

FLAG SALUTE AND PRESENTATION OF FLAG: Middle Township Police Honor Guard  
Patrolman John Norton  
Patrolman Ron Miller  
Sgt. James Loftus

GOD BLESS AMERICA: Annie Farrow  
INVOCATION: Father Thomas Myers

THIS MEETING IS BEING RECORDED:

I hereby declare that notice has been given to the Herald Times, the Gazette-Leader, and 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. Chapter 231 of the State of New Jersey (Sunshine Law).

The Middle Township meeting was called to order by Kimberly Krauss, Township Clerk on the above date at 6:00PM in the Municipal Building. The purpose of this meeting is to swear in various officials.

Senator James Cafiero swore in newly elected Committeemember Daniel D. Lockwood for a three-year term.

On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, Committeemember Daniel Lockwood was chosen as Mayor for the year 2013. Senator James Cafiero swore in the Mayor.

On motion by Mayor Lockwood seconded by Committeemember DeLanzo and passed on roll call, Committeemember Donohue was chosen to act as Mayor in the absence of the Mayor. Kimberly Krauss, Municipal Clerk, swore in the Deputy Mayor.

1. RESOLUTION 1-13 – GENERAL APPOINTMENTS – 2013 – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.  
WHEREAS, there are various terms of office that have expired as of 12/31/2012, and  
BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May, and State of New Jersey that the following named persons be and hereby are appointed or reappointed to fill the following offices/terms:

OFFICE / POSITION	TERM	NAME	TERM EXPIRES
Township Committee Member	3yr	Daniel D. Lockwood	12/31/2015
Public Agency Compliance Officer – Affirmative Action Reg.	1 yr	Tracey Taverner	12/31/2013
Real Estate Officer	1yr	Lee Ann Russ	12/31/2013
Tax Search Officer	1yr	Sandra Beasley	12/31/2013
Municipal Improv. Search Officer	1yr	Kimberly Krauss	12/31/2013
Recycling Coordinator	1yr	Andrew Smith	12/31/2013
Deputy Municipal Clerk	1yr	Suzanne Stocker	12/31/2013
Emergency Management – Civil Defense	1yr	Chief Christopher Leusner, Deputy	12/31/2013
Emergency Management – Civil Defense	1yr	Mike Linz, Deputy	12/31/2013
Emergency Management – Civil Defense	1yr	Andrew Smith, Deputy	12/31/2013
Emergency Management – Civil Defense	1yr	Kimberly Krauss, Deputy	12/31/2013
Emergency Management – Civil Defense	1yr	Advisor, Fire District 1	12/31/2013
Emergency Management – Civil Defense	1yr	Advisor, Fire District 2	12/31/2013
Emergency Management – Civil Defense	1yr	Advisor, Fire District 3	12/31/2013
Emergency Management – Civil Defense	1yr	Advisor, Fire District 4	12/31/2013
Emergency Management – Civil Defense	1yr	Susan DeLanzo, Twp. Committee Member	12/31/2013
Emergency Management – Civil Defense	1yr	Jill Becker, Secretary	12/31/2013
Board of Health	3yr	Daniel D. Lockwood, Member	12/31/2015
Board of Health	3yr	Sean McDevitt, Member	12/31/2014*
Board of Health	1yr	Kimberly Krauss, Secretary	12/31/2013
Ethics Board	5yr	Richard Rixey	12/31/2017
Ethics Board	1yr	Dawn Stimmel, Secretary	12/31/2013

Zoning Board of Adjustment	4yr	Melanie Collins	12/31/2016
Zoning Board of Adjustment	4yr	Greg Martin	12/31/2016
Zoning Board of Adjustment	4yr	Michael DePalantino	12/31/2016
Zoning Board of Adjustment	1yr	David May, Secretary	12/31/2013
Planning Board Member	1yr	Michael Butterfield, Class I Member	12/31/2013
Planning Board Member	1yr	Timothy Donohue, Class III Member	12/31/2013
Planning Board Member	4yr	Paul Eckstrom, Class IV Member	12/31/2015
Planning Board Member	4yr	James McLaughlin, Class IV Member	12/31/2016
Planning Board Member	4yr	Anthony Anzelone, Class IV Member	12/31/2016
Planning Board Member	4yr	Peter Lomax, Class IV Member	12/31/2016
Planning Board Member	2yr	Layne Buckingham, Alternate Member #2	12/31/2014
Planning Board Member	1yr	David May, Secretary	12/31/2013
Public Employees Award Committee	3yr	Daniel D. Lockwood	12/31/2015
Recreation Commission	3yr	Daniel D. Lockwood	12/31/2015
Recreation Advisory Council	3yr	Bill Adams, Police Dept. Advisor	12/31/2015
Recreation Advisory Council	3yr	Clarence Davies, Jr.	12/31/2015
Recreation Advisory Council	1yr	Tammy Devitt, Secretary	12/31/2013
Fund Commissioner ACMJIF	1yr	Tracey Taverner	12/31/2013
Alternate Fund Commissioner ACMJIF	1yr	Vera Kalish	12/31/2013
Fund Commissioner MEL	1yr	Tracey Taverner	12/31/2013
Alternate Fund Commissioner MEL	1yr	Vera Kalish	12/31/2013
Claims Coordinator	1yr	Vera Kalish	12/31/2013
Safety Coordinator	1yr	Sean McDevitt	12/31/2013
Economic Development Council	3yr	Elizabeth Terenik	12/31/2015
Economic Development Council	3yr	Brian Murphy	12/31/2015
Economic Development Council	3yr	Dennis Roberts	12/31/2013*
Economic Development Council	1yr	Jill Becker, Secretary	12/31/2013
CMC Animal Shelter Advisory Board Member	1yr	Susan DeLanzo	12/31/2013
Environmental Commission	3yr	Steve Atzert	12/31/2015
Environmental Commission	3yr	Vilma Pombo	12/31/2015
Environmental Commission	2yr	Betsy Haskin, Alternate Member #1	12/31/2014
Environmental Commission	2yr	Larissa Smith, Alternate Member #2	12/31/2014
Environmental Commission	1yr	Dawn Stimmel, Secretary	12/31/2013
Acting Recreation Director	n/a	Tammy Devitt	n/a

\* Filling unexpired term of office.

2. RESOLUTION 2-13 – AWARDING CONTRACTS UNDER FAIR AND OPEN PROCESS – On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
WHEREAS, the Township Committee has previously instituted a Fair and Open Process for the award of contract pursuant to N.J.S.A. 19:44A-20.4 et.seq., and  
WHEREAS, the Township Committee has followed the procedures that it has previously set forth for the award of specific contracts; and  
WHEREAS, the Township Committee has solicited proposals, and has publicly opened each proposal submitted, and has considered each proposal in light of criteria previously established by the Township, and has made a decision on each proposal submitted in light of those criteria;  
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, County of Cape May, State of New Jersey, that the following submissions shall be awarded as follows for a term effective January 1, 2013 through December 31, 2013:
  1. Municipal Solicitor – Marcus H. Karavan, P.C. – Not to exceed \$175,000.00
  2. Labor Solicitor - Paul J. Baldini – Not to exceed \$50,000.00
  3. Municipal Auditor - Ford Scott Associates – Not to exceed \$57,000.00
  4. Municipal Prosecutor –Marian Ragusa - Not to exceed \$30,500.00
  5. Municipal Public Defender - Seth Fuscillaro – Not to exceed \$17,500.00.
  6. Rent Leveling Solicitor - Loveland & Garrett – Not to exceed \$4,500.00
  7. Grant Application & Housing Rehabilitation Consultant – Blauer Associates – Not to exceed \$3,600.00.
  8. Economic Development & Grant Admin. Consultants - TRIAD Associates – Not to exceed \$17,500.00.
  9. Bond Counsel - McManimon & Scotland – Not to exceed \$15,000.00
  10. Risk Management Consultant –Marsh & McLennan - Not to exceed \$24,000.00
  11. Planning Consultant - Terenik Land Use Consulting – Not to exceed \$20,000.00.
BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute contracts with each of the above-mentioned individuals as necessary, and the appropriate certification of funds by the Chief Financial Officer shall be attached hereto.
3. RESOLUTION 3-13 – APPROVING MINUTES FOR PREVIOUS MEETINGS – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the following minutes are approved: Regular Meeting 12/17/12, Closed Session 12/17/2012.

4. RESOLUTION 4-13 – APPROVING PAYMENT FOR BILLS - BILL LIST A (GENERAL BILLS) – On motion by Committeemember DeLanzo seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that payment for the following bills in the amounts indicated are hereby approved: Current Acct. \$3,741,571.51
5. RESOLUTION 5-13 – APPROVING PAYMENT FOR BILLS – BILL LIST B (ANZELONE) – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted. **\*Mayor Lockwood Abstain**  
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that payment for the following bills in the amounts indicated are hereby approved: Current Acct. \$2,754.00
6. REPORTS: The following departments have submitted their reports for the months indicated: N/A
7. ORDINANCE NO. 1433-13 – AN ORDINANCE ESTABLISHING THE COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MIDDLE - On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, Ordinance No. 1433-13 passed first reading. Second reading, public hearing and consideration for adoption will be held on 02/20/2013 at 6:00 p.m.  
BE IT ORDAINED by the Township Committee, the Governing Body of the Township of Middle, County of Cape May, State of New Jersey as follows:  
SECTION 1. The positions listed in the attached schedule are hereby created.  
SECTION 2. The salary ranges specified in the attached schedule are hereby adopted for each and every position listed therein. In those cases where only one rate or figure appears in said schedule, said rate or figure shall be the maximum rate of figure applicable to said position. In those cases where a maximum and minimum salary are hereby established for a position, the exact salary to be paid to the holder of said position shall be as determined from time to time by resolution of the Township Committee.  
SECTION 3. The duties to be performed by each person holding any position listed in said schedule shall be those duties as outlined in Job Description of New Jersey Civil Service Department.  
SECTION 4. In addition to the salaries set forth in said schedule, those employees who have held full time positions for a minimum of five years, as hereinafter defined, shall be entitled to additional compensation as set forth in this section, based upon current salary. The additional compensation to which the employee is entitled on January 1 of any year shall be the additional compensation for the entire year. In determining years service on January 1 of any year, for the purpose of this Ordinance only, no credit shall be given for less than six full months of service in any year, and credit for a full year shall be given for any year in which the employee served for six full months or more.
- |                  |   |
|------------------|---|
| Years of Service | Additional Compensation<br>(Percent of Annual Salary) |
| 5 years or more  | 2%  |
| 10 years or more | 4%  |
| 15 years or more | 6%  |
| 20 years or more | 8%  |
| 25 years or more | 10%   |
- Section 4 shall only apply to Township Employees hired before December 31, 1994.  
SECTION 5. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed, to the extent of such conflict or inconsistency.  
SECTION 6. This Ordinance shall become effective, retroactive to January 1, 2013 immediately upon final passage and publication according to law.

TITLE	MINIMUM	MAXIMUM
Accounting Assistant	\$ 18,720.00	\$ 45,000.00
Acting Recreation Director	\$ 1.00	\$ 3,000.00
Administrative Clerk	\$ 18,720.00	\$ 36,000.00
Administrative Director of Public Works	\$ 40,000.00	\$ 60,000.00
Alt. Deputy Registrar	\$ 9.00	to 15.00 p/h
Alt. Deputy Registrar	\$ 1.00	\$ 5,000.00
Animal Control Officer	\$ 18,720.00	\$ 55,000.00
Animal Cruelty Investigator		\$ 1.00
Assessing Clerk	\$ 18,720.00	\$ 33,000.00
Asst. Animal Control Officer		\$ 1.00
Asst. Maintenance Supervisor	\$ 19,000.00	\$ 55,000.00
Asst. Municipal Tax Collector	\$ 18,720.00	\$ 38,000.00
Asst. Recreation Supervisor	\$ 18,720.00	\$ 30,000.00
Asst. Supervising Laborer	\$ 18,720.00	\$ 30,000.00
Asst. Supervising Mechanic	\$ 30,000.00	\$ 45,000.00
Asst. Supervisor Public Works	\$ 18,720.00	\$ 40,000.00

