

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

December 20, 2022

The meeting was called to order by Mayor Davies-Dunhour at 4:30 p.m

ROLL CALL

Judith M. Davies-Dunhour, Mayor
Kim Stevenson, Borough Clerk
Steve Morris, Solicitor
Robert Smith, Borough Administrator
Lisa Marcolongo, Ass't 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 WORK SESSION WAS HELD VIA VIDEO/TELEPHONE
CONFERENCE IN A ZOOM FORMAT AS WELL AS IN PERSON

SALUTE TO THE FLAG

Budget Summary 2023: Presented by Jim Craft, CFO

Jim Craft presented a preview of the operating budget for the Public Safety, Beach Rec & Tourism & Natural Resources. The report presented is from the Edmunds Software program and includes 2022 expenditures to date and the proposed 2023 budget amounts presented from Department Heads and Council Committee.

Police Department: Increase \$3,827.00 or 3.6% from 2022

Volunteer Fire Department: No change from 2022 @ \$265,000 – Jim explained the ARP (American Rescue Program) totaling \$84,751.00.

Office of Emergency Management: No Change for 2023 – Remains \$6,400

Payments to Rescue Squad – Reduction of \$15,000

Uniform Fire Official – Other expense – No Change; \$12,150.00

Beach Patrol Other Expense: Increase \$3,250 or 5.05% - Increase is due to increase in beach tags and uniforms

Parks & Playgrounds: Other Expense: Increase \$82,550.00 16.62% Due to additional Special events planned in 2023, Harbor Hop 5K, Family Night Entertainment, and other various new events in 2023.

Tourism Other Expense: \$128, 618.00 - Increase \$3,674.00 of 2.94% over 2022

Natural Resources: \$67,285.00 – increased \$2,815 or 4.37%

Jim has prepared a summary of all operating expenses which does not include statutory expenses, salaries and wages of health benefits. Most budgets remain flat or unchanged. Public Works is an exception due to changes after COVID. Overall, 6.25% increase over 2022 budget or \$94,346.00. Next step within the budget process will be to review Capital Budget items.

Public Safety Report – Councilmember Dallahan

Fire Department- Chief Roger Stanford

Report for November 2022 - 17 Fire Calls, 26 EMS calls: 4 medical assists; 1 motor vehicle accident; 1 elevator rescue; 1 surf rescue; 4 fire alarms; 4 carbon monoxide alarms.

Police Department – Chief Tom Schutta

Report for November 2022- 29 Motor vehicle stops; 8 moving violations; 4 motor vehicle accidents; 2 suspicious vehicles; 1 domestic violence; 3 OPRA request were responded to ; 1 adult arrested.

Update on personnel: Two newest officers continue training at Cape May County Police

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Academy – expected Graduation of January 2023. Received resignation letter from one officer and a letter of intent to retire from another officer effective February 1, 2023. A personnel requisition was submitted for approval to replace those two officers. A resolution to approve SLEO Class II officers until March 31st is on the agenda tonight to assist the department until the two officers in the Police Academy have graduated. The hiring process for the 2023 SLEO officers is open, does not seem promising.

Stone Harbor Municipal Court: Nothing problems to report, continues to run virtually at this time.

Chief Schutta recognized and thanked Councilmember Krafczek for his service to the borough and his support of the Police Department over the past six years. Chief Schutta wished him the best and everyone a Happy Holiday.

Clarification of the purchase of the police vehicle for resolution approval tonight was presented. Chief Schutta explained that the vehicle cost is coming from the 2022 budget through the Cranford Co-op. The vehicle being cycled out of the fleet is given to the Department of Public Works. Council reviewed the possibility of utilizing an electric vehicle within the police fleet. Chief Schutta explained that there are not a lot of electric vehicles within a police fleet and there is a need for infrastructure (Charging station) which can be costly. Councilmember Dallahan stated that he recently read an article where the President of Toyota feels that there is still a lot of unknown data on electric vehicles and recommends the use of vehicles which run on fossil fuels. Mr. Smith explained that the use of electric vehicles within the Police Department has been reviewed in the past. The problem encountered was trying to get the attention of the Tesla dealership to review the possibility or the ability to use a Cooperative for this type of vehicle. Councilmember Gensemer feels that adding an electric vehicle to add diversity to the existing fleet and also offer an alternative especially because the Borough is considering reducing the size of the gas tanks at public works and in the event of an emergency of disaster.

