

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

**REGULAR MEETING**

**TUESDAY**

**July 18, 2017**

**4:30 p.m.**

**ORDINANCE 1501 Permit Parking Lot 2<sup>nd</sup> 3rd and final (1) Rich**  
**ORDINANCE 1502 Attendance at Meetings INTRO (2) Lane**

- a.** Resolution – Cancel unexpended balances (3) Rich
- b.** Resolution – Approving application submission DCA FY 2018 Small Cities Grant (4) Kramar
- c.** Resolution – Adopting State Model Citizen Participation Plan (5) Gallagher
- d.** Resolution – Adopting Grant Management Plan (6) Parzych
- e.** Resolution – Designating Fair Housing Officer (7) Kramar
- f.** Resolution – Refund \$1,500 Hydrant Meter Rental Deposit Asphalt (8) Krafczek
- g.** Resolution – Refund \$1,500 Hydrant Meter Rental – Landberg Const (9) Lane
- h.** Resolution – Purchase Tahoe – Public Works COOP (10) Kramar
- i.** Resolution – Amend Cash Management Plan (11) Lane
- j.** Resolution – Executive Policy -Standing Committee Meetings (12) Lane
- k.** Resolution – Executive Policy -Borough Work Sessions (13) Parzych
- l.** Resolution - Refund Request – Recreation Benichou McCarthy Hagman Monser Kurtzman (14) Gallagher
- m.** Resolution - Wildwood Catholic Use of Tennis Courts (15) Gallagher
- n.** Resolution – Chapter 159 Grant – Drunk Driving Enforcement (16) Parzych

**Motion:**           Tent Sale Seashore Ace 9/2 – 9/3 (17) Gallagher  
                          Brown Family Sand Castle Building - 8/1 (18) Gallagher

**DISCUSSION:**

**Resolution – Closed Session (19) Kramar**

(1)

**BOROUGH OF STONE HARBOR**  
COUNTY OF CAPE MAY, NEW JERSEY

**ORDINANCE NO. 1501**

**AN ORDINANCE AMENDING CHAPTER 386-7. PARKING LOTS, MUNICIPAL  
OF THE REVISED GENERAL ORDINANCES**

**Section 1.**

WHEREAS, 386.-7. Parking permits shall be amended as follows:

386.-7. Parking permits.

A. Parking by permit upon the following ~~six~~ five parking lots in the Borough is hereby authorized: The two parking lots east of Sunset Drive on the north side of 96<sup>th</sup> Street (lots 238 through 245 and Lot 249 through 254 in Block 95.4), the parking lot west of Second Avenue on the south side of 97<sup>th</sup> Street (lots 80, 82, 84, 86, 88, 90 and 92.1 in Block 97.3) ~~and the parking lot east of Third Avenue on the south side of 95<sup>th</sup> Street (lots 96.1 and 98.1 in Block 95.3);~~ the parking lot adjacent to the Stone Harbor Firehouse, described in 386-2 as "Southwest corner of 96<sup>th</sup> Street and Seng Place," Second Avenue on west side between 93<sup>rd</sup> and 94<sup>th</sup> Street (Block 93.03, Lots 71 thru 78) ~~and the designated area in the Borough Marina parking lot (lots 147 through 152, Block 80.5).~~ The permit will authorize the permit holder ~~motor vehicle~~ to which the permit is issued to park on said parking lots, without putting any money into the parking meter during the time periods for which the parking permit is issued.

**Section 2.** If any portion of this ordinance is determined to be invalid by a Court of competent jurisdiction, that determination shall have no effect upon the remainder of this Ordinance, which shall remain valid and operable.

**Section 3.** All Ordinances or parts of Ordinances inconsistent with this Ordinance, to the extent of such inconsistencies only, be and the same are hereby repealed.

