

Cape May Court House, NJ
February 1, 2016
REGULAR MEETING
FLAG SALUTE
THIS MEETING IS BEING RECORDED:

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).

The Township Committee met on the above date at 6:00 PM at the Middle Township Municipal Building. Members present were Mayor Clark, Deputy Mayor DeVico, Committeemember Donohue, Township Clerk Kimberly Krauss, Deputy Township Clerk Suzanne Stocker, Business Administrator Constance Mahon, and Municipal Solicitor Frank Corrado. **Township Engineer Marc DeBlasio was absent.**

1. QUESTION/ANSWER PERIOD ON AGENDA (This question and answer session shall relate only to items as outlined and pending on current agenda. Issues and concerns not related to agenda item shall be withheld to public comment portion at the conclusion of meeting.)

*Stan Doniger questioned purpose of Phoenix Advisor Resolution.
Committeemember DeVico explained that this company is responsible for advertising bonds for public transparency.*

*Stan Doniger questioned extra pay for police officers.
Committeemember DeVico explained that longevity was eliminated several years ago, although there are officers which were hired before the date of elimination which are still entitled to receiving longevity.*

*Kurt Kelly asked about the NJDOT permit and asked if sewer is being added to the area, further expressed need for sewer in Reeds Beach area.
Committeemember Donohue explained that the NJDOT permit will allow use of the road during the project construction. Discussed need for sewer in Grassy Sounds area to avoid residents losing their homes, as sewer system in that area shuts down as of November 1st and causes expenses for residents.*

*John Oversella questioned payment to school district.
Committeemember Donohue explained that the payment is part of the billing process – the Township is responsible for collecting the school tax then disbursing it to the school district.*

2. RESOLUTION 68-16 – APPROVING PAYMENT FOR BILLS – BILL LIST A (General Bills) – On motion by Committeemember DeVico 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. \$3,896,220.09
3. RESOLUTION 69-16 – APPROVING MINUTES FROM PREVIOUS MEETINGS – On motion by Committeemember DeVico 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 the following minutes are approved: Work Session 1/20/2016, Regular Meeting 1/20/2016, Closed Session 1/20/2016.
4. REPORTS: The following departments have submitted their reports for the months indicated:
NONE
5. ORDINANCE NO. 1519-16 – AN ORDINANCE ESTABLISHING THE COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MIDDLE – Following second reading, hearing, and consideration for adoption, Ordinance 1519-16 was adopted on motion by Committeemember DeVico seconded by Committeemember Donohue and passed on roll call. Complete Ordinance is on file in the Clerk's Office.
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 of 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 (Percent of Annual Salary)	Additional Compensation
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, 2016 immediately upon final passage and publication according to law.

TITLE	MINIMUM	MAXIMUM
Account Clerk	\$22,000.00	\$40,000.00
Account Clerk P/T	\$8.38	to \$18.00 p/h
Accounting Assistant	\$22,000.00	\$45,000.00
Acting Recreation Director	\$1.00	\$3,000.00
Acting Construction Official / Director of Inspections	\$1.00	\$10,000.00
Administrative Clerk	\$22,000.00	\$36,000.00
Administrative Director of Public Works	\$40,000.00	\$60,000.00
Administrative Secretary	\$22,000.00	\$47,000.00
Alt. Deputy Registrar	\$9.00	to \$15.00 p/h
Alt. Deputy Registrar	\$1.00	\$5,000.00
Animal Control Officer	\$22,000.00	\$55,000.00
Animal Cruelty Investigator		\$1.00
Assessing Clerk	\$22,000.00	\$33,000.00
Asst. Animal Control Officer		\$1.00
Asst. Maintenance Supervisor	\$22,000.00	\$55,000.00
Asst. Municipal Tax Collector	\$22,000.00	\$39,000.00
Asst. Public Works Superintendent	\$22,000.00	\$65,000.00
Asst. Recreation Supervisor	\$22,000.00	\$30,000.00
Asst. Supervising Mechanic	\$30,000.00	\$45,000.00
Asst. Supervisor Public Works	\$22,000.00	\$60,000.00
Asst. Zoning Officer	\$22,000.00	\$35,000.00
Baseball Commission		\$15,000.00
Building Director	\$5,000.00	\$30,000.00
Building Inspector F/T	\$22,000.00	\$40,000.00
Building Inspector P/T	\$3,000.00	\$10,000.00
Building Service Worker	\$22,000.00	\$30,000.00
Building Service Worker P/T	\$8.38	to \$13.00 p/h
Building Sub-code Official	\$8.38	to \$21.00 p/h
Business / Municipal Administrator	\$1.00	\$125,000.00
Carpenter	\$22,000.00	\$42,000.00
Carpenter Helper	\$22,000.00	\$34,000.00
Carpenter Helper / Truck Driver- Laborer	\$22,000.00	\$30,000.00
Certified Public Works Manager	\$45,000.00	\$60,000.00
Chief Emergency Medical Technician	\$22,000.00	\$60,000.00
Chief Financial Officer	\$23,000.00	\$80,000.00
Clean Communities Supervisor	\$9.00	to \$12.00 p/h
Clerk 1	\$22,000.00	\$30,000.00
Clerk 1 P/T	\$1.00	to \$20.00 p/h
Clerk 2 P/T	\$1.00	to \$20.00 p/h
Clerk 2 P/T	\$22,000.00	\$40,000.00
Code Enforcement Officer	\$22,000.00	\$37,000.00
Code Enforcement Officer P/T	\$1.00	\$11,000.00
Code Enforcement Officer Trainee	\$22,000.00	\$30,000.00
Code Enforcement Officer Trainee P/T	\$12.00	to \$20.00 p/h
Compliance Plan Stipend	\$10,000.00	\$15,000.00
Computer Service Tech.		\$50,000.00
Computer Service Tech. P/T	\$15.00	to \$30.00 p/h
Conflict Attorney	\$1.00	\$2,500.00
Construction Official	\$22,000.00	\$70,000.00
Construction Official P/T	\$1.00	to \$25.00 p/h
Construction Official / Director of Inspections	\$1.00	\$10,000.00
Coordinator of Computer Services	\$1,000.00	\$7,500.00
Coordinator of Federal and State Aid	\$10,000.00	\$40,000.00
Coordinator of Telephone Services	\$1.00	\$3,000.00