January 3, 2013 Reorganization Meeting

Asst. Zoning Officer	\$	18,720.00	\$	35,000.00
Baseball Commission	\$	-	\$	15,000.00
Building Director	\$	5,000.00	\$	30,000.00
Building Inspector F/T	\$	20,000.00	\$	40,000.00
Building Inspector P/T	\$	3,000.00	\$	10,000.00
Building Service Worker	\$	18,720.00	\$	30,000.00
Building Service Worker P/T	\$	7.00		to 13.00 p/h
Building Sub-code Official	\$	7.00		21.00 p/h
Business Administrator	\$	1.00	\$	125,000.00
Carpenter	\$	18,720.00	\$	38,000.00
Carpenter Helper	\$	18,720.00	\$	34,000.00
Carpenter Helper / Truck Driver- Laborer	\$	18,720.00	\$	30,000.00
Certified Public Works Manager	\$	45,000.00	\$	60,000.00
Chief Financial Officer	\$	23,000.00	\$	75,000.00
Clean Communities Supervisor		\$9.00		to \$12.00 p/h
Clerk P/T	\$	7.00		to \$20.00 P/H
Clerk Typist	\$	18,720.00	\$	29,000.00
Clerk Typist P/T	\$	7.00		to 12.00 p/h
Code Enforcement Officer	\$	18,720.00	\$	37,000.00
Code Enforcement Officer P/T	\$	1.00	\$	11,000.00
Code Enforcement Officer Trainee	\$	18,720.00	\$	30,000.00
Compliance Plan Stipend	\$	10,000.00	\$	15,000.00
Computer Service Tech.	\$	-	\$	50,000.00
Computer Service Tech. P/T/	\$	15.00		to \$30.00p/h
Conflict Attorney	\$	1.00	\$	2,500.00
Construction Official	\$	22,000.00	\$	70,000.00
Coordinator of Computer Services	\$	1,000.00	\$	6,000.00
Coordinator of Federal and State Aid	\$	10,000.00	\$	20,000.00
Crew Leader	\$	20,000.00	\$	35,000.00
Crossing Guard	\$	1.00	\$	20,000.00
Deputy Business Administrator	\$	1.00	\$	100,000.00
Deputy Chief Financial Officer	\$	30,000.00	\$	65,000.00
Deputy EMT Chief	\$	18,720.00	\$	50,000.00
Deputy Municipal Court Admin.	\$	18,720.00	\$	45,000.00
Deputy Municipal Emergency Management Coordinator			\$	1.00
Deputy Registrar of Vital Statistics	\$	7.00		to 15.00 p/h
Deputy Registrar of Vital Statistics	\$	1.00	\$	40,000.00
Deputy Sewer Billing Administrator	\$	1.00	\$	10,000.00
Deputy Tax Assessor	\$	18,720.00	\$	55,000.00
Deputy Tax Collector	\$	25,000.00	\$	38,000.00
Deputy Township Clerk	\$	18,720.00	\$	40,000.00
Director Community Development Program	\$	-	\$	1.00
Director of Grants and Economic Loans	\$	4,000.00	\$	6,000.00
Docket Clerk - Typing	\$	18,720.00	\$	37,000.00
Econ Devel/Paralegal/Rent Cont Off	\$	35,000.00	\$	52,000.00
Electrical Subcode Official	\$	10,000.00	\$	32,000.00
Electrical Subcode Official P/T	\$	10,000.00	\$	32,000.00
Electronic Repair Supervisor	\$	20.00		to 22.00 ph
Emergency Med. Tech. P/T	\$	6.00		to 15.50 p/h
Emergency Medical Technician	\$	18,720.00	\$	55,000.00
EMS Billing Administrator	\$	1.00	\$	3,000.00
EMT Chief	\$	18,720.00	\$	60,000.00
Equipment Operator	\$	18,720.00	\$	44,000.00
Fire Inspector	\$	20,000.00	\$	35,000.00
Fire Inspector P/T	\$	10.00		to 20.00 p/h
Fire Official	\$	38,000.00	\$	48,000.00
Fire Prevention Specialist P/T	\$	8.00		to \$20.00 p/h
Fire Protection Inspector	\$	1.00		17.00 p/h
Fire Subcode Inspector - Shared Service	\$	1.00	\$	5,500.00
Fire Subcode Official P/T	\$	5,000.00	\$	16,000.00
Food Service Worker P/T	\$	8.00		to 15.00 p/h
Fund Commissioner			\$	1.00
Hearing Officer	\$	1.00	\$	5,000.00
Judge Municipal Court	\$	24,000.00	\$	50,000.00
Judge Shared Municipal Court	\$	-	\$	15,000.00
Junior Counselors Summer Camp	\$	6.00		to 15.00 p/h
Keyboarding Clerk 1	\$	18,720.00	\$	32,000.00
Keyboarding Clerk 1 P/T	\$	8.00	\$	15.00

January 3, 2013 Reorganization Meeting

Keyboarding Clerk 2	\$	18,720.00	\$	48,000.00
Laborer 1	\$	18,720.00	\$	35,000.00
Laborer 1 P/T	\$	8.00		to 10.00 p/h
Laborer 2	\$	18,720.00	\$	30,000.00
Laborer 3	\$	20,000.00	\$	38,000.00
Laborer Clean Communities P/T	\$	6.00		to 12.50ph
Laborer Grass Crew P/T	\$	7.00	\$	12.50
Land Use Administrator	\$	35,000.00	\$	52,000.00
Maintenance Supervisor & Project Manager	\$	25,000.00	\$	60,000.00
Manager of Parks and Grounds		\$19,000.00	\$	50,000.00
Mechanic	\$	18,720.00	\$	35,000.00
Mechanic Trainee		\$18,720.00	\$	34,000.00
Mechanics Helper		\$18,720.00	\$	25,000.00
Memory Lane Coordinator		\$1.00	\$	1,500.00
Motor Broom Driver	\$	25,000.00	\$	32,000.00
Municipal Court Admin.	\$	23,000.00	\$	63,000.00
Municipal Court Admin. Shared Services	\$	1.00	\$	7,500.00
Municipal Engineer	\$	1.00	\$	85,000.00
Municipal Prosecutor	\$	10,000.00	\$	35,000.00
Municipal Recycling Coordinator			\$	1.00
Municipal Emergency Management Coordinator	\$	1.00	\$	10,000.00
Payroll Clerk		\$18,720.00	\$	40,000.00
Personnel Clerk	\$	18,720.00	\$	23,000.00
Personnel Officer	\$	29,000.00	\$	60,000.00
Plumbing Subcode Official P/T	\$	4,000.00	\$	28,000.00
Police Captain	\$	60,000.00	\$	135,000.00
Police Chief	\$	65,000.00	\$	140,000.00
Police Lieutenant	\$	50,000.00	\$	120,000.00
Police Officer	\$	25,000.00	\$	110,000.00
Police Officer Detective Stipend			\$	750.00
Police Officer / Detective	\$	30,000.00	\$	59,000.00
Police Sergeant	\$	40,000.00	\$	115,000.00
Police Sergeant/Detective Stipend			\$	750.00
Principal Account Clerk - Typing	\$	18,720.00	\$	22,000.00
Principal Assessing Clerk	\$	18,720.00	\$	40,000.00
Principal Personnel Clerk	\$	18,720.00	\$	40,000.00
Principal Clerk Typist	\$	18,720.00	\$	40,000.00
Principal Technical Aide Public Works	\$	18,720.00	\$	35,000.00
Project Manager	\$	45,000.00	\$	60,000.00
PS Telecommunications Oper.Trainee P/T	\$	6.50		to 15.00 p/h
PS Telecommunications Operator	\$	18,720.00	\$	60,000.00
PS Telecommunications Operator, P/T	\$	6.50		to 15.00 p/h
PS Telecommunications Operator,Trainee	\$	18,720.00	\$	40,000.00
Public Defender	\$	7,500.00	\$	20,000.00
Public Works Superintendent	\$	28,000.00	\$	68,000.00
Pumping Station Operator/Sewer Repairer	\$	18,720.00	\$	45,000.00
Qualified Purchasing Agent			\$	1.00
Real Estate Officer			\$	1.00
Reassessment Stipend - Tax Assessor	\$	-	\$	27,500.00
Reassessment Stipend - Deputy Tax Assessor	\$	-	\$	12,500.00
Receptionist	\$	6.00		to 10.00 p/h
Recreation Aide P/T	\$	6.00		to 15.00 p/h
Recreation Attendant	\$	18,720.00	\$	33,000.00
Recreation Attendant P/T	\$	6.00		to \$18.00ph
Recreation Attendant / Senior Center P/T	\$	7.00		to \$18.00ph
Recreation Director		\$35,000.00	\$	63,000.00
Recreation Leader	\$	18,720.00	\$	45,000.00
Recreation Leader P/T	\$	7,000.00	\$	10,000.00
Recreation Leader / Sports	\$	18,720.00	\$	42,000.00
Recreation Program Administrator	\$	22,000.00	\$	63,000.00
Recreation Program Coordinator	\$	18,720.00	\$	20,000.00
Recreation Program Specialist	\$	18,720.00	\$	38,000.00
Recreation Superintendent	\$	35,000.00	\$	50,000.00
Recreation Supervisor	\$	18,720.00	\$	33,000.00
Recycling Program Aide- P/T		\$9.00p/h		\$12.00 p/h
Registrar of Vital Statistics	\$	1.00	\$	47,000.00
Rent Control Board Attorney	\$	1.00	\$	2,500.00
Seasonal Employee - Laborer (CDL Required)	\$	1.00	\$	14.00

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Secretary Board of Health	\$	1.00	\$	2,000.00
Secretary Cable TV Advisory Bd.	\$	1.00	\$	2,000.00
Secretary Council on the Arts	\$	1.00	\$	2,000.00
Secretary Economic Dev. Council	\$	1.00	\$	2,000.00
Secretary Emergency Management	\$	1.00	\$	2,000.00
Secretary Environmental Comm.	\$	1.00	\$	2,000.00
Secretary Ethics Board	\$	1.00	\$	2,000.00
Secretary Planning Board	\$	1.00	\$	2,000.00
Secretary Recreation Council	\$	1.00	\$	2,000.00
Secretary Rent Leveling Board	\$	1.00	\$	2,000.00
Secretary Safety Committee	\$	1.00	\$	2,000.00
Secretary Shade Tree Comm.	\$	1.00	\$	2,000.00
Secretary Sr. Citizen Advisory Board	\$	1.00	\$	2,000.00
Secretary Traffic Comm.	\$	1.00	\$	2,000.00
Secretary Zoning Bd of Adj.	\$	1.00	\$	2,000.00
Senior Assessing Clerk	\$	19,000.00	\$	26,000.00
Senior Building Service Worker	\$	18,720.00	\$	25,000.00
Senior Citizen Activities Coordinator	\$	8,000.00	\$	35,000.00
Senior Citizen Lifeline Coordinator	\$	1.00	\$	2,000.00
Senior Clerk	\$	18,720.00	\$	21,000.00
Senior Clerk Typist	\$	18,720.00	\$	45,000.00
Senior Computer Operator	\$	18,720.00	\$	46,000.00
Senior Emergency Med. Tech.	\$	18,720.00	\$	50,000.00
Senior Mechanic	\$	18,720.00	\$	40,000.00
Senior Payroll Clerk	\$	18,720.00	\$	36,000.00
Senior Personnel Clerk	\$	18,720.00	\$	38,000.00
Senior Tax Clerk	\$	18,720.00	\$	35,000.00
Sewer Administrator	\$	1.00	\$	10,000.00
Sewer Administrator P/T	\$	1.00		to 30.00ph
Sewer Billing Administrator	\$	1.00	\$	15,000.00
Sewer Equipment Operator	\$	18,720.00	\$	63,000.00
Sewer Equipment Operator P/T	\$	10.00	\$	30.00
Sewer License Operator Stipend	\$	6,000.00	\$	12,000.00
Sewer Maintenance Superintendent	\$	30,000.00	\$	70,000.00
Sewer Repairer 1	\$	18,720.00	\$	32,000.00
Shared Court Clerk Typist	\$	2,000.00	\$	5,000.00
Shared Court Deputy Municipal Court Admin.	\$	2,000.00	\$	5,000.00
Shared Court Municipal Court Administrator	\$	5,000.00	\$	10,000.00
Shared Court Municipal Prosecutor	\$	4,000.00	\$	10,000.00
Shared Court Public Defender	\$	2,000.00	\$	10,000.00
Shared Court Violations Clerk	\$	-	\$	3,000.00
Solid Waste & Recycling Advisor to Mayor	\$	5,000.00	\$	12,000.00
Special Officer/Elections	\$	100.00		to 100.00 per day
Special Police Officer - Class I	\$	8.50	\$	14.00 p/h
Special Police Officer - Class II	\$	10.50 p/h	\$	14.00 p/h
Substitute Animal Control Officer	\$	1,000.00	\$	3,500.00
Summer Camp Coordinator Stipend	\$	1,000.00	\$	5,000.00
Supervising Dispatcher Stipend			\$	1,500.00
Supervising Emergency Medical Tech.	\$	18,720.00	\$	55,000.00
Supervising Equipment Operator	\$	28,000.00	\$	50,000.00
Supervising Labor	\$	20,000.00	\$	38,000.00
Supervising Mechanic	\$	19,500.00	\$	58,000.00
Supervisor / Heavy Equipment Operator		\$19,000.00	\$	54,000.00
Supervisor Clean Communities	\$	7.00		to 12.00 p/h
Supervisor Water/Sewer B/C	\$	19,000.00	\$	75,000.00
Tax Assessor	\$	23,000.00	\$	75,000.00
Tax Clerk	\$	18,720.00	\$	28,000.00
Tax Collector	\$	23,000.00	\$	68,000.00
Technical Assistant Const. Off.	\$	19,500.00	\$	52,000.00
Temporary Acting Chief Financial Officer	\$	10.00		to \$15.00 ph
Temporary Acting Deputy Chief Financial Officer	\$	10.00		to \$15.00 ph
Temporary Acting Court Administrator	\$	10.00		to 30.00 p/h
Township Attorney	\$	15,000.00	\$	200,000.00
Township Clerk	\$	53,000.00	\$	75,000.00
Township Clerk/Business Administrator	\$	23,000.00	\$	115,000.00
Township Committee	\$	17,000.00	\$	20,000.00
Violations Clerk			\$	1,000.00
Zoning Officer	\$	20,000.00	\$	65,000.00

8. ORDINANCE NO. 1434-13 – AN ORDINANCE OF THE TOWNSHIP OF MIDDLE, COUNTY OF CAPE MAY, STATE OF NEW JERSEY, AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE VILLAGE OF GRASSY SOUNDS CIVIC ASSOCIATION, INC. TO DEVELOP, MAINTAIN AND OPERATE SEWAGE TREATMENT FACILITIES AND CONDUITS – On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, Ordinance No. 1434-13 passed first reading. Second reading, public hearing and consideration for adoption will be held on 02/20/2013 at 6:00 p.m.

