

THIS AGENDA IS SUBJECT TO LAST MINUTE ADDITIONS
OR DELETIONS

AGENDA ORGANIZATION MEETING JANUARY 2, 2018

1. Meeting called to order
2. Clerk call the Roll
3. Notice concerning Public Meetings Law
4. Salute to the Flag
5. Reading of Election Results
6. Swearing in of Councilmember Parzych
Swearing in of Councilmember Rich
Swearing in of Councilmember Lane
7. Nominations for President of Council
8. Nomination for Council Representative on Planning Board
9. Motion concerning Roberts Rules of Order
10. Standing Committees for 2018 Mayor will read
11. Non-Board Appointments Mayor will read
Board appointment List 2018 Mayor will read
12. Hearing of the Public

13. Resolutions

1. Temp Budget (Lane 1-7)
2. Newspapers
3. Meeting dates
4. Dates for Parking Meters
5. Trash Collection Schedule
6. Litter Abatement
7. Fund Commissioner
8. Compliance Officer (Krafczek 8-14)
9. Small Contracts
10. Cert of Receipt of Material
11. Utility Exceptions
12. Contracts below Bid Limit
13. Registrar
14. Depositories
15. Tax Assessor file Appeals (Gallagher 15-20)
16. Interest of Taxes
17. Transfer 2017 tax to 2018
18. Cash Management Plan
19. Solicitor
20. Bond Counsel
21. Appoint Engineer (Parzych 21-27)
22. Appoint Alternate Engineers
23. Appoint Conflict Attorney
24. Public Defender
25. Labor Counsel
26. Employee Benefit Consultant
27. .Borough Auditor
28. Fire Company Stipend (Rich 28-33)
29. Stockton Beach and Lagoon Profile
30. OEM Coordinator
31. Risk Management Consultant Byrne
32. Special Counsel – Affordable Housing
33. Animal Services

14. Ordinances

a. Ordinance 1511 (Salary Ranges) INTRO Lane

15. Communications

16. Comments from Mayor and Councilmembers

17. Hearing of the Public

18. Motion to pay the bills

19. Motion to adjourn

2018 Committees

Administration & Finance

Councilmember Karen Lane – Chair
Councilmember Mantura Gallagher
Councilmember Charles Krafczek

Beach, Recreation, Tourism

Councilmember Mantura Gallagher – Chair
Councilmember Joselyn O. Rich
Councilmember Charles Krafczek

Public Works

Councilmember Joan Kramar - Chair
Councilmember Karen Lane
Councilmember Raymond Parzych

Public Safety

Councilmember Raymond Parzych – Chair
Councilmember Joselyn O. Rich
Councilmember Mantura Gallagher

UTILITIES

Councilmember Charles Krafczek – Chair
Councilmember Karen Lane
Councilmember Joan Kramar

Natural Resources

Councilmember Joselyn O. Rich – Chair
Councilmember Joan Kramar
Councilmember Raymond Parzych

NON-BOARD APPOINTMENTS 2018

Borough Administrator	Jill A. Gougher
Deputy Borough Clerk	Carrie Bosacco
Municipal Assessment Certification Officer	Suzanne C. Stanford
Director of Finance	James Craft
Tax Search Officer	Deborah Candelore
Construction Official	Michael Koochembere
Director of Public Works	Grant Russ
Storm Water Management Coordinator	Grant Russ
Recycling Coordinator	Lisa Cresse
Clean Comm Act Coordinator	Lisa Cresse
Deputy OEM	Roger Stanford
Zoning Officer	Ray Poudrier
Municipal Court Administrator	Deborah Scott
Deputy Court Administrator	Laura Neeld
Uniform Fire Code Official	Roger Stanford
Fire Inspector	Jonathan Schwartz
Fire Inspector	Roger Stanford
Beach Patrol Captain	Stephen Bosacco
Recreation Director	Miranda Duca

Boards and Committee Appointments – 2018

Go Green Community

Alan Kaplan – 1 year
Larry Kratzer – 1 year
William Dougherty – 1 year
Grant Russ – 1 year
Lisa Cresse – 1 year
Karen Lane – 1 year
Miranda Duca – 1 year
Jill Gougher – 1 year
Kim Stevenson – 1 year
Rocky Tirado – 1 year

Zoning Board of Adjustment

John McAllister moving from Alternate I to Member filling the unexpired term of Matt DeRose
Joseph D’Urbano – Alternate I - 2 years
Kathryn Laughlin – Alternate II - 2 years

Planning Board

Jill Gougher – 1 year
Charles Krafczek – 1 year

Bird Sanctuary Committee

Grant Russ – 1 year
Rocky Tirado – 1 year
Joselyn Rich – 1 year
Ann Bazik – 3 years
Lisa Ferguson – 3 years
Jeff Alderton – 3 years
Will Wermuth – 3 years
Lewis Ferguson – 3 years

Rec Advisory Board

Eric Ruef – 4 years
Angelo Caracciolo – 4 years
James Hand – 4 years
Maggie Day – 4 years
Robbie Guilian – 4 years
John McAllister Jr. – 4 years
Kojie Blum – 4 years
Mantura Gallagher – 1 year

Natural Resources

Barry Hamilton – 3 years

Joselyn Rich – 1 year

Shade Tree Committee

Karen Lane – 1 year

Marilyn Hahle – 4 year

??? – 4 year

(11)

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

A RESOLUTION PROVIDING TEMPORARY APPROPRIATIONS FOR THE YEAR 2018

WHEREAS, in the normal operation of the business of the Borough of Stone Harbor, it will be necessary for making contracts, commitments and payments prior to the adoption of the regular budget for the Borough of Stone Harbor; and

WHEREAS, revised Statute 40A:4-19 of the State of New Jersey provides that the Governing Body of any municipality may make temporary appropriations to provide for any contracts, commitments or payments made between the beginning of the budget year and the adoption of the final budget; and

WHEREAS, the date of this resolution is within the thirty-one (31) days of the month of January, 2018 and will become effective January 1, 2018; and

WHEREAS, the total amount of appropriation hereunder of \$3,737,689.09 do not exceed twenty six and one quarter percent (26.25%) of the total appropriations of the Borough of Stone Harbor for 2017, exclusive of any 2017 appropriations made for debt service, capital improvement fund and public assistance.

