

**TOWNSHIP OF MIDDLE  
TOWNSHIP COMMITTEE  
WORK SESSION AGENDA  
February 22, 2012 4:00 P.M. (prevailing time)**

**CALL TO ORDER:**

Mayor's announcement: I hereby declare that notice has been given to the Herald Times, the Atlantic City Press and posted on the bulletin board of the Middle Township Municipal Building, stating the time and place of the following meeting, as required in P.L. 1975, Chapter 231 of the State of New Jersey. (Sunshine Law). Notice of this meeting was properly given in Resolution No. 16-12 entitled "Establishing Work Session Meeting Nights" which was adopted by Township Committee of the Township of Middle on January 4, 2012.

Members present are Mayor Lockwood, Committeemember Donohue, and Committeemember DeLanzo.

Business Administrator Mark Mallett, Township Clerk Kimberly Krauss, Municipal Solicitor Marcus Karavan & Municipal Engineer Marc DeBlasio.

**FLAG SALUTE:****DEPARTMENTAL REPORTS AND PROJECT UPDATES:****Administration/Finance:****Shared Services Agreement – DCF**

Discussion was brought up regarding agreement with DCF for use of Carl Baker Center that was previously approved that needs to be finalized due to changes with attorney general.

DCF would like to continue to use the building but change term since regulations would not allow them to go past fiscal year. Also indemnification language is not allowed through attorney general, the township would be able to go forward if committee is ok with the changes.

Committee would have to do a resolution amending previous resolution approved to change term of serve.

**Donation of Land to Nature Conservancy**

Mark Mallett provided copies of maps to committee regarding parcels that the Nature Conservancy

Carol Mattessich – do we need to bid out?

Dotsie Garrabrant indicated that it does not need to be bid out.

Mark Mallett asked committee about the direction they want to move. Committeemember DeLanzo and Committeemember Donohue agreed. No comment from Mayor Lockwood. Dotsie indicated that her office would provide all deed and contract information for sale.

Carol Mattessich – suggested that deed contain language that the property would never be developed.

Dotsie to look into that. Nature Conservancy usually does do that... suggested Carol look into Garden State preservation act.

**Volunteer Board Appointments – tabled until another meeting.****Public Works & Engineering:****Engineering Duties**

Inspections were brought up in relation to a board engineer versus a township engineer.

Committeemember Donohue indicated that he requested that this be placed on this work session agenda.

Barb Cresse asked how this division happened with the municipal engineers. She commented on a relationship between Tony Anzelone from the Planning Board and Vince Orlando. This is a conflict that committee needs to look into.

Committeemember Donohue commented on a recommendation moved by the Planning board to have EDA as the engineer. That recommendation is not binding on the governing body. It was a recommendation that the board chair moved on behalf of EDA. Cannot speak of any relationship they have.

Committee discussed the current ordinance language as it states that the Municipal Engineer will do inspections for Zoning and Planning Board. Committee discussed having EDA finish work that is further along in the process then having Remington Vernick complete all work thereafter. Mark Mallett to look into particular projects that are in the works. Committee discussed doing a resolution like the one that was previously adopted outlining who does what.

**Engineering Report**

Marc DeBlasio gave a status report on various grant applications and capital improvement projects that are in the works. He also spoke of an Alternative Energy Review, which they are currently exploring for grant opportunities

for the township's energy audit which was complete in April of 2011. Also, electric bills will be reviewed for savings. He will be making recommendations to committee. RV will also review current contract with Hess.

Committeemember DeLanzo asked about the playground in Rio Grande and safety concerns. With plan for Rio Grande what is overall plan?

DeBlasio indicated that this playground as well as Davies Complex will be reviewed and a plan will be presented with a design to replace the play equipment.

Committeemember DeLanzo expressed that there is an active neighborhood group in the Rio Grande area that she would hope would be involved in this process. She still likes the idea of the dog park, whether in Rio Grande or at Fort Apache.

Committeemember Donohue also has heard from residents in that area that they want the play equipment down, but would like to see a plan in place before doing so.

**Legal:**

**Tax Collection/ Tax Assessment:**

**Construction/Plan/Zoning:**

**Recreation:**

**Police:**

**Animal Control**

Shared services agreements with half dozen municipalities that all generate revenue.

Committeemember DeLanzo indicated that last year an Ad Hoc committee formed to better understand animal control issues. Township increased rabies clinic from 1 to 3. We instituted a low cost spay and neuter program and have received a 2 year grant equaling \$27,000.00 to be used strictly for spay neuter ferial cats.

