

**REGULAR
MEETING
MINUTES**

JAN 5, 2024

Borough of West Wildwood

"Small town Charm on the Back Bay"

AGENDA

NOTICE OF TENTATIVE AGENDA - REGULAR MEETING – JANUARY 5, 2024

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. 2023-128 ADOPTED ON DECEMBER 27, 2023. 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:

Regular Meeting – December 6, 2023

RESOLUTIONS:

2024-001 - AWARDING CONTRACT TO CREST CONSTRUCTION GROUP, LLC. FOR PARKING IMPROVEMENTS AT WEST WILDWOOD PARK (BAY AVENUE PLAYGROUND)

2024-002 -AUTHORIZING THE AWARDING OF A NON-FAIR AND OPEN CONTRACT FOR THE PROFESSIONAL SERVICES OF BOND COUNSEL (McMANIMOM-SCOTLAND-BAUMANN)

2024-003 – AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR AFFORDABLE HOUSING ADMINISTRATIVE AGENT SERVICES TO TRIAD ASSOCIATES

2024-004 – AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR THE PROFESSIONAL SERVICES OF LABOR COUNSEL (PARKER McCAY)

2024-005 – AUTHORIZING THE APPOINTMENT OF A MUNICIPAL HUMANE LAW ENFORCEMENT OFFICER

Borough of West Wildwood

"Small town Charm on the Back Bay"

2024-006 – AUTHORIZING THE APPOINTMENT OF A DEPUTY EMERGENCY MANAGEMENT COORDINATOR

2024-007 – AUTHORIZING THE APPOINTMENT OF THE CUSTODIAN OF RECORDS FOR THE WEST WILDWOOD POLICE DEPARTMENT

2024-008 – AUTHORIZING THE APPOINTMENT OF A FIRE OFFICIAL

2024-009 – AUTHORIZING THE APPOINTMENT OF A ZONING OFFICER

2024-010 – AUTHORIZING THE AWARD OF EXTRAORDINARY UNSPECIFIABLE SERVICES (EUS) CONTRACT WITH BARBER CONSULTING SERVICES FOR NETWORK SUPPORT/INFORMATION TECHNOLOGY SUPPORT

2024-011 - A RESOLUTION AUTHORIZING THE BOROUGH OF WEST WILDWOOD POLICE DEPARTMENT TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE WEST WILDWOOD POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

2024-012 – AUTHORIZING THE APPOINTMENT OF MEMBERS TO SERVE ON THE BOARD OF DIRECTORS OF THE ENTERPRISE ZONE DEVELOPMENT CORPORATION OF THE WILDWOODS

2024-013 – AUTHORIZING THE BOROUGH ENGINEERS TO PROCEED WITH ENGINEERING DESIGN AND CONSTRUCTION PHASE SERVICES IN CONNECTION WITH THE FY2023 NJDOT MUNICIPAL AID PROGRAM RECONSTRUCTION OF J AVENUE FROM POPLAR AVENUE TO GLENWOOD AVENUE

2024-014 - AUTHORIZING THE BOROUGH ENGINEER TO PROCEED WITH ENGINEERING DESIGN AND CONSTRUCTION PHASE SERVICES IN CONNECTION WITH THE BULKHEAD REPLACEMENT AND STORMWATER IMPROVEMENTS AT NEPTUNE AVENUE

APPROVAL TO PAY BILLS

REPORTS FROM COMMISSIONERS

OPEN TO THE FLOOR FOR PUBLIC COMMENT

ADJOURNMENT

Donna L. Frederick, RMC
Municipal Clerk

ADDITIONAL AGENDA ITEM(S)
NOTICE OF TENTATIVE AGENDA - REGULAR MEETING – JANUARY 5, 2024
7:00PM – ACTION MEETING

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

RESOLUTIONS:

2024-015 – APPROVING BUDGET TRANSFERS FOR THE CY2023

BOROUGH OF WEST WILDWOOD
BOARD OF COMMISSIONERS
REGULAR MEETING
JANUARY 5, 2024
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
Municipal Clerk Donna L. Frederick

ADDITIONS/DELETIONS OF AGENDA ITEMS:

Clerk stated an addition to the agenda resolution 2024-015 and will announce it when it comes up.

APPROVAL OF MINUTES:

Clerk called for a motion to adopt minutes as presented.
Regular Meeting – December 6, 2023
Motion by Comm. Banning; Second by Comm. Segrest.
Roll Call Vote: Comm. Banning, yes; Comm. Segrest, yes; Mayor Ksiazek, yes.
Motion Carried

RESOLUTIONS: CLERK READ BY NUMBER & TITLE

2024-001 - AWARDING CONTRACT TO CREST CONSTRUCTION GROUP, LLC. FOR PARKING IMPROVEMENTS AT WEST WILDWOOD PARK (BAY AVENUE PLAYGROUND)

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.

2024-002 -AUTHORIZING THE AWARDING OF A NON-FAIR AND OPEN CONTRACT FOR THE PROFESSIONAL SERVICES OF BOND COUNSEL (McMANIMOM-SCOTLAND-BAUMANN)

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.

2024-003 – AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR AFFORDABLE HOUSING ADMINISTRATIVE AGENT SERVICES TO TRIAD ASSOCIATES

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.

2024-004 – AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT FOR THE PROFESSIONAL SERVICES OF LABOR COUNSEL (PARKER McCAY)

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.

2024-005 – AUTHORIZING THE APPOINTMENT OF A MUNICIPAL HUMANE LAW ENFORCEMENT OFFICER

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.

2024-006 – AUTHORIZING THE APPOINTMENT OF A DEPUTY EMERGENCY MANAGEMENT COORDINATOR

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.

2024-007 – AUTHORIZING THE APPOINTMENT OF THE CUSTODIAN OF RECORDS FOR 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.

2024-008 - AUTHORIZING THE APPOINTMENT OF A CODE ENFORCEMENT OFFICIAL

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.

2024-009 – AUTHORIZING THE APPOINTMENT OF A ZONING OFFICER

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.

