	65	39801 PITNEY BOWES GLOBAL FOLLOWING MACHINE 4TH QTR		3-01-20-100-026 GEN. ADMIN. MAINTENANCE (	Budget MAIL)			1521 5	
16073 08/	04/23	44606 REMINGTON, VERNICK & WA	AI BERG					1521	
23-00263				3-01-20-165-028	Budget			2	1
23-00529	1	BIDDING SERVICES- MANHOLES	508.00	Professional Services 2-01-20-165-028 Professional Services	Budget		91	L	1
23-00529	2	CONSTRUCTION OBSERVATION SERV	298.00	2-01-20-165-028 Professional Services	Budget		97	2	1
			1,303.00						
16074 08/ 23-00506		48207 SOUTH JERSEY WELDING S CHARGES FOR JULY 2023		3-01-26-290-038 Gen. Hardware-maint. supp	Budget lies			L521 5	
16075 08/	04/23	50102 THE PRESS OF ATLANTIC	CTTV				1	L521	
23-00485		ADVERTISEMETN FOR PLANNING BRD		3-01-21-180-021	Budget		50		1
23-00486	1	LEGAL NOTICES	81.60	Legal Advertising 3-01-20-120-021	Budget		51		1
23-00486	2	LEGAL NOTICES-FINAL ADOPTION	34.40	Legal Advertising 3-01-20-120-021 Legal Advertising	Budget		52	2	1
		· <del>-</del>	142.40	g					
16076 08/	04/23	58005 CITY OF WILDWOOD WATER	UTILITY				1	1521	
23-00460		CHARGES FOR 3RD QTR 2023		3-01-31-455-000	Budget		18		1
23-00460	2	CHARGES FOR 3RD QTR 2023	135.75	WATER 3-01-31-455-000 WATER	Budget		19	)	1
23-00460	3	CHARGES FOR 3RD QTR 2023	3,338.00	3-01-25-265-057	Budget		20	)	1
23-00460	4	CHARGES FOR 3RD QTR 2023	93.75	FIRE HYDRANT SERVICE 3-01-31-455-000	Budget		21		1
23-00460	5	CHARGES FOR 3RD QTR 2023	34.25	WATER 3-01-31-455-000 WATER	Budget		22		1
23-00460	6	CHARGES FOR 3RD QTR 2023	294.75	3-01-31-455-000 WATER	Budget		23	}	1

Check # Check Dat PO # Item	ce Vendor Description	Amount Paid	Charge Account	Account Type	Reconciled/ Contract		
	CLDWOOD WATER UTILITY Continued CHARGES FOR 3RD QTR 2023 —	100.75	3-01-31-455-000 WATER	Budget		24	1
16077 08/04/23 23-00479 1	60201 XEROX CORPORATION CHARGS FOR JULY 2023	0.00	3-01-20-100-023 GEN. ADMIN. PRINTING	Budget		1521 42	
	65405 W. B. MASON	AC7 17	2 01 20 100 020	Dudgot		1521 1	1
	PAPER AND PAPER CLIPS  VARIOUS SUPPLIES		3-01-20-100-030 GEN. ADMIN. MATERIALS & SUF 3-01-20-100-030 GEN. ADMIN. MATERIALS & SUF	PPLIES Budget			1
		506.28					
16079 08/04/23 23-00470 1	65406 STANDARD OFFICE SYSTEM CHARGES FOR JULY 2023		3-01-20-100-023	Budget		1521 34	
23-00470 2	CHARGES FOR JULY 2023	51.13	GEN. ADMIN. PRINTING 3-01-20-100-023 GEN. ADMIN. PRINTING	Budget		35	1
150	654195 ZW USA INC. DOG WASTER BAGS		G-02-40-730-000 CLEAN COMMUNITIES	Budget		1521 28	
16081 08/04/23 23-00503 1	65436 MUNICIPAL CLERKS ASSOC 2023-2024 CLERK MEMBERSHIP		3-01-20-100-044 GEN. ADMIN. DUES & MEMBERSH	Budget HIPS		1521 66	
16082 08/04/23 23-00480 1	66666 VERIZON CHARGES FOR JULY 2023	44.71	3-01-31-440-000 Telephone	Budget		1521 43	
23-00480 2	CHARGES FOR JULY 2023	40.68	3-01-31-440-000 Telephone	Budget		44	1
	_	85.39	80005500				
16083 08/04/23	679012 NJCTBA	CEO 00	2 01 20 100 041	Budget		1521 49	1
23-00484 1	REGISTRATION FOR TAX ASSESOR	650.00	3-01-20-100-041 GEN. ADMIN. CONFERENCES & M	Budget MEETINGS		49	1
16084 08/04/23 23-00467 1	694218 FM GENERATOR REPAIR TO GENERATOR P/D	171.60	3-01-26-310-082 Building Repairs	Budget		1521 31	1
16085 08/04/23 23-00501 1	964679 GEBHARDT & KIEFER, P.C PROFESSIONAL SERVICES RENDERED		3-01-20-155-027	Budget		1521 64	1
23-00502 1	ADDITIONAL PROFESSIONAL SERV	270.00	Legal Services 3-01-20-155-027 Legal Services	Budget		65	1

