

**MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL  
OF THE BOROUGH OF STONE HARBOR HELD IN THE  
MUNICIPAL BUILDING  
October 3<sup>rd</sup>, 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  
Megan Brown, Deputy Clerk  
Steve Morris, Solicitor  
Manny Parada, Interim Borough Administrator  
Marc DeBlasio, Engineer

**PRESENT**

Councilmembers  
Reese Moore- Absent  
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**

**UPDATE:** Will Morey and Bob Church, Update on County Projects-Mr. Morey and Mr. Church detail the status of ongoing projects throughout the Borough. The full report and presentation is attached and copies are available in the Borough Clerk's Office.

**A&F Committee – Councilmember Jennifer Gensemer**

-CRS Update- Ray Poudrier, CRS Coordinator

- Mr. Poudrier states the Construction and Zoning officer are currently addressing two CRS reviews, one is awaiting the reports and findings from the specialists and the second is an annual report that will be submitted by the Borough by October 15<sup>th</sup>.

-Construction Official Report- Ray Poudrier

- Mr. Poudrier states the Construction Office has issued and are processing several permits and are on track for the month of September for permit generated revenues as compared to previous years. Mr. Poudrier states the DCA Office of Regulatory Affairs is auditing all communities within the state for compliance issues and is scheduled to audit the Borough on October 18<sup>th</sup>. Mr. Poudrier presents a brief presentation on various elevation requirements required during construction in Stone Harbor.

-Borough Administrator Report- Manny Parada

- Mr. Parada provides an update on the COAH Housing and states a proposal recommending an architectural subconsultant was received from DeBlasio and Associates and reviewed by the Fair Housing Attorney with no objections. Mr. Parada states the solicitor will also review the proposal and anticipates the proposal be presented at the next meeting for Council consideration. Mr. Parada states the JIF has updated their recommendations as well as additional mandatory updates regarding policies and procedures and the employee handbook and details what each change entails. Mr. Parada states following labor counsel and the A&F committee's review of the revisions, he plans to have a resolution for Council's consideration at the next

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meeting. Mr. Parada provides an update on the increase in the premiums for the state health benefits plans for 2024 and states the options have been presented to the Borough employees. Mr. Parada mentions administration will be researching different health benefit options early in 2024.

### -Borough Engineer Report- William Cathcart

- Mr. Cathcart states 114<sup>th</sup> Street Pump Station began construction on October 2<sup>nd</sup> and estimates the timeline of the project to progress to the end of the year. Mr. Cathcart states the project of replacing the 3<sup>rd</sup> Avenue force main has began at 80<sup>th</sup> Street moving south and is coordinating with the County for re-pavement. Mr. Cathcart mentions due to inclement weather the beach surveying at the point and 96<sup>th</sup> street was delayed but is scheduled take place this week. Mr. Cathcart indicated the CAFRA permits have been approved for the 110<sup>th</sup> and 114<sup>th</sup> Street outfall elimination.

### -Legal- Steve Morris

- Mr. Morris provides an update on two litigation issues involving the Borough. Mr. Morris comments on the easement issue regarding the beach block of 107<sup>th</sup> Street, and states both involved parties are participating in disposition and predicts this issue will be resolved in the early months of 2024. Mr. Morris states the other litigation issue involves the reconstruction of 95<sup>th</sup> Street project wherein the Borough has sued the bonding company and the contractor. Mr. Morris states the parties involved are in the discovery stage and there is tentatively a mediation scheduled in November.

### -Human Resources- Councilmember Gensemer

- Mrs. Gensemer states the committee intends to have a manpower planning review for the 2024 budget to ensure resources are allocated appropriately throughout the departments. Mrs. Gensemer states the committee recommends the borough hire a part time human resources professional as well.

### **Public Works- Manny Parada**

- Mr. Parada states there was sand loss resulting from recent storm Ophelia, but the dunes remained in tact and new signs have been placed regarding the exposed rocks. Mr. Parada states the beach raking and street sweeping has continued and additional park mobile signs will be installed. Mr. Parada mentions a leak was found on the borough hall roof and will need to be replaced as well as the fire station roof. Mr. Parada announces the last bulk trash pickup will be October 16<sup>th</sup> and will begin again in spring 2024 as well stating the winter schedule of a once-a-week trash pickup has begun.

### **Utilities Committee – Councilmember Bunny Parzych**

- Mr. Parada states the borough's monthly allocation for September was 27.593 million gallons which is around 2% more than the previous year, but states the borough is well within the allocation permit. Mr. Parada states the new chlorine system is running well and providing much better water quality.

### **Discussion:**

- Senior Parking Pass- Councilmember Frank Dallahan- Mr. Dallahan states there has

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been ongoing discussions regarding offering a location for senior citizens to park without having to utilize park mobile. Mr. Parada mentions after a thorough analysis of the average time someone is parked (1.5-3 hours) as well as the cost for the range of that time it was calculated to be \$150.00 if someone parked for the average time every day of the parking season. Mr. Parade comments in discussions with the Public Safety Committee, it was decided a fee of \$100.00 was a fair cost for the permit. Council discusses the details of what the permit entails and the requirements for obtaining one. Mr. Parada clarifies the permits would only be utilized in the lots east of Sunset Drive, the 96<sup>th</sup> Street lot and the 97<sup>th</sup> Street lot which total 120 spaces. Council agrees to consider the idea and revisit the discussion in the future.

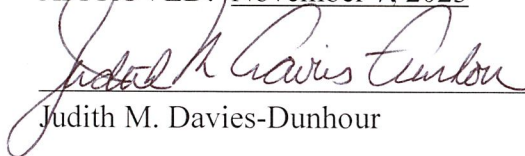
Upon Motion by: Councilmember Frank Dallahan  
Seconded by: Councilmember Bunny Parzych

That the Work Session Meeting of Mayor and Council be adjourned at 6:00PM.

**Vote                            5 Councilmembers    AYE**

**Council agrees to take a five minute recess before beginning the regular meeting.**

APPROVED: November 7, 2023

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

ATTEST  \_\_\_\_\_, Borough Clerk  
Emily Dillon