

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: 860 4443 4025 Passcode: 003379

**Direct link:** <https://us02web.zoom.us/j/86044434025?pwd=UVlvU0ZlaTJ4d1pCTDd6TVlyTFVxUT09>

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 2, 2025 – 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' DISCUSSION/REPORTS**

**ADMINISTRATOR'S REPORT**

**PUBLIC COMMENT ON AGENDA ITEMS ONLY**

**APPROVAL OF MINUTES**

December 17, 2024

**ORDINANCES FOR INTRODUCTION / PUBLICATION - None**

**RESOLUTIONS**

- 01-25 Resolution Providing Temporary Appropriations for the Year 2025
- 02-25 2025 Cash Management Plan
- 03-25 Designation of the Official Newspapers for the Publication of Legal Notices
- 04-25 Resolution Authorizing the Sewer/Water Clerk and Tax Collector to Cancel Overpayments or Delinquencies under \$10.00
- 05-25 Authorizing Tax Assessor to File Regular Appeals to the Cape May County Board of Taxation
- 06-25 Annual Schedule of Meetings for 2025
- 07-25 Resolution to Establish the Rate of Interest for Nonpayment of Taxes or Assessments for the Borough of Cape May Point for the Year 2025
- 08-25 Schedule of 2025 Municipal Holidays / Borough Hall Closings
- 09-25 Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions under Title VII of the Civil Rights Act of 1964"
- 10-24 Authorizing the Engineer to Provide Construction Engineering Services for Ocean Avenue and Lehigh Avenue Resurfacing Improvements and Water Main Replacement Project for a Total Cost not to Exceed \$62,900.00
- 11-24 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**

**Resolution 01-2025**

**A RESOLUTION PROVIDING TEMPORARY APPROPRIATIONS FOR THE YEAR 2025**

---

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, 2025 and will become effective January 1, 2025; and

WHEREAS, the total amount of appropriation hereunder of \$470,565.00 do not exceed twenty six and one quarter percent (26.25%) of the total appropriations of the Borough of Cape May Point for 2024, exclusive of any 2024 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 for his records:

**Department of Public Affairs and Safety**

Director's Office	
Salaries & Wages	2,500.00
Other Expense	1,000.00
Beach Fee Program	
Salaries & Wages	-
Other Expense	5,200.00
Lifeguards	
Salaries & Wages	-
Other Expense	3,500.00
Aid to Volunteer Fire Company	
Other Expense	3,750.00
Rental Fire Inspector	
Salaries & Wages	875.00

Code Enforcement	
Salaries & Wages	3,025.00
Other Expense	<u>175.00</u>
Subtotal	<u>\$20,025.00</u>

**Department of Revenue and Finance**

Director's Office	
Salaries & Wages	2,500.00
Other Expense	75.00
Annual Audit	
Other Expense	4,875.00
Administrative Consultant	
Salaries & Wages	0.00
Other Expense	13,750.00
Municipal Clerk's Office	
Salaries & Wages	22,500.00
Other Expense	3,250.00
Assessment Searches	
Salaries & Wages	675.00
Computer Operations	
Other Expense	13,500.00
Elections	
Salaries & Wages	0.00
Other Expense	0.00
Financial Administration	
Salaries & Wages	9,375.00
Other Expense	2,000.00
Registrar of Vital Statistics	
Salaries & Wages	1,375.00
Assessment of Taxes	
Salaries & Wages	4,125.00
Other Expense	262.50
Codification of Ordinances	
Other Expense	0.00

Collection of Taxes	
Salaries & Wages	4,125.00
Other Expense	312.50
Tax Searches	
Salaries & Wages	325.00
Legal Services and Costs	
Other Expense	5,250.00
Rent of Fire Hall	
Other Expense	0.00
Municipal Land use Law (NJSA 40:55D-1)	
Planning/Zoning Board	
Salaries & Wages	3,062.50
Other Expense	1,750.00
Floodplain Administrator	
Salaries & Wages	1,375.00
Advertising and Printing	
Other Expense	350.00
Other Insurance Premiums	
General Liability	7,000.00
Worker's Compensation	11,000.00
Employee Group Insurance	8,000.00
Health Benefits Waiver S & W	0.00
	<hr/>
Subtotal	<u>120,812.50</u>

