

**MINUTES OF THE WORK SESSION OF MAYOR AND COUNCIL OF  
THE BOROUGH OF STONE HARBOR HELD IN THE MUNICIPAL  
BUILDING, July 5, 2022**

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The meeting was called to order by Mayor Davies-Dunhour at 4:30 p.m.

**ROLL CALL**

**PRESENT**

Judith M. Davies-Dunhour, Mayor  
Kim Stevenson, Borough Clerk  
Marcus Karavan, Solicitor  
Robert Smith, Borough Administrator  
James Craft, CFO - Absent

Councilmembers  
Reese Moore  
Bunny Parzych  
Robin Casper  
Jennifer Gensemer  
Frank Dallahan  
Charles Krafczek - Absent

**SALUTE TO THE FLAG**

Mayor Davies-Dunhour announced that the meeting was now open. Adequate notice of the meeting was provided by posting a copy of the time and place on the Municipal Clerk's bulletin board and mailing a copy of same to the Press and the Cape May County Herald on January 5, 2022.

**FOR THE RECORD, THIS WORK SESSION WAS HELD VIA VIDEO/TELEPHONE  
CONFERENCE IN A ZOOM FORMAT AS WELL AS IN PERSON**

**REPORTS OF STANDING COMMITTEES**

**A&F Report – Councilmember Moore for Councilmember Krafczek**

**Engineer Report- Marc Deblasio**

All work for 2021 Utility and Road Program has been completed and is ready to be closed out at a savings of \$257,000 for the Borough. DeBlasio and Associates is currently working with the Contractor on a change order specific to improvements to the chlorination system at the 80th Street Well and the 96<sup>th</sup> Street Treatment Plant.

Beach Patrol Building Update: TCO was issued on June 9<sup>th</sup> for the 1<sup>st</sup> floor and the TCO for the entire building should be issued the week of July 11<sup>th</sup>.

Design Plans for the Third Avenue water and sewer improvements are in the final stages of completion and need to be coordinated with the 93<sup>rd</sup> Street Pumpstation piping.

Grants: Fiscal year 2023, NJDOT, Application for reconstruction of 96<sup>th</sup> Street from Second Avenue to Third Avenue was successfully submitted on June 24<sup>th</sup>, State should announce awards by the end of 2022.

Deblasio and Associates successfully submitted an application to the NJDEP I Bank loan and grant application for water/sewer improvements and are currently at the pre-application stage which has been rescheduled to July 15<sup>th</sup>.

**Tax Collector: Deb Candelore**

Revenue Collection for month of June:

Taxes: \$335,894

Utilities: \$529,046

**Construction: Ray Poudrier**

In line with the previous June Construction work and permits, not much to report. Currently Zoning applications on file have hearings booked through October 2022.

**Tax Assessor: Margaret Slavin**

17 Deeds reported for the month of June; Eight were cash transactions, remaining nine were \$1 deed transfers; Eight certified lists completed and five COAH inspections for new construction.

**Borough Clerk: Kim Stevenson**

Reported transactions for the month of June for the Clerk's office totaling \$64,353.

CFO: Jim Craft - Absent

**Public Works Report – Councilmember Moore**

**Public Works Director: Manny Parada**

**Beaches, Streets & Marina:** All upkeep of equipment and property continue to be completed daily.

**Grounds:** Native plants were planted at the Bird Sanctuary as well as 121<sup>st</sup> Street; Assisted with the synthetic turf project at the Borough Hall; Clay courts at 80<sup>th</sup> Street Rec are maintained daily; Broken irrigation head at clay court has been repaired.

**Buildings:** Upkeep of all borough building and beach concession stands; new lights installed at recreation department for basketball court.

**Water/Sewer:** Water samples are collected, stations checked daily sanitary sewer pipe at bird Sanctuary has been videotaped and sent to DeBlasio and Assoc for review.

**Trash Collection:** Pick up twice daily, incentive program is working well.

**Automotive:** All small engine equipment and fleet continues to be repaired as needed.

Councilmember Dallahan asked for an update on the tippers for the Trash trucks: Only one truck has been outfitted; A mechanical issue with a trash truck has delayed the install of the second truck.

**Update on the Point:** The work completed to repair the beach damaged from a recent storm has been completed. Pictures of the work completed were provided for council review. Estimated cost to repair was \$15,000.

**Solid Waste Ordinance Update:** Effective July 11<sup>th</sup>, the changes within the Ordinance will require placement of the trash cans outside fenced areas where there are pools or pets.

**Synthetic Turf Project:** Looks great! Shared project between the Borough of Stone Harbor and SHPOA. Thanks to Forever Lawn for assisting with the cost and expediting the project for the borough.

**Utility Report – Councilmember Parzych**

**Chlorination upgrades of 80<sup>th</sup> Street well & 96<sup>th</sup> Street treatment plant:** permit in place. A savings of \$280,000 on the 2021 Utility and Road Program will assist with the cost of the chlorination changeover which will result in a safer process for chlorinating the borough’s water supply. The change order will be presented at the next council meeting for approval. In addition, there was a savings in the cost of design of this project.

A Microsoft Team meeting has been scheduled to review of the IBank application for water/sewer upgrades.

**Meter Upgrades:** Improvements should come in under budget.

**Water Diversion:** June 2022: 32.2 million  
June 2021: 35.194 million  
June 2020: 36 million  
June 2019: 25 million

No Further Discussion

Upon Motion by: Councilmember Frank Dallahan  
Seconded by: Councilmember Reese Moore

That the Work Session Meeting of Mayor and Council be adjourned at 4:55p.m.

**Vote 6 Councilmembers AYE**

APPROVED [Signature], 2022  
[Signature], Mayor  
ATTEST [Signature], Borough Clerk