

**MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL  
OF THE BOROUGH OF STONE HARBOR HELD IN THE  
MUNICIPAL BUILDING  
March 5, 2024**

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  
Marc DeBlasio, Engineer

**PRESENT**

Councilmembers  
Frank Dallahan  
Victor Foschini  
Bunny Parzych  
Robin Casper  
Jennifer Gensemer  
Tim Carney

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, 2024.

**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 FEMA accepted the classifications for CRS and the next step is a verification visit and then he can begin the process of obtaining a better CRS rating.

- Construction Official Report- Ray Poudrier

Mr. Poudrier details the permits issued throughout the month of February 2024, the full report is on file in the Clerk's office. Mr. Poudrier mentions at last night's Zoning Board meeting the board upheld the floodplain ordinance and denied an application for the flood design. Mr. Poudrier states the Construction Office is in the process of moving to a new software system to conform with state regulations to allow digital permits and plans and suggests implementing any new fee schedules into the new program.

- Councilmember Gensemer states the budget will be introduced at the March 19<sup>th</sup> meeting with an anticipation for adoption on April 16<sup>th</sup>, and mentions the borough is still struggling with cap issues within the budget.
- Borough Administrator Report

Mr. Parada is absent and will present at the next meeting.

- Borough Engineer Report- Marc DeBlasio

Mr. DeBlasio states the Cape May County Open Space Grant for the 96<sup>th</sup> Recreation improvements has been completed and submitted on March 1<sup>st</sup>. Mr. DeBlasio details the scope of the project and states the project is an estimated cost of 1.7 million dollars with 60% grants funds from the county and a 40% fund contribution from the borough. Councilmember Gensemer requests an estimated timeline of the project. Mr. DeBlasio states the plan was for the Borough to replace the playground equipment and safety surface before the 2024 summer season. Mr. DeBlasio states the next step is the Borough presenting the project plans to the County which he expects to take place in the next month or two.

- Human Resources

Councilmember Gensemer mentions there is a resolution on the regular agenda updating the employee policy manual to encouraging employees to provide notice of retirement to ensure a smooth transition.

**Public Works Committee – Councilmember Parzych**

Councilmember Parzych reads the Public Works report for the month of February 2024, the full report is on file in the Clerk's office. Mr. DeBlasio mentions there is a resolution on the agenda to award a bid to South State Inc. for the final phase of the improvements for the reconstruction of 96<sup>th</sup> Street.

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**Utilities Committee – Councilmember Casper**

Mr. DeBlasio states the 114<sup>th</sup> Street pump station project is complete and operational. Mr. DeBlasio comments on the I-Bank project and states the contractor has completed all the water and sewer work on Third Avenue and is currently working on putting in water services on Third Avenue. Mr. DeBlasio states the reconstruction of 96<sup>th</sup> Street is progressing on time with the estimated timeline. Mr. DeBlasio comments on the funding for both discussed projects and states the 114<sup>th</sup> pump station is funded by borough funds and the I-Bank is a loan grant from the state. Councilmember Casper comments on the water usage for the month of February.

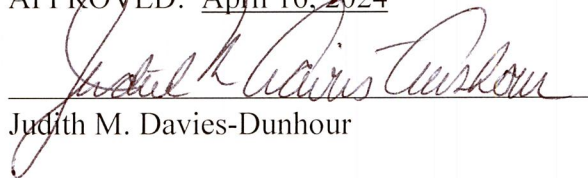
**Motion to adjourn.**

**Motion:** Gensemer    **Second:** Parzych

**Dallahan:** Yes    **Foschini:** Yes    **Parzych:** Yes    **Casper:** Yes    **Gensemer:** Yes    **Carney:** Yes

The Work Session Meeting of Mayor and Council adjourned at 4:56PM.

APPROVED: April 16, 2024

 , Mayor  
Judith M. Davies-Dunhour

 , Borough Clerk  
Emily Dillon