SECTION 1.

WHEREAS, the Township of Middle is a duly organized municipality existing under the laws of the State of New Jersey and among its other powers, maintains, operates and improves infrastructure of the collection and transmission of sanitary sewage waste to the infrastructure and treatment facilities that are owned, maintained and operated by the Cape May County municipal Utilities Authority (hereinafter “CMCMUA”); and

WHEREAS the Village of Grassy Sound Civic Association, Inc., is a New Jersey nonprofit corporation incorporated on January 23, 1991 having as one of its stated purposes:

To explore historic preservation of unique character of Grassy Sound, to represent the homeowners of Grassy Sound interaction with other entities and the construction, operation and financing of a sewerage collection system to service the Properties located in Grassy Sound.

WHEREAS, the members of the association are all owners and taxpayers of properties located within an area of the Township of Middle known as Grassy Sound; and

WHEREAS, the Grassy Sound area of the Township of Middle has no sewerage treatment facility for the treatment and disposal of sewage; and

WHEREAS, the Association and the Township wish to enter into an agreement the purpose of which is to provide for the conveyance of the Association’s sewage to the Township’s sewer collection system and ultimately to CMCMUA for treatment, hereinafter referred to as “Phase III Project” or “Project. All Association sewage is currently being conveyed to interim/temporary holding tanks located in Grassy Sound and thereafter transported by licensed seepage haulers to an off-site wastewater treatment facility. The holding tank operation was conceived and approved by the New Jersey Department of environmental protection (hereinafter “NJDEP”) as an interim measure of sewage collection for Association until arrangements could be made to convey the sewage to a public sewer collection system which would ultimately be received and treated by the CMCMUA; and

WHEREAS, Township hereby acknowledges that it presently has sufficient capacity pursuant to its agreement with CMCMUA to treat the sewage generated by Association; and

WHEREAS, Township hereby acknowledges that it presently has sufficient capacity pursuant to its agreement with CMCMUA to treat the sewage generated by Association; and

WHEREAS, there presently exists an Administrative Consent Order (hereinafter “ACO”) issued by the NJDEP dated April 22, 2002 which provides for the construction of a sanitary sewer line to convey Association sewage from Grassy Sound to North Wildwood in lieu of the Current holding tank arrangement; and

WHEREAS, NJDEP has indicated its willingness to amend the ACO to provide for the conveyance of Association sewage to Township in lieu of North wildwood for ultimate conveyance by the Township sewer infrastructure to the CMCMUA; and

WHEREAS, United States Department of Agriculture, Rural development ( hereinafter “USDA”) has agreed to provide funding for the Project pursuant to such terms and conditions as set forth in correlated documents, including but not limited to Letters of Condition, with respect to each of the parties; and

NOW, THEREFORE, BE IT ORDAINED BY THE MIDDLE TOWNSHIP COMMITTEE THE GOVERNING BODY OF THE TOWNSHIP OF MIDDLE AS FOLLOWS:

- a. The Mayor and Municipal Clerk are hereby authorized to execute an agreement with the Village of Grassy Sound Civic Association, a copy of which is annexed hereto as Exhibit “A” and incorporated herein to effectuate the purpose outline above.

SECTION 2. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed, to the extent of such conflict or inconsistency.

SECTION 3. This Ordinance shall become effective immediately upon final passage and publication according to law.

9. RESOLUTION 6-13 – AWARDING CONTRACTS UNDER NON-FAIR AND OPEN PROCESS – On motion by Committeemember DeLanzo seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.

WHEREAS, the Township has determined that the value of the following contracts will not exceed \$17,500.00 and are renewal contracts from previous years, and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40A: 11-1 et seq.) provides for the award of contracts for professional services without advertising for bids, and

WHEREAS, these contracts are not therefore subject to the provisions of N.J.S.A. 19:44A-20.4 or 20.5, and

WHEREAS, the Township of Middle requires said services, and funds are available for said purpose, NOW THEREFORE BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May and State of New Jersey, that the following contracts are hereby awarded as designated below for the calendar year 2013.

Code Maintenance – (ECode)	General Code - \$8,695.00
Sunrise (RIM System Maintenance /Support)	DELL Marketing L.P. - \$1,900.00
MDTS / Cameras / Voice Recorder	Quality Communications - \$12,800.00
LiveScan	Morphotrak - \$2,146.00

Info- Cop

Radar Equipment

Police Operating Software

Police Time System – POSS

“BEAST” Barcode System

Power DMS

“Robo” Call System (Global Connect Calls)

Finance Software

GTBM - \$6,825.00

R&R Radar - \$3,573.00

Enforsys - \$14,680.00

Visual Computer Solutions - \$8,200.00

Porter Lee Corporation - \$875.00

Innovative Data Solutions - \$3,900.00

Global Connect - \$4,100.00

Edmunds and Assoc. - \$8,744.00

BE IT FURTHER RESOLVED, that the following proposal provided below indicates that the value of the agreement will exceed \$17,500, and

BE IT FURTHER RESOLVED, that the following company has submitted a Business Entity Disclosure Certification, which certifies that said entity has not made any reportable contributions to a political or candidate committee in the Township of Middle in the previous one year, and that the contract will prohibit the Quality Communications from making any reportable contributions through the term of the contract, and

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution. A contract shall be awarded as follows: Radio Equipment Maintenance Agreement ----- Quality Communications -- \$25,800.00

FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Herald Times for publication.

FURTHER RESOLVED that these contracts are contingent upon the certification of availability of funds by the Chief Financial Officer, as attached hereto.

10.

RESOLUTION 7-13 – AWARD CONTRACT AND RATIFY AGREEMENT THROUGH NON-FAIR AND OPEN PROCESS – TESTA, HECK, SCROCCA & TESTA, P.A. – On motion by Committeemember DeLanzo seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.

BE IT RESOLVED by the Township Committee of the Township of Middle, the governing body thereof, that the Agreement between Testa, Heck, Scrocca & Testa, P.A. and the Township of Middle for Labor and Employment Counsel Services be and is hereby ratified and the contract is hereby awarded through the Non Fair and Open Process as described in Pay-To-Play Statutes in the amount of \$150.00/hr. not to exceed \$17,500.00.

FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign said agreement.
11.

RESOLUTION 8-13 – DEPARTMENTS – 2013 – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.

BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May, State of New Jersey that the Departments of the Township of Middle shall be allotted for the year 2013 as follows:

DANIEL LOCKWOOD	TIMOTHY DONOHUE	SUSAN DE LANZO
DIRECTOR	DIRECTOR	DIRECTOR
Legal Services	Assessment / Collection of Taxes	Public Safety
Administrative Executive	Recreation	Municipal Court
Public Works Road / Motor Pool	Public Buildings	Emergency Medical Services
Solid Waste Removal / Recycling	Street Lighting	Volunteer Fire Co. Liaison
Department of Sewer & Water	Zoning / Planning Code Enforcement	Animal Control
Parks and Grounds	Engineering	Senior Citizen Affairs
Financial Administration	Construction	Emergency Management

12.

RESOLUTION 9-13 – AUTHORIZING THE PURCHASE FROM VENDORS WITH STATE CONTRACTS FOR 2013 WHERE THE TOTAL AMOUNT WOULD EXCEED THE BID THRESHOLD – On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.

WHEREAS, it is the desire of the Township of Middle to purchase from vendors with State Contracts for the balance of 2013, where the total amount would exceed the bid threshold of \$ 21,000.00 Dollars, and

WHEREAS, pursuant to N.J.S.A. 40A:11-12, any local contracting unit purchasing materials, supplies or equipment under a contract entered into by the State Division of Purchase and Property shall authorize the award of such contract by resolution of the governing body.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, in the County of Cape May, State of New Jersey, that:

1. The allegations of the preamble are incorporated herein as if set forth in full.

2. Authorization be and is hereby given for the vendors listed with the State of New Jersey, Division of Treasury, be utilized by the Township of Middle for the balance of 2013 where the total amount would exceed the bid threshold.

3. The proper officials be and hereby are authorized to do all things necessary to carry out the intent of this resolution.

13. RESOLUTION 10-13 – MILEAGE – INCURRED EXPENSES IN PERFORMANCE OF OFFICIAL DUTIES – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.  
BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May and State of New Jersey, that the following officers shall be limited in mileage and or expense money, not to exceed, the amounts opposite their positions for the year 2013:

Tax Assessor-----	\$1,200.00
Township Clerk-----	\$ 750.00
Tax Collector-----	\$ 600.00
Deputy Tax Assessor-----	\$ 600.00

FURTHER RESOLVED, that the prevailing rate of the Township for mileage expense is set at 25 cents per mile.

14. RESOLUTION 11-13 – TAX APPEALS – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.  
WHEREAS, by directive of the County Board of Taxation, under N.J.A.C. 18:12A-1.6 (C), that any and all tax appeals for the increase of decrease of assessments submitted to this Board by the Tax Collector and/or Tax Assessor on behalf of the Township of Middle for the year 2013 are hereby authorized by this governing body for disposition by the County Board of Taxation.  
NOW THEREFORE BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May and State of New Jersey that this resolution as heretofore stated shall be approved by this Township Committee, and  
BE IT FURTHER RESOLVED, that the Middle Township Clerk be instructed to submit a certified copy of this resolution to the Tax Assessor, Tax Collector and Cape May County Board of Taxation.  
BE IT FURTHER RESOLVED, that the Middle Township Tax Assessor, and when he or she is not able, the Middle Township Deputy Tax Assessor, shall be authorized to sign any documents necessary to defend, prosecute, and settle tax appeals.

15. RESOLUTION 12-13 – AUTHORIZING A CASH MANAGEMENT PLAN FOR THE TOWNSHIP OF MIDDLE – On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
WHEREAS, Local Fiscal Affairs Law N.J.S.A. 40A-5-IS.1 as amended by Chapter 148 of the pamphlet laws of the State of New Jersey required municipalities to adopt a Cash Management Plan which in designed to assure, to extent practicable, investment of local funds in interest bearing accounts and other permitted investments, and  
WHEREAS, this Act requires that the Cash Management Plan include:  
A. The designation of & public depository or depositories.  
B. The authorization for investments as permitted by various applicable laws.  
C. The submission annually of the Cash Management Plan to the governing body which must approve it by a majority vote.  
D. An annual audit of the Cash Management Plan.  
E. When an investment is in bonds maturing more than one year, a determination that the maturity approximates the prospective time when such funds are needed.  
WHEREAS, the Chief Financial Officer has modified a plan as provided to the municipality by its bond council.  
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle that the attached Cash Management Plan be adopted.

16. RESOLUTION 13-13 - TEMPORARY BUDGET – On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, County of Cape May and State of New Jersey that the following amounts shall constitute a temporary budget for the Township of Middle for the year 2013 and does not exceed 26.25% of the operating budget of 2012:

GENERAL GOV.

Administrative & Executive	S&W	40,000.00	01-20-100-100-111
	OE	4,100.00	01-20-100-100-299
Public Affairs	S&W	0.00	01-20-100-101-111
	OE	500.00	01-20-100-101-299
Human Resources	S&W	14,000.00	01-20-105-105-111
	OE	7,000.00	01-20-105-105-299
Mayor & Committee	S&W	14,000.00	01-20-110-110-111
	OE	2,000.00	01-20-110-110-299
Municipal Clerk	S&W	35,000.00	01-20-120-120-111
	OE	8,000.00	01-20-120-120-299
Codification	OE	2,500.00	01-20-120-121-299
Financial Administration	S&W	55,000.00	01-20-130-130-111
	OE	10,000.00	01-20-130-130-299
Grants Administration	S&W	15,000.00	01-20-130-131-111
	OE	10,000.00	01-20-130-131-299
Bond Registrar	OE	500.00	01-20-130-132-299
Audit Services	OE	15,000.00	01-20-135-135-299

