

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

**September 6, 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  
Steve Morris, Solicitor  
Robert Smith, Borough Administrator  
Lisa Marcolongo, Ass't Administrator

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

**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**

**Atlantic City Electric** – Ronnie Town - Meter Upgrade

Ronnie Town, External Affairs Manager for Atlantic City Electric for 38 years. July 2021 the BPU authorized the electric meter upgrade. The new meter will be able to determine if service at each property is out. The new meter will allow an easier upload of meter readings. Customers can also manage their energy usage allowing daily, weekly or monthly updates. Atlantic City Electric is expected to begin updating meters in Stone Harbor mid-November through January, weather permitting. The Contractor is CCI.

Councilmember Parzych confirmed that this upgrade will only be replacing existing meters. Ronnie confirmed that additional equipment is already in place.

Mayor Davies-Dunhour asked how customers are able to access their electric account. Ronnie explained that there is an Atlantic City Electric APP and she encourages everyone to sign up. The APP offers many different options such as reporting a street light outage.

Councilmember Dallahan reviewed the energy crisis that the State of California is going through and asked for comparison for Atlantic City Electric Customers in New Jersey. Ronnie stated that the grid that transmissions are generated are exceptional and on the forefront of ensuring that there is enough energy.

**REPORTS OF STANDING COMMITTEES**

**A&F Report – Councilmember Krafczek**

**Engineer Report- Marc Deblasio**

Material Submittals and logistics for the new chlorination system for the 80<sup>th</sup> Street Wellhouse and 96<sup>th</sup> Street Treatment plant have been approved. Construction is scheduled for late fall of this year.

Beach Patrol Building: A Temporary Certificate of Occupancy has been issued for the entire building and a final CO will be issued once the electrical panel is installed. Marc is hopeful that the panel will be received this month and will coordinate with Beach Patrol Captain on the changeover.

114<sup>th</sup> Street Sanitary Sewer main rehabilitation is scheduled to be advertised on September 12<sup>th</sup> and the bid opening is scheduled for September 28<sup>th</sup>. This is the first phase of the 114<sup>th</sup> Street Sanitary Sewer Pump Station Improvements.

Work Session, August 2, 2022

Groundwater and soil testing for the underground storage tank removal did not exceed DEP standards. A proposal for the removal of existing tanks and install of new tanks will be prepared and submitted by DeBlasio and Associates.

Grants: NJDEP IBank application will be discussed within the Utilities report.

2021 FEMA BRIC application was not approved however comments from NJDEP were received and will be reviewed for future grant opportunities.

**Tax Collector: Deb Candelore**

Revenue reports for August were presented:

Tax Collection for August: Prior Years Taxes \$22,691.25 Current Year: \$8,905,861.42 Preliminary: \$560,080.14, Interest: 6,724.88, Year-end penalties: \$1182.08, NSF fees: \$80.00 Cost of Sale: \$115.00. Total Revenue: 9,497,004.77.

Utilities Collections for August: Sewer \$200,207.53, Water \$161,817.35, Maintenance Infrastructure fees: \$3059.25, Interest: \$183.25, Miscellaneous Revenue \$385.00, Fire Suppression Fees: \$1,238.72 Total Revenue: \$366891.10

**Tax Assessor: Margaret Slavin**

Activity in the Tax Assessors office for the month of August included the following: 8 deeds – only 3 were actual sales; 2 COAH inspections, 7 certified lists completed. Margaret advised that she was at a Conference for one week.

There are currently 42 active listings in MLS, 10 sold last month and 21 are pending. The actual listings have increased significantly.

**Construction: Ray Poudrier**

Building and Zoning permits issued have almost doubled from last August however are in line with previous years. Title transfer inspections have been steady compared to previous years. There are seven demolition permits on file and that number is expected to increase. Ray expects a lot of congestion at 98<sup>th</sup> and Sunset with three homes under construction within that area. There is an elevation permit on file for Stone Court – raising home only a few blocks to stay within regulations.

Ray advised that the Construction Office is not allowing the start of construction on 112<sup>th</sup> Street until the revised DEP approvals are received and until infrastructure is complete within the street. The construction office will accept applications and plans from the developer which will be reviewed so that once all concerns are addressed, they can begin.

Construction Office Fee Schedule: Ray presented Chapter 345-24 of the General Code for review. Escrows received for Professional services, mostly for Zoning Board variance applications, have been insufficient. Every month there is a need for additional escrow to be added.

The Construction Office is requesting increases for the following four(4) fees:

- Variances: Escrow Fee. Increase to \$1200 (was \$500)
- Request for Extension of Time: Escrow of \$700 – Application fee remains the same. The escrow would be used for Borough Solicitor fees.
- Tax Map Changes: \$150 per lot (most map changes are minor subdivisions)
- Add Appeals: Application Fee \$150; Escrow \$700

Mr. Baldini can prepare an Ordinance for Council approval at the September 20<sup>th</sup> Council meeting.

