Direct link: https://us02web.zoom.us/j/86044434025?pwd=UVIvU0ZIaTJ4d1pCTDd6TVIyTFVxUT09

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 PM the Wednesday before the meeting.

AGENDA BOROUGH OF CAPE MAY POINT BOARD OF COMMISSIONERS

BOROUGH MEETING - DECEMBER 9, 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 Geiger, Mayor vanHeeswyk, Commissioner Yunghans

COMMISSIONERS' DISCUSSION/REPORTS

Creation of Veterans Memorial Trust Fund through Dedication by Rider

ADMINISTRATOR'S REPORT

PUBLIC QUESTIONS ON RESOLUTIONS ONLY

APPROVAL OF MINUTES

November 25, 2025 - Regular Meeting and Closed Session

ORDINANCES FOR INTRODUCTION / PUBLICATION

13-2025 An Ordinance Amending Chapter 135, Taxation, of the Municipal Code of the Borough of Cape May Point, to Impose a Municipal Occupancy Tax of 3% on Transient Accommodations within the Borough of Cape May Point

RESOLUTIONS

- 123-25 Salary Resolution for 2026
- 124-25 Resolution Requesting Permission for the Dedication by Rider for Donations
 Acceptance of Bequests and Gifts Veterans Memorial Park as Required
 by N.J.S.A. 40A:4-39
- 125-25 Approval of Bill List
- 126-25 Authorizing Executive/Closed Session in Accordance with the Provisions of the Open Public Meetings Act N.J.S.A. 104-12(b): Employment – Job Duties of Administrator, CFO, and Municipal Clerk; Contract Negotiations - Police

ORDINANCE FOR THIRD READING / AMENDMENT / PUBLICATION:

11-2025 An Ordinance Providing for the Implementation of State Requirements for Lead-Based Paint Inspections for Certain Residential Rental Dwelling Units

Fourth Reading, Public Hearing & Consideration to Adopt as Amended – Jan. 6th at 6:00 pm

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 unmute yourself when the Clerk calls for public input and wait to be recognized. The Borough will try to accommodate everyone in the order in which they are recognized.

RESOLUTION NO. 123-25

SALARY RESOLUTION 2026

WHEREAS, the Board of Commissioners desires to provide the exact salary of each officer and employee by resolution on an annual basis and as needed from time to time during the year; and

NOW, THEREFORE, BE IT RESOLVED, by the Commissioners of the Borough of Cape May Point, County of Cape May, that the Commissioners approve the attached Schedule A constituting the salaries and wages of the officers and employees of the Borough of Cape May Point for the year 2026.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Geiger						
vanHeeswyk						
Yunghans						

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 December 9, 2025.

Municipal Clerk	

SCHEDULE "A"

Commissioners		
Anita vanHeeswyk	Commissioner	\$10,000.00
Elise Geiger	Commissioner	\$10,000.00
Suzanne Yunghans	Commissioner	\$10,000.00
Revenue and Finance		
James Craft	CFO	\$21,500.00
James Craft	Purchasing Agent	\$ 1,600.00
Elaine Wallace	Municipal Clerk	\$63,000.00
Elaine Wallace	Elections Clerk	\$ 2,800.00
Elaine Wallace	Registrar	\$ 3,900.00
Elaine Wallace	Assessment Search Officer	\$ 2,900.00
Kelly Redington	Deputy Clerk	\$27,000.00
Kelly Redington	Deputy Elections Clerk	\$ 1,800.00
Kelly Redington	Deputy Registrar	\$ 1,800.00
Dianne Kelly	Tax Assessor	\$17,200.00
Kim Stevenson	Tax Collector	\$17,200.00
Marie Hood	Bookkeeper	\$17,200.00
Bruce Britton	Zoning Officer & Clerk	\$24,500.00
Kate Dunn	Assist. Planning Bd. Sec.	\$ 8,250.00
Public Works		
William Gibson	OEM Coordinator	\$ 2,550.00
William Gibson	Public Works Manager	\$82,500.00
	Water/Sewer Manager	
	(50% allocated to W/S)	
Full Time	Public Works Supervisor	\$25.00/hour to \$32.00/hour
	(50% allocated to W/S)	
Full Time	Public Works Laborer	\$20.00/hour to \$25.00/hour
	(50% allocated to W/S)	
Anthony Famiano	Assistant Manager Part Time (100% allocated to W/S)	\$ 9,300.00
(SEASONAL)	Public Works Laborer	\$15.00/hour to \$22.00/hour
David Carrick	Water Superintendent	\$10,500.00
	W/S Clerk	\$10,500.00
Elaine Wallace	Assistant Water Clerk	\$ 7,800.00
Kelly Redington	Assistant Water Clerk	\$15,000.00
Courtney Kirberger	Environ. Comm. Sec.	\$25.00/hour

