

**MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL  
OF THE BOROUGH OF STONE HARBOR HELD IN THE  
MUNICIPAL BUILDING  
April 2, 2024**

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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  
Emily Dillon, Borough Clerk  
  
Manny Parada, Borough Administrator

**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 he is still awaiting a date from FEMA to schedule the visit regarding the CRS program and the residents will see a deduction to their insurance premiums in October. Mr. Poudrier mentions he is postponing the annual CRS PPI visit as the construction office is currently at its busiest.

- Construction Official Report- Ray Poudrier

Mr. Poudrier details the permits issued throughout the month of March 2024, the full report is on file in the Clerk's office. Mr. Poudrier states his office is beginning the process of changing software to allow for digital permitting. Mr. Poudrier mentions the state is instructing all construction offices to consider adopting a resolution to opt into their emergency building inspection program.

- Borough Administrator/Public Works Report- Manny Parada

Mr. Parada mentions the upcoming eclipse and super moon that will result in abnormally high tides. Mr. Parada comments on the borough's COAH house stating DeBlasio's design is underway and states the utilities under the house were found to not be up to code and there is a resolution tonight to increase the scope of the design to correct this issue. Mr. Parada provides an update on the status of permits involving the NJDEP. Mr. Parada states the department of Public Works has been replacing the underground storage tanks as well as working on the 10 year road program. Mr. Parada states he has distributed the road program to the Public Works Committee or their review and the goal is to have every road in the borough in line with the new design standards by 2035.

- Borough Engineer Report- Marc DeBlasio

Marc DeBlasio is absent and Mr. Parada presents the report. Mr. Parada states the crosswalk project on 96<sup>th</sup> was planned to begin April 1<sup>st</sup>, but has been delayed due to the weather until April 8<sup>th</sup> and during that time there will be no traffic on the 200 block of 96<sup>th</sup> Street. Mr. Parada states the concrete work will begin the week of April 15<sup>th</sup> and expect begin the paving April 29<sup>th</sup>. Mr. Parada states Mr. DeBlasio submitted the Cape May County Open Space Grant on March 1<sup>st</sup> for 97<sup>th</sup> Street playground and expects presentation to be scheduled by the third week of April.

- Human Resources

Councilmember Gensemer mentions Peter Webster, HR consultant, has recruited several great candidates for consideration for the position of CFO.

- CFO Report and Budget Presentation- Jim Craft

Mr. Craft presents the 2024 Stone Harbor Municipal Budget, the full presentation is on file in the Clerk's office. Mr. Craft mentions the anticipated public hearing and adoption of the budget will be on April 16<sup>th</sup>. Mayor Davies-Dunhour questions how the stormwater study is to be funded. Mr. Craft clarifies this is under the capital section of the budget and funded by capital improvement authorization. Councilmember Casper states she would like to see a 3% increase in salary for non-union employees incorporated into the budget. Mr. Craft explains options for amending the budget.

**Public Works Committee – Councilmember Parzych**

Councilmember Parzych states there is a resolution on the agenda to recreate the flood mitigation committee which will need to be re-authorized at the next reorganization meeting. Ms. Parzych mentions the winter bubble system at the marina has been removed for the summer season, the pilings have been checked and the floating docks will be installed the first week of April. Ms. Parzych states the camera on the beach patrol building has been replaced and is functioning again and portable restrooms are being installed at Chelsea Park. Ms. Parzych mentions the two FEMA grants the Borough was awarded have now been finalized and the borough will be receiving the funding and there will be a meeting on April 19<sup>th</sup> to discuss the scope of these grants. Ms. Parzych acknowledges and thanks Councilmember Carney for his efforts with the County to reach a temporary solution for repaving Third Avenue. Mr. Carney explains Third Avenue was scheduled to be repaved in the fall of 2024, but felt something needed to be done sooner and requested from the County a smooth scratch coat to get through the summer season. Mr. Parada details the anticipated timeline for the reconstruction of the 96<sup>th</sup> Street Bridge, stating final completion is estimated for May 2028.

**Utilities Committee – Councilmember Casper**

Councilmember Casper explains the contractor for the Borough's I-Bank project has completed all of the water and sewer work on Third Avenue and the 96<sup>th</sup> Street water main has been installed. Ms. Casper mentions the 144<sup>th</sup> Street pump station project is complete and operational. Ms. Casper reports on the monthly water allocation compared to previous years. Ms. Casper states the Stone Harbor Museum is enthusiastic about the upcoming summer season.

**Discussion:**

- Stone Harbor Chamber of Commerce Spring into Summer Market, May 4<sup>th</sup>

Tourism Director, Jenny Olson, states this event is occurring Saturday May 4<sup>th</sup> 10AM-4PM And are requesting to use the water tower lot to promote the business district. Ms. Olson states the Chamber is requesting Public Works assist in setting up tables and access to electricity for music.

**Motion to adjourn.**

**Motion:** Dallahan      **Second:** Parzych

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

The Work Session Meeting of Mayor and Council adjourned at 5:31PM.

APPROVED: May 7, 2024

  
\_\_\_\_\_, Mayor

Judith M. Davies-Dunhour

  
\_\_\_\_\_, Borough Clerk

Emily Dillon