Councilmember Gensemer asked how the fees were determined. Ray advised that a review of fees was discussed with Mr. Baldini and determined acceptable.

Work Session, August 2, 2022

**Borough Clerk: Kim Stevenson**

Reported transactions for the month of August for the Clerk's office total \$1,445.00.

**CFO: Jim Craft** – Absent

**Public Works Report – Councilmember Moore**

**Public Works Director: Manny Parada**

**Beaches, Streets & Marina:** 111<sup>th</sup> Street beach ramp has been repaired; shed at beach patrol headquarters has been moved to 82<sup>nd</sup> Street Rec; mark out underway for the solar panel speed sign at 84<sup>th</sup> Street and Second Avenue. Manny presented continued problems with digging holes on the beachfront, which is dangerous. Council discussed policy on how to handle the safety issue created by these holes and how the borough can prevent this issue; possibly prohibiting large shovels.

Over 100 miles of street sweeping was completed in the month of August.

**Grounds:** Very busy maintaining properties and irrigation systems within the borough. Two trees were removed, and eight new trees were planted, mostly along Second Avenue. 26 Acres of grass are cut each week by the grounds department.

**Buildings:** Continue to maintain all borough buildings and properties. Janitorial services were started at the beach patrol building once the TCO was received and there has been support to all borough events.

**Water/Sewer:** Continue to complete daily lift station checks, monitoring for DEP, cleaning storm drains (early morning) which will be completed more frequently in the fall season. Mark outs. Emergency Response Plan and Risk Resiliency analysis has been submitted to the EPA – which was an administrative consent order which has been satisfied; Continue lead service line compliance which has a deadline by July of 2031. USMR5 Unregulated Contaminant Monitoring Rule #5 (for PFOS)– Registration is complete, and testing will begin in January 2025.

**Trash Collection:** Convenience center is still operating 7 days a week and used regularly. Solid waste: 385 tons in August. Single Stream recycling 130 tons in August. 2/3 ton of wood pallets were removed, 21.9 tons of bulk waster and 1.4 tons of tires.

Modified Tipper is working well however is still not compatible with the 96-gallon trash container or the 2 and 3 cy roll off containers. Manny explained that it is a safety issue and there is a hold on fitting the additional 7 trash trucks at this time.

**Automotive:** The Public Works Department is now a registered CDL training facility with USDOT. 26 CDL drivers have been cleared within Public Works.

Completed 19 repairs and 7 scheduled maintenance items.

Key Performance Indicators have been started – only one month of data at this time.

Councilmember Moore added the following information: Winter trash schedule begins September 17<sup>th</sup> and bulk trash is scheduled for September 12<sup>th</sup> and October 11<sup>th</sup>.

Also, the Public Works Committee is working with members of the community on the stormwater mitigation project. There was a lot of information and feedback received at a meeting held last week. The committee is actively seeking alternatives to mitigating flooding concerns after the 93<sup>rd</sup> Street Pump Station project was terminated.

Trash Convenience Center Update: May modify hours however this service will continue. Very successful program.

**Utility Report – Councilmember Parzych**

Councilmember Parzych advised that there are two items on the agenda this evening for approval: A Change order to the water meter replacement contract which results in a decrease in the amount of \$8470.00 and a motion to bid the 114<sup>th</sup> Street Sanitary Sewer slip line project.

IBank Application Update: preapplication telephone conference for water/sewer and storm sewer improvements resulted in feedback which looks promising for the borough to receive a no interest loan and potentially grant funding relating to replacement of lead services.

Work includes: Outfall elimination (111<sup>th</sup> and 114<sup>th</sup> Street) and 2022 Road Program – approximate cost- \$10-11 Million dollars.

A resolution to approve the submission of engineering and planning documents for this grant application will be presented at the September 20<sup>th</sup> Council meeting. These documents would assist with further review of the IBank Application.

**Discussion:**

Chief Stanford: Extension of part time firefighters. Chief Stanford explained the difficulty with obtaining volunteers and is asking for an extension of their employment from September 9<sup>th</sup> to September 30<sup>th</sup>. He explained the increase in calls and the extension of the shoulder season has placed a need for this extension. Chief Stanford does not expect to obtain any additional volunteers that live within Stone Harbor and also mentioned the difficulty with obtaining part time firemen. He explained that any additional days beyond September 30<sup>th</sup> may create an issue with requirements for health benefits.

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 5:36p.m.

**Vote 6 Councilmembers AYE**

APPROVED 9/20, 2022

Joseph A. Caruso, Mayor

ATTEST Ken Giverson, Borough Clerk