

Note: Complete Meeting Appears
On 17-18 on file in
Borough Clerk's Office

September 5, 2018
Wildwood Crest, NJ

The Mayor led those present in the Pledge of Allegiance to the Flag.

The meeting of the Board of Commissioners, Borough of Wildwood Crest, Cape May County, New Jersey, was held in the Municipal Court Room at 5:30 p.m. On roll call the following answered to their names:

Gould - Thompson - Cabrera - YES

Mr. Cabrera read the following statement: In compliance with the Open Public Meeting Act, Chapter 231, P.L. 1975, the notice requirements have been satisfied as to the time, place and date of holding said meeting by posting notice on the bulletin board in the Borough Hall and by e-mailing and same to the Gazette-Leader, Herald of Cape May County and The Press on November 1, 2017.

Mr. Cabrera next announced the one-way in and the one-way out method of ingress and egress in case of emergency.

THE CLERK INDICATED THAT ORDINANCE NO. 1283 – Amending Ch. 4 Alcoholic Beverages, Article I – One Day Catering Permits and Social Affairs Permits was being TABLED.

Mrs. Gould motions, Mr. Thompson seconds that Ordinance No. 1287 be placed on second reading and final passage by title only.

Vote: Gould - Thompson - Cabrera – Yes

THE CLERK READS THE ORDINANCE BY TITLE:

ORDINANCE NO. 1287

ORDINANCE OF THE BOROUGH OF WILDWOOD CREST AMENDING
SECTIONS 85-11 THROUGH 85-92 OF CHAPTER 85 OF THE BOROUGH
OF WILDWOOD CREST LAND USE ORDINANCE

Mrs. Gould motions, Mr. Thompson seconds that a public hearing now be held on Ordinance No. 1287.

Vote: Gould - Thompson - Cabrera – Yes

Mrs. Gould indicated that builders should look at the changes. The Mayor indicated that proposed changes came from the Planning Board and the Solicitor confirmed that it was done on their recommendation.

After hearing nothing further from the public, Mrs. Gould motions, Mr. Thompson seconds that a public hearing on Ordinance No. 1287 now be closed.

Vote: Gould - Thompson - Cabrera – Yes

Mrs. Gould motions, Mr. Thompson seconds that Ordinance No. 1287 be passed on second and final reading and advertised according to law.

Vote: Gould - Thompson - Cabrera – Yes

THE CLERK READS THE ORDINANCE BY TITLE:

ORDINANCE NO. 1288

AN ORDINANCE AMENDING AND SUPPLEMENTING SECTION 23-8,
ENTITLED MUNICIPAL COURT LOCATION AND AUTHORIZING A
SHARED SERVICES AGREEMENT WITH THE CITY OF NORTH
WILDWOOD FOR THE SHARING OF MUNICIPAL COURT SERVICES
OF THE CODE OF THE BOROUGH OF WILDWOOD CREST, COUNTY
OF CAPE MAY AND STATE OF NEW JERSEY

Mrs. Gould motions, Mr. Thompson seconds that Ordinance No. 1288 be passed on first reading, advertised according to law, be brought up for second and final reading and public hearing on September 26, 2018 at 5:30 p.m.

Vote: Gould - Thompson - Cabrera – Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 254-18

A RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT WITH THE CITY OF NORTH WILDWOOD FOR A MUNICIPAL COURT ADMINISTRATOR

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, *et. seq.*, authorizes municipalities to enter into agreements for the exchange and sharing of services; and

WHEREAS, N.J.S.A. 2B:12-1(c) allows two or more municipalities, by ordinance or resolution, to agree to provide jointly for courtrooms, chambers, equipment, supplies and employees for their municipal courts and agree to appoint judges and administrators without establishing a joint municipal court; and

WHEREAS, the Borough of Wildwood Crest and the City of North Wildwood have determined that it would be mutually beneficial to share a Municipal Court Administrator, in accordance with the provisions of 40A:65-1, *et. seq.*, as well as N.J.S.A. 2B:12-1(c), in order to conserve resources and to provide for a more efficient and economically sound municipal court system;

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

1. All of the statements of the preamble are repeated and are incorporated herein by this reference thereto as though the same were set forth at length.