**Department of Public Works and Parks**

Director's Office	
Salaries & Wages	2,750.00
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	35,500.00
Other Expense	3,750.00
Road Repair and Maintenance	
Other Expense	1,250.00
Beach Restoration and Maintenance	
Other Expense	4,675.00
Cape May Point Environmental Com	1,875.00
Garbage and Trash Removal	
Contractual	16,170.00
Other Expense	6,250.00
Recycling	
Other Expense	12,870.00
Parks and Public Property	
Other Expense	11,500.00
Emergency Management Services	
Salaries & Wages	637.50
Other Expense	50.00
Subtotal	
	<hr/>
	118,777.50
	<hr/>

**Other**

State Uniform Construction Code	
Construction Official	
Salaries & Wages	5,750.00
Other Expense	-
Electric, Natural Gas	5,750.00
Telephone	1,750.00
Street Lighting	6,500.00
DCRP	875.00
Social Security System	13,325.00
Cape May City - Interlocal Services Agreement	
Police Protection - Contractual	85,000.00
Cape May City- Municipal Court	5,000.00
Cape May City Ambulance	10,000.00

Cape May County - Interlocal Services Agreement  
 Cape May County - Animal Shelter 2,000.00

Grants  
**Total Appropriations within 26.25% Limit** 395,565.00

**MUNICIPAL DEBT SERVICE**

Bond Principal -  
 Interest -  
 BAN Interest -  
 BAN Principal -

Capital Improvement Fund 75,000.00  
 -

**Grand Total General Government** 470,565.00

**SEWER AND WATER UTILITY**

**OPERATIONS**

Salaries and Wages \$36,000.00  
 Other Expenses \$159,112.50

**DEBT SERVICE**

Payment of Bonds - Interest \$0.00  
 Payment on BAN/Cap Notes \$0.00  
 Payment of Bonds - Principal \$0.00

Capital Improvement Fund \$12,500.00

**STATUTORY EXPENDITURES**

FICA \$2,180.00

**Grand Total Sewer and Water Utility** **\$209,792.50**

	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 2, 2025.

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

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

**RESOLUTION 02-25**

**2025 CASH MANAGEMENT PLAN**

**BE IT RESOLVED** by the Commissioners of the Borough of Cape May Point, County of Cape May, that for the Year 2025, 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 2, 2025.

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

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

**RESOLUTION NO. 03-25**

**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

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 2, 2025.

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

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

**RESOLUTION 04-25**

**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

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 2, 2025.

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

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

**RESOLUTION 05-25**

**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 2024 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 2025.

**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 2, 2025.

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

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

**RESOLUTION 06-25**

**ANNUAL SCHEDULE OF MEETINGS FOR 2025**

**BE IT RESOLVED** by the Commissioners of the Borough of Cape May Point, County of Cape May, and State of New Jersey that the 2025 Annual Schedule of Commissioner's Meetings shall be as follows:

	<b>Tuesday 6:00 PM</b>	<b>Tuesday 12:00 PM</b>
January	2 <sup>nd</sup> *	28 <sup>th</sup>
February	11 <sup>th</sup>	25 <sup>th</sup>
March	11 <sup>th</sup>	25 <sup>th</sup>
April	8 <sup>th</sup>	22 <sup>nd</sup>
May	13 <sup>th</sup>	27 <sup>th</sup>
June	10 <sup>th</sup>	24 <sup>th</sup>
July	8 <sup>th</sup>	22 <sup>rd</sup>
August	12 <sup>th</sup>	26 <sup>th</sup>
September	9 <sup>th</sup>	23 <sup>rd</sup>
October	14 <sup>th</sup>	28 <sup>th</sup>
November	11 <sup>th</sup>	25 <sup>th</sup>
December	9 <sup>th</sup>	23 <sup>rd</sup>
January 2026	6 <sup>th</sup> *	27 <sup>th</sup>

**BE IT FURTHER RESOLVED**, all 2025 Borough Commission meetings shall be conducted virtually via ZOOM until further notice.

