

**MINUTES OF A CAUCUS MEETING OF THE BOARD OF COUNTY COMMISSIONERS,
HELD IN THE COUNTY ADMINISTRATION BUILDING, 4 MOORE ROAD, CAPE MAY
COURT HOUSE, NEW JERSEY ON TUESDAY, OCTOBER 26, 2021 AT 3:00 P.M.**

Vice-Director Desiderio called the meeting to order. The following members answered roll call:

Commissioners Hayes, Morey, Pierson (virtual) and Desiderio (4)
Commissioner Thornton-Absent (1)

Statement of the Director:

“This is a notice read pursuant to the requirements of the “Open Public Meetings Act.” At least 48 hours advance notice of this meeting has been provided by posting of the same in writing on the bulletin boards in the County Administration Building, and the County Clerk’s Office and mailing a copy of the notice to the Cape May County Herald and the Atlantic City Press and filing the same with the County Clerk, all being done on Wednesday, January 6, 2021.”

Moment of Silence

Flag Salute-Led by Commissioner Pierson

Agenda Items

Discussion

1. Kevin Lare- Purchasing Report

Mr. Lare detailed awards, extensions, or changes to contracts, and competitive contracting of the following resolutions: Res. Nos. 725-21, 730-21, 740-21, 750-21 and 751-21.

Res. 725-21 extending Contract No. C7-225 with X-Ray Imaging Inc. through April 10, 2022.

Res. 730-21 authorizing payment to Aculabs for COVID 19 testing for Crest Haven Nursing & Rehabilitation Center in the amount of \$24,215.00.

Res. 740-21 authorizing Change Order No. 8 to Contract No. C0-70 with R. Wilkinson & Sons Construction for Safari Café in the amount of \$88,089.91.

Res. 750-21 amending Contract No. C0-239 with Seneca Mineral Company adjusting the unit cost per ton for Sodium Formate to County of Cape May.

Res. 751-21 amending Contract No. C0-147 with United Electric Supply Co. Inc. adjusting the unit costs per item for the Department of Public Works.

2. Kevin Lare- Administrator Report

The 2022 budget preparation documents had been distributed to all departments he said. A department head meeting was held which outlined the process and timeline for the budget. All department heads were asked to be prepared to come in and explain their budget during the workshop. Everything was being handled electronically this year and due by November

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5th. A follow-up would take place a month or so later, with workshops with each department. This year, the plan was for Administration to meet with each department one on one first. After which, they would then meet with each commissioner and his/her department to dissect the budget and formulate a preliminary budget document. The preliminary would then be presented to the Board for their approval.

Commissioner Hayes asked for clarification of how the process would be different this year.

Commissioner Morey asked about capital planning and where that stood in the budget process.

Commissioner Desiderio liked the plan and its transparency, he said, and added they still would need to be mindful of the 2 percent CAP, the same sentiment expressed by Director Thornton each year during budget negotiations.

3. Robert Church-Engineer's Update

The following resolutions on the agenda to be authorized during the Regular Meeting of Board tonight were acknowledged or discussed by Mr. Church.

Res. 741-21 authorizing execution of an Addendum to the Shared Services Agreement Between the County of Cape May and Atlantic County Improvement Authority for Project Management Services concerning the Government Services District at the Cape May County Airport.

Res. 742-21 amending Resolution No. 482-21 authorizing Atlantic County Improvement Authority to execute an Amendment to the Lease Addendum with Cellular Tracking Technologies, LLC.

Res. 744-21 awarding 2021 Miscellaneous Drainage Improvements II on an As-Needed Basis Throughout Cape May County to Lafayette Utility Construction Co., Inc. based upon unit prices.

Res. 745-21 accepting proposal of Colliers Engineering & Design not exceeding the amount of \$31,575.00 to provide Professional Construction Testing Inspection Services for Bayshore Road (CR603) from Charles Street to Townbank Road and DeHirsch Avenue (CR550) from Madison Avenue to Washington Avenue (CR557).

Res. 746-21 authorizing application for Road Opening Permit to New Jersey American Water for 34th Street (CR623), 35th Street (CR656) and West Avenue (CR656), City of Ocean City.

Res. 747-21 accepting the work and closing the contract of Greenman-Pedersen, Inc. for Professional Bridge Engineering Services for Avalon Boulevard (CR601) over Ingrams Thorofare Bridge Deck Reconstruction, Township of Middle.

Res. 748-21 accepting the work and closing the contract of South State, Inc. for Avalon Boulevard (CR601) over Ingrams Thorofare Bridge Deck Reconstruction, Township of Middle.

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Commissioner Hayes asked if the road closure on 34th Street would be a total closure.

Commissioner Pierson stated that the contractor performing the work as described in Res. 746-21 was not related to him, although they shared the same last name.

4. Commissioner Discussions

Commissioner Morey-None.

Commissioner Hayes-Ms. Hayes informed the Board voting was going very well, according to Mike Kennedy, County Registrar. If anyone received a phone call about mail in ballots, direct them to early voting. There may be some confusion around the issue, since it's a new procedure, she implied.

She and County Park Director, Ed Runyon traveled to Ocean County this past week to view some examples of what they had done to improve their various park facilities. They met with Ocean County Commissioner Haines who gave them a tour.

Commissioner Pierson- Mr. Pierson brought up the Cape May County VA Community Based Outpatient Clinic (CBOC) grand opening. The planned grand opening had to be cancelled and was rescheduled to take place in the spring of 2022.

Commissioner Desiderio-He commented on the new budget process explained earlier by the Administrator.

Moved by Ms. Hayes seconded by Mr. Morey to adjourn the caucus. Roll call: Commissioners Hayes, Morey, Pierson and Desiderio (AYE-4) (NAYE-None) (ABSTAIN-None) (ABSENT-One). Carried.

Caucus adjourned at 3:23 p.m.

Administrator/Clerk of the Board