

Borough of Stone Harbor
WORK SESSION AGENDA
Tuesday, August 2, 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

Update on 2022 Committee Goals

A&F Committee: Councilmember Krafczek
Public Works Committee: Councilmember Moore
Public Safety: Councilmember Dallahan
Rec & Tourism: Councilmember Gensemer
Utilities: Councilmember Parzych
Natural Resources: Councilmember Casper

Reports of Standing Committees:

A&F COMMITTEE - Councilmember Krafczek

Borough Engineer
Tax Collector – Update on Tax Billing; Extend the Grace period on 3rd quarter
Tax Assessor
Construction
Borough Clerk – CRS Update
CFO

PUBLIC WORKS - Councilmember Moore

UTILITIES COMMITTEE – Councilmember Parzych

Review of Article XI: Department of Utilities Section 10-47 Department Established; composition

Discussion:

Tourism Director – Jenny Olson
Surf Contest – Hosted by the American Legion- September 17 & 18th

Borough Council Meeting Scheduling – Time of Meetings

Adjournment



BOROUGH OF STONE HARBOR
CONSTRUCTION-ZONING
9508 SECOND AVE
STONE HARBOR, NEW JERSEY 08247

TO: Mayor and Council
FROM: Construction Office
DATE: Period Ending: July 2022

CONSTRUCTION OFFICE

PERMIT	NO. OF PERMITS ISSUED	FEES COLLECTED
Building Permits	<u>11</u>	9,731.00
Electrical Permits	16	<u>1,573.00</u>
Plumbing Permits	6	<u>1,689.00</u>
Fire Permits	<u>5</u>	680.00
DCA Permits	20	1,211.00
Zoning Permits	13	7,162.00
CTT's	6	300.00
Mechanical	3	225.00
Certificate of Occupancy	18	1,508.00
Dock	1	<u>516.00</u>
Outdoor Dining	---	---
Dumpster/Semi Trailer	2	500.00
Bulkhead	2	<u>1,025.00</u>
Street Openings	5	1,250.00
TOTAL		27,370.00

DeBlasio Engineer-Surety (Street Opening) (5) \$5,870.00
DeBlasio Engineer-Surety (Grading Plan) (2) @ \$ 850.00 \$1,700.00
DeBlasio Engineer - Bulkhead (2) \$2,750.00


Total Deposit \$ 37,690.00

Borough of Stone Harbor
Department of Public Works
Borough Hall: 9508 Second Avenue, Stone Harbor, NJ 08247
Department of Public Works: 8018 Third Avenue
Phone: (609) 368-7311, Fax: (609) 368-6920

July 2022 Public Works Report

Friday, July 29, 2022

To: **Mayor & Council** via Kim Stevenson, Borough Clerk
Robert Smith, Borough Administrator
Kim Stevenson, Borough Clerk
cc: **Francisco Tirado**, Assistant Director
Robert Brewer, Supervisor
Working Foremen: Donald Cashmore, Joseph Hughes, Scott Foster,
Michael McCarraher, Timothy Brophy, Levin Oakley
Monthly Report File

From: **Manny Parada, Director** 
Carrie Bosacco Administrative Assistant, **Rebecca Gibula**, Secretary/Clerk

Beach, Streets, and Marina

1. The Point Road project has been completed.
2. Beach rake is every day along with filling in large holes left by beach goers.
3. Handicap sign was installed at 8307 Sunset Drive.
4. 25 mph solar sign was installed at 300blk and 95th Street per Police Department.
5. This department has assisted in solid waste collections and a water and sewer lateral install.

Grounds

1. Lawns are cut weekly. Flower beds weeded as needed. The Second Avenue are islands are edged bi- weekly. Trees branches have been trimmed back from a Stop sign.
2. The hanging baskets and urns are water and pruned daily.
3. The clay courts at the 82nd Street Recreational Center are maintained daily, lines are swept in the morning and in the afternoon, rolled on Monday, Wednesday and Friday.
4. Litter is picked up on Borough properties daily.
5. The Grounds Department continues to maintain all systems and Borough properties.
6. This department has assisted in solid waste collections.