BE IT RESOLVED that the following appropriations be made and that a certified copy of this Resolution be transmitted to the Chief Financial Officer for his records:

1. GENERAL GOVERNMENT

General Administration	
Salaries & Wages	39,575.00
Other Expense	7,000.00
Mayor & Council	
Salaries & Wages	19,750.00
Other Expense	2,218.75
Municipal Clerk	
Salaries & Wages	47,632.50
Other Expense	4,875.00
Financial Administration	
Salaries & Wages	20,125.00
Other Expense	14,665.00
Audit Services	7,500.00
Collection of Taxes	
Salaries & Wages	12,875.00
Other Expense	2,890.00

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BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

Assessment of Taxes	
Salaries & Wages	13,600.00
Other Expense	4,025.00
Legal Services	36,250.00
Engineering Services & Cost	6,250.00
Planning Board	
Salaries & Wages	1,350.00
Other Expense	5,896.25
Zoning Board of Adjustment	
Salaries & Wages	9,575.00
Other Expense	3,150.00
Inspection of Buildings	
Salaries & Wages	49,300.00
Other Expense	2,400.00
Other Insurance Premiums	
General Liability	97,500.00
Employee Group Insurance	342,500.00
2. PUBLIC SAFETY	
Police Department	
Salaries & Wages	405,000.00
Other Expense	19,900.00
Office of Emergency Management	
Salaries & Wages	3,850.00
Other Expense	1,600.00
Aid To Rescue Squad	17,500.00
Vol. Fire Company	
Other Expense	55,912.50
Uniform Fire Code Official	
Salaries & Wages	26,100.00
Other Expense	2,000.00
Municipal Prosecutor	
Other Expenses	5,100.00
Municipal Court	
Salaries & Wages	36,890.00
Other Expense	4,000.00
Public Defender OE	875.00

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

Natural Resources	
Salaries & Wages	6,250.00
Other Expense	15,250.00
3. PUBLIC WORKS	
Public Works General	
Labor Pool Salaries & Wages	232,500.00
Other Expense	39,700.00
Solid Waste Collection	
Salaries & Wages	150,600.00
Other Expenses	13,000.00
Buildings & Grounds	
Other Expense	27,162.50
4. HEALTH AND WELFARE	
Animal Control	4,250.00
Safety Compliance Other Expenses	6,600.00
5. RECREATION AND EDUCATION	
Recreation Services	
Salaries & Wages	45,225.00
Other Expense	12,127.50
Marina Salaries & Wages	1,750.00
Beach	
Salaries & Wages	146,250.00
Other Expense	15,750.00
Special Events	
Salaries & Wages	11,875.00
Museum Other Expense	6,250.00
Tourism Other Expenses	32,000.00
6. UNCLASSIFIED	
Utilities	
Electric	27,858.75
Street Lights	30,000.00
Telephone	14,250.00
Gasoline	37,500.00
Natural Gas	11,250.00
Sanitary Landfill	55,250.00
Contingent	1,250.00

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

Statutory Expenditures	
DCRP	875.00
Social Security System	97,712.50
SUI	6,250.00
Interlocal Municipal Service Agreements	
Emergency Dispatch Services	72,958.25
Chief Financial Officer	18,103.00
Total Appropriations within 26.25% Limit	2,469,427.50

7. MUNICIPAL DEBT SERVICE

Bond Principal	-
Bond Interest	141,100.00
BAN Interest	-
BAN Principal	-
NJEIT Principal	55,000.00
NJEIT Interest	36,000.00
Capital Improvement Fund	-
Grand Total General Government	2,701,527.50

SEWER AND WATER UTILITY

1. OPERATIONS

Salaries and Wages	\$101,875.00
Other Expenses	\$130,300.00
CMC MUA	\$413,740.00

2. DEBT SERVICE

Payment of Notes - Interest	\$0.00
Payment of Bonds - Interest	\$96,200.00
Payment of Bonds - Principal	\$121,000.00
Capital Improvement Funds	\$5,000.00

3. Interlocal Agreement

Chief Financial Officer	\$4,525.75
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3. STATUTORY EXPENDITURES

FICA	\$7,800.00
NJ SUI	\$500.00

Grand Total Sewer and Water Utility	\$880,940.75
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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 theday of, 2018

.....
Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(2)

RESOLUTION

BE IT RESOLVED by the Mayor and Council of the Borough of Stone Harbor, New Jersey, that the Cape May County Herald and the Press of Atlantic City are designated as official publications for local advertising for the Borough of Stone Harbor during the year 2018.

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, 2018

.....

The above resolution approved this day of....., 2018

Borough Clerk

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(3)

RESOLUTION

A RESOLUTION ESTABLISHING MEETING DAYS
IN THE BOROUGH OF STONE HARBOR
FOR THE MAYOR AND MEMBERS OF COUNCIL

BE IT RESOLVED by the Mayor and Council of the Borough of Stone Harbor, New Jersey, that the following dates and times have been established as meeting dates for the governing body during the year 2018. Legal action may be taken at these published meetings.

January	2 nd	Regular Meeting (4:30)	July	3 rd	Work Session (3:00 pm) Regular Meeting (4:30 pm)
	16 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)		17 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)
February	6 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)	August	7 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)
	20 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)		21 st	Work Session (3:00 pm) Regular Meeting (4:30 pm)
March	6 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)	September	4 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)
	20 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)		18 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)
April	3 rd	Work Session (3:00 pm) Regular Meeting (4:30 pm)	October	2 nd	Work Session (3:00 pm) Regular Meeting (4:30 pm)
	17 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)		16 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)
May	1 st	Work Session (3:00 pm) Regular Meeting (4:30 pm)	November	6 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)
	15 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)		20 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)
June	5 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)	December	4 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)
	19 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)		18 th	Work Session (3:00 pm) Regular Meeting (4:30 pm)
			January 2, 2019		Regular Meeting (4:30 pm)

BE IT FURTHER RESOLVED that a complete list of these dates and times to be published in the newspaper and posted according to law.

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, 2018

Borough Clerk

The above resolution approved this day of....., 2018

Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(4)

RESOLUTION

DATES FOR PARKING METERS - 2018

WHEREAS, Section 391-7 of the Revised General Ordinances 2005 of the Borough of Stone Harbor provides that the Borough shall have the right to set the dates that the parking meters are operational;

NOW, THEREFORE, BE IT RESOLVED by the Members of Council of the Borough of Stone Harbor that meters will be in operation from Tuesday, May 1, 2018 through Monday, October 1, 2018.

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....

Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

(5)

TRASH COLLECTION SCHEDULE 2018

WHEREAS, Section 466-4, Collections – Frequency, of the Revised General Ordinances of the Borough of Stone Harbor 2005 provides that the Borough shall have the right to set the dates for trash collection;

NOW, THEREFORE, BE IT RESOLVED, by the Members of Council of the Borough of Stone Harbor that the following schedule will be in effect for the year 2018:

Solid Waste/Recycle Winter/Summer Schedule

Winter Schedule	January 1, 2018 through May 26, 2018
Summer Schedule	May 27, 2018 through September 15, 2018
Back to Winter Schedule	September 16, 2018 through December 31, 2018

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 theday of, 2018

.....
Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

AUTHORIZING PARTICIPATION IN CAPE MAY COUNTY LITTER ABATEMENT PARTNERSHIP PROGRAM FOR 2018

WHEREAS, the Cape May County Municipal Utilities Authority has adopted a Litter Abatement Partnership Program for 2018; and

WHEREAS, the Borough of Stone Harbor desires to participate in said program.

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 Borough of Stone Harbor is hereby authorized to participate in the Cape May County Litter Abatement Partnership Program for 2018 as established by the Cape May County Municipal Utilities Authority.

BE IT FURTHER RESOLVED that the Borough of Stone Harbor will initiate the following steps:

I. Providing a minimum of four (4) days of residential bulky waste collection services at no cost to individual customers (including or restoring bulky waste collection as part of the weekly municipal solid waste collection routes and schedules, at no cost to individual customers, would also satisfy this requirement).

