

**MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL  
OF THE BOROUGH OF STONE HARBOR HELD IN THE  
MUNICIPAL BUILDING  
May 2<sup>nd</sup>, 2023**

\*\*\*\*\*

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

**ROLL CALL**

Judith M. Davies-Dunhour, Mayor  
Megan Brown, Deputy Clerk  
Steve Morris, Solicitor  
Manny Parada, Interim Borough Administrator

**PRESENT**

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

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**

Mayor Judy Davies- Dunhour- Provided an update from the Mayors Quarterly round table.

Windfarm update, the public meeting that was held in mid-March in Ocean City was well attended, county would like to hold another in the next month, location is undecided, but information will be forthcoming.

ARPA grant update, grants that we were approved for, all 16 municipalities approved, and commissioner will be coming to a future meeting to provide check for \$400,000.

Pop-Up Party Coordination, starting to hear discussion about another pop-up; if we get any hint of another pop-up, we want to have a coordinated response and all municipalities should work together and be proactive to prevent such an event.

Flood Plain and PACT (protection against climate threats) standards update, the concerns are that this will impact construction offices, hoping to get some input to possibly revise the language to make the mandates less burdensome.

The County has purchased a portable restroom facility that is available to counties for events/festivals. Diane Weiland, the director of tourism/recreation, would have more information on how to reserve it, the facility has running water/AC/running water/showers.

General discussion about electric bikes are becoming a problem in the common areas (boardwalks/ bike lanes) in other towns and what can be done to remedy this issue, i.e.. possible ordinance change.

She will provide an update after the next quarterly meeting.

Manny Parada gave a Presentation on how to use the new parking system, Mobile Park app.

James Craft provided a presentation on Various Budget Topics.

**Administration & Finance Committee-** Councilmember Gensemer

**CRS Update:** Ray Poudrier, as CRS coordinator, explained that the Boroughs verification visit, which is where they analyze our data and reassign our rating has been moved up to July 19<sup>th</sup>, 2023. The first step is to adopt our Ordinance which is up for adoption at tonight's council meeting, if approved, he will email the documents tomorrow morning so the review can be started. He has also been in discussion with DeBlasio's office with the repetitive loss specialist, the statement indicated there are 175 homes/businesses on the repetitive loss list, which 122 of them have not been mitigated, he will be doing a personal inspection of each one, and then a program will be designed for the homes that are not mitigated, which will get more points towards the CRS rating.

## Work Session, May 2, 2023

Councilmember Moore asked what the expectation of what the rating would be after all these documents are reviewed. Ray explained the hope is to get back to 5 with all the steps they have already taken, we are about 160 points to get to a 6. A mid-term review will be done as well. Councilmembers Moore and Gensemer both acknowledged all of Rays efforts to get this corrected.

**CFO Report-** Councilmember Gensemer advised we are in receipt of SHPOA letter regarding the 2023 Budget and it was discussed amongst A&F Committee members as well as Jim Craft, and she advised this committee is fully dedicated to executing a 10-year capital plan in 2023 and look forward to discussing the plan with SH residents. CFO, Jim Craft had no further reports to make.

**Construction Official Report-** Councilmember Gensemer stated there is a meeting scheduled for May 5<sup>th</sup>, 2023 to review submitted invoices for 10206 Third Ave COAH project, the contract and timeline for completion will be discussed. Ray Poudrier, as Construction Official, reported that he went through all the permitting for all the work the construction office received \$34,117 worth of permitting work, HVAC/ Water heaters/ Plumbing/ structure repair and cosmetic work.

Construction office permits are down from previous years, but back to the pre covid level.

Zoning Office updated their certificate of title transfer form and added the fee for when the flood prevention becomes official.

Update on Zoning Board application for 8310 Sunset Drive project. A special meeting has been scheduled for June 26<sup>th</sup>, 2023 to hear the case further.

**Borough Administrator Report-** Manny Parada reported, our Parking app is up and running, diagnostics will be shared as we go through the summer.

Trash Can Ordinance took effect May 1<sup>st</sup>.

Beach fill is going strong, they are still in Avalon moving towards Stone Harbor, there has been a 4-5 day delay due to weather, sand is being pumped quicker than planned, and they estimate 4-5 blocks of beach will be closed at a time, Army Corps is giving updates daily.

Shrink wrap recycling program will be implemented, all wrap can be dropped at Public works, and all wrap will be recycled and reused. Spotted Lantern Flies are hatching. Bulk trash is May 8<sup>th</sup>. The convenience center is progressing well, May 15<sup>th</sup> start, hours 7AM-3:30PM seven days during season.

County projects: 104<sup>th</sup> Street Bridge is reopened, 3<sup>rd</sup> Avenue reconstruction is getting closer, received plans and final drawing, estimated start is spring 2024.

Point road is done, emergency authorization time frame has been met, held up during storm.

Oyster catchers are nesting at the point, plovers have moved on and red knots are due back next week.

**Borough Engineer Report-** Marc DeBlasio reported that the contractor for the recon of 122<sup>nd</sup> street has completed all the work in the contract, and final surface course paving is scheduled for the week of May 15<sup>th</sup>, on time and on budget.