**Section 4.** This Ordinance shall take effect immediately upon final adoption and publication in accordance with law.

APPROVED:

\_\_\_\_\_  
Judith M. Davies-Dunhour, Mayor

ATTEST:

\_\_\_\_\_  
Suzanne C. Stanford, Borough Clerk

(2)

**BOROUGH OF STONE HARBOR  
COUNTY OF CAPE MAY, NEW JERSEY**

**ORDINANCE**

**AN ORDINANCE AMENDING CHAPTER 10 OF THE GENERAL  
ORDINANCES OF THE BOROUGH OF STONE HARBOR SPECIFICALLY  
ARTICLE 10.4**

**Whereas**, Borough Council deems it to be in the best interest of the Citizens of Stone Harbor to amend the within ordinance; now, therefore be it ordained by the Borough Council, the Governing Body of the Borough of Stone Harbor, New Jersey as follows:

**Section 1.** Article 10.4 "C (1)" is hereby stricken and the following section shall be substituted in its place:

**Attendance requirements.** It is resolved by the Mayor and Council of the Borough of Stone Harbor, County of Cape May, and State of New Jersey, that an attendance policy is hereby adopted in the Borough of Stone Harbor which shall be applicable to the elected officials of the Governing Body, as follows:

- (1) Attendance at all meetings (Regular / Work session) required; removal.**  
In the event that any elected and/or appointed member of the Governing Body shall fail to attend three consecutive, Regular / Work Session scheduled meetings, then a motion to remove that member (s) shall be automatically placed on the agenda for the next regular meeting without further notice; and should the vote be to remove the member, the member's seat shall become vacant until a replacement is appointed as required by state or local law. For the purposes of this Ordinance each Regular Meeting / Work Session of the Governing Body shall be considered one meeting; additionally, attendance at standing committee meetings shall not be included in this requirement. Absences due to a personal illness or the death of a family member shall be excusable and not counted toward the 3 absences referenced above.

**Section 2.** If any portion of this ordinance is determined to be invalid by a Court of competent jurisdiction, that determination shall have no effect upon the remainder of this Ordinance, which shall remain valid and operable.

**Section 3.** All Ordinances or parts of Ordinances inconsistent with this Ordinance, to the extent of such inconsistencies only, are hereby repealed.

**Section 4.** This Ordinance shall take effect immediately upon final passage and publication as provided by law.

APPROVED:

\_\_\_\_\_  
Judith M. Davies Dunhour - Mayor

ATTEST:

\_\_\_\_\_  
Suzanne C. Stanford, Borough Clerk

(3)

# BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

## RESOLUTION

### CANCELLATION OF UNEXPENDED GRANT FUND RECEIVABLE AND APPROPRIATION BALANCES OF THE NJDOT GRANT FOR SITE 103 – NUMMY ISLAND

WHEREAS, It is necessary to cancel the unexpended grant fund receivable and appropriation balance of the NJ DOT Grant for Site 103 – Nummy Island and it is the desire of the Borough Council to cancel these balances at this time.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Stone Harbor on this 18<sup>th</sup> day of July, 2017 that the unexpended grant fund receivable and appropriation balances be canceled as follows:

Receiveable:		
NJDOT Grant for Site 103 – Nummy Island		\$ 190,133.61

Appropriation:		
NJDOT Grant for Site 103 – Nummy Island		\$ 190,133.61

BE IT FURTHER RESOLVED that the proper officials be and are hereby authorized to do all things necessary to carry out the intent of this resolution.

Offered by ..... Secoded 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 ....., 2017

.....

Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

(4)

**RESOLUTION**

**RESOLUTION**

**Whereas**, the Borough of Stone Harbor desires to apply for and obtain a Fiscal Year 2018 grant from the New Jersey Department of Community Affairs for \$400,000 to carry out a Public Facilities project to remove architectural barriers by providing handicapped accessible beachfront access and bathrooms in order to comply with the Americans with Disabilities Act (ADA).

**Be it therefore RESOLVED**,

- 1) that the Borough of Stone Harbor does hereby authorize the application for such a grant, and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Stone Harbor and the New Jersey Department of Community Affairs.

**Be it further RESOLVED**, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement to sign the agreement, and any other documents necessary in connection therewith:

\_\_\_\_\_  
(signature)

(signature)

\_\_\_\_\_  
(typed name)

(typed name)

\_\_\_\_\_  
(title)

(title)

**CERTIFICATION:**

I, \_\_\_\_\_, the Borough Clerk of the Borough of Stone Harbor hereby certify that at a meeting of the Borough Council held on July 18, 2017 the above Resolution was duly adopted.

