

This meeting will be conducted via electronic conferencing using Zoom <https://www.zoom.us/> or by phone +1 646 558 8656 (New York), Meeting ID: 891 1354 7943 Passcode: 578389

Direct link: <https://us02web.zoom.us/j/89113547943?pwd=UDVjKytZUW5UTjczWENKVnZRdEs0Zz09>

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 by 12:00 Noon the Monday before the meeting.

**AGENDA
BOROUGH OF CAPE MAY POINT
BOARD OF COMMISSIONERS
BOROUGH MEETING OF OCTOBER 22, 2024 – 12:00 PM**

MEETING CALLED TO ORDER / SUNSHINE STATEMENT / FLAG SALUTE

In compliance with the Open Public Meeting 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 law.

ROLL CALL: Commissioner Busch, Mayor Moffatt, Commissioner vanHeeswyk

COMMISSIONERS' DISCUSSION/REPORTS

- 2024 Best Practices Inventory
- Remaining Requirements to Comply with New Stormwater Regulations

ADMINISTRATOR'S REPORT

PUBLIC QUESTIONS ON RESOLUTIONS ONLY

APPROVAL OF MINUTES

October 10, 2024

ORDINANCES FOR INTRODUCTION AND PUBLICATION: None

RESOLUTIONS

- 123-24 Approval of Change Order No. 1 and No. 2 for Public Works Building Addition and Renovation Project
- 124-24 Rejecting All Bids Submitted for Ocean Avenue and Lehigh Avenue Water Main Replacement and Resurfacing Improvements Project and Authorizing Re-advertisement for Bids
- 125-24 Appointment of Thomas Keywood as Judge of the Cape May Point Municipal Court
- 126-24 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 123-24

**APPROVAL OF CHANGE ORDERS NO. 1 AND NO. 2
FOR PUBLIC WORKS BUILDING ADDITION AND RENOVATION PROJECT**

WHEREAS, R. Maxwell Construction Co., Inc. was previously awarded a contract for the Public Works Building Addition and Renovation Project in the amount of \$1,166,500.00; and

WHEREAS, during the pre-construction site visit, a second roof system and a roof leak were discovered which will result in additional work and materials on the project; and

WHEREAS, the Borough Engineer recommends Change Order No. 1 in the amount of \$63,000 for the removal of a second roofing system; and

WHEREAS, the Borough Engineer recommends Change Order No. 2 in the amount of \$56,214 for the replacement of building insulation and replacement of metal framing at one of the existing garage doors; and

WHEREAS, as a result of the above change orders there will be a net increase to the contract in the amount of \$119,214.00;

NOW, THEREFORE, BE IT RESOLVED the Board of Commissioners of the Borough of Cape May Point, hereby approves Change Order No. 1 in the amount of \$63,000 and Change Order No. 2 in the amount of \$56,214 which increase the contract by \$119,214.00, making the new total contract amount \$1,285,714.00.

	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 October 22, 2024.

Municipal Clerk

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

RESOLUTION 124-24

REJECTING ALL BIDS SUBMITTED FOR OCEAN AVENUE AND LEHIGH AVENUE WATER MAIN REPLACEMENT AND RESURFACING IMPROVEMENTS PROJECT AND AUTHORIZING RE-ADVERTISEMENT FOR BIDS

WHEREAS, the Borough received seven bids on June 5, 2024, for the Ocean Avenue and Lehigh Avenue Water Main Replacement and Resurfacing Improvements Project; and

WHEREAS, the borough received an NJDOT grant for the project and NJDOT must approve the bids; and

WHEREAS, NJDOT is requesting revisions to the specifications and plans, therefore the project needs to be readvertised for receipt of bids.

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 all bids submitted for the Ocean Avenue and Lehigh Avenue Water Main Replacement and Resurfacing Improvements Project are hereby rejected; and

BE IT FURTHER RESOLVED that the Board of Commissioners of the Borough of Cape May Point authorizes the Borough Engineer to revise the bid documents and the Borough Clerk to re-advertise this project.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

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Municipal Clerk

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

RESOLUTION NO. 125-24

**APPOINTMENT OF THOMAS KEYWOOD AS JUDGE OF
THE CAPE MAY POINT MUNICIPAL COURT**

WHEREAS, Louis J. Belasco, Jr. is retiring from his position of Municipal Court Judge for the Cape May Point Shared Services Court; and

WHEREAS, the City of Cape May has appointed Thomas Keywood to fill the unexpired term of Judge Belasco; and

WHEREAS, the Borough of Cape May Point wishes to appoint Thomas Keywood as the Municipal Court Judge for the unexpired portion of the existing 3-year term.

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 Thomas Keywood is hereby appointed to an unexpired three (3) year term expiring February 27, 2025 as Judge of the Cape May Point Shared Services Municipal Court.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

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Municipal Clerk

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

RESOLUTION 126-24

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 \$214,507.35.

	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 October 22, 2024.

