

**Please note this meeting will be held via teleconference.
To attend, dial 978-990-5189 and use access code 3921850.
PLEASE MUTE YOUR PHONE TO LIMIT OUTSIDE NOISE DURING THE CALL.**

**As always, this meeting is open to the public and will have a public portion.
During the Public Portion, you may unmute your phone, give your name and address
and wait to be recognized.**

**AGENDA
BOROUGH OF CAPE MAY POINT
BOARD OF COMMISSIONERS**

WORK SESSION OF MAY 26, 2020 – 12:00 PM

MEETING CALLED TO ORDER / SUNSHINE STATEMENT

In compliance with the Open Public Meeting Act, Chapter 231, Public Laws of 1975, this meeting was properly advertised in the annual notice and duly posted on the Borough Hall bulletin board.

FLAG SALUTE

ROLL CALL: Commissioner Mullock, Commissioner vanHeeswyk, Mayor Moffatt

COMMISSIONERS' DISCUSSION (NEW BUSINESS / OLD BUSINESS)

- Speed Tables on County Roads

PUBLIC QUESTIONS ON RESOLUTIONS ONLY

RESOLUTIONS

- 70-20 Approving Flood Insurance Promotion activity with the Atlantic-Cape Multi-Jurisdictional Program for Public Information
- 71-20 Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Reconstruction of Portions of Yale Avenue
- 72-20 Approval to Submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the Reconstruction of East Lake Drive
- 73-20 Salary Resolution
- 74-20 Declaring the Official Opening of Cape May Point Beaches to Bathing and Fishing for the 2020 Season
- 75-20 Authorizing the Award of a Non-fair and Open Contract - GRR Consulting Services, LLC – Operational Specialist
- 76-20 Approval of Bill List

PUBLIC PORTION

ADJOURNMENT

**BOROUGH OF CAPE MAY POINT
COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

RESOLUTION 70-20

APPROVING FLOOD INSURANCE PROMOTION ACTIVITY WITH THE ATLANTIC-CAPE MULTI-JURISDICTIONAL PROGRAM FOR PUBLIC INFORMATION

WHEREAS, as an active participant in FEMA’s Community Rating System (CRS) program, the Borough of Cape May Point has determined that it is necessary to participate in the New Jersey Coastal Coalition’s Atlantic-Cape Multi-Jurisdictional Program for Public Information (MJPPI), consisting of municipal officials and community stakeholders, to assist in evaluating existing public information disseminated by the Borough, other Municipalities and regional stakeholders regarding floodplain management, and to develop new public information needs; and

WHEREAS, the MJPPI will coordinate all the flood-related public information in the community and the surrounding areas, both public and private; and

WHEREAS, the MJPPI is being expanded to include the Flood Insurance Promotion CRS activity; and

WHEREAS, the Borough of Cape May Point will distribute a letter from the governing body to the residents in the Special Flood Hazard Zone and participate in a community outreach meeting to help promote flood insurance.

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

1. The allegations of the preamble are incorporated herein by this reference.
2. The Borough of Cape May Point hereby formally supports participation in the Flood Insurance Promotion CRS activity as proposed by the updated MJPPI.
3. All Borough officials, officers and employees are empowered to take such action as may be necessary or advisable in order to carry out the intent and purpose of this Resolution.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Mullock						
vanHeeswyk						
Moffatt						

I hereby certify that the foregoing is a true copy of a Resolution duly passed and adopted by a majority of full membership of the Board of Commissioners of the Borough of Cape May Point, County of Cape May, New Jersey, at a meeting held on May 26, 2020.

Municipal Clerk

**BOROUGH OF CAPE MAY POINT
COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

RESOLUTION NO. 71-20

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT
CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR
THE RECONSTRUCTION OF PORTIONS OF YALE AVENUE**

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Borough of Cape May Point formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-Yale Avenue-00097 to the New Jersey Department of Transportation on behalf of the Borough of Cape May Point.

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

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Mullock						
vanHeeswyk						
Moffatt						

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Municipal Clerk

**BOROUGH OF CAPE MAY POINT
COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

RESOLUTION NO. 72-20

**APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT
CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR
THE RECONSTRUCTION OF EAST LAKE DRIVE**

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Borough of Cape May Point formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-East Lake Drive-00098 to the New Jersey Department of Transportation on behalf of the Borough of Cape May Point.

