

# **WORKSHOP MEETING MINUTES**

*Nov. 21, 2024*

# *Borough of West Wildwood*

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*"Small town Charm on the Back Bay"*

## **AGENDA**

**NOTICE OF TENTATIVE AGENDA - WORKSHOP MEETING**

**NOVEMBER 21, 2024 - 9:00am**

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

### **CALL TO ORDER**

### **OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT**

**THIS WORKSHOP MEETING WAS CALLED PURSUANT TO THE PROVISIONS OF THE OPEN PUBLIC MEETING LAW. NOTICE OF THIS MEETING WAS RE-ESTABLISHED IN RESOLUTION 2023-133. NOTICE OF THIS MEETING WAS SENT TO THE ATLANTIC CITY PRESS AND THE CAPE MAY COUNTY HERALD ELECTRONICALLY AND POSTED CONTINUOUSLY ON THE OFFICIAL CLERKS BULLETIN BOARD AND BOROUGH WEBSITE**

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL:**

### **DISCUSSION:**

Possible agenda items for regular meeting.

**Open to the Floor for Public Comment**

### **ADJOURNMENT**

### **OFFICIAL ACTION MAY BE TAKEN**

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

BOROUGH OF WEST WILDWOOD  
BOARD OF COMMISSIONERS  
**WORKSHOP MEETING**  
**Official Action may be taken.**  
November 21, 2024  
9:00 AM

**MINUTES:**

Mayor called the meeting to order, read the OPMA statement:

**THIS WORKSHOP MEETING WAS CALLED PURSUANT TO THE PROVISIONS OF THE OPEN PUBLIC MEETING LAW. NOTICE OF THIS MEETING WAS IN RESOLUTION 2023-133. NOTICE OF THIS MEETING WAS SENT TO THE ATLANTIC CITY PRESS AND THE CAPE MAY COUNTY HERALD ELECTRONICALLY AND POSTED CONTINUOUSLY ON THE OFFICIAL CLERKS BULLETIN BOARD AND BOROUGH WEBSITE**

Mayor Ksiazek led the Pledge of Allegiance

**ROLL CALL: Present**

Comm. Banning

Mayor Ksiazek

Deputy Clerk Carl O'Hala

Engineer representative: Anthony Chadwell

Administrator/Clerk Donna L. Frederick

**Absent:**

Commissioner Segrest

Clerk discussed the following matters:

Two bond ordinances up for public hearing at the December regular meeting; Neptune Avenue Bulkhead project; lead contractor is moving along with information on homes that are subject to the Lead Law criteria; discussed IT contract; discussed shared services with the City of Wildwood and the proposed increases; discussed the Phase II study by Carter Environmental; discussed the invoice for AC Schultes work on the 26<sup>th</sup> St. pump.

Deputy Clerk reported the security camera sim cards have come in and are installed and we are just waiting for operational instructions via zoom. Comm. Banning asked if the cameras are currently viewable and what is the retention of time on the server. Deputy Clerk stated they are not operational yet, and he will check on the video retention. A discussion ensued regarding locations of future cameras, and if an ordinance should be introduced to regulate limitations. Solicitor stated it could be regulated with policy.

Deputy Clerk discussed future use of UEZ funding for a generator at DPW building and to upgrade the borough one to incorporate the entire building. Discussion ensued, Mayor stated there is more technology and battery-operated generators may work better.

Mayor further discussed Phase 2 of the railroad property and will be reaching out to Carter Environmental for a cost to do further soil borings and lab testing of the one area.

Engineer Chadwell discussed the USDA Maple Avenue project, and stated he is waiting for approvals to move forward, the contractor wants to mobilize one time to do all the work.

Engineers discussed the Neptune Avenue bulkhead bids which came in higher than their estimates, they will review and make recommendations to award same. This will be awarded contingent upon the General Permit Issuance from the DEP.

Bulkhead reviews are on hold until next year.

Roof capping should be done in the next several weeks.

Engineer Chadwell informed the commissioners that there is a funding source called I-Bank which is principal forgiveness. The grants are for wastewater, stormwater, bulkheads, pipes, and pipelining.

Engineer would like to set up a phone meeting with I-Bank and bond counsel to discuss finance options.

Mayor discussed meeting with a company at the league of municipalities conference who creates a map of inventory of streets, signs and street conditions, the cost is about \$5,000/year. This matter will be further discussed in the new year.

Mayor also discussed equipment for beach maintenance and clean-up. A lengthy discussion ensued.

Comm. Banning suggested contacting landscapers to get a quote for the necessary clean-up.

Administrator/Clerk has before and after photos of the area and will work on getting quotes.

Mayor discussed the availability of beach replenishment. Engineer stated the borough would need a beach fill permit. A discussion ensued regarding the feasibility.

Mayor opened the meeting to the floor for public comment, hearing none, Mayor closed the meeting to the floor.

Clerk called for a motion to adjourn.

Motion by Mayor Ksiazek; Second by Comm. Banning.

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

Motion Carried.

Respectfully submitted,




Donna L. Frederick, RMC, Municipal Clerk

***This is a generalization of the Workshop meeting on NOVEMBER 21, 2024, and not a verbatim transcript.***

**THESE MINUTES WERE APPROVED AT DECEMBER 4, 2024, REGULAR COMMISSION MEETING**

  
MAYOR MATTHEW J. KSIAZEK

**ABSENT**  
COMMISSIONER JOHN J. BANNING

  
COMMISSIONER JOSPEH D. SEGREST