(Signature of Borough Clerk)

AFFIX SEAL

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 ....., 2017

.....  
Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

( 5 )

**RESOLUTION**

**RESOLUTION**

Adoption of State Model Citizen Participation Plan for DCA Small Cities Program

Whereas, the Borough of Stone Harbor is an applicant for Department of Community Affairs Fiscal Year funds; and

Whereas the Borough will enter into grant agreement(s) for said grant(s) if approved; and

Whereas, that grant agreement(s) will require the Borough of Stone Harbor to comply with all federal regulations with respect to citizen participation; and

Whereas, the Borough of Stone Harbor has reviewed the Model Citizen Participation Plan prepared for Small Cities CDBG grantees;

Now, Therefore Be It Resolved that the Mayor and the Borough Council of the Borough of Stone Harbor, County of Cape May and State of New Jersey, that;

The Model Citizen Participation Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG is adopted by the Borough of Stone Harbor; and

The Borough of Stone Harbor will follow all regulations set forth in that document throughout the term of the grant agreement cited above.

CERTIFICATION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Borough of Stone Harbor, in the County of Cape May, at a meeting thereof held July 18, 2017.

Borough Clerk

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 ....., 2017

.....

Borough Clerk

The above resolution approved this ..... day of....., 2017

.....

Mayor

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

(6)

**RESOLUTION**

**RESOLUTION**

Approving Public Facilities Grant Management Plan

WHEREAS, the Borough of Stone Harbor will apply for \$400,000 in Fiscal Year 2018 CDBG funds for a Public Facilities project to remove architectural barriers by providing handicapped accessible beachfront access and bathrooms in order to comply with the Americans with Disabilities Act (ADA);

WHEREAS, the NJ Department of Community Affairs requires Stone Harbor Borough to prepare a Grant Management Plan to define project staffing and project activities;

WHEREAS, the NJ Department of Community Affairs requires Stone Harbor Borough to officially adopt its Grant Management Plan;

WHEREAS, the Borough has prepared a Grant Management Plan for its Fiscal Year 2018 Public Facilities project;

NOW, THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Stone Harbor adopts the Grant Management Plan for the Fiscal Year 2018 Public Facilities project.

CERTIFICATION

I hereby certify that the foregoing is a true copy of a resolution adopted by the Borough of Stone Harbor, in the County of Cape May, at a meeting thereof held July 18, 2017.

Borough Clerk

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 ....., 2017

.....

Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

**GRANT MANAGEMENT PLAN  
BOROUGH OF STONE HARBOR  
FY 2018 SMALL CITIES - PUBLIC FACILITIES**

**Project Management:**

**Project Director** functions are handled by Jill Gougher, Stone Harbor Borough Administrator. Her contact information is provided below:

Jill Gougher, Borough Administrator  
Borough of Stone Harbor  
Borough Hall, 9508 Second Avenue  
Stone Harbor, NJ 08247  
(609) 368-6811, (609) 368-2619 (fax)  
GougherJ@shnj.org

Stone Harbor will retain Remington, Vernick & Walberg Engineers (RVW) as both project engineer and administrative consultant. RVW will subcontract grant administration functions to Mark Blauer, an individual doing business as Blauer Associates. The principal of Blauer Associates, Mark Blauer will be assigned to this project as **Project Coordinator**. He has successfully administered over 90 NJDCA Small Cities projects since 1983. His contact information is provided below:

Mark Blauer  
Blauer Associates  
18 West Hollow Road  
Nescopeck, Pa. 18635  
(570) 379-2552, (570) 379-2006 (fax)  
[mblauer@evenlink.com](mailto:mblauer@evenlink.com)

**Fiscal Management:**

Fiscal management will be handled by James G. Craft, Borough Director of Finance. His contact information is provided below:

James Craft, C.F.O., C.P.A., R.M.A.  
Director of Finance  
Borough of Stone Harbor  
Borough Hall, 9508 Second Avenue  
Stone Harbor, NJ 08247  
(609) 368-6808, (609) 368-3705 (fax)  
craftj@shnj.org

**Engineering Services:**

Stone Harbor will retain Remington, Vernick & Walberg Engineers as its consulting engineer to prepare project plans and specifications for the proposed ADA compliance improvements at various locations. That firm has designated Marc DeBlasio, PE as **Project Engineer**.

