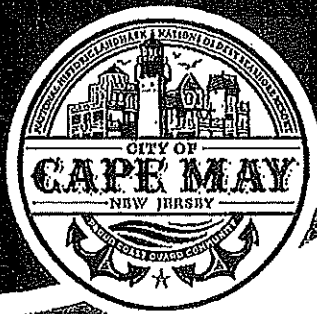




PAUL E. DIETRICH
City Manager

ERIN C. BURKE
City Clerk

ZACK MULLOCK
Mayor
MAUREEN K. MCDADE
Deputy Mayor
LORRAINE M. BALDWIN
Councilmember
STEVE BODNAR
Councilmember
SHAINÉ P. MEIER
Councilmember

January 16, 2025

To: Borough of West Cape May
Attn: Theresa Benteado, Municipal Clerk
732 Broadway
West Cape May, NJ 08204

Re: Bulk Water Rate

In 2016 the Borough of West Cape May entered into an interlocal service agreement with the City of Cape May regarding the provision of potable water. Per the agreement:

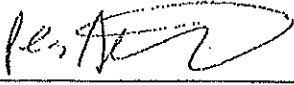
"The amount per thousand gallons shall be Four Dollars and Seventy-Seven Cents (\$4.77) effective retroactive to January 1, 2015. Said rate shall automatically adjust for the term of this agreement, and any renewals thereof, effective January 1 of each year in accordance with the prior year's final federal consumer price index (Consumer Price Index National Average) to be set when made available, and applied retroactively."

We have determined the appropriate rate as of January 1, 2025 to be **\$6.42 per 1,000 gallons**, calculated as follows:

Rate 1/1/2015: \$4.77	CPI 2015: 0.7%
Rate 1/1/2016: \$4.80	CPI 2016: 2.1%
Rate 1/1/2017: \$4.90	CPI 2017: 2.1%
Rate 1/1/2018: \$5.01	CPI 2018: 1.9%
Rate 1/1/2019: \$5.10	CPI 2019: 2.3%
Rate 1/1/2020: \$5.22	CPI 2020: 1.4%
Rate 1/1/2021: \$5.29	CPI 2021: 7.0%
Rate 1/1/2022: \$5.66	CPI 2022: 6.5%
Rate 1/1/2023: \$6.03	CPI 2023: 3.4%
Rate 1/1/2024: \$6.24	CPI 2024: 2.9%
Rate 1/1/2025: \$6.42	

Note that CPI information was obtained from the Bureau of Labor Statistics Consumer Price Index Historical Tables. The above rate will be reflected on the next applicable bulk water bill from the City of Cape May.

Thank you,


Paul Dietrich
City Manager

City of Cape May
National Historic Landmark

City Hall • 643 Washington Street • Cape May, New Jersey 08204-2397 • (609) 884-9525 • Fax: (609) 884-8589
www.capemaycity.com



PAUL E. DIETRICH
City Manager/City Engineer

ERIN C. BURKE
City Clerk

ZACK MULLOCK

Mayor

MAUREEN K. MCDADE

Deputy Mayor

LORRAINE M. BALDWIN

Councilmember

STEVE BODNAR

Councilmember

SHAINÉ P. MEIER

Councilmember

TO: Borough of West Cape May
732 Broadway
West Cape May, NJ 08204

ATTN: Theresa Enteadó, Municipal Clerk

RE: 2024 Bulk Water Rate Review

On or about April 15th, 2024, we sent a letter regarding an update to your Bulk Water Rate in line with CPI. The rate was increased from \$5.01 to \$6.24 per 1,000 gallons for the year of 2024.

The City of Cape May's Tax & Utility Collector's Office was not informed of this rate increase during 2024, creating a billing deficiency that was not identified until February of 2025.

A review of 2024 billing was completed and the total omitted billing was determined to be \$59,222.04. This amount owed to the City of Cape May will be split into monthly installments of \$4,935.17 and added to each monthly billing for 2025.