2024-010 – AUTHORIZING THE AWARD OF EXTRAORDINARY UNSPECIFIABLE SERVICES (EUS) CONTRACT WITH BARBER CONSULTING SERVICES FOR NETWORK SUPPORT/INFORMATION TECHNOLOGY SUPPORT

2024-011 - A RESOLUTION AUTHORIZING THE BOROUGH OF WEST WILDWOOD POLICE DEPARTMENT TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE WEST WILDWOOD POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

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.

2024-012 – AUTHORIZING THE APPOINTMENT OF MEMBERS TO SERVE ON THE BOARD OF DIRECTORS OF THE ENTERPRISE ZONE DEVELOPMENT CORPORATION OF THE WILDWOODS

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.

2024-013 – AUTHORIZING THE BOROUGH ENGINEERS TO PROCEED WITH ENGINEERING DESIGN AND CONSTRUCTION PHASE SERVICES IN CONNECTION WITH THE FY2023 NJDOT MUNICIPAL AID PROGRAM RECONSTRUCTION OF J AVENUE FROM 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.

2024-014 - AUTHORIZING THE BOROUGH ENGINEER TO PROCEED WITH ENGINEERING DESIGN AND CONSTRUCTION PHASE SERVICES IN CONNECTION WITH THE BULKHEAD REPLACEMENT AND STORMWATER IMPROVEMENTS AT NEPTUNE AVENUE

A 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.

DDITION TO THE AGENDA

RESOLUTION, clerk announced the following resolution as an addition to the agenda and read by number & title:

2024-015 – APPROVING BUDGET TRANSFERS FOR THE CY2023

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.

APPROVAL TO PAY BILLS

Clerk asked for a motion for the **APPROVAL TO PAY BILLS WHEN PROPERLY SIGNED AND ENDORSED:** (list attached)

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

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

Motion Carried

Reports from Commissioners:

Mayor gave the DPW report for the month of December 2023 (copy attached). Mayor gave updates on projects including UEZ parking and recreation grant for the playground. Mayor reported on grants received from D.O.T. for J Avenue and the West end of Maple Avenue. Mayor gave updates for project close outs for Poplar Avenue, Lake/Venice Avenue, Pine Avenue and A Avenue.

Mayor discussed future project: Neptune Avenue bulkhead and building roof.

Commissioner Segrest gave the finance report (copy attached) and discussed manhole replacement and renovations. Commissioner Segrest discussed fair share housing outreach program. Comm. stated the borough tax collection rate is 98%.

Comm. Banning gave the Police Activity report for December 2023 (copy attached).

Mayor opened the meeting for public comment.

DAVE CULLEN, inquired about the Maple Avenue project bid. Mayor informed him that the bids were opened and there may be an award at the workshop meeting on Jan. 17th. Engineer Anthony Chadwell stated there will be a pre-construction meeting scheduled after the bid is awarded with the borough and the contractor. Mayor stated the residents in the work area will receive a letter so they can meet and ask questions of the contractor prior to construction. Solicitor explained that the borough is governed by Public Contract Laws regarding the bid award process. Project time frame is 120 days after notice to proceed has been given to contractor.

SAMANTHA HOWARD, complained about debris from construction sites of three new houses being built in her area: vehicles parking and blocking the street. Ms. Howard stated she talked to them, but they hadn't done anything. Comm. Banning instructed her to call the borough hall for code enforcement and to call the police department for parking matters. Ms. Howard stated she had called the PD and they didn't do anything. Comm. Banning will follow-up with the Chief regarding this matter and will have code enforcement notified.

SUSAN CZWALINA, asked for the costs associated with several adopted resolutions. Clerk provided the costs. Ms. Czwalina commented if the hall roof would be completed by the summer; asked about the police property checks. Mayor stated the roof would be a springtime project the temperature needs to be above 50 degrees, and the borough is waiting on the installation of the HVAC system first. Ms. Czwalina asked how the dredging project is going. Ms. Czwalina asked about the extension railing at the beach. Comm. Segrest stated he suggested waiting on this due to the shifting sand and dredging may change the water flow.

Solicitor Lyons stated that it is beneficial for the borough to have a code enforcement official who has court room experience because they may need to testify in court if summons are issued.

KATE SAMSON, commented that the lights at the park look great and inquired about the J Avenue project. Ms. Samson asked about the other end of J Avenue and the playground project. Commissioners are aware of the flood issues by the condos, which is private property. Mayor stated the borough has funds in place to make playground improvements. Ms. Samson commented that a shade structure of some type would be nice. Mayor is looking into this too and is meeting with the original contractor who designed and installed the playground equipment.

Mayor discussed UEZ bike racks; trash receptacles; informational sign and the borough will be receiving another \$137,000 in UEZ funding this year.

Discussion ensued regarding the possible use of high school students for community service projects.

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 JANUARY 5, 2024 and not a verbatim transcript.
THESE MINUTES WERE APPROVED AT THE FEBRUARY 2, 2024 REGULAR COMMISSION MEETING


MAYOR MATTHEW J. KSIAZEK
COMMISSIONER JOHN J. BANNING

- ABSENT -
COMMISSIONER JOSEPH D. SEGREST

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

RESOLUTION 2024-001

**AWARDING CONTRACT TO CREST CONSTRUCTION GROUP, LLC. FOR
PARKING IMPROVEMENTS AT WEST WILDWOOD PARK**

WHEREAS, five (5) bids were received by the Borough of West Wildwood on November 28, 2023 in connection with a contract for ***PARKING IMPROVEMENTS AT WEST WILDWOOD PARK***; and

WHEREAS, *Crest Construction Group, LLC., 880 Route 9, Little Egg Harbor, NJ 08005*, was the lowest bidder for the Base Bid; and

WHEREAS, the Borough Engineer and Borough Solicitor have reviewed the bid of *Crest Construction Group, LLC., 880 Route 9, Little Egg Harbor, NJ 08005*, 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 *Crest Construction Group, LLC., 880 Route 9, Little Egg Harbor, NJ 08005*; and

WHEREAS, the total bid price of the Base Bid is \$94,800.00.