2. On behalf of the Borough of Wildwood Crest, the Mayor and the Borough Clerk be and they hereby are authorized to execute the Shared Services Agreement with the City of North Wildwood that is annexed hereto as Exhibit “A” which provides for the sharing by the Borough of Wildwood Crest and the City of North Wildwood of a Municipal Court Administrator and provides for the Municipal Court Administrator to be an employee of the Borough of Wildwood Crest.

Mrs. Gould motioned, seconded by Mr. Thompson, that the foregoing Resolution be adopted.

Vote: Gould -- Thompson -- Cabrera – Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 255-18

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BOROUGH OF WILDWOOD CREST AUTHORIZING AWARD OF THE EMERGENCY MEDICAL BILLING SERVICES 2018-2019 CONTRACT

WHEREAS, specification were authorized for advertisement by Resolution No. 236-18 on Wednesday, July 25, 2018 for the Borough of Wildwood Crest contract for Emergency Medical Billing Services 2018-2019; and

WHEREAS, Two (2) sealed bid proposals were opened and reviewed on Tuesday, August 21, 2018 at by the Bid Opening Committee consisting of the Borough Administrator, Constance Mahon; Borough Clerk, Patricia Feketics; Borough Chief Financial Officer Francine Springer and Borough Solicitor Ronald J. Gelzunas who reviewed the bid proposals and specifications and recommended that the Emergency Medical Billing Services 2018-2019 contract be awarded to Cape Professional Billing, Inc. d/b/a Cape Medical Billing, the lowest responsive bidder; and

WHEREAS, the Board of Commissioners of the Borough of Wildwood Crest has reviewed the recommendations made by the Bid Opening Committee and opinion letter of the Borough Solicitor recommending the award to Cape Professional Billing, Inc. d/b/a Cape Medical Billing; and

WHEREAS, the Chief Financial Officer has certified the availability of funds as evidenced below by her signature for the Fiscal Year 2018 and the 2019 amount will be certified upon adoption of the 2019 budget:

Account Number(s) _____ Signature _____

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

1. The above recital paragraphs are incorporated herein as if set forth at length.

2. It is hereby determined to be in the best interest of the Borough of Wildwood Crest to award to Cape Professional Billing, Inc. d/b/a Cape Medical Billing the Emergency Medical Billing Services 2018-2019 contract for calendar years 2018-2019, the lowest responsible bidder.

3. The Mayor of the Borough of Wildwood Crest, Don Cabrera, and the Borough Clerk, Patricia A. Feketics, are hereby authorized and empowered to enter into a formal contract with Cape Professional Billing, Inc. d/b/a Cape Medical Billing in accordance with the Notice to Bidders, specifications and the submitted bid proposal.

4. That a Notice of Award shall be published in The Herald of Cape May County as required by law within ten (10) days of passage of this Resolution, which notice shall state that this Resolution and the contract are on file and available for public inspection in the office of the Borough Clerk.

Mrs. Gould motioned, seconded by Mr. Thompson, that the foregoing Resolution be adopted.

Vote: Gould -- Thompson -- Cabrera – Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 256-18

NEED TO INSERT

Mrs. Gould motioned, seconded by Mr. Thompson, that the foregoing Resolution be adopted.

Vote: Gould -- Thompson -- Cabrera – Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 257-18

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BOROUGH OF WILDWOOD CREST AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT OF AN ARCHITECTURAL FIRM FOR PHASE I – OLD LIBRARY

WHEREAS, the Borough of Wildwood Crest requires the professional services of an architectural firm specializing in Custom Designs; and

WHEREAS, it is desired to employ a professional, pursuant to law, who is duly trained, experienced and specialized in the area of custom architectural design, zoning analysis, diagrams, design and construction documentation; and

WHEREAS, the Local Public Contracts Law provides for the entering into of a contract for professional services pursuant to R.S.40A:11-5(1)(a), without advertising for competitive bidding; and

WHEREAS, the Borough Clerk received three proposals and qualifications for the contract and those proposals and qualifications were then forwarded to a review committee consisting of the Borough Administrator, Constance Mahon, Borough Clerk, Patricia Feketics, Chief Financial Officer, Francine Springer, and Borough Solicitor Ronald J. Gelzunas; and

WHEREAS, the Review Committee has reviewed the proposal submitted by William McLees Proposal July 9, 2018 and has recommended that the proposal of William McLees best meets the Borough's needs and that William McLees has the professional credentials and abilities to perform the services required of the subject contract; and

