

In compliance with COVID-19 guidelines this meeting will be conducted via electronic conferencing using Zoom <https://www.zoom.us/> or by phone +1 646 558 8656 US (New York)  
**Meeting ID: 811 6286 3329 Passcode: 908525**

**Direct link:** <https://us02web.zoom.us/j/81162863329?pwd=ejQ1MHJxRjR3OXZYbUg5YjVNR01HUT09>

In addition, members of the public may send questions or comments for inclusion during the public portion to the Borough Clerk at [ewallace@capemaypoint.org](mailto:ewallace@capemaypoint.org) by 12:00 PM the Wednesday before the meeting.

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

**BOROUGH MEETING – JANUARY 6, 2022 – 6:00 PM**

**MEETING CALLED TO ORDER / SUNSHINE STATEMENT / FLAG SALUTE**

In compliance with the Open Public Meetings Act, Chapter 231, Public Laws of 1975, this meeting was properly advertised in the annual notice and this agenda was properly distributed and duly posted on the Borough Hall bulletin board as the required notice under the Statute.

**ROLL CALL:** Commissioner Busch, Mayor Moffatt, Commissioner vanHeeswyk

**COMMISSIONERS' REPORTS/DISCUSSION**

**ADMINISTRATOR'S REPORT**

**PUBLIC COMMENT ON AGENDA ITEMS ONLY**

**APPROVAL OF MINUTES**

December 9, 2021 Regular Meeting  
December 21, 2021 Work Session

**ORDINANCES FOR INTRODUCTION / PUBLICATION - None**

**RESOLUTIONS**

- 01-22 Resolution Providing Temporary Appropriations for the Year 2022
- 02-22 2022 Cash Management Plan
- 03-22 Designation of the Official Instrument for the Publication of Legal Notices
- 04-22 Resolution Authorizing the Sewer/Water Clerk and Tax Collector to Cancel Overpayments or Delinquencies under \$10.00
- 05-22 Designating of Official Depositories and Authorized Signatures
- 06-22 Schedule of 2022 Municipal Holidays / Borough Hall Closings
- 07-22 Authorizing Tax Assessor to File Regular Appeals to the Cape May County Board of Taxation
- 08-22 Resolution to Establish the Rate of Interest for Nonpayment of Taxes or Assessments for the Borough of Cape May Point for the Year 2022
- 09-22 Award of Professional Services Contract for Borough Solicitor – John Amenhauser of The DeWeese Law Firm
- 10-22 Award of Professional Services Contract for Borough Auditor – Michael Garcia of Ford, Scott and Associates, LLC
- 11-22 Authorizing Award of a Non-Fair and Open Contract with GRR Consulting Services, LLC for Operational and Administrative Services
- 12-22 Award of Professional Services Contract for Borough Engineer – Dale Foster of Greenman-Pederson, Inc.
- 13-22 Award of Professional Service Contract for Labor Counsel – John Amenhauser of The DeWeese Law Firm
- 14-22 Award of Contract for MIS Services
- 15-22 Award of Contract for Animal Control Services

- 16-22 Award of Professional Services Contract for Borough Planner – Michael Sullivan
- 17-22 Award of Professional Services Contract for CRS Coordinator
- 18-22 Award of Professional Services Contract for Floodplain Administrator
- 19-22 Award of Contract for 2022 Annual Beach Profile Survey
- 20-22 Appointing Risk Management Consultant
- 21-22 Award of Professional Services Contract for Affordable Housing Administrative Agent – Triad Associates
- 22-22 Award of Contract for Grant Consultant – Triad Associates
- 23-22 Annual Schedule of Meetings for 2022
- 24-22 Designating Public Agency Compliance Officer
- 25-22 Approval of Bill List

**ORDINANCES FOR SECOND READING / PUBLIC HEARING / ADOPTION - None**

**PUBLIC PORTION**

**ADJOURNMENT**

The Board of Commissioners welcomes the participation of interested parties during the public portions of its meetings. For the Board to conduct the business of the Borough in the most productive and open manner possible, questions and comments may be limited to four (4) minutes per person. In addition, each person may only speak once per meeting on a single topic. If you wish to address the Board, please raise your hand and the moderator will try to accommodate everyone in the order in which they are recognized.

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

**RESOLUTION NO. 01-22**

**RESOLUTION PROVIDING TEMPORARY APPROPRIATIONS  
FOR THE YEAR 2022**

**WHEREAS**, in the normal operation of the business of the Borough of Cape May Point, it will be necessary for making contracts, commitments and payments prior to the adoption of the regular budget for the Borough of Cape May Point; and

**WHEREAS**, revised Statute 40A:4-19 of the State of New Jersey provides that the Governing Body of any municipality may make temporary appropriations to provide for any contracts, commitments or payments made between the beginning of the budget year and the adoption of the final budget; and

**WHEREAS**, the date of this resolution is within the thirty-one (31) days of the month of January, 2022 and will become effective January 1, 2022; and

**WHEREAS**, the total amount of appropriation hereunder of \$442,074.75 do not exceed twenty-six and one quarter percent (26.25%) of the total appropriations of the Borough of Cape May Point for 2021, exclusive of any 2021 appropriations made for debt service, capital improvement fund and public assistance.

**BE IT RESOLVED** that the following appropriations be made and that a certified copy of this Resolution be transmitted to the Chief Financial Officer or his records:

**Department of Public Affairs and Safety**

Director's Office	
Salaries & Wages	2,500.00
Other Expense	250.00
Beach Fee Program	
Salaries & Wages	-
Other Expense	1,600.00
Lifeguards	
Salaries & Wages	-
Other Expense	2,999.75
Municipal Court	
Other Expense	14,650.00

First Aid Organizations	
Other Expense	6,250.00
Animal Control	
Other Expense	700.00
Aid to Volunteer Fire Company	
Other Expense	2,306.25
Rental Fire Inspector	
Salaries & Wages	875.00
Code Enforcement	
Salaries & Wages	2,950.00
Other Expense	125.00
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Subtotal	<u>\$35,206.00</u>

