

AUGUST 11, 2022
WORK SESSION MINUTES

The Work Session of the Board of Commissioners of the Borough of Cape May Point was called to order by Clerk Wallace at 6:00 PM. The Open Public Meetings Statement was read by the Clerk who then led those present in the flag salute. Mayor Moffatt, Commissioner Busch and Commissioner vanHeeswyk answered roll call. Also in attendance: Administrator Ed Grant, Clerk Elaine Wallace, and Solicitor John Amenhauser. This meeting was held electronically via Zoom under local operation guidance from the NJDCA pursuant to P.L. 2020, c. 11.

COMMISSIONERS' DISCUSSION (NEW BUSINESS/OLD BUSINESS)

Commissioner Busch reported Public Works continues the trimming project in the street rights of way.

Commissioner vanHeeswyk was happy to announce the audit has been completed and once again there have been no recommendations.

ADMINISTRATOR'S REPORT

Ed Grant reported the Clerk is working with the volunteer fire company to submit an American Rescue Plan grant application. JIF is changing systems and has started a mandatory clean up. Mr. Grant has been working with the former engineer to close out the Yale Avenue water main project. He's been meeting with Triad, the Borough's grant consultant, to discuss grant opportunities and moving forward on them, as well as moving forward on the \$25,000 Sustainable Jersey grant that has already been awarded. Lastly, he shared information with the fire company regarding cooperative purchasing and how to move forward.

QUESTIONS ON AGENDA ITEMS ONLY: None

ORDINANCES FOR INTRODUCTION / PUBLICATION: None

MINUTES:

July 14, 2022 Regular Meeting

July 26, 2022 Work Session

Motions: vanHeeswyk, Moffatt

Roll call: all in favor

RESOLUTIONS:

91-22 Authorizing Renewal of Membership in Cooperative Pricing System
25MaCP between County of Cape May as Lead Agency and Borough of
Cape May Point as Participating Agency

Motions: vanHeeswyk, Moffatt

Roll call: all in favor

92-22 Salary Resolution 2022

Motions: vanHeeswyk, Moffatt

Roll call: all in favor

- 93-22 Authorizing the Borough Engineer to Provide Engineering Services for Maintenance Building and Pole Barn Improvements for a Total Cost not to Exceed \$78,450.00
Motions: Busch, Moffatt
Roll call: all in favor
- 94-22 Authorizing Bid for an Electric Pickup Truck for Public Works
Motions: Busch, Moffatt
Roll call: all in favor
- 95-22 Approval of Bill List
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 96-22 Authorizing Executive/Closed Session in Accordance with the Provisions of the Open Public Meetings Act N.J.S.A. 10:4-12(b) – Contract Negotiations – former Borough employee and trees on Borough property; Potential Litigation – water/sewer billing
Motions: Moffatt, Busch
Roll call: all in favor
- 97-22 Authorizing an Application to the New Jersey Department of Community Affairs on behalf of the Cape May Point Volunteer Fire Company #1 for an American Rescue Plan Firefighter Grant
Motions: Moffatt, vanHeeswyk
Roll call: all in favor

ORDINANCES FOR SECOND READING AND PUBLIC HEARING:

03-2022 Salary Ordinance

Clerk Wallace asked for a motion to amend page 2 to add a line for Seasonal Lifeguard Lieutenant with a salary/week instead of hourly rate.

Motion to amend: Moffatt, vanHeeswyk
Roll call: all in favor

Solicitor Amenhauser explained the changed was not substantial, allowing the Borough to amend the ordinance, have the public hearing and adopt the ordinance without further publication.

Motion to open public hearing: vanHeeswyk, Moffatt,
Roll call: all in favor

When no one wished to speak, the public hearing was closed.

Motion to adopt: Moffatt, vanHeeswyk
Roll call: all in favor

04-2022 Ordinance Appropriating \$80,000 from the Capital Improvement Fund for Engineering Services

Motion to open public hearing: Busch, Moffatt
Roll call: all in favor

Dan Lynch, 503 East Lake Drive, asked why the Borough was hiring an engineer instead of an architect. Commissioner Busch explained the Borough hires an engineer annually and the engineer has an architect on staff to work on the project. The CFO has asked that each project be approved by resolution in order to appropriate funds accurately. Mr. Lynch stated he has both public and private experience with these things and they always start with an architect to do a needs assessment. He'd like to see that process followed. Ms. Busch thank him for his comments. A needs assessment had been done in 2015 by the previous commissioner and several iterations and plans have been done since then. Administrator Grant explained the Borough hires an engineer annually, which is how government works in NJ, and so the Borough uses the engineer as the point of contact for all capital projects. Mr. Lynch asserted that Cape May has hired an architect to design projects. Mr. Grant said projects vary, but the Borough is relying on its engineer who has an architect on staff.

When no one else wished to speak, the public hearing was closed.

Motion to adopt: Busch, Moffatt

Roll call: all in favor

MAYORAL APPOINTMENT:

Planning Board

William Wallace – Class IV Member – unexpired 4-year term expiring 4/8/2026

Motion to receive and file: Moffatt, vanHeeswyk

Roll call: all in favor

PUBLIC PORTION:

Dan Lynch, 503 East Lake Drive, asked when the pergola being built at Lake Lily was designed and approved. Commissioner Busch explained it was decided within the Public Works Department to do the enhancement project to provide shade to visitors to the park. The trees that were planted at the park will not cast shade for 10 years, but plantings on the pergola will provide shade much sooner. She has gotten requests for a shady spot around the lake. Mr. Lynch said the 2018 plan showed pavers, not concrete, and he didn't understand how it was built without public discussion. Ms. Busch explained the 2018 plans he referenced were not the final plans. Solicitor Amenhauser stated that unless strictly prohibited, there is no requirement for public discussion. In addition, the Borough is exempt from zoning requirements. Mr. Lynch asked what the structure was and what might come next. He heard rumors of building a bridge to the island. He worried that if the park keeps being improved, it might have an impact on the community and he felt public discussions should be held before things are built. Ed Grant explained it is an open structure to grow vines on for shade as a landscaping feature rather than a building structure, and the platform it's built on was in the original plan. Mr. Lynch suggested spending money to plant a couple of large trees now to provide shade. Lastly, he commented that the stop sign in the area is not being followed by people.

When no one else wished to speak, the meeting was recessed into closed session at 6:30 pm on motion of Commissioner vanHeeswyk, seconded by Mayor Moffatt. The

regular meeting was reconvened at 7:11 pm on motion of commissioner vanHeeswyk, seconded by Mayor Moffatt.

No action was taken as a result of closed session discussion.

There being no further business, the meeting was adjourned at 7:12 pm on motion of Commissioner vanHeeswyk, seconded by Mayor Moffatt.

Respectfully submitted,

Accepted:

Elaine L. Wallace, RMC, CMR
Municipal Clerk

Commissioner Busch

Mayor Moffatt

Commissioner vanHeeswyk