Marc DeBlasio's contact information is provided below:

Marc DeBlasio, P.E.  
Remington, Vernick & Walberg Engineers  
4907 New Jersey Avenue  
Wildwood, NJ 08260  
609-522-5176  
609-522-5313 (fax)  
Marc.DeBlasio@rve.com

### **Administrative Tasks Necessary to Implement the Grant:**

• Preparation of Community Development Needs Statement	Mark Blauer
• Preparation of Environmental Review Record	Mark Blauer
• Preparation of Grant Management Plan	Mark Blauer
• Fair Housing Compliance	Mark Blauer
• Historic preservation clearance	Mark Blauer
• Program record keeping	Mark Blauer
• Engineering Design	Marc DeBlasio
• Preparation of bid package and bidding	Marc DeBlasio
• MBE & WBE contractor outreach	Mark Blauer
• Preparation of construction contract	Marc DeBlasio
• Citizen participation compliance	Mark Blauer
• Labor Standards Compliance	Mark Blauer
• Construction inspection	Marc DeBlasio
• Review and approval of construction invoices	Marc DeBlasio
• Submission of FSR and FMR reports	Jill Gougher and James Craft
• Coordination with NJDCA staff	Mark Blauer
• Attendance of NJDCA monitoring visits	Mark Blauer
• Program closeout	Mark Blauer

### **Project Schedule**

• Preparation of Community Development Needs Statement	Completed
• Preparation of Environmental Review Record	Completed
• Preparation of Grant Management Plan	Completed
• Fair Housing Compliance	Completed
• Historic preservation clearance	Completed
• Program record keeping	July 2016 - June 2019
• Engineering Design	April 2018 - Oct 2018
• Preparation of bid package and bidding	Nov 2018
• MBE & WBE contractor outreach	Nov 2018
• Preparation of construction contract	Jan 2019
• Citizen participation compliance	July 2016 - April 2019
• Labor Standards Compliance	Nov 2018 - June 2019
• Construction inspection	Jan 2019 - June 2019
• Review and approval of construction invoices	Jan 2019 - July 2019
• Submission of FSR and FMR reports	Jan 2018 - July 2019
• Coordination with NJDCA staff	Jan 2018 - Aug 2019
• Attendance of NJDCA monitoring visits	As required
• Program closeout	Aug 2019

(7)

# BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

## RESOLUTION

Identifying Small Cities Program Fair Housing Officer

Whereas, the Borough of Stone Harbor is applying for Fiscal Year 2018 Small Cities Community Development Block Grant application(s); and

Whereas, the Borough of Stone Harbor must make efforts to affirmatively further fair housing; and

Whereas, the Borough of Stone Harbor has reviewed various actions that would be acceptable to the New Jersey State Department of Community Affairs and the U.S. Department of Housing and Urban Development; and

Whereas, the Borough of Stone Harbor has made assurances in the grant agreement that;

1. It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issues thereto; and
2. It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
3. It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
4. It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

Now, Therefore, Be It Resolved that Mike Koochembere, Construction Official shall be designated as the Small Cities Program Fair Housing Officer for the Borough of Stone Harbor; and

Be It Further Resolved that the Fair Housing Officer shall contact the US HUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights, inform those agencies of his/her appointment as Fair Housing Officer and request Fair Housing Information; and

Be It Further Resolved, that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the Borough of Stone Harbor; and

Be It Further Resolved, that the Borough of Stone Harbor will publish in the local newspaper of record and post at the Borough Municipal Building a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

I hereby certify that the foregoing is a true copy of a resolution adopted by the Borough of Stone Harbor, in the County of Cape May, at a meeting thereof held on July 18, 2017.

Borough Clerk

Offered by ..... Secoded 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 ....., 2017

.....

Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

( 8 )

**RESOLUTION**

**Refund \$1500.00 Hydrant Meter Rental Deposit**

**WHEREAS**, pursuant to Section 542-13D of the Borough's General Code, Asphalt Paving Systems Inc. deposited a \$1500.00 hydrant meter rental deposit; and

**WHEREAS**, upon completion of the local improvement, Asphalt Paving Systems Inc. returned the hydrant meter to Public Works; and

**WHEREAS**, the Utilities Collector has requested that a refund be issued to Asphalt Paving Systems Inc. in the amount of \$1500.00.

**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 on this 18<sup>th</sup> day of July 2017 that a refund check in the amount of \$1500.00 be issued to Asphalt Paving Systems Inc., PO Box 530, Hammonton NJ 08037 to refund their Hydrant Meter Rental Deposit.

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 ....., 2017

.....

Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

**RESOLUTION**

(9)

*Council Meeting: July 18, 2017*

**Refund \$1500.00 Hydrant Meter Rental Deposit**

**WHEREAS**, pursuant to Section 542-13D of the Borough's General Code, Landberg Construction LLC deposited a \$1500.00 hydrant meter rental deposit; and

**WHEREAS**, upon completion of the local improvement, Landberg Construction LLC returned the hydrant meter to Public Works; and

**WHEREAS**, the Utilities Collector has requested that a refund be issued to Landberg Construction LLC in the amount of \$1500.00.

**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 on this 18<sup>th</sup> day of July 2017 that a refund check in the amount of \$1500.00 be issued to Landberg Construction LLC, PO Box 280, Mays Landing NJ 08330 to refund their Hydrant Meter Rental Deposit.

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 ....., 2017

.....

Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

**RESOLUTION**

(10)

WHEREAS, the Borough of Stone Harbor entered into the Cranford Police Cooperative Pricing System (47-CPCPS) by Resolution 2008-S-47 in February, 2008 for the purpose of purchasing equipment; and

WHEREAS, the Borough Public Works Department will be using this System to purchase a 2016 Chevrolet Tahoe from Mall Chevrolet, 75 Haddonfield Road, Cherry Hill, N.J. 08022 for \$ 34,300.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey that the purchase of a 2016 Chevrolet Tahoe 4wd 9C1 for the Stone Harbor Public Works Department at \$ 34,300 be approved.

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 ....., 2017

.....  
Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

# BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

( 11 )

## RESOLUTION

### ADOPTING AN AMENDED CASH MANAGEMENT PLAN FOR THE BOROUGH OF STONE HARBOR

**WHEREAS**, N.J.S.A. 40A: 5-14 provides that each municipality shall adopt a Cash Management Plan and shall deposit its funds pursuant to that plan, which plan shall include the designation of the depositories, and management of cash to assure the investment of the municipality's funds in interest bearing accounts; and

**WHEREAS**, a Cash Management Plan for the Borough of Stone Harbor has been prepared, based upon information supplied to the Borough's Chief Financial Officer from the Borough Auditor's and adopted by Resolution 2017-S-18 on January 3, 2017; and

**WHEREAS**, the Mayor and Members of Council have reviewed the attached Cash Management Plan for the Borough of Stone Harbor and believe that it will be in the best interest of the Borough that said plan be amended by adding in Section V. "Certain vendors may be paid electronically via Direct Deposits. Those payments will be listed on the Bill List approved by Council."

**NOW, THEREFORE, BE IT RESOLVED** by the Members of Council of the Borough of Stone Harbor in the County of Cape May and State of New Jersey that the attached Amended Cash Management Plan for the Borough of Stone Harbor is hereby adopted on this 18<sup>th</sup> day of July, 2017.

**BE IT FURTHER RESOLVED** that hence forth the Borough's money shall be deposited and invested, and otherwise handled pursuant to the Amended Cash Management Plan hereby adopted.