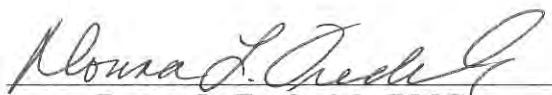
NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey as follows:

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 ***PARKING IMPROVEMENTS AT WEST WILDWOOD PARK*** project to be performed by *Crest Construction Group, LLC., 880 Route 9, Little Egg Harbor, NJ 08005* for a cost not to exceed \$94,800.00.
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 *Crest Construction Group, LLC.* for execution and return.
4. The Chief Financial Officer has ascertained that there are available sufficient appropriations to award this contract with Crest Construction Group LLC, through permanent budget certification account(s) 3-04-55-920-104 (\$11,800.00) Bond Ordinance 617(2023) and G-02-40-800-002 (\$83,000.00 UEZ Funds)) for a total contract amount of \$94,800.00.

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 **Regular Meeting** held on **January 5, 2024**.


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: CREST CONSTRUCTION GROUP, LLC

FOR: PARKING IMPROVEMENTS AT WEST WIDWOOD PARK

IN THE AMOUNT OF: \$94,800.00

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

AMOUNT: \$94,800.00

ACCOUNT(S) C-04-55-920-104– \$11,800.00 BOND ORDINANCE 617-2023
G-02-40-800-002 – \$83,000.00 UEZ FUNDS

TOTAL AMOUNT OF CONTACT: \$94,800.00


Amount Certified by this Certification: \$94,800.00

 TEMPORARY BUDGET CERTIFICATION @ 25%

 X PERMANENT BUDGET CERTIFICATION @ 100%

 CONTINGENCY CERTIFICATION: UPON ADOPTION OF FINAL BUDGET.

Date: January 5, 2024

Chief Financial Officer: 

Resolution # 2024-001

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

RESOLUTION 2024-002

**AUTHORIZING THE AWARDING OF A NON-FAIR AND OPEN CONTRACT
FOR THE PROFESSIONAL SERVICES OF BOND COUNSEL**

WHEREAS, the Board of Commissioners of the Borough of West Wildwood has a need to acquire Professional Services of a Bond Counsel; and

WHEREAS, McManimon, Scotland & Baumann, LLC, Attorneys at Law with offices at 75 Livingston Avenue, Roseland, New Jersey, 07068, hereinafter referred to as "Counsel" has submitted a Proposal for said services, which is on file with the Municipal Clerk; and

WHEREAS, McManimon, Scotland & Baumann has completed and submitted a Business Entity Disclosure which certifies that no reportable contributions to a political or candidate committee in the name of West Wildwood Borough Commissioner within the previous year and that this Contract will prohibit McManimon, Scotland & Baumann from making any reportable contributions for the term of this Contract.

WHEREAS, the Chief Financial Officer has ascertained that there are available sufficient appropriations to award this contract with McManimon, Scotland & Baumann, LLC, contingent upon adoption of final budget, as per fee schedule, from account 4-01-20-155-027.


NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of West Wildwood, Cape May County, New Jersey that the Mayor and/or Deputy Mayor be and is hereby authorized to execute a Contract with McManimon, Scotland & Baumann, to serve a Bond Counsel for the Borough of West Wildwood and the term of appointment shall commence on January 1, 2024 and expire on December 31, 2024.

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because N.J.S.A. 40A:11-5, which provides inter alia, that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized professional and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids all of which classification the aforesaid contract falls within; and

BE IT FURTHER RESOLVED that the award of this contract shall be published by the Municipal Clerk in accordance with the requirements of Law.

	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 **January 5, 2024**.


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

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

RESOLUTION 2024-003

**AUTHORIZING THE APPOINTMENT OF TRIAD ASSOCIATES AS THE
ADMINISTRATIVE AGENT AS GOVERNED BY THE NEW JERSEY FAIR SHARE
HOUSING ACT (N.J.S.A. 52:27D-301, et seq.)**

WHEREAS, the Board of Commissioners desire to engage the professional services of Consultant to assist the Borough of West Wildwood to perform the duties and responsibilities of Administrative Agent as are governed by the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301 et seq.) (hereinafter referred to as "Act") and Section 5:80-26.1 et seq. of the regulations promulgated there under (the Rules); and

WHEREAS, TRIAD Associates has submitted a proposal on December 26, 2023, detailing the Scope of Services to meet the obligations of the Act, with compensation for such services not to exceed \$7,500.00 per year; and

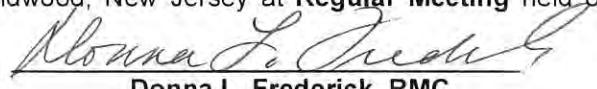
WHEREAS, the Chief Financial Officer has ascertained there are available sufficient appropriations to award this contract to TRIAD contingent upon adoption of the final budget, in the amount not to exceed \$7,500.00 from General Administration account 4-01-20-100-028.

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, State of New Jersey that the Mayor be and is hereby authorized to execute a Contract Agreement with TRIAD Associates as Administrative Agent for a term of one year commencing January 1, 2024 with compensation not to exceed \$7,500.00.

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because N.J.S.A. 40A:11-5, which provides inter alia, that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized professional and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids all of which classification the aforesaid contract falls within; and

	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 **Regular Meeting** held on **January 5, 2024**.



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

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

RESOLUTION 2024-004

**AUTHORIZING THE AWARDING OF A NON-FAIR AND OPEN CONTRACT
FOR PROFESSIONAL SERVICES OF LABOR COUNSEL**

WHEREAS, the Borough of West Wildwood is seeking Professional Services for labor relations; and

WHEREAS, Parker McCay, P.A. with offices located at 9000 Midlantic Drive, Suite 300, P.O. Box 5054, Mount Laurel, New Jersey 08054, is qualified to serve as Labor Counsel for the Borough of West Wildwood and has submitted a Proposal which is attached hereto; and

WHEREAS, a Professional Services Contract Agreement for Legal Services along with the terms of the representation has been submitted with a hourly fee schedule for the term commencing January 1, 2023 through December 31, 2023.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, that the Mayor is hereby authorized on behalf of the Borough to sign the Professional Services Contract Agreement; and

BE IT FURTHER RESOLVED, the Chief Financial Officer has ascertained that there are available sufficient appropriations to award this contract with Parker McCay, P.A. contingent upon adoption of final budget, in the amount per the attached fee schedule from account 4-01-20-155-027.

