

MEETING AT MUNICIPAL BUILDING, 9508 SECOND AVENUE  
PRELIMINARY AGENDA FOR COUNCILMEMBERS

WORK SESSION

TUESDAY

August 2, 2016

4:30 p.m.

PRESENTATION – PUBLIC HEARING DREDGING

Resolution- Mayor to sign Permit Modification – Dredging (1) Rich

Resolution- Audit (2) Mastrangelo

Resolution – Refund Surety (3) Kramar

Resolution – Refund boat slip overpayment (4) Mastrangelo

Resolution – Supporting Multi-Jurisdictional Program for Public

Information (5) Lane

Motion – Special Event – Harbaugh Developers Sand Castle August 13, 2016

(6) Gallagher

DISCUSSION:

RFP Professionals (7) Gougher

PARKING – Overnight – Borough Lots (8) Rich

BIRD SANCTUARY BRICKS procedure (9) Rich

HOBIE CAT BEACH (10) Gallagher

CREATING WORK SESSIONS (beginning September – day of Council  
Work Sessions (3-4) (11) Davies-Dunhour

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

**RESOLUTION**

(1)

**Authorizing the Mayor to Sign  
NJDEP Permit Modification – Dredging Project**

**WHEREAS**, Stone Harbor and COWI received documents from Severson Environmental Services Inc. which outline the proposed changes to the NJDEP permit and changes to the work plans for Phase II of the Stone Harbor Maintenance Dredging Project COWI-15A; and

**WHEREAS**, the Borough Council of the Borough of Stone Harbor has reviewed these changes including:

- 1. **NJDEP Stone Harbor Permit Modification**, dated 7/6/2016 (Permit Conditions)
- 2. **Stone Harbor Dredging Plan Rev 3**, dated 7/6/2016 (Dredging Work Plan)
- 3. **Stone Harbor Dewatering Management Plan Rev 3**, dated 7/6/2016 (Dewatering Work Plan): and

**WHEREAS**, the Borough Council hereby approves the proposed changes as outlined.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Stone Harbor in the County of Cape May and State of New Jersey that the Mayor, Suzanne M. Walters be and hereby is authorized to sign Property Owner's Certification outlining these changes and attached to this Resolution on this 2<sup>nd</sup> day of August, 2016.

Offered by ..... Seconded by.....

The above resolution was duly adopted by the Borough Council of the Borough of Stone Harbor, New Jersey, at a meeting of said Council duly held on the .....day of ....., 2016

.....  
Borough Clerk

The above resolution approved this ..... day of....., 2016

.....  
Mayor

(2)

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

**RESOLUTION**

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, The Annual Report of Audit for the year 2015 has been filed by a Registered Municipal Accountant with the Borough Clerk as per the requirements of N.J.S. 40A:5-6, and a copy has been received by each member of the governing body, and

WHEREAS, R.S. 52:27BB-34 authorized the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs, and

WHEREAS, The Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled: Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled: Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 - to wit:

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE BE IT RESOLVED that the Borough Council of the Borough of Stone Harbor hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Offered by ..... Seconded by.....

The above resolution was duly adopted by the Borough Council of the Borough of Stone Harbor, New Jersey, at a meeting of said Council duly held on the .....day of ....., 2016

.....  
Borough Clerk

The above resolution approved this ..... day of....., 2016

.....  
Mayor

(3)

# BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

## RESOLUTION

WHEREAS, the following submitted Performance and Maintenance Surety for street openings; and  
WHEREAS, none of the fees were used in conjunction with the projects, and  
WHEREAS, the Zoning Officer has requested and approved the return of the fees.  
NOW, THEREFORE, BE IT RESOLVED by the Borough of Stone Harbor on this 2<sup>nd</sup> day of August, 2016 that the fees be reimbursed as follows:

Block 97.02

Lots 39  
a/k/a 132 – 98<sup>th</sup> Street  
Mandler Family Trust  
\$ 2,035.00

Block 83.02

Lots 60.01  
a/k/a 169 – 83<sup>rd</sup> Street  
Artisan Fine Homes  
\$ 3,585.00

Block 200.03

Lots: 505  
a/k/a/ 10029 Sunrise Drive  
Michael Donahue Builders  
\$ 3,845.00

Block 92.04

Lots 129.02  
a/k/a 338 – 93<sup>rd</sup> Street  
Harbaugh Cottages  
\$ 2,625.00

Block 94.04

Lots 158.02  
a/k/a 379 – 94<sup>th</sup> Street  
McCorriston Construction  
\$ 1,885.00

Block 86.21

Lots 63.02  
a/k/a 8613 Pennsylvania Avenue  
Seashore Home Builders  
\$ 2,865.00