PO # I1		e Vendor Description	Amount Paid	Charge Account	Account Type	Reconciled/\ Contract		
.6086 08/04, 23-00472		964687 GENERAL CODE, LLC CODE REVIEW SIT ANNUAL	1,195.00	3-01-20-100-028 GEN. ADMIN. OTHER PROFESSIO	Budget NAL SERVICES		152 37	
.6087 08/04/	/23	967715 STANDARD PIPE SERVICE	S, LLC				152	21
23-00469		2% RETAINER DUE - JOB IS		3-09-55-502-028 Professional Services	Budget		33	
6088 08/04/							152	
23-00483	1	LEASE - CHEVY SILVERADO	1,030.12	3-01-26-290-063 lease	Budget		48	
6089 08/04/	/23	967731 PINELAND CONSTRUCTION	1 110				152	21
23-00462		30 YARD DUMPSTER - P/W		3-01-26-310-030	Budget			
23-00510	1	TRASH PICK UP FOR JULY 2023	10,083.33	Materials and Supplies 3-01-26-305-029	Budget		83	
			10,383.33	Contractual-collection				
C000 00/04	/22	02102					1.53	21
6090 08/04/ 23-00418		03102 BANK OF AMERICA HOT DOGS FOR JULY 4TH PARADE	217.27	3-01-30-420-000	Budget		152 5	
23 00 120	_	101 2000 101 3021 1111 171002	227127	CELEBRATION OF PUBLIC EVENT				
23-00419	1	JUICE & SUPPLIES FOR JULY 4TH	128.81	3-01-30-420-000	Budget		6	
23-00420	1	3 SPEED FLOOR BLOWER	100 00	CELEBRATION OF PUBLIC EVENT 3-01-26-310-030	S Budget		7	
23-00420	1	3 SPEED FLOOK BLOWER	133.33	Materials and Supplies	buuyet		1	
23-00420	2	1 YEAR MEMBERSHIP	29.99	3-01-26-310-030	Budget		8	
22 22/21			72.02	Materials and Supplies	- 1 .		^	
23-00421	1	VARIOUS SUPPLIES	72.92	3-01-26-310-030 Materials and Supplies	Budget		9	
23-00422	1	VARIOUS SUPPLIES	139.05	3-01-26-310-082	Budget		10	
-5 55				Building Repairs	<b>J</b>			
23-00423	1	VARIOUS SUPPLIES	11.25	3-01-26-310-052	Budget		11	
23-00436	1	HOT DOG ROLLS AND WATER FOR	174 40	Janitorial Equipment 3-01-30-420-000	Budget		12	
23-00430	1	HOT DOG ROLLS AND WATER FOR	174.40	CELEBRATION OF PUBLIC EVENT			14	
23-00450	1	VARIOUS SUPPLIES	115.96	3-01-26-290-030	Budget		14	
22 00166	1		15.00	Materials and Supplies			20	
23-00466	1	BOROUGH MEETING DUE TO	15.98	3-01-20-100-041 GEN. ADMIN. CONFERENCES & M	Budget		30	
23-00512	1	PREMIM BRIEFING/MODEL SERVICE	79.95	3-01-25-252-030	Budget		85	
		•	1,185.57	Materials and Supplies				
port Totals		Paid Void	Amount P	aid Amount Void				
		Checks: 45 0	407,241	.53 0.00				
	Div	ect Deposit: 0 0	0	.00 .53 0.00				

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total	
CURRENT FUND	2-01	806.00	0.00	0.00	806.00	
CURRENT FUND	3-01	277,674.12	0.00	0.00	277,674.12	
UTILITY FUND	3-09 Year Total:	128,251.50 405,925.62	0.00	0.00	128,251.50 405,925.62	
GRANT FUND	G-02	509.91	0.00	0.00	509.91	
	Total Of All Funds:	407,241.53	0.00	0.00	407,241.53	

