

**JANUARY 7, 2021
REGULAR MEETING MINUTES**

The Regular Meeting 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 and Clerk Elaine Wallace. This meeting was held via teleconference under local operation guidance from the NJDCA, pursuant to P.L. 2020, c. 11.

COMMISSIONERS' REPORTS:

Commissioner Busch has spent the last week getting familiar with the office and staff and going through the office and learning about the position. There are no immediate projects starting, but the bids for Yale Avenue will be received on January 20th.

Commissioner vanHeeswyk welcomed Catherine Busch and knew she would do a great job moving forward with the Borough. Mrs. vanHeeswyk completed the Hazard Mitigation Plan update and filed it with the County. The County will hold a public viewing the following week; a link is on the Borough website. The beach replenishment project began 6 weeks behind schedule but should be finished quickly. Lastly, Mrs. vanHeeswyk discussed plan endorsement, which she was in favor of renewing and felt she could handle since she worked on it in the past and various elements are all up-to-date like Hazard Mitigation and MPAP. Commissioner Busch and Mayor Moffatt were in favor of her pursuing recertification of plan endorsement. Commissioner vanHeeswyk will provide a letter for the mayor's signature.

Mayor Moffatt welcomed Catherine Busch to the commission and was looking forward to working with her.

ADMINISTRATOR'S REPORT:

Ed Grant has been working on the budget with the CFO. He also reported on USDA funding for fire companies. He has reached out to the president of the fire company and will work with them to see what might be a fit.

PUBLIC QUESTIONS ON AGENDA ITEMS:

Bob Mullock welcomed Catherine Busch to the commission and knew she would do a terrific job.

Tom Maye noticed the borough is looking for a new solicitor and wondered what happened to Brock Russell. Commissioner vanHeeswyk explained the Borough is just looking at options.

APPROVAL OF MINUTES:

December 10, 2020 Regular Meeting
December 22, 2020 Work Session
January 2, 2021 Reorganization Meeting
Motions: vanHeeswyk, Moffatt
Roll call: all in favor

ORDINANCES FOR INTRODUCTION/PUBLICATION: None

RESOLUTIONS:

- 05-21 Resolution Providing Temporary Appropriations for the Year 2021
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 06-21 2021 Cash Management Plan
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 07-21 Authorizing the Water/Sewer Clerk and Tax Collector to Cancel Overpayments or Delinquencies under \$10.00
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 08-21 Resolution to Establish the Rate of Interest for Nonpayment of Taxes or Assessments for the Borough of Cape May Point for the Year 2021
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 09-21 Authorizing the Tax Assessor to File Regular Appeals to the Cape May County Board of Taxation
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 10-21 Schedule of 2021 Municipal Holidays / Borough Closings
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 11-21 Number Not Used
- 12-21 Award of Professional Service Contract for Borough Auditor – Michael Garcia of Ford, Scott and Associates, LLC
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 13-21 Award of Professional Service Contract for Bond Counsel – McManimon, Scotland & Bauman, LLC
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 14-21 Award of Professional Service Contract for Borough Engineer – Bruce Graham
Motions: Busch, Moffatt
Roll call: all in favor

- 15-21 Award of Contract for M.I.S. Services for 2021
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 16-21 Award of Contract for Animal Control Services for 2021
Motions: Moffatt, vanHeeswyk
Roll call: all in favor
- 17-21 Award of Professional Service Contract for Borough Planner – Michael Sullivan
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 18-21 Award of Contract for CRS Coordinator Services
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 19-21 Award of Contract for Certified Floodplain Administrator
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 20-21 Award of Contract for 2021 Annual Beach Profile
Motions: Busch, Moffatt
Roll call: all in favor
- 21-21 Appointing Risk Management Consultant for Atlantic County Municipal Joint Insurance Fund
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 22-21 Award of Contract for Affordable Housing Administrative Agent for 2021
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 23-21 Authorizing the Award of Contract to GRR Consulting Services, LLC for Operational and Administrative Services
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 24-21 Annual Schedule of Meetings for 2021
Motions: Moffatt, vanHeeswyk
Roll call: all in favor
- 25-21 Green Team for 2021
Motions: Busch, Moffatt
Roll call: all in favor
- 26-21 Designating Public Agency Compliance Officer for 2021
Motions: vanHeeswyk, Moffatt
Roll call: all in favor

- 27-21 Resolution to Affirm the Borough of Cape May Point's Civil Rights Policy with Respect to All Officials, Appointees, Employees, Prospective Employees, Volunteers, Independent Contractors, and Members of the Public that Come into Contact with Municipal Employees, Officials and Volunteers
Motions: Moffatt, vanHeeswyk
Roll call: all in favor
- 28-21 Approval of Bill List
Motions: vanHeeswyk, Moffatt
Roll call: all in favor
- 29-21 Authorizing Executive/Closed Session in Accordance with the Provisions of the Open Public Meetings Act, Specifically N.J.S.A. 10:4-12(b) – contract negotiations – Borough Solicitor candidates
Motions: Moffatt, Busch
Roll call: all in favor

ORDINANCES FOR SECOND READING AND PUBLIC HEARING: None

PUBLIC PORTION:

When no one wished to speak, the meeting was recessed into closed session at 6:25 pm on motion of Mayor Moffatt, seconded by Commissioner vanHeeswyk.

The meeting was reconvened at 7:36 pm on motion of Mayor Moffatt, seconded by Commissioner Busch. No action was taken as a result of closed session and the meeting was adjourned at 7:37 pm on motion of Mayor Moffatt, seconded by Commissioner vanHeeswyk.

Respectfully submitted,

Accepted:

 Elaine L. Wallace, RMC, CMR
 Municipal Clerk

 Commissioner Busch

 Commissioner vanHeeswyk

 Mayor Moffatt