Respectfully,

Deborah A. Lindholm

Deborah A. Lindholm
Tax & Utility Collector

City of Cape May
National Historic Landmark

City Hall • 643 Washington Street • Cape May, New Jersey 08204-2397 • (609) 884-9525 • Fax: (609) 884-8589

www.capemaycity.com

Borough of West Cape May 2024

	Gallons	2024 Rate	Actual Bill	Difference	Amount Due	
January	2059	\$6.24	\$5.01	\$1.23	\$2,532.57	
February	2123	\$6.24	\$5.01	\$1.23	\$2,611.29	
March	1574	\$6.24	\$5.01	\$1.23	\$1,936.02	
April	2955	\$6.24	\$5.01	\$1.23	\$3,634.65	
May	3817	\$6.24	\$5.01	\$1.23	\$4,694.91	
June	7186	\$6.24	\$5.01	\$1.23	\$8,838.78	
July	7391	\$6.24	\$5.01	\$1.23	\$9,090.93	
August	7015	\$6.24	\$5.01	\$1.23	\$8,628.45	
September	5940	\$6.24	\$5.01	\$1.23	\$7,306.20	
October	5602	\$6.24	\$5.01	\$1.23	\$6,890.46	
November	2486	\$6.24	\$5.01	\$1.23	\$3,057.78	
December				\$0.00	\$0.00	
Total:	<u>48148</u>				<u>\$59,222.04</u>	12 <u><u>\$4,935.17</u></u>

***December billed at correct rate - no adjustment necessary



Borough of West Cape May
732 Broadway
West Cape May, New Jersey 08204
(609) 884-1005
www.westcapemay.us

Lauren K. Vitelli, R.P.P.S.
Finance & Purchasing
lvitelli@westcapemay.us

City of Cape May
City Manager Paul Dietrich
643 Washington Street
Cape May, NJ 08204

March 18, 2025

Re: Water Invoices

Mr. Dietrich,

Please accept this letter as a notice disputing the recent billings received from the City of Cape May on 2/20/2025 for the 4th Quarter 2024 Water usage, 3/7/2025 for the January Bulk Water Usage and on 3/17/2025 for the February Bulk Water Usage. There are a few discrepancies in the billing that need to be addressed, including the back charge for 2024. Please also provide an explanation of the increase in the desal billing amount.

Thank you for your prompt attention to this matter.

Thank you,

Lauren K. Vitelli

Lauren K. Vitelli, R.P.P.S
Registered Public Purchasing Specialist
Finance
Municipal Housing Liaison

Borough of West Cape May
732 Broadway
West Cape May, NJ 08204
lvitelli@westcapemay.us
Office: 609-884-1005 ext. 107
Fax: 609-884-9197

Enclosures: 2024/ 2025 Water Invoices
4th Quarter 2024
Jan 2025
Feb 2025

February 21, 2025

Date

CLERK

Borough of

WEST CAPE MAY, N.J.

732 BROADWAY,
WEST CAPE MAY, N.J. 08204

TO City of Cape May

Name of Creditor

ADDRESS 643 Washington St. Cape May, NJ 08204

Street and City

Do not Write in Spaces Below

No.

CHARGE TO APPROPRIATION FOR

-----	\$-----
-----	\$-----
-----	\$-----
-----	\$-----
-----	\$-----
-----	\$-----
-----	\$-----
-----	\$-----

OTHER ACCOUNTS

-----	\$-----
-----	\$-----

BE SURE THAT THE BILL IS DATED, FULLY ITEMIZED AND SIGNED BY PERSON PRESENTING CLAIM.
All bills MUST be in the office of the Borough Clerk by noon on FRIDAY to assure payment at the next meeting.

Bulk Water Charges - 4th Quarter 2024

Oct/Nov/Dec 2024

(See Attached)

Quarterly Total	\$84,384.83
Less Prev. Billed	(\$59,204.16)
Final Credit Adjust.	(\$8,750.00)
Subtotal	\$16,430.67

Total Balance Due	\$16430.67
-------------------	------------

Bills will be
paid on a monthly basis at the
1st meeting of each month.
Delivery slips received and checked.

(Date)

(Signature)

OFFICER'S CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

(Signature)

(Title)

Approved:

Department Director

Claimant's Certification and Declaration

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the materials have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is just due and owing; and that the amount charged in a reasonable one.

