



Board of Commissioners Meeting
October 26, 2022 at 9:30 a.m.

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OF COMMISSIONERS MEETING

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Clerk@wildwoodcrest.org

Or

609.729.8040

**BOROUGH OF WILDWOOD CREST
COMMISSION MEETING AGENDA**

October 26, 2022 / 9:30 AM

****THIS IS A PROPOSED AGENDA SUBJECT TO CHANGE WITHOUT NOTICE
BY THE BOARD OF COMMISSIONERS****

1. **PLEDGE OF ALLEGIANCE TO THE FLAG**
2. **OPEN MEETING WITH ROLL CALL: SCHIFF FRANCO CABRERA**
3. **THE MAYOR READS THE STATEMENT:** In compliance with the Open Public Meetings 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 OF MEETING TIME CHANGE notice on the bulletin board in Borough Hall, and by mailing and emailing same to the Herald of Cape May County and the Press of Atlantic City on August 9, 2022.
4. **THE MAYOR ANNOUNCES THE ONE-WAY IN AND ONE-WAY OUT METHOD OF INGRESS AND EGRESS IN CASE OF EMERGENCY – PLEASE SILENCE ALL CELL PHONES**
5. **ORDINANCES: Ord. 1387 (Intro) Acquisition of Real Property (117 West Jefferson)**
(The purpose of this Ordinance is to appropriate \$202,000 from the Capital Improvement Fund of the Borough of Wildwood Crest for the acquisition of real property located at 117 West Jefferson Avenue in and by the Borough.)
6. **RESOLUTIONS:**
 1. Designating Commission Meeting Dates and Times for Year 2023
(This resolution designates all Borough commission meeting dates and times for 2023)
M: S: Vote: S F C
 2. Designating Official Holidays For Year 2023
(This resolution designates Official Holidays for 2023)
M: S: Vote: S F C
 3. Approving Settlement of Tax Appeal Litigation known as Moseson, Howard B. & Nancy v. Borough of Wildwood Crest
(This resolution authorizes and settles the above litigation and authorizes the Execution of Stipulation of settlement)
M: S: Vote: S F C
 4. Authorizing Capital Budget Amendment
(This resolution authorizes amending the 2022 Capital Plan for the acquisition of property)
M: S: Vote: S F C
 5. Authorizing Acceptance of the CY2022 Best Practices Inventory and Authorizing the Appropriate Officials to Execute Same
(This resolution authorizes acceptance of the State of New Jersey’s Best Practices to promote financial accountability and transparency)
M: S: Vote: S F C
 6. Authorizing Borough Engineer Work Order for 2022 Road Resurfacing Program at NTE sum of \$39,000
(This resolution authorizes the Engineering and construction phase services at the NTE sum of \$39,000 for Farragut Road (Seaview to Atlantic), Nashville Avenue (Seaview to Atlantic), St. Paul Avenue (Seaview to Atlantic), Monterey Avenue (Seaview to Atlantic), Bayview Avenue (Syracuse Ave to Hollywood Ave with required survey), and Intersection of Sweet Briar Road and Park Boulevard)
M: S: Vote: S F C
 7. Exercising Option to Extend Final One Year Extension of Contract for Authorized On-Site Inspections and Plan Review Agencies for the following subcodes: Plumbing, Electrical, Fire Protection and Building
(This Resolution authorizes the final one-year contract extension for subcodes)
M: S: Vote: S F C
 8. Authorizing Award of the Emergency Medical Service Billing Contract 2023-2024
(This resolution awards the EMS billing contract to Administrative Advantage, LLC d/b/a Cape Medical Billing at 4.29% of all money received by the Borough; \$150.00 per hr for Principal; and \$75.00 per hr for staff for 2023-2024)
Motion: Second: Vote: S F C
 9. Authorizing Increase of Certification in the Amount of \$14,000.00 to Starr General Contracting Corporation for Portable Toilet Contract
(This resolution increases the contract amount by \$14,000.00 to a total NTE sum of \$84,870.00)
M: S: Vote: S F C
 10. Authorizing Borough Engineer Work Order for Pacific Avenue Storm Sewer Improvements & Various Borough Street Improvements – Additional Services: Cardinal Avenue – Wildwood Water Utility Improvements – at the NTE sum of \$102,000
(This resolution authorizes engineering and construction phase services for Cardinal Avenue with Wildwood Water Utility)
M: S: Vote: S F C
 11. Authorizing a Shared Services Agreement between the Borough of Wildwood Crest and City of Wildwood – Wildwood Water Utility
(This resolution authorizes a Shared Services Agreement with City of Wildwood - Wildwood Water Utility for Cardinal Road infrastructure improvements)
M: S: Vote: S F C

