

Borough of Stone Harbor
REGULAR MEETING AGENDA
Tuesday, March 7, 2023
Borough Hall, 9508 Second Avenue, Stone Harbor

Call to Order: Immediately Following Work Session

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

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 4, 2023.

Salute the Flag

Moment of Silence – Scott Foster

Communications:

Approval of Minutes: Work Session and Regular Meeting ~ February 21, 2023

Public Comment

OLD BUSINESS

None

NEW BUSINESS

Ordinance 1628 – Amend Chapter 174 Entitled “Brush, Grass, Weeds & Debris” to Include Prohibition of Invasive Species – **Introduction**

Resolution 2023 -S-70 – Authorize the Stone Harbor Firehouse as a Division of Fire Safety Training Facility

Resolution 2023-S-71 – Authorizing the Disaster Debris Management Plan for the Borough of Stone Harbor

Resolution 2023-S-72 – Appointment of Interim Borough Administrator – Manuel Parada

Resolution 2023-S-73 – Authorizing Cape May County American Rescue Plan Act (ARPA) Infrastructure Grant

Resolution 2023-S-74 – Authorizing Interlocal Agreement with Wildwood Catholic High School – Use of Tennis Courts Spring 2023

Resolution 2023-S-75 – Authorizing the Crafternoon Program and Fee

Resolution 2023-S-76 – Authorizing 2023 Atlantic County Municipal Joint Insurance Fund Safety Contract

Resolution 2023-S-77 – Authorizing Proposal Third Avenue Sanitary Sewer Condition Evaluation 94th to 99th Street - DeBlasio & Associates

Resolution 2023-S-78 – Authorizing Procurement & Construction Phase Services Beach Access Road to DeBlasio & Associates

Motion – Approve Special Event Application: Surfside 7 Rugby Tournament – July 18, 2023

Motion – Approve Special Event Application Oceanview Condo Association April 15, 2023

Motion – Approve New Volunteer Fireman – Jared R. Sweeten

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

Resolution 2023-S-79 Closed Session – Personnel
Salary Ordinance
Seasonal Summer Wages

Discussion:

Public Comment

Adjournment

**BOROUGH OF STONE HARBOR
NEW JERSEY**

ORDINANCE 1628

**AN ORDINANCE TO AMEND THE REVISED GENERAL ORDINANCES
OF THE BOROUGH OF STONE HARBOR, CHAPTER 174 ENTITLED
"BRUSH, GRASS, WEEDS & DEBRIS" TO INCLUDE PROHIBITION OF INVASIVE
SPECIES**

WHEREAS, pursuant to N.J.S.A. 40:48-2.13, the Borough is authorized to enact ordinances requiring the destruction and removal of brush, weeds, stumps, roots and other vegetative growth where necessary to preserve the public health, safety and general welfare; and

WHEREAS, pursuant to N.J.S.A. 40:48-2 the Borough is authorized to enact ordinances for the protection of person and property and for the preservation of the public health, safety and welfare of the municipality and its inhabitants; and

WHEREAS, the Council of the Borough of Stone Harbor has deemed it in the best interest of the public health, safety and welfare to amend Chapter 174 of the Borough Code to regulate the growth of bamboo and other invasive species.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Borough of Stone Harbor, County of Cape May and State of New Jersey as follows:

SECTION I. Chapter 174 of the Code of the Borough of Stone Harbor, entitled "Brush, Grass, Weeds & Debris" is hereby amended to add the following Section 174A as follows:

Added Section:

174A. Planting, Growing or Cultivating Bamboo and Other Invasive Plant Species

§ 174A-1. Purpose. The article is adopted to control the planting, cultivating, and/or growing of bamboo and other invasive plant species in the Borough of Stone Harbor. It is further intended to require barriers that will prevent the spread of invasive plant species, into other public or private property in the Borough of Stone Harbor.

§ 174A-2. Definition "Invasive." All native and non-native vines and vegetation that grow out of place and are competitive, persistent and detrimental; those plants may damage trees, vegetation, sidewalks or structures.

§ 174A-3. Prohibition. No landscaper, contractor, owner, tenant or occupant of a property, or a person, corporation or other entity, shall plant, install, or cause or permit the planting or installation of any invasive or nuisance plants or vegetation within any lot and/or parcel of ground anywhere within the Borough.