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Tax Collection	S&W	28,000.00	01-20-145-145-111
	OE	5,000.00	01-20-145-145-299
Tax Assessor	S&W	40,000.00	01-20-150-150-111
	OE	6,000.00	01-20-150-150-299
Liquidation of TTL's	OE	2,500.00	01-20-155-155-299
Legal Services	S&W	1,000.00	01-20-155-156-111
	OE	70,000.00	01-20-155-156-299
Engineering Services	S&W	0.00	01-20-165-165-111
	OE	30,000.00	01-20-165-165-299
Smart Growth	OE	5,000.00	01-21-180-180-111
Planning Board	OE	1,000.00	01-21-180-180-299
Zoning	S&W	30,000.00	01-21-185-185-111
	OE	8,000.00	01-21-185-185-299
Code Enforcement	S&W	12,000.00	01-22-195-195-111
	OE	300.00	01-22-195-195-299
Construction Code Official	S&W	40,000.00	01-22-195-196-111
	OE	3,000.00	01-22-195-196-299
Demolition of Buildings	OE	0.00	01-22-195-198-299
Electrical Inspector	S&W	8,000.00	01-22-195-200-111
Other Insurance Premiums	OE	55,000.00	01-23-210-211-499
Worker's Comp Insurance	OE	130,000.00	01-23-215-215-499
Group Insurance Plan	OE	650,000.00	01-23-220-220-499
Dental Insurance	OE	22,000.00	01-23-220-221-499
Prescription	OE	125,000.00	01-23-220-222-499
Unemployment Insurance	OE	5,000.00	01-23-225-225-411
Public Buildings & Grounds	S&W	30,000.00	01-23-310-310-111
	OE	25,000.00	01-23-310-310-299
Police	S&W	1,620,000.00	01-25-240-240-111
	OE	40,000.00	01-25-240-240-299
Communications	S&W	130,000.00	01-25-250-250-111
	OE	2,000.00	01-25-250-250-299
Emergency Management	S&W	3,000.00	01-25-252-252-299
	OE	500.00	01-25-252-252-299
Rescue Squad	S&W	80,000.00	01-25-262-262-111
	OE	12,000.00	01-25-262-262-299
Contr to First Aid Squads	OE	35,000.00	01-25-262-263-299
V.I.M. Donation	OE	0.00	01-25-264-264-201
Fire Protection	S&W	5,000.00	01-25-265-265-111
Prosecutor	S&W	12,000.00	01-25-275-275-111
Gypsy Moth Control	OE	0.00	01-26-290-290-299
Public Works	S&W	250,000.00	01-26-290-291-111
	OE	30,000.00	01-26-290-291-299
Shade Tree	OE	250.00	01-26-300-301-299
Garbage & Trash Removal	OE	115,000.00	01-26-305-306-373
Recycling - Contractual	OE	115,000.00	01-26-305-308-373
Motor Pool	OE	50,000.00	01-26-315-315-699
Board of Health	S&W	850.00	01-27-330-330-111
	OE	1,000.00	01-27-330-330-299
Animal Control	S&W	16,000.00	01-27-340-340-111
	OE	3,000.00	01-27-340-340-299
Animal Shelter - Contract	OE	30,000.00	01-27-340-340-399
PATF 1 Appropriation	OE	0.00	01-27-360-360-299
Recreation	S&W	75,000.00	01-28-370-370-111
	OE	12,000.00	01-28-370-370-399
Senior Center	S&W	17,000.00	01-28-370-370-111
	OE	6,000.00	01-28-370-370-399
Beach Restoration	OE	0.00	01-28-380-380-299
Terminal Leave	OE	30,000.00	01-30-415-415-111
Electricity	OE	55,000.00	01-31-430-430-475
Street Lighting	OE	0.00	01-31-435-435-475
Postage	OE	7,500.00	01-31-436-436-299
Telephone	OE	40,000.00	01-31-440-440-475
Natural Gas	OE	20,000.00	01-31-446-446-475
Fuel Oil	OE	3,000.00	01-31-447-447-475
Gasoline Costs	OE	75,000.00	01-31-460-460-475
Maint & Serv Policies	OE	40,000.00	01-31-462-462-475
Sanitation - Landfill Contract	OE	130,000.00	01-32-465-465-373
Contingent	OE	0.00	01-35-470-470-299

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Pers	OE	0.00	01-36-471-471-451
Social Security	OE	150,000.00	01-36-471-471-453
Police & Firemen's Ret System	OE	0.00	01-36-471-471-455
PFRS Employer Liability	OE	0.00	01-36-475-475-411
PERS Employer Liability	OE	0.00	01-36-475-475-412
Safe & Secure Grant	OE	0.00	01-41-704-704-111
Interlocal - CMC Tech School	OE	0.00	01-42-101-101-111
Interlocal - JIF Fire District #2	OE	0.00	01-42-101-100-411
Municipal Court	S&W	65,000.00	01-43-490-490-111
	OE	6,000.00	01-43-490-490-299
Public Defender	S&W	6,000.00	01-43-495-495-111
Capital Improvement Fund	OE	0.00	01-44-901-901-611
Construction of Bus Shelters	OE	0.00	01-44-904-904-611
Emergency Auth - Marlyn Manor	OE	0.00	
JAG Grant - North Wildwood	OE	0.00	
JAG Grant	OE	0.00	
Total		4,852,500.00	

TEMP.UTILITY			
Operating	S&W	85,000.00	07-55-501-501-111
	OE	61,000.00	07-55-502-502-299
Group Insurance	OE	10,000.00	07-55-502-503-311
Surety Bond	OE	0.00	07-55-502-503-312
Other Insurance	OE	20,000.00	07-55-502-503-313
Dental Insurance	OE	3,000.00	07-55-502-503-314
Prescription	OE	4,500.00	07-55-502-503-315
CMCMUA User Charges	OE	450,000.00	07-55-502-504-351
Social Security	OE	7,000.00	07-55-541-541-303
Total		640,500.00	

17. RESOLUTION 14-13 - TEMPORARY DEBT SERVICE BUDGET – On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
WHEREAS, the Township of Middle, County of Cape May, desires to establish a 2013 Temporary Debt Service Budget,  
NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middle as follows:  
The 2013 Temporary Debt Service Budget of the Township of Middle is hereby constituted as follows:  
CURRENT  
NJEIT Loans Principal \$ 1,800.00  
NJEIT Loans Interest \$ 2,800.00  
Green Acres Principal and Interest \$43,000.00  
Bond Principal \$ 0.00  
Bond Interest \$ 76,000.00  
UTILITY  
Bond Principal \$141,000.00  
Bond Interest \$366,000.00

18. RESOLUTION 15-13 - SALARIES – 2013 – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.  
WHEREAS, salary ranges for officers and employees of this Township have been established by Ordinance No. 1433-13, and  
WHEREAS, said ordinance further provides that the exact salary of each officer and employee shall be as determined from time to time by resolution of the Township Committee.  
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Governing Body of the Township of Middle, County of Cape May and State of New Jersey, that the attached schedule showing salaries and wages of the Township Employees shall constitute the salary Resolution for the year 2013, subject to such additions as may be made by Resolution of the Township Committee during the year 2013.

Name			Title	2013	Long	Amt	2013 Total
Devitt	Tammy	Acting Recreation Director		3,000.00			3,000.00
Smith	Andrew	Administrative Dir of Public Works		54,101.00			54,101.00
Candell	William	Animal Control Officer		48,660.00			48,660.00
Candell	William	Animal Cruelty Investigator		1.00			1.00

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Weber	Joyce	Assistant Municipal Tax Collector	31,568.00			31,568.00
Campbell	Lisa	Assistant Zoning Officer	27,890.00			27,890.00
Koochembere	Michael	Building Inspector P/T	6,869.00			6,869.00
Holden	Janice	Building Service Worker	23,842.00			23,842.00
Fairman	Thomas	Building Service Worker	24,482.00			24,482.00
Cropper	Allan	Carpenter	34,318.00			34,318.00
Schofield	David	Carpenter Helper	27,903.00			27,903.00
Taverner	Tracey	Chief Financial Officer	68,588.00	6%	4,115	72,703.00
Moore	Jeanette	Clerk 1 P/T	10.00	per hr		
Morris	Alan	Clerk 1 P/T	10.00	per hr		
Bongiovanni	Robert	Clerk 1 P/T	15.74	per hr		
Bramble	Joyce	Clerk 1 P/T	20.00	per hr		
Amenhauser	James	Code Enforcement Officer	32,026.00			32,026.00
Arndt	Donald	Construction Official	63,638.00			63,638.00
Russ	LeeAnn	Coordinator of Computer Services	4,000.00			4,000.00
Becker	Jill	Dep Mun Emergency Management Coord	1.00			1.00
Leusner	Christopher	Dep Mun Emergency Management Coord	1.00			1.00
McDevitt	Sean	Dep Mun Emergency Management Coord	1.00			1.00
Krauss	Kimberly	Deputy Business Administrator	10,000.00			10,000.00
Quinones	Susan	Deputy Chief Financial Officer	61,200.00			61,200.00
Keen	Elizabeth	Deputy Municipal Court Administrator	35,804.00	8%	2,864	38,668.00
Weber	Joyce	Deputy Sewer Billing Administrator	6,250.00			6,250.00
Simpkins	Elizabeth	Deputy Tax Assessor	36,389.00			36,389.00
Becker	Jill	Economic Dev/Paralegal/Rent Control Off	48,571.00			48,571.00
Trexler	James	Electrical Subcode Official P/T	26,000.00			26,000.00
Fritsch, Sr	Paul	Emergency Management Coordinator	4,650.00			4,650.00
Burke	Nancy	Emergency Medical Technician	27,813.00			27,813.00
Klecz	Raymond	Emergency Medical Technician	29,655.00	6%	1,779	31,434.00
Camp	Annmarie	Emergency Medical Technician	31,809.00	8%	2,545	34,354.00
Linz	Michael	Emergency Medical Technician	41,513.00	10%	4,151	45,664.00
McDevitt	Sean	Emergency Medical Technician	45,898.00	10%	4,590	50,488.00
Anderson	Christopher	Emergency Medical Technician P/T	10.60	per hr		
Belles, Sr	Walter	Emergency Medical Technician P/T	10.60	per hr		
Davis	Kristen	Emergency Medical Technician P/T	10.60	per hr		
Lindholm	Kyle	Emergency Medical Technician P/T	10.60	per hr		
Lyman	Danielle	Emergency Medical Technician P/T	10.60	per hr		
Russo	Joseph	Emergency Medical Technician P/T	10.60	per hr		
Belles	Christopher	Emergency Medical Technician P/T	11.60	per hr		
Belles	Samantha	Emergency Medical Technician P/T	11.60	per hr		
Belles	William	Emergency Medical Technician P/T	11.60	per hr		
Brannon	Patricia	Emergency Medical Technician P/T	11.60	per hr		
Buswell	Daniel	Emergency Medical Technician P/T	11.60	per hr		
Cripps	William	Emergency Medical Technician P/T	11.60	per hr		
Donahue	John	Emergency Medical Technician P/T	11.60	per hr		
Feltwell	Adam	Emergency Medical Technician P/T	11.60	per hr		
Finnegan	Jacqueline	Emergency Medical Technician P/T	11.60	per hr		
Hewett	Paul	Emergency Medical Technician P/T	11.60	per hr		
Kelly	Samantha	Emergency Medical Technician P/T	11.60	per hr		
Lyman	William	Emergency Medical Technician P/T	11.60	per hr		
McNenny	Glenn	Emergency Medical Technician P/T	11.60	per hr		
Neilsen	Keith	Emergency Medical Technician P/T	11.60	per hr		
Schwartz	Jonathon	Emergency Medical Technician P/T	11.60	per hr		
Scull	Elijah	Emergency Medical Technician P/T	11.60	per hr		
Spangler	Daniel	Emergency Medical Technician P/T	11.60	per hr		
Teasenfitz	Jennifer	Emergency Medical Technician P/T	11.60	per hr		
Wimley	Crystal	Emergency Medical Technician P/T	11.60	per hr		
Zambrano	Yvette	Emergency Medical Technician P/T	11.60	per hr		
Marriner	Jackie	Emergency Medical Technician P/T	11.70	per hr		
Parker	Tiffany	Emergency Medical Technician P/T	11.70	per hr		
Thomson	John	Emergency Medical Technician P/T	11.70	per hr		
Belles, Jr	Walter	Emergency Medical Technician P/T	11.73	per hr		
Burke	Julia	Emergency Medical Technician P/T	12.63	per hr		
Eagan	Joseph	Emergency Medical Technician P/T	12.63	per hr		
Gorman	Cynthia	Emergency Medical Technician P/T	12.63	per hr		
Gushue	Timothy	Emergency Medical Technician P/T	12.63	per hr		
Knipple	Matthew	Emergency Medical Technician P/T	12.63	per hr		
Leonard	Lawrence	Emergency Medical Technician P/T	12.63	per hr		
Martino	Christopher	Emergency Medical Technician P/T	12.63	per hr		