BE IT FURTHER RESOLVED that this contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because N.J.S.A. 40A:11-5, which provides inter alia, that no local unit shall be required to advertise for bids for services rendered or performed by a person authorized by law to practice a recognized professional and whose practice is regulated by law, or to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids all of which classification the aforesaid contract falls within; and

BE IT FURTHER RESOLVED that the award of this contract shall be published by the Municipal Clerk in accordance with the requirements of Law.

	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 January 5, 2024.**



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

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

RESOLUTION 2024-005


**AUTHORIZING THE APPOINTMENT OF MUNICIPAL HUMANE LAW
ENFORCEMENT OFFICERS**

WHEREAS, the State of New Jersey requires the Borough to appoint Municipal Humane Law Enforcement Officers.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of West Wildwood, County of Cape May, State of New Jersey, that Sgt. James Dodd is hereby appointed to the position of Municipal Humane Law Enforcement Officers for the West Wildwood Police Department.

	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 **January 5, 2024**.


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

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

RESOLUTION 2024-006

**AUTHORIZING THE APPOINTMENT OF A DEPUTY
EMERGENCY MANAGEMENT COORDINATOR**

WHEREAS, the Borough of West Wildwood Emergency Management Coordinator has determined the need to appoint a Deputy Emergency Management Coordinator; and

WHEREAS, the Emergency Management Coordinator has determined it would be beneficial to appoint Sgt. James Dodd as Deputy Emergency Management Coordinator.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, that Sgt. James Dodd is hereby appointed as Emergency Management Deputy Coordinator for a term expiring December 31, 2024.

	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 **January 3, 2024**.


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

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

RESOLUTION 2024-007

**AUTHORIZING THE APPOINTMENT OF THE CUSTODIAN OF RECORDS
FOR THE WEST WILDWOOD POLICE DEPARTMENT**

WHEREAS, it is required by New Jersey's law governing access to government records maintained by public agencies N.J.S.A. 47:1A-1 et. seq. to have a custodian of records; and

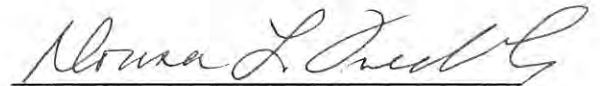
WHEREAS, it is necessary to appoint a custodian of records for the West Wildwood Police Department due to the nature and confidentiality of police records; and

WHEREAS, Chief Jacquelyn Ferentz and Sergeant James Dodd are hereby appointed as the Custodian of Records for the West Wildwood Police Department.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, that Chief Jacquelyn Ferentz and Sergeant James Dodd be and are hereby appointed as the custodians of records for the West Wildwood Police Department.

	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 **January 5, 2024**.



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

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

RESOLUTION 2024-008

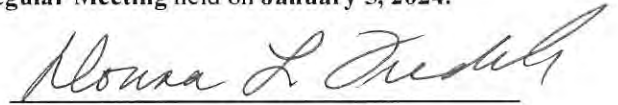
APPOINTMENT OF A CODE ENFORCEMENT OFFICIAL

WHEREAS, James Dodd is qualified to perform the duties of Code Enforcement Official for the Borough of West Wildwood.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of West Wildwood, Cape May County, New Jersey, that James Dodd shall hereby be appointed as Code Enforcement Official effective January 1, 2024, and ending on December 31, 2024.

	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 **January 5, 2024**.



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

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

RESOLUTION 2024-009

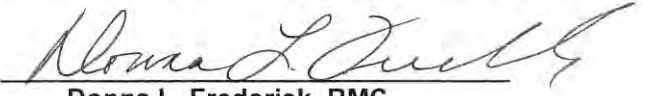
AUTHORIZING THE APPOINTMENT OF A ZONING OFFICIAL

WHEREAS, Richard Allen currently holds this position and is duly certified and has the required State of New Jersey DCA Licenses.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey that Richard Allen is hereby appointed as Zoning Official, effective January 1, 2024 through December 31, 2024.

	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 **January 5, 2024**.



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

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

RESOLUTION 2024-010

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BOROUGH OF
WEST WILDWOOD AUTHORIZING AWARD OF EXTRAORDINARY
UNSPECIFIABLE SERVICES CONTRACT WITH BARBER CONSULTING
SERVICES, LLC FOR NETWORK SUPPORT/INFORMATION TECHNOLOGY
SERVICES**

WHEREAS, there exists the need for the “Extraordinary Unspecifiable Services” of a NETWORK SUPPORT / INFORMATION TECHNOLOGY SPECIALIST, to be retained by the Borough for all hardware and software systems for internal operation as directed by the authorized representatives of the Borough of West Wildwood, all as more specifically set forth in the attached Agreement which is made a part hereof by reference as if fully set forth; and

WHEREAS, The Contract is awarded without competitive bidding as a “Extraordinary Unspecifiable Service” under the provisions of the Local Public Contracts Law pursuant to N.J.S.A. 40A:11-5 which states that no local unit shall be required to advertise for bids for services which are of such a qualitative nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids, all of which classification the aforesaid contract falls within; and

WHEREAS, under the Local Public Contracts Law, N.J.S.A. 40A:11-1, et. seq., the subject contract would be a contract for Extraordinary Unspecifiable Services because the service requires unique artistic design skills and abilities that are of a qualitative nature; and

WHEREAS, Barber Consulting Services, LLC, has completed and submitted a Business Entity Disclosure Certification which certifies that he will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 commencing January 1, 2024 to any political committee or candidate through the term of this contract.