§ 174A-4. Duty to Confine. If there exists any invasive species located upon any property within the Borough of Stone Harbor prior to the effective date of this article, there shall be a duty to confine imposed upon the owner and occupant of the property. The duty to confine shall require owners and occupants to prevent the encroachment, spread, invasion or intrusion of bamboo and other invasive plant species onto any other private property, public property or public right-of-way.

§ 174A-5. Notification to Confine. In the event it is determined that there is an encroachment or invasion on any adjoining private or public property or public right of way, the Borough shall notify the property owner in writing that the bamboo or other invasive plant species has invaded other private or public property or public right of way. The property owner shall have forty-five (45) days from the date of the notice to confine or remove the invasive plant(s).

§ 174A-6. Violations and penalties.

- a) Any landscaper, contractor, owner, or occupant of a property who violates § 174A-3 above shall be subject to a fine of \$100 for a first offense, \$250 for a second offense, and \$500 for a third or subsequent offense. For purposes of this article, each day on which such a condition exists after the expiration of the notice shall be deemed or constitute a separate offense under this article, and separate complaints may be filed for each such offense.

- b) If the property owner does not comply with the requirements of § 174A-5 above within the forty-five (45) day notification period, the property owner shall be subject to a fine of \$100 for a first offense, \$250 for a second offense, and \$500 for a third or subsequent offense. For purposes of this article, each day on which such a condition exists after the expiration of the notice shall be deemed or constitute a separate offense under this article, and separate complaints may be filed for each such offense.
- c) When a violation as referenced in this Chapter occurs upon public property or a public right-of-way, at its discretion, the Borough of Stone Harbor may remove or contract for the removal of such invasive plant species from the public property right-of-way. The cost of such removal shall be the responsibility of the owner and occupant of the property from which the invasive plant species originated. The cost of said removal of the invasive plant species from the public property and/or a public right-of-way may include the cost of the installation of an appropriate barrier to prevent further encroachment by the invasive plant species.

SECTION II. Severability. If for any reason any section of this Ordinance shall be declared illegal by any Court of competent jurisdiction, the remaining section of the Ordinance shall remain in full force and effect, notwithstanding.

SECTION III. Repealer. Any Ordinance or provision thereof inconsistent with this Ordinance is hereby repealed to the extent of such inconsistency.

SECTION IV. Publication. This Ordinance shall take effect immediately upon the adoption and publication in accordance with the law.

APPROVED:

Judith Davies Dunhour - Mayor

ATTEST:

Kim Stevenson, Borough Clerk

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

2023-S-70

**AUTHORIZING THE STONE HARBOR FIRE DEPARTMENT AS A DIVISION OF
FIRE SAFETY TRAINING FACILITY**

WHEREAS, the State of New Jersey has created a voluntary program to certify firefighters; and

WHEREAS, the Borough of Stone Harbor has reviewed, discussed and voted to participate in this program; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey appoints the Stone Harbor Fire Chief as the Authorized Signatory to sign any documents necessary to implement the Firefighter Certification Program in the Borough of Stone Harbor on this 7th day of March 2023.

	<u>MOTION</u>	<u>SECOND</u>	<u>AYE</u>	<u>NAY</u>	<u>RECUSE</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Councilmember Dallahan							
Councilmember Foschini							
Councilmember Parzych							
Councilmember Casper							
Councilmember Gensemer							
Councilmember Moore							

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 7th day of March, 2023

.....
Borough Clerk

The above resolution approved this 7th day of March, 2023

.....
Mayor

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

2023-S-71

APPROVING THE BOROUGH OF STONE HARBOR EMERGENCY DEBRIS MANAGEMENT PLAN

WHEREAS, the Borough of Stone Harbor recognizes its responsibility to provide a comprehensive Debris Management Plan in the event of a man-made or natural catastrophe, that could generate substantial quantities of debris which overwhelms the normal capacity of the Borough too respond; and

WHEREAS, the development and implementation of thos plan intends to protect the health, safety, and welfare of the citizens of the borough, to minimize property damage and loss, and to expedite the return of a condition of normalcy to the daily lives and activities of the citizens of the Borough; and

WHEREAS, THIS plan will not interfere with the normal day-to-day operations of the government; however it will outline the primary and secondary duties of the governing body and operating sub-divisions during incidents of a man-made or natural catastrophe;.

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 the Stone Harbor Emergency Debris Management Plan be approved as presented on this 7th day of March 2023.