WHEREAS, the Borough has determined that William McLees, AIA, of the firm of William McLees Architecture, 5 MacArthur Boulevard, Somers Point, New Jersey is qualified to perform said work and it is desired to enter a professional contract with William McLees for said services pursuant to law, and to provide for the advertising of a notice pursuant to law; and

WHEREAS, the Commissioners of the Borough of Wildwood Crest concur with the Review Committee's recommendation to award the contract to William McLees, AIA, of the firm of William McLees Architecture; 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 professional services because:

1. Professional services of the type herein sought are of such a nature as to require a high degree of trust and confidence in the individual providing the service and may require the creation of a confidential or fiduciary relationship between that individual and the Borough;

2. The services required are highly specialized or technical in nature;

3. The services require peculiar ability and skill, and demand a high degree of specialized knowledge or expertise;

4. The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding;

5. The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required;

6. The individual or entity who will perform these services is held to and fully adheres to the strict ethical standards that govern the involved profession;

7. The services include advise to and consultation with the municipality that require both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the municipal officials, such that competitive bidding is not feasible or practical;

8. The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient; and

WHEREAS, the CFO has certified the availability of funds as evidenced below by her signature:

Account Number(s) _____ Amount _____

Signature _____

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

1. **William McLees, AIA**, of the architecture firm William McLees Architecture of Somers Point, New Jersey is hereby retained as Architect to provide specialized professional services in the field of architecture design and development for the period September 5, 2018 through September 4, 2019. The said professional services to be received shall be “as directed” by the Borough of Wildwood Crest from time to time and as set forth in the proposal which is incorporated herein.
2. The Mayor and Borough Clerk are hereby authorized and directed to enter into a contract with William McLees, AIA, of the architecture firm William McLees Architecture of Somers Point, New Jersey for specialized professional services in the field of architecture design and development for a term of the period indicated above, which contract shall provide for payment at the not to exceed amount of **four thousand two hundred fifty (\$4,250.00) dollars**. Said award is further contingent upon the certification of availability of funds below by the CFO.
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.
4. The Business Disclosure Entity Certification and the Determination of Value shall be placed on file with this Resolution.
5. This Resolution and a copy of the contract for professional services shall be maintained on filed in the offices of the Borough Clerk for public inspection.
6. A copy of this Resolution shall be published in the legal newspaper designated by the Borough as required by law, within ten (10) days of its passage.

Mr. Thompson motioned, seconded by Mr. Cabrera, that the foregoing Resolution be adopted.

Prior to vote, Mrs. Gould again reiterated her opinion that the building should be demolished and build new.

Vote: Gould -- NO Thompson -- Cabrera -- Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 258-18
RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
BOROUGH OF WILDWOOD CREST AUTHORIZING APPROVAL TO SUBMIT A GRANT
APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE
NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE RECONSTRUCTION OF TRENTON
AVENUE FROM THE BEACH TO PACIFIC AVENUE

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Borough of Wildwood Crest, County of Cape May and State of New Jersey, formally approves the grant application for the above stated project; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to submit an electronic grant application identified as No. MA-2019-Reconstruction of Trenton Avenue-00081 to the New Jersey Department of Transportation on behalf of the Borough of Wildwood Crest; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Wildwood Crest and that their signatures constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

My signature and the Clerk’s seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the above resolution.

ATTEST and AFFIX SEAL

Patricia A. Feketics, Borough Clerk

Don Cabrera, Mayor

Mrs. Gould motioned, seconded by Mr. Thompson, that the foregoing Resolution be adopted.
Vote: Gould -- Thompson -- Cabrera -- Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 259-18
**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
BOROUGH OF WILDWOOD CREST AUTHORIZING A REFUND FOR SESSION I CREST PIER
PLAYMATES CAMP**

WHEREAS, ANGELA CACCHIO, 6621 Senator Lane, Bensalem, Pennsylvania 19020, has paid One Thousand Three Hundred Forty (\$1,340.00) Dollars (check #3198) to the Borough of Wildwood Crest for the enrollment of her children, Audrey and Liliana Cacchio, in the Pier Playmates Program, Sessions One and Two; and

WHEREAS, due to unforeseen circumstances, ANGELA CACCHIO was required to withdraw her children from the first session camp; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Wildwood Crest, County of Cape May, New Jersey, that the Chief Financial Officer be and is hereby authorized and directed to issue a refund for the First Session Crest Pier Playmates Program in the amount of **Seven Hundred Eighty Five (\$785.00) Dollars to ANGELA CACCHIO, 6621 Senator Lane, Bensalem, PA 19020** for the withdrawal of her children from the Pier Playmates First Session.