Beach Patrol- Captain Sandy Bosacco

Captain Bosacco advised the council that the State is implementing more stringent standards for the certification of ocean lifeguards, and he is in the process of modifying his program to ensure that lifeguards are in compliance for 2023 season.

Beach Patrol Headquarters update: down to a punch list which is being worked on in coordination with our Borough Engineer.

Office of Emergency Management – Frank Vault

Mr. Vault advised the council that he has completed the required NJOEM Basic Course in November and an Emergency Management Rapid Information Course which is used in an emergency to requisition additional supplies or equipment.

Mr. Vault completed a Countywide EMMIT Drill in November.

Mr. Vault is currently researching the Integrated Public Alert and Warning System (IPAWS) – and will continue to review. There are 12 alerting agencies in NJ that use this system.

Recreations and Tourism – Councilmember Jennifer Gensemer

Recreation – Shannon MacPherson, Rec Director

Shannon updated the council on the Island Holiday weekend. The shell decorating at the 95th Street beach was a success. Fitness classes are still available however numbers are declining as more people travel south for the winter. Zumba is a great addition. Shannon is planning on adding more classes in 2023. Shannon is reviewing programming for the 2023 season and will continue to review in preparation for summer. A new race event is coming, 31 Heroes, which will support our military.

Employee Wellness Program: Coming January 2023 and will include an analysis of movement

and a plan for each employee that participates. There will be a structured plan specific to each person that will include an APP and exercises.

Mayor Davies-Dunhour noted that the wellness program involves a non-invasive test with immediate results. This is not a fitness test. This test identifies weaknesses with balance and structures a plan that could avoid problems in the future such as hip replacements. This test is used on professional athletes and a great opportunity for Stone Harbor.

Tourism Director – Jenny Olson

Island Holiday Weekend Update: Despite the rain on Friday, it was a successful event. The Pet Parade was moved to Saturday. The tree lighting on Friday evening was very well attended. There was caroling by the Seven Mile Players and a more powerful snow machine. The sound system greatly improved the weekend event. There were approximately 100 attendants at the Downtown Dash Event and the parade was also very well attended. Jenny noted that there were many more spectators along Third Avenue and the quiet zone on Second Avenue worked well. Jenny thanked all those that assisted with the event.

Jenny is working on calendar events for 2023 and preparing the 2023 Information Guide.

Councilmember Gensemer announced that Travel and Leisure Magazine has announced that Stone Harbor is one of the top 25 babymoon destinations in the world.

Update on the 81st Street Marina Pier: Mayor Davies-Dunhour reviewed the discussion that involved approving the CAFRA Permit at the Marina Pier at the December 6, 2022, council meeting and understands there is some concern with moving forward. Councilmember Gensemer has concerns because this opportunity does not fit into the plans to upgrade the Municipal Marina. In addition, there is more needed to determine the economics of running a business from this location. The 81st Street Recreational Pier was discussed within the Public Works Committee and the Rec and Tourism Committee and both feel that more information and details are warranted. Mayor Davies-Dunhour clarified that the improvements at the 81st Street Marina involve plans that were approved by the County Open Space Board in support of funding. The original intent of the CAFRA permit was to add opportunity to the public at this location. Councilmembers discussed their support and concerns of the Marina Pier improvements. Administrator Smith clarified the reasoning for the location chosen. There is a possibility that it could be redesigned without the loss of any boat slips at the marina. Administrator Smith noted that modifying a CAFRA permit does take time once approved however the application can be submitted with a pre-submission modification that would allow for a reduction in size if necessary. Mr. Smith also agrees with Councilmember Dallahan and Councilmember Gensemer that a plan for concession is needed, however he feels that there would be no inhibitions to the process.