State of My Health Care

#17, 182 <sup>15</sup> #434, 424. <sup>28</sup>

# BOROUGH OF WEST WILDWOOD Check Register By Check Id

Page No: 1

Range of Checking Repor	Accts: CAPITAL t Type: All Checks		ange of Check Ids: 1460 to Detail Check Type	1462 : Computer: Y Manual: Y	Dir Deposit: Y
Check # Check Dat PO # Item	e Vendor Description	Amount Paid	Charge Account		Void Ref Num Ref Seq Acct
1460 08/04/23 23-00499 1	44606 REMINGTON, VE RECONSTRUCTION OF W. P	RNICK & WALBERG INE AVE 688.00	C-04-55-919-102 RECONSTRUCTION OF PINE AVE	Budget	1522 2 1
1461 08/04/23 23-00496 1	44606 REMINGTON, VE SURVEY, DRAFTING, DESIG	RNICK & WALBERG N AND 18,989.00	C-04-55-919-108 STORMWATER DRAINAGE-LAKE/V	Budget	1522 1 1
1462 08/04/23 23-00508 1	51103 TRIAD ASSOCI ADA RAMP-IMPLEMENTATIO		C-04-55-919-103 INSTALLATION OF POLICE ADA	Budget	1522 3 1
Report Totals	Checks: 3 rect Deposit: 0 Total: 3	Void         Amount           0         20,67           0         20,67	7.00 0.00 0.00 0.00		

# BOROUGH OF WEST WILDWOOD Check Register By Check Id

Page No: 2

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total	
CAPITAL FUND	C-04	20,677.00	0.00	0.00	20,677.00	
Tota	al Of All Funds:	20,677.00	0.00	0.00	20,677.00	

		Accts: TRUST OTHER to TRUST T Type: All Checks	T OTHER Ra Report Format:	nge of Check Ids: 1237 to Detail Check Type:	1238 Computer: Y Manual: Y	Dir Deposit	: Y
Check # Check PO # I		e Vendor Description	Amount Paid	Charge Account		Void Ref Nu Ref Seq A	
1237 08/04 23-00516		44606 REMINGTON, VERNICK & V 620 W. MAPLE -SJG		T-12-00-000-013	Budget	152 2	
23-00517	1	613 W. PINE AVE - SJG	190.50	RESERVE FOR STREET OPENINGS T-12-00-000-013 RESERVE FOR STREET OPENINGS	Budget	3	1
23-00518	1	514 S. POPLAR AVE -SJG	213.50	T-12-00-000-013 RESERVE FOR STREET OPENINGS	Budget	4	1
23-00519	1	4 D AVE - SJG	213.50	T-12-00-000-013 RESERVE FOR STREET OPENINGS	Budget	5	1
23-00520	1	34 LAKE RD - SJG	37.50	T-12-00-000-013 RESERVE FOR STREET OPENINGS	Budget	6	1
23-00521	1	34 LAKE RD - MITCHELL NICHOLS	37.50	T-12-00-000-013 RESERVE FOR STREET OPENINGS	Budget	7	1
23-00522	1	211 NEPTUNE AVE - SJG	37.50	T-12-00-000-013 RESERVE FOR STREET OPENINGS	Budget	8	1
23-00523	1	213 N AVE - SJG	37.50	T-12-00-000-013 RESERVE FOR STREET OPENINGS	Budget	9	1
23-00524		649 W. POPLAR - SJG		T-12-00-000-013 RESERVE FOR STREET OPENINGS		10	1
23-00525		749 W. POPLAR - SJG		T-12-00-000-013 RESERVE FOR STREET OPENINGS		11	1
23-00526		529 W. POPLAR AVE - BUDD'S		T-12-00-000-013 RESERVE FOR STREET OPENINGS	Budget	12	1
23-00527		217 O AVE - SJG		T-12-00-000-013 RESERVE FOR STREET OPENINGS		13	1
23-00527 23-00528		217 O AVE - SJG 219 O AVE - BL 129 LOT 12.01		T-12-00-000-013 RESERVE FOR STREET OPENINGS	Budget	14 15	1
23-00320	1	219 0 AVE - BL 129 LOT 12.01	1,677.00	T-12-00-000-013 RESERVE FOR STREET OPENINGS	Budget	13	1
1238 08/04	/23	44606 REMINGTON, VERNICK & W	- 8			1524	4
23-00497	-	13 VENICE-BULKHEAD INSPECTION		T-12-00-000-014 RESERVE FOR BULKHEADS	Budget	1	1
Report Totals		Paid Void Checks: 2 0 rect Deposit: 0 0	<u>Amount P</u> 2,241	.00			
***************************************	UI	Total: 2 0	0 2,241	0.00			

