

**MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL
OF THE BOROUGH OF STONE HARBOR HELD IN THE
MUNICIPAL BUILDING
November 7th, 2023**

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

ROLL CALL

Judith M. Davies-Dunhour, Mayor
Emily Dillon, Borough Clerk
Steven Morris, Solicitor
Manny Parada, Borough Administrator

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

Reports of Standing Committees:

A&F Committee – Councilmember Gensemer

- CRS Update- Ray Poudrier, CRS Coordinator

Mr. Poudrier states the DCA audit was submitted on October 18th and the CRS information has been submitted and is still under review and will report to Council with any updates.

- Construction Official Report- Ray Poudrier

Mr. Poudrier details the permits issued throughout the month of October, the full report is on file in the Clerk's office.

- Combining the Planning and Zoning Boards into a single board

Councilmember Gensemer states Council intends to have an ordinance for introduction at the November 21st meeting and will also have a special meeting in between to allow transparency and discussion with the public. Mrs. Gensemer states she feels the combination of the boards will result in better communication, a more refined process and thoughtful decision making. Mayor Davies-Dunhour questions the necessity for expediting this decision and feels the professionals and public should have ample time to consider the topic and provide feedback to Council. Councilmember Gensemer clarifies her statement regarding the combining of the boards and acknowledges and thanks the board members for their dedication and knowledge they provide to the borough.

A motion is made to schedule a special meeting for the public and professionals to publicly discuss combining the Planning and Zoning Board into a single board.

Motion: Moore **Second:** Dallahan

- Borough Administrator Report- Manny Parada

Mr. Parada states he has been working with the Borough Engineer to finalize the proposal for the COAH housing and anticipates having it on the agenda for Council's consideration on November 21st. Mr. Parada mentions a letter Council received from the Fair Housing attorney regarding the fourth round of the Mt. Laurel housing decision, and states administration needs to begin preparing for the outcome of the decision that will occur in July of 2025. Mr. Parada states the policy and procedures manual was submitted to the JIF and accepted with feedback for two minor issues to be corrected which will be done by resolution in the Regular Meeting. Mr. Parada mentions an opportunity for a firefighter grant through the American Rescue Plan and will have a resolution for Council's consideration supporting the submission for the grant on November 21st. Mr. Parada states he had a positive meeting with the newly appointed special counsel regarding the zoning issues and states his optimism that a resolution will be reached. Mr. Parada reminds Council the operating budgets are due November 20th and

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encourages Council to meet with their committees to discuss their budgets. Mr. Parada mentions the Local Road Safety Plan which offers regional support in researching types of accidents and proactive approaches to resolving them and expects a report to be submitted in April 2024.

- Human Resources

Mr. Parada states administration is preparing to hire an HR Consultant and plans to have a resolution for the December 5th meeting.

- Borough Engineer Report- Marc DeBlasio

Mr. DeBlasio announces the Borough was awarded a grant from the NJDOT in the amount of \$169,430.00 to be allocated for the reconstruction of Second Avenue from 85th Street through 87th Street. Mr. DeBlasio states the survey and base mapping is complete for the reconstruction of 96th Street and will now be entering the design phase. Mr. DeBlasio mentions the final waterwork portion of the point beach survey is complete and the plans and analysis are scheduled to be completed next week.

- Legal- Karavan/Morris

Mr. Morris states there are no legal updates at this time.

- Budget Transfers- CFO, Jim Craft

Mr. Craft details which funds are being transferred from which account to where and the purpose for doing so. Councilmember Gensemer questions the amount being transferred for the fire department's salaries and wages and Mr. Craft explains that it was due to seasonal employees extending their work time as well as the allocation of overtime.

- 2023 Best Practices Inventory- CFO, Jim Craft

Mr. Craft describes the best practices inventory and states it was submitted to the state and can have a further discussion once it is officially filed.

Public Works – Councilmember Moore

Mr. Parada mentions the Borough is considering a shared services agreement with the County regarding Snow Plow/Ice Removal on Third Avenue and the 300-400 block of 96th Street and the borough attorney is working with the county attorney to clarify the indemnification clauses. Mr. Parada mentions there are still a high number of people utilizing the beaches and Public Works is maintaining clear pathways as well as clearing any sand cliffs that form. Mr. Parada states the new fuel tanks have been ordered and should be constructed and running shortly. Mr. Parada states the hanging flowers have been removed throughout the town and the garden club will begin creating the holiday décor. Mr. Parada details a report of solid waste and states there has been a higher percentage of waste due to ongoing visitors past the summer season. Councilmember Moore requests an update on the beach surveys and Mr. Parada states the harbor point survey is complete and is awaiting the report from Stockton for the beaches from 80th- 122nd Streets.

Utilities Committee – Councilmember Robin Parzych

Borough Engineer Marc DeBlasio states the contractor working on the I-Bank project is performing well and has completed all of the sanitary sewer force mains along Third Avenue. Mr. DeBlasio mentions that wet well installation is complete regarding the 114th Street sanitary sewer pump station project. Mr. Parada mentions the borough has purchased four new duck bills placed at the end of the discharge pipes at the bay and this should limit the amount of back bay flooding. Mr. Parada reports there was 16.3 million gallons of water pumped out in the month of October.

Discussion:

- Ordinance 1657 regarding setbacks

Councilmember Parzych states although ordinance 1657 is on the agenda for second hearing and adoption she has considered the public's and the Planning Board's comments and concerns and will be voting no. Mrs. Parzych states she feels this issue needs to be further discussed with the Planning Board and ultimately wants what is best for the borough of Stone Harbor.

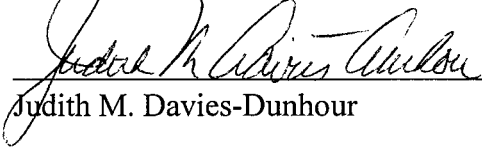
Upon Motion by: Councilmember Frank Dallahan
Seconded by: Councilmember Victor Foschini

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That the Work Session Meeting of Mayor and Council be adjourned at 5:36PM.

Vote 6 Councilmembers AYE

APPROVED: December 5, 2023

_____, Mayor
Judith M. Davies-Dunhour

ATTEST _____, Borough Clerk
Emily Dillon

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