Municipal Clerk

Range of Checking Accts: OTHER to OTHER Range of Check Ids: 18275 to 18307
Report Type: All Checks Report Format: Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
18275	10/22/24	ACM01 ACMJIF		1936
24-00538	4TH QU ASSESSMENT 2024	14,444.00		
18276	10/22/24	ALL01 ALLEGRA MARKETING		1936
24-00546	PRINTING	565.63		
18277	10/22/24	ATL01 ATLANTIC CITY ELECTRIC		1936
24-00531	ELECTRIC BILLS	2,182.63		
24-00554	ELECTRIC BILLS	863.46		
		<u>3,046.09</u>		
18278	10/22/24	CAP03 CAPE MAY STAR & WAVE		1936
24-00542	LEGAL ADVERTISING	8.50		
18279	10/22/24	CAP06 CAPE MAY COUNTY CLERK		1936
24-00548	2024 SAMPLE BALLOT MAILING	109.02		
18280	10/22/24	CAP14 CAPE MAY COUNTY MUA		1936
24-00543	SOLID WASTE DISP SEPT 2024	2,209.59		
18281	10/22/24	CAP22 CAPE ISLAND GARDENS, LLC		1936
24-00519	MUMS/PUMPKINS	115.70		
18282	10/22/24	CAS01 CASA PAYROLL SERVICE		1936
24-00540	PAYROLL	313.00		
18283	10/22/24	CIT02 CITY OF CAPE MAY		1936
24-00528	POLICE PROTECTION 4TH QU	82,727.50		
24-00550	2014 Ford F250 Utility Vehicle	10,000.00		
		<u>92,727.50</u>		
18284	10/22/24	CIT03 CITY OF CAPE MAY		1936
24-00544	SEPTEMBER WATER	39,614.05		
18285	10/22/24	DANIE010 DANIEL & DEBRA BOSIN		1936
24-00547	TAX REFUND	3,408.08		
18286	10/22/24	DAV01 DAVE'S TRASH REMOVAL		1936
24-00534	TRASH REMOVAL	600.00		
18287	10/22/24	EDM01 EDMUNDS GOVTECH		1936
24-00532	METER SWAP CONVERSION	1,800.00		
18288	10/22/24	FLEIS005 FLEISHMAN DANIELS LAW, LLC		1936
24-00537	INVOICE	5,235.01		
18289	10/22/24	GARDE005 GARDEN STATE LABORATORIES, INC		1936
24-00512	WATER TESTING	240.00		

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
18290	10/22/24	GREEN005 GREENMAN-PEDERSEN, INC.		1936
	22-00349	Eng-PW Building Addition/Reno	6,029.78	
	23-00329	Water Utility Controls	<u>1,100.00</u>	
			7,129.78	
18291	10/22/24	NEW02 NEW JERSEY PLANNING OFFICIALS		1936
	24-00525	CLASS REGISTRATION	136.00	
18292	10/22/24	NJS01 NJ ST. LEAGUE OF MUNICIPALITIE		1936
	24-00541	REGISTRATION	140.00	
18293	10/22/24	PINEL005 PINELAND CONSTRUCTION, LLC		1936
	24-00520	TRASH/RECYCLING	9,680.00	
18294	10/22/24	RI001 RIO SUPPLY, INC		1936
	24-00516	WATER METERS	6,200.00	
18295	10/22/24	SAM01 SAMPLE MEDIA, INC		1936
	24-00513	LEGAL AD	83.16	
18296	10/22/24	SEA05 SEA GEAR MARINE		1936
	24-00510	STATEMENT	904.20	
18297	10/22/24	SOU06 SOUTH JERSEY GAS		1936
	24-00535	GAS BILLS	163.78	
18298	10/22/24	STA08 STATE OF NEW JERSEY		1936
	24-00536	HEALTH BENEFITS	7,702.90	
18299	10/22/24	STA09 STATE OF NEW JERSEY		1936
	24-00517	CATASTROPHIC ILLNESS	114.00	
18300	10/22/24	STO01 STOCKTON UNIVERSITY		1936
	24-00556	TASK 1 MAINTAIN & SURVEY	14,642.51	
18301	10/22/24	SWA01 SWAIN'S ACE HARDWARE		1936
	24-00522	STATEMENT	332.17	
18302	10/22/24	THEDE005 THE DeWEESE LAW FIRM, P.C.		1936
	24-00549	SOLICITOR SERVICES	1,563.33	
18303	10/22/24	TRE07 TREASURER, STATE OF NEW JERSEY		1936
	24-00523	MARRIAGE LICENSE	25.00	
18304	10/22/24	VER03 VERIZON WIRELESS		1936
	24-00515	CELL PHONE	40.01	
	24-00557	CELL PHONE	<u>332.45</u>	
			372.46	
18305	10/22/24	VER04 VERMEER		1936
	24-00530	FILTERS	792.66	

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
18306	10/22/24	VIL01 NAPA AUTO PARTS		1936
24-00481	STATEMENT	48.48		
18307	10/22/24	XTE01 XTEL COMMUNICATIONS INC		1936
24-00533	PHONE BILL	40.75		

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	33	0	214,507.35	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>33</u>	<u>0</u>	<u>214,507.35</u>	<u>0.00</u>

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT	4-01	138,734.68	0.00	0.00	138,734.68
	4-05	<u>61,984.08</u>	<u>0.00</u>	<u>0.00</u>	<u>61,984.08</u>
Year Total:		200,718.76	0.00	0.00	200,718.76
	C-04	11,264.79	0.00	0.00	11,264.79
	C-06	<u>792.66</u>	<u>0.00</u>	<u>0.00</u>	<u>792.66</u>
Year Total:		12,057.45	0.00	0.00	12,057.45
	G-02	1,617.14	0.00	0.00	1,617.14
TRUST ACCOUNT EXPENDITURES	T-13	114.00	0.00	0.00	114.00
Total of All Funds:		<u>214,507.35</u>	<u>0.00</u>	<u>0.00</u>	<u>214,507.35</u>