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
	T-12	2,241.00	0.00	0.00	2,241.00
i	Total Of All Funds:	2,241.00	0.00	0.00	2,241.00

# Commissioner's Report - Finance and Revenue

# **Tax Collector Report**

- 2023 Taxes collected thru 6/31/2023: \$1,857,310
- Delinquent Taxes collected thru 6/31/2023: \$23,874
- 2023 Sewer Rents collected thru 6/31/2023: \$323,978
- Delinquent Sewer Rents collected thru 6/31/2023: \$18,762

# **Operating Budget**

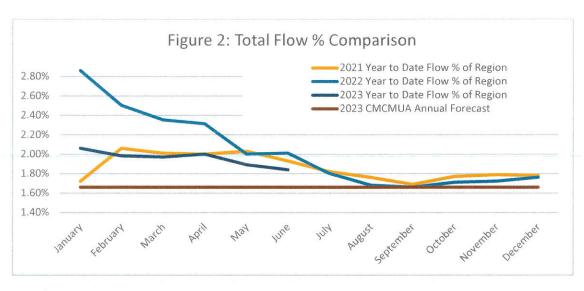
# **August 4 Operating Account Status**

FCOA	Description	% Expended	Notes
20	General Government	49%	
21	Land-Use Administration	70%	Planning Board related costs
22	Uniform Construction Code	19%	
23	Insurance	53%	
25	Public Safety	39%	
26	Public Works	34%	
27	H&HS (Animal Control)	87%	
28	Parks and Recreation	55%	
29	Education (Fire Prevention)	58%	
30	Public Events	69%	July 4th Celebration, shred day
31	Utilities and Bulk Purchases	48%	Electric, Telephone, Fuel
32	Landfill / Solid Waste Disposal	60%	
36	Statutory Expenditures	80%	
42	Shared Services	49%	
43	Court and Public Defender	50%	
44	Capital	0%	Contribution to Capital Fund
45	Debt	73%	Bonds and Bond Anticipation Notes
	Total	51%	Total of all accounts

# **Sewer Utility**

# Projects planned are:

- Renovation of 3 Neptune Ave manholes.
- Repairs/upgrades to pump station on 26<sup>th</sup> Street.
- Maple Avenue USDA project design has started.

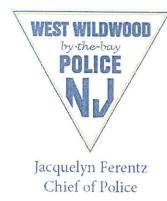


# **Fair Share Housing Program**

No updates this month.

# July Log's

- HAUG SIGNS FOR PARADE.
- Put covés DOWN "
- Put up tents, " " est. ect. ect. o (work parente)
- Fix A.C. UNIT ON police pept. ROOF.
- Fix Leak ON other sipe of ROOF.
- Fix pot holes ( Pine also maple)
- OPEN MAN hole (END OF MAPLE)
- pump out 26 st. (LOST POWER) !
- Turn malch AT play 6 ROUND.
- INSpect police vec. + change oil.
- paint curiss, + city hall.
- Pick up paid bulk.
- Weer ent Knyak PARK.
- De mo police Dept. -
- Weep eat 26th st



# West Wildwood Police Department

701 West Glenwood Avenue West Wildwood, New Jersey 08260 Phone: (609) 522-2396 • Fax: (609) 522-7350

**Police Activity Report** 

July 1, 2023 to July 31, 2023

# Calls for Service Breakdown:

- 2 Alarms
- 4 Animal Complaints
- 6 Assisting Other Agencies
- 1 CDS Investigation
- 1 Civil Matter
- 1 Directed Patrols/Walking Beats
- 3 Follow Up Investigation
- 8 General Complaints
- 1 Harassment Complaint
- 1 Juvenile Complaint
- 1 Local Ordinance Violations
- 5 Lost/Found Property
- 14 Medical Assists/Check the Well-Being
- 2 Missing Persons (Recovered)
- 1 Motor Vehicle Accident
- 29 Motor Vehicle Stops
- 1 Neighbor Issue
- 2 Noise Complaint
- 7 Other Public Service Calls
- 30 Parking Complaint/Violations
- 18 Property Checks
- 2 Suspicious Vehicles/Persons
- 1 Water Leak

**Total Calls for Service: 166** 

This is an abridged version of actual calls for service.