

**Cape May Court House, NJ
TOWNSHIP OF MIDDLE
TOWNSHIP COMMITTEE
WORKSESSION AGENDA
October 15, 2012 4:00 P.M. (prevailing time)**

CALL TO ORDER:

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

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

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

FLAG SALUTE:**DEPARTMENTAL REPORTS AND PROJECT UPDATES:****Administration/Finance:****Public Works & Engineering:**

Marc DeBlasio read into record the Engineering Report dated October 15, 2012

ENGINEERING STATUS REPORT MIDDLE TOWNSHIP

October 15, 2012

Prepared For:
TOWNSHIP COMMITTEE

Prepared By:
MARC DEBLASIO, P.E., P.P., C.M.E.
Township Engineer

GRANT APPLICATIONS**Game Time Recreation-Playgrounds**

- Marturano Recreation has offered the Township a 50% grant for the playgrounds identified for the Davies Sports Complex and in Rio Grande. The total grant amounts are listed below:

1. Davies Sports Complex	\$29,043.00
2. Rio Grande	\$11,362.00
Total	\$40,405.00
- Based on our meeting, the Township identified playground needs at the Davies Sports Complex and in Rio Grande.
- The Township can utilize this playground grant as an "in kind" match for the Township's pending NJDCA Small Cities grant application which contains the installation of an ADA playground at the Davies Sports Complex.

NJDOT Transportation Enhancement Program

- The Township has selected the streetscaping of Main Street from Mechanic Street to Hand Avenue and Mechanic Street from Boyd Street to Main Street (south side).
- Our office provided the necessary information and deliverables to Triad Associates on July 14th and the grant application was submitted for the July 17th deadline.

NJDOT State Aid Program

- The State has sent out letters announcing the 2013 State Aid Program. Grants are available for the following categories:
 - Municipal Aid, Transit Village, Bikeways & Safe Streets to Transit
- The grant application deadline is October 16, 2012.
- Our office has been authorized to submit the following applications:
 1. Municipal Roadway: Second Street -- Phase 2
 2. Bikeways: Bike Path Phase 4
 3. Safe Streets to Transit: Main Street Sidewalk Installation Phase 2

CAPITAL IMPROVEMENTS

Various Road Reconstruction

- Project complete and our office is in the process of closing out the project.

FY2012 NJDOT Reconstruction of Second Avenue

- The Township was notified by NJDOT that \$140,000.00 has been allocated to reconstruct Second Avenue from Route 47 to Linden Lane.
- The bid opening was held on for August 7, 2012. The apparent low bidder was Lexa Concrete Company in the amount of \$132,430.32 for the Base Bid [Engineer's Estimate - Base Bid \$175,832.00]
- The project began on October 2, 2012.

Whitesboro Roadway Improvements Phase 3

- New Jersey American Water (NJAW) has indicated that their Whitesboro Watermain Phase 3 project will likely not be ready for construction until early to mid September. This has led to our recommendation to divide this project into two phases (3A & 3B) in order for NJAW to complete their work prior to our resurfacing the roadways where the projects overlap.
- Project has been split into 2 sections (3A & 3B) to avoid conflict with NJAW project.
- The bid opening was held on August 7, 2012. The apparent low bidder was Arawak Paving Company (\$383,000.00) [Engineer's Estimate - \$627,875.00]
- Work is scheduled to begin the week of October 22, 2012.

Avalon Manor Road Program

- Our office has met with Township officials and completed site investigations to develop roadway construction cost estimates for Leonard's Lane and the Avalon Manor section of the Township.
- Our office is currently working on the design and permitting for Leonard's Lane.
- Our office has transmitted a proposal to provide design and inspection services for the Avalon Manor Road Program.

USDA Rural Development Sanitary Sewer Application – Grassy Sound

- On June 15, our office met with Grassy Sound Homeowner Association's engineer to coordinate the project.
- Joint Permit Process meeting with NJDEP was held on August 8, 2012. Meeting minutes are on file with the Township.