The schedule for these collection services must be established and provided to the Authority prior to being eligible for any benefits under this program. The dates for 2018 have been set for Monday, March 12th, Monday, May 14th, Monday, September 17th, and Tuesday, October 9th.

II. Enforcement of an anti-littering and anti-dumping ordinance which establishes penalties for littering and illegal dumping at a minimum \$500.00 fine plus the cost of clean-up, and provides financial rewards for reporting such activities. The Borough of Stone Harbor adopted such an ordinance a few years ago and it is found in the Revised General Ordinances of the Borough of Stone Harbor, 2005, as Sections 357 through 357.10.

III. As a supplement to these basic litter abatement services, the following measures have been approved:

A. Provide satellite container and/or drop-off areas for household bulky wastes.

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

- B. Conduct special community-wide clean-up projects and/or special clean-up projects of selected local areas where illegal refuse dumping has occurred. (The CMCMUA must be advised, in advance, of the dates and locations of any special clean-up projects in order for any refuse collected from these special clean-up projects to be eligible as one of the municipality's four (4) no-cost disposal days at the Authority's solid waste disposal facilities.)
- C. Develop and carry out, within six (6) months of program adoption, a community-wide litter abatement education and information program. Such a program should disseminate anti-littering information to the entire community at least once every six (6) months. Assistance in preparing such programs will be provided by the Authority upon request.

BE IT FURTHER RESOLVED that the Borough of Stone Harbor, by the adoption of this Resolution, becomes eligible to participate in the Litter Abatement Partnership for 2018 during the period of January 1, 2018 to December 31, 2018.

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(1)

RESOLUTION

**ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND
RESOLUTION APPOINTING FUND COMMISSIONER**

WHEREAS, the Borough Council of the Borough of Stone Harbor has resolved to join the Atlantic County Municipal Joint Insurance Fund; and

WHEREAS, the Bylaws of the Atlantic County Municipal Joint Insurance Fund require that each municipality appoint a Fund Commissioner; and

WHEREAS, the Borough Council recommends the appointment of James Craft as Fund Commissioner and Patricia Wagner as Alternate Fund Commissioner for the year 2018.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Stone Harbor that it does hereby appoint James Craft as Fund Commissioner and Patricia Wagner as Alternate Fund Commissioner for the Atlantic County Municipal Joint Insurance Fund.

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(8)

RESOLUTION

A RESOLUTION APPOINTING THE
PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, the State of New Jersey requires each governmental unit to designate a "Public Agency Compliance Officer" to ensure compliance with the Affirmative Action mandates of State Law relative to public contracts, said position being a contact point for the State on these issues and not a new, compensated employment position with the Borough; and

WHEREAS, the Mayor has offered for appointment to said position for 2018, James Craft, the Chief Financial Officer of the Borough; and

WHEREAS, Council consents to the appointment of Mr. Craft to said position;

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 Appointment of James Craft to the position of "Public Agency Compliance Officer" offered by Mayor Davies-Dunhour, is hereby CONFIRMED.

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, 2018

.....

The above resolution approved this day of....., 2018

Borough Clerk

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(9)

RESOLUTION

AUTHORIZING SMALL CONTRACTS WITHOUT SOLICITING COMPETITIVE QUOTATIONS

WHEREAS, N.J.S.A. 40A:11-6.1 c. provides that when authorized by resolution of the governing body, all contracts that are in the aggregate less than 15% of the bid threshold, may be awarded by the contracting agent without soliciting competitive quotations; and

WHEREAS, the bid threshold as of this date is \$40,000, so that 15% thereof is \$6,000; and

WHEREAS, it is deemed to be in the best interest of the Borough of Stone Harbor that small contracts like this be awarded without competitive quotations.

NOW, THEREFORE, BE IT RESOLVED on January 2, 2018 by the Members of Council of the Borough of Stone Harbor, in the County of Cape May and State of New Jersey that such contracts in the aggregate in the amount of \$6,000 or less may be awarded as of this date by the contracting agent without obtaining competitive quotations.

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, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(10)

RESOLUTION

BE IT RESOLVED, by the Mayor and Council of the Borough of Stone Harbor, New Jersey, that the Director of Finance/CFO be and he is hereby appointed to be the person required to make or cause to be made by the persons having knowledge thereof, the certification of the receipt of materials, supplies and equipment of the services rendered on all vouchers for payment of Municipal Funds as required by 40A:5-16.

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....

Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(11)

RESOLUTION

A RESOLUTION EXEMPTING CERTAIN UTILITY CHARGES
IN THE BOROUGH OF STONE HARBOR, NEW JERSEY

BE IT RESOLVED by the Mayor and Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey, that the following utility charges be exempted for the billing period up to and including December 1, 2018 and

BE IT FURTHER RESOLVED that the Utilities Collector make the proper adjustments in her records:

Account

<u>Number</u>	<u>Owner</u>
6625	Evangelical Lutheran Church
7040	Evangelical Lutheran Church
7370	Stone Harbor Board of Education
7390	Stone Harbor Board of Education
8020	St. Mary's Episcopal Church
8860	Women's Civic Club
11990	St. Brendon the Navigator
19945	Immaculate Heart of Mary, Villa Maria - Rectory
21150	Stephen C. Ludlam Post 331 (American Legion)

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 theday of, 2018

.....
Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(12)

RESOLUTION

AUTHORIZING CONTRACTS BELOW THE BID LIMIT WITHOUT
PUBLIC ADVERTISING

WHEREAS, N.J.S.A. 40A:11-3 provides that all contracts for the performance of work or for hiring materials or supplies, the cost of which is less than the bid limit described therein, which as of this date is \$40,000 need not be publicly bid; and

WHEREAS, from time to time the Borough will desire to enter into contracts less than \$40,000; and

WHEREAS, N.J.S.A. 40A:11-3 further requires that these contracts be approved by resolution, either individually or by general authorization.

NOW, THEREFORE, BE IT RESOLVED on January 2, 2018 by the Members of Council of the Borough of Stone Harbor in the County of Cape May and State of New Jersey that the appropriate Borough officials are hereby authorized and empowered to enter into contracts for the performance of work or the furnishing or hiring of materials or supplies, in amounts less than \$40,000 as of this date, without the necessity of public bidding, in accordance with the Borough's regulations and guidelines.

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, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

(13)

**APPOINTING REGISTRAR, DEPUTY REGISTRAR AND
ALTERNATE DEPUTY REGISTRAR**

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 Suzanne C. Stanford be and is hereby appointed as Borough Registrar, Carrie Bosacco be appointed as Deputy Registrar and Diane Frangiose be appointed as Alternate Deputy Registrar for the Borough of Stone Harbor for the year 2018.

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....

Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

(14)

BE IT RESOLVED by the Mayor and Council of the Borough of Stone Harbor, New Jersey, that the official depositories of the Borough of Stone Harbor funds for the year 2018, are Sturdy Savings Bank, PNC Bank, Ocean First, TD Bank, First Bank of Sea Isle City and Crest Savings Bank.