WHEREAS, the Chief Financial Officer has ascertained that there are available sufficient appropriations to award this contract with Barber Consulting Services, LLC contingent upon adoption of final budget, as per fee schedule attached, from account #4-01-20-140-026.

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

1. That the allegations of the preamble hereto are incorporated herein as if fully set forth.


2. That the Commissioner of Revenue & Finance and Borough Clerk are hereby authorized and empowered to execute the attached agreement with **Barber Consulting Services, LLC.**, who shall be compensated by voucher at the agreed upon contract amount of \$21,480.00, contingent upon certification from the Chief Financial Officer as to the availability of funds, and whose rate/fee structure are contained in the aforesaid Agreement and said "Independent Contractor" shall be required to comply with this Resolution, and the attached Agreement. Said Network Support / Information Technology Specialist is further required to comply with all other conditions/provisions of law or regulation applicable to a "Extraordinary Unspecified Contractor," including but not limited to procuring/maintaining sufficient insurance coverages necessary to fully protect the interests of the Borough in each and every instance relative to performance under this contract. This contract is awarded pursuant to N.J.S.A. 40A:11-5(dd) which states "The provision or performance of goods or services for the support or maintenance of proprietary computer hardware and software, except that this provision shall not be utilized to acquire or upgrade non-proprietary hardware or to acquire or update non-proprietary software."

3. The award of this contract is contingent upon compliance with the New Jersey Pay to Play Law as set forth in N.J.S.A. 19:44A-1; production of the Business Entity Disclosure Certificate, Affirmative Action Compliance Notice, New Jersey Certificate of Employee Information Report, New Jersey Business Registration Certificate and proof of insurance as required in the contract and certification from the Chief Financial Officer as to the availability of funds; a copy of these documents shall be kept on file in the office of the Borough Clerk.

4. That a copy of the specific items appertaining to the award of this contract shall be published in a Notice of Award in *The Herald of Cape May County* as required by law within ten (10) days of passage of the Resolution authorizing same.

	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 **January 5, 2024**.


 Donna L. Frederick, RMC
 Municipal Clerk

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

RESOLUTION 2024-011

**A RESOLUTION AUTHORIZING THE BOROUGH OF WEST WILDWOOD POLICE DEPARTMENT
TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT
OFFICE, 1033 PROGRAM TO ENABLE THE WEST WILDWOOD POLICE DEPARTMENT TO
REQUEST AND
ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT**

WHEREAS, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and

WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA: and

WHEREAS, participation in the 1033 Program allows municipal and County LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through the 1033 Program, and

NOW, THEREFORE, BE IT RESOLVED, by the Governing body of the Borough of West Wildwood, County of Cape May, State of New Jersey that the Borough of West Wildwood Police Department is hereby authorized to enroll in the 1033 Program for no more than one-year period, with authorization to participate terminating on December 31 of the current calendar year; and

NOW THEREFORE BE IT FURTHER RESOLVED, that the West Wildwood Police Department is hereby authorized to acquire items of non-controlled property designated "DEMIL A" which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of a non-military nature identified by the LEA, if it shall become available in the period of time for which this resolutions authorizes, based on the needs of the West Wildwood Police Department, without restriction; and

NOW THEREFORE BE IT FURTHER RESOLVED that the West Wildwood Police Department is hereby authorized to acquire the following "DEMIL B through Q" property, if it shall become available in the period of time for which this resolution authorizes; and

BE IT FURTHER RESOLVED that the "DEMIL B through Q" controlled property 3-page list in its entirety is hereby approved and hereto attached to this resolution.

BE IT FURTHER RESOLVED that an addendum to LESO Program State Plan of Operation from the Defense Logistics Agency Disposition Services be attached to this resolution.

BE IT FURTHER RESOLVED that the West Wildwood Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public request.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately and shall be valid to authorize requests to acquire "DEMIL A" property and "DEMIL B through Q" property that may be made available through the 1033 Program during the period of time which this resolution authorizes; with Program participation and all property request authorization terminating on December 31st of the current calendar year.

	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 **January 5, 2024**.


Donna L. Frederick, RMC
Municipal Clerk

	A	B	C	D	E	F	G	Q
AIRCRAFT, FIXED WING								
AIRCRAFT, ROTARY WING								
AIRPLANE, CARGO-TRANSPORT		1	1					5
AIRPLANE, FLIGHT T42A		1						
AIRPLANE, UTILITY	1	1						
AIRPLANE, UTILITY U8F		1						
ARMORED SECURITY VEHICLE			1					
ARMORED SECURITY VEHICLE			1	1				
AUTOMOBILE, SEDAN			1					
AUTOMOBILE, WAGON			1					
BATON, KINETIC ENERGY				5				
BODY SHIELD		1						1
BREACH SYSTEM				1				
BREACHING RAM	1							
BREACHING SYSTEM	1							
CAPABILITIES SET NON-LETHAL								1
CAR, ARMORED								
CAR, ARMORED, MINE DISPOSAL			7	1				
CAR, ARMORED, MINE DISPOSAL				2				
CARRIER, AMBULANCE			1					
CARRIER, CARGO			3					
CARRIER, COMMAND POST			1					
CARTRIDGE, 12 GAGE SHOTGUN							2	
CARTRIDGE, 12 GAGE SHOTGUN, NON-LETHAL				1			11	
CARTRIDGE, 40 MILLIMETER			1		1		1	
CHARGE, DIVERSIONARY							1	
CLUB, SELF-PROTECTION								7
COMMUN, EQUIP, SOMS-B						1		
CUTTER HEAD, HYDRAULIC BREACHING AND EXTRACATION TOOL	1							
DEMOLITION KIT, BLASTING							1	
DEMOLITION KIT, BLASTING, PRACTICE							1	
DEMOLITION KIT, BREACHING SYSTEM, ANTI-PERSONNEL OBSTACLE				2			1	
DOOR OPENER, HYDRAULIC BREACHING AND EXTRACATION TOOL	1						2	
DRONE, TARGET				1				
DRONES			1					
FACESHIELD, MILITARY, RIOT CONTROL	1							