Block 82.03

Lots 75  
a/k/a 8207 Second Avenue  
Harbaugh Cottages, LLC  
\$2,175.00

Block 86.03

Lots 84  
a/k/a 225 – 86<sup>th</sup> Street  
Harbaugh Cottages, LLC  
\$525.00

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

**RESOLUTION**

Block 105.01  
Lots 13  
a/k/a 5 – 105<sup>th</sup> Street  
Harbaugh Cottages, LLC  
\$ 1,485.00

Block 119.03  
Lots 217  
a/k/a 218 – 120<sup>th</sup> Street  
Mike Rennie Construction LLC  
\$ 2,630.00

Block 104.03  
Lots 119  
a/k/a 271 – 104<sup>th</sup> Street  
Seashore Home Builders Inc.  
\$6,565.00

Block 84.01  
Lots 22.02  
a/k/a 27 – 84<sup>th</sup> Street  
Sea Luke LLC  
\$ 2,130.00

NOTE: For this property there were 3 checks paid, 2 have been reimbursed. This is a duplicate payment which Patti caught from August, 2014, when we were balancing our records.

Offered by ..... Seconded by.....

The above resolution was duly adopted by the Borough Council of the Borough of Stone Harbor, New Jersey, at a meeting of said Council duly held on the .....day of ....., 2016

.....  
Borough Clerk

The above resolution approved this ..... day of....., 2016

.....  
Mayor

(4)

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

**RESOLUTION**

WHEREAS, Gerald Grimmer, 391 – 93<sup>rd</sup> street, Stone Harbor, N.J. 08247 paid \$1,700 for boat slip #31 in January, 2016; and

WHEREAS, while checking the Clerk's cash it was discovered that fee for boat slip #31 is \$1,500; and

WHEREAS, after speaking to Mr. Grimmer he requested a \$200.00 refund.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stone Harbor, in the County of Cape May on this 2<sup>nd</sup> August, 2016 that \$ 200.00 be refunded to Gerald Grimmer and that the proper officers make the proper adjustments in their records.

Offered by ..... Seconded by.....

The above resolution was duly adopted by the Borough Council of the Borough of Stone Harbor, New Jersey, at a meeting of said Council duly held on the ..... day of ....., 2016

Borough Clerk

The above resolution approved this ..... day of....., 2016

.....  
Mayor

(5)

# BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

## RESOLUTION

### Supporting Participation in the Multi-Jurisdictional Program for Public Information to Meet the Goals of the national Flood Insurance Program's Community Rating System

**WHEREAS**, The National Flood Insurance Program's (NFIP) Community Rating System (CRS) is a voluntary incentive program that recognizes and encourages community floodplain management activities that exceed the minimum NFIP requirements; and

**WHEREAS**, flood insurance premium rates are discounted to reflect the reduced flood risk resulting from the community actions meeting the three goals of the CRS:

- 1.) Reduce flood damage to insurable property.
- 2.) Strengthen and support the insurance aspects of the NFIP.
- 3.) Encourage a comprehensive approach to floodplain management.

**WHEREAS**, the Community Rating System credits local initiative to advise people about flood hazards, flood insurance, the natural functions of floodplains and flood loss reduction measures;

**WHEREAS**, in order to implement a Program for Public Information (PPI) for the municipalities in our region a Multi-Jurisdictional Program for Public Information is being formed; and

**WHEREAS**, the PPI will coordinate all of the flood-related public information in the community, both public and private; and

**WHEREAS**, the Borough of Stone Harbor floodplain managers will be actively involved in the PPI planning and implementation process and attend required meetings;

**WHEREAS**, this actions will result in CRS credits that will result in lower flood insurance premiums for the residents and business of the Borough of Stone Harbor.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Stone Harbor formally supports Participation in the Multi-Jurisdictional Program for Public Information to Meet the Goals of the National Flood Insurance Program's Community Rating System.

Certified as a true copy of the Resolution adopted by Borough Council on this \_\_\_\_\_ Day of \_\_\_\_\_, 2016

Offered by ..... Seconded by.....