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

(15)

WHEREAS, by a directive from the County Board of Taxation pursuant to N.J.A.C. 18:12A-1(c), all tax appeals submitted to the Cape May County Board of Taxation by the Tax Collector, Tax Assessor, or Solicitor on behalf of the Borough of Stone Harbor must be authorized by Resolution of Borough Council for the Tax Year 2018; and,

NOW, THEREFORE, BE IT RESOLVED by Members of Council of the Borough of Stone Harbor in the County of Cape May and State of New Jersey as follows:

1. Borough Council hereby authorizes the Tax Assessor to file Tax Appeals on behalf of the Borough whenever she feels it is in the best interest of the Borough to do so. The Tax Assessor shall have the right to terminate and/or settle, by Stipulation or otherwise, any such Tax Appeals that he shall institute.
2. The Borough Solicitor is hereby authorized to institute any Tax Appeals on behalf of the Borough requested by the Tax Assessor and, with the Tax Assessor's concurrence, to terminate and/or settle by Stipulation or otherwise, any such Tax Appeals that she shall institute.
3. The Borough Solicitor shall have the right to institute Tax Appeals on behalf of the Borough at the request of the Mayor and Borough Council and shall have the authority to terminate or settle any such appeal with the consent of Mayor and Borough Council by Stipulation or otherwise.
4. The Borough Solicitor and the Tax Assessor shall have the joint right and obligation to defend Tax Appeals brought on behalf of taxpayers, and they shall jointly have the authority to settle, by Stipulation or otherwise, any such Tax Appeals.

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to forward a certified copy of this Resolution to the Cape May County Board of Taxation and to furnish copies of same to the Borough Tax Assessor, Tax Collector and Solicitor.

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 theday of, 2018

Borough Clerk

The above resolution approved this day of....., 2018

Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(16)

RESOLUTION

BE IT RESOLVED by the Mayor and Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey, that the interest penalty for delinquent taxes shall be 8% per annum of the first \$1,500.00 of the delinquency, and 18% per annum on any amount in excess of \$1,500.00 on each parcel of land by block and lot, and

BE IT FURTHER RESOLVED that no interest shall be charged if payment of any installment is made within ten (10) calendar days after the date on which same is payable, said ten (10) calendar days to be straight calendar days and if the tenth day falls on a Saturday, Sunday or legal holiday, then the grace period shall extend to the next business day, and

BE IT FURTHER RESOLVED pursuant to N.J.S.A. 54:4-67 that an additional penalty of 6% shall be charged against any property with a delinquency related to taxes and/or any other municipal charges in excess of \$10,000.00 which remains in arrears beyond December 31 of each prior year.

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

(17)

**A RESOLUTION TO TRANSFER 2017 REAL ESTATE
TAX PAYMENTS TO 2018**

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 upon recommendation of the Tax Collector, the overpayments for the year 2017 be transferred to 2018 (with the exception of overpayments and underpayments of \$10.00 or less which are hereby cancelled by the authority of State Statute).

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(18)

RESOLUTION

ADOPTING A 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

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 adopted by the governing body.

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 Cash Management Plan for the Borough of Stone Harbor is hereby adopted for the year 2018.

BE IT FURTHER RESOLVED that hence forth the Borough's money shall be deposited and invested, and otherwise handled pursuant to the 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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

(19)

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

RESOLUTION AUTHORIZING APPOINTMENT OF THE MUNICIPAL ATTORNEY/PROSECUTOR UNDER THE "NONFAIR AND OPEN" PROCESS

WHEREAS, the Borough of Stone Harbor is given authority by N.J.S.A. 40A:11 *et seq.* to enter into contracts for "Professional Services" without competitive bidding, where the need arises and so long as the award of such contract is made public by a Resolution of the Governing Body and the contractor submits certain disclosures in accordance with the "fair and open" process; and

WHEREAS, limiting the influence of campaign contributions on municipal appointments is an important policy of the Borough and the "nonfair and open" process prevents any professional from contributing more than \$300 to any local political party or campaign; and

WHEREAS, the required pay-to-play disclosures are on file with the Borough Clerk as required by law; and

WHEREAS, the Borough of Stone Harbor is mandated by state statute to appoint a Municipal Attorney and a Municipal Prosecutor and the law specifically allows for these posts to be filled by the same attorney. The law also requires that municipalities designate litigation counsel and counsel to the tax assessor. These tasks are typically performed by the Municipal Attorney; and

WHEREAS, Blaney & Karavan, P.C. , Attorneys at Law in good standing in the State of New Jersey, has offered the attached Proposal and are experienced in the area of Local Government Law and municipal prosecution; and

WHEREAS, Blaney & Karavan, P.C. is a authorized by law to practice a recognized profession, the practice of which is regulated by law, and the performance of these service requires knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction;

WHEREAS, NJSA 40A:11 *et seq.* allows the Borough to enter into contracts for "Professional Services," including legal services, without competitive bidding, where the need arises and so long as the award of such contract is made public by a Resolution of the Governing Body.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey, on this 2nd day of January, 2018, as follows:

1. That the preamble of this Resolution is hereby incorporated by reference as if set forth here at length;
2. That, as required by law, having been nominated by the Mayor of the Borough of Stone Harbor, Blaney & Karavan, P.C. be and are hereby appointed Municipal Attorney/Municipal Prosecutor for the Borough of Stone Harbor in accordance with and under the terms of a contract for professional services, which includes provisions for litigation and representation of the Tax Assessor and other extraordinary matters, which is on file with the Borough Clerk for public review, for a term of one year, said term commencing on January 2, 2018 and continuing until the reorganization meeting of the Borough in 2019 or in accordance with law.

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

3. That the Mayor is authorized and directed to forthwith execute on behalf of the Borough of Stone Harbor the contract for professional services, such contract being under and subject to the provisions of the affirmative action and antidiscrimination laws and regulations of the State of New Jersey, an acknowledgement of same to be executed by the Municipal Attorney.
4. That the aforementioned contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law which allows under NJSA 40A:11-5 and that the Solicitor be compensated as detailed in the contract for professional services in an amount not to exceed \$53,825 for Solicitor services and \$19,721 for Municipal Prosecutor Services, and funds are available as evidenced by the Certification of the Chief Financial Officer attached hereto.
5. That a notice of the letting of the within contract be published in accordance with law within ten (10) days of passage in the official newspaper designated by the Borough for legal notices and that the contract be open to public viewing in accordance with the Open Public Records Act.

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, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....

