

Borough of Stone Harbor
REGULAR MEETING AGENDA
Tuesday, December 6, 2022
Borough Hall, 9508 Second Avenue, Stone Harbor

Call to Order: Immediately Following Work Session

Roll Call: Councilmember Moore, Councilmember Parzych, Councilmember Casper, Councilmember Gensemer, Councilmember Dallahan, Councilmember Krafczek

Statement of Public Notice: 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 of the Press and the Cape May County Herald on January 5, 2022.

Salute the Flag

Announcement: Special Meeting to Review Stone Harbor Beachfront Feasibility Study, Tuesday, December 13, 2022 @ 4:30pm

Communications:

Approval of Minutes: Work Session and Regular Meeting ~ November 14, 2022

Public Comment

OLD BUSINESS

Ordinance #1620 – Special Event Exceptions 2nd, 3rd & FINAL

Ordinance #1621 – Amend Chapter 542 Water/Sewer Rates, 2nd, 3rd & FINAL

NEW BUSINESS

Resolution – Authorizing the Borough of Stone Harbor to Join the National Cooperative Purchasing Alliance

Resolution – Approving 2022 JIF Safety Contract and Authorize Mayor to Sign

Resolution – Urging Governor Murphy to Use Covid Relief Funds to Offset Increased Premium Costs of the NJ State Health Benefits Program

Resolution – Approve Non-Profit Support for 2023

Discussion:

Motion - Approve the Bill List & Authorize the CFO to Pay the bills when the funds are available, and the vouchers are properly endorsed.

Public Comment

Adjournment

**BOROUGH OF STONE HARBOR
CAPE MAY COUNTY, NEW JERSEY**

ORDINANCE 1620

**AN ORDINANCE AMENDING CHAPTER 275 “EVENTS, SPECIAL” OF THE
CODE OF THE BOROUGH OF STONE HARBOR, SECTION 4 “EXCEPTIONS”**

WHEREAS, the Borough Council has determined that it is in the best interest of the Borough to establish criteria to consider when asked to permit a special event by a for-profit organization;

NOW THEREFORE, BE IT HEREBY ORDAINED by the Borough Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey, that Section 4 of Chapter 275 of the Borough Code, titled Exceptions, shall be amended as follows:

SECTION 1. Amend Language.

Amend Chapter 275 by deleting Section 4 in its entirety and replacing it with the following:

Chapter 275 – Events, Special

§ 275-4. Exceptions.

The provisions of this chapter shall not apply to any special event conducted by or on behalf of the Borough of Stone Harbor and/or its municipal agencies. Such special events shall be governed by applicable Borough policies. Additionally, Council retains the discretion to waive any provision of this chapter where deemed appropriate in the sole discretion of the Borough Council. Waiver of any provision shall take into account the following factors, including but not limited to:

- A. Impact on traffic and public access
- B. Impact on the Borough’s ability to supply appropriate municipal services (Fire, Police, Emergency Services, Public Works)
- C. Overall benefit/detriment to the health, safety and well-being of the public and of the Borough
- D. Other factors, considerations, and criteria deemed by the Council to be in the best interest of the Borough.

SECTION 2. Severability and Effectiveness Clause

- a) If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, invalid, or unenforceable by a court of competent jurisdiction, such decision shall not affect the remaining portions of this Ordinance.
- b) Any Ordinance inconsistent with the terms of this Ordinance is hereby repealed to the extent of such inconsistency.

SECTION 3. Effective Date

This Ordinance shall take effect 20 days from the time of its final adoption and publication in accordance with law.

APPROVED:

ATTEST:

Judith M. Davies-Dunhour

Kim Stevenson, Borough Clerk

**BOROUGH OF STONE HARBOR
NEW JERSEY**

ORDINANCE NO. 1621

**AN ORDINANCE TO AMEND THE REVISED GENERAL ORDINANCES
OF THE BOROUGH OF STONE HARBOR,
CHAPTER 542 ENTITLED "WATER AND SEWERS"**

WHEREAS, the Mayor and Council of the Borough of Stone Harbor have decided that it is in the best interest of the ratepayers to amend the existing water and sewer fee schedule, and to combine that fee schedule into one section within the Borough Code;