The above resolution was duly adopted by the Borough Council of the Borough of Stone Harbor, New Jersey, at a meeting of said Council duly held on the .....day of ....., 2016

.....  
Borough Clerk

The above resolution approved this ..... day of....., 2016

.....  
Mayor

(6)



*This contract effective on July 28, 2016 by and between Harbaugh Developers and the Borough of Stone Harbor shall consist of this agreement.*

**Client Information**

Client Contacts:	Amanda Von Ahnen
Client Address:	9727 3rd Avenue Stone Harbor, NJ 08247
Phone Number(s):	856.381.6812
Fax Number:	N/A
E-Mail:	amanda@harbaughdevelopers.com

**General Event Information**

Event Name:	Harbaugh Developers 4th annual Sand Castle Building Demonstration & Contest
Date:	Saturday, August 13, 2016 (Rain Date: 8/20/16)
Time Block:	10:00AM-2:00PM 10:00AM Demo; 11:00AM Contest begins; 1:00PM Judging; 2:00PM Cleanup
Function Space:	96th Street beach (north side of beach access)
Approximate Guest Count:	50

**Event Details**

1. DPW to build mound of sand approx size of VW bug vehicle approx 20' away from dune fencing
2. DPW will breakdown mound of sand and groom beach the following morning
3. DPW to setup access to water

**Payment Schedule**

Item	Qty	Price	Subtotal	Tax	Total
Application Review Fee (non-refundable)	1	\$ 75.00	\$ 75.00	\$ -	\$75.00
Event Fee	1	\$ 250.00	\$ 250.00		\$250.00
				Event Total	\$325.00
				Less Deposits	\$0.00
				<b>Total Due</b>	<b>\$325.00</b>

*Final payment due upon contract signing by Monday, August 1, 2016*

**Special Notes**

1. Client to provide the Borough of Stone Harbor with a certificate of insurance listing the Borough as additionally insured by August 1, 2016 with signed contract and event fee. Please make checks payable to the Borough of Stone Harbor.



## Section 275-2 Regulations

1. No special event shall be held on public lands pursuant to this article without the approval of the governing body.
2. Applicants are strongly encouraged to complete and submit the Special Event Permit on Public Lands Application at least 60 days prior to the event to allow adequate time for review. Failure to do so could result in a denial of the application.
3. No special event shall be held on public lands pursuant to this article until a special event permit has been issued by the Borough Clerk.
4. No alcoholic beverages shall be sold or distributed on the public lands pursuant to this article.
5. The applicant for a special events permit shall provide liability insurance in the amount of \$1,000,000.00, which covers the special event. The Borough of Stone Harbor shall be named as an additional insured under the policy of insurance. Proof of said insurance shall be filed with the Borough Clerk before the permits are issued. The governing body may lower or waive the insurance requirement by resolution approving the special event when the liability risks are minimal for the type of special event approved.
6. The applicant must execute an indemnification agreement with the Borough of Stone Harbor which agrees to indemnify and save the Borough harmless from all liability related to the special event. The form of agreement is included in this Application.
7. Application will not be approved unless the following documentation is attached: Written consent from Sponsor, State of New Jersey Tax Sale Certificate, Board of Health Certificate, copy of driver's license, copy of vehicle registration, etc.
8. The permittee shall comply with these regulations, all conditions imposed, and all applicable state and local laws and regulations.
9. Except as otherwise provided herein, all persons shall comply with all applicable ordinances regulating the use of public lands including those regulations contained in Chapter 275 of the Code of the Borough of Stone Harbor.
10. All Applications for Festivals, Parades, Sporting Events and Special Request must include a proposed site plan. Final site plan must be made available to Clerk 30 Days prior to the event for a final Event Permit to be issued.
11. All Event Planners are subject to meeting with Recreation Department, Public Works & Public Safety 30 Days Prior to the Event for the final Event Permit to be issued.
12. All Events 4 hours and longer must provide a schedule of activities.

This contract is legally binding on the parties hereto. This written contract constitutes the entire agreement between the parties. This contract may only be amended in writing. I agree to the above information and all items found on the reverse and in any event-specific addendums to this contract.

Approved (Client's Signature): \_\_\_\_\_

Date: \_\_\_\_\_

Contract Effective Date:

July 28, 2016

**Jill Gougher**

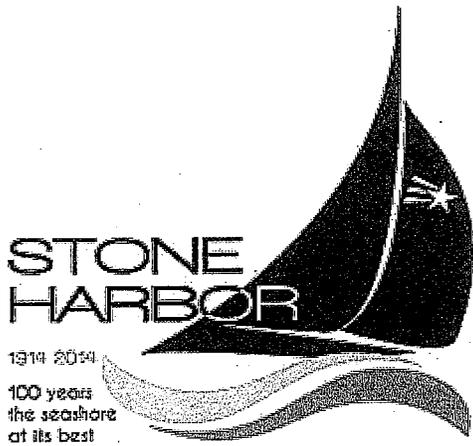
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**From:** Jill Gougher  
**Sent:** Monday, July 18, 2016 4:14 PM  
**To:** Suzanne Walters; Karen Lane; Barry Mastrangelo; Judy Davies; Joselyn Rich; Joan Kramar; Mantura Gallagher  
**Cc:** Suzanne Stanford; Jim Craft  
**Subject:** Sample RFP/RFQ for Professionals - discussion  
**Attachments:** Borough of Stone Harbor REQUEST FOR PROPOSALS 2017 PROFESSIONAL SERVICES2016.docx; Professional\_RFQs-2017SH.docx

