

**BOARD OF COMMISSIONERS  
MEETING MINUTES  
July 28, 2011**

**OPEN PUBLIC MEETINGS ACT STATEMENT**

A meeting of the Board of Commissioners was called to order at 10:00 on Thursday, July 28, 2011 in the Conference Room at the municipal building located at 215 Lighthouse Avenue. Mayor Schupp announced that this meeting having been properly posted and advertised, 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**

<b>Commissioner Henderson</b>	<b>ABSENT</b>
<b>Commissioner vanHeeswyk</b>	<b>PRESENT</b>
<b>Commissioner Schupp</b>	<b>PRESENT</b>

**VOUCHERS**

Liz Shay presented a detailed bill list for review.

Commissioner Schupp made a motion to approve the vouchers as presented for payment. (Bill list attached) Commissioner vanHeeswyk seconded the motion and the Clerk took a roll call vote as follows:

<b>Commissioner Henderson</b>	<b>ABSENT</b>
<b>Commissioner vanHeeswyk</b>	<b>YES</b>
<b>Commissioner Schupp</b>	<b>YES</b>

**RESOLUTION NO. 73-11**

**RESOLUTION REQUESTING APPROVAL FOR THE INCLUSION OF REVENUE:  
2010 RECYCLING REBATE IN THE AMOUNT OF \$2,287.35**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount there of was not determined at the time of the adoption of the budget, and

WHEREAS, the Director may also approve that insertion of any item of appropriation for an equal amount, and

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Borough of Cape May Point, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2011 in the sum of \$2,287.35 now available as a revenue pursuant to the provisions of the statute under the State of New Jersey.

Revenue: **Cape May County Intermediate Processing Facility  
2010 Recycling Rebate**

BE IT FURTHER RESOLVED, that the like sum of \$2,287.35 is here by appropriated under the caption of:

Appropriation: Public and Private Programs Offset by Revenues:  
**Recycling Tonnage Grant**

BE IT FURTHER RESOLVED, that the above is the result of funds from Cape May County MUA in the amount of \$2,287.35.

**Commissioner Schupp made a motion to approve the above resolution which was seconded by Commissioner vanHeeswyk. Upon the following roll call vote the resolution was adopted:**

**Commissioner Henderson ABSENT**

**Commissioner vanHeeswyk YES**

**Commissioner Schupp YES**

## **RESOLUTION NO. 74-11**

### **UPDATING POLICIES AND PROCEDURES MANUAL**

**WHEREAS**, the Borough of Cape May Point's policies and procedures manual requires updating from time to time; and

**WHEREAS**, in order to comply with the newly mandated "Best Practices Checklist."

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Commissioners hereby adopts and approves the attached policies and procedures.

**Commissioner Schupp made a motion to approve the above resolution which was seconded by Commissioner vanHeeswyk. Upon the following roll call vote the resolution was adopted:**

**Commissioner Henderson ABSENT**

**Commissioner vanHeeswyk YES**

**Commissioner Schupp YES**

**Connie Mahon, Clerk/Administrator** stated that she has just prepared the draft of the Post-Disaster Clean-up Specifications. She stated that Joe Clark, QPA for Avalon and Ocean City shared his specifications with her and would offer a bidders list when available. She stated that Commissioner Henderson suggested this important service be publically bid.

**The Clerk** reviewed a letter from the NJDOT regarding the Municipal Aid and Bikeway Program currently being implemented. She mentioned that she emailed Steve O'Connor, County Administrator, encouraging the County to pursue this funding for a bike path on Sunset Blvd. She also stated that she would send the letter to our Municipal Engineer to pursue funding for West Lake Drive.

**Commissioner vanHeeswyk** mentioned that she spoke with the Cape May County Planning Department and Marty Teller of the State Planning Commission regarding parking issues around the Pavilion Circle as well as a misplaced stop sign in front of the General Store. She stated that the County Roads Department would assess and evaluate the situation and was waiting to hear back. She stated that Mr. Teller spoke to Dale Foster who said he would address the situation after Labor Day. Commissioner vanHeeswyk stated that she was disappointed that he would not consider coming now while the town is busy so that he could see the problem clearly.

Commissioner vanHeeswyk stated that the tax bills were currently being mailed out. She added that in accordance with statute taxpayers would be given 25-days from the date of postmark to pay the tax bill without interest.

Commissioner vanHeeswyk stated that she received information on solar panels from the NJLOM. She stated that many states participate in a program that allows homeowners

Commissioner vanHeeswyk stated that she is interested in discussing a policy about the donation of beach tags. She mentioned that we have no means to make up for lost revenue when we donate such items. Mayor Schupp stated that he would be in favor of such policy. Commissioner vanHeeswyk suggested that we discuss it with Solicitor Russell.

Commissioner vanHeeswyk stated that she noticed that FEMA is paying for restoration in Upper Twp and Sea Isle. She state that having a relationship with FEMA and adhering to their standards pays off.

Commissioner vanHeeswyk stated that 204 Rental Permits have been issued this year. She mentioned that Jackie McDevitt prepared a list for comparison and use in code enforcement.

**Commissioner Schupp** shared an email with everyone pertaining to the use of tent-like structures on the beach. The Board discussed. Commissioner Schupp suggested that the lifeguards be instructed to inform individuals to NOT leave these structures unattended. He also suggested that owners of these tents be informed that they must remove them daily and cannot be left over-night.

Commissioner Schupp stated that he attended the hurricane exercise held yesterday at the County OEM Office. He stated that he intends to have written policies for the hours preceding a mandatory evacuation. Mayor Schupp stated that he would work with Bill Gibson and John Henderson to create a workable plan.

Mayor Schupp stated that he appointed Ed Grant as Southern Beetle Liason with the Division of Parks and Forrests.

## **PUBLIC PORTION**

### **ADJOURNMENT**

Upon motion by Commissioner Henderson, seconded by Commissioner vanHeeswyk the meeting was adjourned at 11:50 am.

\_\_\_\_\_ ABSENT \_\_\_\_\_  
John G.N. Henderson, Commissioner

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Anita vanHeeswyk, Commissioner

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Carl F. Schupp, Commissioner