Buildings

1. Maintaining concession stands (sand, door and windows operational, etc...)
2. Painted Police Department light fixtures and sign.
3. Repairing police men's room shower valve

4. Mounted antenna on new SHBP Beach Shack.
5. Removed old electric wires going to old SHBP beach shack.
6. Power washed Chelsea Park benches and pavilion.
7. Installed new ballards at the South end porta pot enclosure.
8. Repaired lights at the Marina
9. Repaired 911 memorial bricks at the Fire House.
10. Repaired Fire House HVAC unit.
11. Started janitorial service for new lifeguard building

Special Events:

Farmers market
 Concerts
 July 4th events
 Rugby tournament
 Softball tournament
 Wetlands event
 Prep for 7 Mile Play.

Water & Sewer

1. Daily lift station and well information is collected.
2. Water samples are being collected according to DEP requirements.
3. Every Friday the 94th Lift Station is jettied and basket emptied.
4. Continue to clean the storm basin on a regular basis and when time allows.
5. Weekly we install new services plus upgrades damage ones.
6. Mark outs are completed as soon as they come in from the One Call System.
7. We exercise emergency generation on a monthly basis.
8. Static testing is done on our wells are needed per DEP requirements.
9. New rebuilt motor for well pump at 80th Street was installed.
10. Complete risk and resiliency analysis for system for USEPA.

Solid Waste Disposal

1. Residents continue to use the convenience center. Hours have been cut back by 2 hours on the weekend. Usage peaked the week of Jul 11th.
2. July 11th Ordinance No 1608 was put into place. DPW personal will not enter into fenced on yards with pool or pets.
3. Disposal
 - 362.17 tons Solid waste
 - 147.49 tons Single stream recycle
 - 7.92 tons Bed clean out
 - 24.06 tons bulk

Automotive The Fire Company, Police Department, Beach Patrol, Recreation Center, Administration, and Public Works automotive fleets, fuel pumps, and small engine equipment are maintained and repaired as needed.

~~Chapter 10 Administration of Government~~

~~Article XI Department of Utilities~~

§ 10-47 ~~37 Department~~ **Division of Utilities** established;
composition.

There shall be a Department **Division** of Utilities, which Department **Division** will be in charge of the operation, maintenance, ~~fee collection~~, and all other functions having to do with the day-to-day operations of the water and sanitary sewerage collection systems in the Borough of Stone Harbor. **The Division shall be incorporated within and a part of the department of Public Works.** The Department **Division** shall be under the direction, supervision, and control of the Mayor and of the Utilities Standing Committee of Borough Council. The Mayor, or those delegated by the Mayor, shall have the power to hire whatever employees are necessary for this Department, and may designate employees from other departments to do part-time work in this Department. **Director of Public Works.**

§ 10-48 ~~38~~ **Utilities Collector.**

There shall be a Utilities Collector, who will serve under the general supervision of the Mayor and the Utilities Standing Committee of Borough Council and, more specifically, under the supervision of the Administrator of the Borough. **Director of Finance.** The functions of the Utilities Collector shall include billing for the utilities and collection of the utilities fees and charges, together with any other duty necessary or appropriate in carrying out said functions.

Date of Application 7/27/22



Borough of Stone Harbor 2022 Special Event Application

Name of Event: North East Longboard Jr Pro & Open

Date of Event: Sept. 17th & 18th, 2022 Time of Event: 9:00 am - 4:00 pm

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

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: American Legion Post 331
- 2) Address of Organization: P.O. Box 232
Stone Harbor, NJ 08247
- 3) Contact Person: Kevin DelWald Phone: [REDACTED]
- 4) Email: [REDACTED]
- 5) Is your organization tax exempt? Yes Tax ID #
- 6) Is this a non-profit event? Yes NJ Registered Charitable Organization #