Public Safety

Brady Schoenrock	Code Enforcement Officer	\$ 10,000.00
Brady Schoenrock	Rental Fire Inspector	\$ 3,750.00
(SEASONAL)	Code Enforcement Assistant	Min wage to \$25.00/hour
Ben Swan	Beach Patrol Chief	\$29,300.00
	1st Lieutenant	\$30.00/hour
	2 nd Lieutenant	\$25.00/hour
	EMT Certification	+\$1.00/hour
Lifeguards	1 st Year	\$17.00/hour
	2 nd Year	\$17.50/hour
	3 rd Year	\$18.00/hour
	4 th Year	\$19.00/hour
	5 th Year	\$19.50/hour
	6 th Year	\$20.00/hour
	7 th Year	\$20.50/hour
	8 th Year	\$21.00/hour
	9 th Year	\$21.50/hour
	10 th Year	\$22.50/hour
Chris Garrison	Beach Director	\$18,500.00
Tag Inspectors	1 st Year	\$15.00/hour
	2 nd Year	\$15.25/hour
	3 rd Year	\$15.50/hour
	4 th Year	\$15.75/hour
	5 th Year	\$16.00/hour
	6 th Year	\$16.25/hour
	7 th Year	\$16.50/hour
	8 th Year	\$16.75/hour
Asst Beach Director	1 st Year	\$18.50/hour
	2 nd Year	\$18.75/hour
	3 rd Year	\$19.00/hour
	4 th Year	\$19.25/hour
	5 th Year	\$19.50/hour
	6 th Year	\$19.75/hour
	7 th Year	\$20.00/hour
	8 th Year	\$20.25/hour

RESOLUTION 124-25

RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR DONATIONS – ACCEPTANCE OF BEQUESTS AND GIFTS – VETERANS MEMORIAL PARK AS REQUIRED BY N.J.S.A. 40A:4-39

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and

WHEREAS, N.J.S.A. 40A:5-29 provides for receipt of donations – bequests, legacies, and gifts - by the municipality to provide for the operating costs to administer this act, provided they indicate the specific use of the funds; and

WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from Donations – Acceptance of Bequests and Gifts – Veterans Memorial Park are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement.

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 as follows:

- 1. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures of the Donations Acceptance of Bequests and Gifts Veterans Memorial Park.
- 2. The Clerk of the Borough of Cape May Point, County of Cape May is hereby directed to forward two certified copies of this Resolution to the director of The Division of Local Government Services.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Geiger						
vanHeeswyk						
Yunghans						

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 December 9, 2025.

Municipal Clerk	

RESOLUTION 125-25

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 \$.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Geiger						
vanHeeswyk						
Yunghans						

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 December 9, 2025.