BE IT FURTHER RESOLVED, that the Emergency Debris Management Plan for the Borough of Stone Harbor presented supersedes any previous Debris Management Plans and that the Mayor be authorized to sign the plan as presented and approved on behalf of the Borough of Stone Harbor.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
Councilmember Dallahan							
Councilmember Foschini							
Councilmember Parzych							
Councilmember Casper							
Councilmember Gensemer							
Councilmember Moore							

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.....
Borough Clerk

The above resolution approved this 7th day of March, 2023

.....
Mayor

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

2023-S-72

APPOINTING INTERIM BOROUGH ADMINISTRATOR

WHEREAS, the Stone Harbor General Code of 2005, Chapter 67, Article IV pursuant to N.J.S.A. 40A: 60-6 allows for the creation of the office of Borough Administrator; and

WHEREAS, there exists a vacancy of the Borough Administrator effective February 9, 2023; and

WHEREAS, it will be necessary for the Borough of Stone Harbor to appoint an Interim Borough Administrator until a permanent appointment can be made.

BE IT HEREBY RESOLVED, that Manuel Parada shall be, and is hereby, appointed as the interim Borough Administrator until his successor is appointed. During this period, Mr. Parada shall also continue in his capacity as Director of Public Works.

BE IT FURTHER RESOLVED, that Mayor and Council for the Borough of Stone Harbor, County of Cape May, State of New Jersey authorize this appointment on this 7th day of March 2023 and that Mr. Parada will be compensated for such additional services at a rate of \$15,000.00 per annum, to be paid, pro rata, at each pay period as a non-pensionable stipend.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
Councilmember Dallahan							
Councilmember Foschini							
Councilmember Parzych							
Councilmember Casper							
Councilmember Gensemer							
Councilmember Moore							

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.....
Borough Clerk

The above resolution approved this 7th day of March, 2023

.....
Mayor

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

2023-S-73

**AUTHORIZING APPLICATION TO THE CAPE MAY COUNTY AMERICAN
RESCUE PLAN ACT (ARPA) INFRASTRUCTURE GRANT**

WHEREAS, the Cape May County Board of Commissioners has announced the Cape May County American Rescue Plan Act (ARPA) Infrastructure Grant opportunity to support a broad range of drinking water, sanitary sewer and stormwater infrastructure investments up to \$400,000; and

WHEREAS, it is the intention of the Borough of Stone Harbor to submit two separate applications for the following projects within this grant opportunity:

- 1. 114th Street Sanitary Sewer Pump Station Replacement - \$200,000
- 2. 93rd-95th Street Storm Sewer Tide Valve Installation - \$200,000; and

WHEREAS, DeBlasio and Associates is hereby authorized to submit said applications on behalf of the Borough of Stone Harbor; and

WHEREAS, application deadline is Friday March 9, 2023.

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 application to the Cape May County ARPA Infrastructure Grant be authorized on this 7th day of March 2023; and

BE IT FURTHER RESOLVED, that the Mayor be authorized to sign the Cape May County ARPA application when complete.

	<u>MOTION</u>	<u>SECOND</u>	<u>AYE</u>	<u>NAY</u>	<u>RECUSE</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Councilmember Dallahan							
Councilmember Foschini							
Councilmember Parzych							
Councilmember Casper							
Councilmember Gensemer							
Councilmember Moore							

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 7th day of March, 2023

.....
Borough Clerk

The above resolution approved this 7th day of March, 2023

.....
Mayor

LEONARD C. DESIDERIO
DIRECTOR
Administration,
Clerk of the Board, Human
Resources, Public Works,
Emergency Management,
Public Safety, Fire Marshall,
Tourism

E. MARIE HAYES
VICE-DIRECTOR
Medical Examiner,
Prosecutors, Sheriffs,
Corrections, Tax Board,
Surrogates, Rutgers, Animal
Shelter, Consumer Affairs

WILL MOREY
Economic Development,
Planning, Open Space,
Library, Information
Technology, Special Services
School, Technical School



CAPE MAY COUNTY
BOARD OF COUNTY COMMISSIONERS

4 Moore Road
Cape May Court House, NJ 08210-1654
(609)465-1065 Fax (609)465-6189

ANDREW BULAKOWSKI
Fare Free Transportation,
Facilities and Services, Park &
Zoo, Mosquito Control, County
Clerk, Adjusters, Board of
Elections