12. Authorizing Advertisement of a Notice to Bidders for 2022 Road Resurfacing Program
(This resolution authorizes the advertisement of the Notice to Bidders in the Herald of Cape May County and Press of Atlantic City on November 2, 2022 for the 2022 Road Resurfacing Program)
M: S: Vote: S F C
13. Designating Block 43, Lots 20.01, 20.02, 21.01, 21.02, 22.01,22.02, 23, 24 and 25; Block 44, Lots 1, 2, 3, 4, 5, 6 and 42 in the Borough of Wildwood Crest, County of Cape May, State of New Jersey as An Area in Need of Rehabilitation
(This resolution formally designates the above as an Area of Rehabilitation based upon Planning board recommendation)
M: S: Vote: S F C
14. Authorizing a Licensing Agreement between the Borough of Wildwood Crest and Wildwood Catholic Academy for the Use of the Joseph Von Savage Pool for Swim Seasons 2022-2023, 2023-2024 and 2024-2025
(This resolution authorizes a license agreement for the non-exclusive right of the Joseph Von Savage pool between the Borough of Wildwood Crest and Wildwood Catholic Academy for swim seasons 2022-2023 at the NTE sum of \$5,400.00, 2023-2024 at the NTE sum of \$5,850.00, and 2024-2025 at the NTE sum of \$6,300.00)
M: S: Vote: S F C
15. Authorizing Award of Emergency Contract to H&H Commercial Services for Emergency Repair to HVAC (2) Two Defective Circuit Boards at Joseph Von Savage Pool in Accordance with N.J.S.A. 40A: 11-6
(This resolution authorizes emergency repair to two circuit boards at the Joseph Von Savage pool at the NTE sum of \$12,075.50)
M: S: Vote: S F C
16. Authorizing Borough Engineer Work Order for Crest Arts Pavilion – NJDEP Unregulated Heating Oil Tank Program (UHOT) Additional Services: Fill Excavation and Disposal at NTE sum of \$3,500
(This Resolution authorizes approximately 50 cubic yards of additional soil that needs to be excavated and removed)
M: S: Vote: S F C
17. Authorizing Award of Contract for Reconstruction of Syracuse Avenue (FY2022 NJDOT MUNICIPAL AID)
(This Resolution authorizes the award of the project to Asphalt Paving Systems with the Borough of Wildwood Crest’s participating items tabulating \$1,873,566.25 and Wildwood Water Utility’s participating items tabulating \$319,733.75 for a total of \$2,193,300.00)
M: S: Vote: S F C
18. Authorizing Grant Application Submission
(This resolution authorizes the Borough to apply for and obtain a grant from the NJ DCA at the NTE sum of \$400,000 for _____)
M: S: Vote: S F C
19. Approving Public Facilities Grant Management Plan
(This resolution requires the Borough to prepare a Grant Management Plan for Community Block Development Grants to define project staffing and activities)
M: S: Vote: S F C
20. Adopting a State Model Citizen Participation Plan for DCA Small Cities Program
(This resolution requires the Borough to comply with all federal regulations with respect to citizen participation)
M: S: Vote: S F C
21. Identifying Small Cities Fair Housing Officer
(This resolution designates the Municipal Clerk as the Small Cities Program Fair Housing Officer Compliance Officer)
M: S: Vote: S F C

7. **BILLS:** _____: Motion that all bills properly authorized, as submitted, be paid
 _____: Second the motion
 Vote: S F C

8. **REPORTS:** _____ Motions that all reports received from the Court Administrator, Chief Financial officer, Tax Collector, Chief of Police, Supervisor for the Recreation Department, Construction Official, Emergency Services Coordinator for the EMS and the Wildwood Crest Volunteer Fire Company Chief for the month ending September 30, 2022 be accepted as presented.
 _____: Seconds the motion
 Vote: S F C

9. **MINUTES:** _____ Motions that all minutes from the regularly scheduled Commission meetings dated September 21, 2022 and October 5, 2022 be approved as presented.
 _____: Seconds the motion
 Vote: S F C

10. **ADMINISTRATOR’S REPORT:**

11. **ENGINEER’S REPORT:**

12. **CORRESPONDENCE:**
 First Responder Reports: Police / Fire /EMS

13. **PUBLIC COMMENTS: (5 MINUTES MAXIMUM – PLEASE BE COURTEOUS)**

14. **DISCUSSION:**

New Business:

-

Old Business:

- Back Beach Excavation
- Flood mitigation Projects
- Dredging
- Beach Patrol Building
- CAFRA Permit
- Phase 2 Beach Bump outs
- NJ Avenue infrastructure pre-county
- Major reconstructing streets plan
- North / South street line striping / pedestrian cross walks
- Poof roof and resurfacing
- PW roof
- Borough hall exterior and addition – office moves
- Bayside outfalls and capacity / bulkhead repairs / replacement
- Arts Pavilion Exterior – with CMCOS
- Washington / Seaview – beach outfalls and capacity
- Seating in lieu of barricades at Centennial Park
- Beach Related Issues: Storage, stands, walkways, planks, beach boxes, signage, etc.

15. PUBLIC COMMENTS: (5 MINUTES MAXIMUM – PLEASE BE COURTEOUS)

Commissioner Comments

16. CLOSED SESSION:
Authorizing Executive/Closed Session in Accordance with the Provisions of the Open Public Meetings Act,
Specifically NJSA 10:4-12 (B) (7) anticipated litigation
Motion: Second: Vote: S F C

17. ADJOURNMENT: MOTION: SECOND: VOTE: S F C