

**OCTOBER 14, 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, Clerk Elaine Wallace, and Solicitor Ed Grant.

**COMMISSIONERS' REPORTS:**

Personnel Policy Manual: Commissioner vanHeeswyk complimented Ed Grant, John Amenhauser and Elaine Wallace for doing a great job on such a huge undertaking. Ed Grant explained the group blended the old with the new. The two sections that gave the greatest challenge were sick leave and health benefits. The sick leave policy incorporates the latest state law allowing part-time seasonal employees (lifeguards and beach taggers) to accumulate sick time at a rate of 1 hour for each 30 hours worked. Part-time employees who work are hired for 6 months will be given sick days at time of hire based on working 6 months. The remaining employees will continue to receive 9 sick days at the beginning of each year, increasing annually based on years of service, with no carryover. John Amenhauser explained the proposed provisions exceed the minimum set by the state law. Mr. Grant then explained the change in the health benefits. The new section introduces a sliding scale established by the state in 2011 or so. Commissioner Busch noted the chart includes family member costs and asked if the Borough will be including paid health benefits for family members. Mr. Grant advised it does not. Ms. Busch asked that be changed in order to be competitive and retain and recruit employees. Mrs. vanHeeswyk was torn, knowing it might be necessary to be competitive, but knowing it will be costly for the Borough. Mayor Moffatt thought it made sense to include family coverage, noting the recent loss of an employee due to lack of family benefits. Commissioner vanHeeswyk said she wouldn't argue further. Commissioner Busch noted the flow chart must be updated to show Emergency Management in her department rather than the Mayor's. She also wondered why Good Friday is considered a holiday when it's not a federal holiday and there is another section that addresses religious holidays. John Amenhauser noted it is a New Jersey State holiday and Mr. Grant explained that section wasn't changed.

Pre-season beach tag sales: Mayor Moffatt has gotten revenue information, but more discussion is needed with the CFO and Beach Director before any recommendation or decision can be made.

Commissioner Busch reported the 3<sup>rd</sup> quarter water/sewer bills will be printed October 21<sup>st</sup> and will be due December 1<sup>st</sup>. The entire schedule is available on the Borough's water/sewer page. The Yale Avenue reconstruction project bid has been advertised with a bid opening date of October 26. Hopefully, the project can begin this fall, at least the replacement of 12 of the storm drains which are very old and failing. Public Works has been working on removing sidewalks and curbing along the roadway and

she has received compliments on the process. Commission vanHeeswyk has also heard compliments.

Commissioner vanHeeswyk reminded everyone about the free risk reduction webinar for flood insurance premiums coming up on October 21<sup>st</sup> at 6 pm. There will be lots of information, real life examples and a Q&A period. Anyone interested can register online through the link on the Borough's homepage. Lastly, she thanked Elaine Wallace for taking the lead with the IT consultant to get the newest technology policy and cyber incident response plan together. She asked Mrs. Wallace to explain the highlights of the documents.

Mayor Moffatt reminded everyone of the Invasive Plant webinar coming up on Tuesday, October 19<sup>th</sup>. A Zoom link is available on the Borough's homepage.

**ADMINISTRATOR'S REPORT:**

Mr. Grant reported he met with the CFO and the 2022 budget worksheets have been distributed to the Commissioners. He would like to have them back by the week before Thanksgiving. The CFO reported the beach revenues were about \$238,000 this year and the Borough could raise beach fees for next year. No changes were made this year because of the uncertainty resulting from the pandemic. Lastly, he reported the 2021 Best Practices inventory is almost done and will be submitted before the November 3 deadline.

**PUBLIC QUESTIONS ON AGENDA ITEMS:** None

**APPROVAL OF MINUTES:**

September 9, 2021

September 28, 2021

*Motions: vanHeeswyk, Moffatt*

*Roll call: all in favor*

**ORDINANCES FOR INTRODUCTION/PUBLICATION:** None

**RESOLUTIONS:**

110-21 Approval of Right-of-Way Permits for Small Cell Projects by Cellco Partnership d/b/a Verizon Wireless – 101 Whilldin and 213 Lighthouse

*Motions: Busch, Moffatt*

*Roll call: all in favor*

111-21 Authorizing Executive/Closed Session in Accordance with the Open Public Meetings Act, Specifically N.J.S.A. 10:4-12(b) – attorney/client privilege and contract negotiations regarding public right-of-way encroachment

*Motions: vanHeeswyk, Moffatt*

*Roll call: all in favor*

112-21 Adopting the Cape May Point Technology Policy and Cyber Incident Response Plan

*Motions: vanHeeswyk, Moffatt*  
*Roll call: all in favor*

113-21 Approval of Bill List  
*Motions: vanHeeswyk, Moffatt*  
*Roll call: all in favor*

**ORDINANCES FOR SECOND READING AND PUBLIC HEARING:**

08-2021 An Ordinance Amending Chapter 150 (“Zoning”), Section 21 (“Landscaping and Vegetation Plan”) of the Code of the Borough of Cape May Point  
*Motions to Open Public Hearing: vanHeeswyk, Moffatt*  
*Roll call: all in favor*

Mary Kelly applauded those who worked on the ordinance, but was concerned that the ordinance should be in the portion of the code that deals with construction and things like regrading and clear cutting.

When no one wished to speak, the public hearing was closed.  
*Motions to Adopt: Busch, Moffatt*  
*Roll call: all in favor*

**PUBLIC PORTION:**

Barb Bassett thanked the commissioners for passing the landscaping ordinance. Now, it just needs to be enforced.

Sandy Allison wanted to know if anything more has happened on salvaging during demolition. The commissioners are interested in the possibility but aren’t ready to discuss it further as a body at this time.

When no one else wished to speak, the meeting was recessed into closed session at 6:43 on motion of Commissioner vanHeeswyk, seconded by Mayor Moffatt. The meeting was reconvened at 6:58 on motion of Commissioner vanHeeswyk, seconded by Mayor Moffatt.

There being no further business, the meeting was adjourned at 6:58 pm on motion of Commissioner vanHeeswyk, seconded by Mayor Moffatt.

Respectfully submitted,

Accepted:

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Elaine L. Wallace, RMC, CMR  
Municipal Clerk

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Commissioner Busch

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Mayor Moffatt

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Commissioner vanHeeswyk