JEFFREY L. PIERSON
Crest Haven Nursing and
Rehabilitation Center, Human
Services, Veteran's Affairs,
Aging and Disability Services,
Behavioral Health Services,
Health Department, RSVP

Kevin Lare
Clerk/Administrator

Ronald Simone
Assistant Administrator

MEMO

To: All Mayors & Administrators
From: Kevin Lare
Date: 10 February 2023
Re: CAPE MAY COUNTY ARPA INFRASTRUCTURE GRANT

Thank you to the Mayors and municipal representatives that were able to attend Director Desiderio's *Mayors Roundtable* discussion last Friday, February 3rd. Feedback received from the towns have been very positive and the Director looks forward to holding these roundtable discussions on a quarterly basis moving forward.

Amongst the agenda items discussed, attendees were advised of a new Cape May County American Rescue Plan Act (ARPA) Infrastructure Grant opportunity to support a broad range of drinking water, sanitary sewer, and stormwater infrastructure investments in an amount up to \$400,000 per municipality. The County is granting up to \$400,000 to each municipality on a non-competitive basis as a sub-recipient and all project costs must comply with the US Treasury Final Rule for ARPA Fiscal Recovery Fund. Towns may split funds across more than one project.

Please review the attached documents and let us know if we can offer guidance, support or assistance with your application. The Board of County Commissioners is excited about the opportunity to assist all of our municipalities with this unique and worthwhile initiative.

Kim Stevenson

From: Marc DeBlasio <marc@deblasioassoc.com>
Sent: Tuesday, February 28, 2023 6:00 PM
To: Kim Stevenson
Cc: Bunny Parzych; Reese Moore; Manny Parada
Subject: EXTERNAL:Cape May County ARPA Applications

Caution: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Kim,

For the upcoming council meeting, there needs to be a resolution authorizing the submission of the Cape May County ARPA Infrastructure Grant Applications. Based on our Utilities Committee meeting last week, the 2 applications that were selected are:

1. 114th Street Sanitary Sewer Pump Station Replacement-\$200,000.00
2. 93rd-95th Street Storm Sewer Tide Valve Installations-\$200,000.00

Please let me know if you have any questions.

Thank you,

Marc DeBlasio, P.E, P.P., C.M.E.
President

DeBlasio & Associates | Consulting Engineers and Planners
4701 New Jersey Avenue, Wildwood, NJ 08260
Phone: 609-854-3311 | Fax: 609-854-4323

**DEBLASIO &
ASSOCIATES**
CONSULTING ENGINEERS AND PLANNERS
www.deblasioassoc.com

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CAPE MAY COUNTY ARPA INFRASTRUCTURE GRANT APPLICATION PROCESS

Please see the attached grant application to be used for your submission to the County. There must be a separate application for each project if more than one project is being submitted. Additional information may be requested as needed.

In the coming week ahead, each municipality will be provided with access to a password protected FTP website link by email to upload your documents. Instructions on how to access and upload documents to that folder will be provided as an attachment in the email.

Application deadline: **Friday, March 9th, 2023;** extension requests must be requested via email to Kevin.Lare@co.cape-may.nj.us.

What to submit:

1. A copy of a Resolution authorizing application by your governing body
2. A copy of the completed application
3. All supplemental documentation required to clearly describe the project. The County will contact each municipality if additional information is needed.

How to Submit application(s): all municipalities must submit utilizing the County provided FTP website link. Scan/PDF and combine all documents as one, saving as MUNICIPALITY_ARPA_MMDDYY (current date of upload).

Notices of Award: to the municipalities on/or about **Friday, May 12th, 2023.**

On/before Friday, June 16, 2023, a municipal resolution authorizing acceptance of the award and an executed Grant Agreement should be submitted to: Ronald.Simone@co.cape-may.nj.us.

Key Points:

1. Towns must bid/RFP and manage their own projects.
2. All projects must comply with the US Treasury Final Rule for ARPA Fiscal Recovery Fund.
3. Audit proof supporting documents and proof of payment must accompany pay requests made to the County.
4. Payments to the towns will be a reimbursement schedule with a preferred 1x payment.
5. Existing projects under-way, in various stages, are eligible for submission.
6. Project encumbrances must occur on or before **12/31/2024;** there is no flexibility with this date.
7. All encumbrances must be **paid** by **6/30/2026,** with pay requests to the County, including supporting documentation, submitted no later than **7/31/2026.**
8. The County reserves the right to deny the municipal request for funds or reduce the amount of funds being requested by the municipality, based on project eligibility; funding is capped at \$400,000 – no exceptions.

