

**MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL
OF THE BOROUGH OF STONE HARBOR HELD IN THE
MUNICIPAL BUILDING
December 5th, 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
Marcus Karavan, Solicitor
Manny Parada, Borough Administrator

PRESENT

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

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

A&F Committee- Councilmember Gensemer

Councilmember Gensemer states the A&F committee has been gathering volunteers to research financial issues in the Borough to expand knowledge and gain revenue enhancements.

-CRS Update- Ray Poudrier, CRS Coordinator

Mr. Poudrier announces the Borough has been reinstated to a Class V CRS rating and acknowledges and thanks all employees throughout the borough for their efforts in achieving this goal. Mr. Poudrier suggests negotiating the Borough Engineer's contract if the borough is interested in obtaining a better rating, as a lot of work will need to be done.

-Construction Official Report- Ray Poudrier

Mr. Poudrier details the revenues and permits issued, the full report is on file in the Clerk's office. Mr. Poudrier states the Zoning Board is reviewing language regarding habitable stories for Council's review and notes beginning in January of 2024 per the DCA, permits will be accepted electronically.

-Borough Administrator Report- Manny Parada

Mr. Parada states there have been several meetings with the County and stakeholders regarding the intersection and pedestrian walkways of 96th Street and Third Avenue. Mr. Parada states the county is working alongside the borough to configure a road expansion to have a dedicated turning lane and will report back to council when the details have been finalized. Mr. Parada mentions administration is currently working on union negotiations regarding the police and fire departments and will report to council when the negotiation terms are confirmed. Mr. Parada notes that budget discussions are beginning and CFO Jim Craft will be introducing a preliminary operating budget presentation at the end of the work session. Mr. Parada presents a presentation providing a break down of the accounting of the COAH account, detailing the where and how the funds were received and spent, the full presentation is on file in the Clerk's office.

-Borough Engineer Report- Marc DeBlasio

Mr. DeBlasio presents his 2023 yearend report, the full report is on file in the Clerk's office.

-Legal- Karavan/Morris

Mr. Karavan states the borough does have a new matter of litigation Sweet vs. the Borough of Stone Harbor which is a prerogative writ action that stems from a denial from the Planning/Zoning Board. Mr. Karavan states the matter has been provided to special council and will update council on the details as the matter progresses. Mr. Karavan provides an update on the Gallo vs. Hafner vs. Stone Harbor litigation stating the case was argued and resulted in a filing for summary disposition and expects a ruling within the month. Mr. Karavan comments on the RTW Bonding Company matter and states the case is currently still in the discovery phase and expects the case to remain there as there is an excessive amount of information to

sort through.

-Human Resources

Councilmember Gensemer states the A&F Committee continues to recommend the Borough retain the services of an HR expert and the committee will be reviewing Borough Hall business hours to better serve the community.

2024 Preliminary Operating Budget Presentation- CFO, Jim Craft

Mr. Craft reviews the below departments operating budgets and states the budgets may be changed once the draft of the entire budget document is completed. The full presentation is on file in the Clerk's office.

- Administration
- Clerk's Office
- Elections
- Finance
- Tax Collector
- Tax Assessor
- Zoning Board
- Planning Board
- Construction
- Natural Resources
- Tourism
- Museum
- Water and Sewer

Public Works Committee- Councilmember Moore

Mr. Parada states the Department of Public Works has began their winterization efforts, tree trimming to accommodate the installation of new cameras, and installing lights on the trees on Second Avenue. Mr. Parada comments on the underground storage tank and states the fuel tanks and above ground tank are expected to be installed in the near future. Mr. Parada details the past month's solid waste disposal and comments that the Borough's percentages of disposal are returning to the normal rates.

Utilities Committee- Councilmember Parzych

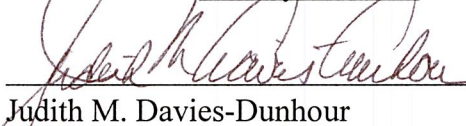
Mr. Parada states he is actively working to complete the water quality accountability act annual statement to submit to the state and expects it to be finalized by the end of the year. Mr. Parada comments on the trends of the Borough's water consumption being up 2 millions gallons over the usual amount, and strongly encourages the public to focus on water conservation moving forward. Mr. DeBlasio provides an update on the 114th Sanitary Sewer Pump Station project and states the contractor should have the building foundation completed within a week or two. Mr. DeBlasio mentions the Ibank project is progressing well and anticipates a change order for Council's consideration at the next meeting for the water main replacement on 96th Street from Third to Second Avenue.

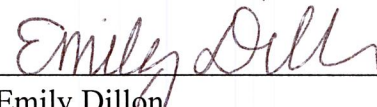
Motion to adjourn.

Motion: Dallahan **Second:** Foschini
Dallahan: Yes **Foschini:** Yes **Parzych:** Yes **Casper:** Yes **Gensemer:** Yes **Moore:** Absent

The Work Session Meeting of Mayor and Council adjourned at 5:36PM.

APPROVED: January 16, 2024


_____, Mayor
Judith M. Davies-Dunhour

ATTEST 
_____, Borough Clerk
Emily Dillon