**Department of Revenue and Finance**

Director's Office	
Salaries & Wages	2,500.00
Other Expense	125.00
Annual Audit	
Other Expense	4,625.00
Administrative Consultant	
Salaries & Wages	0.00
Other Expense	13,750.00
Municipal Clerk's Office	
Salaries & Wages	15,581.25
Other Expense	4,250.00
Assessment Searches	
Salaries & Wages	662.50
Computer Operations	
Other Expense	5,000.00
Elections	
Salaries & Wages	0.00
Other Expense	0.00
Financial Administration	
Salaries & Wages	10,550.00

Other Expense	2,250.00
Registrar of Vital Statistics	
Salaries & Wages	825.00
Assessment of Taxes	
Salaries & Wages	3,825.00
Other Expense	250.00
Codification of Ordinances	
Other Expense	0.00
Collection of Taxes	
Salaries & Wages	3,825.00
Other Expense	312.50
Tax Searches	
Salaries & Wages	300.00
Legal Services and Costs	
Other Expense	6,500.00
Rent of Fire Hall	
Other Expense	0.00
Municipal Land use Law (NJSA 40:55D-1)	
Planning/Zoning Board	
Salaries & Wages	1,750.00
Other Expense	3,000.00
Floodplain Administrator	
Salaries & Wages	1,250.00
Advertising and Printing	
Other Expense	500.00
Other Insurance Premiums	
General Liability	7,000.00
Worker's Compensation	11,000.00
Employee Group Insurance	5,000.00
Health Benefits Waiver S & W	0.00
Subtotal	<u>104,631.25</u>

**Department of Public Works and Parks**

Director's Office	
Salaries & Wages	2,500.00
Other Expense	500.00
Engineering Service and Costs	
Other Expense	5,000.00
Public Buildings and Grounds	
Other Expense	16,000.00
Public Works Maintenance	
Salaries & Wages	30,250.00
Other Expense	3,750.00
Road Repair and Maintenance	
Other Expense	1,250.00
Beach Restoration and Maintenance	
Other Expense	3,250.00
Cape May Point Environmental Com	2,700.00
Garbage and Trash Removal	
Other Expense	13,000.00
Recycling	
Other Expense	8,000.00
Parks and Public Property	
Other Expense	8,250.00
Emergency Management Services	
Salaries & Wages	500.00
Other Expense	50.00
Subtotal	<hr/>
	95,000.00

**Other**

State Uniform Construction Code	
Construction Official	
Salaries & Wages	4,500.00
Other Expense	-

Electric, Natural Gas	4,150.00
Telephone	1,687.50
Street Lighting	4,625.00
DCRP	525.00
Social Security System	11,750.00
Cape May City - Interlocal Services Agreement	
Police Protection - Contractual	<u>80,000.00</u>
<b>Total Appropriations within 26.25% Limit</b>	<b><u>342,074.75</u></b>

**MUNICIPAL DEBT SERVICE**

Bond Principal	-
Interest	-
BAN Interest	-
BAN Principal	-
Capital Improvement Fund	<u>100,000.00</u>
<b>Grand Total General Government</b>	<b><u>442,074.75</u></b>

**SEWER AND WATER UTILITY**

**OPERATIONS**

Salaries and Wages	\$22,500.00
Other Expenses	\$150,545.50

**DEBT SERVICE**

Payment of Bonds - Interest	\$0.00
Payment on BAN/Cap Notes	\$0.00
Payment of Bonds - Principal	\$0.00
Capital Improvement Fund	\$6,250.00

**STATUTORY EXPENDITURES**

FICA	\$1,787.50
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**Grand Total Sewer and Water Utility** **\$181,083.00**

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

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 January 6, 2022.

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Municipal Clerk

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

**RESOLUTION 02-22**

**2022 CASH MANAGEMENT PLAN**

**BE IT RESOLVED** by the Commissioners of the Borough of Cape May Point, County of Cape May, that for the Year 2022, the following shall serve as the **Cash Management Plan** of the Borough of Cape May Point.

**1. Cash Management and Investment Objectives**

The Borough of Cape May Point objectives in this area are:

- A. Preservation of capital.
- B. Adequate safekeeping of assets.
- C. Maintenance of liquidity to meet operating needs.
- D. Diversification of the Borough's portfolio to minimize risks associated with individual investments.
- E. Maturity requirements to meet timing of maturity of investments to match the need for cash.
- F. Investment of assets in accordance with State and Federal Laws and regulations.
- G. Costs and Fees of buying, storing and redeeming investment instruments.

**2. Designation of Official Depositories**

1. The following Government Unit Depository Protection Act approved banks are authorized depositories for deposit of funds:

**BANK OF AMERICA  
SUN NATIONAL BANK  
STURDY SAVINGS  
PNC BANK  
OCEAN FIRST  
TD BANK  
MBIA CLASS  
NJ CASH MANAGEMENT FUND  
SOVEREIGN BANK  
CREST SAVINGS BANK**

2. Designated official depositories are required to submit to the Chief Financial Officer, a copy of the Governmental Unit Deposit Protection Act Notification of eligibility, which is filed semi- annually with the Department of Banking June 30th and December 31st of each year.

3. Designated official depositories are required to submit to the Chief Financial Officer a copy of the institution's "Annual Report" on an annual basis.

**3. Cash Management**

- 1. All funds shall be deposited within 48 hours of receipt in accordance with N.J.S.A. 40A:5-15.
- 2. The Chief Financial Officer shall minimize the possibility of idle cash accumulating in accounts by assuring that the amounts in excess of negotiated compensating balances are kept in interest bearing accounts or promptly swept into the investment portfolio.
- 3. The method of calculating banking fees and compensating balances shall be reviewed on a monthly basis.



4. Investment decisions shall be guided by the cash flow projections prepared by the Chief Financial Officer.
5. The Chief Financial Officer shall make (when appropriate) transfers between Borough bank accounts via on-line banking.

**4. Permissible Investments**

1. Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America.
2. Government money market mutual funds.
3. Any federal agency or instrumentality obligations authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
4. Bonds or other obligations of the local unit or school districts of which the local unit is a part.
5. Any other obligations with maturities not exceeding 397 days, as permitted by the Division of Investments.
6. Local Government investment pools.
7. New Jersey State Cash Management Fund.
8. Repurchase agreements of fully collateralized securities.

**5. Authority for Investment Management**

1. The Chief Financial Officer is authorized and directed to make investments on behalf of the Borough. All investment decisions shall be consistent with this plan and all appropriate regulatory constraints.