Coordinator of the Disposition of Public Assets	\$1.00	\$2,000.00
Court Clerk	\$22,000.00	\$25,000.00
Crew Leader	\$22,000.00	\$35,000.00
Crossing Guard	\$1.00	\$20,000.00
Deputy Business Administrator	\$1.00	\$100,000.00
Deputy Chief Financial Officer	\$22,000.00	\$65,000.00
Deputy Chief Emergency Medical Technician	\$22,000.00	\$50,000.00
Deputy Municipal Court Admin.	\$22,000.00	\$45,000.00
Deputy Registrar of Vital Statistics	\$8.38	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	\$22,000.00	\$55,000.00
Deputy Tax Collector	\$22,000.00	\$38,000.00
Deputy Township Clerk	\$22,000.00	\$40,000.00
Director Community Development Program		\$1.00
Director of Grants and Economic Loans	\$4,000.00	\$6,000.00
Docket Clerk - Typing	\$22,000.00	\$37,000.00
Economic Development / Paralegal / Rent Control Officer	\$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 p/h
Emergency Med. Tech. P/T	\$8.38	to \$15.50 p/h
Emergency Medical Technician	\$22,000.00	\$55,000.00
Employee Benefits Clerk	\$22,000.00	\$35,000.00
EMS Billing Administrator	\$1.00	\$3,000.00
EMT Chief	\$22,000.00	\$60,000.00
Equipment Operator	\$22,000.00	\$44,000.00
Fire Inspector	\$22,000.00	\$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	\$8.38	to \$20.00 p/h
Fire Protection Inspector	\$1.00	to \$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	\$8.38	to \$15.00 p/h
Fund Commissioner		\$1.00
Hearing Officer	\$1.00	\$5,000.00
Judge of Municipal Court	\$24,000.00	\$50,000.00
Judge of Shared Municipal Court	\$7,000.00	\$15,000.00
Junior Counselors Summer Camp	\$8.38	to \$15.00 p/h
Keyboarding Clerk 1	\$22,000.00	\$80,000.00
Keyboarding Clerk 1 / Bilingual	\$22,000.00	\$80,000.00
Keyboarding Clerk 1 P/T	\$8.38	\$20.00
Keyboarding Clerk 2	\$22,000.00	\$70,000.00
Laborer 1	\$22,000.00	\$35,000.00
Laborer 1 P/T	\$8.38	to \$12.00 p/h
Laborer 2	\$22,000.00	\$35,000.00
Laborer 3	\$22,000.00	\$38,000.00
Laborer Clean Communities P/T	\$8.38	to \$12.50 p/h
Laborer Grass Crew P/T	\$8.38	\$12.50
Land Use Administrator	\$35,000.00	\$52,000.00
Maintenance Supervisor & Project Manager	\$25,000.00	\$60,000.00
Maintenance Worker 1 Grounds	\$9.00	to \$12.00 p/h
Manager of Parks and Grounds	\$22,000.00	\$50,000.00
Mechanic	\$22,000.00	\$35,000.00
Mechanic Trainee	\$22,000.00	\$34,000.00
Mechanics Helper	\$22,000.00	\$32,000.00
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 Emergency Management Coordinator	\$1.00	\$10,000.00
Municipal Engineer	\$1.00	\$85,000.00
Municipal Prosecutor	\$10,000.00	\$35,000.00
Municipal Recycling Coordinator		\$1.00
Payroll Clerk	\$22,000.00	\$45,000.00
Payroll Clerk Stipend	\$1.00	\$7,000.00