	A	B	C	D	E	F	G	Q
FACESHIELD, RIOT CONTROL								
FACESHIELD, RIOT CONTROL	1							3
FORCED ENTRY AND RESCUE EQUIPMENT, AIRCRAFT CRASH	1							
GLIDERS			1					
GOGGLES, PROTECTION, RIOT CONTROL	5						1	
GRENADA, HAND							2	
GRENADA, HAND, NON-LETHAL								
GROUND SENSOR SURVEILLANCE VEHICLE			1					
GUN, PORTABLE RIOT CONTROL				1				
HATBOX, RIOT CROWD	2							
HELICOPTER, FLIGHT TRAINER			1					
HELICOPTER, FLIGHT TRAINER TH55A		1	1					
HELICOPTER, MEDEVAC			3					
HELICOPTER, OBSERVATION			3					
HELICOPTER, SEARCH AND RESCUE		2						
HELICOPTER, UTILITY		1	3					
HELMET, POLICE	1			26				
HELMET, SAFETY	1			1				
KIT, MECHANICAL BRE	2							
KIT, RIOT PROTECTION	1							
LIGHT ARMORED VEHICLE			17	1				
MINE CLEARING VEHICLE								
MINE DETECTOR SYSTEM, VEHICLE MOUNTED			3	2		1		
MINE RESISTANT VEHICLE			63	3				
MISCELLANEOUS WEAPONS - LOGSALSN		1						
MODIFICATION KIT, GUN, WEAPON				1				
MUNITION, CROWD CONTROL MODULAR, NON-LETHAL							2	
No Item Name Available			1					
NON-BALLISTIC BODY SHIELD	1							1
NON-LETHAL WEAPONS CAPABILITIES SET		2						
ONLY COMPLETE COMBAT/ASSAULT/TACTICAL WHEELED VEHICLES				1				
PROTECTIVE SHIELD, T	1							1
RAM, BATTERING	1							
RAM, DOOR, MINI	1							
RIOT CONTROL SHIELD	1							
SECURITY VEHICLE			1					

	A	B	C	D	E	F	G	Q
SHIELD, PERSONAL PROTECTIVE				1				3
SHIELD, SELF-PROTECTION								6
SHOP EQUIPMENT, CONTACT MAINTENANCE	1		2					
SHOP SET, CONTACT MAINTENANCE, TRUCK MOUNTED (ENGINEER)	1							
SHOP SET, CONTACT MAINTENANCE, TRUCK MOUNTED (ORDNANCE)	1							
SIGHT, THERMAL				1				
SLEDGE HAMMER	1							
TOOL, BREAKER, HINGE	1							
TRAINING KIT, DEMOLITION		1						
TRUCK TRACTOR			4			5		7
TRUCK, AMBULANCE			9					
TRUCK, ARMORED			3					
TRUCK, BOLSTER			2			2		1
TRUCK, BOMB SERVICE			2			2		
TRUCK, CARGO		3	28			17		30
TRUCK, CARRYALL			22					1
TRUCK, COMMAND RECONNAISSANCE			2					
TRUCK, DUMP			2			6		7
TRUCK, MAINTENANCE						3		
TRUCK, MATERIALS HANDLING-CONTAINER HOISTING			1					
TRUCK, PALLETIZED LOADING			8					2
TRUCK, PANEL			2					
TRUCK, STAKE								2
TRUCK, TANK			5			13		8
TRUCK, UTILITY			84					4
TRUCK, VAN		1				14		1
TRUCK, WRECKER		1	2			3		2
TRUCKS AND TRUCK TRACTORS, DEMIL C			1					1
UNMANNED AIRCRAFT			1					
UNMANNED VEHICLE			1					
UP ARMORED NTVS			1					
UTILITY VEHICLE, OFF ROAD		1	2	1	1	1	1	1

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

RESOLUTION 2024-012

**AUTHORIZING THE APPOINTMENT OF MEMBERS TO SERVE
ON THE BOARD OF DIRECTORS OF THE ENTERPRISE ZONE
DEVELOPMENT CORPORATION OF THE WILDWOODS**

WHEREAS, amendments to the New Jersey Urban Enterprise Zones Act, N.J.S.A. 52:27H-1, et seq. (the "Act"), have been adopted and the effect of one or more of those amendments is to create a joint enterprise zone located in the City of North Wildwood, the City of Wildwood, the Borough of Wildwood Crest and the Borough of West Wildwood; and

WHEREAS, pursuant to said Act, the governing body of a qualifying municipality must create a nonprofit corporation to formulate and propose a preliminary zone development plan and to thereafter coordinate and administer the activities of the municipality, zone businesses and community organizations within the designated enterprise zone.

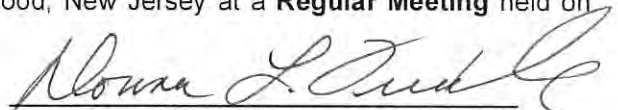
WHEREAS, the joint designation of the City of North Wildwood, the City of Wildwood, Borough of Wildwood Crest and Borough of West Wildwood requires the creation of a nonprofit zone development corporation by all four municipalities in order to implement the Joint Urban Enterprise Zone.

WHEREAS, incorporated within this Joint Enterprise Zone Development Corporation of the Wildwoods is the formulation of a Board of Directors requiring one member of the local government from each of the municipalities along with the Business Administrator and/or administrative designee of each municipality to be appointed by a resolution of the governing body.

NOW, THEREFORE, BE IT RESOLVED, by the Governing body of the Borough of West Wildwood, County of Cape May, State of New Jersey that Mayor Matthew J. Ksiazek and Administrator Donna L. Frederick are hereby appointed to represent the Borough of West Wildwood on the Board of Directors on the Enterprise Zone Development Corporation of the Wildwoods, for a term of one year commencing January 1, 2024, and ending on December 31, 2024.

	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 **January 5, 2024**.