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

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Mullock						
vanHeeswyk						
Moffatt						

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Municipal Clerk

**BOROUGH OF CAPE MAY POINT
COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

RESOLUTION NO. 73-20

SALARY RESOLUTION 2020

WHEREAS, the Board of Commissioners desires to provide the exact salary of each officer and employee by resolution on an annual basis and as needed from time to time during the year; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Borough of Cape May Point, County of Cape May, that the Commissioners approve the attached Schedule A constituting the salaries and wages of the officers and employees of the Borough of Cape May Point for the year 2020.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Mullock						
vanHeeswyk						
Moffatt						

Certification

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Municipal Clerk

SCHEDULE "A"

Name	Title	Salary
Anita vanHeeswyk	Commissioner	\$10,000.00
Robert Moffatt	Commissioner	\$10,000.00
Robert Mullock	Commissioner	\$10,000.00
	Administrator	\$44,000.00
James Craft	CFO	\$18,000.00
James Craft	Purchasing Agent	\$ 1,000.00
Elaine Wallace	Municipal Clerk	\$46,150.00
Elaine Wallace	Elections Clerk	\$ 2,400.00
Elaine Wallace	Registrar	\$ 3,300.00
Elaine Wallace	Assessment Search Officer	\$ 2,650.00
Elaine Wallace	Assistant Water Clerk	\$ 2,500.00
	Environ. Comm. Sec.	\$ 500.00
Dianne Kelly	Tax Assessor	\$14,900.00
Kim Stevenson	Tax Collector	\$14,900.00
Frank Hood	Bookkeeper	\$11,800.00
Jacqueline McDevitt	Receptionist	\$20.00/ hour
Jacqueline McDevitt	Asst. Water/Sewer Clerk	\$21.00/ hour
Jacqueline McDevitt	Deputy Registrar	\$3,200.00
VACANT	Electrical Inspector	\$0
John McGraw	Zoning Officer & Clerk	\$16,000.00
William Gibson	Public Works Supervisor	\$63,989.00
	Water/Sewer Supervisor (35 % allocation)	
William Gibson	OEM Coordinator	\$2,250.00
David Gray	Public Works Laborer	\$16.00/ hour
	(35% allocated to W/S)	
Anthony Famiano	Public Works Laborer	\$16.00/ hour
	(35% allocated to W/S)	
(VARIOUS / SEASONAL)	Public Works Laborer	\$10.00/hour to \$15.00/hour
Anthony Famiano	Assistant DPW Supervisor	\$6,700.00
	(100% allocated to W/S)	
David Carrick	Water Superintendent	\$6,000.00
	W/S Clerk	\$8,500.00

Rhiannon Worthington	Planning Board Sec.	\$6,600.00
Brady Schoenrock	Code Compliance Official	\$8,500.00
	Rental Inspector	\$3,500.00
(SEASONAL)	Code Enforcement Assistant	\$10.00/hour to \$25.00/hour
Bill Oat	Beach Patrol Chief	\$19,000.00
	Captain	\$18.25/hour
	Lieutenant	\$16.50/hour
	Non-Lieutenant EMT Cert	\$ 1.00/hour
	1 st Year Guard	\$13.25/hour
	2 nd Year Guard	\$13.50/hour
	3 rd Year Guard	\$13.75/hour
	4 th Year Guard	\$14.00/hour
	5 th Year Guard	\$14.25/hour
	6 th Year Guard	\$14.50/hour
	7 th + Year Guard	\$14.75/hour
Chris Garrison	Beach Director	\$15,200.00
(VARIOUS / INSPECTORS)	Tag Inspectors	
	1 st Year	\$10.30/hour
	2 nd Year	\$10.55/hour
	3 rd Year	\$10.80/hour
	4 th Year	\$11.05/hour
	5 th Year	\$11.30/hour
	6 th Year	\$11.55/hour
	7 th Year	\$11.80/hour
	8 th Year	\$12.05/hour
	Tagger Supervisor	
	1 st Year	\$13.50/hour
	2 nd Year	\$13.75/hour
	3 rd Year	\$14.00/hour
	4 th Year	\$14.25/hour
	5 th Year	\$14.50/hour
	6 th Year	\$14.75/hour
	7 th Year	\$15.00/hour
	8 th Year	\$15.25/hour

**BOROUGH OF CAPE MAY POINT
COUNTY OF CAPE MAY
NEW JERSEY**

RESOLUTION NO. 74-20

**DECLARING THE OFFICIAL OPENING OF CAPE MAY POINT BEACHES TO
BATHING AND FISHING FOR THE 2020 SEASON**

WHEREAS, Section 58-11B of the annotated code of the Borough of Cape May Point requires that the commissioners declare by resolution which beaches are open or closed to swimming, fishing and kayaking, and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Cape May Point as follows:

1. The beaches shall open on Saturday, June 20, 2020.
2. Bathing/swimming is allowed on protected beaches and within the designated areas only between the hours of 10 A.M. and 5 P.M. Monday through Friday, and until 5:30 PM on Saturdays and Sundays.
3. A Protected Beach is defined as one with a Lifeguard stand on the beach occupied by a Borough of Cape May Point certified lifeguard. The Coral Avenue beach will be protected based on the availability of beach patrol staff. **No swimming shall be permitted on unprotected beaches. The Beach Patrol will endeavor to open as many beaches as possible contingent upon the availability of beach patrol staff and the conditions of specific beaches that compromise public safety**
4. All beaches are subject to closure at any time during the summer months at the discretion of the Beach Patrol Captain or his designee.
5. The beaches at Whilldin, Lighthouse and Alexander Avenues are designated as UNPROTECTED and swimming is prohibited at all times. Whilldin will be an unprotected beach due to the short distance to the beach-saver reef. The beach may be occupied; however, no swimming will be allowed at any time. Coral Avenue may be determined unsafe for similar reasons. The Alexander Avenue beach has been declared unsafe for swimming due to unseen, underwater hazards.
6. Additionally, Alexander is designated as a Precautionary Zone by the U.S Department of Fish and Wildlife and the New Jersey Department of Fish and Wildlife. The beach may be occupied; however, no swimming and other restrictions will be enforced as deemed necessary.

7. Launching of Kayak's is permitted from the Alexander Avenue beach. Beach tags are required.
8. Fishing from the beach is allowed in all non-bathing areas during regular operating hours from 10 A.M. to 5 P.M. Beach tags are required.
9. All activities described above require beach tags. No person 12 years or older shall bathe at or otherwise use the beaches set forth and in Section 58-7B without having first acquired and then having in his/her possession a proper and effective badge.
10. All or part of the activities may be closed due to no-population or weather, especially lightning, and/or high or dangerous waves, at the discretion of the Captain of the Beach Patrol or his designee. Rules determining the above activities are described in Section 58 of the Code Book and the Operating Manual for the Beach Patrol.
11. All off-duty working members of the beach patrol do not require beach tags as they are 'on-call' at tall times. On-call is defined as assisting emergency situations as needed on the lifeguards' days off.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Mullock						
vanHeeswyk						
Moffatt						

Certification

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Municipal Clerk

**BOROUGH OF CAPE MAY POINT
COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

RESOLUTION NO. 75-20

**AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN CONTRACT - GRR
CONSULTING SERVICES, LLC - OPERATIONAL SPECIALIST**

WHEREAS, the Board of Commissioners of the Borough of Cape May Point has a need to enter into an agreement with GRR Consulting Services, LLC for Operational Specialist services, as a non-fair and open contract pursuant “Pay to Play” regulations; and

WHEREAS, the Borough of Cape May Point will be entering into an agreement with GRR Consulting Services, LLC, where the total amount of the proposal provided will have a total value that will exceed \$17,500.00; and

WHEREAS, GRR Consulting Services, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that said entity has not made any reportable contributions to a political or candidate committee in the Borough of Cape May Point in the previous one year, and that the contract will prohibit it from making any reportable contributions through the term of the contract.

NOW THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Borough of Cape May Point the governing body thereof, that authorization is hereby granted to enter into an agreement with said contractor and that the appropriate officials are hereby authorized to sign any and all documents in connection therewith.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value placed on file with the resolution.

GRR Consulting Services, LLC - Operational Specialist - Not to exceed \$25,667.00. As the Chief Financial Officer of the Borough of Cape May Point, I acknowledge the sum of \$25,667.00 has been bid for the following service of items Operational Specialist. It is further certified that sufficient funds are available from the following appropriation or ordinance to cover this contract.

James Craft, Chief Financial Officer

ATTEST:

Elaine Wallace
Borough Clerk

Robert Moffatt, Mayor

Anita vanHeeswyk, Commissioner

Robert Mullock, Commissioner

**BOROUGH OF CAPE MAY POINT
COUNTY OF CAPE MAY
STATE OF NEW JERSEY**

RESOLUTION 76-20

APPROVAL OF BILL LIST

WHEREAS, the Borough of Cape May Point has received certain claims against it by way of voucher, which have been duly reviewed by the Board of Commissioners.

