

BOARD OF COMMISSIONERS
MEETING MINUTES
February 8, 2011

OPEN PUBLIC MEETINGS ACT STATEMENT

A meeting of the Board of Commissioners of the Borough of Cape May Point was called to order by Mayor Carl Schupp on Tuesday, February 8, 2011 at 10:00 a.m. in the Conference Room at the Cape May Point Municipal Building located at 215 Lighthouse Avenue. Mayor Schupp announced that this meeting having been properly posted and advertised in the Cape May Star & Wave, was being held in accordance with the Open Public Meetings of 1975 (N.J.S.A. 10:4-6) also known as the Sunshine Law. The Municipal Clerk took the following roll call vote:

ROLL CALL

Commissioner Henderson	PRESENT
Commissioner vanHeeswyk	PRESENT
Commissioner Schupp	PRESENT

Glen Ortman of Ford, Scott Associates presented the Introduction of the 2011 Municipal Budget for the Board to review and discuss. Mr. Ortman explained that he made several changes to the budget as requested at the last meeting. Commissioner Henderson asked that beach tag fees originally proposed be reduced. He stated that the seasonal tags should not be the highest percentage increase; therefore he suggested that seasonal tags only be increased by \$2 (not the \$5.00 originally proposed.) Mr. Ortman added the increase in revenue for beach tags as \$11,000. Each department reviewed their individual budgets and made changes thereto. Commissioner Henderson asked the auditor if other expenses could be broken out further in the budget document so that each member of the governing body could have a better understanding of the line item and tighter control over the budget. He stated that it is his opinion that this change would help to prevent over-expenditures and provide more transparency. Mr. Ortman stated that the State's chart of accounts does not require a breakdown but explained that the Edmond's software program utilized by the CFO provides this capability internally. Solicitor Russell explained that within the framework of the Commission form of government each department is responsible for his/her own budget and suggested that internally the governing body share this information among departments using the Edmonds software to expedite the dissemination of information. Mayor Schupp stated that he provided the requested other expense explanation pertaining to his budget to Commissioner Henderson. Mayor Schupp asked to discuss the Capital Plan and asked for revisions to it. He asked to remove the Clean Energy Upgrades that will be funded solely by grants and rebates and also remove \$15,000 from the purchase of equipment. Other changes were made to the capital plan. Mr. Ortman explained that the capital plan is merely a plan. He further added that any expenditure must be approved by the governing body through a bond ordinance. Mr. Ortman stated that the reserve for uncollected taxes is increasing this year due a slightly lower collection rate for 2010. Mr. Ortman stated that the local tax rate is 26.1, which is slightly up from last year. Mr. Ortman stated that at this time the municipal budget is \$50 under the 2% tax levy cap. Mr. Ortman explained that \$75,000 in surplus is being used to balance this year's budget. He explained that for every \$100,000 of assessed value this amounts to a \$9 increase. Commissioner vanHeeswyk asked what the effect of using more surplus would be on the overall stability of the Borough's surplus in future years. Mr. Ortman stated that you should only take out of surplus what you think you can replace over the course of that year in order to keep the surplus account stable. He said that last year the surplus used was not entirely repaid but was close. He stated that the 2011 budget pays down the temporary debt by \$160,000. He stated that this is an ambitious plan and commended the governing body for their effort. Mr. Ortman stated that this a favorable trend that he hopes will continue. He summarized that the idea is to pay down more debt than you are authorizing. Commissioner vanHeeswyk stated that this year's budget includes an increase in revenues by raising the rental fees. She stated that without the increase as proposed, it would be necessary to use more surplus to balance the budget.

The Commissioners reviewed the draft agenda for the February 10, 2011 meeting as presented. Commissioner Henderson asked that a Resolution re-appointing him to the Planning Board be placed on the agenda for the April borough meeting. Commissioner Henderson stated that he is more comfortable with the beach fee increases as changed today.

The Board reviewed the draft Rental Ordinance drafted by Solicitor Russell increasing the fees and inspection requirements. Commissioner vanHeeswyk suggested softening some language which was approved by the board.

COMMISSIONERS REPORTS

Mayor Schupp stated that he received a letter regarding the possibility of making exceptions to the trash ordinance.

He stated that the Jersey Shore Partnership has asked to have a representative from our municipality to go to Washington D.C. to attend a meeting regarding sand replenishment. He stated that he volunteered to attend and is waiting hear if he was selected. Mayor Schupp stated that he received a letter pertaining to continuing the Open Space Pilot Program. He asked that the resolution supporting this project be placed on the agenda. The Board agreed.

Commissioner Henderson stated that he called the Cape May City Police Department regarding the recent break-ins. He stated that they had nothing new to report.

Commissioner vanHeeswyk had nothing to report. She did ask for a better process for recommendations to come from the Environmental Commission. She cited an example of a letter received from the Lake Committee.

PUBLIC PORTION

No comments were made.

ADJOURNMENT

Upon motion by Commissioner Schupp, seconded by Commissioner Henderson the meeting was adjourned at 12:40 pm.

Anita vanHeeswyk, Commissioner

John G.N. Henderson, Commissioner

Carl F. Schupp, Commissioner

Attest:

Constance A. Mahon, Municipal Clerk