**6. Safekeeping**

1. Securities purchased on behalf of the Borough shall be delivered electronically or physically to the Borough's custodial bank, which shall maintain custodial and/or safekeeping accounts for such securities on behalf of the Borough.

**7. Reporting**

1. The Chief Financial Officer shall report to the Borough Commissioners all purchases of investments in accordance with N.J.S.A. 40A:5-15.2.

**8. Audit**

1. The Cash Management Plan shall be subject to annual audit conducted pursuant to N.J.S.A. 40A:5-14.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

Certification

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 January 6, 2022.

Municipal Clerk

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

**RESOLUTION NO. 03-22**

**DESIGNATION OF THE OFFICIAL NEWSPAPERS  
FOR THE PUBLICATION OF LEGAL NOTICES**

**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 Cape May Star & Wave is designated as the newspaper for the publication of legal notices for the Borough of Cape May Point.

**BE IT FURTHER RESOLVED** that The Press of Atlantic City and The Herald are designated as alternate official newspapers.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

Certification

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\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION 04-22**

**A RESOLUTION AUTHORIZING THE WATER/SEWER CLERK AND TAX  
COLLECTOR TO CANCEL OVERPAYMENTS OR DELINQUENCIES UNDER  
\$10.00**

**WHEREAS**, the Governing Body of a Municipality may designate Municipal Employee(s) to process without further action on the part of the Governing Body, the cancellation of any property tax, water/sewer overpayments or delinquencies of ten dollars (\$10.00) or less; and

**WHEREAS**, the Borough of Cape May Point desires to designate employee(s) for such purposes.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Cape May Point, County of Cape May and State of New Jersey that the Tax Collector and Water/Sewer Clerk for the Borough of Cape May Point, be designated as the Municipal Employees hereby authorized to cancel from record any overpayment or delinquency of ten dollars (\$10.00) or less.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

Certification

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Municipal Clerk

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

**RESOLUTION NO. 05-22**

**DESIGNATION OF OFFICIAL DEPOSITORIES AND AUTHORIZED SIGNATORIES**

**BE IT RESOLVED** by the Commissioners of the Borough of Cape May Point, County of Cape May, State of New Jersey, that the official depositories of the Borough shall be: Crest Savings Bank and any other depository for Public Funds regulated by the Governmental Unit Depository Act.

**BE IT FURTHER RESOLVED** that the following are hereby authorized to sign checks on behalf of the Borough of Cape May Point on all accounts with financial institutions designated as Official Depositories for the funds of the Borough:

Commissioner Catherine Busch  
Commissioner Robert Moffatt  
Commissioner Anita vanHeeswyk  
Municipal Clerk Elaine L. Wallace  
Deputy Clerk Kelly Redington

**BE IT FURTHER RESOLVED** that check withdrawals from Borough bank accounts require at least two (2) of the aforementioned signatories.

**IT IS FURTHER RESOLVED** that the following individuals will have the access and authorization necessary to electronically transfer funds between Borough accounts:

Chief Financial Officer James Craft  
Tax Collector Kim Stevenson

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

Certification

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Municipal Clerk

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

**RESOLUTION 06-22**

**SCHEDULE OF 2022 MUNICIPAL HOLIDAYS / BOROUGH HALL CLOSINGS**

**BE IT RESOLVED**, by the Governing Body of the Borough of Cape May Point, that the following will be observed as Holidays on which Municipal Offices will be closed:

	<u><i>OBSERVED</i></u>
New Year's Day	12/31/2022
Martin Luther King Day	1/17/2022
President's Day	2/21/2022
Good Friday	4/15/2022
Memorial Day	5/30/2022
Independence Day	7/4/2022
Labor Day	9/5/2022
Columbus Day	10/10/2022
Veterans Day	11/11/2022
Thanksgiving Day	11/24/2022
Day after Thanksgiving	11/25/2022
Christmas	12/23, 26 & 27/2022
New Year's Day 2023	1/2/2023

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

**CERTIFICATION**

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 January 6, 2022.

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Municipal Clerk

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

**RESOLUTION 07-22**

**AUTHORIZING TAX ASSESSOR TO FILE REGULAR APPEALS  
TO THE CAPE MAY COUNTY BOARD OF TAXATION**

**WHEREAS**, by the directive of the Cape May County Board of Taxation and pursuant to N.J.A.C. 18:12A-1.6(c), the governing body of the Borough of West Cape May may designate that any and all tax appeals for an increase or decrease of assessment may be submitted to the County Board of Taxation by the Tax Assessor; and

**WHEREAS**, it is deemed to be in the best interest of the Borough of Cape May Point that the Tax Assessor be authorized to file same on behalf of the Borough for the year 2022 for the disposition by the County Board of Taxation.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Borough of Cape May Point, the governing body thereof, that Dianne Kelly, Tax Assessor of the Borough of Cape May Point is hereby authorized, empowered and directed to file regular appeals with the Cape May County Board of Taxation on behalf of the Borough for the year 2022.

**BE IT FURTHER RESOLVED** by the Board of Commissioners of the Borough of Cape May Point, the governing body therefore, that a certified copy of this Resolution shall be forwarded to Dianne Kelly and the Cape May County Board of Taxation.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

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 January 6, 2022.

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Municipal Clerk

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

**RESOLUTION 08-22**

**A RESOLUTION TO ESTABLISH THE RATE OF INTEREST FOR NONPAYMENT OF  
TAXES OR ASSESSMENTS FOR THE BOROUGH OF CAPE MAY POINT  
FOR THE YEAR 2022**

**WHEREAS**, N.J.S.A. 54: 4-67 authorizes a Municipality to access certain interest penalties for delinquencies in payment of installments of taxes and assessments;

**NOW, THEREFORE, BE IT RESOLVED**, by the Commissioners of the Borough of Cape May Point, County of Cape May, and State of New Jersey, that pursuant to N.J.S.A. 54:4-67, interest shall be charged on unpaid taxes at the rate of eight percent (8%) per annum on the first \$1,500.00 of the delinquency, and at the rate of eighteen (18%) per annum on any amount in excess of \$1,500.00, to be calculated from the date the tax was payable until the date of actual payment provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable. Should the combination of interest, taxes, and other municipal charges accumulate to a total delinquency in excess of \$10,000.00 an additional interest penalty shall be added at the rate of six percent (6%) per annum on top of all other taxes, interest and charges due.