Payroll Supervisor	\$22,000.00	\$45,000.00
Personnel Clerk	\$22,000.00	\$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	\$140,000.00
Police Chief	\$65,000.00	\$145,000.00
Police Lieutenant	\$50,000.00	\$125,000.00
Police Officer	\$25,000.00	\$110,000.00
Police Officer / Detective	\$30,000.00	\$59,000.00
Police Officer Detective Stipend		\$750.00
Police Sergeant	\$40,000.00	\$115,000.00
Police Sergeant / Detective Stipend		\$750.00
Principal Account Clerk - Typing	\$22,000.00	\$22,000.00
Principal Assessing Clerk	\$22,000.00	\$40,000.00
Principal Clerk Typist	\$22,000.00	\$40,000.00
Principal Personnel Clerk	\$22,000.00	\$40,000.00
Principal Technical Aide Public Works	\$22,000.00	\$35,000.00
Project Manager	\$45,000.00	\$60,000.00
PS Telecommunications Operator Trainee P/T	\$8.38	to \$15.00 p/h
PS Telecommunications Operator	\$22,000.00	\$60,000.00
PS Telecommunications Operator P/T	\$8.38	to \$15.00 p/h
PS Telecommunications Operator Trainee	\$22,000.00	\$40,000.00
Public Defender	\$7,500.00	\$20,000.00
Public Information Officer	\$1.00	\$5,000.00
Public Works Repairer	\$22,000.00	\$45,000.00
Public Works Superintendent	\$28,000.00	\$68,000.00
Pumping Station Operator / Sewer Repairer	\$22,000.00	\$45,000.00
Qualified Purchasing Agent	\$1.00	\$5,000.00
Real Estate Officer		\$1.00
Reassessment Stipend - Deputy Tax Assessor		\$12,500.00
Reassessment Stipend - Tax Assessor		\$27,500.00
Receptionist	\$8.38	to \$10.00 p/h
Recreation Aide	\$22,000.00	\$33,000.00
Recreation Aide P/T	\$8.38	to \$15.00 p/h
Recreation Attendant	\$22,000.00	\$33,000.00
Recreation Attendant / Senior Center P/T	\$8.38	to \$18.00 p/h
Recreation Director	\$35,000.00	\$63,000.00
Recreation Leader	\$22,000.00	\$45,000.00
Recreation Leader / Sports	\$22,000.00	\$42,000.00
Recreation Leader P/T	\$7,000.00	\$10,000.00
Recreation Program Administrator	\$22,000.00	\$63,000.00
Recreation Program Coordinator	\$22,000.00	\$50,000.00
Recreation Program Specialist	\$22,000.00	\$38,000.00
Recreation Superintendent	\$35,000.00	\$50,000.00
Recreation Supervisor	\$22,000.00	\$50,000.00
Recycling Program Aide - P/T	\$9.00 p/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
Secretary Animal Welfare Advisory Board	\$1.00	\$2,000.00
Secretary Board of Health	\$1.00	\$2,000.00
Secretary Cable TV Advisory Board	\$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 Commission	\$1.00	\$2,000.00
Secretary Ethics Board	\$1.00	\$2,000.00
Secretary Planning Board	\$1.00	\$2,700.00
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 Commission	\$1.00	\$2,000.00
Secretary Senior Citizen Advisory Board	\$1.00	\$2,000.00
Secretary Traffic Committee	\$1.00	\$2,000.00
Secretary Zoning Board of Adjustments	\$1.00	\$2,700.00
Senior Assessing Clerk	\$22,000.00	\$26,000.00
Senior Building Service Worker	\$22,000.00	\$25,000.00
Senior Citizen Activities Coordinator	\$1.00	\$37,000.00