Attached please find 2 samples of how we can bid out for our professionals . This is on for discussion tomorrow night. These are draft samples and would need to be tweaked if Council decides to move forward The Professional Contracts that we could do RFP's in 2017 are as follows:

1. Auditor
2. Attorney
3. Conflict Attorney
4. Labor Attorney
5. Tax Appeal Attorney
6. Environmental Consulting Engineer
7. Conflict or Special Engineer
8. Bond Counsel
9. Risk Management Consultant
10. Planning/Zoning Board Engineer Alternate
11. Planning /Zoning Board Solicitors
12. Municipal Prosecutor
13. Public Defender
14. Municipal Architect
15. Grant Consultant
16. Health Insurance Brokerage Services
17. Municipal Auditor

Jill Gougher  
Borough Administrator  
9508 Second Avenue  
Stone Harbor, New Jersey 08247  
[gougherj@shnj.org](mailto:gougherj@shnj.org)  
609-368-5102



(8)

## Chapter 386. Parking Lots, Municipal

### § 386-1. Abuse of municipal parking lots.

[Amended 7-16-2013 by Ord. No. 1427]

The use of municipal parking lots has been abused in the past by vehicles being parked there for days at a time and by people sleeping through the night in vehicles parking thereon in violation of Borough ordinances. It appears to be in the best interest of the Borough that motor vehicles should not be permitted to park on unmetered municipal parking lots between the hours of 2:30 a.m. and 5:30 a.m., except at the designated area in the Borough Marina parking lot.

### § 386-2. Prohibited hours; lots designated.

[Amended 7-16-2013 by Ord. No. 1427]

The parking of motor vehicles on unmetered municipal parking lots and other unmetered municipally operated property between the hours 2:30 a.m. and 5:30 a.m. is prohibited, except at the designated area in the Borough Marina parking lot. Some of the municipal parking lots are metered and some are unmetered, and when an unmetered parking lot becomes metered, this prohibition shall not be applicable thereto. The Borough-operated parking lots (metered and unmetered) are as follows:

<b>Location</b>	<b>Block and Lot</b>
East of Third Avenue on 95th Street, south side	Block 95.3, Lots 104.1, 106.1, 108.1 and 110.1
East of Third Avenue on 95th Street, south side [Amended 9-16-2014 by Ord. No. 1448]	Block 95.3, Lots 96.1 and 98.1 (Borough parking permits only; no meters)
East of Third Avenue on 95th Street, south side	Block 95.3, Lots 72 through 86, even lots only
East of Sunset Drive on 96th Street, north side	Block 95.4, Lots 249 through 254
East of Sunset Drive on 96th Street, north side	Block 95.4, Lots 238 through 245 part of Block 120.1
Street and the Beach	
96th Street and the Beach	Block 95.1, Lots 10 through 18, even Lots only, and Lots 19 through 26
95th Street and the Beach	Block 94.1, Lots 9 through 19, odd Lots only, and Lots 20 through 22
80th Street on west side of First Avenue	Block 80.2, Lots 31 through 34
South of 80th Street at Second Avenue	Block 80.2, Lots 67 through 70
81st Street and the Bay	Block 81.5, Lots 140 - 166, even Lots only, and Block 80.5. Lots 147 through 152
83rd Street and the Bay East of Second Avenue at 96th Street, north side	Block 81.4, Lots 153, 155, Block 95.2. Lots 55 through 61, 63.1, 63.2 and 65
Southwest corner of 96th Street and Seng Place [Amended 9-16-2014 by Ord. No. 1448]	Block 96.21, Lots 56 through 62 (Borough parking permits only; no meters; 3 designated for fire/rescue and 2 for administration cars)
114th Street and the Bay	Block 208, Lot 41
West of Second Avenue on 97th Street, south side	Block 97.3, Lots 80, 82, 84, 86, 88, 90 and 92.1
Second Avenue between 93rd and 94th Street, west side [Added 6-17-2014 by Ord. No. 1444]	Block 93.03, Lots 71 through 78

(9)



**Borough of Stone Harbor**  
*Bird Sanctuary*  
**Brick Paver Memorial Stone**

If you would like to memorialize a loved one or community servant with a brick paver, fill out the form below and mail to:

Finance Office  
Borough of Stone Harbor  
9508 Second Avenue  
Stone Harbor NJ 08247

Name \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Inscription (can be 3 lines, 18 characters each)

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Enclose a check for \$100.00 made out to:  
Borough of Stone Harbor