NOW THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Borough of Cape May Point, County of Cape May, State of New Jersey that the attached claims are hereby approved for payment in the total amount of \$393,217.85.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Mullock						
vanHeeswyk						
Moffatt						

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Municipal Clerk

Range of Checking Accts: OTHER to OTHER Range of Check Ids: 15476 to 15499
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
PO #	Description			Contract	
15476	05/26/20	ATL01 ATLANTIC CITY ELECTRIC			1819
20-00237	ELECTRIC BILLS		1,661.30		
20-00280	ELECTRIC BILLS		<u>2,567.10</u>		
			4,228.40		
15477	05/26/20	BLOBL005 BLO BLASTING LLC			1819
20-00235	DISINFECTANT		970.00		
15478	05/26/20	CAP03 CAPE MAY STAR & WAVE			1819
20-00248	LEGAL AD		25.42		
15479	05/26/20	CAP12 CAPE MAY LUMBER COMPANY			1819
20-00250	STATEMENT		360.52		
15480	05/26/20	CAP31 CAPE MINING & RECYCLING LLC			1819
20-00231	STUMPS/TREE PARTS		71.30		
15481	05/26/20	CIT03 CITY OF CAPE MAY			1819
20-00251	APRIL WATER		7,473.72		
15482	05/26/20	CONST005 CONSTELLATION NEW ENERGY INC			1819
20-00232	ELECTRIC CHARGES		4.95		
15483	05/26/20	COU03 COUNTY OF CAPE MAY			1819
20-00247	FUEL MARCH		235.30		
20-00264	2ND QUARTER TAXES		<u>337,246.48</u>		
			337,481.78		
15484	05/26/20	DAT01 DATA NETWORK SOLUTIONS			1819
20-00244	PHONE		310.11		
15485	05/26/20	ELAIN005 ELAINE WALLACE			1819
20-00256	REIMBURSEMENT		42.33		
15486	05/26/20	GOLDM005 GOLD MEDAL ENVIRONMENTAL			1819
20-00227	TRASH/RECYCLING		5,283.33		
15487	05/26/20	JAC01 J & A CLEANING SERVICE			1819
20-00229	CLEANING		375.00		
15488	05/26/20	LANDB005 LANDBERG CONSTRUCTION LLC			1819
19-00652	RECON OF OCEAN PAV AND CENTRAL		8,516.61		
15489	05/26/20	LAW01 LAWN DOCTOR OF S. CAPE MAY CO			1819
20-00258	TREATMENT		746.25		
15490	05/26/20	MDI01 M. DIDONATO			1819
20-00255	CIRCLE SIGNS		75.00		

Check # PO #	Check Date	Vendor Description	Amount Paid	Reconciled/Void	Ref Num Contract
15491 20-00246	05/26/20	NAT04 VAN EMBDEN, NATHAN, ESQUIRE SOLICITOR	1,182.00		1819
15492 20-00253	05/26/20	ONE02 ONE CALL CONCEPTS MARK OUTS	20.40		1819
15493 20-00254	05/26/20	STA02 STATE OF NEW JERSEY PWT 2ND QU WATER TAX	16.85		1819
15494 20-00249	05/26/20	SWA01 SWAIN'S ACE HARDWARE APRIL 2020 STATEMENT	807.01		1819
15495 20-00263	05/26/20	TREAS005 TREASURER, STATE OF NEW JERSEY COASTAL ZONE MANAGEMENT PERMIT	1,000.00		1819
15496 20-00230 20-00257	05/26/20	UNI05 UNITED UNIFORM MASKS SURGICAL MASKS	990.00 375.00 <u>1,365.00</u>		1819
15497 20-00240	05/26/20	USBAN005 US BANK EQUIPMENT FINANCE COPIER	155.00		1819
15498 20-00259	05/26/20	VAN01 VAN NOTE-HARVEY ASSOCIATES ENGINEERING	22,619.43		1819
15499 20-00239	05/26/20	XTE01 XTEL COMMUNICATIONS INC LONG DISTANCE	87.44		1819

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	24	0	393,217.85	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>24</u>	<u>0</u>	<u>393,217.85</u>	<u>0.00</u>

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT	0-01	352,560.60	0.00	0.00	352,560.60
	0-05	<u>9,134.81</u>	<u>0.00</u>	<u>0.00</u>	<u>9,134.81</u>
	Year Total:	361,695.41	0.00	0.00	361,695.41
	C-04	30,361.94	0.00	0.00	30,361.94
TRUST ACCOUNT EXPENDITURES	T-13	1,160.50	0.00	0.00	1,160.50
	Total of All Funds:	<u><u>393,217.85</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>393,217.85</u></u>