January 3, 2013 Reorganization Meeting

McDevitt	Sandra	Emergency Medical Technician P/T	12.63	per hr		
Mulligan	April	Emergency Medical Technician P/T	12.63	per hr		
Rue	Debra	Emergency Medical Technician P/T	12.63	per hr		
Sims	Joseph	Emergency Medical Technician P/T	12.63	per hr		
Smearman	Steven	Emergency Medical Technician P/T	12.63	per hr		
Thompson	Zina-Beth	Emergency Medical Technician P/T	12.63	per hr		
McDevitt	Nancy	Emergency Medical Technician P/T	12.90	per hr		
Linz	Michael	EMS Billing Administrator	850.00			850.00
Petitt	James	Equipment Operator	25,342.00			25,342.00
Amrose	Paul	Equipment Operator	27,597.00			27,597.00
Zaccaria	Mario	Fire Subcode Official P/T	7,393.00			7,393.00
Neill	Greg	Fire Subcode Official P/T	10,271.00			10,271.00
Taverner	Tracey	Fund Commissioner	1.00			1.00
Neidig	George	Judge of Municipal Court	35,000.00			35,000.00
Neidig	George	Judge of Shared Municipal Court	7,000.00			7,000.00
DeRobertis	Jill	Keyboarding Clerk 1	18,720.00			18,720.00
Linz	Sandra	Keyboarding Clerk 1	18,720.00			18,720.00
Karstens	Kendra	Keyboarding Clerk 1	23,603.00			23,603.00
Fiore	Carol	Keyboarding Clerk 1	24,804.00			24,804.00
Sweitzer	Virginia	Keyboarding Clerk 1	25,083.00			25,083.00
Montgomery	Barbara	Keyboarding Clerk 1	26,730.00			26,730.00
Stocker	Suzanne	Keyboarding Clerk 1	27,000.00			27,000.00
Niemann	Joshua	Keyboarding Clerk 1	27,000.00			27,000.00
Mutter	Dorothy	Keyboarding Clerk 1 P/T	14.00			
Perdomo	Dawn	Keyboarding Clerk 2	30,436.00			30,436.00
Becker	Debra	Keyboarding Clerk 2	35,627.00			35,627.00
Kirk	Rita	Keyboarding Clerk 2	38,720.00			38,720.00
Stimmel	Dawn	Keyboarding Clerk 2	42,655.00			42,655.00
Mattera	Maria	Laborer 1	20,848.00			20,848.00
Mabry	Donald	Laborer 1	21,562.00			21,562.00
Hotaling	John	Laborer 1	22,616.00			22,616.00
Arana	Luis	Laborer 1	24,482.00			24,482.00
Ierovante	Francis	Laborer 1	24,482.00			24,482.00
Mayerson	William	Laborer 1	24,482.00			24,482.00
Pinkston	Walter	Laborer 1	24,482.00			24,482.00
Dieffenderfer	William	Laborer 1	27,146.00	6%	1,629	28,775.00
Hearon	John	Laborer 1	27,146.00			27,146.00
Oliva	John	Laborer 1	28,646.00			28,646.00
Graham	Darius	Laborer 1 P/T	8.64	per hr		
Karrish	Stanley	Laborer 1 P/T	8.64	per hr		
Castaldi	Alex	Laborer 1 P/T	10.00	per hr		
DeJesus	Elvin	Laborer 1 P/T	10.00	per hr		
Hammerstein	William	Laborer 1 P/T	10.00	per hr		
Markee	William	Laborer 1 P/T	10.00	per hr		
Sneathen	Leroy	Laborer 1 P/T	10.00	per hr		
Jones	Leroy	Laborer 2 (past 3rd year)	26,995.00			26,995.00
Mahan	Paul	Laborer 2 (past 3rd year)	28,619.00			28,619.00
Giannattasio	Joseph	Laborer 3	28,404.00			28,404.00
Statzell	Matthew	Maintenance Supervisor & Project Manager	55,315.00			55,315.00
Collins	Jim	Manager of Parks and Grounds	41,953.00	10%	4,195	46,148.00
Fowle	Merrill	Mechanic Trainee	30,534.00			30,534.00
Lutes	Cynthia	Municipal Court Administrator	54,350.00	8%	4,348	58,698.00
Ragusa	Marian	Municipal Prosecutor	26,500.00			26,500.00
Smith	Andrew	Municipal Recycling Coordinator	1.00			1.00
Kalish	Elvira	Personnel Officer	50,549.00			50,549.00
Kajander	Richard	Plumbing Subcode Official P/T	22,597.00			22,597.00
Edwards	John	Police Captain	120,437.00			120,437.00
Leusner	Christopher	Police Chief	132,481.00			132,481.00
Adams	William	Police Lieutenant	114,038.00			114,038.00
Nelson	Donald	Police Lieutenant	114,038.00			114,038.00
Vitola	Justin	Police Officer	33,101.00			33,101.00
Bradley	Raymond	Police Officer	38,576.00			38,576.00
Murphy	Brian	Police Officer	38,576.00			38,576.00
Vergantino	Brian	Police Officer	38,576.00			38,576.00
Salveson	Jeffrey	Police Officer	42,124.00			42,124.00
Geiger	Daniel	Police Officer	62,002.00			62,002.00
Jones	Armondo	Police Officer	62,002.00			62,002.00
Lindholm	Martin	Police Officer	62,002.00			62,002.00

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Larkin	Leonard	Police Officer	67,859.00	67,859.00
Martino	Matthew	Police Officer	67,859.00	67,859.00
Saettler, Jr	Kurt	Police Officer	67,859.00	67,859.00
Trombetta	Giacomo	Police Officer	67,859.00	67,859.00
Martin	Daniel	Police Officer	73,716.00	73,716.00
Miller	Ronald	Police Officer	79,572.00	79,572.00
Super	Tracey	Police Officer	79,572.00	79,572.00
Bryan	Joshua	Police Officer	85,428.00	85,428.00
Norton	John	Police Officer	85,428.00	85,428.00
Brown	Michelle	Police Officer	91,285.00	91,285.00
Novsak	Steven	Police Officer	91,285.00	91,285.00
Castellano	Gino	Police Officer	97,463.00	97,463.00
Conte	Pasquale	Police Officer	97,463.00	97,463.00
Crawley	Fred	Police Officer	97,463.00	97,463.00
D'Alonzo	James	Police Officer	97,463.00	97,463.00
DeLanzo	Jennifer	Police Officer	97,463.00	97,463.00
Hagan	David	Police Officer	97,463.00	97,463.00
Johnson	Phillip	Police Officer	97,463.00	97,463.00
Martin	Kenneth	Police Officer	97,463.00	97,463.00
McClure	Allan	Police Officer	97,463.00	97,463.00
Phillips	Marcus	Police Officer	97,463.00	97,463.00
Ruiz	Julio	Police Officer	97,463.00	97,463.00
Sittineri	Richard	Police Officer	97,463.00	97,463.00
Stocker	Clinton	Police Officer	97,463.00	97,463.00
Sweitzer	Jason	Police Officer	97,463.00	97,463.00
Akke	Alison	Police Officer	42,124.00	42,124.00
Larkin	Leonard	Police Officer - Detective Stipend	750.00	750.00
Martin	Kenneth	Police Officer - Detective Stipend	750.00	750.00
McClure	Allan	Police Officer - Detective Stipend	750.00	750.00
Osmundsen	Douglas	Police Officer - Detective Stipend	750.00	750.00
Stocker	Clinton	Police Officer - Detective Stipend	750.00	750.00
Super	Tracey	Police Officer - Detective Stipend	750.00	750.00
Trombetta	Giacomo	Police Officer - Detective Stipend	750.00	750.00
Elias	Michael	Police Sergeant	104,912.00	104,912.00
Fiore	Francis	Police Sergeant	104,912.00	104,912.00
Higginbottom	Mark	Police Sergeant	104,912.00	104,912.00
Loftus	James	Police Sergeant	104,912.00	104,912.00
Osmundsen	Douglas	Police Sergeant	104,912.00	104,912.00
Shepherd	Robert	Police Sergeant	104,912.00	104,912.00
Long	Lauren	PS Telecommunications Operator	30,650	30,650.00
Farina	Theodore	PS Telecommunications Operator	30,650	30,650.00
Gaskill	Dustin	PS Telecommunications Operator	33,456.00	33,456.00
Eagan	Robert	PS Telecommunications Operator	35,190.00	35,190.00
Woodrow	Keith	PS Telecommunications Operator	37,230.00	37,230.00
Graham	Jennifer	PS Telecommunications Operator	48,450.00	48,450.00
Sill	Madonna	PS Telecommunications Operator	48,450.00	48,450.00
Loefflad	Jacob	PS Telecommunications Operator	28,500	28,500.00
Mulligan	William	PS Telecommunications Operator	35,190.00	35,190.00
Delinski	Stephen	PS Telecommunications Operator P/T	10.50	per hr
Anzelone	Lauren	PS Telecommunications Operator P/T	13.46	per hr
Champion	Mary	PS Telecommunications Operator P/T	13.46	per hr
Fritsch, Jr.	Paul	PS Telecommunications Operator P/T	13.46	per hr
Linz	Brittany	PS Telecommunications Operator P/T	13.46	per hr
Shinn	Diane	PS Telecommunications Operator P/T	13.46	per hr
Fuscellaro	Seth	Public Defender	17,500.00	17,500.00
Russ	LeeAnn	Real Estate Officer	1.00	1.00
Auld	Daniel	Recreation Aide P/T	10.00	per hr
Dougherty	Frank	Recreation Aide P/T	10.00	per hr
Gilpin	Howard	Recreation Aide P/T	10.00	per hr
Jackson	Robert	Recreation Aide P/T	10.00	per hr
Jensen	Derek	Recreation Aide P/T	10.00	per hr
Lindholm	Matthew	Recreation Aide P/T	10.00	per hr
Mabry	Albert	Recreation Aide P/T	10.00	per hr
Matthews	Chanel	Recreation Aide P/T	10.00	per hr
McNeal	Charlie	Recreation Aide P/T	10.00	per hr
Pierce	Necheala	Recreation Aide P/T	10.00	per hr
Spencer	Sharon	Recreation Aide P/T	10.00	per hr
Thomas	Derek	Recreation Aide P/T	10.00	per hr

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Williams	Janet	Recreation Aide P/T	10.00	per hr		
Freeman	Clinton	Recreation Aide P/T	12.76	per hr		
Angelone	Arline	Recreation Aide P/T	13.00	per hr		
Shelton	Paul	Recreation Aide P/T	13.03	per hr		
Toney	Alphonso	Recreation Aide P/T	13.03	per hr		
Devitt	Tammy	Recreation Leader	30,016.00			30,016.00
Matthews	Robert	Recreation Leader	39,106.00			39,106.00
Krauss	Kimberly	Secretary Board of Health	850.00			850.00
Becker	Jill	Secretary Economic Development Council	850.00			850.00
Becker	Jill	Secretary Emergency Management	850.00			850.00
Stimmel	Dawn	Secretary Environmental Commission	850.00			850.00
Stimmel	Dawn	Secretary Ethics Board	850.00			850.00
May	David	Secretary Planning Board	850.00			850.00
Devitt	Tammy	Secretary Recreation Advisory Board	850.00			850.00
Kalish	Elvira	Secretary Safety Committee	850.00			850.00
May	David	Secretary Zoning Board of Adjustment	850.00			850.00
Miller	Marilyn	Senior Citizens Activities Coordinator	33,732.00			33,732.00
Anderson	Muriel	Senior Computer Operator	40,032.00	10%	4,003	44,035.00
Bartleson	Robert	Senior Mechanic	35,728.00			35,728.00
Giannattasio	Joseph	Sewer Billing Administrator	4,653.00			4,653.00
Beasley	Sandra	Sewer Billing Administrator	12,500.00			12,500.00
Seabrook	George	Sewer Equipment Operator	22.50	per hr		
Mills	Steven	Sewer Licensed Operator	10,728.00			10,728.00
Mills	Steven	Sewer Repairer 1	29,165.00			29,165.00
Fiore	Carol	Shared Court - Clerk Typist	2,000.00			2,000.00
Keen	Elizabeth	Shared Court - Deputy Municipal Court Adm	2,000.00			2,000.00
Lutes	Cynthia	Shared Court - Municipal Court Administrator	5,000.00			5,000.00
Ragusa	Marian	Shared Court - Municipal Prosecutor	4,000.00			4,000.00
Fuscellaro	Seth	Shared Court - Public Defender	2,000.00			2,000.00
Delinski	Stephen	Special Class I Officer	8.50	per hr		
Cartagena	Luis	Special Class II Officer	10.50	per hr		
Karge	Shawn	Special Class II Officer	10.50	per hr		
Lamanteer	Matthew	Special Class II Officer	10.50	per hr		
Reardon	Michael	Special Class II Officer	10.50	per hr		
Rossi	Phillip	Special Class II Officer	10.50	per hr		
Gamble	Joseph	Special Class II Officer	12.50	per hr		
Neiman	Robert	Special Officer Elections	100.00	per day		
Hearon	John	Substitute Animal Control Officer	2,500.00			2,500.00
Ierovante	Francis	Substitute Animal Control Officer	2,500.00			2,500.00
Petitt	James	Substitute Animal Control Officer	2,500.00			2,500.00
Eagan	Robert	Supervising Dispatcher	1,500.00			1,500.00
Graham	Jennifer	Supervising Dispatcher	1,500.00			1,500.00
Sill	Madonna	Supervising Dispatcher	1,500.00			1,500.00
Woodrow	Keith	Supervising Dispatcher	1,500.00			1,500.00
Spalding	George	Supervising Equipment Operator	36,303.00	10%	3,630	39,933.00
Barger	William	Supervising Mechanic	53,422.00	10%	5,342	58,764.00
Camp	Christopher	Supervisor/Heavy Equipment Operator	48,530.00	10%	4,853	53,383.00
Russ	LeeAnn	Tax Assessor	60,817.00	10%	6,082	66,899.00
Beasley	Sandra	Tax Collector	60,604.00	6%	3,636	64,240.00
Copson	Susan	Technical Assistant Construction Official	47,012.00	10%	4,701	51,713.00
Krauss	Kimberly	Township Clerk	57,817.00			57,817.00
DeLanzo	Susan	Township Committee Member	17,440.00			17,440.00
Donohue	Timothy	Township Committee Member	17,440.00			17,440.00
Lockwood	Daniel	Township Committee Member	17,440.00			17,440.00
Keen	Elizabeth	Violations Clerk	1,000.00			1,000.00
May	David	Zoning Officer	45,406.00			45,406.00

19. RESOLUTION 16-13 – OPEN PUBLIC MEETINGS / TOWNSHIP COMMITTEE MEETINGS AND/OR MIDDLE TOWNSHIP BOARD OF HEALTH – On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, in compliance with the Public Law 1975, Chapter 231 (Open Public Meetings Law) that the Herald Times and the Atlantic City Press are hereby designated as the two newspapers most likely to inform the residents of Middle Township concerning meeting dates.  
FURTHER RESOLVED, that the "Annual Notice" containing the time, date, and location of all regularly scheduled meetings for the year 2013, shall be transmitted to each of the above two newspapers forthwith and if said transmittal has already taken place, the action is hereby confirmed.