X Deborah Lindholm 02/21/25

(Signature)

(Date)

Tax Collector

(Official Position)

The above claim was approved and ordered paid at meeting of

Date

**CITY OF
CAPE MAY**
WATER & SEWER DEPARTMENT

643 Washington St
Cape May, NJ 08204
609-884-9575
609-884-9538

WEST CAPE MAY BULK SALES: **JANUARY** 2025

Mtr # Meter Location: Totals

MASTER METERS:

1 WCM-Canning Hse Ln Consp	4153
2 Minus Wilbraham Park	-980
3 Add 6" Wil Prk, Hi Flow	55
4 Add 6" Wil Prk, Lo Flow	1
5 Add WCM Broadway, Hi Flow	27
6 Add WCM Broadway, Lo Flow	6

Sub-Total 3262

9 Less Cape May Point Flow	-902
10 Less Sunset Beach Flow	0
11 Less RT 30 Qtrly Flow	0
12 Total West Cape May Flow	2360

Basic Bulk @ \$6.42 per 1,000 gals.
Desal Bulk @ \$2.75 per 1,000 gals.
2024 Monthly Installment per letter

	\$11,823.60
	\$5,451.60
	\$4,935.17
Total Due	<u>\$22,210.37</u>

March 14, 2025

Date

CLERK

Borough of

WEST CAPE MAY, N.J.

732 BROADWAY,
WEST CAPE MAY, N.J. 08204

TO City of Cape May

Name of Creditor

ADDRESS 643 Washington St. Cape May, NJ 08204

Street and City

Do not Write in Spaces Below

CHARGE TO APPROPRIATION FOR

No.

\$

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\$

OTHER ACCOUNTS

\$

\$

BE SURE THAT THE BILL IS DATED, FULLY ITEMIZED AND SIGNED BY PERSON PRESENTING CLAIM.
All bills MUST be in the office of the Borough Clerk by noon on FRIDAY to assure payment at the next meeting.

Bulk Water Charges

February 2025
(See Attached)

Total Due

\$17,569.49

Bills will be
paid on a monthly basis at the
1st meeting of each month.
Delivery slips received and checked.

(Date)

(Signature)

OFFICER'S CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

(Signature)

(Title)

Approved:

Department Director

Claimant's Certification and Declaration

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X Lisa Brown 03/14/2025
(Signature) (Date)

Tax Clerk

(Official Position)

The above claim was approved and ordered paid at meeting of

Date



643 Washington St
Cape May, NJ 08204
609-884-9575
609-884-9538

WEST CAPE MAY BULK SALES: **APRIL** 2025

Mtr # Meter Location: Totals

MASTER METERS:

1 WCM-Canning Hse Ln Consp	6517
2 Minus Wilbraham Park	-2155
3 Add 6" Wil Prk, Hi Flow	55
4 Add 6" Wil Prk, Lo Flow	29
5 Add WCM Broadway, Hi Flow	36
6 Add WCM Broadway, Lo Flow	14

Sub-Total 4496

9 Less Cape May Point Flow	-1530
10 Less Sunset Beach Flow	0
11 Less RT 30 Qtrly Flow	0
12 Total West Cape May Flow	2966

Basic Bulk @	\$6.42	\$19,041.72
Desal Bulk @	\$2.31	\$6,851.46
2024 Monthly Installment per letter		\$4,106.15

Total Due \$29,999.33

May 23, 2025

Date

CLERK

Borough of

WEST CAPE MAY, N.J.

732 BROADWAY,
WEST CAPE MAY, N.J. 08204

TO City of Cape May

Name of Creditor

ADDRESS 643 Washington St. Cape May, NJ 08204

Street and City

Do not Write in Spaces Below

No.

CHARGE TO APPROPRIATION FOR

\$

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\$

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\$

OTHER ACCOUNTS

\$

\$

BE SURE THAT THE BILL IS DATED, FULLY ITEMIZED AND SIGNED BY PERSON PRESENTING CLAIM.
All bills MUST be in the office of the Borough Clerk by noon on FRIDAY to assure payment at the next meeting.

Bulk Water Charges

April 2025
(See Attached)

Total Due \$29,999.33

Bills will be
paid on a monthly basis at the
beginning of each month.
Delivery slips received and checked.

