

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

**January 17, 2023**

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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 - Absent  
Lisa Marcolongo, Ass't Administrator  
Megan Brown, Deputy Clerk

**PRESENT**

Councilmembers  
Frank Dallahan  
Victor Foschini  
Bunny Parzych  
Robin Casper  
Jennifer Gensemer  
Reese Moore

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 4, 2023.

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**

**Public Safety Report – Councilmember Dallahan**

**Fire Department- Chief Roger Stanford**

Report for Calendar Year 2022 - 495 Fire Calls, 676 EMS calls: 58 Fire calls; 198 Rescue and EMS Assists; 65 Hazardous Conditions; 41 Service Calls; 10 Good Intent Calls; 130 False Alarms; 1 Severe Weather Stand-by. Total Calls for 2022 – 1171

Fire Department Handbook Update Review:

Changes requested:

Work week and overtime – 24 hours on, 24 hours off, 24 hours on, 24 hours off, 24 on and 96 off. This is the same schedule that Ocean City Fire Department has in place and after review with labor counsel it has been determined that this will reduce costs relating to FSLA Overtime.

Vacation Time Restriction: May 15<sup>th</sup> to August 31<sup>st</sup>; Fridays 7pm to Sunday 7pm. Most difficult time to find volunteers within the stipend program.

Highest Ranking Officer on Paid Crew: Change highest ranking officer to Captain instead of current designation of Lieutenant. No volunteer could rise to Captain.

Councilmember Moore asked for comparison to the Fire Department Manual in relation to other departments within the borough. Chief Stanford noted that the Fire Department Employee Manual is the exact duplicate of the Police Contract but is unaware of the comparison with the other departments. Mayor Davies-Dunhour explained that the Public Safety departments have significant differences – such as working 7 days weekly / 24 hours daily. It was recommended that Councilmember Moore meet with Administrator Smith and review the differences requested.

Councilmember Gensemer requested a more detailed breakdown of fire calls to include calls within Stone Harbor and calls outside Stone Harbor. Chief Stanford noted that mutual aid to Stone Harbor occurred 9 times and mutual aid received was 76 times. Automatic Aid: 49 calls – mutual aid to Avalon up to 70<sup>th</sup> Street and up to Scotch Bonnet bridge. Paid Fire Companies within Cape May County are as follows: Cape May, Ocean City, Wildwood, & North Wildwood.

**Police Department – Chief Tom Schutta**

Report for December 2022- 21 Motor vehicle stops; 7 moving violations; 1 motor vehicle accidents; 3 suspicious vehicles; 1 domestic violence; 3 OPRA request were responded to ; 1 adult arrested.

## Work Session, January 17, 2023

Update on personnel: Two newest officers graduated from Cape May County Police Academy this past Friday– Officer Gilmore received an academic award. Two SLEO II Officers continue to cover for the loss of one officer due to resignation and anticipated retirement. Currently there is a Class I and Class II selection process being completed. There are some candidates for consideration. Advertising for these positions will continue until January 31<sup>st</sup>.  
Stone Harbor Municipal Court: Nothing problems to report, continues to run virtually at this time.

Mayor Davies-Dunhour reviewed the report presented by Chief Schutta which notes an exceptional “Zero Sick Time – 2022” for Captain Palmer, Sergeant Jackson and Chief Schutta.

### **Beach Patrol- Captain Sandy Bosacco**

Absent

Councilmember Dallahan noted that Captain Bosacco continues to work with DeBlasio & Associates on the punch list for the Beach Patrol Building. Mr. DeBlasio noted that they are still waiting for the electrical panel. 24 punch list items are down to 11.

### **Office of Emergency Management – Frank Vault**

No new updates to present.

### **Recreations and Tourism – Councilmember Victor Foschini**

#### **Recreation – Shannon MacPherson, Rec Director**

Shannon indicated that she is currently working on the NJ Recreational Improvement Grant offered through the Department of Community Affairs for up to \$100,000. Shannon is working on a plan for improvements to the 97<sup>th</sup> Street Playground which is estimated at \$130,000 for equipment & structure – surface cost is not included in that estimate.