Municipal Clerk	

RESOLUTION 126-25

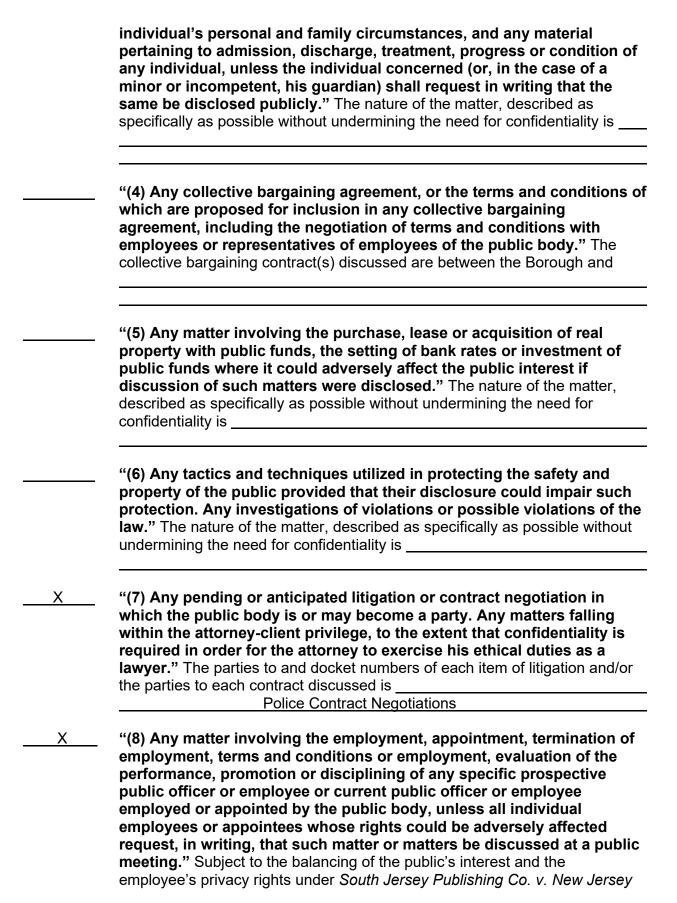
AUTHORIZING EXECUTIVE/CLOSED SESSION IN ACCORDANCE WITH THE PROVISIONS OF THE OPEN PUBLIC MEETINGS ACT N.J.S.A. 10:4-12(b)

WHEREAS, the Open Public Meetings Act (N.J.S.A. 10:4-6 et. seq.) requires all meetings of the Board of Commissioners of the Borough of Cape May Point to be held in public, except that N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive or Closed Session," i.e., without the public being permitted to attend; and

WHEREAS, the Board of Commissioners of the Borough of Cape May Point has determined that <u>TWO (2)</u> issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance during the Executive or Closed Session to be held on **Tuesday, December 9, 2025 at approximately 6:30 PM**.; and

WHEREAS, the nine (9) exceptions to public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box within which the number of issues to be privately discussed that fall within that exception shall be written, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written:

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: and the nature of the
matter, described as specifically as possible without undermining the need for confidentiality is
"(2) Any matter in which the release of information would impair a right to receive funds from the state or federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is
"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the



discuss need fo	ion, described as specifically as possible without undermining the roonfidentiality is
"(9) An that ma respon belong which that matter,	y deliberation of a public body occurring after a public hearing ay result in the imposition of a specific civil penalty upon the ding party or the suspension or loss of a license or permit ing to the responding party as a result of an act or omission for the responding party bears responsibility." The nature of the described as specifically as possible without undermining the need for ntiality is

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Borough of Cape May Point, assembled in public session on the date of the meeting of the governing body set forth herein above, that a closed session shall be held for the discussion of matters relating to the specific items designated above involving the Borough of Cape May Point. The governing body shall convene a closed session discussion immediately upon passage of this resolution and it is anticipated that the deliberations conducted in closed session shall be disclosed to the public upon conclusion of the matter and/or after determination of the Board of Commissioners that the public interest will no longer be served by such confidentiality and that the meeting will return to open session at the conclusion of the discussion and formal action may be taken if/as authorized.

conclusion of the authorized closed or executive session, which may or may not include

BE IT FURTHER RESOLVED that the Municipal Clerk, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will be privately discussed.

BE IT FURTHER RESOLVED that the Municipal Clerk, on the next business day following this meeting, shall furnish a copy of this resolution to any member of the public who requests one at the fees authorized by N.J.S.A. 47:1A-1, et. seq.

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Geiger						
vanHeeswyk						
Yunghans						

formal action as a result of the discussion(s) held.

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 December 9, 2025.

