

**MINUTES OF THE MEETING OF MAYOR AND COUNCIL OF  
THE BOROUGH OF STONE HARBOR HELD IN THE MUNICIPAL BUILDING**

**October 18, 2022**

\*\*\*\*\*

The meeting was called to order by Mayor Judith M. Davies-Dunhour

**ROLL CALL**

Judith M. Davies-Dunhour, Mayor  
Kim Stevenson, Borough Clerk  
Marcus Karavan, Solicitor  
Robert Smith, Borough Administrator  
Lisa Marcolongo, Ass't Borough Administrator  
Megan Brown, Deputy Clerk

**PRESENT**

Councilmembers  
Reese Moore  
Bunny Parzych  
Robin Casper  
Jennifer Gensemer  
Frank Dallahan  
Charles Krafczek

Mayor Davies-Dunhour announced that the meeting was now open. Adequate notice of the meeting was provided by posting a copy of the time and place on the Municipal Clerk's bulletin board and mailing a copy of same to the Press and the Cape May County Herald on January 5, 2022.

For the record this Council Meeting was held via Video/Telephone Conference in a Zoom format.

**SALUTE TO THE FLAG**

**COMMUNICATIONS**

None

**MOTION CONCERNING THE MINUTES**

Upon motion of  
Seconded by

Councilmember Jennifer Gensemer  
Councilmember Frank Dallahan

Since all members of Council have been provided with a copy of the minutes of the Work Session and the Regular Meeting of October 7, 2022, if there are no additions or corrections, I move we dispense with the reading of the minutes and that they be approved.

Vote 6 Councilmembers AYE

**PRESENTATION:** Stone Harbor Museum Update: Mike Turner

Mike Turner presented the mission of the Stone Harbor Museum which is to preserve as much history of Stone Harbor as they can.

Museum Renovation: Cost \$39,000  
Grant from NJ Council of Humanities \$4,200  
Annual Capital Campaign: \$21,000  
From Museum Account: \$14,500

No Borough funds were utilized in the renovation. Local businesses and contractors cooperated with the renovation.

Review of Visitors to the Museum:  
2020 - 309  
2021 - 956  
2022 - 1334 332% more than in 2020 - the challenge is to continue to increase visitors.

Mike presented an overview of community involvement to assist with promoting the museum which includes partnering with local businesses. Activities at the museum include storytimes, speaker talks, Christmas in July, and Open Mic nights.

Vintage Homes Historic Registrations: There are currently 271 homes registered as Vintage homes. The museum highlights one home a month on facebook which has increased interaction with the museum significantly.

Regular Meeting, October 18, 2022

Tech and Digitization Improvements assist with record keeping of items at the Museum. The objective is to get entire catalog online and available on a database along with a synopsis of the picture or item which will provide the history. In addition, improvements to online presence is being monitored on the Stone Harbor website and facebook accounts.

Report of Financials:

Currently 325 Members - \$27,250

Capital Campaign Contributions: 145 Donations totaling \$21,000

Risley Gala: 250 Attendees - \$59,000

Mortgage Debt: \$314,600

Borough Funding: \$30,000 to fund Museum Director

The Museum Director resigned, and the museum currently has two individuals fulfilling the responsibilities of the Director. The cost for both positions is \$12,000 over what the borough contributes.

The Stone Harbor Museum is a vital, contributing member of the Stone Harbor Community.

Councilmember Gensemer thanked Mike for his presentation and applauded the improvements that have been implemented. Councilmember Gensemer noted that SHPOA may be able to assist with future improvements and ideas. Councilmember Casper & Councilmember Parzych both agree that the museum has made great efforts on improvements within the past year.

**HEARING OF THE PUBLIC ON MEMORIALS, RESOLUTIONS, PETITIONS & COMPLAINTS**

**Suzanne Walters, 115 92<sup>nd</sup> Street:** Also commented on the progress of the Stone Harbor Museum. Thanked everyone involved in the permit for the Emergency Authorization to make repairs to the beachfront. Manny confirmed that you may walk to the terminal groin however cautioned about staying away from the dunes and using caution at beach access points. Ms. Walters thanked everyone for the research completed on the status of the Municipal Public Access Plan.

Ms. Walters asked if the GP2 had been in place post Hurricane Ian would work have been able to be completed? Administrator Smith stated that if the GP2 would have been in place remediation would have been able to be completed.

**Susan Barret, SHPOA:** Ms. Barrett Great job Administrator Smith and Public Works Director, Manny Parada on the MPAP research and she is impressed with the work completed over the past two weeks to get a better understanding of the process.