Mayor

(20)

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

RESOLUTION AUTHORIZING APPOINTMENT OF BOND COUNSEL UNDER THE "NONFAIR AND OPEN" PROCESS

WHEREAS, the Borough of Stone Harbor is given authority by N.J.S.A. 40A:11 *et seq.* to enter into contracts for "Professional Services," including legal services, without competitive bidding, where the need arises and so long as the award of such contract is made public by a Resolution of the Governing Body ; and

WHEREAS, the Borough is in need of legal representation by bond counsel of recognized national standing with advanced expertise in the area of Municipal Bonding Law in connection with the Borough's capital projects bond financing procedures including the sale of bonds and/or bond anticipation notes; and

WHEREAS, Robert Beinfield, Esquire, of the Law Firm of Hawkins, Delafield & Wood is an attorney at law in good standing in the State of New Jersey and has been found to be experienced in the area of Municipal Bonding Law and has familiarity with the Federal and State laws and regulations related to the bonding process; and

WHEREAS, limiting the influence of campaign contributions on municipal appointments is an important policy of the Borough and "nonfair and open" process prevents any professional from contributing more than \$300.00 to any local political party or campaign; and

WHEREAS, the required pay-to-play disclosures are on file with the Borough Clerk as required by law.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey, as follows:

1. That the preamble of this Resolution is hereby incorporated by reference as if set forth here at length;
2. That the Mayor is Directed to forthwith execute on behalf of the Borough of Stone Harbor the attached contract for professional services in accordance with this resolution providing for the retention of Hawkins, Delafield & Wood as Bond Counsel to the Borough of Stone Harbor. The letter of Mr. Beinfield dated December 14, 2017, is attached hereto for reference only and is not part of the contract.
3. That the aforementioned contract is awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law and is entered into under and subject to the equal opportunity, anti-discrimination and affirmative action laws and regulations of the State of New Jersey, which are hereby incorporated by reference.
4. That a notice of the letting of the within contract be published in accordance with law within ten (10) days of its passage in an official paper of the Borough as designated in accordance with law.

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

(21)¹

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

A RESOLUTION APPOINTING AN ENGINEER,
FIXING HIS COMPENSATION AND TERM OF OFFICE

BE IT ORDAINED by the Members of Council of the Borough of Stone Harbor, in the County of Cape May and State of New Jersey, as follows:

WHEREAS, N.J.S.A. 40A:9-140 provides that the governing body of each municipality shall provide for the appointment of a Municipal Engineer and fix his salary; and

WHEREAS, DeBlasio & Associates have been nominated by the Mayor to be appointed Borough Engineer;

NOW, THEREFORE, BE IF ORDAINED by the Members of Council of the Borough of Stone Harbor, in the County of Cape May and State of New Jersey, that DEBLASIO & ASSOCIATES be and are hereby appointed Borough Engineer for a one (1) year term expiring on January 2, 2019.

1. All contract work shall be done on a fixed fee basis to be negotiated between the engineer and the Borough Council prior to the commencement of work and shall include preliminary cost estimates, plans, specifications, processing of change orders, preparation of estimates for payment of contractors, negotiations with contractors when required attendance at meetings related to the project, furnishing of line and grade for contractor, casual inspections of work during construction and making final inspection of the project.

2. The engineer shall be compensated as per the attached contract and Schedule of Billable Hourly Rates - 2018 on file with the Borough Clerk.

3. All expenses for environmental impact statements, permit fees, aerial photography, etc. shall be reimbursed at cost.

This Resolution shall take effect immediately upon final passage and publication in accordance with law.

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 theday of, 2018

Borough Clerk

The above resolution approved this day of....., 2018

Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(22)

RESOLUTION

RESOLUTION TO CREATE A LIST OF QUALIFIED FIRMS TO CHOOSE FROM FOR NON-LEGAL SERVICES IN THE FUTURE – ALTERNATE ENGINEERS

WHEREAS, the Borough of Stone Harbor advertised a request for qualifications (RFQ) under the Fair and Open Process for Borough Engineer to which it received multiple responses; and

WHEREAS, the Borough of Stone Harbor has chosen a Borough Engineer and wishes to create a list of qualified firms as Alternate Engineers, which it may choose to enter into a contract to provide profession services in the future as needed; and

WHEREAS, the firms named below have provided responses which satisfy the minimum requirements as set forth in the RFQ; and

WHEREAS, at the time the Borough is prepared to enter into a contract, qualified firms shall comply with "Local unit Pay-To-Play Law" and where appropriate, the Local Public Contracts Law; and

WHEREAS, the list of qualified firms is for a one (1) year period from January 2, 2018. Prior to incurring services the certification of availability of funds shall be made by the CFO as appropriate and attached.

NOW, THEREFORE, BE IT RESOLVED that the Borough of Stone Harbor does hereby create a list of qualified Alternate Engineers who may be called upon to provide engineering services as the need should arise:

MOTT MCDONALD

211 Bayberry Drive, Suite 1A
Cape May Court House, N.J. 08210

MOTT & ASSOCIATES, LLC

3122 Fire Road, Suite 201
Egg Harbor Township, N.J. 08234

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(23)

RESOLUTION

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT
WITH PAUL BALDINI ESQ. ATTORNEY AT LAW**

WHEREAS, the Borough of Stone Harbor in the County of Cape may and State of New Jersey occasionally requires the review of certain conflict legal matters; and

WHEREAS, Paul Baldini law offices at 4413 New Jersey Avenue, Wildwood could handle such matters for the Borough and is an attorney at law in good standing who is familiar with municipal law and CRS; and

WHEREAS, Mr. Baldini will serve in the capacity of conflict counsel for the Borough for an amount not to exceed \$ 145.00/ hour which amount has been certified as available by the Chief Financial Officer and is below the bid and play-to-play thresholds;

NOW, THEREFORE, BE IT RESOLVED on this 2nd day of January, 2018 by the Borough Council of the Borough of Stone Harbor that Paul Baldini be and hereby is designated as conflict counsel for the Borough for the year 2018, under and subject to all legal requirements related to professional services contracts, at an hourly rate of \$145.00

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

(24)

WHEREAS, the Borough is required to provide a Public Defender for the Stone Harbor Municipal Court; and,

WHEREAS, the Public Safety Committee has recommended the hiring of Michael A. Sorensen, Esq. who has agreed to handle the post; and,

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. permits the execution of a contract with a professional for professional services without the necessity of competitive bids but requires that such contracts be available for public inspection,

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 a contract be and it is hereby awarded to Michael A. Sorensen, Esq. as the Public Defender for the Stone Harbor Municipal Court at a fee of \$3,500.00, total, for the year 2018, regardless of the number of cases assigned by the Court.

BE IT FURTHER RESOLVED that notice of the letting of this contract be published in the Cape May County Herald within 10 days of the date hereof.

BE IT FURTHER RESOLVED that this resolution shall only become effective when a copy of the Certification of Availability of Funds, prepared by the CFO of this Borough, is attached hereto.

BE IT FURTHER RESOLVED that two copies of this resolution shall be forwarded to Michael A. Sorensen, Esq. to be signed where his name appears at the bottom of said copies, which signature shall constitute a contract between the parties when a copy of same has been signed and delivered to the Borough Clerk.

BOROUGH OF STONE HARBOR

Michael A. Sorensen, Esq.

Judith M. Davies-Dunhour, Mayor

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 theday of, 2018

.....
Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(25)

RESOLUTION

RESOLUTION APPROVING A CONTRACT FOR PROFESSIONAL SERVICES OF LABOR RELATIONS COUNSEL

WHEREAS, The Borough of Stone Harbor requires the professional services of a specialist in the field of collective bargaining negotiations, personnel administration, and employer-employee relations; and

WHEREAS, it is desired to employ a professional, pursuant to law, who is duly trained, experienced and specialized in the area of collective bargaining negotiations, personnel administration and employer-employee relations; and

WHEREAS, the local Public Contracts Law provides for the entering into of a contract for Professional services pursuant to N.J.S.A. 40A:11-5(1)(a), without advertising for competitive bidding; and

WHEREAS, Borough has determined that Lawrence Pepper, Jr. and other members of the law firm of Gruccio, Pepper, DeSanto & Ruth, P.A. of Vineland, New Jersey hold professional licenses and are qualified to perform the said work and it is desired to enter a professional services contract with them for said services pursuant to law, and to provide for the advertising of a notice pursuant to law; and

WHEREAS, funds are available for the aforementioned as indicated in the Certificate of Available Funds prepared by the CFO of the Borough and attached hereto.