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

2023-S-74

CREATING AN INTERLOCAL SERVICES AGREEMENT WITH WILDWOOD CATHOLIC HIGH SCHOOL FOR THE USE OF THE RECREATION TENNIS COURTS OF THE BOROUGH OF STONE HARBOR

WHEREAS, N.J.S.A. 40:8A-1 *et seq.*, authorizes municipalities and school districts to enter into agreements for the purposes of exchanging, sharing and cooperating with regard to services common to said communities through Interlocal Services Agreements ; and

WHEREAS, the Wildwood Catholic High School is in need of services relating to the use of recreational playing fields of the Borough of Stone Harbor for use by its High School tennis team for the Spring of 2023 for games and practices; and

WHEREAS, the Borough of Stone Harbor has certain lands, equipment and personnel available to meet the needs of the Wildwood Catholic High School in this area; and

WHEREAS, entering into an Interlocal Services Agreement with the Wildwood Catholic High School for this purpose has been deemed to be in the best interests of citizens of the Borough and the students of the Wildwood Catholic High School; and

WHEREAS, in consideration of this Agreement and in an effort to supplement the costs of maintenance of Borough facilities, Wildwood Catholic agrees to pay the Borough the sum of \$1,500.00 per sport, per season for maintaining the fields/courts.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey that the preamble of this Resolution is hereby incorporated by reference;

BE IT FURTHER RESOLVED this 7th day of March, 2023 that the Borough of Stone Harbor and Wildwood Catholic High School hereby agree, under the authority of N.J.S.A. 40:8A-1 *et seq.*, as follows:

- 1. Wildwood Catholic High School agrees to pay the sum of \$1,500 for tennis and shall have full access to and use of the recreational tennis courts of the Borough of Stone Harbor located in the vicinity of 80th Street and Second Avenue, for recreational activities officially sanctioned and conducted by the Wildwood Catholic High School.
- 2. Such access and use shall be conditioned upon coordination with and approval by the Recreation Director of the Borough of Stone Harbor with the understanding that the activities of the Borough of Stone Harbor Recreation Department take precedence.
- 3. The Wildwood Catholic High School shall provide to the Borough of Stone Harbor written proof of liability insurance for the aforementioned use of the property of the Borough of Stone Harbor as required by the Atlantic County Joint Insurance Fund; and shall, additionally, hold harmless and indemnify the Borough of Stone Harbor for any and all losses, damages, and claims of whatever nature that may arise out of or in connection with the use of the property by the Wildwood Catholic High School, its sports/recreation participants, agents, contractors, officers and/or employees.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized and directed to execute this Resolution as the Interlocal Services Agreement between the Borough of Stone Harbor and the Wildwood Catholic High School, pursuant to N.J.S.A. 40:8A-1 *et seq.*

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
Councilmember Dallahan							
Councilmember Foschini							
Councilmember Parzych							
Councilmember Casper							
Councilmember Gensemer							
Councilmember Moore							

Judith M. Davies-Dunhour, Mayor
Borough of Stone Harbor

Wildwood Catholic High School

Attest: _____
Kim Stevenson, Borough Clerk

Attest: _____

Dated: _____

Dated: _____

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 7th day of March, 2023

.....
Borough Clerk

The above resolution approved this 7th day of March, 2023

.....
Mayor

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

2023-S-75

ESTABLISHING A RECREATION PROGRAM AND FEE

WHEREAS, The Recreation Director would like to offer an after school “Crafternoon” for school age children; and

WHEREAS, “Crafternoon” will be offered as an after school activity program on Mondays beginning on March 20, 2023; and

WHEREAS, the Recreation Director has recommended a fee for this program of \$15 per session.

BE IT FURTHER RESOLVED, that the Mayor and Council for the Borough of Stone Harbor, County of Cape May, State of New Jersey that the above recommendations be authorized on this 7th day of March, 2023.

	<u>MOTION</u>	<u>SECOND</u>	<u>AYE</u>	<u>NAY</u>	<u>RECUSE</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Councilmember Dallahan							
Councilmember Foschini							
Councilmember Parzych							
Councilmember Casper							
Councilmember Gensemer							
Councilmember Moore							

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Borough Clerk

The above resolution approved this 7th day of March, 2023

.....
Mayor

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

2023-S-76

**AUTHORIZE PARTICPATION IN THE 2023 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 2023 Safety Contract on behalf of the Borough of Stone Harbor.