No Further Comments Presented.

**ORDINANCE 1618** -An Ordinance to Amend Article IV: Provisions Applicable to Both the Planning Board and Zoning Board of Adjustment; Chapters 345 Section 24 of the Revised General Ordinances of the Borough of Stone Harbor to Allow for Changes to Certain Application and Escrow Fees

Upon Motion of  
Seconded By

Councilmember Charles Krafczek  
Councilmember Reese Moore

That Ordinance 1618 be taken up on second reading.

VOTE

6 Councilmembers AYE

The Clerk read the title only of Ordinance 1618 on second reading.

Public Hearing was opened  
No One Spoke  
Public Hearing was closed

Regular Meeting, October 18, 2022

Upon Motion of Councilmember Charles Krafczek  
Seconded By Councilmember Reese Moore

Councilmember Krafczek made a motion that Ordinance 1618 be passed on second reading and advance to third and final reading.

VOTE 6 Councilmembers AYE

The Clerk read the title only of Ordinance 1618.

Upon Motion of Councilmember Charles Krafczek  
Seconded By Councilmember Reese Moore

Councilmember Krafczek made a motion that Ordinance 1618 be passed on third and final reading adopted and published according to law.

VOTE 6 Councilmembers AYE

**RESOLUTION 2022-S-179** (Authorize Proposal for DeBlasio & Associates for Underground Storage Tank Removal & Installation at the Public Works Facility)

Upon motion of Councilmember Reese Moore  
Seconded By: Councilmember Frank Dallahan

**WHEREAS**, DeBlasio & Associates, Borough Engineer, 4701 New Jersey Avenue, Wildwood, N.J. 08260 has prepared a Proposal referenced as D&A File #: SH-C-046 for the Public Works Underground Storage Tank Removal and New Underground Storage Tank Installation; and,

**WHEREAS**, the Public Works Department has requested the removal of three (3) existing underground storage tanks and the installation of two (2) new 6,000 gallon underground storage tanks at the Public Works Facility; and

**WHEREAS**, the removal of the existing tanks will need to be completed with the direct supervision of a NJDEP License Site Remediation Professional; and

**WHEREAS**, Professional Services provided will include the following breakdown of cost:

- |    |  |             |
|----|--|-------------|
| 1. | Environmental Services – Tank Removal & Closure            | \$90,000.00 |
| 2. | Engineering and Construction Phase Services (Not to Exceed |             |
|    | a. Design Plans and Specifications                         | \$15,000.00 |
|    | b. Public Bidding  | \$ 5,000.00 |
|    | c. Construction Phase Engineering Services                 | \$ 2,500.00 |
|    | d. Contract Administration                                 | \$ 2,500.00 |
|    | e. Periodic Construction Observation                       | \$15,000.00 |
|    | f. Reimbursable  | \$ 500.00   |

**To complete the above referenced scope of work the professional fee is \$130,000.**

**WHEREAS**, it is the intention of Council to approve this proposal as presented.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stone Harbor in the County of Cape May and State of New Jersey that the Borough Council approves the attached Proposal for the removal and installation of underground storage tanks at the Public Works Facility as presented on this 18th day of October 2022.

Councilmember Parzych asked for clarification on the project. Councilmember Moore explained that the Public Works Committee is exploring options available for the replacement of the tanks

Regular Meeting, October 18, 2022

which may involve the placement of a smaller tank and utilizing a shared service agreement with the Cape May County. Borough Administrator Smith explained that the Resolution prepared is severable, a certificate of availability of funds has been completed for the entire amount- therefore not compromising the budget.

VOTE

6 Councilmembers AYE

**RESOLUTION 2022-S-180**(Approval to Submit Grant Application and Execute Grant Agreement with the US Department of Homeland Security for the FY 2022 FEMA BRIC Program)

Upon motion of  
Seconded By

Councilmember Charles Krafczek  
Councilmember Robin Casper

**WHEREAS**, The Building Resilient Infrastructure and Communities (BRIC) grant program makes federal funds available to local governments for hazard mitigation activities; and

**WHEREAS**, the BRIC Program's funding is tied to Presidential disaster declarations with a 6 percent set-aside from disaster grants and \$2,295,000,000 in funding is available this year; and