Senior Citizen Lifeline Coordinator	\$1.00	\$2,000.00
Senior Citizen Program Aide		to \$15.00 p/h
Senior Clerk	\$22,000.00	\$21,000.00
Senior Computer Operator	\$22,000.00	\$46,000.00
Senior Emergency Med. Tech.	\$22,000.00	\$50,000.00
Senior Mechanic	\$22,000.00	\$52,000.00
Senior Payroll Clerk	\$22,000.00	\$36,000.00
Senior Personnel Clerk	\$22,000.00	\$38,000.00
Senior Tax Clerk	\$22,000.00	\$35,000.00
Sewer Administrator		\$1.00
Sewer Administrator P/T	\$1.00	to \$30.00 p/h
Sewer Billing Administrator	\$1.00	\$15,000.00
Sewer Equipment Operator	\$22,000.00	\$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	\$22,000.00	\$45,000.00
Sewer Repairer 2	\$22,000.00	\$60,000.00
Shared Court Clerk Typist	\$2,000.00	\$5,000.00
Shared Court Deputy Municipal Court Administrator	\$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
Special Events Coordinator	\$1.00	\$30,000.00
Special Officer / Elections	\$100.00	to \$100.00 per day
Special Police Officer - Class I	\$8.38	to \$14.00 p/h
Special Police Officer - Class II	\$8.38	to \$14.00 p/h
Special Police Officer - Class II F/T	\$8.38	\$14.00 p/h
Substitute Animal Control Officer	\$1,000.00	\$5,000.00
Summer Camp Coordinator Stipend	\$1,000.00	\$5,000.00
Superintendent of Public Works	\$65,000.00	\$75,000.00
Supervising Dispatcher Stipend	\$1.00	\$2,000.00
Supervising Emergency Medical Tech.	\$22,000.00	\$55,000.00
Supervising Equipment Operator	\$28,000.00	\$50,000.00
Supervising Labor	\$22,000.00	\$38,000.00
Supervising Mechanic	\$22,000.00	\$58,000.00
Supervisor / Heavy Equipment Operator	\$22,000.00	\$60,000.00
Supervisor Clean Communities	\$8.38	to 12.00 p/h
Supervisor Public Works	\$22,000.00	\$45,000.00
Supervisor Water/Sewer B/C	\$22,000.00	\$75,000.00
Systems Analyst	\$22,000.00	\$50,000.00
Tax Assessor	\$23,000.00	\$75,000.00
Tax Clerk	\$22,000.00	\$28,000.00
Tax Collector	\$23,000.00	\$68,000.00
Technical Assistant Construction Official	\$22,000.00	\$52,000.00
Temporary Acting Chief Financial Officer	\$10.00	to \$15.00 p/h
Temporary Acting Court Administrator	\$10.00	to \$30.00 p/h
Temporary Acting Deputy Chief Financial Officer	\$10.00	to \$15.00 p/h
Temporary Chief Financial Officer	\$22,000.00	\$65,000.00
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	\$22,000.00	\$25,000.00
Zoning Officer	\$22,000.00	\$65,000.00

6. **ORDINANCE NO. 1520-16 – AN ORDINANCE OF THE TOWNSHIP OF MIDDLE, COUNTY OF CAPE MAY AND STATE OF NEW JERSEY TO TRANSFER TOWNSHIP OWNED LAND TO HABITAT FOR HUMANITY** – Following second reading, hearing, and consideration for adoption, Ordinance 1520-16 was adopted on motion by Committeemember DeVico seconded by Committeemember Donohue and passed on roll call. Complete Ordinance is on file in the Clerk’s Office.

AN ORDINANCE OF THE TOWNSHIP OF MIDDLE, COUNTY OF CAPE MAY AND STATE OF NEW JERSEY TO TRANSFER TOWNSHIP OWNED LAND TO HABITAT FOR HUMANITY

BE IT ORDAINED by the Township Committee of the Township of Middle, County of Cape May and State of New Jersey it desires to sell land to the Habitat for Humanity, Cape May County, Inc., a Non-Profit Corporation of the State of New Jersey 08210 (“Habitat for Humanity”).

SECTION 1.

WHEREAS, New Jersey Statute 40A:12-21 allows a municipality to sell land to certain organizations for a nominal fee, such as to (j) Any duly incorporated nonprofit organization for the purpose of building or rehabilitating residential property for resale; and (1) Any duly incorporated nonprofit housing corporation for the purpose of constructing housing for low or moderate income persons or family or handicapped persons; and

WHEREAS, the Township of Middle owns a parcel of land which can be developed as a single family residential home; and

WHEREAS, the Township of Middle has an obligation to provide low and moderate affordable housing; and

WHEREAS, the Habitat for Humanity is a non-profit entity which has a purpose of constructing housing for low and moderate income persons; and

NOW, THEREFORE, BE IT ORDAINED,

1. The Township Committee of the Township of Middle, shall sell the parcel of land identified on the Official Tax map of the Township of Middle as: 209 Reeves Street, Block 965, Lot 10.
2. The sale price shall be for \$1.00.
3. The parcel shall be deed restricted so as to provide that a single family residential dwelling shall be built upon it within 24 months or the land shall revert to the Township of Middle.
4. The property shall be deed restricted so that the single family residential dwelling shall be COAH compliant and so that the Township of Middle will be credited for having COAH compliant units in the Township of Middle. The Township understands that the efforts to make this COAH compliant may fail due to the State’s affirmative marketing requirements;
5. Habitat for Humanity shall enter into a Housing Agreement with the Township of Middle which shall contain certain requirements which shall make the units COAH compliant;
6. The Mayor, Clerk, and any and all other Township Officials, are hereby authorized to sign any documents necessary to effectuate this transaction , including any contract, deed, deed restriction or easement.

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.

Should any section, paragraph, sentence, clause or phrase of this ordinance be declared unconstitutional or invalid for any reason, the remaining portions of this ordinance shall not be affected thereby and shall remain in full force and effect, and to this end the provisions of this ordinance are hereby declared to be severable.

SECTION 4.

This ordinance shall become effective immediately upon final passage and publication, according to law.