BE IT ORDAINED, by the Mayor and Council of the Borough of Stone Harbor in the County of Cape May and State of New Jersey that Chapter 542 "Water and Sewers" of the General Ordinances of the Borough of Stone Harbor, 2005, is hereby amended as follows:

SECTION 1. The existing section Chapter 542-13 shall be stricken and the following substituted in its place:

§ 542-13. Fire Hydrant Rental Fee; Fire Hydrant Meter Rental; Private Fire Protection Facilities

A. Fire hydrant rental. As rental for each fire hydrant of the Borough, the Utilities Department will receive the sum of \$25 annually from the general budget of the Borough. [Amended 5-3-2005 by Ord. No. 1232]

B. Fire hydrant meter rental service charges: Water from fire hydrants may be used for jetting in pilings or other special uses and for filling swimming pools upon application to and approval of the Utilities Department. A service charge established by resolution of the Borough Council shall be made for use of the hydrant meter, and the quantity of water supplied as registered on the meter shall be paid for at the rate recited in § 542-27B hereof, the same to be paid to the Utilities Collector after the meter is returned to the Borough. In the event the water is being used for filling swimming pools, the sewer charges will be applicable because the swimming pool is emptied into the sanitary sewerage collection system. [Amended 8-15-2006 by Ord. No. 1265; 9-2-2008 by Ord. No. 1321; 8-20-2013 by Ord. No. 1431; 4-19-2016 by Ord. No. 1475; 8-17-2021 by Ord. No. 1597]

C. Service to private fire protection facilities. Private fire protection facilities shall pay in advance a charge determined by the Utilities Department for materials and installation costs of each connection intended to be used exclusively for the extinguishment of fires. The fire protection facilities are not metered. Private fire protection facilities having a two-inch service line or more shall be charged \$158 per quarter, and private fire protection facilities having less than a two-inch service line shall be charged \$63 per quarter, and said facilities shall be billed accordingly. If the property owner uses the fire protection facilities for fire protection and some use other than fire extinguishing purposes, then the service connection shall be metered and § 542-27A and B hereof shall be applicable. All meters which exclude sanitary sewer charges and all personal fire protection facilities are subject to periodic inspections by authorized Borough personnel. [Amend 8-20-2013 by Ord. No. 1431; 8-17-2021 by Ord. No. 1597]

SECTION 2. The existing section 542-22 shall be stricken and the following substituted in its place:

§ 542-22. Sewer Vent Non-Compliance

A. In the event the Borough discovers that a property owner's property is not in compliance with the requirement that its vent systems and other openings into the sanitary collection system which are flush with the surrounding area be sealed, the Borough shall notify said property owner via certified mail, return receipt requested, of the noncompliance. Said notice shall inform the property owner that if the property owner does not come into compliance within 30 days from the date of mailing of the notice, and inform the Borough, in writing, of such compliance, said property owner shall be billed an additional quarterly charge, established by resolution of the Borough Council, until compliant. That charge shall be for the purpose of offsetting the additional service charges made by the Cape May County Municipal Utilities Authority to the Borough resulting from infiltration into the sewer collection system as a result of these openings. [Amended 3-15-2005 by Ord. No. 1226; 9-2-2008 by Ord. No. 1321; 8-20-2013 by Ord. No. 1431; 8-17-2021 by Ord. No. 1597]

SECTION 3. The Following Section Shall Be Added:

§ 542-27. Schedule of Water and Sewer Rates.

- A. Minimum charges. There shall be due and payable quarterly in each year a minimum charge for each property owner or meter in accordance with the following schedule:

Size of Service	Quarterly Base Rate Water & Sewer Combined	Allowance
5/8 or 3/4 inch	\$195.00	10,000 Gallons
1 inch	\$232.00	10,000 Gallons
1 1/2 inch	\$275.00	10,000 Gallons
2 inch	\$328.00	10,000 Gallons
3 inch	\$403.00	10,000 Gallons
4 inch	\$475.00	10,000 Gallons

Exclusion Meters

5/8 or 3/4 inch	\$85.00	None
1 inch	\$122.00	None
1 1/2 inch	\$165.00	None
2 inch	\$218.00	None
3 inch	\$293.00	None
4 inch	\$365.00	None

Additional Sanitary Sewer	\$110.00
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- (1) Example for calculation of first water/sewer service bill. For example, if a 3/4 inch water meter is issued to an owner on February 1 in the first quarter (January, February and March), and the total days in the quarter are 90 days, the charge for the water/sewer service would be 59/90 of the quarterly minimum charge.
- (2) Exclusion meters. The quarterly minimum charge for exclusion meters shall be as set forth above.