**WHEREAS**, the BRIC Program aims to implement projects that reduce risks posed by natural hazards to reduce future losses, by funding priority projects and activities. Priorities include risk reduction of both acute events and chronic stressors, driven by climate change, which are either observed or expected. To achieve these goals, for FY 2022 BRIC is prioritizing the following types of projects: infrastructure projects, projects that incorporate nature-based solutions including those designed to reduce carbon emissions, climate change adaptation and resilience projects, and projects proposed by applicants who adopt and enforce mandatory state-wide building codes based on the latest published editions of building codes; and

**WHEREAS**, FEMA anticipates BRIC funding projects that demonstrate innovative approaches to partnerships, such as shared funding mechanisms, and/or project design; and

**WHEREAS**, the Borough of Stone Harbor fully considers grant programs that assist the City in achieving projects and programs that are priorities for the community; and

**WHEREAS**, actions taken through this Program may result in lower flood insurance premiums through the Community Rating System, increase ratables and improved resiliency; and

**WHEREAS**, this program is available to certain municipalities in the State of New Jersey; and

**WHEREAS**, this grant program requires a 25 percent local match from the municipality.

**NOW, THEREFORE, BE IT RESOLVED** that Governing Body of the Borough of Stone Harbor formally approves that grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit a grant application to the U. S. Department of Homeland Security.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Stone Harbor and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

VOTE

6 Councilmembers AYE

Regular Meeting, October 18, 2022

**RESOLUTION 2022-S-181** (Authorize Application for Grant Funding through the FY 2022 Flood Mitigation Assistance Program and Execute Grant Agreement with FEMA)

Upon motion of Councilmember Jennifer Gensemer  
Seconded By Councilmember Frank Dallahan

**WHEREAS**, the Borough of Stone Harbor qualifies for the Flood Mitigation Assistance (FMA) Programs administered by the Federal Emergency Management Agency (FEMA); and

**WHEREAS**, in FY 2022 the FMA Program has \$800,000,000 available; and

**WHEREAS**, the FMA Program aims to implement projects that reduce flood risks posed to repetitively flooded properties insured under the National Flood Insurance Program (NFIP), by funding priority projects and activities. To achieve these goals, for FY 2022 FMA is prioritizing the following types of projects: Capability and Capacity Building, Localized Flood Risk Reduction Projects, and Individual Flood Mitigation Projects that mitigate flood risks to NFIP participating communities and active policyholders; and

**WHEREAS**, eligible activities for the FMA Programs includes structure elevation, dry floodproofing, green infrastructure, and hazard mitigation planning as well as other activities; and

**WHEREAS**, the Borough of Stone Harbor strives to save tax dollars; assist homeowners to recover from Superstorm Sandy; assure clean land, air, and water; and improve working and living environments; and

**WHEREAS**, the Borough of Stone Harbor wishes to apply for funding through the FEMA FMA Programs; and

**WHEREAS**, this grant program requires a 25 percent local match from the municipality.

**NOW THEREFORE, BE IT RESOLVED**, that the Governing Body of the Borough of Stone Harbor, State of New Jersey, hereby supports and authorizes the Flood Mitigation Assistance (FMA) Programs application.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to submit a grant application to the Federal Emergency Management Agency of the US Department of Homeland Security.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Stone Harbor and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

VOTE 6 Councilmembers AYE

**RESOLUTION 2022-S-182** (Approve the Borough of Stone Harbor Cyber Incident Plan)

Upon motion of Councilmember Bunny Parzych  
Seconded by Councilmember Jennifer Gensemer

**WHEREAS**, the Borough of Stone Harbor understands the importance of protecting the integrity, availability, and confidentiality of technology; and

**WHEREAS**, the Borough of Stone Harbor wishes to adopt a Cyber Incident Response Plan which will provide a quick and efficient response to an incident which is critical to minimizing the spread of the incident and/or the business, financial, legal and/or reputational impact; and

Regular Meeting, October 18, 2022

**WHEREAS**, The Cyber Incident Response Plan requires a designation of an Incident Response Manager and an Incident Response Team which includes the following positions:

Highest Ranking Administrative Official; Chief of police; General Counsel; JIF Risk Management Consultant; Technology Support Contact; and

**WHEREAS**, The Cyber Incident Response Plan provides for guidance throughout the phases of an incident which includes containment, eradication, and recovery.

**WHEREAS**, it is the intention of Borough Council to approve the attached plan as presented.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stone Harbor in the County of Cape May and State of New Jersey that the Borough Council approves the Cyber Incident Response Plan for the Borough of Stone Harbor on this 18<sup>th</sup> day of October, 2022.