7. ORDINANCE 1521-16 – AN ORDINANCE ESTABLISHING THE COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MIDDLE – On motion by Committeemember Donohue seconded by Committeemember DeVico and passed on roll call, Ordinance No. 1521-16 passed first reading. Second reading, public hearing and consideration for adoption will be held on March 7, 2016 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 of 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 (Percent of Annual Salary)	Additional Compensation
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, 2016 immediately upon final passage and publication according to law.

Records Support Technician 1 \$12.00 to 16.00 p/h

8. RESOLUTION 70-16 – ACKNOWLEDGING RESIGNATION AND APPOINTMENT OF ANIMAL WELFARE ADVISORY COUNCIL – On motion by Committeemember DeVico seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.

WHEREAS, the following volunteer board member has resigned and it is the intent of the governing body to fill said vacancy:

NOW THEREFORE BE IT RESOLVED by the governing body of the Township of Middle, County of Cape May, State of New Jersey that the following board resignation is hereby acknowledged:

Name	Volunteer Board	Position
Suzanne Callinan	Animal Welfare Advisory Council	Member

BE IT FURTHER RESOLVED, that the following individuals shall be appointed to the unexpired term of the vacant positions of the boards as indicated:

Name	Volunteer Board	Position	Term Expiration
Jen Modica	Animal Welfare Advisory Council	Member	12/31/2016
Crystal Blackburn	Animal Welfare Advisory Council	Alternate Member	12/31/2018

9. RESOLUTION 71-16 – APPOINTMENT – NEW HIRES – On motion by Committeemember Donohue seconded by Committeemember DeVico 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, State of New Jersey, that the following employee is hereby appointed to the following position at the salaries opposite their names:

NAME	DEPARTMENT	TITLE	SALARY	EFFECTIVE
Dustin Kelly	Public Safety	PS Telecommunications Operator Trainee P/T	\$10.49ph	01/25/2016
John Woytsek III	Public Safety	P/T Emergency Medical Technician	\$10.60ph	02/01/2016

10. RESOLUTION 72-16 – SEWER ADJUSTMENT – On motion by Committeemember DeVico seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.

WHEREAS, the property listed below is vacant ground;

NOW THEREFORE, BE IT RESOLVED, that the sewer billing for the property listed below is hereby adjusted as follows:

Account	Block	Lot	Property location	2016
14566	1464.01	4	1116 Route 47 South	\$640.00

11. RESOLUTION 73-16 – RELEASE OF TRUST ACCOUNTS – On motion by Committeemember DeVico seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.

WHEREAS, certain monies held in Trust Accounts from time to time may have balances remaining after all fees have been paid, and

WHEREAS, the applicants are entitled to a refund of this money.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that upon request of the Zoning Officer the following balances in the Trust Accounts, as listed on the attached sheets, shall be released.

12. RESOLUTION 74-16 – AUTHORIZING EXECUTION OF FAIR AND OPEN CONTRACT – VICTORIA A. STEFFEN – ZONING BOARD SOLICITOR – On motion by Committeemember DeVico 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 had solicited proposals and placed the position on the township website as outlined in Resolution 516-15 dated December 7, 2015, 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, and

WHEREAS, the Zoning Board of Adjustment has formally passed Resolution No. ATTY-16, appointing Ms. Steffen.

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 submission shall be awarded as follows:

Victoria A. Steffen, Esquire
 Zoning Board Solicitor
 Not to Exceed \$23,000.00

(with an hourly rate of \$150.00 per hour to be charged for all litigation services before any NJ Court, if required)

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute contracts with each of the above-mentioned individuals as necessary, to be followed with a resolution of award and certification as attached hereto.

BE IT FURTHER RESOLVED, that this contract shall be effective until December 31, 2016.