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Stone Harbor as follows:

1. Lawrence Pepper, Jr. and Gruccio, Pepper, DeSanto & Ruth, P.A. of Vineland, New Jersey is hereby retained as a professional labor negotiator to provide specialized services in the field of collective bargaining negotiations, personnel administration, and employer-employee relations. The said professional services to be received shall be "as directed" by the Borough of Stone Harbor from time to time.
2. The Mayor and Borough Clerk are hereby authorized and directed to enter into a contract with Lawrence Pepper, Jr. and Gruccio, Pepper, DeSanto & Ruth, P.A. for specialized professional services in the field of collective bargaining negotiations, personnel administration, and employer-employee relations, as aforesaid, for a term commencing upon the date of execution of the contract, a copy of which is attached hereto, and expiring on January 1, 2019 which contract shall provide for payment at the hourly rate of One Hundred Forty Five Dollars (\$145.00) Dollars per hour.
3. This contract is awarded without competitive bidding as a professional service in accordance with the provisions of the Local Public Contracts Law aforesaid and shall be in a form approved by the Borough. The preamble of the Resolution is hereby incorporated by reference as if set forth here at length.
4. This Resolution and a copy of the contract for professional services shall be maintained on file in the offices of the Borough of Stone Harbor for public inspection.
5. A copy of this Resolution shall be published in the local newspaper designed by the Borough as required by law, within ten (10) days of its passage.

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

(26)

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

AUTHORIZING PROFESSIONAL SERVICES AGREEMENT - EMPLOYEE BENEFITS CONSULTANT, BOROUGH OF STONE HARBOR

WHEREAS, Marsh & McLennan Agency has offered the Borough an Agreement for insurance and broker consulting services; and

WHEREAS, the Borough of Stone Harbor desires these professional services pursuant to this resolution adopted by Borough of Stone Harbor; and

WHEREAS, employee benefits consultants are extra-ordinary unspecified services, and permitted exceptions to the public bidding requirements of the Local Public Contracts Law; and

WHEREAS, N.J.A.C. 5:34-2 provides that the Division of Local Government Services believes that insurance contracts satisfy all the criteria for extraordinary unspecifiable services; and

WHEREAS, it is believed to be in the best interest of the Borough that it enter into an Agreement with Marsh & McLennan Agency as the Borough's employee benefits consultant

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 Mayor and Borough Clerk be and they are hereby authorized, empowered and directed to execute an Agreement with Marsh & McLennan Agency, LLC, 510 Bank Street Commons, Cape May, N.J. 08204, to assist the Borough as the Employee Benefits Consultant as per the Agreement, attached hereto.

BE IT FURTHER RESOLVED that the Borough of Stone Harbor agrees to pay Marsh & McLennan Agency a fee of \$ 30,000, \$7,500 in quarterly installments, for the period January 1, 2018 through December 31, 2018.

BE IT FURTHER RESOLVED that the statutory language required by N.J.S.A. 10:21 and 10:5-33 are hereby incorporated into the specifications, and this contract by reference, and the contractor contracting with the Borough is bound by said language, together with the other provisions of the Anti-Discrimination Laws of the State of New Jersey, Chapter 127 of the Laws of 1975.

BE IT FURTHER RESOLVED, that notice of this Resolution shall be published as required by law within ten (10) days of its adoption.

BE IT FURTHER RESOLVED that a copy of this Resolution shall only become effective when a copy of the Certificate of Availability of Funds prepared by the CFO of this Borough is attached hereto.

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 theday of, 2018

Borough Clerk

The above resolution approved this day of....., 2018

Mayor

(27)

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

RESOLUTION AUTHORIZING APPOINTMENT OF BOROUGH AUDITOR UNDER THE
"NONFAIR AND OPEN" PROCESS

BE IT RESOLVED by the Members of Council of the Borough of Stone Harbor, in the County of Cape May, New Jersey as follows:

WHEREAS, it is required that each Municipality have a Borough Auditor to handle accounting matters, and accounting services are professional services; and,

WHEREAS, the Borough of Stone Harbor is given authority by N.J.S.A. 40A:11 et seq to enter into contracts for "Professional Services" without competitive bidding where the need arises and as long as the award of such contract is made public by a Resolution of the Governing Body and the contractor submits certain disclosures in accordance with the "fair and open" process' and;

WHEREAS, limiting the influence of campaign contributions on municipal appointments is an important policy of the Borough and the "nonfair and open" process prevents any professional from contributing more than \$300 to any local political party or campaign; and

WHEREAS, the required pay-to-play disclosures are on file with the Borough Clerk as required by law;

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 as follows:

1. That Leon Castello, a Registered Municipal Accountant, of Ford, Scott, & Associates, L.L.C. is hereby appointed auditor for the Borough of Stone Harbor for the year ending December 31, 2018.
2. That the Mayor is authorized and directed for forthwith execute on behalf of the Borough of Stone Harbor a contract for Professional Services, such contract being under and subject to the provisions of the affirmative action and antidiscrimination laws and regulations of the State of New Jersey and that the Auditor be paid for his services at a fair and reasonable amount, said amount not to exceed \$34,800 as evidenced by a Certification from the Chief Financial Officer attached hereto.
3. That a copy of this resolution shall be published in the Cape May County Herald as required by law within 10 days of its adoption.

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, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....

Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

(28)

RESOLUTION ACCEPTING THE STONE HARBOR FIRE COMPANY STIPEND POLICY

WHEREAS, in accordance with Ordinance 1246, (§290), as adopted by Borough Council on December 6, 2005, the Stone Harbor Volunteer Fire Company #1 has submitted an updated stipend policy for review and acceptance by Borough Council; and

WHEREAS, the Fire Chief has presented the attached policy in the form of a Standing Order to Borough Council for approval, (updated stipend policy approved September 19, 2017 attached) along with the appropriate form of waiver;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey, duly assembled in public session this 2nd day of January, 2018 as follows;

1. That the preamble of this Resolution is hereby incorporated herein by reference;
2. That the attached forms of Standing Order and Waiver are hereby accepted for 2018 in accordance with Ordinance 1246 (§290).