VOTE 6 Councilmembers AYE

**RESOLUTION 2022-S-183** (Approving the 2021 Annual Audit Report & Findings)

Upon motion of Councilmember Charles Krafczek  
Seconded by Councilmember Reese Moore

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, The Annual Report of Audit for the year 2021 has been filed by a Registered Municipal Accountant with the Borough Clerk as per the requirements of N.J.S. 40A:5-6, and a copy has been received by each member of the governing body, and

**WHEREAS**, R.S. 52:27BB-34 authorized the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs, and

**WHEREAS**, The Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled: Comments and Recommendations; and

**WHEREAS**, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled: Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

*R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."*

**NOW, THEREFORE BE IT RESOLVED** that the Borough Council of the Borough of Stone Harbor hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Regular Meeting, October 18, 2022

VOTE 6 Councilmembers AYE

**RESOLUTION 2022-S-184 (Refund Classis & Vintage Car Show Application Fees)**

Upon Motion of Councilmember Robin Casper  
Seconded by Councilmember Bunny Parzych

**WHEREAS**, The Borough of Stone Harbor Classic & Vintage Car Show event scheduled for October 8, 2022 was cancelled due to safety concerns; and

**WHEREAS**, the event required a \$10.00 application fee for all participants; and

**WHEREAS**, the Tourism Director has requested that those fees be reimbursed to the following participants:

- Thomas H. Cifaloglio
- James C. Geraci
- Michael Kovach
- Michael Burns
- Paul Burns
- Steve Shihadeh
- Ron Neugold
- William H Vandenbraak
- Anthony Tinari
- Nace Mullen
- Robert Crowl
- Brian Tomlinson
- Delmo Cifaloglio

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stone Harbor, in the County of Cape May and State of New Jersey that a refund of \$10.00 per each participant listed be issued; and

**BE IT FURTHER RESOLVED** that the Finance Office issue the refund check once all properly endorsed vouchers are received.

VOTE 6 Councilmembers AYE

**DISCUSSION:**

None

**MOTION** - To approve the bills list and authorize CFO to pay the bills when the funds are available, and the vouchers properly endorsed.

Upon motion of Councilmember Reese Moore  
Seconded by Councilmember Jennifer Gensemer

VOTE 6 Councilmembers AYE

56316	10/21/22	ACELE	ATLANTIC CITY ELECTRIC CO.	12,408.48
56317	10/21/22	ACESEWER	ATLANTIC CITY ELECTRIC	1,126.18
56318	10/21/22	ACESTLIG	ATLANTIC CITY ELECTRIC	8,693.77
56319	10/21/22	ACEWATER	ATLANTIC CITY ELECTRIC	16,041.05
56320	10/21/22	ACTIO	ACTION SUPPLY	386.33
56321	10/21/22	ALLEGRA	ALLEGRA MARKETING, PRINT, MAIL	659.25
56322	10/21/22	ALLIANOB	ALIANO BROS. GENERAL CONTRACT	57,303.96

