

Borough of Stone Harbor
WORK SESSION AGENDA
Tuesday, August 16, 2022
Borough Hall, 9508 Second Avenue, Stone Harbor

Call to Order: 4:30pm

Roll Call: Councilmember Moore, Councilmember Parzych, Councilmember Casper, Councilmember Gensemer, Councilmember Dallahan, Councilmember Krafczek

Statement of Public Notice: Adequate notice of the meeting was provided by posting a copy of the time and place on the Municipal Clerk's bulletin board and mailing a copy of same of the Press and the Cape May County Herald on January 5, 2022.

Salute the Flag

Reports of Standing Committees:

PUBLIC SAFETY - Councilmember Dallahan

Reports

Fire Department Report
Police Department Report
Lifeguard Captain
Engineer Report - Update on Beach Patrol Building
Office of Emergency Management -
Report to be Given by Fire Chief
Appointment of Coordinator

RECREATION & TOURISM - Councilmember Gensemer

Recreation Director:

Tourism Director:

- 2 Special Event Applications
 - Stone Harbor Chamber of Commerce Merchants' Day Sidewalk Sale – August 27th
 - Stone Harbor Chamber of Commerce Savor September Festival – Sept 23rd & 24th

ProFlight ABC Social Affair Permit – August 21, 2022

NATURAL RESOURCES – Councilmember Casper

Beach Nourishment Update – Doug Gaffney

Discussion:

Salary Ordinance Amendment(s)
Structure of Public Works Department
Borough Council Meeting Time
Support of the Cape May County Bridge Commission Grant Application

Adjournment

Kim Stevenson

From: Jonathon Lakose
Sent: Thursday, August 11, 2022 10:13 PM
To: Kim Stevenson
Subject: Military Leave of Absence

Kim,
Please allow this email to serve as my official resignation from my position on Planning Board as well as my position as Municipal OEM Coordinator. This resignation is temporary as a result of military leave. It is my intention to return to both positions upon my demobilization in August 2023.

Regards,
Jonathan LaKose

Kim Stevenson

From: Jenny Olson
Sent: Monday, August 8, 2022 4:16 PM
To: Kim Stevenson; Robert Smith; Judith Davies-Dunhour; Reese Moore
Subject: tourism item for 8/16 meeting agenda

Below are Tourism items for the 8/16 Work Session & Council Meeting Agenda.

WORK SESSION:

2 Special Event Applications

- Stone Harbor Chamber of Commerce Merchants' Day Sidewalk Sale – August 27th
- Stone Harbor Chamber of Commerce Savor September Festival – Sept 23rd & 24th

COUNCIL:

Motion for approval of North East Longboard Jr Pro & Open Surf Contest – Sept 17th & 18th
Motion for approval of Stone Harbor Chamber of Commerce Merchants' Day Sidewalk Sale – August 27th

Thanks,
Jenny



JENNY OLSON | Director of Tourism & Public Information | Borough of Stone Harbor
9508 Second Avenue, Stone Harbor, NJ 08247

Tourism@shnj.org | ph: 609.368.5102 x340 | cell: 609.780.0988

SHNJ.ORG





Date of Application

08/11/22

WMA 8/11/22

circ. 8/11/22

Work session 8/16/22

Council 8/16/22

Borough of Stone Harbor 2022 Special Event Application

Name of Event:

Stone Harbor Merchants Day Sidewalk Sale

Date of Event:

Sat, Aug 27th

Time of Event:

9AM - 7pm

Type of Event: ☐ Festival ☐ 1K / 5K / Athletic / Bike Race / Marathon☒ Other

Sidewalk Sale

The Borough of Stone Harbor requires all organizations, corporations, and/or individuals planning to stage an event to file an official application with the Clerk's Office. No Person shall conduct a special event on public lands owned or leased by the Borough of Stone Harbor unless authorized to do so by the Borough of Stone Harbor Municipal Code: Chapter 275. A non-refundable application review fee shall be paid to the Borough Clerk when the application is filed. There shall be a fee charged to each organization operating a special event. A contract will then be executed stating the terms and conditions in which both parties will adhere to. Sanction of the event is contingent upon approval from the Borough and its officials. Special events sponsored solely by the Borough of Stone Harbor are exempt from the payment of the fee for special event permit. Such special events shall be governed by applicable Borough policies. Borough Council retains the discretion to waive any provision of this chapter where deemed appropriate in the sole discretion of the Borough Council.

APPLICANT INFORMATION

1) Name of Organization:

Stone Harbor Chamber of Commerce

2) Address of Organization:

212 96th Street

Stone Harbor NJ 08247

3) Contact Person:

Marnie Leagle

Phone:

[REDACTED]

4) Email:

[REDACTED]

5) Is your organization tax exempt?