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, 2018

The above resolution approved this day of....., 2018

Borough Clerk

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(29)

RESOLUTION

AWARDING PROFESSIONAL SERVICES CONTRACT FOR BEACH PROFILE SURVEY AND LOGOON SURVEY

WHEREAS the Borough of Stone Harbor is given authority by N.J.S.A. 40A:11 *et seq.* to enter into contracts for "Professional Services," without competitive bidding, where the need arises and so long as the award of such contract is made public by a Resolution of the Governing Body ; and

WHEREAS, the Borough of Stone Harbor requires specialized expert services in connection with an integrated study of shoreline changes in Stone Harbor; and

WHEREAS, the Richard Stockton College of New Jersey Coastal Research Center headed by Stewart C. Farrell, Ph.D., has agreed to continue the semi-annual survey monitoring of the municipal shoreline at 8 locations between 82nd and 123rd Street, as outlined in a proposal entitled "Proposal to Survey 8 Beach Profiles Semi-Annually in 2018 (Task 1) as part of a study of shoreline changes in Stone Harbor" made a part hereof by reference and on file with the Borough Clerk, with a project cost of \$ 14,998.46, and Stone Harbor Lagoon Survey Fall of 2018 (Task 2 A,B,C,D) for a total of \$8,486.78. Total without contingency \$23,485.24. Contingency for meetings cost of \$ 1,685.00 and a contingency for emergency survey work of \$8,964.11; and

WHEREAS, funds are available for award of this contract as evidenced by the Chief Financial Officer's certification of funds attached hereto;

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, duly assembled in public session this 2nd day of January, 2018, that a contract be and it is hereby awarded to Richard Stockton College Coastal Research Center/Stewart C. Farrell, Ph.D., to do a survey; and

BE TI FURTHER RESOLVED that this Resolution, the incorporated proposal and the mandatory affirmative action and anti-discrimination language shall constitute the contract and that the Mayor and Clerk be and are hereby authorized and directed to execute said contract on behalf of the Borough.

BE IT FURTHER RESOLVED that the statutory language required by N.J.S.A. 10:2-1 and 10:5-33 shall be executed by the contractor as a condition of award and shall be part of the contract.

BE IT FURTHER RESOLVED that notice of the letting of this contract be published in accordance with law.

Contractor _____ For the Borough of Stone Harbor _____
Dr. Stewart C. Farrell, Ph.D. Date Judith M. Davies-Dunhour, Mayor Date

Attest _____
Suzanne C. Stanford, 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, 2018

The above resolution approved this day of....., 2018

Borough Clerk

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

(30)

APPOINTING A COORDINATOR, OFFICE OF EMERGENCY MANAGEMENT

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 Jonathan T. LaKose be appointed Coordinator of the Office of Emergency Management for a 3 year term, said term to expire on December 31, 2020.

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....

Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(31)

RESOLUTION

RISK MANAGEMENT CONSULTANT AGREEMENT

ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

This Agreement, entered into this 2nd day of January, 2018 between the Borough of Stone Harbor (hereinafter referred to as the "Municipality") and the J Byrne Agency Inc., a Corporation of the State of New Jersey, and Thomas P. Byrne, the responsible agent, having their principal office located at 5200 New Jersey Avenue, Wildwood, NJ 08260 (hereinafter referred to as the "Consultant").

WHEREAS, the Consultant has offered the services to the Municipality as the Professional Risk Management Consultant as required in the Bylaws of the Atlantic County Municipal Joint Insurance Fund; and

WHEREAS, the Municipality desires to contract for these professional services pursuant to the resolution adopted by the Mayor and Council of the Municipality at a meeting held on January 2, 2018.

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth in this Agreement, agree as follows:

1. For and in consideration of the compensation set forth in Paragraph 3 of this Agreement, the Consultant hereby agrees to provide Professional Risk Management services to the Municipality as follows:
 - A) The Consultant shall assist the Municipality in identifying its insurable exposures and shall recommend professional methods to reduce, assume or transfer the risk of loss.
 - B) The Consultant shall assist the Municipality in understanding and selecting the various types of coverage available from the Atlantic County Municipal Joint Insurance Fund.
 - C) The Consultant shall review with the Municipality any additional types of coverage that the Consultant believes the Municipality should purchase that are not available from the Fund. The Consultant shall purchase and bind any additional types of coverage authorized by the Municipality.
 - D) The Consultant shall assist the Municipality in the preparation of applications, statements of values and other documents requested by the Fund. However, this Agreement does not include any appraisal work by the Consultant.
 - E) The Consultant shall review the Municipality's annual assessment as prepared by the Fund, and shall assist the Municipality in the preparation of its annual insurance budget.
 - F) The Consultant shall review the loss and engineering reports for the Municipality, and shall assist the Safety Committee in its loss containment objectives within the Municipality.
 - G) The Consultant shall attend and actively participate in the Municipality's Safety Committee activities and meetings, and shall present information to the Safety Committee on Safety related topics.
 - H) The Consultant shall attend the Municipality's Member Accident Review Panel meetings and assist the Municipality in determining the cause of accidents. The Consultant shall suggest any remedial actions necessary to avoid future accidents.

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

- I) The Consultant shall assist the Municipality in determining the necessary training for each employee in each Municipal Department based upon the employee's job description and in accordance with OSHA and other governmental regulations.
- J) The Consultant shall assist the Municipality in scheduling employee training, both internal and external, including the tracking of course attendance and completion of course requirements.
- K) The Consultant shall assist the Municipality with the timely and accurate reporting of all claims, which shall include the establishment and implementation of claims reporting procedures.
- L) The Consultant shall assist, when requested by the Municipality and/or the Claims TPA, with the investigation of claims filed against the Municipality.
- M) The Consultant shall review the Municipality's loss data on a regular basis and prepare reports to the Municipality on recent losses, open claims, and loss trends.
- N) The Consultant shall review the performance of the Municipality's Claims TPA on a quarterly basis including reserving practices, adjuster claim counts, and supervisor file review.
- O) The Consultant shall assist the Municipality by reporting to the Fund changes in exposures including the deletion and addition of vehicles, equipment, and properties and the contracting of Municipal services to third parties.
- P) The Consultant shall assist the Municipality and Fund professionals in the annual renewal process including the gathering and verification of exposure data.
- Q) The Consultant shall order Certificates of Insurance from the Fund.
- R) The Consultant shall review Certificates of Insurance received by the Municipality.
- S) The Consultant shall review proposed contracts between the Municipality and organizations and contractor's to verify that the appropriate indemnification and hold harmless language is contained in the Contract and that the Certificate of Insurance Guidelines are being followed.
- T) The Consultant shall evaluate and advise the Municipality on the risk management aspects of public events being staged or sponsored by the Municipality.
- U) The Consultant shall review the annual coverage documents to verify the accuracy of the policies.
- V) The Consultant shall respond to questions regarding coverage from the Municipality's officials.
- W) The Consultant shall actively attend and participate on the Fund Subcommittees as authorized by the Fund Bylaws.
- X) The Consultant shall regularly attend the Monthly Executive Committee meetings of the Fund.
- Y) The Consultant shall execute and file with the Municipality, as part of this agreement, and the Executive Director's office a copy of the Atlantic County Municipal Joint Insurance Fund Confidentiality Agreement.

