

**OCTOBER 29, 2019
WORK SESSION MINUTES**

The Work Session of the Board of Commissioners of the Borough of Cape May Point was called to order by Mayor Moffatt at 12:00 PM. The Open Public Meetings Statement was read by the Mayor who then led those present in the flag salute. Mayor Moffatt, Commissioner Mullock and Commissioner vanHeeswyk answered roll call. Also in attendance: Administrator Steve O'Connor, Clerk Elaine Wallace, and Solicitor Brock Russell.

ADMINISTRATOR'S REPORT

Lake Lily: The landscaping contract will be awarded later in the meeting and work can begin the following day. The County Open Space Board has approved an extension until June 2020 at which time the entire project must be finished. Commissioner Mullock reported the contractor is ready to begin as soon as he gets the award. He is pleased with the work done during the first 2 phases of the project.

Ocean/Pavilion/Central Reconstruction: The stormwater work should be done by the end of the week, then the paving should be complete two weeks after that. Commissioner Mullock reported on the difficult time the contractor and Public Works had finding shut-off valves in the area of construction. Mr. Gibson explained a new shut-off had to be installed which will now give the borough the ability to turn off water in specific areas in the future. The contractor worked with the Public Works department to locate the piping and install the necessary shutoffs. Mr. Gibson also announced that in 2020, the Borough will be doing a project to GPS all the valves in the water system. The project is required by the state and will cost the water/sewer department roughly \$25,000.

Pearl/Brainard Reconstruction: The Borough Engineer is waiting for DOT approval of the plans so the project can be advertised for bid. The work will most likely start in spring 2020 and then be finished by May 1st. Bill Gibson suggested that if the bid can be awarded in December, then storm drain work might be able to be finished in the winter with paving done in the spring as soon as the asphalt plants reopen.

Commissioner Mullock reported he met with the CFO to go over the 2020 budget. Public Works is looking good, but is considering budgeting for more gardening and maintenance work since the number of "old-timers" and volunteers has diminished over the years, increasing the burden on public works. In addition, the water/sewer department will have increased water rates from Cape May per contract. Usually the Borough tries to absorb those increases but that remains to be determined for 2020.

Commissioner Mullock suggested doing something to honor Ed Grant who will be moving at the end of the year. Mr. Grant has been a very active volunteer, particularly for gardening around town. On the topic of gardening, Commissioner vanHeeswyk said the gardens on the Cape Avenue island look so nice, she wondered if there was something the Borough could do to recognize the person responsible. Mayor Moffatt

commended Hong Le for her work on the island. Mr. Mullock suggested doing a resolution for Ed Grant and Bill Gibson suggested possibly honoring Ms. Le with the next volunteer of the year award.

Commissioner vanHeeswyk asked if there was any report from the County Engineer on the traffic calming plans. Mr. O'Connor said he has spoken to Mr. Church who hopes to get back to the Borough by mid-November with revised plans. Mrs. vanHeeswyk said she would have preferred to hear that information at the work session rather than reading about it in the Taxpayers bulletin.

COMMISSIONERS' DISCUSSION (NEW BUSINESS/OLD BUSINESS)

Best Practices: Clerk Wallace reviewed the Best Practices Inventory, she submitted via the State portal after being certified by the CFO, Borough Administrator and herself. The Borough had a score of 42.5 out of a possible 53 and qualified for full state aid. Commissioner vanHeeswyk commended the employees who worked on it.

Jersey Shore Partnership: On motion of Mayor Moffat, seconded by Commissioner vanHeeswyk, the Board voted unanimously to renew membership for 2020. Mayor Moffatt also asked that the organizations "2020 Vision" be posted on the Borough website.

Commissioner vanHeeswyk reiterated her concern that the administrator gave information to the Taxpayers Association about the status of traffic calming measures that she, as a commissioner, has been waiting to hear. She stressed her desire that information on ongoing Borough projects be shared with the governing body at a meeting before it is shared with the public. She read aloud from the Taxpayers Bulletin and asked that it be included in the minutes.

"Borough Administrator Steve O'Connor shared with us this update about the Traffic Calming Plans. In an email, Cape May County Engineer, Robert Church reported that changes have been made to the plans based on the last meeting with Cape May Point officials. More changes are under consideration and Mr. church hopes to meet with the project consultant to review everything before the end of October.

Then, the goal is to provide the Borough with a '90% completed set of plans for final concurrence before we prepare the bid package,' wrote Mr. Church.

Mr. Church also noted that some Cape May Point residents have suggested incorporating raised speed tables (see description below) along Cape Avenue or possible Lighthouse Avenue as a means to control speed. He added that the County has installed them on Main Street in Dennisville and has received very positive feedback from the residents concerning their effectiveness."

ORDINANCE FOR SECOND READING AND CONSIDERATION FOR ADOPTION

09-2019 Ordinance Appropriating \$68,075 from the Capital Improvement Fund for Lake Lily Landscaping Improvements

Motion to Open Public Hearing: vanHeeswyk, Moffatt
Roll call: all in favor

Catherine Busch, Environmental Committee Chairperson, stated the Environmental Commission is strongly in favor of using the funds to make sure entire landscaping plan is followed this fall and not spaced out over several years.

Chris Meyerink, Friends of Lake Lily board member, seconded Ms. Busch's support of the project and the ordinance to fund it.

Emelia Oleson asked if the public could look at the plans. The Clerk announced the bid documents are in her office.

Peg Fraatz asked what is covered by the \$68,000. Clerk Wallace explained the lowest bid was \$133,075 so the ordinance only covers the portion of the cost that exceeded the original budget. This phase covers landscaping work, edging, hardscaping and the plants. Mrs. Fraatz asked who the vendor for the plants was and whether they guarantee the plants for a year since sometimes it takes that long to know whether a plant will survive. Without the bid documents at the table, those questions could not be answered affirmatively, but Commissioner Mullock thought the engineer probably included a clause for a guarantee.

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

Motion to Adopt: Mullock, vanHeeswyk
Roll call: all in favor

RESOLUTIONS

104-19 Awarding Contract for Lake Lily Park Landscaping Contract #3

Motion to Adopt: Mullock, vanHeeswyk
Roll call: all in favor

105-19 Approval of Bill List

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

PUBLIC PORTION

Emelia Oleson reported that some of the sprinkler nozzles on the circle need to be adjusted. Public Works maintains them, but they run at night, so the guys don't always see when they aren't working properly. He'll go down and check on them. Ms. Oleson asked if there's a system where they don't run when it's raining. Mr. Gibson explained the sensors that detect rain only last about 7 months or so and then need to be replaced. Commissioner Mullock advised the circle sprinklers are on a well now rather than potable water, and the water used should eventually

recharge the groundwater. Commissioner vanHeeswyk felt having sprinklers run in the rain is a bad example to set and suggested Public Works buy and install the sensors in April so they can last through the summer season. There was some general discussion about which public areas have sprinklers and how often they run.

Catherine Busch asked if the Borough budgets cost of living increases for all employees. Commissioner Mullock explained the Borough doesn't have contracts, but the commissioners are sensitive to employees and budget accordingly. Commissioner vanHeeswyk stated that not having union contracts allows her to give merit-based increases rather than cost of living. Mayor Moffatt has the beach director and lifeguard chief handle their departments and they follow a merit system.

When no one else wished to speak, the meeting was adjourned at 12:46 pm on motion of Commissioner vanHeeswyk, seconded by Mayor Moffatt.

Respectfully submitted,

Accepted:

Elaine L. Wallace, RMC, CMR
Municipal Clerk

Commissioner Mullock

Commissioner vanHeeswyk

Mayor Moffatt