Municipal Clerk	

ORDINANCE 11-2025

AN ORDINANCE PROVIDING FOR THE IMPLEMENTATION OF STATE REQUIREMENTS FOR LEAD-BASED PAINT INSPECTIONS FOR CERTAIN RESIDENTIAL RENTAL DWELLING UNITS

WHEREAS, pursuant to P.L. 2021, c.182, the State of New Jersey requires all municipalities to conduct periodic inspections of certain single-family, two-family, and multiple rental dwellings for lead-based paint hazards, where the unit or building was constructed prior to 1978 and there is no valid lead-safe certification; and

WHEREAS, the Borough of Cape May Point (the "Borough") has contracted with the City of Cape May for purposes of having the City of Cape May conduct the aforementioned inspections that are required by statute; and

WHEREAS, the Commissioners of the Borough have determined it is in the best interests of the public health, safety, and general welfare to adopt an ordinance to set forth the process for implementing these requirements.

Now, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Borough of Cape May Point that a new Chapter 106 "Lead Based Paint Inspection" is created as follows:

Section 1. Chapter 106 Lead Based Paint Inspection

- A. Purpose. The purpose of this chapter is to implement the State requirements pursuant to P.L. 2021, c. 182 (the Act) for the periodic inspection of lead-based paint hazards in certain residential rental dwelling units, as may be amended or supplemented from time to time.
- B. Applicability. This section shall apply to all residential rental dwelling units, subject to the exemptions below.
- C. Exemptions. A dwelling unit in a single-family, two-family, or multiple rental dwelling shall not be subject to inspection and evaluation for the presence of lead-based paint hazards if the unit:
 - 1. Is an Owner-occupied dwelling unit; or
 - 2. Was constructed during or after 1978; or
 - 3. Has been certified to be free of lead-based paint; or
 - 4. Is in a multiple dwelling that has been registered with the Department of Community Affairs as a multiple dwelling for at least ten (10) years, either under the current or a previous owner, and has no outstanding lead violations from

the most recent cyclical inspection performed on the multiple dwelling under the "Hotel and Multiple Dwelling Law," P.L.1967, c.76 (C.55:13A-1 et seq.); or

- 5. Is a single-family or two-family seasonal rental dwelling which is rented for less than six months duration each year by tenants that do not have consecutive lease renewals; or
- 65. Has a valid lead-safe certification. Any premises for which a valid lead-free certificate is in force and has been issued pursuant to the statutes and regulations administered and applied by the New Jersey Department of Community Affairs, provided the owner of such premises can demonstrate proof of the existence of an original lead-free certificate and eligibility for registration of the premises on the Lead Safe Housing Registry; or
- 76. Is a motel or hotel.
- D. Definitions. The following definitions shall apply to this article:

COMMON INTEREST COMMUNITY - A real estate development or neighborhood in which the property is burdened by servitudes requiring property owners to contribute to maintenance of commonly held property or to pay dues or assessments to an owners' association that provides services or facilities to the community.

LEAD INSPECTOR - person certified by the New Jersey Department of Community Affairs to perform lead inspection and risk assessment work pursuant to N.J.A.C. 5:17-1.1 et seq.

LEAD-BASED PAINT HAZARD - Any condition that causes exposure to lead from lead-contaminated dust or lead-contaminated paint that is deteriorated or present in surfaces that would result in adverse human health effects.

LEAD-FREE CERTIFICATION - A certification which confirms that a lead-based paint inspection was performed and that no lead-based paint exists in the dwelling unit or that all lead-based paint hazards have been fully abated.

LEAD-SAFE CERTIFICATION - A certification which confirms that a lead-based paint inspection was performed, and no lead-based paint hazards were found. This certification is valid for two years from the date of issuance.

MULTIPLE DWELLING – shall mean any building or structure of one or more stories in which three or more units of dwelling space are occupied or intended to be occupied by three or more persons who live independently of each other.

TENANT TURNOVER - shall mean the time at which all existing occupants vacate a dwelling unit and all new tenants move into the dwelling unit.

VISUAL INSPECTION - A visual examination for deteriorated paint or visible surface dust, debris, or residue.