Mrs. Gould motioned, seconded by Mr. Thompson, that the foregoing Resolution be adopted.
Vote: Gould -- Thompson -- Cabrera -- Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 260-18
**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BOROUGH OF
WILDWOOD CREST AUTHORIZING REFUND OF EMS OVERPAYMENT**

WHEREAS, ROBERT MOLE, had cause to utilize Emergency Medical Services of the Borough of Wildwood Crest; and

WHEREAS, AARP, paid an invoice balance of \$93.87 two times; and

WHEREAS, Cape Medical Billing indicated that a refund of \$93.87 was owed to AARP for overpayment.

NOW, THEREFORE, BE IT RESOLVED that Chief Financial Officer is hereby authorized to issue a refund of overpaid Emergency Medical Services in the amount of \$93.87 to AARP, of P.O. Box 740819, Atlanta, GA 30374.

Mrs. Gould motioned, seconded by Mr. Thompson, that the foregoing Resolution be adopted.
Vote: Gould -- Thompson -- Cabrera -- Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 261-18
**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BOROUGH OF
WILDWOOD CREST AUTHORIZING RELEASE OF ESCROW FUNDS**

WHEREAS, the Wildwood Crest Construction Official has received written approval from the Borough Engineer, DeBlasio & Associates, on July 23, 2018 to refund escrow to Atlantic City Electric for Street Opening Permit #SO17-0310, Block 56.02/Lot 1.01 -10.01; and

WHEREAS, the Wildwood Crest Construction Official has confirmed that all Borough Engineer billings related to Street Opening Application #SO17-0310 are complete; and

WHEREAS, Atlantic City Electric, 5100 Harding Highway, Mays Landing, New Jersey 08330 made an escrow payment of \$1,000.00 to the Borough of Wildwood Crest on April 12, 2017 for Street Opening Permit for location Fern Rd. and Seaview Ave., Block 56.02/Lot 1.01-10.01 and has requested return of the unused escrow balance; and

WHEREAS, the escrow used totaled \$125.00 and the Borough of Wildwood Crest Construction Official is recommending the return of the unused escrow fee of \$875.00.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Wildwood Crest, in the County of Cape May, New Jersey, that the return of the balance of the unused escrow account in the amount of \$875.00 to Atlantic City Electric, 5100 Harding Highway, Mays Landing, NJ 08330 be and hereby is approved.

BE IT FURTHER RESOLVED that Chief Financial Officer is hereby authorized to return the balance of the unused escrow account in the amount of \$875.00 to Atlantic City Electric, 5100 Harding Highway, Mays Landing, New Jersey 08330.

Mrs. Gould motioned, seconded by Mr. Thompson, that the foregoing Resolution be adopted.

Vote: Gould -- Thompson -- Cabrera -- Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 262-18

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BOROUGH OF WILDWOOD CREST AUTHORIZING RELEASE OF ESCROW FUNDS

WHEREAS, the Wildwood Crest Construction Official has received written approval from the Borough Engineer, DeBlasio & Associates, on June 27, 2018 to refund escrow to South Jersey Gas for Street Opening Permit #SO16-0811, Block 1.04/Lot 10; and

WHEREAS, the Wildwood Crest Construction Official has confirmed that all Borough Engineer billings related to Street Opening Application #SO16-0811 are complete; and

WHEREAS, South Jersey Gas, Route 54, Folsom, New Jersey 08037 made escrow payments of \$10,000.00 to the Borough of Wildwood Crest on September 12, 2016 and of \$15,482.58 on April 19, 2017 for Street Opening Permit for location Gas Main Renewal Various Streets Phase 2, Block 1.04/Lot 10 and has requested return of the unused escrow balance; and

WHEREAS, the escrow used totaled \$19,697.84 and the Borough of Wildwood Crest Construction Official is recommending the return of the unused escrow fee of \$5,784.74.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Wildwood Crest, in the County of Cape May, New Jersey, that the return of the balance of the unused escrow account in the amount of \$5,784.74 to South Jersey Gas, Route 54, Folsom, NJ 08037 be and hereby is approved.