FURTHER RESOLVED, that a copy of said "Annual Notice" shall be prominently posted on the main bulletin board in the Township Hall, and a copy shall be kept on file by the Township Clerk.  
FURTHER RESOLVED, that a fee of \$20.00 per annum shall be and hereby is established, as a prepaid fee to cover the cost of mailing a copy of said "Annual Notice", and a copy of all "Forty Eight Hour Notices" to any person who pays such fee and requests such mailing, said fee to cover the calendar year 2013 of any portion thereof, without adjustment.  
FURTHER RESOLVED, that said "Annual Notice" of regularly scheduled meetings for the year 2013 shall be published one time in the Herald Times and if said publication has already taken place, the action is hereby confirmed.  
FURTHER RESOLVED, that a copy of said "Annual Notice" is annexed hereto and hereby made a part hereof.

20. RESOLUTION 17-13 – ESTABLISHING MEETING NIGHTS – On motion by Committeemember DeLanzo seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.

BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May State of New Jersey, that the first and third Monday of each month be and hereby are designated as Meeting Nights for the Township of Middle, with the exception of the reorganization which will occur on January 3, 2013 at 6:00p.m. (thereby eliminating any meeting on January 7, 2013), and

BE IT FURTHER RESOLVED, that the regular meetings of the Middle Township Committee for the year 2013 will be held in the Meeting Room of the Middle Township Municipal Building, 33 Mechanic Street, Cape May Court House, New Jersey 08210.

BE IT FURTHER RESOLVED, that there will be no meeting held on January 7, 2013, January 21, 2013, February 18, 2013, or September 2, 2013 due to the observation of holidays. There will be a meeting held on Wednesday January 23, 2013, Wednesday February 20, 2013, and Wednesday September 4, 2013 to make up for meetings missed due to the holiday schedule.

Thursday, January 3, 2013

Wednesday, January 23, 2013

Monday, February 4, 2013

Wednesday, February 20, 2013

Monday, March 4, 2013

Monday, March 18, 2013

Monday, April 1, 2013

Monday, April 15, 2013

Monday, May 6, 2013

Monday, May 20, 2013

Monday, June 3, 2013

Monday, June 17, 2013

Monday, July 1, 2013

Monday, July 15, 2013

Monday, August 5, 2013

Monday, August 19, 2013

Wednesday, September 4, 2013

Monday, September 16, 2013

Monday, October 7, 2013

Monday, October 21, 2013

Monday, November 4, 2013

Monday, November 18, 2013

Monday, December 2, 2013

Monday, December 16, 2013

FURTHER RESOLVED, that all other Township Committee Meetings will be held at 6:00 P.M. on said designated nights unless otherwise designated.

21. RESOLUTION 18-13 – ESTABLISHING WORK SESSION MEETING NIGHTS – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.

BE IT RESOLVED by the Township Committee, the Governing Body of the Township of Middle, County of Cape May, State of New Jersey that the following dates shall be designated as Work Session Meeting Nights for the Township of Middle, and

FURTHER RESOLVED, that the Work Sessions will be held at 4:00 P.M. on said designated nights.

Wednesday, January 23, 2013

Wednesday, February 20, 2013

Monday, March 18, 2013

Monday, April 15, 2013

Monday, May 20, 2013

Monday, June 17, 2013

Monday, July 15, 2013

Monday, August 19, 2013

Monday, September 16, 2013

Monday, October 21, 2013

Monday, November 18, 2013

Monday, December 16, 2013

22. RESOLUTION 19-13 – ESTABLISHING PAYDAYS AND A PAYROLL ACCOUNT – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.

BE IT RESOLVED, by the Township Committee of the Township of Middle, County of Cape May and State of New Jersey, that paydays for Middle Township employees shall be on a bi-weekly basis, beginning January 4, 2013.

23. RESOLUTION 20-13 – DEPOSITORY CURRENT FUNDS – 2013- On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.

BE IT FURTHER RESOLVED, that the Sturdy Savings Bank shall be the depository for the following account of the Township of Middle for the year 2013, and that all disbursements shall be made by checks signed by the following:

ACCOUNT	DISBURSEMENT OFFICER
Clerk	Township Clerk or Deputy Clerk
TTL Redemption	Tax Collector or Designated Tax Clerk
Construction Official	Construction Official, Chief Financial Officer, Deputy Chief Financial Officer
Municipal Court	Municipal Judge or Court Administrator or Deputy Court Administrator
Bond Account	Municipal Judge or Court Administrator, or Deputy Court Administrator
Current	Chief Financial Officer, Deputy Chief Financial Officer
General Checking Account	Chief Financial Officer, Deputy Chief Financial Officer, Mayor, Clerk or Deputy Clerk
Trust Account - Other	Chief Financial Officer, Deputy Chief Financial Officer
Forfeited Monies)	Chief Financial Officer, Deputy Chief Financial Officer
General Capital Account	Chief Financial Officer, Deputy Chief Financial Officer
Urban Development Action	Chief Financial Officer, Deputy Chief Financial Officer
EMS Billing	Chief Financial Officer, Deputy Chief Financial Officer
Middle Township Municipal Alliance Committee	Chief Financial Officer, Deputy Chief Financial Officer
Housing Rehabilitation	Chief Financial Officer, Deputy Chief Financial Officer
Revolving Fund	
Utility Account	Chief Financial Officer, Deputy Chief Financial Officer
Utility Escrow Account	Chief Financial Officer, Deputy Chief Financial Officer
Utility Capital Account	Chief Financial Officer, Deputy Chief Financial Officer
Green Acres	Chief Financial Officer, Deputy Chief Financial Officer
Payroll (SS & Withholding)	Chief Financial Officer, Deputy Chief Financial Officer
Unemployment Trust	Chief Financial Officer, Deputy Chief Financial Officer
Recreation-Ded. Trust Fund	Chief Financial Officer, Deputy Chief Financial Officer
Public Assistance Trust Fund	Chief Financial Officer, Deputy Chief Financial Officer
Dog Tax	Chief Financial Officer, Deputy Chief Financial Officer
Accumulated Absences Trust Fund	Chief Financial Officer, Deputy Chief Financial Officer
COAH Fees	Chief Financial Officer, Deputy Chief Financial Officer
Alarm Billing Account	Chief Financial Officer, Deputy Chief Financial Officer

BE IT FURTHER RESOLVED, that TD Bank, of New Jersey shall be the depository for all of the following current funds, of the Township of Middle, for the year 2013, and that all disbursements shall be made by checks signed by the following:

ACCOUNT	DISBURSEMENT OFFICER
Master Escrow Checking Financial Officer	Chief Financial Officer, Deputy Chief
Master Escrow Savings Financial Officer	Chief Financial Officer, Deputy Chief

BE IT FURTHER RESOLVED, that 1st Bank of Sea Isle, of New Jersey shall be the depository for all of the following current funds, of the Township of Middle, for the year 2013, and that all disbursements shall be made by checks signed by the following:

ACCOUNT	DISBURSEMENT OFFICER
Middle Township Employee Medical/Child Care Plan Financial Officer	Chief Financial Officer, Deputy Chief

BE IT FURTHER RESOLVED, that MBIA Class, of New Jersey shall be the depository for all of the following current funds, of the Township of Middle, for the year 2013, and that all disbursements shall be made by checks signed by the following:

ACCOUNT	DISBURSEMENT OFFICER
General Capital Account Financial Officer	Chief Financial Officer, Deputy Chief

24. RESOLUTION 21-13 – INVESTMENT OF FUNDS – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.

WHEREAS, the Director, Division of Local Government has deemed it advisable that an officer of the Township of Middle be responsible for the investment of funds.  
NOW, THEREFORE BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May and State of New Jersey that Tracey Taverner, Chief Financial Officer for the Township of Middle be and is hereby authorized to invest the available funds of the Township of Middle during the year 2013.

25. RESOLUTION 22-13 – EXTENDING INTEREST DATES – On motion by Committeemember DeLanzo seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
WHEREAS, Taxes for each quarter have heretofore been deemed to have become delinquent from and after February 1st, May 1st, August 1st and November 1st, of each year, with the interest chargeable on said quarters because of the delinquency from the date; and  
WHEREAS, it is determined for the best interest of the Township of Middle to extend the date upon which taxes for each quarter for the year of 2013 shall be deemed delinquent.  
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, that taxes for each quarter of the year of 2013 shall be due on or before the 10th of February, May, August and November.  
BE IT FURTHER RESOLVED, that any and all taxes for said quarter which have not been paid on or before the 10th of February, May, August and November shall therefore become delinquent and interest shall be charged thereon in accordance with N.J.S. 54:4-67 Revised Statutes of New Jersey.  
BE IT FURTHER RESOLVED, that the interest rate on tax and assessment delinquencies is at the rate of 8% per annum on the first \$1,500.00 of such delinquency and at the rate of 18% per annum on any amount in excess of the said first \$1,500.00.
26. RESOLUTION 23-13 – DESIGNATED HOLIDAYS – 2013 – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.  
BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May and State of New Jersey that the designated Holidays for the Township of Middle will be as follows:
- | HOLIDAY                    | CELEBRATED DAY         |
|----------------------------|------------------------|
| New Year's Day             | Tuesday, January 1     |
| Martin Luther King Jr. Day | Monday, January 21     |
| President's Day            | Monday, February 18    |
| Good Friday                | Friday, March 29       |
| Memorial Day               | Monday, May 27         |
| Independence Day           | Thursday, July 4       |
| Labor Day                  | Monday, September 2    |
| Columbus Day               | Monday, October 14     |
| General Election Day       | Tuesday, November 5    |
| Veteran's Day              | Monday, November 11    |
| Thanksgiving Day           | Thursday, November 28  |
| Day After Thanksgiving Day | Friday, November 29    |
| Christmas Day              | Wednesday, December 25 |
- BE IT FURTHER RESOLVED, that the Personnel Director is hereby authorized to amend the personnel manual and any other documentation as necessary in connection with these approved dates.
27. RESOLUTION 24-13 – DESIGNATING THE HERALD TIMES AS THE OFFICIAL NEWSPAPER FOR 2013 – On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
WHEREAS, by law, under certain circumstances, it is required that there be published by printing and publishing in a newspaper or newspapers, ordinances, resolutions or notices of advertisements of all sorts, kinds or character by a municipality as provided by R.S. 35:1-2.2; and  
WHEREAS, it is desired to designate an official newspaper to be the official newspaper for the legal advertising for the year 2013.  
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, that the Herald-Times be and it is hereby designated as the official newspaper for the printing of legal advertisements for Middle Township, for the year 2013; and  
BE IT FURTHER RESOLVED, that in the case where something cannot responsibly be published in the Herald Times due to its publication schedule, the Press of Atlantic City shall be designated as an official newspaper for such circumstances as well. This designation shall not apply to Notices of Application for Development before the Township Zoning Board of Adjustment or the Township Planning Board, in both of those cases, the Herald-Times shall be the only officially designated newspaper for use.  
FURTHER RESOLVED, that in the event a special statute or statutes require a legal advertisement to be printed in a newspaper other than the Herald Times, then and in the event the said advertisement shall be printed in the Herald Times and the Press of Atlantic City.

28. RESOLUTION 25-13 – ESTABLISHING PETTY CASH FUNDS - 2013 – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.

WHEREAS, NJSA 40A:5-21 authorizes the establishment of a Petty Cash Fund in any county or municipality by application and resolution, and

WHEREAS, it is the desire of the Township of Middle, County of Cape May to establish such funds for various departments in the following amounts, and

WHEREAS, the custodian for this funds shall be as follows, who is bonded for the amount of blanket bond; such custodians shall maintain records for these funds in a manner conducive to proper accounting and auditing procedures, and

WHEREAS, it is necessary to set a maximum disbursement per transaction, the maximum being of \$10.00 (ten dollars) with the exception of the Sewer and Water Department which shall not exceed \$25.00 (twenty five dollars).

Custodian	Department	Fund Amount
Marilyn Miller	Senior Citizen Center	\$100.00
Tammy Devitt	Recreation Department	\$150.00
Chief Christopher Leusner	Police Department	\$100.00
Rita Kirk	Public Works Department	\$300.00

NOW, THEREFORE BE IT RESOLVED that the Township of Middle hereby authorizes such action and that two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

29. RESOLUTION 26-13 – ESTABLISHING CHANGE FUNDS FOR VARIOUS TOWNSHIP DEPARTMENTS – On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.

Whereas, the Township Committee of the Township of Middle, the governing body thereof, authorizes the establishment of Change Funds for various departments within the town,

Now therefore be it resolved, the following departments are hereby authorized and permitted to establish change funds in the respective amounts:

Department	Officer	Amount
Tax Collector	Sandra Beasley	\$400.00
Sewer	Sandra Beasley	\$100.00
Construction	Donald Arndt	\$150.00
Vital Statistics	Kimberly Krauss	\$ 50.00
Municipal Court	Cynthia Lutes	\$300.00
Dog Licensing	Dawn Stimmel	\$ 50.00
Recreation	Tammy Devitt	\$ 25.00
Police Records	Christopher Leusner	\$ 25.00
Recreation – MLK	Robert Matthews	\$150.00
Zoning	David May	<u>\$100.00</u>
Total		\$1,350.00

Further resolved, that said funds shall be used by such offices to maintain a cash box.