Councilmember Gensemer would like to see the existing Marina improvement plan scaled back and more grant opportunities reviewed to assist with the cost. Engineer Marc DeBlasio noted that the improvement plan for the 81st Street marina was a grand plan and had components that Open Space Funding would not cover such as bulkhead improvements which could be funded through a FEMA grant. Marc indicated that the Borough could meet again with the Open Space Fund Review Board and review an alternate plan if desired.

Mayor Davies-Dunhour asked if there was any value in applying for the CAFRA permit now with anticipated plans, either large or scaled down that should be considered when voting for authorization on the CAFRA Permit application. The CAFRA permit is good for 5 years.

Councilmember Moore noted that the Municipal Marina improvements were made approximately two years ago and there are members of council that are not familiar enough with the plans and it is worth a review. Mayor Davies-Dunhour stressed the importance of moving forward and noted that all of council agree that the marina is the most underutilized asset within the borough. Councilmember Gensemer is asking that plans for the marina be reviewed again.

Natural Resource Committee – Councilmember Robin Casper

Chris Constantino, NJDEP & Eric Rourke, Army Corp of Engineers – Update on Beach Renourishment:

Beach Renourishment is Authorized by Congress to reduce potential storm damage along the beachfront. Chris and Eric gave an overview to funding and to the agencies that are involved in the process of beach nourishment projects. Their role is to oversee the projects, operations and maintenance, technical and professional assistance, partner with the municipality and provide municipal insight throughout the project. State Aid agreements with the municipality include the municipal share, real estate requirements, beach management plans for threatened and endangered plants and birds, operations and maintenance, etc..

Great Lakes Dock & Dredge was awarded the contract with construction estimated at \$28,825,000 and is expected to be completed winter 2022-2023 and includes an eco-reconstruction project to increase the berm and dune at Stone Harbor Point. Stone Harbor is expected to receive over 700,000 cubic yards of sand – cost to the Borough is 2.4 million. The contract does allow for additional options for both communities which allows for an additional 250,000 cubic yards being added to the original expectation of 464,000 cubic yards. Sand is coming from Townsend Inlet.

Notice to proceed to the contractor will be authorized will be first week in January and they will have 107 calendar days to complete. June 8th is the expected date of completion. Dates are subject to change based on weather and mechanical delays. Pumping of sand is expected to begin mid-February. It is anticipated they will begin in Avalon and move south to Stone Harbor.

Eric explained the design. The Contractors are required to provide surveys and sand placement could change based on those surveys. The presentation included mapping that indicated the most need along our beachfront. Plans included the entire beachfront in the event additional options within the contract were possible.

Beaches in increments of 1000 feet will need to be closed during construction. The Contractor will not close a beach or crossover where piping is laid – access will be provided. There are weekly construction update meetings in which municipal officials are invited. Any concerns or questions should be communicated through the State which will then be sent to the Army Core who communicates with the contractor.

Administrator Smith noted that Jim Craft CFO has prepared a structured timetable of how the Borough will be paying for the 2.4 million needed for this project. A draft state aid agreement should be available to the municipality by the second week in January. The deadline for payment of the Borough's share is March 31st. Time and cost savings will be the assistance with both municipalities on restoring the crossovers with guidance from the State and Army Corp..

Councilmember Moore asked for the reason why the borough was overlooked for renourishment in 2019. Chris reviewed the problems associated with COBRA and options that were allowable at that time which involved taking sand from the existing dune and placing it on the beachfront. The Council opted, at that time, not to move forward with that option. The quantity was very insignificant. The new Secretary of Interior reversed the ability to utilize sand from Hereford Inlet. There are further reviews of alternate burrow areas being investigated for future projects.

Bird Sanctuary Update - Manny Parada – Director of Public Works

Highlights: The weeds have been thatched down to control phragmites with care taken to preserve the Coaks Tree frog. Dr. Tedesco is reviewing the plan within the Sanctuary to ensure no harm. The split rail fencing has been reviewed along with memorial benches and all seem in good shape. The completion of the 114th Street sewer slip lining project will provide years of use with no ecological impact to the Sanctuary. The upgrade to the 114th Street Pump Station is

still on schedule for the fall of 2023. The Clean Shore Program will be returning on January 9th for approximately one week.