- B. Rate for excess water/sewer. [Amended 3-18-2008 by Ord. No. 1307; 8-5-2008 by Ord. No. 1319]

- (1) Regular service. The rate for all water/sewer furnished in excess of the quarterly allowance set forth above shall be as follows:

- (a) \$5.50 for each additional 1,000 gallons up to 50,000 gallons, or any part thereof.
- (b) \$6.50 per 1,000 gallons over 50,000 to 80,000 gallons, on any part thereof.
- (c) \$7.50 per 1,000 gallons over 80,000 gallons

- C. Exclusion meters. The rate for water furnished for exclusion meters shall be as follows: [Amended 10-5- 2010 by Ord. No. 1364]

- (a) For any amount up to 50,000 gallons, the rate shall be \$3 per 1,000 gallons or any part thereof;
- (b) For any amount over 50,000 gallons up to 80,000 gallons, the rate shall be \$4.25 per 1,000 gallons or any part thereof;
- (c) For any amount greater than 80,000 gallons, the rate shall be \$10 per 1,000 gallons or any part thereof.

- D. Sanitary sewer collection system rates.

- (1) The annual infrastructure and processing charge shall be paid by each consumer connected to the system. The annual charge will be used to pay the fee levied on the Borough by the Cape May County Municipal Utilities Authority (CMCMUA). Such charges will be billed in equal quarterly installments. [Amended 3-15-2005 by Ord. No. 1226; 3-18-2008 by Ord. No. 1307; 4-16-2013 by Ord. No. 1422] Each installment shall be based upon the water consumption in the prior year's summer quarter (July, August and September) and will be billed as follows:

- (a) \$6.50 per 1,000 gallons (or any part thereof) of water as recorded in the prior summer quarter up to 50,000 gallons. [Amended 11-15-2021 by Ord. No. 1600]
- (b) \$8.75 per 1,000 gallons over 50,000 up to 80,000 gallons
- (c.) \$11.25 per 1,000 gallons over 80,000 gallons.

E. Water consumption to an additional service line installed with a separate meter for water which will not be returned to the sanitary collection system shall not be considered in determining the quarterly service charge. Where no prior summer period record exists, a charge will be made in accordance with the quarterly gallonage allowance for water (see § 542-27C).

Sanitary collection service charges will be rendered quarterly along with the water/sewer service charge and are payable in advance. (See § 542-3E.) [Amended 8-17-2021 by Ord. No. 1597]

F. Whenever a property owner considers any charge for sewerage use incorrect and desires to contest the accuracy thereof, a protest by letter must be filed with the Utility Collector within 45 days after mailing of a bill containing the charge. Upon receipt of any such protest, the Utility Collector shall review the records and cause the appropriate authorities to make a thorough recheck and then promptly corrector verify the bill as the case may be and notify the consumer of the result. Unless a protest is made within the aforesaid time, the bill rendered shall be considered final and not subject to protest. [Amended 8-17-2021 by Ord. No. 1597]

G. If the cause of an excess sewer charge is due to a water leak that has drained into the sewer system, no refund or adjustment of the annual sewer charges shall be made. If, however, the leak has not caused drainage into the sewer system, as shall be determined by the Utilities Department and certified by the Director of Public Works or his authorized designated representative or proper documentation from a New Jersey licensed plumber, then the Utilities Collector, upon resolution of Borough Council, therefore, shall adjust the current annual base charge to the average of the charges during July, August, and September of the previous three years. [Amended 8-20-2013 by Ord. No. 1431; 5-5-2015 by Ord. No. 1464]

SECTION 4. All ordinances or parts of ordinances in conflict or inconsistent with any part of this Ordinance are hereby repealed to the extent that they are in conflict or inconsistent.