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

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

RESOLUTION 2023-013

**AUTHORIZING THE BOROUGH ENGINEER TO PROCEED WITH ENGINEERING DESIGN
AND CONSTRUCTION PHASE SERVICES IN CONNECTION WITH THE FY2023 NJDOT
MUNICIPAL AID PROGRAM RECONSTRUCTION OF J AVENUE FROM POPLAR AVENUE
TO GLENWOOD AVENUE**

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 perform construction phase services for the FY2023 NJDOT Municipal Aid Program Reconstruction of J Avenue from Poplar Avenue To Glenwood Avenue; and

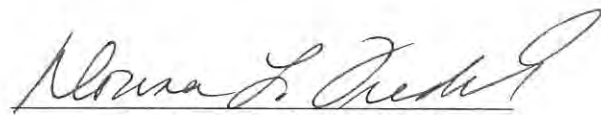
WHEREAS, Remington & Vernick Engineers has submitted their proposal for the preparation of the design, bid documents and perform construction phases services for the FY2023 NJDOT Municipal Aid Program Reconstruction of J Avenue from Poplar Avenue To Glenwood Avenue in the amount of **SIXTY-FOUR THOUSAND DOLLARS and 00/100 CENTS** (\$64,000.00); 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 through Permanent Budget Certification Account # 3-04-55-920-101 and Bond Ordinance 617-2023

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 and bid documents and perform the construction phase services the FY2023 NJDOT Municipal Aid Program Reconstruction of J Avenue from Poplar Avenue To Glenwood Avenue; for an amount not to exceed **SIXTY-FOUR THOUSAND DOLLARS and 00/100 CENTS** (\$64,000.00) 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 **Regular Meeting held on January 5, 2024.**



**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: REMINGTON & VERNICK ENGINEERS

**FOR: ENGINEERING DESIGN AND CONSTRUCTION PHASE SERVICES
J AVENUE FROM POPLAR AVENUE TO GLENWOOD AVENUE**

IN THE AMOUNT OF: \$64,000.00

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

AMOUNT: \$64,000.00

ACCOUNT(S) 3-04-55-920-101- BOND ORDINANCE 617-2023

TOTAL AMOUNT OF CONTACT: \$64,000.00


Amount Certified by this Certification: \$64,000.00

TEMPORARY BUDGET CERTIFICATION @ 25%

PERMANENT BUDGET CERTIFICATION @ 100%

CONTINGENCY CERTIFICATION: UPON ADOPTION OF FINAL BUDGET.

Date: January 5, 2024

Chief Financial Officer: 

Resolution # 2023-013

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

RESOLUTION 2024-014

**AUTHORIZING THE BOROUGH ENGINEER TO PROCEED WITH ENGINEERING DESIGN
AND CONSTRUCTION PHASE SERVICES IN CONNECTION WITH THE BULKHEAD
REPLACEMENT AND STORMWATER IMPROVEMENTS AT NEPTUNE AVENUE**

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 perform construction phase services for the Bulkhead Replacement and Stormwater Improvements at Neptune Avenue; and


WHEREAS, Remington & Vernick Engineers has submitted their proposal for the preparation of the design, bid documents and perform construction phases services for the Bulkhead Replacement and Stormwater Improvements at Neptune Avenue in the amount of **SIXTY-NINE THOUSAND DOLLARS and 00/100 CENTS** (\$69,000.00); 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 through Permanent Budget Certification Account # 3-04-55-920-103 and Bond Ordinance 617-2023: 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 and bid documents and perform the construction phase services the Bulkhead Replacement and Stormwater Improvements at Neptune Avenue in the amount of **SIXTY-NINE THOUSAND DOLLARS and 00/100 CENTS** (\$69,000.00) 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 **Regular Meeting** held on **January 5, 2024**.


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: REMINGTON & VERNICK ENGINEERS

**FOR: ENGINEERING DESIGN AND CONSTRUCTION PHASE SERVICES
IN CONNECTION WITH THE BULKHEAD REPLACEMENT AND
STORMWATER IMPROVEMENTS AT NEPTUNE AVENUE**

IN THE AMOUNT OF: \$69,000.00

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

AMOUNT: \$69,000.00

ACCOUNT(S) 3-04-55-920-103– BOND ORDINANCE 617-2023

TOTAL AMOUNT OF CONTACT: \$69,000.00

Amount Certified by this Certification: \$69,000.00

_____ TEMPORARY BUDGET CERTIFICATION @ 25%

 X PERMANENT BUDGET CERTIFICATION @ 100%

_____ CONTINGENCY CERTIFICATION: UPON ADOPTION OF
FINAL BUDGET.

Date: January 5, 2024

Chief Financial Officer:



Resolution # 2023-014

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

RESOLUTION 2024-015

APPROVING BUDGET TRANSFERS FOR THE CY2023

WHEREAS, the following transfers are necessary to make certain year end transfers to the CY 2023 budget.

NOW, THEREFORE, BE IT RESOLVED, that the following CY2023 budget transfers be made:

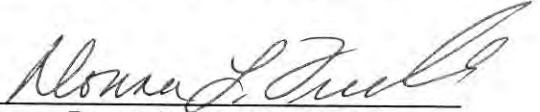
January 2024 Transfer

Budget Description	From	To	Budget Account
Legal Services O/E	6,339.00		3-01-20-155-027
Clerk S/W		2,584.00	3-01-20-120-011
Engineering O/E		2,940.00	3-01-20-165-028
Telephone		815.00	3-01-31-440-000
	6,339.00	6,339.00	

NOW, THEREFORE BE IT FURTHER RESOLVED that the Board of Commissioners of the Borough of West Wildwood, County of Cape May, New Jersey, hereby authorize the Chief Financial Officer to make the aforementioned 2023 budget transfers.

	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 **January 5, 2024**.