(Date)

(Signature)

OFFICER'S CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

(Signature)

(Title)

Approved:

Department Director

Claimant's Certification and Declaration

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the materials have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is just and owing; and that the amount charged is a reasonable one.

X Lisa Brown 05/23/2025
(Signature) (Date)

Tax Clerk

(Official Position)

The above claim was approved and ordered paid at meeting held

Date



643 Washington St
Cape May, NJ 08204
609-884-9575
609-884-9538

WEST CAPE MAY BULK SALES: JANUARY 2025

Mtr # Meter Location: Totals

MASTER METERS:

1 WCM-Canning Hse Ln Consp	4153
2 Minus Wilbraham Park	-980
3 Add 6" Wil Prk, Hi Flow	55
4 Add 6" Wil Prk, Lo Flow	1
5 Add WCM Broadway, Hi Flow	27
6 Add WCM Broadway, Lo Flow	6

Sub-Total 3262

9 Less Cape May Point Flow	-902
10 Less Sunset Beach Flow	0
11 Less RT 30 Qtrly Flow	0
12 Total West Cape May Flow	2360

Basic Bulk @ \$6.42 per 1,000 gals.
Desal Bulk @ \$2.75 per 1,000 gals.
2024 Monthly Installment per letter

\$11,823.60

\$5,451.60

\$4,935.17

Total Due \$22,210.37

March 05, 2025

Date

CLERK

Borough of

WEST CAPE MAY, N.J.

732 BROADWAY,
WEST CAPE MAY, N.J. 08204

TO City of Cape May

Name of Creditor

ADDRESS 643 Washington St. Cape May, NJ 08204

Street and City

Do not Write in Spaces Below

CHARGE TO APPROPRIATION FOR

No.

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OTHER ACCOUNTS

\$

\$

BE SURE THAT THE BILL IS DATED, FULLY ITEMIZED AND SIGNED BY PERSON PRESENTING CLAIM.
All bills MUST be in the office of the Borough Clerk by noon on FRIDAY to assure payment at the next meeting.

Bulk Water Charges

January 2025
(See Attached)

Total Due \$22,210.37

Bills will be
paid on a monthly basis at the
1st meeting of each month.
Delivery slips received and checked.

(Date)

(Signature)

OFFICER'S CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

(Signature)

(Title)

Approved:

Department Director

Claimant's Certification and Declaration

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X

(Signature)

Tax Clerk

(Official Position)

03/05/2025

(Date)

The above claim was approved and ordered paid at meeting of

Date



643 Washington St
Cape May, NJ 08204
609-884-9575
609-884-9538

WEST CAPE MAY BULK SALES: **FEBRUARY** 2025

Mtr # Meter Location: Totals

MASTER METERS:

1 WCM-Canning Hse Ln Consp	3329
2 Minus Wilbraham Park	-987
3 Add 6" Wil Prk, Hi Flow	46
4 Add 6" Wil Prk, Lo Flow	1
5 Add WCM Broadway, Hi Flow	18
6 Add WCM Broadway, Lo Flow	1

Sub-Total 2408

9 Less Cape May Point Flow	-682
10 Less Sunset Beach Flow	0
11 Less RT 30 Qtrly Flow	0
12 Total West Cape May Flow	1726

Basic Bulk @ \$6.42	per 1,000 gals.	\$8,647.26
Desal Bulk @ \$2.75	per 1,000 gals.	\$3,987.06
2024 Monthly Installment per letter		\$4,935.17
Total Due		\$17,569.49

March 14, 2025

Date

CLERK

Borough of

WEST CAPE MAY, N.J.

732 BROADWAY,
WEST CAPE MAY, N.J. 08204

TO City of Cape May

Name of Creditor

ADDRESS 643 Washington St. Cape May, NJ 08204

Street and City

Do not Write in Spaces Below

No.

CHARGE TO APPROPRIATION FOR

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OTHER ACCOUNTS

\$

\$

BE SURE THAT THE BILL IS DATED, FULLY ITEMIZED AND SIGNED BY PERSON PRESENTING CLAIM.
All bills MUST be in the office of the Borough Clerk by noon on FRIDAY to assure payment at the next meeting.

Bulk Water Charges

February 2025
(See Attached)

Total Due

\$17,569.49

Bills will be
paid on a monthly basis at the
1st meeting of each month.
Delivery slips received and checked.