**BE IT FURTHER RESOLVED** if in-person meetings resume, Tuesday evening meetings shall be held the second Tuesday of the 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** if in-person meetings resume, Tuesday afternoon 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, unless otherwise announced.

**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 2, 2025.

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

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

**RESOLUTION 07-25**

**A RESOLUTION TO ESTABLISH THE RATE OF INTEREST FOR NONPAYMENT OF  
TAXES OR ASSESSMENTS FOR THE BOROUGH OF CAPE MAY POINT  
FOR THE YEAR 2025**

**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 2, 2025.

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

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

**RESOLUTION 08-25**

**SCHEDULE OF 2025 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	Jan. 1, 2025
Martin Luther King Day	Jan. 20, 2025
President's Day	Feb. 17, 2025
Good Friday	Apr. 18, 2025
Memorial Day	May. 26, 2025
Juneteenth	Jun. 19, 2025
Independence Day	Jul. 4, 2025
Labor Day	Sep. 1, 2025
Columbus Day	Oct. 13, 2025
Veterans Day	Nov. 11, 2025
Thanksgiving Day	Nov. 27, 2025
Day after Thanksgiving	Nov. 28, 2025
Christmas	Dec. 24, 25 & 26, 2025
New Year's Day 2026	Jan. 1, 2026

	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 2, 2025.

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

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

**RESOLUTION 09-25**

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE  
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in  
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

**WHEREAS**, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

**WHEREAS**, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Commissioners of the Borough of Cape May Point, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

	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 2, 2025.

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



**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF  
COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY  
COMMISSION’S “Enforcement Guidance on the Consideration of Arrest and  
Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of  
1964”**

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES  
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY  
COUNTY OF CAPE MAY

We, members of the governing body of the Borough of Cape May Point being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Board of Commissioners of the Borough of Cape May Point in the county of Cape May;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964,” *as amended*, 42 U.S.C. § 2000 *et seq.*, (April 25, 2012);
3. We are familiar with the local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history;
4. We certify that the local unit’s hiring practices comply with the above-referenced enforcement guidance.

(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____

Sworn to and subscribed before me this  
5<sup>th</sup> day of January 2023.

\_\_\_\_\_  
Clerk

-----  
The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

**IMPORTANT:** This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

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

**RESOLUTION 10-25**

**AUTHORIZING THE BOROUGH ENGINEER TO PROVIDE CONSTRUCTION  
ENGINEERING SERVICES FOR OCEAN AVENUE AND LEHIGH AVENUE  
RESURFACING IMPROVEMENTS AND WATER MAIN REPLACEMENT  
PROJECT FOR A TOTAL COST NOT TO EXCEED \$62,900.00**

**BE IT RESOLVED**, by the Board of Commissioners of the Borough of Cape May Point, County of Cape May, State of New Jersey, that Greenman Pedersen, Inc. be and is hereby authorized to provide construction engineering services for Ocean Avenue and Lehigh Avenue Resurfacing Improvements and Water Main Replacement Project in an amount not to exceed \$62,900.00; and

**BE IT FURTHER RESOLVED** the award is contingent upon the issuance of a certificate of availability of funds by the Chief Financial Officer; and

**BE IT FURTHER RESOLVED** the proper Borough officials be and are hereby authorized to do all things necessary to carry out the intent of this Resolution.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Busch						
Moffatt						
vanHeeswyk						

**CERTIFICATION OF AVAILABILITY OF FUNDS**

I, Eleanor Cifaloglio, Temporary Chief Finance Officer of the Borough of Cape May Point, hereby certify that funds are available in the following accounts, C-04-55-998-222 for \$62,900.00, to award a contract for Construction Engineering Services for Ocean and Lehigh Aves Resurfacing Improvements and Water Main Replacement Project to Greenman Pedersen, Inc.

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

Dated: Jan. 2, 2025

Signed: Eleanor Cifaloglio  
Eleanor Cifaloglio, Temporary 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 2, 2025.

\_\_\_\_\_  
Elaine L. Wallace, Municipal Clerk

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

**RESOLUTION 11-25**

**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 \$29,513.56.

	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 2, 2025.