**BE IT FURTHER RESOLVED**, that in accordance with N.J.S.A. 54: 5-61 the holder of a tax title shall be entitled to collect from the owner or other persons having interest in the lands, in addition to the expenses provided in N.J.S.A. 54: 5-61 a sum equal to two percent (2%) of the costs exceeding the sum of \$200.00; four percent (4%) when the taxes, interest, and cost exceed the sum of \$5,000.00 and six percent (6%) when the taxes and cost exceed the sum of \$10,000.00.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

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 January 6, 2022.

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Municipal Clerk

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

**RESOLUTION 09-22**

**AWARD OF PROFESSIONAL SERVICES CONTRACT FOR  
BOROUGH SOLICITOR – THE DEWEESE LAW FIRM, P.C.,  
JOHN AMENHAUSER, ESQ.**

**WHEREAS**, the Borough of Cape May Point has a need to acquire the services of a Borough Solicitor for the performance of legal work and related duties associated therewith as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of the acquisition may exceed \$17,500; and

**WHEREAS**, the term of this contract is 1 year commencing January 1, 2022, expiring December 31, 2022; and

**WHEREAS**, the DeWeese Law Firm, P.C. has submitted a proposal, with John Amenhauser as the designated representative, to provide the services of Borough Solicitor for a fee of \$16,500; and

**WHEREAS**, The DeWeese Law Firm, P.C. has completed and submitted a Business Entity Disclosure Certification which certifies that no reportable contributions have been made to a political party or candidate committee in the Borough of Cape May Point in the previous one year, and will not make any reportable contributions pursuant to N.J.S.A. 19:44-1 through the term of this contract; and

**WHEREAS**, in accordance with N.J.A.C. 5:30-5.4 the Chief Financial Officer certifies that the funds will be available in the 2022 Municipal Budget for said services; and

**WHEREAS**, the services to be performed by the Solicitor are regulated by law within the meaning of the Local Public Contracts Laws (N.J.S. 40:1-1 et seq.) and hence are exempt from competitive bidding.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Borough of Cape May Point, the governing body thereof, that the DeWeese Law Firm, P.C. and John Amenhauser, Esq. be appointed as Solicitor of the Borough of Cape May Point for a term of one (1) year beginning January 1, 2022 and expiring December 31, 2022.



**BE IT FURTHER RESOLVED**, the Mayor and Municipal Clerk are hereby authorized to execute the aforementioned professional services agreement on behalf of the Borough of Cape May Point in accordance with the terms and provisions of the Local Public Contacts Law.

**BE IT FURTHER RESOLVED**, that the Business Entity Certification and the Determination of Value be placed on file with this resolution.

**BE IT FURTHER RESOLVED** that a notice of this decision shall be published according to N.J.S.A. 40A:11-5(1)(a)(i).

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

#### CERTIFICATION OF AVAILABILITY OF FUNDS

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Current Fund Account 2-01-20-155-021 to authorize the execution of a professional services contract with The DeWeese Law Firm P.C. and John Amenhauser as Solicitor for the Borough of Cape May Point for a one (1) year term commencing January 1, 2022 for an amount not to exceed \$25,000.00. I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V. Craft

James V. Craft, Chief Financial Officer

#### Certification

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 January 6, 2022.

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Municipal Clerk

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

**RESOLUTION 10-22**

**AWARD OF PROFESSIONAL SERVICES CONTRACT FOR BOROUGH  
AUDITOR – MICHAEL GARCIA OF FORD, SCOTT AND ASSOCIATES, L.L.C.**

**WHEREAS**, the Borough of Cape May Point has a need to acquire the services of a Borough Auditor for the performance of auditing/accounting work and related duties associated therewith as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of the acquisition will exceed \$17,500; and

**WHEREAS**, the term of this contract is 1 year commencing January 1, 2022, expiring December 31, 2022; and

**WHEREAS**, Michael S. Garcia of Ford, Scott and Associates, L.L.C. has submitted a proposal indicating he will provide the services of Borough Auditor for an amount not to exceed \$29,600; and

**WHEREAS**, Michael S. Garcia has completed and submitted a Business Entity Disclosure Certification which certifies that he 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 will not make any reportable contributions pursuant to N.J.S.A. 19:44-1 through the term of his contract; and

**WHEREAS**, in accordance with N.J.A.C. 5:30-5.4 the Chief Financial Officer certifies that the funds will be available in the 2022 Municipal Budget for these services; and

**WHEREAS**, the services to be performed by the Auditor are regulated by law within the meaning of the Local Public Contracts Laws (N.J.S. 40:1-1 et seq.) and hence are exempt from competitive bidding.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Borough of Cape May Point, the governing body thereof, that Michael Garcia be appointed as Auditor of the Borough of Cape May Point for a term of one (1) year effective January 1, 2022 and expiring December 31, 2022.

**BE IT FURTHER RESOLVED**, the Mayor and Municipal Clerk are hereby authorized to execute the aforementioned professional services agreement on behalf of the Borough of Cape May Point in accordance with the terms and provisions of the Local Public Contracts Law.

**BE IT FURTHER RESOLVED**, that the Business Entity Certification and the Determination of Value be placed on file with this resolution.

**BE IT FURTHER RESOLVED** that a notice of this decision shall be published according to N.J.S.A. 40A:11-5(1)(a)(i).

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

#### CERTIFICATION OF AVAILABILITY OF FUNDS

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Current Fund Account 2-01-20-135-021 and Water/Sewer Fund Account 2-05-55-502-052 to authorize the execution of a professional services contract with Michael Garcia of Ford, Scott and Associates as the Municipal Auditors for the Borough of Cape May Point for a one (1) year term commencing January 1, 2022 for an amount not to exceed \$29,600.00.