30. RESOLUTION 27-13 – ESTABLISHING AUTHORIZED SIGNORS FOR VARIOUS TOWNSHIP RELATED ITEMS - On motion by Committeemember DeLanzo seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.

WHEREAS, purchases for goods and services must be signed by the Chief Financial Officer or her Designee

WHEREAS, the Township of Middle has not previously formally established this designee and is doing so now

BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof; that the following employees be designated as authorized signors for the specified funds for purchase orders in the absence of the Chief Financial Officer:

Susan Quinones	All Funds
Joshua Niemann	All Funds

BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof; that the following employees are hereby authorized to transfer of funds within various bank accounts in the absence of the Chief Financial Officer:

Susan Quinones	All Accounts
Joshua Niemann	All Accounts

31. RESOLUTION 28-13 – APPOINTING RISK MANAGEMENT CONSULTANT – AWARDING THROUGH FAIR AND OPEN PROCESS – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.

WHEREAS, the Governing Body of Township of Middle is a member of the Atlantic County Municipal Joint Insurance Fund, a self insurance pooling fund, following a detailed analysis, and

WHEREAS, the Township solicited for RFP's under the Fair and Open Process, and

WHEREAS, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws, and

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body, and

WHEREAS, the township solicited for proposals for Risk Management Consultant via Resolution547-12, and  
WHEREAS, the proposal received by Marsh & McLennan Agency indicates not to exceed \$24,000.00  
WHEREAS, NJSA 40A: 1 1-5 (1) (in), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service, and  
WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant's are clearly an extraordinary unspecifiable service, which therefore render competitive bidding impractical.  
NOW THEREFORE, be it resolved that the governing body of the Township of Middle does hereby appoint Michael McLaughlin, Marsh & McLennan Agency as its Risk Management Consultant in accordance with 40A: 1 1-5 in the amount Not to Exceed \$24,000.00 for FY2013, and  
BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A: 1 1-5 (1), (a), (i).

32. RESOLUTION 29-13 – RENEWAL OF MOBILE HOME PARK LICENSES – 2013 – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.  
WHEREAS, the several Mobile Home Park license renewal applications listed below have been found to be in proper form, and the fee paid in each case.  
NOW, THEREFORE BE IT RESOLVED, that each of the following licenses be and are hereby renewed for the calendar year of 2013:

License#	Tradename	Acreage	Sites	Sup Site	Fee	Sup.Fee
1	Briarwood	6.50	74	0	\$750.00	\$0.00
2	Grande Woods South	31.15	100	160	\$750.00	\$500.00
3	Grande Woods North	16.25	100	0	\$750.00	\$0.00
4	Cedar Springs	3	36	0	\$750.00	\$0.00
5	Village	1.1	18	0	\$750.00	\$0.00
6	Delsea Woods Community LLC.	50	100	150	\$750.00	\$500.00
7	Captain Walt's	3	36	0	\$750.00	\$0.00
8	Rio Grande	2.58	50	0	\$750.00	\$0.00
10	A & J MHP	10.4	56	0	\$750.00	\$0.00
11	Edgewood Village	10.4	82	0	\$750.00	\$0.00
13	Park View	13.365	100	0	\$750.00	\$0.00
14	Garden Lake	63.87	150	200	\$750.00	\$500.00
15	Presidential Courts	3.5	39	0	\$750.00	\$0.00
16	Shellbay	3.42	41	0	\$750.00	\$0.00

33. RESOLUTION 30-13 – RENEWAL OF CAMPGROUND LICENSES – 2013 – On motion by Committeemember DeLanzo seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
WHEREAS, the several Campground license renewal applications listed below have been found to be in proper form, and the fee paid in each case.  
NOW, THEREFORE BE IT RESOLVED, that each of the following licenses be and are hereby renewed for the calendar year of 2013:

License#	Tradename	Acreage	Sites	Fee
1	Ponderosa	11	100	\$600.00
3	Cape Shores Resort Inc.	10	200	\$900.00
4	Delsea Woods Community LLC.	50	100	\$600.00
5	Bay Cove	59.66	144	\$732.00
6	Old Stagecoach	35.89	229	\$987.00
7	King Nummy	85.88	456	\$1668.00
9	Shellbay	79.50	296	\$1188.00
10	Adventure Bound Camping Resorts, Cape May, NJ	34.76	400	\$1500.00
11	Sea Pines Campground	76.92	553	\$1959.00
12	Green Holly Camping Resort, Inc.	75.75	456	\$1668.00
13	Hideaway Beach	149.91	344	\$1332.00
14	Acorn	74.90	330	\$1290.00
15	Big Timberlake	89.33	800	\$2700.00

34. RESOLUTION 31-13 – ESTABLISHING: 1. FAIR AND OPEN PROCESS FOR CONTRACTS 2. CRITERIA TO BE CONSIDERED IN AWARDING CONTRACTS; AND 3. POSITIONS FOR WHICH PROPOSALS SHALL BE SOLICITED – On motion by Committeemember Donohue seconded by Mayor Lockwood and passed on roll call, the following resolution was adopted.  
WHEREAS, N.J.S.A. 19:44A-20.4 et. seq. requires that contracts with a value exceeding \$17,500 be

awarded pursuant to a “fair and open” or “non-fair and open” process; and  
WHEREAS, the Township Committee feel the best interests of the residents of Middle Township would be best served by the Township requesting proposals and qualifications, and considering and awarding contracts by use of a Fair and Open process; and  
WHEREAS, the Township Committee desires to establish the Fair and Open Process; and  
WHEREAS, the Township Committee desires to establish the criteria for the consideration of proposals and qualifications, and the award of contracts submitted in accordance with the Fair and Open Process; and  
WHEREAS, the Township Committee desires to establish the positions which for the year 2013 shall be subject to the Fair and Open Process and also where stated below additional criteria for certain position; and  
WHEREAS, the Township Committee has decided to go beyond what is required by the state statute and to submit all professional services contracts to the Fair and Open process, even those that are below the \$17,500.00 threshold;  
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, County of Cape May, State of New Jersey, that:

1. THE FAIR AND OPEN PROCESS

A. The Township Committee of the Township of Middle has determined that the following procedure constitutes a fair and open process and shall be the manner in which requests for proposals and qualifications are sought, accepted, and awarded:

1. A request for proposals and qualifications shall be publicly advertised on the Township of Middle’s internet website beginning on January 7, 2013 and continuing on the website through January 22, 2013.
2. The Township shall accept proposals until 1:00 o’clock on January 22, 2013.
3. Proposals shall be in a sealed envelope addressed to:  
Kimberly D. Krauss  
Township Clerk - Township of Middle  
33 Mechanic Street  
Cape May Court House, NJ 08210  
**The envelope shall also state the name of the person or entity submitting the proposal and the position for which the proposal is submitted.**
4. The envelope shall contain one original and two copies of the proposal.
5. The proposal shall include (**this is mandatory**) at a minimum, a statement of the following:
  - A. Qualifications and Experience of person or entity specifically with regard to the position sought
  - B. Scope of Services proposed to be provided
  - C. Contact Information, including name, address, phone number, email address
  - D. Fee Proposal including a “Not To Exceed” Amount
  - E. Office Staffing Plan and Resources
  - F. Location of Office from which services shall be provided
  - G. References
  - H. Potential Conflicts
  - I. The Applicant should provide a proposal which includes a statement of licensing, others in his/her office who will provide services, a fee schedule which lists names, titles and fees for each person and for each of these services, and any other information deemed of importance by the Applicant.
6. On January 22, 2013 at 1:00pm, the Township Clerk or representative shall open each of the proposals and shall announce the proposals received by name, and a short summary of the proposal and qualifications.
7. The proposals shall be submitted to Township Committee for consideration at its reorganization meeting, at which time Township Committee may award a contract by approving a resolution, or, it may choose to award at the next regularly scheduled Township Committee meeting. If a majority votes to seek interviews, interviews may be held between Township Committee and the person or entity that submitted proposals. Township Committee may send proposals to Township Board’s or Agency’s for consideration and approval as is appropriate.

2. CRITERIA BY WHICH REQUESTS FOR PROPOSALS AND QUALIFICATIONS SHALL BE EVALUATED

- A. The Township of Middle hereby discloses in writing that all of the submissions in response to the Request for Proposals and Qualifications submitted through

the fair and open process described above, will be evaluated by the Township Committee of the Township of Middle and awarded or rejected on the basis of the following criteria. Proposals will be evaluated by the Township Committee of the Township of Middle on the basis of the most advantageous, price and other factors considered. The evaluation will consider:

1. Experience and reputation in the field
2. Knowledge of the Township of Middle and the subject matter to be addressed under the contract
3. Availability to accommodate any required meetings of the agency
4. Compensation proposal
5. Other factors if demonstrated to be in the best interest of the Township of Middle

B. The following criteria, found under the competitive contracting rules at N.J.A.C. 5:34-4.2, if determined to be of assistance, may also be considered by Township Committee. These criteria are not intended to be limiting or all-inclusive, and they may be adapted or supplemented in order to meet the Township Committee's needs. No criteria will unfairly or illegally discriminate or exclude otherwise capable vendors.

I. Technical criteria:

a. Proposed methodology:

- i. Does the vendor's proposal demonstrate a clear understanding of the scope of work and related objectives?
- ii. Is the vendor's proposal complete and responsive to the specific RFP requirements?
- iii. Has the past performance of the vendor's proposed methodology been documented?
- iv. Does the vendor's proposal use innovative technology and techniques?
- v. Are sound environmental practices such as recycling, energy efficiency, and waste reduction used?

II. Management criteria:

a. Project management:

- i. How well does the proposed scheduling timeline meet the agency's needs?
- ii. Is there a project management plan?

b. History and experience in performing the work:

- i. Does the vendor document a record of reliability of timely delivery and on-time and on-budget implementation?
- ii. Does the vendor demonstrate a track record of service as evidenced by on-time, on-budget, and contract compliance performance?
- iii. Does the vendor document industry or program experience?
- iv. Does the vendor have a record of moral integrity?

c. Availability of personnel, facilities, equipment and other resources:

- i. To what extent does the vendor rely on in-house resources vs. contracted resources?
- ii. Are the availability of in-house and contract resources documented?

d. Qualification and experience of personnel:

- i. Documentation of experience in performing similar work by employees and when appropriate, sub-contractors?
- ii. Does the vendor make use of business capabilities or initiatives that involve women, the disadvantaged, small and/or minority owned business establishments?
- iii. Does the vendor demonstrate cultural sensitivity in hiring and training staff?

III. Cost criteria:

a. Cost of goods to be provided or services to be performed:

- i. Relative cost: How does the cost compare to other similar proposals?
- ii. Full explanation: Is the price and its component charges, fees, etc., adequately explained or documented?

b. Assurances of performance:

- i. If required, are suitable bonds, warranties, or guarantees provided?
- ii. Does the proposal include quality control and assurance programs?

c. Vendor's financial stability and strength:

- i. Does the vendor have sufficient financial resources to meet its obligations?

3. REQUEST FOR PROPOSALS AND QUALIFICATIONS ARE SOUGHT FOR THE FOLLOWING POSITIONS

A. Planning Board Solicitor - Attorney representing the Planning Board. The Planning Board meets two evenings a month.

B. IT Professional - Under direction of Middle Township, the IT Professional would repair, service, and maintain computer system equipment and related peripheral devices and does related work as required. The examples of work are for illustrative purposes and all duties required for the job may not be listed.

- Diagnoses, troubleshoots, and repairs microprocessor systems, related peripheral devices, and telecommunications hardware including digital controllers.
- Diagnoses, troubleshoots, and repairs telecommunications hardware attached to minicomputers and/or mainframe computer based systems including key systems, communication controllers, circuit and board components, printers, modems, cables, terminals, connectors, and disk drives.
- Diagnoses, troubleshoots, and effects repairs on all personal computers and communications and peripheral equipment including memory boards, disk controllers, monitors, personal computer tape devices, hard disks, floppy disks, power supplies, electronic switches, multiplexers, modems, digital controllers, terminals, printers, cables, and connectors.
- Assembles and/or configures and tests microprocessors, minicomputers, and/or mainframe computer based systems according to user and/or application requirements, and tests prior to their release to field locations for installation.
- Repairs electronic analog or digital computers and peripheral equipment, following schematics, diagrams, and handbook instructions.
- Inserts test programs and data in computer, and monitors processing from maintenance or operator's control panel, comparing system performance and output to predetermined standards to analyze cause of machine error or stoppage.
- Operates or observes computer and peripheral equipment during system and trouble localization tests to locate defective circuits and isolate faulty units.
- Tests suspect circuits, modules, and components using oscilloscope and other instruments to diagnose defects.
- Solders faulty connections and adjusts, repairs, or replaces defective electronic, electromechanical, or mechanical components according to service manuals, schematics, and diagrams.
- Performs preventive maintenance duties such as cleaning unit, mass replacing of transistors, tubes, or electronic components, and testing circuitry by simulating extreme operating conditions to locate and replace marginal components.
- Checks new devices and/or systems for compliance with controller specifications.
- Prepares regular, accurate, and informative reports relative to the operation and maintenance of microprocessor, minicomputer, and/or mainframe computer based systems and telecommunications hardware.
- Instructs others in the proper field operation of assigned systems.
- Maintains a library of manufacturers' catalogues, operating instructions, and repair manuals for all equipment and provides updates with latest vendor technical newsletter releases as required.
- Reviews trouble data reports of equipment failures, completes analysis of failure, and effects repairs as required.
- Prepares schematic wiring diagrams of auxiliary controller circuitry for special controller sequences and campus wiring configuration for either voice or data applications including local area networks.
- Troubleshoots telecommunications lines including in-house cable, lease lines, and digital circuits for all remote or local terminals and telecommunications hardware including those peripheral devices attached to a microprocessor, minicomputer, and/or mainframe computer based systems.
- Prepares paperwork to order new parts, supplies, and equipment as required.
- Determines whether sources of difficulty are hardware or software related and refers software problems to the appropriate area of responsibility.
- Fabricates all types of computer cable for field or central sites as required.
- May install all communication and peripheral computer equipment, lay cables and hook up electrical connections.
- Will be required to learn to utilize various types of electronic and/or manual recording and computerized information systems used by the agency, office, or related units.