Regular Meeting, October 18, 2022

56323	10/21/22	ANTHONYT ANTHONY TINARI	10.00	
56324	10/21/22	BLAKARAV BLANEY & DONOHUE, PC	112.00	
56325	10/21/22	BRIANTOM BRIAN TOMLINSON	10.00	
56326	10/21/22	CASAP CASA PAYROLL SERVICES	327.50	
56327	10/21/22	CASAREPO CASA REPORTING SERVICES	142.50	
56328	10/21/22	CMCTO C.M.C. TREASURER'S OFFICE	67,250.00	
56329	10/21/22	CODYS CODY'S POWER EQUIPMENT	1,011.28	
56330	10/21/22	COMCA COMCAST	306.17	
56331	10/21/22	COMCA1ST COMCAST	8.55	
56332	10/21/22	COMCAPOL COMCAST	402.31	
56333	10/21/22	CONSTELL CONSTELLATION NEWENERGY INC	2,353.64	
56334	10/21/22	COPIE005 COPIERS PLUS	186.15	
56335	10/21/22	COYNE COYNE CHEMICAL	1,935.00	
56336	10/21/22	DEBLASIO DEBLASIO & ASSOCIATES	0.00	10/21/22
56337	10/21/22	DEBLASIO DEBLASIO & ASSOCIATES	24,805.17	
56338	10/21/22	DELMOCIF DELMO CIFALOGGIO	10.00	
56339	10/21/22	EDMUN EDMUNDS & ASSOCIATES, INC.	811.00	
56340	10/21/22	FORDS FORD, SCOTT & ASSOCIATES, LLC	2,000.00	
56341	10/21/22	FREDM005 FRED M. SCHIAVONE CONST INC	34,946.80	
56342	10/21/22	GARDENCL GARDEN CLUB OF STONE HARBOR	500.00	
56343	10/21/22	HERAL SEAWAVE CORPORATION	214.20	
56344	10/21/22	JAMESGER JAMES C. GERACI	10.00	
56345	10/21/22	JUSTR005 JUST RIGHT TV	1,200.00	
56346	10/21/22	MCCARRAH MCCARRAHER, MICHAEL	13.60	
56347	10/21/22	MICHAELB MICHAEL BURNS	10.00	
56348	10/21/22	MICHAELK MICHAEL KOVACH	10.00	
56349	10/21/22	MONYLIFE EQUITABLE HOLDINGS, INC	156.74	
56350	10/21/22	NACEMULL NACE MULLEN	10.00	
56351	10/21/22	NJTRAVEL NJ TOURISM INDUSTRY ASSOC.	250.00	
56352	10/21/22	ONECA ONE CALL CONCEPTS, INC.	198.77	
56353	10/21/22	PARAM PARAMOUNT CHEMICAL & PAPER CO.	2,543.82	
56354	10/21/22	PAULBURN PAUL BURNS	20.00	
56355	10/21/22	ROBERTCR ROBERT CROWL	10.00	
56356	10/21/22	ROGER005 Roger Worley Jr. Construction	8,045.00	
56357	10/21/22	RONNEUGO RON NEUGOLD	10.00	
56358	10/21/22	SEASHACE SEASHORE ACE #10926	299.70	
56359	10/21/22	SHORE005 SHORE ANIMAL CONTROL SERV.,LLC	950.00	
56360	10/21/22	STAPLEBU STAPLES BUSINESS ADVANTAGE	153.54	
56361	10/21/22	THOMASCI THOMAS CIFALOGGIO	10.00	
56362	10/21/22	TRACKERS TRACKER SOFTWARE CORP.	1,500.00	
56363	10/21/22	TREES005 TREE SURGEON	4,800.00	
56364	10/21/22	TRICO GT MIDATLANTIC	2,914.61	
56365	10/21/22	TUCKA TUCKAHOE SAND & GRAVEL CO.	8,727.24	
56366	10/21/22	VERII VERIZON WIRELESS	731.64	
56367	10/21/22	VERIZFIR VERIZON WIRELESS	173.76	
56368	10/21/22	WBMASONI W.B. MASON	645.31	
56369	10/21/22	WILLIAMV WILLIAM H. VANDENBRAAK	10.00	

---

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	53	1	267,365.02	0.00
Direct Deposit:	<u>0</u>	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Total:	53	1	267,365.02	0.00

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
<hr/>					
CURRENT FUND	2-01	120,877.75	0.00	0.00	120,877.75
	2-03	14,862.88	0.00	0.00	14,862.88
WATER/SEWER FUND	2-09	28,081.13	0.00	0.00	28,081.13
Year Total:		163,821.76	0.00	0.00	163,821.76
GENERAL CAPITAL	C-04	102,405.76	0.00	0.00	102,405.76
UTILITY CAPITAL	U-08	1,137.50	0.00	0.00	1,137.50
Total Of All Funds:		267,365.02	0.00	0.00	267,365.02

VOTE

6 Councilmember AYE



Regular Meeting, October 18, 2022

**HEARING OF THE PUBLIC ON MEMORIALS, RESOLUTIONS, PETITIONS & COMPLAINTS**

None

**MOTION TO ADJOURN**

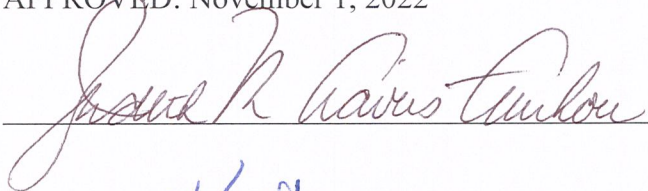
Upon motion of  
Seconded by

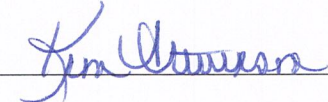
Councilmember Frank Dallahan  
Councilmember Jennifer Gensemer

That the Regular Meeting of Mayor and Council be adjourned at 6:57 p.m.

**Vote                                  6 Councilmembers    AYE**

APPROVED: November 1, 2022

 \_\_\_\_\_, Mayor

ATTEST:  \_\_\_\_\_, Borough Clerk