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

RESOLUTION

- Z) The Consultant shall at least twice annually, prepare and present a written report to the Governing Body of the Municipality outlining the Municipality's Insurance and Safety Program.
 - AA) The Consultant shall assist the Municipality with the settlement of claims, with the understanding that the scope of the Consultant's involvement does not include the work normally performed by a public adjuster.
 - AB) The Consultant shall perform any other services required by the Fund's Bylaws.
2. The term of this Agreement shall be for a period of three (3) years commencing the second day of **January, 2018**, or from the effective date of coverage, unless this Agreement is terminated as set forth in Paragraph 5 of this Agreement.
 3. The Municipality authorizes the Fund to pay its Consultant, as compensation for services rendered, an amount equal four percent (4%) of the Municipality's annual assessment as promulgated by the Fund. Said fee shall be paid to the Consultant within thirty (30) days of the payment of the Municipality's assessment to the Fund. The Consultant shall receive no other compensation or commission for the placement or servicing of any municipal coverage with the Fund.
 4. For any type of coverage that is authorized by the Municipality, to be purchased outside of the coverage offered by the Fund, the Consultant shall receive as his full compensation, the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in Paragraph 3 of this Agreement.
 5. Either party may cancel this Agreement at any time by notifying the other party, in writing, of their intention to terminate this Agreement. The termination shall be effective on the ninetieth day after service of the notice. The compensation provided for in Paragraph 3 shall be pro-rated to the date of termination.

ATTEST: _____

MUNICIPALITY: _____

ATTEST: _____

CONSULTANT: Thomas P. Byrne

DATE: _____

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 theday of, 2018

.....

Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

BOROUGH OF STONE HARBOR

CAPE MAY COUNTY, NEW JERSEY

(32)

RESOLUTION

RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR SPECIAL COUNSEL – AFFORDABLE HOUSING FOR 2018

WHEREAS, the Borough of Stone Harbor is given authority by N.J.S.A. 40A:11 *et seq.* to enter into contracts for “Professional Services” without competitive bidding, where the need arises and so long as the award of such contract is made public by a Resolution of the Governing Body; and

WHEREAS, limiting the influence of campaign contributions on municipal appointments is an important policy of the Borough and the “nonfair and open” process prevents any professional from contributing more than \$300 to any local political party or campaign and this contract is let under that process and the required disclosure has been submitted; and

WHEREAS, the Borough Council and the Borough Solicitor’s Office have determined that it would be in the Borough’s best interest to hire Special Counsel to handle certain Affordable Housing matters on an as-needed basis; and

WHEREAS, Jeffrey R. Surenian, has an extensive background in Affordable Housing and possess knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized education, employment and experience; and

WHEREAS, the total amount of the contract is \$ 200.00 per hour not to exceed \$4,000 without approval by Council via Resolution and; and

WHEREAS, funds are available as evidenced by the Chief Financial Officer’s Certification attached hereto;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Stone Harbor, County of Cape May, State of New Jersey, duly assembled in public session this 2nd day of January, 2018 as follows:

1. That the preamble of this Resolution is hereby incorporated by reference as if set forth here at length;
2. That the existing contract for professional services with Jeffrey R. Surenian P.C., which contract is incorporated herein by reference and made a part hereof, shall remain in effect and include litigation matters, at the rate referenced herein, as assigned by the Solicitor in consultation with the Borough Administrator;
3. That the aforementioned contract is awarded without competitive bidding as a “Professional Service” under the provisions of the Local Public Contracts Law;
4. That the aforementioned contract is entered into under and subject to the equal opportunity, anti-discrimination and affirmative action laws and regulations of the State of New Jersey, which are hereby incorporated by reference and the contractor shall execute a copy of the required language which shall become part of the contract;
5. That a notice of the letting of this Professional Services Contract be published in accordance with law within ten (10) days of its passage in an official paper of the Borough as designated in accordance with law.

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 theday of, 2018

.....
Borough Clerk

The above resolution approved this day of....., 2018

.....
Mayor

„BOROUGH OF STONE HARBOR
CAPE MAY COUNTY
ORDINANCE NO. 1511

An Ordinance establishing and fixing salary ranges for certain positions within the Borough of Stone Harbor, New Jersey, County of Cape May.

BE IT ORDAINED by the Members of Council of the Borough of Stone Harbor, in the County of Cape May and State of New Jersey as follows:

Section 1. That the salary and wage ranges for certain positions within the Borough of Stone Harbor for the year 2018 are hereby fixed at the following amounts:

	<u>MIN</u>	<u>MAX</u>
Administrator	90,000	150,000
Police Chief	90,000	150,000
Police Captain	68,000	120,000
Director of Public Works	57,000	95,000
Water Plant Operator	3,000	6,000
Collector System Operator	2,500	5,000
Supervisor, Public Works	40,000	64,000
Administrative Assistant	30,000	58,000
Director of Finance/Chief Financial Officer	68,000	115,000
Payroll Coordinator	15,000	30,000
Tax/Utility Collector	48,000	80,000
Tax/Utilities Collector Clerk	25,000	45,000
Deputy/Assistant Tax Collector	25,000	45,000
Accounting Assistant	40,000	64,000
Tax Assessor	28,000	80,000
Deputy Tax Assessor	1,000	5,000
Borough Clerk	57,000	115,000
Deputy Borough Clerk	40,000	64,000
U.C.C. Official	57,000	95,000
Zoning Officer	20,000	40,000
Code Enforcement	20,000	40,000
Tech Ass't UCC Official	20,000	45,500
U.F.C. Official	48,000	80,000
U.F.C. Inspector Full Time/EMT	25,000	45,500
U.F.C Inspector Part Time	13/hr	18/hr
Plumbing Subcode Official	2,600	15,000
Electrical Subcode Official	15,000	22,000
Fire Subcode Official	2,600	7,800
Fire/Plumbing Inspectors part time	2,600	6,600
OEM Coordinator	4,000	8,000
Senior Deputy OEM Coordinator	3,000	8,000
Building Inspector	5,000	15,000
Receptionist	15,000	35,000
Safety/Right to Know Officer	1,000	6,000
Claims Coordinator	3,000	5,000
Recreation Director	30,000	65,000

	MIN	MAX
Recreation Manager	25,000	35,000
Prosecutor	15,000	20,400
Court Administrator	48,000	80,000
Deputy Court Administrator	30,000	45,000
Judge	25,000	35,000
Lifeguard Captain	17,000	38,000
Lifeguard Lieutenant	100.00/diem	200.00/diem
Lifeguard	75.00/diem	150.00/diem
Lifeguard Bonus	6.00/diem	10.00 diem
Beach Taggers	8.38/hr	18.00/hr
Secretary/Clerk	20,000	36,000
Clerk/Typist	20,000	36,000
Mayor		14,350
Plus \$150.00 for each approved wedding or civil union		
Council members		10,250
Hourly rated employees	minimum wage	33.00/hr
Beach Tag Supervisor	11,000	20,000
Zoning Board Secretary	1,500	3,000
Planning Board Secretary	200	300 per meeting
Planning Board Employee Rep	1,200	2,000
Zoning Officer		200 per meeting
WEB Administrator	500	2,000
Recycling Coordinator	500	2,000

Section 2. That Salaries, wages and compensation shall be paid in equal bi-weekly installments.

Section 3. This Ordinance shall become effective within the time prescribed by law and shall become void immediately after December 31, 2018.

APPROVED:

Judith M. Davies-Dunhour Mayor

ATTEST:

Suzanne C. Stanford, Borough Clerk