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 ....., 2017

.....  
Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

# BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

1121

## RESOLUTION

WHEREAS, the Borough of Stone Harbor maintains an Executive Policy Manual for the purpose of codifying certain administrative policies and procedures; and

WHEREAS, said Executive Policy Manual was adopted by a duly enacted resolution of the Borough Council on May 1, 2001; and

WHEREAS, an addition to the written policy should include A-007 "Borough Committee Meeting Policy & Procedure" which formalizes a procedure for Standing Committee Meetings,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey on this 18<sup>th</sup> day of July, 2017 that the attached addition to the Executive Policy manual entitled "Borough Committee Meeting Policy & Procedure" is hereby adopted as the official policy on this matter of the Borough of Stone Harbor;

BE IT FURTHER RESOLVED, that the Administrator shall distribute copies of said policy to all applicable Borough Officers and Employees; and

BE IT FURTHER RESOLVED that the provisions of the Executive Policy Manual shall be binding on all applicable employees and that any amendments, additions to or deletions from the manual shall be accomplished by way of Resolution duly presented and passed at a meeting of Mayor and Council.

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 ....., 2017

.....

Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

(13)

**RESOLUTION**

WHEREAS, the Borough of Stone Harbor maintains an Executive Policy Manual for the purpose of codifying certain administrative policies and procedures; and

WHEREAS, said Executive Policy Manual was adopted by a duly enacted resolution of the Borough Council on May 1, 2001; and

WHEREAS, an addition to the written policy should include A-008 "Borough Committee Meeting Policy & Procedure" which formalizes a procedure for Borough Work Session Meetings,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey on this 18<sup>th</sup> day of July, 2017 that the attached addition to the Executive Policy manual entitled "Borough Committee Meeting Policy & Procedure" is hereby adopted as the official policy on this matter of the Borough of Stone Harbor;

BE IT FURTHER RESOLVED, that the Administrator shall distribute copies of said policy to all applicable Borough Officers and Employees; and

BE IT FURTHER RESOLVED that the provisions of the Executive Policy Manual shall be binding on all applicable employees and that any amendments, additions to or deletions from the manual shall be accomplished by way of Resolution duly presented and passed at a meeting of Mayor and Council.

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 ....., 2017

.....

Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

# BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(14)

## RESOLUTION

WHEREAS, the following have requested refunds from the Recreation Department for various reasons; and

WHEREAS, the Recreation Director has received and approved these request.

NOW, THEREFORE, BE IT RESOLVED, on this 18<sup>th</sup> day of July, 2017 by the Mayor and Council of the Borough of Stone Harbor, in the County of Cape May that the following refunds be approved.

1. Anne Frances-Benichou - \$50.00 refund Senior Girls Basketball League
2. Leslie McCarthy - \$70.00 refund Junior Soccer Clinic and Boys Basketball Clinic
3. Theresa Hagman - \$35.00 Lacrosse Clinics
4. Heather Monser - \$100.00 Boys Intermediate and Boys Junior Basketball Leagues
5. Carrie Kurtzman - \$50.00 Junior Girls Basketball League

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 ....., 2017

.....  
Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

# BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(15)

## RESOLUTION

### A RESOLUTION CREATING AN INTERLOCAL SERVICES AGREEMENT WITH WILDWOOD CATHOLIC HIGH SCHOOL FOR THE USE OF THE RECREATION FIELDS OF THE BOROUGH OF STONE HARBOR

**WHEREAS**, N.J.S.A. 40:8A-1 *et seq.*, authorizes municipalities and school districts to enter into agreements for the purposes of exchanging, sharing and cooperating with regard to services common to said communities through Interlocal Services Agreements ; and

**WHEREAS**, the Wildwood Catholic High School is in need of services relating to the use of recreational facilities in the Borough of Stone Harbor for use by its High School Soccer and Tennis teams ; and

**WHEREAS**, the Borough of Stone Harbor has certain lands, equipment and personnel available to meet the needs of the Wildwood Catholic High School in this area; and

**WHEREAS**, entering into an Interlocal Services Agreement with the Wildwood Catholic High School for this purpose has been deemed to be in the best interests of citizens of the Borough and the students of the Wildwood Catholic High School; and