35. RESOLUTION 32-13 – RENEWAL OF TOWING LICENSES – 2013 – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.

WHEREAS, several towing license renewal applications listed below have been found to be in proper form, and the fees paid in each case.

NOW, THEREFORE BE IT RESOLVED, that each of the following licenses be and are hereby renewed for the calendar year of 2013:

License #	Tradename	Truck #	License Plate Number	Truck Make/ Model	Fee	Sticker Fee Paid
3	Rio Auto Body	1	X96B96	1995 Ford Flatbed w/ Wheel Lift	\$450.00	\$50.00
4	Blakeslee Towing & Recovery dba Court House Towing	1	XN559E	2004 International Flatbed	\$450.00	\$50.00
	Blakeslee Towing & Recovery dba Court House Towing	2	XL7979	2004 International Flatbed		\$50.00
	Blakeslee Towing & Recovery dba Court House Towing	3	XS804H	2003 International Flatbed		\$50.00
	Blakeslee Towing & Recovery dba Court House Towing	4	XS473C	2005 International Flatbed		\$50.00
	Blakeslee Towing & Recovery dba Court House Towing	5	XV709R	2006 Ford F-550 Wheel Lift		\$50.00
	Blakeslee Towing & Recovery dba Court House Towing	6	XT390M	2004 International		\$50.00
	Blakeslee Towing & Recovery dba Court House Towing	7	X7963L	2000 Ford F-550 Flatbed		\$50.00
7	High Tech Towing	1	XV874R	2007 International Flatbed w/ Wheel Lift	\$450.00	\$50.00
8	HTA Inc. dba Clark's Towing	1	XL866P	1994 Ford F-350 Rollback w/ Lift	\$450.00	\$50.00
9	South Jersey Towing	1	XV333C	2004 International Flatbed w/ Wheel Lift	\$450.00	\$50.00
	South Jersey Towing	2	XV262C	2006 International Flatbed w/ Wheel Lift		\$50.00
	South Jersey Towing	3	XV465C	2000 Ford F-650 Flatbed		\$50.00
	South Jersey Towing	4		2002 Ford F-450 Wrecker w/ Wheel Lift		\$50.00
10	Peterson's Auto Towing	1	XY627P	2010 International Rollback	\$450.00	\$50.00
	Peterson's Auto Towing	2	XT219M	1997 International Rollback		\$50.00

36. RESOLUTION 33-13 - TRANSFER OF FUNDS – RESERVES – On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
WHEREAS, it is legal and lawful to make budget transfers on and after the first day of November in any budget year,  
NOW THEREFORE BE IS RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May and the State of New Jersey, that the following transfers of budget appropriations be made in the budget of Middle Township for the year 2012:

Utility CMCMA User	\$500	Utility OE
2-07-55-502-504-351		2-07-55-502-502-299
Utility Capital Outlay	\$10,820	Utility Bond Principle
2-07-55-512-512-012		2-07-55-520-520-011
Utility CMCMA User	\$9,687	Utility Bond Principle
2-07-55-502-504-351		2-07-55-520-520-011

37. RESOLUTION 34-13 - APPROVAL FOR PAYMENT TERMINAL LEAVE – MARK MALLET - On motion by Committeemember DeLanzo seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
WHEREAS, Mark Mallett has resigned with an effective date of December 16, 2012, and  
WHEREAS, it is the policy of Middle Township to compensate resigning employees for accumulated vacation, compensation, and personal time, and  
WHEREAS, the personnel office has provided sufficient documentation verifying the amount of time accumulated and the Finance Officer has certified that time,

NOW THEREFORE BE IT RESOLVED by the Township Committee, the Governing Body of the Township of Middle, County of Cape May, State of New Jersey that payment be issued to the employee in the amount referenced below.

Mark Mallett			
vacation	11.25	384.08	4,320.90
personal	0		0
comp	0		0
total			4,320.90

38. RESOLUTION 35-13 – AFFIDAVIT OF TAX SALE POSTING – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.  
I, Sandra B. Beasley, BEING DULY SWORN ACCORDING TO LAW ON MY OATH STATE:  
1. I am the Tax Collector of The Township of Middle, County of Cape May, State of New Jersey.  
2. A tax sale in-lieu of notice was mailed to each parcel listed in the tax sale pre postage paid. The first was mailed on December 12, 2012 and the second was mailed on December 19, 2012  
3. Notice of The Tax Sale that will be held on January 9, 2013, and published in the Herald-Times, Rio Grande, New Jersey, on December 26, 2013 and January 2, 2013  
4. A Copy of the Notice of Sale was set up in five of the public places in the Municipality, namely:  
1. Middle Township Municipal Hall  
2. Green Creek Post Office  
3. Cape May Court House Post Office  
4. Whitesboro Post Office  
5. Rio Grande Post Office  
5. A Notice of Tax Sale was mailed to the owner of record, whose name appears in the List at the last known address, postage prepaid.
39. RESOLUTION 36-13 – TAX TITLE LIEN SALE – On motion by Committeemember DeLanzo seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.  
WHEREAS, there remains on the records and books of the Township of Middle delinquent taxes, water and other municipal charges owing as of December 31, 2013; and  
WHEREAS, the statutes of the State of New Jersey, expressly N.J.S.A. 54:5 et seq., provide for the enforcement and collection of such delinquencies through a tax lien sale; and  
WHEREAS, the Tax Collector is empowered by the statute to conduct and preside over the sale of liens; and  
WHEREAS, the tax title lien sale will be held on January 9, 2013 in the Municipal Court Room at 9:00 am.  
NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Middle, a Municipal Corporation of the State of New Jersey, that the Middle Township Tax Collector is authorized to conduct a tax lien sale for 2012 and prior year(s) delinquent taxes, water and other municipal charges on or before December 31, 2013.
40. RESOLUTION 37-13 – AWARD CONTRACT AND RATIFY AGREEMENT THROUGH NON-FAIR AND OPEN PROCESS – JEFFREY R. SURENIAN AND ASSOCIATES, LLC – SPECIAL COUNSEL – AFFORDABLE HOUSING – On motion by Mayor Lockwood seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.  
NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Middle, the governing body thereof, that the Agreement between Jeffrey R. Surenian & Associates, LLC. and the Township of Middle for Special Counsel - Affordable Housing be and is hereby ratified and the contract is hereby awarded through the Non-Fair and Open Process as described in Pay-To-Play Statutes.  
FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign said agreement.  
Jeffrey R. Surenian & Associates, LLC. – Special Counsel- Affordable Housing –  
Not to Exceed \$15,000.00
41. RESOLUTION 38-13 – AWARD CONTRACT AND RATIFY AGREEMENT – SJESP – NEW JERSEY OFFICE OF CLEAN ENERGY, DIRECT INSTALL PROGRAM – On motion by Committeemember Donohue seconded by Committeemember DeLanzo and passed on roll call, the following resolution was adopted.  
WHEREAS, the Township of Middle applied for, and received, a grant from the New Jersey Office of Clean Energy, Direct Install Program for repair and acquisition of a new HVAC Unit at Township Hall, and  
WHEREAS, the Township of Middle also adopted Ordinance 1429-12 which authorized the appropriation of the sum of \$77,000.00 in funding from the Capital Improvement Fund (\$37,200.57) and the Grant Fund (NJ Direct Install \$37,799.43) for said project, and  
WHEREAS, the Township of Middle has a 30% match for this project, which amounts to \$17,056.90.  
NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Middle, the governing body thereof, that the Agreement between SJESP and the Township of Middle, in

connection with the NJ Direct Install Program Grant, be and is hereby authorized.  
FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign said agreement.  
SJESP – New Jersey Office of Clean Energy, Direct Install Program - \$17,056.90

42. RESOLUTION 39-13 THROUGH 41-13 – RATIFY SHARED SERVICES AGREEMENT – ANIMAL CONTROL SERVICES (ITEMS A THROUGH C) – On motion by Mayor Lockwood seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.
- (A) BE IT RESOLVED by the Township Committee of the Township of Middle, the governing body thereof, that the Shared Services Agreement between the Borough of Cape May Point and the Township of Middle for Animal Control Services effective January 1, 2013 through March 31, 2013, be and is hereby ratified.  
FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign said agreement.
- (B) BE IT RESOLVED by the Township Committee of the Township of Middle, the governing body thereof, that the Shared Services Agreement between the Township of Lower and the Township of Middle for Animal Control Services effective January 1, 2013 through March 31, 2013, be and is hereby ratified.  
FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign said agreement.
- (C) BE IT RESOLVED by the Township Committee of the Township of Middle, the governing body thereof, that the Shared Services Agreement between the Borough of West Wildwood and the Township of Middle for Animal Control Services effective January 1, 2013 through March 31, 2013, be and is hereby ratified.  
FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign said agreement.
43. RESOLUTION 42-13 – RATIFY CONTRACT – REMINGTON, VERNICK & WALBERG ENGINEERS – ENGINEERING SERVICES FY2013 – FAIR AND OPEN PROCESS – On motion by Committeemember Donohue seconded by Mayor Lockwood and passed on roll call, the following resolution was adopted.  
WHEREAS, on November 21, 2011 by way of Resolution No.572-11, request for proposals and qualifications were sought for the position of Municipal Engineer, and  
WHEREAS, on January 1, 2012, reorganization, the position of Municipal Engineer was awarded to Remington, Vernick & Walberg Engineers, and  
WHEREAS, said term was awarded for three years, with the certification and award of contract set yearly.  
NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Middle, the governing body thereof, that the contract between the Township of Middle and Remington, Vernick & Walberg Engineers, for FY 2013, shall hereby be ratified in the amount not to exceed \$40,000.00 for general engineering consulting services.  
FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign said contract.
44. RESOLUTION 43-13 – AUTHORIZING TOWNSHIP TO EXCEED 60-DAY BID LIMITATION – JANITORIAL SERVICES – On motion by Committeemember Donohue seconded by Mayor Lockwood and passed on roll call, the following resolution was adopted.  
WHEREAS, it was deemed necessary and desirable to solicit for bids for Janitorial Services, and  
WHEREAS, the Township received bids on November 8, 2012 at 1:00 PM for said project, and  
WHEREAS, NJSA 40A:11-24 delegates the time table for making awards and returning deposits, and  
WHEREAS, statute states that the contracting unit shall award or reject the contract in no case more than 60 days after receipt, except that the bidders who consent thereto at the request of the contracting unit, be held for consideration for such longer period as agreed, and  
WHEREAS, all bid security, except the security of the three apparent lowest responsible bidders, shall be returned, unless otherwise requested by the bidder, and  
WHEREAS, the Township of Middle does hereby wish to exceed said time frame for an additional sixty (60) days, and  
WHEREAS, the Township will request written consent from the three lowest bidders, if applicable, to retain all bid documents for an additional 60 days or until an award is made.  
NOW THEREFORE BE IT RESOLVED, by the Township of Middle, County of Cape May, State of New Jersey, that the Township of Middle is hereby authorize to extend the award time for the above referenced project for sixty (60) additional days.
45. PUBLIC COMMENT:

Committeemember DeLanzo – Wished everyone a Happy New Year, good health and prosperity in the New Year.  
Congratulations to Dan on reelection, hopes for another year of non-partisanship to assist residents.  
Wished Happy New Year to Colleges.

Committeemember Donohue – Wished a Happy New Year to everyone.

January 3, 2013 Reorganization Meeting

Thanks to residents for confidence in reelecting Mayor Lockwood and hopes for another year of good faith in working together.  
Looking forward to serving the community for another year.

Mayor Lockwood – Thanks to Senator Cafiero on swearing him in. Senator Cafiero was first elected to Assembly then served as Senator.

Thanks to family for support over the last three years, which went by quickly. Looks forward to next term and working hard to reach out to Township residents who may have thought the Township could be run differently.

Thanks to Father Thomas for coming out and giving Invocation.

Motion to adjourn meeting:

1<sup>st</sup> Committeemember Donohue      2<sup>nd</sup> Committeemember DeLanzo

Roll Call Vote: Committeemember DeLanzo, Committeemember Donohue, Mayor Lockwood

Meeting adjourned at 6:30pm.

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Kimberly D. Krauss, Twp. Clerk