FY 2012 NJDOT Bikepath – Phase 3

- Contract was awarded to Asphalt Paving Corporation, Inc. in the amount of \$299,007.00.
- Notice to proceed was issued at the July 12, 2012 preconstruction meeting (date of completion: November 9, 2012).
- The project is complete and our office is in the process of closing out the project.

Leonard's Lane

- Our office will work to correct the violation and design the reconstruction of roadway per meetings with Township's Public Works Department.
- Meeting with NJDEP / Army Corp of Engineers is being arranged.
- Wetlands have been delineated in the field.
- Survey and design work is complete and our office is preparing to submit the permit applications.

GENERAL ENGINEERING PROJECTS

Alternative Energy Review

- We are currently exploring grant opportunities for the Township's energy audit that was completed in April, 2011.
- We have identified a 70% grant from the New Jersey Office of Clean Energy to replace the existing HVAC equipment at the Municipal Building. It has been determined by the State that the replacement of three (3) HVAC units and lighting are eligible for this grant.
- We have reviewed the electrical account information from Atlantic City Electric Company (ACE) for each Township account and have identified cost savings thru a third party supply (TPS) contract.

Robert 'Ockie' Wisting Recreation Complex

- Project was a CMX administered project through 2007.
 - Review of project was performed to analyze funds allocated to project and payments that have been made to the contractor and previous consultants.
 - Contractor was paid for what was completed/constructed. There were no additional funds paid to contractor for work that was not completed.
 - Cape Express Soccer Organization has proposed to complete what remains unfinished, additional work and maintenance of the facility.
 - Our office has generated a conceptual plan to show additional recreation activities at the Complex based upon Cape Express' plan of development
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Legal:**Tax Collection/ Tax Assessment:****Construction/Planning/Zoning:**

Elizabeth Terenik – Complete Streets Policy and
Open Space Recreational Program

Elizabeth Terenik discussed both the Complete Street Policy and the Open Space Recreational Program. “Complete Streets Policy is the concept that all roadways should be designed with consideration for all users of the roadways, which would not just include automobiles but also pedestrians, those with disabilities and transit users. By having this policy does not mean that all these users have to be accommodated in every roadway project it just means they have to be considered. It is a recommendation of our Transportation Study, which is now an element of our Master Plan. In the Land Use element of our 2010 Master Plan creating a pedestrian and bike friendly community is actually a stated goal. The reason we are doing it now is because it gives us additional credits towards the DOT grants the township is applying for now. This is the foundation saying we are going to think about these things more as we move forward. The resolution itself sets out why we would adopt this policy and requires all roadways projects to provide accommodations with several exceptions. This has been reviewed by Planning Board as well as Township Engineer.”

Mayor Lockwood asked if lighting plays into this.

E. Terenik stated that yes that would be an accommodation so “absolutely. Things that would help pedestrians in particular, but there is really no limit. Another example would be lighting on the bike path.”

Committeemember Donohue asked what “need to be considered” means? What obligation does it place on the developer? Study of some kind?

E. Terenik – “You could take it a step further... I’ve seen in some policies were it says if all users are not going to be accommodated then the developer would have to explain in a written report why, or some towns have taken it a bit further and said that report has to be approved by the governing body. I felt that was pretty intense.”

Committeemember Donohue – “so what you are laying out are the parameters the developer would have to meet or would have to get some hardship exemption to not do this?”

E. Terenik – this is a policy, not law.

Marc DeBlasio – “Liz, correct me if I’m wrong but they would have to get a waiver if you were to put this in ordinance form for land use ordinances.”

E. Terenik – “Correct, if we wrote an ordinance, not just a resolution for a policy.”

Mayor Lockwood asked about roads involved with shopping centers and housing developments.