BE IT FURTHER RESOLVED that Chief Financial Officer is hereby authorized to return the balance of the unused escrow account in the amount of \$5,784.74 to South Jersey Gas, Route 54, Folsom, New Jersey 08037.

Mrs. Gould motioned, seconded by Mr. Thompson, that the foregoing Resolution be adopted.

Vote: Gould -- Thompson -- Cabrera -- Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 263-18

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BOROUGH OF WILDWOOD CREST AUTHORIZING SPECIAL EVENTS PERMIT TO THE NORTH AMERICAN POWER KITE ASSOCIATION

WHEREAS, on August 17, 2018, the North American Power Kite Association, PO Box 1358, Westport, WA 98595, applied for a Special Events Permit for the purpose of a Traction Kiting Event to be held from October 8th - 14th, 2018, from sunrise to sunset, on the beach at Rosemary Rd and the beach from the Heather Beach Pier south in the Borough of Wildwood Crest; and

WHEREAS, the North American Power Kite Association has supplied all documentation required under Ordinance No. 936, including the requisite Certificate of Insurance, and has further pledged to comply with all applicable rules and regulations pertaining to the conduct of said Special Event; and

WHEREAS, the application has been reviewed by the Board of Commissioners, upon verification by appropriate members of staff as to completeness of the application, scheduling compatibility, etc.;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Wildwood Crest, County of Cape May, New Jersey that the Borough Clerk be and she is hereby authorized and directed to issue a Special Events Permit to the North American Power Kite Association, PO Box 1358, Westport, WA 98595 for the purpose of a Traction Kiting Event to be held from October 8th - 14th, 2018, from sunrise to sunset, on the beach at Rosemary Rd and the beach from the Heather Beach Pier south in the Borough of Wildwood Crest.

Mrs. Gould motioned, seconded by Mr. Thompson, that the foregoing Resolution be adopted.

Vote: Gould -- Thompson -- Cabrera -- Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 264-18

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BOROUGH OF WILDWOOD CREST AUTHORIZING SPECIAL EVENTS PERMIT TO ELAINE FLOUNDERS

WHEREAS, on August 21, 2018, Elaine Flounders, 19 Lehigh Ave, Del Haven, NJ 08251, applied for a Special Events Permit for the purpose of a Wedding to be held on October 20, 2018, from 12:00 pm to 1:00 pm, at the Sunset Lake Gazebo, with an alternate location at Sunrise Park; and

WHEREAS, the North American Power Kite Association has supplied all documentation required under Ordinance No. 936, including the requisite Certificate of Insurance, and has further pledged to comply with all applicable rules and regulations pertaining to the conduct of said Special Event; and

WHEREAS, the application has been reviewed by the Board of Commissioners, upon verification by appropriate members of staff as to completeness of the application, scheduling compatibility, etc.;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Wildwood Crest, County of Cape May, New Jersey that the Borough Clerk be and she is hereby authorized and directed to issue a Special Events Permit to the North American Power Kite Association, PO Box 1358, Westport, WA 98595 for the purpose of a Traction Kiting Event to be held on October 8th - 14th, 2018, from sunrise to sunset, on the beach at Rosemary Rd and the beach from the Heather Beach Pier south in the Borough of Wildwood Crest.

Mrs. Gould motioned, seconded by Mr. Thompson, that the foregoing Resolution be adopted.

Vote: Gould -- Thompson -- Cabrera -- Yes

THE CLERK READS THE FOLLOWING RESOLUTION BY TITLE:

RESOLUTION NO. 265-18

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE BOROUGH OF WILDWOOD CREST AUTHORIZING SPECIAL EVENTS PERMIT TO JOSEPH MIKELSKI

WHEREAS, on August 20, 2018, Joseph Mikelski, 118 Spring St, West Pittston, PA 18643, applied for a Special Events Permit for the purpose of a Wedding to be held on September 28, 2018, from 3:00 pm to 4:00 pm, at Centennial Park; and