SECTION 5. If any section, provision, or part of provision of this Ordinance shall be held to be unenforceable or invalid by any court, such holding shall not affect the validity of this Ordinance, or any part thereof, other than the part so held unenforceable or invalid.

SECTION 6. This Ordinance shall take effect twenty (20) days after final passage and publication as provided by law.

APPROVED:

ATTEST:

Judith M. Davies-Dunhour

Kim Stevenson, Borough Clerk

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

**A RESOLUTION AUTHORIZING THE BOROUGH OF STONE HARBOR TO
JOIN IN THE NATIONAL COOPERATIVE PURCHASING ALLIANCE**

WHEREAS, N.J.S.A. 52:34-.2(b) P.L. 2001 C.139 was enacted into law permitting agencies to use national purchasing cooperatives; and

WHEREAS, the Borough of Stone Harbor desires to participate in National Cooperative contracts established by the National Cooperative Purchasing Alliance in order to effect substantial economies in the purchase of materials, supplies and services; and

WHEREAS, the governing body of the Borough of Stone Harbor, County of Cape May, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services; and

WHEREAS, it is the Borough of Stone Harbor intent to utilize these contracts on as needed basis during the calendar year 2023; and

WHEREAS, the Borough of Stone Harbor may enter into contractual agreements with the above referenced National Cooperative Purchasing Alliance Vendors through this resolution and properly execute contracts/purchase orders, which shall be subject to all the conditions applicable to the current New Jersey Local State Public Contracts Law; and

WHEREAS, National Cooperative Purchasing Alliance has contracted with the following vendors for various contracts:

ParkMobile, LLC. for Integrated Parking Management System

NOW THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Stone Harbor, New Jersey authorizes the Qualified Purchasing Agent to purchase certain goods or services from those approved National Cooperative Purchasing Alliance Vendors pursuant to all conditions of the individual contracts and in compliance with New Jersey State Public Contracts Law; and

BE IT FURTHER RESOLVED, that the named National Cooperative Purchasing Alliance vendors and their corresponding contracts may change during the timeframe indicated below and that the Qualified Purchasing Agent is hereby authorized to make the necessary adjustments to the above list as may be required for the Borough to continue its routine procurement practices throughout the indicated timeframe; and

BE IT FURTHER RESOLVED, that the Borough Council of the Borough of Stone Harbor, pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds and that no contract amount shall be chargeable or certified until such times as the goods or services are ordered or otherwise called for prior to placing the order and a certification of availability of funds shall be made by the Borough's Chief Financial Officer; and

BE IT FURTHER RESOLVED, that the duration of the contracts between the Borough of Stone Harbor and the referenced National Cooperative Purchasing Alliance Vendors shall be for the time period beginning on January 1, 2023 and continuing through December 31, 2023 or until the expiration of the referenced vendors' National Cooperative Purchasing Alliance Contract, whichever shall occur first.

Offered bySeconded by.....

The above resolution was duly adopted by the Borough Council of the Borough of Stone Harbor, New Jersey, at a meeting of said Council duly held on the 6th day of December, 2022

.....
Borough Clerk

The above resolution approved this 6th day of December, 2022

.....
Mayor

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

**AUTHORIZE PARTICPATION IN THE 2022 ATLANTIC COUNTY MUNICIPAL
JOINT INSURANCE FUND SAFETY INCENTIVE PROGRAM**

WHEREAS, the Borough of Stone Harbor participates in the Atlantic County Municipal Joint Insurance Fund; and

WHEREAS, the Borough of Stone Harbor Department Heads oversee the safety of all employees and recognize the importance of the JIF safety programs; and

WHEREAS, the Borough of Stone Harbor recognizes the important role an effective safety plays in lowering employee injury rates, reducing lost time accidents, and cutting insurance costs all of which contribute to greater employee safety and lower tax rates.

NOW, THEREFORE, BE IT RESOLVED, that Mayor and Council hereby declare the support of the JIF Safety programs and authorize the Mayor to sign the 2022 Safety Contract on behalf of the Borough of Stone Harbor.

Offered bySeconded by.....