NO

Tax ID #

22-2025195

6) Is this a non-profit event?

NO

NJ Registered Charitable Organization #

CERTIFICATE OF INSURANCE

Events are required to provide the Borough of Stone Harbor with a Certificate of Insurance indicating the continuation of insurance coverage and designating the Borough of Stone Harbor as an "Additional Insured." A copy of the Additional Insured Endorsement page(s) must be provided with the certificate. The policy must be current and not expire before or on the dates of the event.

REQUIREMENTS

I. LOW HAZARD *Indoor/outdoor meetings, picnics & social gatherings (no alcohol)*

A. Commercial General Liability \$ 100,000

* If a private and/or non-profit group is sponsoring the event, a \$100,000 policy will suffice or evidence of a homeowners insurance policy.

B. Municipality to be named as "Additional Insured"

II. MODERATE HAZARD *Dances, animal shows, parades, rallies, family concerts*

A. Commercial General Liability \$ 1,000,000

B. Automobile Liability \$ 1,000,000

C. Workers Compensation Statutory

D. Municipality to be named as "Additional Insured"

III. HIGH HAZARD *Team sporting events, circuses and carnivals with rides*

A. Commercial General Liability \$ 1,000,000

B. Automobile Liability \$ 1,000,000

C. Workers Compensation Statutory

D. Municipality to be named as "Additional Insured"

IV. SPECIAL HAZARDS *Rock concerts, professional sports, rodeos, vehicle races, fireworks, crowds over 25,000 and all functions where alcohol is served.*

Due to variable factors such as crowd size, potential hazards, availability and cost of insurance coverage, the Borough of Stone Harbor must consult with our municipal attorney. Please complete the application for consideration.

HOLD HARMLESS

To the fullest extent permitted by law, Manie Leyle, agrees to defend, pay on behalf of, indemnify, and hold harmless the Borough of Stone Harbor, its elected and appointed officials, its agents, employees and volunteers and others working on behalf of the Borough of Stone Harbor against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the Borough of Stone Harbor, its elected and appointed officials, its agents, employees, volunteers or others working on behalf of the Borough of Stone Harbor, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with the use of or is in any way connected or associated with the use of the Borough of Stone Harbor public lands during the event.

SIGNATURE OF APPLICANT: Manie Leyle



Date of Application

8/11/22

Circ 8/11/22

Work Session 8/16/22

Council 9/6/22

Borough of Stone Harbor 2022 Special Event Application

Name of Event:

Savor En Blanc + Savor September Festival

Date of Event:

9-23-22 + 9-24-22

Time of Event:

6pm - 10pm Fri, 9/23
Noon - 5pm SAT, 9/24

Type of Event:



Festival



1K / 5K / Athletic / Bike Race / Marathon



Other

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Stone Harbor Chamber of Commerce

2) Address of Organization:

212 96th Street

Stone Harbor, NJ 08247

3) Contact Person:

Marnie Lingle

Phone:

609.231.1016

4) Email:

lingle543@comcast.net / admin@stoneharborchamber.org

5) Is your organization tax exempt?

NO

Tax ID #

22-2125195

6) Is this a non-profit event?

No

NJ Registered Charitable Organization #

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Due to variable factors such as crowd size, potential hazards, availability and cost of insurance coverage, the Borough of Stone Harbor must consult with our municipal attorney. Please complete the application for consideration.

HOLD HARMLESS

To the fullest extent permitted by law, Marnie Leugle, agrees to defend, pay on behalf of, indemnify, and hold harmless the Borough of Stone Harbor, its elected and appointed officials, its agents, employees and volunteers and others working on behalf of the Borough of Stone Harbor against any and all claims, demands, suits, or loss, including all costs connected therewith, and for any damages which may be asserted, claimed or recovered against or from the Borough of Stone Harbor, its elected and appointed officials, its agents, employees, volunteers or others working on behalf of the Borough of Stone Harbor, by reason of personal injury, including bodily injury or death and/or property damage, including loss of use thereof, which arises out of or is in any way connected or associated with the use of or is in any way connected or associated with the use of the Borough of Stone Harbor public lands during the event.

SIGNATURE OF APPLICANT: Marnie Leugle



SATURDAY, SEPT. 24TH

SAVOR SEPTEMBER

WINE, BEER & FOOD FESTIVAL

Downtown 96th St. Festival starts at noon.
LIVE MUSIC & ENTERTAINMENT, LOCAL WINE
& BEER, GREAT FOOD! FUN FOR ALL!