Donna L. Frederick, RMC
Municipal Clerk

Range of Checking Accts: CURRENT to CURRENT Range of Check Ids: 16301 to 16309
Report Type: All Checks Report Format: Detail Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Charge Account	Account Type	Reconciled/Void	Ref Num
PO #	Item	Description				Contract	Ref Seq Acct
16301	12/31/23	00308 ADP, INC.					1550
23-00879	1	PAYROLL PERIOD ENDING 12/29/23	146.80	3-01-20-100-028	Budget		7 1
				GEN. ADMIN. OTHER PROFESSIONAL SERVICES			
16302	12/31/23	03402 BILLOWS ELECTRICAL SUPPLY CO.					1550
23-00875	1	VARIOUS SUPPLIES UEZ SIGN	216.61	G-02-41-813-000	Budget		4 1
				2022 - UEZ INFORMATIONAL SIGN PROJECT			
16303	12/31/23	05235 THE CARLSEN GROUP INC					1550
23-00846	1	BALANCE FROM ON-SITE SERVICE	4.00	3-01-20-120-026	Budget		1 1
				Maintenance Contracts			
16304	12/31/23	13002 JOSEPH FAZZIO, INC.					1550
23-00877	1	DELIVERY CHARGE ON PREVIOUS	95.00	3-01-26-310-030	Budget		6 1
				Materials and Supplies			
16305	12/31/23	22202 INTERNATIONAL INSTITUTE OF					1550
23-00881	1	ANNUAL DUES THROUGH 9/30/2024	185.00	3-01-20-100-044	Budget		9 1
				GEN. ADMIN. DUES & MEMBERSHIPS			
23-00881	2	LATE FEE	25.00	3-01-20-100-044	Budget		10 1
				GEN. ADMIN. DUES & MEMBERSHIPS			
			<u>210.00</u>				
16306	12/31/23	39801 PITNEY BOWES GLOBAL FINANCIAL					1550
23-00864	1	INK FOR POSTAGE MACHINE	231.98	3-01-20-100-022	Budget		2 1
				GEN. ADMIN. POSTAGE			
23-00864	2	SHIPPING	27.49	3-01-20-100-022	Budget		3 1
				GEN. ADMIN. POSTAGE			
			<u>259.47</u>				
16307	12/31/23	48732 TREASURER, STATE OF NEW JERSEY					1550
23-00882	1	MARRIAGE LICENSE 4TH QTR 2023	25.00	3-01-55-000-004	Budget		11 1
				MARRIAGE LICENSES-DUE TO NJ			
16308	12/31/23	694218 FM GENERATOR					1550
23-00876	1	REPAIRS TO GENERATOR P/D	752.46	3-01-26-310-029	Budget		5 1
				maintenance contract			
16309	12/31/23	976902 JAMES DOOD					1550
23-00880	1	REIMBURSEMENT FOR POLICE	60.00	3-01-20-100-028	Budget		8 1
				GEN. ADMIN. OTHER PROFESSIONAL SERVICES			

Report Totals	Paid	Void	Amount Paid	Amount Void
Checks:	9	0	1,769.34	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	9	0	1,769.34	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	3-01	1,552.73	0.00	0.00	1,552.73
GRANT FUND	G-02	216.61	0.00	0.00	216.61
Total of All Funds:		<u>1,769.34</u>	<u>0.00</u>	<u>0.00</u>	<u>1,769.34</u>

Commissioner's Report - Finance and Revenue

Tax Collector Report

- 2023 Taxes collected thru 12/31/2023: \$4,112,417
- Delinquent Taxes collected thru 12/31/2023: \$53,962
- 2023 Sewer Rents collected thru 12/31/2023: \$676,452
- Delinquent Sewer Rents collected thru 12/31/2023: \$71,994
- Miscellaneous Revenue collected thru 12/31/2023: \$170,507
-

Operating Budget

We finished the year under 90% of the budget expended.

Sewer Utility

The Maple Ave USDA project bids were opened and are in due diligence process.

Fair Share Housing Program

An informational brochure was sent to all homes in West Wildwood.

26th Street Wave Attenuation and Flood Reduction Project (Living Shoreline)

No update this month

West Wildwood Flood Mitigation Project Scoping

No update this month



West Wildwood Police Department

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

Jacquelyn Ferentz
Chief of Police

Police Activity Report

December 1, 2023 to December 26, 2023

Calls for Service Breakdown:

2	911 Abandoned
1	Alarm Call (Accidental)
1	Animal Complaints
5	Assisting Other Agencies
1	Directed Patrols/Walking Beats/Community Contacts
4	Family Disputes
1	Fight Call
6	Follow-up Investigations
1	Gas Leaks Reported
7	General Complaints
6	Medical Assists/Check the Well-Being
1	Missing Person (Juvenile Located)
1	Motor Vehicle Accident
1	Neighbor Trouble
2	Other Public Service Calls
2	Parking Complaint/Violations
103	Property Checks
2	Suspicious Person/Vehicle/Activity
2	Verbal Dispute
1	Wires Down

Total Calls for Service: 177

This is an abridged version of actual calls for service.

DPW ACTIVITY REPORT – DECEMBER 2023

PICK UP FENCE AT VENICE AVENUE PARK

1 ACTION PERFORMING OIL CHANGE ON F450 DUMP TRUCK

3 ACTIONS OF VEHICLE MAINTENANCE ON POLICE VEHICLES

4 ACTIONS OF CHECKING PARKS, PLAYGROUND, TRASH

4 ACTIONS PICKING UP YARD WASTE

3 ACTIONS OF PICKING UP PAID BULK TRASH

1 ACTION OF CERTIFICATION ON BUCKET TRUCK

3 ACTIONS OF ISLAND WIDE STREET DEBRIS REMOVAL

7 ACTIONS TAKEN FOR PEOSH ABATEMENT

3 ACTIONS FOR SAFETY TRAINING

1 ACTION INSTALLING SNOW PLOW RUBBER EDGE

1 ACTION INSTALLING GROUND WIRE ON 5 TON FLOOD VEH.

1 ACTION INSTALLING PLUG IN CATCH BASIN ON POPLAR AVE.

1 ACTION OF SETTING UP CHRISTMAS TREE AND DECORATING NEPTUNE PARK

3 ACTIONS OF OPENING MANHOLES FOR INSPECTIONS