

**NOVEMBER 22, 2022
WORK SESSION MINUTES**

The Work Session of the Board of Commissioners of the Borough of Cape May Point was called to order by Clerk Wallace at 12:00 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 John Amenhauser. This meeting was held electronically via Zoom under local operation guidance from the NJDCA pursuant to P.L. 2020, c. 11.

COMMISSIONERS' DISCUSSION (NEW BUSINESS/OLD BUSINESS)

Rental Permit Fee Update – Insurance Policy Registration Processing: Clerk Wallace advised the Board of a recently enacted state law requiring all owners of rental properties to file proof of liability insurance with the municipality annually. She anticipates handling the collection of the insurance certificates as part of the rental permitting process. As a result, she suggested increasing the rental fee to cover the extra work and tracking the new law has created. The commissioners were in favor of increasing the fee by \$50.

Protection of Vegetation on Dunes and Increasing Fines: At the borough's request, Solicitor Amenhauser prepared an ordinance to strengthened the existing regulations against cutting trees and other vegetation on the dunes. He provided a draft ordinance that made penalties more severe and established each tree removed would be considered a separate offense. Commissioner Busch said the new security cameras will be helpful with enforcement, but wasn't sure if the borough would have to pay to have aerial photographs taken annually to be able to show what existed and how much was cut down. Mr. Amenhauser will circulate a revised draft to the commissioners.

Commissioner Busch reported on her attendance at the State League Conference the previous week. One presentation she attended regarding trash and recycling recommended bidding at least 6 months ahead of expiration of the current contract to allow enough lead time for providers. She anticipated following the format Avalon used recently where multiple options were bid. Ms. Busch also provided an update on the Harvard Avenue repaving project that had been delayed. The plans were finally approved by the NJDOT, but not with enough time to get the project bid this year. Rather than having the work done in the spring, the borough will bid the project this spring with work to be done in the fall 2023. In addition, the borough was waiting to hear on award of an NJDOT grant for Alexander Avenue. Bidding both projects at the same time could result in savings. Lastly, she reported the borough recently looked into online payment software. The system would reduce time spent processing payments manually and allow owners to check what they owe and make payments at anytime from anywhere. Commissioner vanHeeswyk stated the price was prohibitive in the past, but the recent quote was much lower, making it affordable for the borough. Mayor Moffatt asked if people could still use ACH. Clerk Wallace said ACH is a

separate it was the commissioners decision whether to continue offering ACH. The commissioners were in favor of moving forward with new software. Clerk Wallace will place the order.

Commissioner vanHeeswyk reported the borough's CRS rating has changed from 6 to 7, which decreases property owners' flood insurance discount to 15%. The CRS is a voluntary program with 1500 participating communities nationwide that allows towns to earn points for 19 activities in 4 categories, resulting in discounts earned for property owners flood insurance premiums. Discounts range from 45% at level 1 to 5% at level 10. The borough's floodplain manager will be submitting a modification to get back to class 6 and restore the 20% discount enjoyed by property owners in past years. The program has been undergoing changes in recent years, making it harder and harder for towns to earn points. Basically, FEMA and the federal government are trying to get out of subsidizing flood insurance and have property owners move to the private insurance industry. Mrs. vanHeeswyk will continue to work on the program and keep people advised.

Mayor Moffatt announced the Volunteer Fire Company has been awarded a \$34,000 grant and thanked Clerk Wallace for her assistance submitting the application.

ADMINISTRATOR'S REPORT

Administrator Grant has worked with the CFO to prepare a transfer resolution. The 2023 budget review process has begun. The borough determined it would not be cost effective to pursue a Small Cities grant this year, but will keep the option open for next year. Lastly, he announced the first work of the traffic calming projects, running piping, will begin November 28th with concrete work slated to begin December 12. The project still requires one pole with electric and phone lines to be moved on Lighthouse Avenue before some of the work can take place. County Engineer Church has written again to Atlantic City Electric and Verizon asking them to move the utilities ASAP.

PUBLIC QUESTIONS ON AGENDA ITEMS: None

ORDINANCE FOR INTRODUCTION AND PUBLICATION:

07-2022 An Ordinance Amending Chapter 58 "Beaches", Article II "Use of Beaches", Section 8 "Fees" of the Code of the Borough of Cape May Point to Establish Commercial Beach Tags

Second Reading/Public Hearing/Consideration for Adoption – Dec. 8, 2022 at 6 pm

Motions: vanHeeswyk, Moffatt

Roll call: all in favor

RESOLUTIONS:

124-22 Authorizing Water Bill Adjustment in Accordance with Ch. 146-17.d "Water Leakage Policy" of the Code of the Borough of Cape May Point

Motions: Busch, Moffatt

Roll call: all in favor

125-22 Approval of Bill List

Motions: vanHeeswyk, Moffatt

Roll call: all in favor

126-22 Authorizing Executive/Closed Session in Accordance with the Provisions of the Open Public Meetings Act N.J.S.A. 10:4-12(b) - Potential Litigation – water/sewer billing and Borough easement

Motions: vanHeeswyk, Moffatt

Roll call: all in favor

127-22 Authorizing the Transfer of Funds

Motions: vanHeeswyk, Moffatt

Roll call: all in favor

PUBLIC PORTION:

Sandy Allison asked what types of points were lost in CRS and whether local groups could do anything to help earn them. Commissioner vanHeeswyk said the borough has been working on a watershed plan with West Cape May and Cape May City to earn points, but there aren't any simple things that could be done by community groups. Ms. Allison then asked when Harvard was last repaved. Commissioner Busch wasn't sure when it was last done, but explained the borough evaluates streets and chooses the one most in need of repaving. Following this process allows the work to be a mill and repave project versus a much more expensive complete reconstruction.

When no one else wished to speak, the meeting was recessed into closed session at 12:30 pm and reconvened at 1:07 pm on motion of Commissioner vanHeeswyk, seconded by Mayor Moffatt.

There was no action to be taken as a result of closed session. The meeting was adjourned at 1:08 pm on motion of Commissioner vanHeeswyk, seconded by Commissioner Busch.

Respectfully submitted,

Accepted:

Elaine L. Wallace, RMC, CMR
Municipal Clerk

Commissioner Busch

Mayor Moffatt

Commissioner vanHeeswyk