E. Terenik – copy sent to Traffic Advisory Committee.

Open Space Recreational Program

Inventory is being complete with survey. Public meeting will be held in January. Some of the opportunities that have presented themselves with this process are tournaments, which bring economic development in our town as they pay fees to use the facilities, and also ecotourism. There is an opportunity by signage and doing things online letting people know what we have in Middle Township. Elizabeth spoke of partnerships with island towns. She suggested a user friendly map. Also discussed was historical preservation and the County’s initiative to revamp recreation and historic preservation. Elizabeth spoke of connectivity with the County of Cape May on the bike path, which includes connecting to County Park South and various swamps and neighboring recreational complexes. The idea of connecting to private campgrounds and complexes along the path was discussed.

Recreation:**Police:****Buildings and Grounds:**

Environmental Committee (Steve Atzert) discussion
on Green Grounds and Maintenance Policy

Steve Atzert, Environmental Commission Chairman, spoke of the Sustainable Jersey Grant and points that may be achievable when the township adopts a “Green Grounds and Maintenance Policy”. Mr. Atzert went over various actions committee could pursue, such as non-chemical soils and fertilizers at recreational complexes. He also provided committee with cost analysis associated with these actions and a pamphlet on “Going Natural”.

Sewer:**Grants:**

Personnel:**SPECIAL PRESENTATIONS OR DISCUSSIONS:**

- a. South Jersey Gas – Natural Gas Main Extension into Del Have

Michelle Lamb & Mark Andrews of South Jersey Gas spoke of the upcoming proposed extension of natural gas lines into the Del Haven area of Middle Township. Mrs. Lamb indicated that 1/3 of the residents of that area have expressed an interest in converting. South Jersey Gas believes this will be a great project. Customers have seen a 70% savings. Phase 2 would be gas connection from Rio Grande down Route 47 to the Green Creek area. Mrs. Lamb stated that during the meeting at Green Creek Fire House they warned residents of the scare tactics used by the propane companies where they mislead customers into believing there would be a \$2,500.00 connection fee. This is incorrect. The meter and connection would be at no cost. There would be a monthly meter fee of \$10.00 and a deposit may be necessary but may be waived. The only other charge would be the cost to convert appliances. There is no requirement to join. Green Creek Fire Company will also be converting to gas.

Mark Andrews stated that South Jersey Gas will work to educate residents and will have educational meetings with Green Creek Fire to educate the handling of gas issues.

Michelle Lamb stated that South Jersey Gas has applied for all necessary CAFRA permits and anticipates construction spring of 2013. She stated that they will also hold a pre-construction meeting with the township and officials prior to construction.

- b. Commercial Utility Consultants

John Fish and Nicholas J. Reynolds from Commercial Utility Consultants spoke of Reverse Auction Systems and utilizing third party electric and gas companies towards lower utility rates. Committee, Mark Mallett, Marc DeBlasio and the gentlemen discussed the 34 accounts not included in the Hess agreement / Co-op agreement for electrical service. “CUC” believes the township could receive a substantial savings by utilizing a reverse auction system. This system is a two-step approach, first utilizing a “blind” bid indicative bid and secondly giving the three lowest bids to the solicitor for review. If pricing is acceptable then the bid would go “live” and the town could lock into the rates. These services would be a no charge to the municipality. Once the township enters into an agreement with the third party then that company would compensate “CUC”.

Marc Karavan indicated a resolution could be done during the regular session authorizing “CUC” to initiate the blind auction on behalf of the township in order to see what type of savings the township could face.

“CUC” stated that they would bid out the accounts in two steps, one solely for street lights and the second for buildings since the rates are different for both. With third party providers you can write in any parameters the township would like into the specifications.

Marc DeBlasio stated that the same type of third party reverse bidding can be done with gas accounts as well.

“CUC” and Marc DeBlasio discussed the “3 prong” approach that the township will be taking on solar.

Motion to adjourn meeting:

1st Committeemember Donohue 2nd Mayor Lockwood

Roll Call Vote: Committeemember Donohue, Mayor Lockwood

There being no further business, the meeting was adjourned at 5:40pm.

Kimberly D. Krauss, Twp. Clerk