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V. Craft

James V. Craft, Chief Financial Officer

#### Certification

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION NO. 11-22**

**RESOLUTION AUTHORIZING THE AWARD OF A NON-FAIR AND OPEN  
CONTRACT TO GRR CONSULTING SERVICES, LLC FOR  
OPERATIONAL AND ADMINISTRATIVE SERVICES**

**WHEREAS**, Edmund Grant is the principal of GRR Consulting Services, LLC, of Cape May, New Jersey;

**WHEREAS**, Edmund Grant has been retained previously to provide operational and administrative services to the Borough, and has extensive experience in the areas of municipal administration, local government affairs, coordinating agency activities, and municipal finance;

**WHEREAS**, the Board of Commissioners wishes to enter into an agreement with GRR Consulting Services, LLC for operational and administrative services, as a non-fair and open contract pursuant to "Pay to Play" laws, N.J.S.A. 19:44A-20.4 et seq.,

**WHEREAS**, the total value of the agreement with GRR Consulting Services, LLC 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 for the term of the contract.

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of the Borough of Cape May Point that authorization is hereby granted to enter into an agreement with GRR Consulting Services, LLC for operational and administrative services, and that the appropriate Borough officials are hereby authorized to sign any and all documents in connection therewith;

**BE IT FURTHER RESOLVED** that GRR Consulting Services, LLC's duties, responsibilities, and services shall include, but not be limited to, oversight of operational staffing, oversight of Borough processes and systems, and cooperation with agency activities, and shall further be consistent with the responsibilities set forth under Section 29-1 of the Borough Code or as otherwise assigned by the Board of Commissioners;

**BE IT FURTHER RESOLVED** that the Business Disclosure Entity Certification and Determination of Value provided by GRR Consulting Services, LLC shall be placed on file, together with this Resolution; and

**BE IT FURTHER RESOLVED** the amount payable to GRR Consulting Services, LLC shall not exceed \$45,000.00.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

#### CERTIFICATION OF AVAILABILITY OF FUNDS

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Current Fund Account 2-01-20-101-011 to authorize the award of a non-fair and open contract with GRR Consulting Services, LLC as an operational specialist for amount not to exceed \$45,000.

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V. Craft

James V. Craft, Chief Financial Officer

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION 12-22**

**AWARD OF PROFESSIONAL SERVICES CONTRACT FOR  
BOROUGH ENGINEER – DALE FOSTER OF GREENMAN-PEDERSEN, INC.**

**WHEREAS**, the Borough of Cape May Point has a need to acquire the services of a Borough Engineer for the performance of engineering work and related duties associated therewith as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Chief Financial Officer has determined and certified in writing that the value of the acquisition may exceed \$17,500; and

**WHEREAS**, the term of this contract is 1 year commencing January 1, 2022, expiring December 31, 2022; and

**WHEREAS**, Greenman-Pedersen, Inc. has submitted a proposal indicating the firm will provide the services of Borough Engineer pursuant to the terms of said proposal in an amount not to exceed \$25,000.00; and

**WHEREAS**, Greenman-Pedersen, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that he 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 will not make any reportable contributions pursuant to N.J.S.A. 19:44-1 through the term of his contract; and

**WHEREAS**, in accordance with N.J.A.C. 5:30-5.4 the Chief Financial Officer certifies that the funds will be available in the 2022 Municipal Budget for these services; and

**WHEREAS**, the services to be performed by the Borough Engineer are regulated by law within the meaning of the Local Public Contracts Laws (N.J.S. 40:1-1 et seq.) and hence are exempt from competitive bidding.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Borough of Cape May Point, the governing body thereof, that Dale Foster of Greenman-Pedersen, Inc. be appointed as Borough Engineer of the Borough of Cape May Point for a term of one (1) year effective January 1, 2022 and expiring December 31, 2022.

**BE IT FURTHER RESOLVED**, the Mayor and Municipal Clerk are hereby authorized to execute the aforementioned professional services agreement on

behalf of the Borough of Cape May Point in accordance with the terms and provisions of the Local Public Contacts Law.

**BE IT FURTHER RESOLVED**, that the Business Entity Certification and the Determination of Value be placed on file with this resolution.

**BE IT FURTHER RESOLVED** that a notice of this decision shall be published according to N.J.S.A. 40A:11-5(1)(a)(i).

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Mullock						
vanHeeswyk						
Moffatt						

### CERTIFICATION OF AVAILABILITY OF FUNDS

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Current Fund Account 2-01-26-292-021 to authorize the execution of a professional services contract with Dale Foster of Greenman-Pedersen, Inc. as Borough Engineer for the Borough of Cape May Point for a one (1) year term commencing January 1, 2022 for an amount not to exceed \$25,000.00.

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V. Craft

James V. Craft, Chief Financial Officer

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION 13-22**

**AWARDING A PROFESSIONAL SERVICES CONTRACT TO THE DEWEESE LAW FIRM,  
JOHN AMENHAUSER**

**WHEREAS**, the Borough of Cape May Point (hereinafter referred to "Borough") desires to retain The DeWeese Law Firm (hereinafter referred to as "Contractor") as Labor Relations Counsel pursuant to a non-fair and open basis.

**WHEREAS**, the Local Public Contracts Law, N.J.S.A. 40A:11-1, *et seq.*, provides that contracts for professional services may be awarded without public advertisement therefore; and

**WHEREAS**, under the Local Public Contracts Law, the subject contract is a contract for professional services because:

(A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual entity providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual or entity and the municipality; and

(B) The services required are highly specialized or technical in nature; and

(C) The services require peculiar ability or skill and demand a high degree of specialized knowledge or expertise; and

(D) The services are such that their relative worth must be judged by subjective considerations that are not susceptible of valuation by competitive bidding; and

(E) The individual or entity who will provide these services has demonstrated competence and particular expertise in the services required; and

(F) The individual or entity who will perform these services is held to and fully adheres to the strict ethical standards that govern the involved profession; and

(G) The services include advice to and consultation with the municipality that require both knowledge and judgment on the part of the individual or entity providing services, as well as the confidence of the municipal officials such that competitive bidding is not feasible or practical; and

(H) The services to be provided are such that their nature, scope and duration are not capable of precise measurement, but rather require a flexibility and discretion that render competitive bidding impractical and inefficient; and

(I) Contractor already has a high degree of familiarity with the labor relations of the Borough.

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

1. All of the statements of the preamble are incorporated herein by this reference thereto as though the same were set forth at length.



2. The Mayor and Borough Clerk be and they are hereby authorized to execute a Professional Services Contract retaining **The DeWeese Law Firm** to provide labor relations counsel services in an amount not to exceed **\$3,000** for a one-year term from January 1, 2022 through December 31, 2022.