Harbor Hop 5K: Hosting Saturday, April 8<sup>th</sup> of Easter weekend and will include a 1 mile walk and 1 mile run, hoping to offer more interest in the sport of running. A 5K will follow. Registration should be available within the next week.

Competitive Bid Proposals: 2023 Competitive bids for programs offered at the Rec will be available within the next week with a deadline at the end of February which will allow for organization of events for 2023 to be set in March.

Summer Sport Clinic Update: New addition: Summer games clinic – different games every day 11-13 year olds. Registration for this clinic and all other camps will be open to Stone Harbor Resident available by May 1<sup>st</sup>.

Councilmember Moore asked about grant funding available through ADA. Shannon said ADA can be included within the grant application. Mr. DeBlasio advised that ADA (NJDCA) funding is discouraged for the Borough due to demographics.

#### **Tourism Director – Jenny Olson**

2023 Special Event Application Revision: Adding paragraph to reflect the non-profit requirement which was added within the Ordinance in 2022; the non-profit requirements includes the ability for the council to waive fees if applicable; Minimum insurance requirement for the low hazard event has been increased to \$500,000 as per recommended by the JIF; added signature line for the Assistant Administrator signature.

Farmers Market Fee: Jenny and the Recreation Committee are recommending a fee increase to \$575 for 2023 season. At this time, she has over 90 vendors competing for 34 spots in the 2023 market.

Councilmember Moore asked if there is any consideration for expanding the market. There has been discussion about moving the market to the 94<sup>th</sup> Street parking lot, however the committee has not made any definitive decisions.

Jenny will be requesting a Resolution at the February 7<sup>th</sup> Council meeting to approve both items.

**Natural Resource Committee – Councilmember Robin Casper**

Councilmember Casper noted that the Natural Resource Committee met on Friday, January 13<sup>th</sup>

**Doug Gaffney; Beach Consultant**

Mr. Gaffney noted that there was considerable discussion on the point access area at the meeting held this past Friday. The closure of this access point was caused by a very high tide at full moon. Mr. Gaffney explained the uncertainty of knowing if the upcoming beach fill would assist with transporting sand to the point access area. Ideas were presented at the meeting on how the borough can quickly and efficiently rectify the area and make it safe for access in the upcoming years. The committee agrees to draft the plans and present to NJDEP for consideration until cost can be established within the budget.

At this time there is no movement on the individual permit filed for by the borough. Once the Individual permit is approved the General Permit 2 can be applied for.

There is a scheduled meeting for January 25<sup>th</sup> which will provide an update on the upcoming beach nourishment project. Councilmember Gensemer indicated that there are several residents attending this meeting via zoom that are requesting that the beach nourishment project include the beaches from 80<sup>th</sup> – 90<sup>th</sup> Street. Mr. Gaffney stated that at this time those beaches are not included however there is an opportunity to make that request to the Army Corp. The determination of beaches to be included was based on protection. Councilmember Foschini asked if there is sand leftover at the end of the project, would there be an option to place that sand elsewhere? Mr. Gaffney feels the motion of the sand in the summer months moves north, which should assist with residents' concerns. Mr. Gaffney noted that once a formal plan is in place the borough will then have the ability to consider options. Both Manny and Mr. Gaffney agree that adding rock to the terminal groin will assist with securing access to Stone Harbor Point.

**Lenore Tedesco – The Wetlands Institute**

**NJDEP Clean Shores** assisted with work clearing vines and vegetation at the Sanctuary from January 9<sup>th</sup> to the 13<sup>th</sup>. This work assists with maintaining the Atlantic Maritime Forest at the Sanctuary. Lenore thanked Public Works for their coordination and does expect a second round of assistance scheduled for the fall of 2023.