Animal awareness day is in April. The goal is to increase licensing in the township, which is required by law. Propose a 2 week census to walk around the twp. to get a better idea of the number of dogs in the town. Andrew Smith of PW has indicated he has help available as well as our animal control officer will be monitored daily. Mr. Smith would like to get started on the 25th to work better with spring PW projects. He approximated 2200 homes would be targeted in the twp.

Committeemember Donohue suggested "Robo" call first to notify residents ahead of time.

Mayor Lockwood indicated that he talked to the County Clerk to see if committee could place a question on the ballot asking people how many pets they have.

Committeemember DeLanzo acknowledged the ad hoc members.

Committeemember Donohue indicated this initiative would be a start at a minimum cost and he would be in favor of census.

Madelyn McCarroll indicated she would suggest that the employees that would conduct the census would have a minimum training to protect themselves against dog bites since they are entering personal property.

Mark Mallett stated that animal control received 1800 calls in 2011, 1200 calls come from Middle Twp. We receive hourly rates from the other shared service communities. Middle serves close to 50% of the towns in Cape May County.

Mark brought up picking up other towns.

Committeemember Donohue indicated that residents have expressed concern with spreading ourselves too thin with taking on more towns.

Chief Leusner indicated that the supervising Lieutenants salary should be included in the cost.

Bill Candell expressed that the homeowners work with animal control in preventive measures.

Committeemember Donohue % of calls that are wild?

Candell - 30% right now. Has been bulk of business in Avalon, Sea Isle. Islands do trap neuter return which has lowered cat calls. Lots of return visits to residents for follow up etc. that was not included in Marks numbers.

Committeemember DeLanzo indicated that Stone Harbor now contracts with someone for wildlife.

Bill expressed that it's just for injured wildlife that they exterminate.. He also informed Mayor Lockwood the difference between state agency enforcement and local enforcement.

Bonnie Millard asked how items are enforced by state agencies.

Bill - summons.

Bonnie Millard asked if when animal control goes out for barking dogs etc. if they can enforce the licensing of said pet.

Vilma Pombo indicated dogs that are presented to BOH for unlicensed dog bite reports need to be followed up by twp.

Bill suggested Twp. go to a 3 year license, which the state allows.

Carol Mattessich – expressed that she has always been pleased with animal control services. Any time that a shared service with Wildwood comes up we should be careful, we are completely different in every way and if Wildwood was to engage with its own neighbors on the barrier island then it would show they would be ready to do shared services with other towns.

Madelyn McCarroll stated she was surprised at cost. She verified Mr. Mallett's numbers. She expressed that Mr. Candell needs a secretary help bring the township up to compliance to State and Federal regulations.

Nick Holland, Shore Animal Control – Indicated that they are in the possession to offer Middle an alternative if needed. They are in a position to grow with whatever need there is. This is an alternative that can save significant dollars. They serve Upper, West Cape May, Dennis and Buna Borough.

Mayor Lockwood asked for an estimate and scope of services they provide.

John Hutchins asked what they do with the animals.

Nick Holland indicated it is the same protocol that the twp. would follow with the shelter.

### **Buildings and Grounds**

#### **Sewer**

#### **Whitesboro / Edgewood Sewer Lateral Program**

Jill Zarharchuck spoke of funds the twp. has in the revolving account to help with hookup fees. Jill has indicated that the sewer dept. has been receiving letters from people that own homes in the twp. These people are above the low and moderate income levels and/or own second homes in Middle Twp. She is asking for direction as to how committee wants to move forward with the program, whether it is an extension for hook up or to include in the program.

Committee gave Jill the go ahead to review letters and share with the sewer dept. that the twp. will work to help residents that fit the requirements.

#### **Grants**

#### **Personnel**

### **RESOLUTIONS:**

### **ORDINANCES:**

### **SPECIAL PRESENTATIONS OR DISCUSSIONS:**

#### **Environmental Commission – Status Report**

Elizabeth Terenik outlined the benefits of environmental commissions and the establishment of Middle Twp. Environmental commission. She outlined the tasks authorized by the state.

She spoke of the grants received and the municipal events and festivals that the organization participated in.

She spoke of upcoming grant opportunities and educational programs to pursue, including the sustainable jersey program.

She referenced a Sustainable Jersey page that is on the twp. website that references various actions taken.

Eileen Fausey spoke about the heat in twp. Hall. The heat is on and the windows open.

Terenik spoke of “commissioning” which is when a study is done to see what’s wrong with a building and then implementing it.

There being no further business the meeting was adjourned at 6:15pm