WHEREAS, the North American Power Kite Association has supplied all documentation required under Ordinance No. 936, including the requisite Certificate of Insurance, and has further pledged to comply with all applicable rules and regulations pertaining to the conduct of said Special Event; and

WHEREAS, the application has been reviewed by the Board of Commissioners, upon verification by appropriate members of staff as to completeness of the application, scheduling compatibility, etc.;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Wildwood Crest, County of Cape May, New Jersey that the Borough Clerk be and she is hereby authorized and directed to issue a Special Events Permit to the North American Power Kite Association, PO Box 1358, Westport, WA 98595 for the purpose of a Traction Kiting Event to be held on October 8th - 14th, 2018, from sunrise to sunset, on the beach at Rosemary Rd and the beach from the Heather Beach Pier south in the Borough of Wildwood Crest.

Mrs. Gould motioned, seconded by Mr. Thompson, that the foregoing Resolution be adopted.

Vote: Gould -- Thompson -- Cabrera -- Yes

Mrs. Gould motioned, seconded by Mr. Thompson, that all bills properly authorized, as submitted, be paid.

Vote: Gould -- Thompson -- Cabrera -- Yes

ADMINISTRATOR'S REPORT:

September 5, 2018

Kayak Launch/ Sunset Lake Shoreline Stabilization

As you know, we formally requested an extension of time from FEMA to accommodate this bidding and construction schedule and received word that FEMA has verbally agreed to the extension. Bid documents are currently available and thus far our engineer has had several contractors pick up bid packages. A pre-bid meeting has been scheduled for Tuesday, September 11th at 10:00 am. I will be in attendance. The bid opening is scheduled for October 2nd at 10:00 am. If all goes well, we hope to commence construction the first week in November.

Beach/ Dune Project

We now have an electronic and the requested paper copy of the Army Corps 60% plans. Our coastal engineer has reviewed the plans and will be sending you his formal comments shortly.

Redevelopment of New Jersey Avenue Business District (UEZ Zone)

Roger Brooks' presentation is currently posted on our website. We will continue to work with the Cape May County Engineering Department on the New Jersey Avenue roadway design and work with our planner on this long-term redevelopment project. In the meantime, we are looking at short term ideas for 2019. The Mayor and I recently met with Michelle Taylor of the Taylor Design Group to go over some short-term improvements that we can begin working on this fall.

Grants

1) Cape May County Open Space and Recreation Applications 2018

I reached out to Leslie Gimeno to ask if she knew the date of the Freeholder Board's hearing for our Sunrise Park Grant. According to Leslie due to the number of projects in the two rounds for 2018 they are being bundled into one meeting in late October or early November. I will advise of the Freeholder's hearing date as soon as I know.

2) New Jersey Prevention Network Get Active NJ

The mile markers have been ordered. We expect to install them upon delivery.

Old Library Building

This evening we hired William McLees to perform phase 1 architectural design services for the Old Library Building. The architect will be working with our municipal engineer for a cohesive approach to this renovation. Phase one design will enable the architect to provide necessary information for the mechanical engineering plan. We will be meeting with the architect and Borough Engineer shortly to go over preliminary design features.

Local Concept Development Study for Ocean Drive (CR 621) for Upgrades & Bridge Improvements

Nothing new to report currently.

Affordable Housing Compliance

We just received a proposal to continue using CME as our COAH Administrator from September 1, 2018 through August 31, 2019. I have shared the proposal with all of you for consideration in advance of our September 26th meeting.

Garden State Parkway/ RT 109 Signage

A follow-up to NJDOT and subsequent email response has revealed that the signs are in the design phase. I do not have an exact date on which they will be installed.

Beach Signage

The Atlantic County Municipal Joint Insurance Fund has provided all municipalities with guidance to limit liability using uniform beach signage. We have established a beach signage committee and have met on two occasions to discuss and development new beach signage for the 2019 bathing season. Key components of the new signs will be universal symbols in addition to wording and a QR code which can be used to link directly to our mobile app. As we get closer to a draft of the actual signage I will let you know. We have identified funding for Finch to design these signs and are planning on having them ready for install for the 2019 bathing season. A planning meeting with Finch is being scheduled currently.