E. Lead-based paint inspection procedure.

- The owner and/or landlord of every single-family, two-family, and multiple dwelling rental unit located within the Borough of Cape May Point shall cause their rental property to be inspected for lead-based paint hazards in accordance with the Act and this Article, <u>unless otherwise exempted as set forth herein</u>. The owner and/or landlord, in lieu of having the dwelling inspected by the Borough's Lead Inspector, may directly hire a private lead inspector to perform the lead-based paint inspection. All inspections will otherwise be performed by the Borough's Lead Inspector.
- 2. The manner of inspection will be in accordance with the methodology promulgated by the State. (Note: As of the date of enaction of this ordinance, the Borough is a "visual inspection" municipality pursuant to 2022-23 Lead-Based Paint Inspection Methodology Pursuant to P.L.2021, c.182).
- 3. To the extent this section applies, an initial inspection for lead-based paint hazards shall occur as soon as practicable following the adoption of this ordinance. Thereafter, all such dwelling units shall be inspected every two-three years.
- 4. If a lead-based paint hazard is identified upon inspection, the owner and/or landlord of the dwelling unit, at his or her own cost, shall remediate the hazards through abatement or lead-based paint hazard control mechanisms which have been approved in accordance with the Act. Upon the remediation of the lead-based paint hazard, the Borough's Lead Inspector or the owner and/or landlord's private lead inspector shall conduct an additional inspection of the dwelling unit to certify that the hazard no longer exists.
- If no lead-based paint hazard is identified, then the Borough's Lead Inspector or the owner and/or landlord's private lead inspector shall provide a lead-safe certification on a form prescribed by the New Jersey Department of Community Affairs; the certification shall be valid for two three years from the date of issuance.

6. Pursuant to N.J.S.A. 52:27D-437.16(e), property owners shall:

- a. Provide evidence of a valid lead-safe certification obtained pursuant to this Section to new tenants of the property at the time of tenant turnover unless not required to have had an inspection by a lead evaluation contractor or permanent local agency pursuant to this Chapter; and
- b. <u>Maintain records of lead-safe certification, which shall include name(s)</u> of the unit tenant(s), if inspection was conducted during a period of tenancy.
- F. Fees. The fees to be paid by the owner and/or landlord for a lead-based paint inspection performed by the Borough's Lead Inspector shall be determined by the City of Cape May as the inspection agent for the Borough.
 - 1. In accordance with N.J.S.A. 52:27D-437.16h, the Borough may charge an additional fee on top of the established inspection fee from the City of Cape

May that is necessary and sufficient to cover the cost of the inspection. Any such fee shall be established by Resolution of the Borough Commissioners.

- G. Violations and penalties; Enforcement. In accordance with the Act, the penalties for a violation of this article shall be as follows:
 - 1. If a property owner has failed to comply with this Article with respect to a rental dwelling unit owned by the property owner, the property owner shall first be given 30 days to cure any violation by conducting the required inspection or initiate any required remediation efforts. If the property owner has not cured the violation after 30 days, the property owner shall be subject to a penalty not to exceed \$1,000 per week until the required inspection has been conducted or remediation efforts have been initiated.
 - 2. The foregoing penalties shall be in addition to any other penalties provided by law.
 - 3. Any of the violations referred to herein may be enforced, as applicable, by the Borough of Cape May Point Code Enforcement Official, or other such person designated by the Borough Commissioners.

Section 2. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed, to the extent of such conflict or inconsistency. Should any portion of this Ordinance be adjudged by a court of competent jurisdiction to be invalid, such judgment shall not affect, impair or repeal the remainder of this Ordinance.

Section 3. This ordinance shall take effect 20 days after passage and publication, according to law.

Final Adoption	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
Geiger						
vanHeeswyk						
Yunghans						

ATTEST:	
Elaine L. Wallace, Borough Clerk	Elise Geiger, Commissioner
	Anita vanHeeswyk, Mayor
FIRST READING: Oct. 28, 2025 PUBLICATION: Nov. 5, 2025	Suzanne Yunghans, Commissioner
2 nd READING & PUBLIC HEARING: Nov. 25, 2025	
THIRD READING & AMENDMENT: Dec. 9, 2025 FOURTH READING & PUBLIC HEARING &	
ADOPTION: <u>Jan. 6, 2025</u> PUBLICATION: Jan. 14, 2026	