13. RESOLUTION 75-16 – ACKNOWLEDGING ROAD CLOSURE – 18TH ANNUAL OCEAN DRIVE MARATHON – On motion by Committeemember DeVico seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted. WHEREAS, Ocean Drive Run Club, Inc. is orchestrating a Marathon on March 20, 2016, and WHEREAS, said event will take along a portion of Ocean Drive in Middle Township, and WHEREAS, the applicant has completed the required Special Events Application, Hold Harmless Agreement, and Insurance Certifications for this event. NOW, THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Middle, County of Cape May, State of New Jersey does hereby support the 18th Annual Ocean Drive Marathon sponsored by the Ocean Drive Run Club, Inc. BE IT FURTHER RESOLVED, that the Middle Township Police Department has been notified of said event and has endorsed the closure. BE IT FURTHER RESOLVED, that the closure of the roads as indicated above are hereby acknowledged.
14. RESOLUTION 76-16 – REDUCTION OF PERFORMANCE BOND – COMTOM, LLC – On motion by Committeemember DeVico seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted. WHEREAS, \$49,562.10 is being held as a performance guarantee of COMTOM, LLC for Block 1, Lot 16, otherwise known as 445 Route 47 North; and WHEREAS, the Engineer has conducted his inspection and determined that improvements having a value of \$5,779.20 have been completed; and WHEREAS, it has been further recommended that the performance guarantee for the above stated project be reduced to \$43,782.90; and NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the surety bond be and is hereby reduced to \$43,782.90.
15. RESOLUTION 77-16 – AWARD CONTRACT AND RATIFY AGREEMENT THROUGH NON-FAIR AND OPEN PROCESS – PHOENIX ADVISORS, LLC – CONTINUING DISCLOSURE AGENT AND INDEPENDENT REGISTERED MUNICIPAL ADVISOR (“IRMA”) – On motion by Committeemember DeVico 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 Phoenix Advisors, LLC and the Township of Middle 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.
- Phoenix Advisors, LLC
Continuing Disclosure Agent and
Independent Registered Municipal Advisor
\$950.00
16. RESOLUTION 78-16 – AMENDING RESOLUTION 60-16 – TAX SALE CERTIFICATE PREMIUM – On motion by Committeemember DeVico seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted. WHEREAS, Resolution 60-16 inaccurately stated that the lien holder foreclosed on Block 167.01, Lot 84; WHEREAS, this resolution corrects indicated that the lien is over 5 years old and is not foreclosed; NOW, THEREFORE, BE IT RESOLVED, that this premium escheats to the Municipality, as it was not redeemed within 5 years, pursuant to N.J.S.A. 54:5-33
- | Account | Block/Lot | Certificate# | Date of Tax Sale | Amount |
|---------|-----------|--------------|------------------|------------|
| 3453 | 167.01/84 | 2010-5976 | 1/19/2010 | \$8,000.00 |
- BE IT RESOLVED by the Township Committee of the Township of Middle, County of Cape May, that a check in the amount of \$8,000.00 be accepted by the Chief Financial Officer from the Collector’s Lien Redemption Account
BE IT FURTHER RESOLVED that a certified copy of this resolution be given to the Chief Financial Officer of the Township of Middle.
17. RESOLUTION 79-16 – AUTHORIZING LEASE UNDER STATE CONTRACT FOR COPY MACHINE – On motion by Committeemember DeVico seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted. WHEREAS, there is a need to lease a copy machine / printer and copier maintenance for the Township of Middle, in the County of Cape May, State of New Jersey; and WHEREAS, machines will be leased for the following departments:
1. Municipal Tax Assessor
- WHEREAS, this can be leased through State Contract #T-2075 (A51465), and WHEREAS, public bids are not required when the purchase is under State Contract in accordance with 40A:11-12 of the Local Public Contracts Law.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Middle, the governing body thereof, that the Chief Finance Officer is hereby authorized and directed to approve and forward a Purchase Order to:

Ricoh Americas Corporation
Five Dedrick Place
West Caldwell, NJ 07006

For the lease/purchase of copier machines/printer and copier maintenance for 60 months in the amount of \$332.09 per month.

18. RESOLUTION 80-16 – TABULATION COMMITTEE – OCKIE WISTING RECREATION COMPLEX PARK IMPROVEMENTS – On motion by Committeemember DeVico 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 and State of New Jersey that Township Administrator Constance Mahon, Township Clerk Kimberly Krauss, Chief Finance Officer John Clifford, be and hereby are appointed to tabulate the bids to be taken on Tuesday, March 1, 2016 at 10:00AM in the Middle Township Municipal Building, 2nd Floor Conference Room, 33 Mechanic Street, Cape May Court House, New Jersey for the following:

OCKIE WISTING RECREATION COMPLEX PARK

19. RESOLUTION 81-16 – AWARD OF BID – SNOW AND DEBRIS REMOVAL – On motion by Committeemember DeVico seconded by Committeemember Donohue and passed on roll call, the following resolution was adopted.

WHEREAS, it has been deemed necessary and desirable to solicit bids for Snow and Debris Removal for upcoming potential snow storms that might occur within the Township of Middle, and

WHEREAS, sealed bids were received on January 21, 2016 at 10:00am, and

WHEREAS, it appears that the following bids submitted represents a figure equal to the lowest responsible bids received, which complies with specifications and requirements as set forth by the State of New Jersey.

WHEREAS, Exhibit A attached hereto this resolution shows the results of said request for bid, outlining the following award.

NOW THEREFORE BE IT RESOLVED by the Township Committee of the Township of Middle, the governing body thereof, that in the event that private snow removal services are necessary, the Administrative Director of Public Works is hereby authorized to utilize the following companies as shown on the attached exhibit, who were the lowest responsible bidders.

BE IT FURTHER RESOLVED, that if the low bid contractor's equipment is unavailable, authorization is hereby granted to contact the next lowest bidder.

BE IT FURTHER RESOLVED, that this award is conditioned upon certification of funds and also submission of appropriate affirmative action forms.