3. The statutory language required by N.J.S.A. 10:2-1 and 10:5-33 hereby incorporated into the contract by reference and the contractor is bound by said language together with the other provisions of the anti-discrimination laws of the State of New Jersey, Chapter 127 of the Laws of 1975.

4. This Resolution shall only be effective when a copy of a certification of availability of funds prepared by Chief Financial Officer of the Borough is attached hereto.

5. The Business Disclosure Entity Certification and the determination of value shall be placed on file with this Resolution.

6. A notice of the letting of this contract shall be published in the Borough's official newspaper within ten (10) days of the date of this resolution, which notice shall state that this Resolution and the Contract are on file and available for public inspection in the office of the Borough Clerk.

7. This Resolution only shall become effective when a copy of the New Jersey Business Registration Certificate of the Contractor herein is submitted to the Borough of Cape May Point pursuant to the provisions of N.J.S.A. 52:32-44b(1) and a copy of that New Jersey Business Registration Certificate shall be placed on file with this Resolution.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Mullock						
vanHeeswyk						
Moffatt						

#### CERTIFICATION OF AVAILABILITY OF FUNDS

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Current Fund Account 2-01-20-155-000-021 to authorize the execution of a professional services contract with The DeWeese Law Firm as Labor Relations Counsel for the Borough of Cape May Point in an amount not to exceed \$3,000.00

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V. Craft  
 James V. Craft  
 Chief Financial Officer

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 January 6, 2022.

\_\_\_\_\_  
 Municipal Clerk

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

**RESOLUTION NO. 14-22**

**AWARD OF CONTRACT FOR M.I.S. SERVICES FOR 2022**

**WHEREAS**, there is a need in the Borough of Cape May Point to contract for M.I.S. services; and

**WHEREAS**, based on satisfactory service and reliability in the past years, it is the recommendation of the Commissioner of Revenue and Finance that Barber Consulting Services, L.L.C be awarded M.I.S. services contract for 2022.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Borough of Cape May Point that Barber Consulting Services, L.L.C. be awarded the contract for M.I.S Services for a one-year contract expiring December 31, 2022 at the flat rate of \$4,500.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Current Fund Account 2-01-20-140-021, Computer Operations OE, to authorize the execution of a professional services contract with Barber Consulting Services for M.I.S services for an amount not to exceed \$4,500.00 for a one (1) year term commencing January 1, 2022. I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V Craft

James V. Craft, Chief Financial Officer

Certification

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION 15-22**

**AWARDING CONTRACT FOR ANIMAL CONTROL  
SERVICES FOR THE YEAR 2022**

**WHEREAS**, there is a need in the Borough of Cape May Point to contract for Animal Control Services to patrol and monitor the Borough for stray, lost or injured animals, and to provide services necessary to treat, trap or impound said animals; and

**WHEREAS**, the services of an Animal Control Officer are further required to enforce all State and Local ordinances including, but not limited to, vaccination and licensing requirements.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Borough of Cape May Point that an agreement be entered into with Stephen Serwatka of Animal Control of South Jersey in the amount of \$60.00 per hour, in an amount not to exceed \$1,000.00. The term of this contract shall begin on January 1, 2022 and end December 31, 2022.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Current Fund Account 2-01-27-232-021, Animal Control, to authorize the execution of a contract with Stephen Serwatka of Animal Control of South Jersey in the amount of \$60.00 per hour for the Borough of Cape May Point for a one (1) year term commencing January 1, 2022 for an amount not to exceed \$1,000.00.

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V. Craft

James V. Craft, Chief Financial Officer

Certification

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION 16-22**

**AWARD OF PROFESSIONAL SERVICES CONTRACT FOR  
BOROUGH PLANNER – MICHAEL SULLIVAN**

**WHEREAS**, the Borough of Cape May Point requires the services of a professional planner and the Local Public Contract Law (N.J.S.A. 40A:11-1 et seq.) provides for the award of contracts for professional services without advertising for bids; and

**WHEREAS**, the Borough has determined that the value of the following contract will not exceed \$17,500.00 and therefore is not subject to the provisions of N.J.S.A. 19:44A-20.5; and

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the Borough of Cape May Point, County of Cape May and State of New Jersey, that Michael Sullivan, ASLA, AICP of the firm Clarke, Canton, Hintz is hereby appointed as municipal planner for the year 2022, at the rate agreed upon in the contract attached hereto, in an amount not to exceed \$15,000.00.

**BE IT FURTHER RESOLVED**, the Mayor and Municipal Clerk are hereby authorized to execute the aforementioned professional services agreement on behalf of the Borough of Cape May Point in accordance with the terms and provisions of the Local Public Contacts Law.

**BE IT FURTHER RESOLVED** that a notice of this decision shall be published according to N.J.S.A. 40A:11-5(1)(a)(i).

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Current Fund Account 2-01-21-180-021 to authorize the execution of a professional services contract with Michael Sullivan, ASLA, AICP of Clarke, Canton, Hintz as municipal planner for the Borough of Cape May Point for a one (1) year term commencing January 1, 2022 for an amount not to exceed \$15,000.00.

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V Craft

James V. Craft, Chief Financial Officer

Certification

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION NO. 17-22**

**AWARD OF CONTRACT FOR CRS COORDINATOR SERVICES**

**WHEREAS**, the Borough of Cape May Point is a participant in the Community Rating System with the National Flood Insurance Program; and

**WHEREAS**, based on satisfactory service and reliability in past years it is the recommendation of the Commissioner of Revenue and Finance that Lou Belasco be awarded a contract to provide CRS Coordinator services for the year 2022.

**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 Louis Belasco be awarded a contract for CRS Coordinator Services in the amount of \$4,000 for a one-year contract expiring December 31, 2022.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Current Fund Account 2-01-21-181-011 to authorize the execution of a contract with Louis Belasco for CRS Coordinator Services for a one (1) year term commencing January 1, 2022 for \$4,000.

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V Craft

James V. Craft, Chief Financial Officer

Certification

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION NO. 18-22**

**AWARD OF CONTRACT FOR CERTIFIED FLOODPLAIN MANAGER**

**WHEREAS**, the Borough of Cape May Point requires the services of a Floodplain Manager; and

**WHEREAS**, based on satisfactory service and reliability in previous years, it is the recommendation of the Commissioner of Revenue and Finance that Lou Belasco be awarded a contract to provide certified floodplain manager services for 2022.