	<u>MOTION</u>	<u>SECOND</u>	<u>AYE</u>	<u>NAY</u>	<u>RECUSE</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Councilmember Dallahan							
Councilmember Foschini							
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Councilmember Casper							
Councilmember Gensemer							
Councilmember Moore							

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.....
Borough Clerk

The above resolution approved this 7th day of March, 2023

.....
Mayor

**2023 SAFETY CONTRACT
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

We, the governing body of 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 "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

2023 Safety Incentive Program

Municipality: Borough of Stone Harbor

The following applicable departments participate in the Safety Incentive Program:

	Department	Department Head Signature	Date
	Public Works	<i>Manny Pucash</i>	2/14/23
	Building & Facilities Maintenance	<i>Manny Pucash</i>	2/14/23
	Police	<i>COCORR</i>	2/14/22
	Fire	<i>RW AS</i>	2/14/23
	EMS	<i>RW AS</i>	2/14/23
	Utility / Water & Sewer	<i>Manny Pucash</i>	2/14/23
	Parks & Recreation	<i>Shannon Macer</i>	2/14/23
	Administrative	<i>[Signature]</i>	2/14/23.
	OEM	<i>[Signature]</i>	2/17/23
	Beach Patrol / Lifeguards	<i>Sev's Pucash</i>	2/14/23

To participate in the Safety Incentive Program, please sign and return the completed Safety Contract (Pg. 6/7) to the Safety Director by March 24, 2023, to:

J. A. Montgomery Consulting, Attn: Melissa Meccariello
P.O. Box 99106
Camden, New Jersey 08101
E-mail: mmeccariello@jamontgomery.com

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

2023-S-77

**APPROVE PROPOSAL FOR THIRD AVENUE SANITARY SEWER CONDITION
EVALUATION 94TH STREET TO 99TH STREET**

WHEREAS, DeBlasio & Associates, Borough Engineer, 4701 New Jersey Avenue, Wildwood, N.J. 08260 has prepared a Proposal to provide Third Avenue Sanitary Sewer Condition Evaluation 94th to 99th Street; and

WHEREAS, Field Investigations will be performed by Mobile Dredging and Video Pipe, Inc. who will clean and televise the sanitary sewer; and

WHEREAS, the following engineering services associated with this project are as follows:

- 1. Coordinate meeting with Stone Harbor representatives and Mobile Dredging & Video Pipe, Inc.
- 2. Light cleaning of sanitary sewer before televising
- 3. Coordinate work with Borough and Mobile Dredge & Video Pipe, Inc and maintain schedule for sewer televising
- 4. Televising data will be imported and linked to the borough’s GIS system to create an intelligent sewer system map.
- 5. Prepare report summarizing the televising work performed, identify any repairs, recommend repairs and prepare opinions of probable cost for proposed repair projects; and

WHEREAS, work performed by DeBlasio and Associates will be billed on a time and material basis for a not to exceed fee of \$56,000.

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 proposal presented for Third Avenue Sanitary Sewer Condition Evaluation – 94th to 99th Street on this 7th day of March, 2023.

	<u>MOTION</u>	<u>SECOND</u>	<u>AYE</u>	<u>NAY</u>	<u>RECUSE</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Councilmember Dallahan							
Councilmember Foschini							
Councilmember Parzych							
Councilmember Casper							
Councilmember Gensemer							
Councilmember Moore							

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 7th day of March, 2023

.....
Borough Clerk

The above resolution approved this 7th day of March, 2023

.....
Mayor

DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

March 2, 2023

VIA EMAIL

Manny Parada, P.E., Public Works Director
Borough of Stone Harbor
9508 Second Avenue
Stone Harbor, NJ 08247

**Re: Borough of Stone Harbor
Third Avenue Sanitary Sewer Condition Evaluation – 94th Street to 99th Street
D&A File #: SH-C-049**

Dear Manny:

DeBlasio & Associates, P.C. (DB&A) is pleased to provide this proposal for services for the *Third Avenue Sanitary Sewer Condition Evaluation–94th Street to 99th Street*.

Field investigations will be performed by our sewer televising sub-consultant Mobile Dredging & Video Pipe, Inc. (MDVP) who will clean and televise the sewers. Cleaning and televising of sewers will comply with current NASSCO standards contained in Pipeline and Lateral Assessment Programs. No physical repair work will be performed.