FURTHER RESOLVED, that the amount to be certified shall not exceed the amount as set aside in the municipal budget for said services.

Snow & Debris Removal - 2016
Bids Received: January 21, 2016 at 10:00am

EQUIPMENT	SPECIFICATION	CAPACITY/ SIZE	GARDEN STATE HOURLY RATE	H4 ENTERPRISES HOURLY RATE
Loader, Wheel	Bucket Capacity	0.5 cy	\$138.00	\$125.00
Loader, Wheel	Bucket Capacity	1 cy	\$150.00	\$125.00
Loader, Wheel	Bucket Capacity	1.5 cy	\$200.00	\$125.00
Loader, Wheel	Bucket Capacity	2 cy	\$300.00	\$149.00
Loader, Wheel	Bucket Capacity	3 cy	\$400.00	\$179.00
Loader, Wheel	Bucket Capacity	4 cy	no bid	\$250.00
Loader, Wheel	Bucket Capacity	5 cy	no bid	\$250.00
Loader, Wheel	Bucket Capacity	6 cy	no bid	\$275.00
Loader, Wheel	Bucket Capacity	7 cy	no bid	no bid
Loader, Wheel	Bucket Capacity	8 cy	no bid	no bid
Plow, Snow, Grader, Mounted	Width	To 10 ft	no bid	\$250.00
Plow, Snow, Grader, Mounted	Width	To 14 ft	no bid	\$250.00
Plow, Snow, Truck, Mounted	Width	To 15 ft	no bid	no bid
Plow, Snow, Truck, Mounted	Width	To 15 ft	no bid	no bid
Trailer, Dump	Capacity	20 cy	\$200.00	\$125.00
Trailer, Dump	Capacity	30 cy	\$200.00	\$125.00
Truck, Dump	Capacity	12 cy	\$100.00	no bid
Truck, Dump	Capacity	18 cy	\$190.00	\$97.50
Truck, Dump, Off	Capacity	28 cy	\$395.00	\$195.00
Excavator (up to 80,000lbs)*				\$200.00
Dozer D6R*				\$200.00
Dozer D5R*				\$175.00

*not included in original Bid Specs

20. RESOLUTION 82-16 THROUGH 83-16 – APPROVE CHANGE ORDER (ITEMS A THROUGH B) – On motion by Committeemember Donohue seconded by Committeemember DeVico and passed on roll call, the following resolution was adopted.

(A) WHEREAS, the above listed project was awarded September 21, 2015 via Resolution No. 417-15 to Kline Construction Company, Inc. in the amount of \$101,225.00.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, County of Cape May, State of New Jersey, that the attached Change Order #1, for the project awarded to Kline Construction Company, Inc. be and is hereby approved.

BE IT FURTHER RESOLVED, that there is no monetary change to this contract and that the purpose of this Change Order is to authorize a contractual time extension only.

(B) WHEREAS, the above listed project was awarded September 21, 2015 via Resolution No. 418-15 to Kline Construction Company, Inc. in the amount of \$275,800.00

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, County of Cape May, State of New Jersey, that the attached Change Order #1, for the project awarded to Kline Construction Company, Inc. be and is hereby approved.

BE IT FURTHER RESOLVED, that there is no monetary change to this contract and that the purpose of this Change Order is to authorize a contractual time extension only.

21. RESOLUTION 84-16 – RATIFY PERMIT – GRASSY SOUND SANITARY SEWER PROJECT – On motion by Committeemember Donohue seconded by Committeemember DeVico 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 NJDOT Highway Occupancy Permit Application for the Grassy Sound Sanitary Sewer Project, be and is hereby ratified.

BE IT FURTHER RESOLVED, that the Chief Financial Officer of the Township of Middle, is hereby authorized to disburse a check in the amount of One Thousand Four Hundred Fifteen (\$1,415.00) Dollars to the “Treasurer, State of New Jersey” to cover permit fees associated with this application.

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

22. PUBLIC COMMENT:

Kurt Kelly thanked Mayor for assistance with the down wires at Reeds Beach during the storm and also recognized Dawn Stimmel as the “power point” of the Township when needing assistance, direction or information.

Michelle Unkle spoke on behalf of the animals of the Township. Expressed concerns with animal control, communication of animal control officer, hours of position, and lack of care for animals in the Township. Believes that position requires more than one employee and requires hours in the evenings. Ms. Unkle further spoke of her opinions of the lack of enforcement of current animal welfare ordinance and lack of knowledge to residents relative to the ordinance, fines, etc.. Would like to see animal welfare ordinances enforced, more help for the animal control officer, and someone who cares for the animals of the township.

Madelyn McCarroll, Animal Advisory Chairperson, asked Ms. Unkle to provide a written list of concerns and would like to review them one by one in a meeting.