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New Permit Application - Social Affair



File Number: 537750
Permit Number:
Status: Municipal Review
Submitted Date: Jul 29, 2022 11:56:52 am
Permit Type: Social Affair
Permittee: AMERICAN LEGION 331 STEPHEN C LUDLAM INC
License Number:
Licensee:
Location Name: Stone Harbor Recreation 96th Street Tennis Courts
Location Address: 120 97TH STREET
STONE HARBOR, NJ 08247
USA
Permit Term From: mmm dd, yyyy to: mmm dd, yyyy

What is the specific event being held?

ProFlight Paddle Tennis Tournament

EVENT DATES

Date	Start	End
Aug 21, 2022	11:00 AM	5:00 PM

RAIN DATES

Date	Start	End
Sep 11, 2022	11:00 AM	5:00 PM

PERMITTEE QUESTIONS



1: Please supply the person's name and phone number to contact should there be any questions related to this application.

NAME
PHONE NUMBER

Jenny Olson
609-368-5102



2: Is the event premise owned by or under the control of a A) municipality, B) county, C) State or D) other? Please Identify the owner by one of the aforementioned codes. Provide the name of the owner, as well as a phone number for the owner and for what the premise is normally used.

A, Borough of Stone Harbor, 609-368-5102, Tennis and Paddle Tennis Courts



3: By checking yes, the applicant is stating that they are in good standing and do not currently have their non-profit status revoked.

☒ Yes ☐ No



4: Has the organization been issued a Social Affair Permit during the past three (3) years?

☒ Yes ☐ No



5: Does the event premise hold an alcoholic beverage license or Winery Salesroom/Outlet issued by the New Jersey Division of Alcoholic Beverage Control?

☐ Yes ☒ No



6: For what purpose is the premise normally used for?

Tennis and Paddle Tennis play



7: Does the premise conduct mercantile business?

☐ Yes ☒ No



8: How is a charge assessed? Ticket, contribution or other; please specify.

Contribution



9: Who is the recipient of the proceeds?

American Legion 331 Stephen C Ludlam Inc



10: Will you be dispensing Wine?

☒ Yes ☐ No

What is the cup size?

Word, Excel, PDF.

Response: Endorse

Does this response include Special Conditions? Yes No

MUNICIPAL COMMENTS / REASON:

Cans of beer can be sold - applicant must open the can and hand to purchaser

DOCUMENTS TO ATTACH

The following documents may be required to be submitted with your response. A mandatory upload will be denoted by the "yes" in the "Required" column. Use the "upload File" button below to begin attaching the required documents. If you have any of the non mandatory documents feel free to ignore them.

Document Type	Description	Sample Form	Required?
Special Conditions		(n/a)	

UPLOADED DOCUMENTS

Please upload a working document to allow the conditions to be copied / pasted. Word documents are preferred.

Description	Document Type	FileName	Uploaded Date
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Read the below certification and follow the prompts to respond to this application. Use the "Endorse" button to submit the application, in favor, to ABC. Use the "Do Not Endorse" button to submit the application, not in favor, to ABC.

By checking the box below, and entering my full name in the following format (First and Last Name), I hereby certify that I:

- 1. Have the authority to act on behalf of the municipality in this matter;
- 2. Have reviewed the application submitted;
- 3. Have considered any objections made to this application; and
- 4. Have concluded that there are not more than 25 permits issued for the premises designated in this application for this calendar year. (Not Applicable to the AI permit)

I further certify that the statements provided herein are accurate. If any of the foregoing statements are willfully false, I am subject to punishment.

☒ Check here to indicate that you have read and agree to the certification above. Full Name: Kimberly A. Stevenson

[Return to Permitting Menu](#)

Screen ID: 1728976

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

ORDINANCE 1613

**AN ORDINANCE AMENDING ORDINANCE No. 1603
– THE 2022 SALARY ORDINANCE
(Amending Job Titles & Maximum Limitations)**

Section 1. Ordinance No. 1603 is hereby amended by adding the following:

	Minimum	Maximum
Director of Public Works	\$95,000	\$150,000
Supervisor of Public Works	\$40,000	\$ 80,000
Payroll Benefits Coordinator	\$40,000	\$ 60,000
Assistant Administrator	\$80,000	\$ 95,000
Recreation Director	\$65,000	\$ 80,000
Technical Assistant Construction	\$45,000	\$ 75,000
Administrative Assistant	\$40,000	\$ 65,000
Receptionist	\$15,000	\$ 50,000
Mayor		\$ 20,000
Council		\$ 15,000
Inspector/Code Enforcement	\$18.00/hr	\$21.00/hr
Mechanical Inspector	\$ 2,500	\$ 25,000

APPROVED

Judith M. Davies-Dunhour, Mayor

ATTEST:

Kim Stevenson, Borough Clerk