Atlantic County Municipal Joint Insurance Fund

The 2019 budget cycle has begun for ACMJIF. As a member of the Finance Committee I am currently involved in the budgeting process and release of current year surplus. We will be making our recommendations to the JIF's executive board for consideration in late fall. I expect a slight increase in surplus release for 2018 which is good news for our taxpayers. The monies we receive in the form of a dividend will go to surplus this year. I also anticipate a decrease in our annual 2019 assessment due our loss ratio which currently stands at 72%. As we are in our renewal period we will likely see a decrease of around 8%. I will be working with our department heads to try and improve our loss ratio so that we can benefit from even larger discounts in the coming years. I have seen a slight deterioration in our loss ratio and increase in accidents this year.

Atlantic City Electric

We received notification from Ronnie Town on Friday, August 17th that ACE will be trimming trees under power lines in the very near future. They will also remove dead trees. According to Ronnie, each year trees cause about 40 percent of customer power outages in our service territory. To be proactive and try to eliminate outages from trees in or near our wires, ACE will be hiring a contractor who will be working near distribution lines in Wildwood Crest. Customers who will be impacted with any tree trimming or removal will be notified. Their planner is currently mapping out the work and will be in contact with us with more detailed information.

Reconstruction of Newark Avenue and Replacement of the Sanitary Sewer

Chief McGrath and I met with Perna Finnigan's Bob Perna and Justen Pace (Superintendent) yesterday to discuss the Newark Avenue detour plan and tentative schedule for construction for Newark Avenue and Jefferson Avenue. As you know, this project is being partially funded with a combination of 2016 and 2018 DOT grant funds. Because the 2016 DOT grant funds were about to expire we had to award a contract on this project by mid-July. Although it may seem difficult for residents it was absolutely necessary to commence construction now or we would lose our 2016 grant money. All property owners have been noticed via door hangers and via certified mail of this project. As of this Thursday, Perna Finnegan will mobilize and expects to begin necessary de-watering on Newark from Seaview to Atlantic. Work will continue in this block with new sanitary sewer pipes being installed the week of September 10th. The week of September 17th Perna will move to Jefferson Avenue to commence sanitary sewer main replacement from Pacific to Seaview. This work should take about a week. They will move back to Newark on September 24th and work on the intersection of Pacific and Newark which will require the closure of Pacific at Newark and will impact school drop-offs and pick-ups for the older students. Chief McGrath will be working with the school and notifying parents of necessary changes shortly. The agreed upon plan restricts the south side of St. Louis to parking and makes this location the temporary pick-up and drop-off site for school the week of September 24th. Again, all parents will be notified, and police officers will be on site every day throughout this one-week period. Work will continue the block between Pacific and Seaview through the first week in October. Perna is expected to complete the Newark Avenue construction from Atlantic to Beach the 2nd week in October. After

proper time has passed to allow for compaction both roads are expected to be paved no later than Thanksgiving (weather permitting.) A detailed traffic plan will be posted on our Borough website as soon as it is approved.

ENGINEER'S REPORT:

Grant Applications

1. Cape May County Open Space Program
 - We presented the application to the Cape May County Open Space Board (CMCOSB) on May 22nd.
 - In a July 18, 2018 letter, the CMCOSB recommended that Sunrise Park be funded by a \$283,625.00 grant.
2. New Jersey Direct Install Program
 - The Borough is eligible to receive a 70% grant for energy efficient improvements including the replacement of certain HVAC units, lighting, lighting controls and water closets.
 - The State has completed the audit of the HVAC systems and the lighting. The final results and grant offer is scheduled to be presented to the Borough on September 5th.
3. FY2019 NJDOT Municipal Aid Program
 - The NJDOT has announced that they are accepting State Aid applications for Roadways, Bikeways, Pedestrian, Safe Streets to Transit and Transit Village projects.
 - The grant application deadline is October 8, 2018.
 - The Borough has selected to submit the Reconstruction of Trenton Avenue from the beach to Pacific Avenue. The grant application will be submitted by September 7th.
4. FY2019 NJDCA Small Cities Program
 - The Borough has elected to submit ADA improvements at the Old Library Building and Von Savage Pool as the application.
 - Our office has provided the necessary engineering documents to Blauer Associates in support of the grant application submission.