The above resolution was duly adopted by the Borough Council of the Borough of Stone Harbor, New Jersey, at a meeting of said Council duly held on the 6th day of December, 2022

.....
Borough Clerk

The above resolution approved this 6th day of December, 2022

.....
Mayor

**2022 SAFETY CONTRACT
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

We, the governing body of the Borough of Stone Harbor recognize the important role an effective safety program plays in lowering employee injury rates, reducing lost time accidents, and cutting insurance costs, all of which contribute to greater employee safety and lower tax rates. Health and Safety must never be compromised. Employee safety, along with the safety of the public, is our number one priority. We applaud the JIF's initiative in providing many of the safety resources needed to enhance our local safety efforts, and we hereby declare our support of the JIF's safety programs. We strive to achieve an accident-free environment through a health and safety culture built on:

- **TRUST:** We respect each other's opinions and decisions and will follow through on all health and safety concerns
- **CARE:** We approach each day with the determination to care for ourselves, co-workers, and the community we serve.
- **KNOWLEDGE:** We seek the education and skills to properly fulfill our responsibilities.
- **COMMUNICATION:** We communicate with each other in a transparent, open, and honest manner.

Because mutual respect is so important, we cannot tolerate harassment or other forms of discrimination.

We place "Safety and Wellness" on the Council Agenda at least once a year.

We understand the Safety Best Practices and will continue to promote all elements.

We have established a Safety Committee that meets at least quarterly.

We encourage supervisors to make a "daily safety contact" with employees.

We manage our claims by reporting all claims promptly, offering transitional duty, and investigating incidents and near misses.

We establish a motor vehicle fleet safety program.

We keep our regulatory training and written programs current.

We conduct periodic Hazard Inspection Surveys and Job Safety Observations.

We actively promote and support Health and Wellness activities.

Accepted by:

(Mayor)

Date

(Administrator/Clerk/Manager)

Date

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

**RESOLUTION URGING GOVERNOR MURPHY TO USE COVID RELIEF FUNDS TO
OFFSET THE INCREASED PREMIUM COSTS OF THE NEW JERSEY STATE
HEALTH BENEFITS PROGRAM**

WHEREAS, The New Jersey State Health benefits Program (the SHBP)), governed by the N.J.S.A. 52:14-17.25 et seq., offers medical, prescription drug, and dental coverage to qualified state and participating local government public employees, retirees and eligible dependents; and

WHEREAS, all SHBP plans are self-funded, with all benefits being paid directly from a SHBP fund supplied by the State, participating local employers, and member premiums; and

WHEREAS, in 2023, due to decisions made by the New Jersey Divisions of Pensions and Benefits and the State Health Benefits Commission, the cost of the SHBP Premiums will increase by 21.6% for active employees, 13% for early retirees, and 0.7% for Medicare retirees, which will result in a combined cost increase of 22.8%; and

WHEREAS, the current and retired employees of the Borough of Stone Harbor currently receive health insurance benefits through SHBP; and

WHEREAS, the increased cost of the SHBP will result in significant additional cost to both the Borough of Stone Harbor and its employees; and

WHEREAS, the additional cost of premiums for the SHBP will result in a significant increase in the property taxes for the residents of the Borough of Stone Harbor; and

WHEREAS, the Governor and the State of New Jersey have entered into an agreement with state employees to use New Jersey Covid relief funds to offset the increased premiums to limit the increase to 3% for state employees; and

WHEREAS, it would be fair and equitable for the State of New Jersey to use its Covid relief funds to provide the same or similar benefit to municipal employees that the State will be providing to state employees; and

WHEREAS, limiting the SHBP premium increase to 3% for participating municipal employees in the same manner as for state employees would contribute to the State’s goals to build a stronger and fairer economy for New Jersey that supports the middle class and lifts families and communities.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey, that:

1. The allegations of the preamble are incorporated herein by this reference.
2. The Borough of Stone Harbor hereby urges the Governor of the State of New Jersey to expend state Covid relief funds to offset the increased premiums of the SHBP for municipal employees in the same manner that the State has agreed to do for the state employees in order to limit the premium increase to 3%.
3. The Municipal Clerk shall forward copies of this Resolution to the Governor, State Treasurer, District I Legislators, State Health Benefits Commission, New Jersey Division of Pensions and Benefits, Cape May County Commissioners, and each municipality in Cape May County.