**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 Louis Belasco be awarded a contract, for a one-year term expiring December 31, 2022 in an amount not to exceed \$5,000.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Current Fund Account 2-01-21-181-011 to authorize the execution of a contract with Louis Belasco for Certified Floodplain Manager for a one-year term commencing January 1, 2022 for \$5,000.

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V Craft

James V. Craft, Chief Financial Officer

Certification

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION NO. 19-22**

**AWARD OF CONTRACT FOR 2022 ANNUAL BEACH PROFILE SURVEY**

**WHEREAS**, the Cape May Point Beach Cells 0 thru 6 (Lighthouse to Emerald Beaches) have recently been reconstructed by the Army Corps of Engineers; and

**WHEREAS**, it is critical that these beaches be closely monitored; and

**WHEREAS**, it is critical to have regular annual data on each of its beach fronts in order to keep informed as to the ever-changing ocean floor, so the Borough can properly plan for any corrective action that is needed; and

**WHEREAS**, Dr. Stewart Farrell is a professor at Stockton State College and a recognized expert in this field and has been providing beach profiles for the Borough since 1988.

**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 that the annual contract for Beach Profile Surveying is hereby awarded to Dr. Stewart Farrell of Stockton State College for the year 2022 as specified in attached contract.

1. Nine (9) sites will be surveyed ONCE per year comparing current data to the year 2004 Army Corps reconstructed beaches.
2. Field data will be collected and analyzed while under supervision.
3. A final report will be issued upon completion of work.
4. A presentation will be made at a Borough meeting.
5. Total project costs are not to exceed \$12,981.95.

**BE IT FURTHER RESOLVED**, this contract is awarded in accordance with the Local Public Contracts Law (N.J.S.A. 40A:11-5(1)(a) and as such shall be printed in the Cape May Star & Wave.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

Certification

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

CERTIFICATION OF AVAILABILITY OF FUNDS

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds will be available in the 2022 Current Fund Account 2-01-28-380-021 to authorize the execution of a professional services contract with Dr. Steward Farrell of Stockton State College for beach surveys for 2022 for an amount not to exceed \$12,981.95.

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V Craft

James V. Craft, Chief Financial Officer



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

**RESOLUTION 20-22**

**APPOINTING RISK MANAGEMENT CONSULTANT  
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Borough of Cape May Point is a member of the Atlantic County Municipal Joint Insurance Fund, a self-insurance pooling fund, and;

**WHEREAS**, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws and;

**WHEREAS**, the JIF Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment (as dictated by the accompanying agreement) which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

**WHEREAS**, NJSA 40A:11-5(1)(m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and

**WHEREAS**, the experience, knowledge of public insurance and risk management issues, and judgmental nature of a Risk Management Consultant are clearly an extraordinary unspecifiable service which therefore render competitive bidding impractical.

**NOW THEREFORE, BE IT RESOLVED** that the governing body of the Borough of Cape May Point does hereby appoint Michael McLaughlin of Marsh & McLennan Agency as its Risk Management Consultant in accordance with 40A:11-5 and;

**BE IT FURTHER RESOLVED** that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5(1)(a)(i).

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Current Fund Account 2-01-23-197-021 to authorize the execution of a professional services contract with Michael McLaughlin of Marsh & McLennan Agency as its Risk Management Consultant in accordance with 40A:11-5 for the Borough of Cape May Point for a one (1) year term commencing January 1, 2022 for an amount not to exceed 6% of the municipal assessment. I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V. Craft

James V. Craft, Chief Financial Officer

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 January 6, 2022.

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Municipal Clerk

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

**RESOLUTION NO. 21-22**

**AWARD OF CONTRACT FOR AFFORDABLE HOUSING  
ADMINISTRATIVE AGENT FOR 2022**

**WHEREAS**, there exists the need to contract for an Administrative Agent to provide necessary services related to the provision of affordable housing in the Borough of Cape May Point; and

**WHEREAS**, Triad Associates is a firm specializing in affordable housing related services; and

**WHEREAS**, Triad Associates has completed and submitted the necessary contract documentation including a Business Entity Disclosure Certification which certifies that Triad Associates will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1; and

**WHEREAS**, this contract is contingent upon the certification of this Resolution by the Chief Financial Officer as to the availability of funds.

**NOW, THEREFORE, BE IT RESOLVED** by the Commissioners of the Borough of Cape May Point that Triad Associates be appointed Administrative Agent of the Borough of Cape may point for a contract expiring December 31, 2022 in an amount not to exceed \$5,000.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I, James V. Craft, Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the Trust Fund Account T-13-56-850-808 to authorize the execution of a professional services contract with Triad Associates as Affordable Housing Administrative Agent for the Borough of Cape May Point for a one (1) year term commencing January 1, 2021 for an amount not to exceed \$5,000.00.

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose.

Dated: January 6, 2022

Signed: James V. Craft  
James V. Craft  
Chief Financial Officer

Certification

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 January 6, 2022.

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Municipal Clerk

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

**RESOLUTION 22-22**

**APPOINTING TRIAD ASSOCIATES  
AS GRANT CONSULTANT**

**WHEREAS**, the Board of Commissioners wishes to appoint Triad Associates to provide grant consultant services, a firm specializing in grant related services; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) provides for the award of contracts for services without advertising for bids; and

**WHEREAS**, the Borough has determined that the value of the contract will not exceed \$17,500 and therefore is not subject to the provisions of N.J.S.A. 19:44A-20.5.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Borough of Cape May Point, County of Cape May and State of New Jersey, that Triad Associates is hereby retained as municipal grant consultants for a term of one year beginning January 1, 2022, in an amount not to exceed \$17,500.