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

Range of Checking Accts: OTHER to OTHER Range of Check Ids: 18405 to 18426  
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	
18405	01/02/25	ATL01 ATLANTIC CITY ELECTRIC			1940
	24-00664	ELECTRIC BILLS	251.61		
18406	01/02/25	BAR02 BARBER CONSULTING SERVICES LLC			1940
	25-00018	MIS UNLIMITED 2025	4,500.00		
18407	01/02/25	CAP03 CAPE MAY STAR & WAVE			1940
	24-00653	LEGAL ADVERTISING	13.50		
18408	01/02/25	CAP31 CAPE MINING & RECYCLING LLC			1940
	24-00652	STUMPS/TREE PARTS	145.80		
	24-00657	STUMPS/TREE PARTS	<u>55.35</u>		
			201.15		
18409	01/02/25	CAPEE005 CAPE ENVIRONMENTAL LABORATORY			1940
	24-00660	WATER TESTING 302 KNOX AVENUE	40.00		
18410	01/02/25	CAS01 CASA PAYROLL SERVICE			1940
	25-00010	PAYROLL	975.50		
18411	01/02/25	COM01 COMCAST			1940
	24-00665	INTERNET	1.29		
18412	01/02/25	COPIE005 COPIERS PLUS			1940
	25-00007	COPIER MAINTENANCE	37.53		
18413	01/02/25	COU02 COURT HOUSE OFFICE SUPPLIES			1940
	24-00639	DESK CALENDAR	44.75		
18414	01/02/25	EDM01 EDMUNDS GOVTECH			1940
	25-00015	MAIN 2025/WHIP	7,326.03		
18415	01/02/25	ELAIN005 ELAINE WALLACE			1940
	25-00002	REIMBURSEMENT	30.21		
18416	01/02/25	GARDE005 GARDEN STATE LABORATORIES, INC			1940
	24-00661	WATER TESING	120.00		
18417	01/02/25	GREEN005 GREENMAN-PEDERSEN, INC.			1940
	22-00349	Eng-PW Building Addition/Reno	1,110.00		
	24-00663	ENGINEERING SERVICES	<u>1,544.00</u>		
			2,654.00		
18418	01/02/25	MUNIC005 MUNICIPAL MAINTENANCE CO.			1940
	24-00617	OUTFALL PIPE WORK	3,710.00		
18419	01/02/25	NAT04 VAN EMBDEN, NATHAN, ESQUIRE			1940
	24-00666	SOLICITOR ADMIN NOVEMBER 2023	350.00		

Check #	Check Date	Vendor	Reconciled/Void	Ref Num
PO #	Description	Amount Paid	Contract	
18420	01/02/25	REG01 REGISTRARS ASSN. OF NEW JERSEY		1940
25-00004	2025 DUES	50.00		
18421	01/02/25	RIO01 RIO SUPPLY, INC		1940
24-00656	METER ANTENA	659.00		
18422	01/02/25	STA08 STATE OF NEW JERSEY		1940
25-00011	HEALTH BENEFITS	7,709.73		
18423	01/02/25	TRE07 TREASURER, STATE OF NEW JERSEY		1940
25-00013	2024 4TH QU MARRIAGE LIC	75.00		
18424	01/02/25	VER01 VERIZON		1940
24-00662	PHONE BILLS	351.20		
18425	01/02/25	VER03 VERIZON WIRELESS		1940
24-00659	CELL PHONE	372.08		
18426	01/02/25	XTE01 XTEL COMMUNICATIONS INC		1940
24-00658	TELEPHONE	40.98		

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	22	0	29,513.56	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	<u>22</u>	<u>0</u>	<u>29,513.56</u>	<u>0.00</u>

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT	4-01	4,153.79	0.00	0.00	4,153.79
	4-05	4,615.76	0.00	0.00	4,615.76
	Year Total:	8,769.55	0.00	0.00	8,769.55
CURRENT	5-01	15,730.90	0.00	0.00	15,730.90
	5-05	3,854.86	0.00	0.00	3,854.86
	Year Total:	19,585.76	0.00	0.00	19,585.76
	C-04	1,110.00	0.00	0.00	1,110.00
TRUST ACCOUNT EXPENDITURES	T-13	48.25	0.00	0.00	48.25
Total of All Funds:		29,513.56	0.00	0.00	29,513.56