Offered bySeconded by.....

The above resolution was duly adopted by the Borough Council of the Borough of Stone Harbor, New Jersey, at a meeting of said Council duly held on the 6th day of December, 2022

.....
Borough Clerk

The above resolution approved this 6th day of December, 2022

.....
Mayor

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

APPROVE NON-PROFIT SUPPORT 2023

WHEREAS, the Borough of Stone Harbor Executive Policy Manual provides for Non-Profit Support to local schools, churches, organizations and charities whose primary service area is or includes the municipality; and

WHEREAS, the Executive Policy requires any organization requesting such support to submit proper application by October 1st of the year proceeding the request for support so that proper funds may be budgeted; and

WHEREAS, the following organizations have provided their request and desired amount for the year 2023;

Cape May County Coast Guard Community	\$500
Volunteers in Medicine	\$2500
Marine Mammal Stranding Center	\$1000

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey on this 6th day of December, 2022 that the organizations listed be approved for Non-Profit Support for budget year 2023 provided that the requirement to submit an annual report of business affairs and transactions by March 1st for the prior year is submitted.

Offered bySeconded by.....

The above resolution was duly adopted by the Borough Council of the Borough of Stone Harbor, New Jersey, at a meeting of said Council duly held on the 6th day of December, 2022

.....
Borough Clerk

The above resolution approved this 6th day of December, 2022

.....
Mayor

NON-PROFIT SUPPORT REQUEST FORM

Instructions: Please read our Policy and Procedure document before completing this Non-Profit Support Request Form. The areas in red MUST be filled out completely for us to process your request.

About the Organization

Name of Organization <i>CMC Coast Guard Community Fdn</i>	Federal Tax ID #
Mailing Address <i>P.O. Box 1365</i>	Phone
City / State / ZIP	Email
Contact Person <i>Maria Brown</i>	
Have you previously requested funding from the Borough? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, when? <i>2022</i> If yes, was it approved? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Organization's mission statement <i>The Mission of the Foundation is to nurture the relationship between the Coast Guard and the CMC County Community. We facilitate this by developing programs and community events that benefit USCG families.</i>	

About the Program

Is this request for a one-time event of an ongoing program? <input type="checkbox"/> One time <input checked="" type="checkbox"/> Ongoing	If a one-time event, what is the event date?
Description of event or program associated with the requested support - <i>see attached letter. Your support helps us throughout each year to fund our programs and events such as the CG Community Festival, SNVUSCG Ball and the Always Ready 5K.</i>	

About the Request

Requested support amount <i>\$500</i>	Number of people served by event/program <i>500+ Active Duty CG and Recruits</i>
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Processing of Requests for Disbursements/Reimbursements

- Please allow a minimum of **three weeks** to process your Support Disbursement/reimbursement request. Once a request has been received the Borough will issue a purchase order either directly to the vendor or if a reimbursement then Purchase Order will be issued to Organization. Once signed purchase order is returned payment will be processed.

Requirements for Approved Requests

Organizations receiving funding from the Borough of Stone Harbor shall comply with all requirements of New Jersey Local Budget Law, N.J.S.A 40A:4-1 et. seq. and New Jersey Local Public Contracts Law and Regulations, N.J.S.A. 40A:11-1 et. seq. and N.J.A.C. 5:34.

The organization will be required to submit an annual report of its business affairs and transactions. Annual Report must be submitted by March 1st of each calendar year for the prior year.

Acknowledgement

Please acknowledge that you have read and understand the Non-Profit Support Policies and Procedures outlined above, and that your organization meets our requirements as stated, by entering your name below:

Name of Organization: Cape May County Coast Guard Community Fdn.

Requestor's Name: Maria Brown Signature: Maria Brown

Date: 11 / 10 / 2022

NON-PROFIT SUPPORT REQUEST FORM

Instructions: Please read our Policy and Procedure document before completing this Non-Profit Support Request Form. The areas in red MUST be filled out completely for us to process your request.