**Phragmites Treatment Plan for 2023:** Lenore reviewed the past treatment plan at the Sanctuary which began in 2021. Ultimate goal is to regain native vegetation in the Bird Sanctuary. Next step is to clear two small areas within the marsh. A proposal presented by Princeton Hydro for this work has been vetted and approved by the Bird Sanctuary Committee and the Natural Resource Committee. Work will be completed by hand. Cost is \$2,700.

**Holly Path Update:** Dead Sassafras trees, approximately 20-30. Unsure of why the trees have died however an arborist has determined they are dying due to excess salt water. There are doubts to the determination. Lenore will continue to monitor with the assistance of Public Works. Public Works is in the process of removing the dead trees to avoid any safety hazards.

**Stone Harbor Point Stewards Report – 2022: Highlights:** This program has been in place since 2017. This program assists with educating the public on the importance of Stone Harbor Point and the migration of endangered species. There was compromise due to the Mother's Day storm and access to the area. There were 5 stewards present in 2022 working approximately 800 hours over the season. Engaged 659 visitors; documented 718 instances of disturbance. Low flying aircraft created the highest disturbance. Landing watercraft is a significant problem- 154 instances of landing watercraft in 2022. Most interactions were successful, 6 occasions required the Police to assist. There were 718 instances of reporting completed on shorebird activity, however there were no successful colonies reported at the end of the season. This report will be posted on the Borough website for review.

## Work Session, January 17, 2023

Lenore recommends additional signage where boaters typically land with reference to ordinance enforcement clearly listed.

Councilmember Casper thanked the Langes/Rogers Family Partnership for their generous donation to the Bird Sanctuary in the amount of \$500.

**Stone Harbor Museum Update:** There were 1584 Stone Harbor history loving people that visited the museum in 2022, 66 more than in 2021. The museum will re-open Memorial Day weekend.

Councilmember Gensemer asked if emotional support service animals permitted on the beach. Lenore advised that these animals are restricted from Stone Harbor Point. Chief Schutta noted that emotional support animals are permitted on the beach, this is a state regulation.

### **Discussion:**

#### **Public Works Work Rule Changes – Manny Parada**

Work rules in place are separate from the union contract and set the level of conduct within the department. The current rules need to be refreshed. Items within the work rules are not negotiable. The following items are being recommended:

1. Page 4 – reference newest contract on file
2. Rule: Can not wear DPW logo when not working
3. Earned Sick leave: State rule: 1 hour for every 30 hours worked. After an employee becomes permanent the sick leave changes to 1day per month retroactive to date of hire.
4. Encourages zero emission vehicles – preferred parking will be offered to any employee who uses an electric vehicle.
5. Page 28 – modified work duty – clarifies ability to return to work after workers comp injury with limitations. *\*\*Mayor suggests removing workmen comp injury since modified duty would include injury occurring off duty.*
6. Overtime Rules: Previous rules are unfair. If there is a planned overtime event: volunteers first within the division; volunteers within entire department; forced overtime within division; finally forced overtime throughout public works. Forced overtime will be rotated throughout all employees within DPW – as opposed to being forced on the least senior position consistently as it has been done in the past.

On call for beaches and streets will be removed since the parking kiosk/meters will no longer be utilized. Water/Sewer department still has an on-call system in place.

Uniforms are not included in the work rules – part of an article within the union contract.

#### **CRS Consultant – Ray Poudrier – CRS Coordinator**

Ray advised the council that the Borough is up for review of the CRS requirements in 2023 and the borough is subject to lose approximately 915 points on May 1<sup>st</sup>, 2023 for an ABFE credit that was implemented after Super Storm Sandy in 2012. It is expected that the borough will drop from a Class 5 to a Class 7 due to this loss of points or 10% more in insurance premiums to constituents. To assist with the loss of points it is recommended that the borough hire an outside consultant to assist with the process of completing requirements within CRS and increase our total points which will improve our classification. Three quotes were obtained for a consultant. After review with the A&F Committee the recommendation is to hire DeBlasio and Associates to assist with the CRS program. Ray explained that the CRS program is very complex and a consultant is needed. Councilmember Gensemer stresses the importance of the CRS program and wants full attention on this matter. The amount of the Consultant is \$55,000. A resolution authorizing DeBlasio and Associates as the Borough's CRS Consultant will be presented at the February 7<sup>th</sup> council meeting.