(Date)

(Signature)

OFFICER'S CERTIFICATION

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

(Signature)

(Title)

Approved:

Department Director

Claimant's Certification and Declaration

I do solemnly declare and certify under the penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person within the knowledge of this claimant in connection with the above claim; that the amount therein stated is just and owing; and that the amount charged is a reasonable one.

X Lisa Brown 03/14/2025
(Signature) (Date)

Tax Clerk

(Official Position)

The above claim was approved and ordered paid at meeting held

Date



643 Washington St
Cape May, NJ 08204
609-884-9575
609-884-9538

WEST (APE MAY BULK WATER) OCT/NOV/DEC

2024

Actual Sales from WCM Quarterly Report

Mtr # Meter Location:

	OCTOBER	NOVEMBER	DECEMBER	Totals
MASTER METERS:				
1 WCM-Canning Hse Ln Consp	13716	5050	4,032	22798
2 Minus Wilbraham Park	-4528	-1516	-1,503	-7547
3 Add 6" Wil Prk HI Flow	75	47	38	160
4 Add 6" Wil Park, Lo Flow	0	0	0	0
5 Add WCM Broadway, HI Flow	63	30	15	108
6 Add WCM Broadway, Lo Flow	10	1	1	12
Sub-Total	9336	3612	2583	15531
9 Less Cape May Point Flow	-3734	-1126	-678	-5538
10 Less Lwr Twp Flow (Sunset)	0	0		0
11 Less Route 30 Qrtly Flow	0	0	-418	-418
12 Total West Cape May Flow	5602	2486	1487	9575
13 BROADWAY				1151
INDIVIDUAL METERS:				
14 W. PERRY				11
15 S BROADWAY				271
Sub-Total (Individual)				282
CONSUMPTION:				
16 Total Bulk				9857
17 Total Direct Connect/City lines				1433
BILLINGS:				
18 Previous Balance				
19 Basic Bulk @\$6.24 per 1,000 gals.				\$ 61,507.68
20 Desal Bulk @ \$2.31 per 1,000 gals.				\$ 22,769.67
21 Direct Conn @ 7.5% per 1000				\$ 107.48
QUARTERLY TOTAL				\$ 84,384.83
Less Previously Billed:	OCT/NOV			\$ 59,204.16
BALANCE DUE OCT/NOV/DEC				\$ 25,180.67
Final Credit Adjustment				\$ (8,750.00)
Sub-total				\$ 16,430.67
Total Balance Due				\$ 16,430.67

Dato

Borough of

732 BROADWAY,
WEST CAPE MAY, N.J. 08204

Name of Creditor

Street and City

CHARGE TO APPROPRIATION FOR

No.

1. The first step is to identify the problem. This involves understanding the current situation and what needs to be changed.

2. The second step is to set goals. These should be specific, measurable, achievable, relevant, and time-bound.

3. The third step is to develop a plan. This involves determining the steps that need to be taken to achieve the goals.

4. The fourth step is to implement the plan. This involves putting the plan into action and monitoring progress.

5. The fifth step is to evaluate the results. This involves assessing the outcomes of the plan and determining if the goals have been achieved.

OTHER ACCOUNTS

1. The first part of the document is a list of names and their corresponding dates. The names are: John Doe, Jane Doe, and John Doe. The dates are: 1/1/2020, 2/1/2020, and 3/1/2020.

BE SURE THAT THE BILL IS DATED, FULLY ITEMIZED AND SIGNED BY PERSON PRESENTING CLAIM.
All bills MUST be in the office of the Borough Clerk by noon on FRIDAY to assure payment at the next meeting.

(See Attached)

Total Balance Due	\$16430.67
-------------------	------------

(Date)

(Signature)

I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.

(Signature)

(T14)

Approved:

Department Director

I do solemnly declare and certify under the penalties of the X, that the within bill is correct in all its particulars; that the rules have been furnished or services rendered as stated there; that no bonus has been given or received by any person persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is just due and owing; and that the amount charged is a reasonable one.

X Seberaka Lindhol 02/21/25

(Signature)

{Date}

Tax Collector

(Official Position)

The above claim was approved and ordered paid at meeting 2

Date _____