The contractor for the emergency beach access path restoration has successfully completed the project as of April 24<sup>th</sup>, he recommends full payment be made.

SH point survey- DeBlasio's office has been working on the first phase of the survey, and they should have the existing data within 2 weeks.

Grant opportunities- 2023 FY DOT Municipal aid grant- excess funds- application due June 2<sup>nd</sup>  
Next year's program 2024 FY DOT Grant application is due July 2<sup>nd</sup>.

Work Session, May 2, 2023

**Legal Report-** Steven Morris reported the DOT project that has been belabored- reconstruction of 95<sup>th</sup> street, attempted to mediate this matter before the courts and informally, neither bore fruit so they are in the process of litigation with the contractor and bonding company, in discovery/ exchange process, technical nuances, times is to be determined.

**Human Resources** - Councilmember Gensemer advised that the A/F committee has retained services of Nicole Curio, of Blaney, Donohue & Weinberg (labor counsel) to provide in person training sessions to ensure compliance with the JIF requirements.

A Shared Service agreement with Avalon for Jim Craft, CFO will be voted on tonight for CFO, Jim Craft and a 2% raise will be provided.

Councilmember Dallahan provided an update on the Borough Administrator position. Council feels Manny Parada has done a tremendous job in all areas of job responsibilities maintaining both positions, as a result council intends to make a motion at the next meeting to name Parada as the permanent administrator, no further action will be taken for Administrator position.

There was some discussion about whether the administrative assistant position will be filled, Mr. Dallahan advised there has been discussion of combining the deputy clerk role and receptionist positions. Parada was asked to explain the new position of the Regulatory compliance specialist and what their role will be specifically, he feels it will be an administrative role as well as keeping the regulatory compliance up to date and on track with the very specific guidelines and dates.

There was further discussion as to what duties will go with what role. Mayor is concerned that we will be losing positions. Councilmember Gensemer advised that the A/F committee is reviewing all job duties of Administrator/Clerk/Deputy/ Compliance Specialist & Receptionist, and wish to rewrite the job descriptions of the Deputy/Receptionist which will be brought before council to discuss further, A/F feels that combining positions is a solution to stay within the requirements of the appropriations cap. Mayor stated there should be more open discussion before making position moves, professionals and solicitors need to be involved in such discussions.

**Public Works Committee-** Councilmember Moore

Manny Parada provided report for Public Works, Docks are installed at Marina, waterlines are ready, debris removal from the beach continues, street sweeping has begun at 3 days a week, boat trailer lines are painted, power washing, painting and cleaning equipment and buildings to prepare for season, banners are up in business district, windscreens are up at tennis courts, the marina booth has been repaired and upgraded, continued monthly inspections at playground, new swings installed, lawns are being cut, flower beds cleared, new mulch laid, weed & feed on second Ave islands, and irrigations are ready for season. Last month 61.68 tons of solid waste and 26.65 tons of recycling were collected, auto mechanic shop has continued to perform all maintenance on borough vehicles.

**Utilities Committee-** Councilmember Parzych

Utilities is waiting to hear from I Bank, DeBlasio provided an update, on 4/20/23 NJ DEP water main replacement permit application was submitted and on 4/25/23 all bid documents were submitted, currently awaiting the authorization to advertise the project to meet the time frame to award at the end of June. Councilmember Parzych advised they will be looking at whatever grant offered and measuring against the cost of borrowing from the I Bank. If all goes well construction can start in Sept 2023 and be final in Spring 2024.

Manny reported on LIHWAP, two components: provides relief to household at 60% or lower of median income for that household size, also provides winter shut off protection from Nov 15- March 15. State contract needs to be signed, resolution authorizing Mayor to sign is on the council meeting tonight.

**DISCUSSION:**

Safe Alliance Campaign- Borough Hall or Fire Department will provide a safe space and protection to anyone who feels they were a victim of crime. Resolution to participate will be on the next meeting agenda.

Special Event application approval for a Mens Softball League to start Sundays 930am-2pm, starting Sunday May 21<sup>st</sup> through the end of August, application & insurance have been provided. Motion to approve will be on the next meeting agenda.

Cape Regional Parking request- proposed reserved parking for spaces designated for their medical patients during business hours. Discussion on whether this will create an issue for other facilities requesting the same. A suggestion was made to establish certain criteria that would warrant setting aside specific parking spaces. Mr. Morris stated that medical facilities fall into a specific category for medical services by state statute, which should be considered when making a decision, and his office will work on crafting an Ordinance to be further discussed.

Handicap Parking space request for 97<sup>th</sup> Street- 200 block (south side/east corner)- all council members agreed on this request.

Marina open space grant- Councilmembers Foschini & Gensemer provided an update on status of the grant. DeBlasio provided an updated presentation on the plans for the Marina project, a motion to have DeBlasio schedule a pre-application will be added to the end of the regular meeting.

Upon motion of  
Seconded by

Councilmember Frank Dallahan  
Councilmember Victor Foschini

That the Work Session Meeting of Mayor and Council be adjourned 7:18pm

APPROVED June 6<sup>th</sup>, 2023, 2023

Justin M. Accurso, Mayor

ATTEST Nyuan Brown, Borough Clerk