About the Organization

Name of Organization Volunteers in Medicine	Federal Tax ID # [REDACTED]
Mailing Address 423 North Route 9	Phone [REDACTED]
City / State / ZIP Cape May Court House	Email [REDACTED]
Contact Person Jackie Meiluta	
Have you previously requested funding from the Borough ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, when ? <i>2021 + annually</i> If yes, was it approved ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Organization's mission statement To improve the health and wellness of our community through enhanced access to care	

About the Program

Is this request for a one-time event of an ongoing program ? <input type="checkbox"/> One time <input checked="" type="checkbox"/> Ongoing	If a one-time event, what is the event date ?
Description of event or program associated with the requested support <i>see attached</i> To improve the health and wellness of our community through enhanced access to care	

About the Request

Requested support amount \$2,500	Number of people served by event/program <i>350 +</i>
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Processing of Requests for Disbursements/Reimbursements

- Please allow a minimum of **three weeks** to process your Support Disbursement/reimbursement request. Once a request has been received the Borough will issue a purchase order either directly to the vendor or if a reimbursement then Purchase Order will be issued to Organization. Once signed purchase order is returned payment will be processed.

Requirements for Approved Requests

Organizations receiving funding from the Borough of Stone Harbor shall comply with all requirements of New Jersey Local Budget Law, N.J.S.A 40A:4-1 et. seq. and New Jersey Local Public Contracts Law and Regulations, N.J.S.A. 40A:11-1 et. seq. and N.J.A.C. 5:34.

The organization will be required to submit an annual report of its business affairs and transactions. Annual Report must be submitted by March 1st of each calendar year for the prior year.

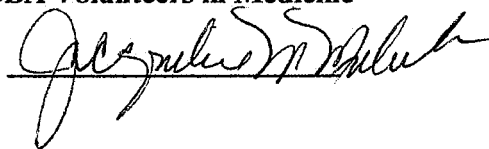
Acknowledgement

Please acknowledge that you have read and understand the Non-Profit Support Policies and Procedures outlined above, and that your organization meets our requirements as stated, by entering your name below:

Name of Organization: Cape Volunteers in Medicine, Inc. DBA Volunteers in Medicine

Requestor's Name: Jacqueline Meiluta

Signature :



Date: 11 / 14 / 2022

NON-PROFIT SUPPORT REQUEST FORM

Instructions: Please read our Policy and Procedure document before completing this Non-Profit Support Request Form. The areas in red MUST be filled out completely for us to process your request.

About the Organization

Name of Organization MARINE MAMMAL STRANDING CTR	Federal Tax ID # [REDACTED]
Mailing Address PO BOX 773,	Phone [REDACTED]
City / State / ZIP BRIGANTINE NJ 08203	Email [REDACTED]
Contact Person Michele Page	
Have you previously requested funding from the Borough ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	If yes, when ? 2021 If yes, was it approved ? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Organization's mission statement ATTACHED	

About the Program

Is this request for a one-time event of an ongoing program ? <input type="checkbox"/> One time <input checked="" type="checkbox"/> Ongoing	If a one-time event, what is the event date ?
Description of event or program associated with the requested support see attached	

About the Request

Requested support amount \$1,000.00	Number of people served by event/program Population of coastal New Jersey
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Processing of Requests for Disbursements/Reimbursements

- Please allow a minimum of **three weeks** to process your Support Disbursement/reimbursement request. Once a request has been received the Borough will issue a purchase order either directly to the vendor or if a reimbursement then Purchase Order will be issued to Organization. Once signed purchase order is returned payment will be processed.

Requirements for Approved Requests

Organizations receiving funding from the Borough of Stone Harbor shall comply with all requirements of New Jersey Local Budget Law, N.J.S.A 40A:4-1 et. seq. and New Jersey Local Public Contracts Law and Regulations, N.J.S.A. 40A:11-1 et. seq. and N.J.A.C. 5:34.

The organization will be required to submit an annual report of its business affairs and transactions. Annual Report must be submitted by March 1st of each calendar year for the prior year.

Acknowledgement

Please acknowledge that you have read and understand the Non-Profit Support Policies and Procedures outlined above, and that your organization meets our requirements as stated, by entering your name below:

Name of Organization: MARINE MAMMAL STRANDING CENTER

Requestor's Name: Michelle Pagel

Signature: Michelle Pagel

Date: 11 / 9 / 20 22