The Borough will provide a location for MDVP to store their trucks for the duration of the sewer televising (1-2 weeks) and will provide water for sewer cleaning by MDVP. The Borough will also provide flaggers and close or detour streets as necessary for televising the sewers. The Borough will provide the required manpower and equipment if bypass pumping is required.

The Borough will notify the residents and property owners of the sewer televising work. DB&A will provide contact information for our staff and MDVP.

SCOPE OF SERVICES

We propose to perform the following engineering services associated with this project:

1. We will attend a coordination meeting in Stone Harbor with Stone Harbor representatives and MDVP on the day MDVP will commence sewer televising.
2. All sanitary sewers located on Third Avenue between 94th Street and 99th Street will be televised by MDVP. The work includes light cleaning of sewers before televising (up to 3 passes). If heavy sewer cleaning is required, the work will be performed for an additional cost. No heavy cleaning will be performed without prior consultation with the Borough.

3. We will coordinate the work with the Borough and MDVP as the televising work progresses and maintain a schedule for sewer televising.
4. Televising data will be imported and linked into the Borough's GIS to create an intelligent sewer system map. The map will allow users to select sewer mains to generate a pop-up menu for selecting televising reports and sewer videos.
5. We will prepare a report summarizing the televising work performed; identify and discuss sewers and manholes requiring repairs, including mapping of sewer defects; recommend repair projects; and prepare opinions of probable cost for proposed repair projects. Two paper copies and one electronic copy (PDF format) of the report will be provided to the Borough.
6. We will meet with the Borough to review our report.

FEES

Work performed by DB&A will be billed on a time and material basis for a not-to-exceed fee of \$56,000.00. Work performed by MDVP will be on a unit price basis, and fees will be based on actual footage televised and time spent onsite for each pipe category. A breakdown of MDVP's unit costs for cleaning and televising, mobilization, and heavy cleaning, if required, is attached.

Direct Expenses

The following direct expenses are anticipated to be required and are included in our services:

Reproduction
Mileage and Tolls
Postage

EXTRA SERVICES

The following services are not included and are not anticipated to be required but are available if necessary: topographic surveys, procurement of Federal, State, County, and local permits, soil and groundwater sampling, traffic control, manhole inspections and municipal and regulatory agency meeting attendance.

The fees stated herein are for the basic engineering services described in this proposal. If additional services are required, fees will be invoices based on our standard hourly rates in addition to the basic fee stated. Services are to be rendered in accordance with the attached DB&A Standard Consulting Contracting Terms and Conditions.

DeBlasio & Associates, P.C. will commence these services once the proposal is approved by the Borough. Our professional service fee to complete the above referenced scope of work is a lump sum fee and will be invoiced on a percent complete basis.

Should you have any questions or require additional information, please do not hesitate to contact me at our office. We thank you for the opportunity to submit this proposal.

Very truly yours,
DeBlasio & Associates, P.C.



Marc DeBlasio, P.E., P.P., C.M.E.

President

T: 609-854-3311

Marc@deblasioassoc.com

cc: Councilwoman Bunny Parzych (via email)
Jim Craft, CFO (via email)
Kim Stevenson, Clerk (via email)

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

2023-S-78

**AUTHORIZE PROPOSAL FOR BEACH ACCESS ROAD - PROCUREMENT
AND CONTRUCTION PHASE SERVICES**

WHEREAS, DeBlasio & Associates, Borough Engineer, 4701 New Jersey Avenue, Wildwood, N.J. 08260 has prepared a Proposal to provide Procurement and Construction Phase Services for work to be performed on the Beach Access Road to Stone Harbor Point; and

WHEREAS, the Borough will be providing construction plans and specifications for the construction; and

WHEREAS, DeBlasio and Associates scope of work is included in the attached proposal letter and cost for related services is as follows:

Construction Phase Cost:

- Part time Observation Based on 160 hours.
- Contract Administration
- Project Close Out

TOTAL ESTIMATED PROJECT COSTS: \$18,000.00

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 proposal presented for Procurement and Construction Phase Cost for the Beach Access Road on this 7th day of March, 2023.