Councilmember Casper added information: 20-25% of homes in the summer months fail to properly recycle. The County Municipal Utilities Authority instructs improper recycling to be processed as trash – there are no fines issued for improper recycling. Public Recycling cans are consistently contaminated with trash. Public Works reports that a very large number of items placed at the curb for bulk trash could be useful and she is asking that homeowners consider donating to Habitat for Humanity.

Councilmember Casper urges everyone to properly recycle and consider alternate options for useful bulk items. In addition, she encourages all to consider using less paper when there is an option.

Discussion:

Borough Clerk – Kim Stevenson: Fees for 2023

The A&F Committee has reviewed the fees associated with licensing and permitting within the Borough Clerk's Office. The Committee is recommending that the Floating Dock storage fee be increased from \$250 to \$450 and that Boat slip fees increase \$800. Marina Boat slip fees were reviewed with surrounding communities and are still lower than Avalon and Sea Isle City. There were no further comments. A resolution authorizing the fees for 2023 will be presented at the January 3, 2023 Reorganization meeting.

Fuel Tank Storage – Manny Parada

There were three underground storage tanks at the Public Works 80th Street facility – two were gasoline, one was diesel. All three tanks have been removed and it has been determined that they were in good condition. The removal was prompted by the fact that the tanks were uninsurable. It does not appear that there were any leaks or concerns, however Manny advised that they are awaiting final reporting.

Two temporary 1,000 gallon tanks have been added at grade level. There has been a thorough review of options and Manny feels that adding two 2,500 gallons above ground tanks at the Public Works facility and implementing a shared service agreement to supplement would make the most sense. The use of the County facility will include a 4% markup for the use by the borough.

A resolution approving the addition of two above ground tanks will be required. The cost is significantly less than replacing the underground tanks.

2022 Year-end Review – Councilmember Reese Moore

Infrastructure, Beach and Bay, Charisma and Environmental Stewardship

Infrastructure: Councilmember Moore

- Hiring of Manny Parada – Director of Public Works
- DeBlasio & Associates, Marc DeBlasio – Engineering : Providing service for 10 Capital Projects in 2022. Finalized the 2020 & 2021 Utility and Road Programs at a cost saving of \$450,000 under budget.
- Public Works Safety
- Stormwater Program
- Improvements to water service lines – removal of lead within infrastructure.
- Trash Convenience Center

Beach & Bay: Councilmember Casper

- Hiring of Doug Gaffney – Coastal Engineer to complete Coastal Feasibility Study

Charisma: Councilmember Gensemer (Charm & Attractiveness of the Town)

- Hiring of Shannon MacPherson as Recreation Director
- Expanding Borough Events – Tourism Director Jenny Olson

Environmental Stewardship: Councilmember Parzych

- Improving Water Conservation Programs: Revision of Irrigation Ordinance, water/sewer rates

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- The Wetlands Institute under the direction of Dr. Lenore Tedesco: institutes eco-friendly practices, monitors Bird Sanctuary and Stone Harbor Point

Councilmember Dallahan

- Construction of new Beach Patrol Building
- Overseeing Police, Fire, Beach Patrol - Public Safety

Administration & Finance: Councilmember Krafczek:

- 19.9 million revenue came in as expected in 2022
- Debt 52.6 million was decreased 5.2 million in 2022.

Councilmember Moore's final statement included the importance of Borough Employees working together with Mayor and Council making the Borough of Stone Harbor the Seashore at it's Best!

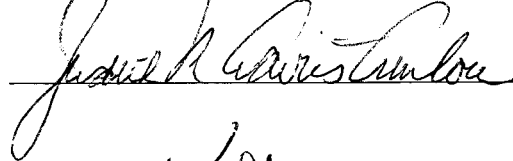
No Further Discussion

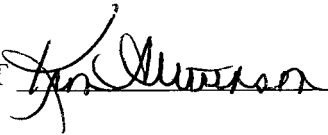
Upon Motion by: Councilmember Charles Krafczek
Seconded by: Councilmember Reese Moore

That the Work Session Meeting of Mayor and Council be adjourned at 6:35p.m.

Vote 6 Councilmembers AYE

APPROVED: January 17, 2023

 _____, Mayor

ATTEST  _____, Borough Clerk