**BE IT FURTHER RESOLVED** that funds will be encumbered on a project by project basis.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

**CERTIFICATION**

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION 23-22**

**ANNUAL SCHEDULE OF MEETINGS FOR 2022**

**BE IT RESOLVED** by the Commissioners of the Borough of Cape May Point, County of Cape May, and State of New Jersey that the 2022 Annual Schedule of Commissioner's Meetings shall be as follows:

	<b>Thursday 6:00 PM</b>	<b>Tuesday 12:00 PM</b>
January	6 <sup>th</sup> *	25 <sup>th</sup>
February	10 <sup>th</sup>	22 <sup>nd</sup>
March	10 <sup>th</sup>	22 <sup>nd</sup>
April	14 <sup>th</sup>	26 <sup>th</sup>
May	12 <sup>th</sup>	24 <sup>th</sup>
June	9 <sup>th</sup>	28 <sup>th</sup>
July	14 <sup>th</sup>	26 <sup>th</sup>
August	11 <sup>th</sup>	23 <sup>th</sup>
September	8 <sup>th</sup>	27 <sup>th</sup>
October	13 <sup>th</sup>	25 <sup>th</sup>
November	10 <sup>th</sup>	22 <sup>nd</sup>
December	8 <sup>th</sup>	20 <sup>th</sup> *
January 2023	5 <sup>th</sup> *	24 <sup>th</sup>

**BE IT FURTHER RESOLVED**, all 2022 Borough Commission meetings shall be conducted virtually vaa ZOOM until further notice.

**BE IT FURTHER RESOLVED** once in-person meetings are resumed, all regular meetings shall be held the second Thursday of every month, unless otherwise noted (\*), commencing at **6:00 PM** in the Cape May Point Volunteer Fire Company's Meeting Room, 412 Yale Avenue, Cape May Point, NJ 08212.

**BE IT FURTHER RESOLVED** once in-person meetings are resumed, all work session meetings shall be held the fourth Tuesday of the month, unless otherwise noted (\*), commencing at **12:00 PM** in the Commissioner's Conference Room at Borough Hall, 215 Lighthouse Avenue, Cape May Point, NJ 08212.

**BE IT FURTHER RESOLVED** that official action may be taken at any meeting of the Borough Commissioners.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION 24-22**

**DESIGNATING PUBLIC AGENCY COMPLIANCE OFFICER FOR 2022**

**WHEREAS**, N.J.A.C. 17:27-1.1 provides that no public work contracts can be awarded nor any monies paid until the prospective contractor has agreed to contract performance which complies with an approved affirmative action program; and

**WHEREAS**, N.J.A.C. 17:27-3.2 provides that each public agency shall annually designate an officer or employee to serve as its public agency compliance officer.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Borough of Cape May Point, Cape May County, that Edmund Grant, Borough Administrator, be designated as the Public Agency Compliance Officer for a one-year term ending December 31, 2022.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

cc: NJ Dept. of Treasury, CCA Unit

**CERTIFICATION**

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

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

**RESOLUTION 25-22**

**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 \$20,825.15.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

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 January 6, 2022.

\_\_\_\_\_  
Municipal Clerk

Range of Checking Accts: OTHER to OTHER Range of Check Ids: 16508 to 16524  
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	
16508	01/07/22	ATL01 ATLANTIC CITY ELECTRIC			1860
21-00690	ELECTRIC BILLS		2,001.98		
16509	01/07/22	CAP03 CAPE MAY STAR & WAVE			1860
21-00681	P/B LEGAL AD		9.50		
16510	01/07/22	CAP14 CAPE MAY COUNTY MUA			1860
21-00684	NOVEMBER SOLID WASTE DUMP FEE		805.84		
16511	01/07/22	CAP31 CAPE MINING & RECYCLING LLC			1860
21-00682	STUMPS/TREE PARTS		20.10		
16512	01/07/22	CAS01 CASA PAYROLL SERVICE			1860
21-00686	PAYROLL		329.25		
16513	01/07/22	COM01 COMCAST			1860
22-00010	INTERNET 215 LIGHTHOUSE		310.26		
16514	01/07/22	COU02 COURT HOUSE OFFICE SUPPLIES			1860
21-00679	OFFICE SUPPLIES		721.94		
16515	01/07/22	JAC01 J & A CLEANING SERVICE			1860
21-00683	DECEMBER CLEANING		375.00		
16516	01/07/22	MGL01 MGL PRINTING SOLUTIONS			1860
21-00678	MINUTE BOOKS/SHEETS/PERMIT LBL		752.00		
16517	01/07/22	NAT04 VAN EMBDEN, NATHAN, ESQUIRE			1860
21-00688	P/B SOLICITOR		440.00		
16518	01/07/22	RUT01 RUTGERS, THE STATE UNIVERSITY			1860
22-00001	INTRO DUTIES MUNICIPAL CLERK		745.00		
16519	01/07/22	SOU06 SOUTH JERSEY GAS			1860
21-00689	GAS BILLS		742.60		
16520	01/07/22	THEDE005 The DeWeese Law Firm, P.C.			1860
21-00685	NOVEMBER SOLICITOR/LABOR		1,385.00		
16521	01/07/22	VAN01 VAN NOTE-HARVEY ASSOCIATES			1860
21-00687	ENGINEERING		11,600.25		
16522	01/07/22	VER01 VERIZON			1860
21-00691	PHONE BILLS		228.44		
16523	01/07/22	VER03 VERIZON WIRELESS			1860
21-00680	CELL PHONE		113.55		
16524	01/07/22	VIT01 VITAL COMMUNICATIONS INC			1860
21-00660	ESTIMATED POSTAGE CH 75 CARDS		244.44		



January 5, 2022  
11:32 AM

BOROUGH OF CAPE MAY POINT  
Check Register By Check Id

Page No: 2

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Check #	Check Date	Vendor		Reconciled/Void	Ref Num
PO #		Description	Amount Paid		Contract

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16524		VITAL COMMUNICATIONS INC		Continued		
Report Totals			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks:	17	0	20,825.15	0.00
		Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
		Total:	<u>17</u>	<u>0</u>	<u>20,825.15</u>	<u>0.00</u>

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Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT	1-01	7,284.52	0.00	0.00	7,284.52
	1-05	<u>1,630.12</u>	<u>0.00</u>	<u>0.00</u>	<u>1,630.12</u>
Year Total:		8,914.64	0.00	0.00	8,914.64
CURRENT	2-01	310.26	0.00	0.00	310.26
	C-04	11,600.25	0.00	0.00	11,600.25
Total of All Funds:		<u>20,825.15</u>	<u>0.00</u>	<u>0.00</u>	<u>20,825.15</u>