	<u>MOTION</u>	<u>SECOND</u>	<u>AYE</u>	<u>NAY</u>	<u>RECUSE</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Councilmember Dallahan							
Councilmember Foschini							
Councilmember Parzych							
Councilmember Casper							
Councilmember Gensemer							
Councilmember Moore							

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 7th day of March, 2023

.....
Borough Clerk

The above resolution approved this 7th day of March, 2023

.....
Mayor

DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

March 2, 2023

VIA EMAIL

Manny Parada, P.E., Public Works Director
Borough of Stone Harbor
9508 Second Avenue
Stone Harbor, NJ 08247

**Re: Borough of Stone Harbor, Cape May County, NJ
Beach Access Road – Procurement and Construction Phase Services
D&A File #: SH-C-050**

Dear Manny:

DeBlasio & Associates, P.C. is pleased to provide this proposal to provide our professional services for the **Beach Access Road – Procurement and Construction Phase Services**. It is our understanding that the Borough will be providing the construction plans and specifications. Our scope shall consist of the following:

1. Project startup including issuance of notice of award, review of bond and insurance certificates, issuance of notice to proceed and administering the execution of the Contracts;
2. Prepare pre-construction meeting agenda, coordinate and attend pre-construction meeting and prepare meeting minutes;
3. Perform shop drawing review of construction materials to be submitted by Contractor;
4. Prepare Contractor's applications for payment including reviewing pay quantities and coordination with Borough staff to determine percentages complete;
5. Maintain project documentation. Keep contract diary and author inspection reports;
6. During construction: take appropriate progress photographs during site inspections to document conditions and issues. Review monthly contractor submitted work schedules and provide comments to the Borough. Monitor work to ensure that work progresses in accordance with staging plans, work schedules and overall contract requirements;
7. Verify that materials and construction techniques comply with contract requirements;

8. Monitor work progress. Record any changes in contract conditions and advise owner. Keep records of potential extra work/claim situations and/or contract reductions/credits. Prepare periodic change orders and justification thereto;
9. Review and prepare potential change orders either resulting from unforeseen circumstances (Contractor change notices) or owner initiated prior to submission for approval by the Borough;
10. Perform final inspection and prepare punchlist of items requiring attention for contract closeout; Perform project closeout services.

➤ **Construction Phase Cost:**

- Part Time Observation Based On 160 hours
- Contract Administration
- Project Close Out

Total Estimated Project Costs: \$18,000.00

Upon your authorization, we are prepared to begin work immediately on the Borough's **Beach Access Road – Procurement and Construction Phase Services**. Should you have any questions or require any additional information, please do not hesitate to contact me at our office. Thank you for the opportunity to submit this proposal.

Very truly yours,
DeBlasio & Associates, P.C.



Marc DeBlasio, P.E., P.P., C.M.E.
President
T: 609-854-3311
Marc@deblasioassoc.com

cc: Councilwoman Robin Casper (via email)
Councilman Reese Moore (via email)
Kim Stevenson, Clerk (via email)
Jim Craft, CFO (via email)

BOROUGH OF STONE HARBOR

Cape May County, New Jersey

RESOLUTION

2023-S-79

A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC
IN ACCORDANCE WITH THE PROVISIONS OF
THE NEW JERSEY OPEN PUBLIC MEETINGS ACT,
N.J.S.A. 10:4-12

WHEREAS, the Borough Council of the Borough of Stone Harbor is subject to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-6*, et seq., and

WHEREAS, the *Open Public Meetings Act, N.J.S.A. 10:4-12*, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

WHEREAS, it is necessary for the Borough Council of the Borough of Stone Harbor to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

- 1. *Personnel:*
 - Salary Ordinance*
 - Seasonal Summer Wages*

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Stone Harbor, assembled in public session on March 7, 2023 that an Executive Session closed to the public shall be held on March 7, 2023 at or about 4:30 P.M. in the Borough Hall of the Borough of Stone Harbor, 9508 Second Avenue, Stone Harbor, New Jersey, for the discussion of matters relating to the specific items designated above.

Official action may be taken as a result of said executive session.

It is anticipated that, in accordance with law and in a timely manner, the deliberations conducted in closed session may be disclosed to the public upon the determination of the Borough Council that the public interest will no longer be served by such confidentiality.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
Councilmember Dallahan							
Councilmember Foschini							
Councilmember Parzych							
Councilmember Casper							
Councilmember Gensemer							
Councilmember Moore							

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 7th day of March, 2023

.....
Borough Clerk

The above resolution approved this 7th day of March, 2023

.....
Mayor