**IBank Application – Mark DeBlasio & Jim Craft, CFO**

Mr. DeBlasio presented a project location map to council. Council has previously authorized DeBlasio and Associates to prepare an IBank application to include street, water and sewer improvements which would typically be included in road program improvements each year. After submitting the application, the clean water improvements were considered less impressive than the improvements to the drinking water improvements. The drinking water improvements have the potential to provide \$1 million dollars in IBank funding. After several meetings with the Utilities Committee and a financial review by the CFO Mr. DeBlasio is recommending that the borough consider adjusting the IBank application and authorization to just include improvements to the drinking water, therefore removing clean water improvements. Jim Craft noted that there is no economic advantage to go through the IBank application process for the clean water portion of project and it also provides more flexibility in timing of this project on the clean water side. Jim recommends moving forward with the IBank application for the drinking water improvements. Mr. De Blasio says the design for drinking water is less complex and has better potential for grant funding. There is a teleconference next week with IBank and at that time he can advise them of the change.

There will need to be a consensus with council to remove clean water improvements and move forward with drinking water improvements. Councilmember Parzych noted that the members of the Utilities Committee are in favor of the change presented. A review of this matter within the Public Works Committee will be presented at the next scheduled meeting.

The change presented will provide for a significant number of lead services being upgraded as required by the State of NJ by 2031.

**Trash Convenience Center – Manny Parada**

A new location on 81<sup>st</sup> Street, near Third Avenue at the Public Works Entrance is proposed for 2023. Manny is requesting permission to begin construction of the convenience center in house before the capital budget is approved, which would include the remaining cost. The Capital budget includes the cost of containers, fence, concrete, etc.. Council is in favor of authorizing the start of work at this location.

**Parking Meters & Kiosks – Manny Parada**

Meters will no longer be needed once the ParkMobile APP is in place. The Public Works Department will begin removing the meters and Manny is looking for direction to the meter posts. In the past the posts have remained and signage was added to promote sustainability. The council agrees that the post be removed. Manny confirmed that the posts will be properly recycled.

**Department of Public Works Uniforms – Manny Parada**

Currently Public Works employee uniforms are rented and a service provides for cleaning. The employees are very dissatisfied with this service and Manny is recommending that the service be discontinued and that each employee be provided with a clothing allowance of \$1000 at a specific retailer which can properly outfit them with pants, shorts, shirts, jackets etc., does not include accessories such as belts and baseball caps. The change would result in a cost savings to the Borough. The union contract would need to be modified. Work boot allowance of \$150 is a separate item.

Manny will be purchasing a small apartment size washing machine for Public Works to utilize if an employee should soil the uniform with diesel or other substance that could impact the environment it can be washed on site to avoid any contamination.

No Further Discussion

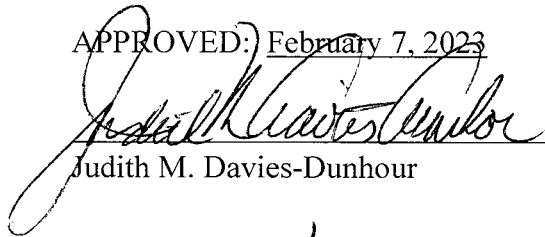
Upon Motion by: Councilmember Frank Dallahan  
Seconded by: Councilmember Jennifer Gensemer

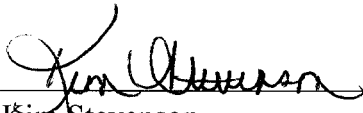
Work Session, January 17, 2023

That the Work Session Meeting of Mayor and Council be adjourned at 6:23p.m.

**Vote**                      **6 Councilmembers**    **AYE**

APPROVED: February 7, 2023

 \_\_\_\_\_, Mayor  
Judith M. Davies-Dunhour

ATTEST  \_\_\_\_\_, Borough Clerk  
Kim Stevenson