Capital Projects

1. Reconstruction of Newark Avenue and Jefferson Avenue Sanitary Sewer Replacement
 - The Bid Opening occurred on June 13, 2018. The bid was awarded to Perna Finnigan, Inc. in the amount of \$972,349.04 based on the award of Alternate Bid #3.
 - The Jefferson Avenue sanitary sewer replacement from Pacific Avenue to Seaview Avenue was added to the contract via change order.
 - Construction is scheduled to start the week of September 4, 2018.
2. Storm Sewer Evaluation and Flood Mitigation Master Plan
 - The goal of the plan is to identify sources of flooding, corrective action to mitigate flooding and chart a prioritized capital plan to effectuate the improvements.
 - We are in the process of collecting information on the storm sewer facilities with the Borough and developing storm sewer GIS mapping. At this juncture, we have collected as-built information on all of the storm sewer inlets and manholes for our investigative purposes.
 - We are currently processing the collected data and creating the infrastructure map.
3. FY 2018 NJDCA Small Cities Program
 - The Borough has successfully petitioned NJDCA to utilize FY 2017 grant funding for the FY 2018 project.
 - The FY 2018 grant application included ADA access improvements for five (5) Borough street ends.
 - Our office has been authorized to start work and the survey and base mapping will be completed by mid-September.

Mayor Cabrera indicated that the Borough can now prepare for 2019 and prioritize projects.

CORRESPONDENCE:

The Clerk indicated there were no correspondences.

PUBLIC COMMENTS:

The Mayor opened the floor once again for public commentary.

James Leo, 403 Townbank Road, Cape May, inquired if the Borough was still considering using solar panels and if so, would an RFP be used. The Mayor added that it is listed as old business

and the Engineer and Commissioner Thompson were putting together a plan regarding solar panels.

DISCUSSION:

OLD BUSINESS:

-Crest Merchandise specifications – Mayor Cabrera indicated a draft was being circulated to the governing body for review and asked the other commissioners to provide their feedback to the Administrator.

-Bulkhead issue- No developments.

-Solar Panels: Discussed earlier.

-Potential Ordinance amending 20 minute parking- will be discussed at a further meeting after entire review by Traffic maintenance.

-Smoke-free beach vs. Designated for 2019- discussed briefly and Mayor Cabrera asked the other commissioners to have their final comments for the next meeting.

-Beach concessions – The Administrator will be distributing a draft for beach concessions shortly.

-Designated smoking areas for municipal buildings- The Mayor asked the other commissioners where they would like to designate at municipal buildings.

NEW BUSINESS:

-Beach box design- The Mayor asked the other commissioners to again, submit recommendations to Ron.

-Wildwood Crest Volunteer Fire Company “contract”- Commissioner Thompson indicated that there is a 10 year contract that is set to expire in approximately 2 years. They discussed the possibility of rescinding the current agreement in advance of its expiration and doing another agreement. The Solicitor indicated there is no statutory time limit for the contract. The Mayor indicated this would have to be done via ordinance and asked the other commissioners to submit comments to the Administrator.

PUBLIC COMMENTS:

The Mayor opened the floor once again for public commentary.

Hearing nothing further from the public, the time was 10:04 and the meeting was then moved to the Old Library, 6401 Ocean Avenue, to do a walk through and exchange ideas. The following were present: Mayor Cabrera, Commissioner Joyce Gould, Commissioner Dave Thompson, Business Administrator Connie Mahon, Borough Clerk Patricia Feketics, Engineer Marc DeBlasio, Chief Joseph McGrath, and Superintendent of Public Works Joe Bond. There was one member of the public that showed up. The gathering at the old library lasted approximately 30 minutes. All Wildwood Crest personnel returned to Borough Hall to reconvene. The time was 10:40 a.m.

There was a request for clarification from the Engineer regarding heat and AC and if it was eligible for a percentage of funding through a grant. The Engineer indicated that he submitted bills for the last 12 months and since the building has not been in use, the state can't determine the efficiency savings. The Engineer indicated that he would pursue this further. Lastly, the Mayor indicated that the architect that was recently awarded a contract would be supplying renderings and come up with a cost so as not to affect debt ratio.

Hearing no further comments, Mrs. Gould motioned, seconded by Mr. Thompson that the meeting be adjourned. All were in favor. The time was 10:48 a.m.

Dated: September 26, 2018

Patricia A. Feketics, Borough Clerk