**WHEREAS**, Wildwood Catholic has paid the \$4,500 on 9/12/16 to cover the following "use of facilities" fees

\$1,500 boys/girls 2016 fall soccer

\$1,500 boys/girls 2017 fall soccer

\$750 girls 2016 tennis

\$750 2017 boys tennis

**WHEREAS**, Wildwood Catholic will owe the Borough \$1,500 for Soccer August 4 – November 20, 2017, Girls Tennis, August 4 – November 20, 2017 and Boys Tennis March 1 – June 1, 2018. Practice every day as of Friday, August 4<sup>th</sup> for both sports) and payment will be made prior to the start of the season.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey that the preamble of this Resolution is hereby incorporated by reference;

**BE IT FURTHER RESOLVED** this 18<sup>th</sup> day of July 2017 that the Borough of Stone Harbor and Wildwood Catholic High School hereby agree, under the authority of N.J.S.A. 40:8A-1 *et seq.*, as follows:

1. Such access and use shall be conditioned upon coordination with and approval by the Recreation Director of the Borough of Stone Harbor with the understanding that the activities of the Borough of Stone Harbor Recreation Department take precedence.
2. The term of this Interlocal Services Agreement shall be from July 18<sup>th</sup> 2017 to June 1, 2018.

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

**RESOLUTION**

- 3. The Wildwood Catholic High School shall provide to the Borough of Stone Harbor written proof of liability insurance for the aforementioned use of the property of the Borough of Stone Harbor as required by the Atlantic County Joint Insurance Fund; and shall, additionally, hold harmless and indemnify the Borough of Stone Harbor for any and all loses, damages, and claims of whatever nature that may arise out of or in connection with the use of the property by the Wildwood Catholic High School, its sports/recreation participants, agents, contractors, officers and/or employees.

**BE IT FURTHER RESOLVED** that the Mayor and Clerk are hereby authorized and directed to execute this Resolution as the Interlocal Services Agreement between the Borough of Stone Harbor and the Wildwood Catholic High School, pursuant to N.J.S.A. 40:8A-1 *et seq.*

\_\_\_\_\_  
Judith M. Davies-Dunhour, Mayor  
Borough of Stone Harbor

\_\_\_\_\_  
Wildwood Catholic High School

Attest: \_\_\_\_\_  
Suzanne Stanford, Borough Clerk

Attest: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

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 ....., 2017

.....

Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

**RESOLUTION**

(16)

WHEREAS, NJS 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, the Director may also approve the insertion of an appropriation for the equal amount;

SECTION I

NOW THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Stone Harbor, in the County of Cape May, New Jersey, hereby requests the Director of the Division of Local Government Service to approve the insertion of items of revenue in the budget of the year 2017

FY 2017 - Drunk Driving Enforcement Grant, \$3,326.74

SECTION II

BE IT FURTHER RESOLVED that a like sums are hereby appropriated;

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 ....., 2017

.....  
Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor

**BOROUGH OF STONE HARBOR**

CAPE MAY COUNTY, NEW JERSEY

**RESOLUTION**

(19)

**A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC  
IN ACCORDANCE WITH THE PROVISIONS OF  
THE NEW JERSEY OPEN PUBLIC MEETINGS ACT,  
N.J.S.A. 10:4-12**

WHEREAS, the Borough Council of the Borough of Stone Harbor is subject to certain requirements of the *Open Public Meetings Act, N.J.S.A. 10:4-6*, et seq., and

WHEREAS, the *Open Public Meetings Act, N.J.S.A. 10:4-12*, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution, and

WHEREAS, it is necessary for the Borough Council of the Borough of Stone Harbor to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

1. *Matters Involving the purchase, lease or acquisition of real property with public funds*
2. *Terms and conditions of an existing or proposed collective bargaining agreement*

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Stone Harbor, assembled in public session on July 20, 2017 that an Executive Session closed to the public shall be held on July 20, 2017 at or about 4:30 P.M. in the Borough Hall of the Borough of Stone Harbor, 9508 Second Avenue, Stone Harbor, New Jersey, for the discussion of matters relating to the specific items designated above.

Official action may be taken as a result of said executive session.

It is anticipated that, in accordance with law and in a timely manner, the deliberations conducted in closed session may be disclosed to the public upon the determination of the Borough Council that the public interest will no longer be served by such confidentiality.

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 ....., 2017

.....

Borough Clerk

The above resolution approved this ..... day of....., 2017

.....  
Mayor