Maria Caplan, Lower Township, explained the importance of dog licenses in the Township

Chief Leusner indicated that 24/7 animal control is available and that after hour animal control calls are assessed before calling in an animal control officer to avoid unnecessary overtime costs. Chief further states that he is unaware of any complains relative to animal control and explained the steps taken for investigation in the event that a complaint is made relative to an employee under the supervision of the police department. Chief indicated that the Township is committed to animal control and that all actions are taken as necessary. Any questions can be directed to Lt. Nelson who oversees animal control.

Rick Eufrazio, Animal Advisory Board Member, asked Chief to provide the options for residents to make anonymous calls or provide anonymous tips to the police department.

Chief Leusner provided several options for submitting anonymous tips to the police department.

Jessie Layton, Woodbine, asked for detailed reports of animal control calls and the details of each call. Concerned that data being used to prepare assessment by Animal Advisory Board is not useful in current situation and situations are not being handled in a timely manner.

Madelyn McCarroll, Animal Advisory Board Chairperson, advised that there is a monthly report submitted by the animal control officer explained 2016 goal for dog canvas, reviewing of several years of reports of the animal control officer to assess animal control calls. Ms. McCarroll also indicated that the State denied the Township’s weather ordinance for animals, however there is a state ordinance in place.

Mayor Clark attended the last animal advisory meeting. Committee and Animal Advisory Board members are aware of issues and are working towards addressing them.

Stan Doniger spoke of recent interaction with animal control for a loose dog in his neighborhood, animal control and police officer came out to neighborhood promptly – believes system is effective.

Maria Caplan, Lower Township, has experience with volunteering in Lower Township and Middle Township and believes that Middle Township’s system works, but could be more effective.

John Oversella spoke of the “survey - estimate – coordinate – recommend” process as an effective way to assess issues.

Monica Soupuch asked for the procedure for an after-hours call regarding tethered animals.

Chief Leusner advised that a call should be placed to the non-emergency police line, call will be assessed and animal control will be called if needed.

Joan Lindy, Avalon, thinks that one person in animal control is not enough and believes this is a major part of the problem.

Kurt Kelly suggested that animal concerns be addressed to the ASPCA, also agrees that the Township should hire an additional animal control officer.

Maria Caplan, Lower Township, possibility for Animal Advisory Board to review for additional staffing.

Madelyn McCarroll believes that a lot of time was wasted looking into fruitless concerns and would rather be spending time applying for State and Federal Grants for the Animal Advisory Board and the Township.

Michelle Unkle indicated that the "bottom line" is that Bill Candell needs help.

Madelyn McCarroll indicated that meetings are open to the public, third Tuesday of the month, public is limited to a 5 minute discussions as there are professionals which serve on the board and their time is limited. Animal Advisory Board meeting minutes are also available online.

Kurt Kelly asked if there is a license for junk yards in the Township.

Kimberly Krauss indicated that there are only contracts for Class B Recycling facilities.

Committeemember Donohue indicated that there would be zoning requirements/restrictions.

Committeemember Donohue:

-Spoke of his role in abolishing Shared Services for Animal Control Services to focus more on Middle Township

-Establishment of the Animal Advisory Board is a step towards addressing issues in the Township

-Current number of dogs licensed in the Township is the higher than previous years

-Township has been recognized but the National Humane Society for establishment of the Animal Advisory Board

-Spoke of recent Press Release relative to assisting animals who may be in distress

-Goal of Animal Control is public safety which is a priority of the Township

-Township is working hard to support Animal Control

Committeemember DeVico:

-Spoke of Rabies Clinic and licensing of 62 dogs at event

-Biannual dog census will increase licenses

Mayor Clark:

-Spoke of experience at Rabies Clinic

-Always room for improvement, but is a work in progress

-Appreciates hearing the comments and concerns of residents

Michelle Unkle asked what the next step will be?

Madelyn McCarroll indicated that she would like a list of concerns to address.

Committeemember Donohue indicated that it is a current work in progress.

Committeemember Donohue:

-Recognized Suzanne Callinan for service on Animal Advisory Board and welcomes new members to the Board

-Spoke of donation of property to Habitat for Humanity to build a new home

-Recognized hard work done during the storm by all involved

Committeemember DeVico:

-Recognized Public Works and OEM for hard work during storm

-Success of Rabies Clinic – 130 shots and 62 licenses

-Township offices closed February 15th for holiday, next meeting to be held February 17th

Mayor Clark:

-Spoke of experience at Rabies Clinic, thanked volunteers

-Thanked for work done during storm, hard work and dedication

-Attended Ambulance Corp Installation Dinner

-Recognition for members of Fire District for dedication and years of service: Craig Mericle, Lou Hand, Steve Wonder, John McCann, Paul Hand and Calvin Back

-Echoed Committeemember Donohue's comments regarding donation of property to Habitat for Humanity

Connie Mahon:

-Applauded Madelyn McCarroll for efforts and dedication, as well as the other members of the Animal Advisory Board

-2015 initiated the 3-year dog license option

-3 Rabies Clinics per year in Middle Township

Kimberly D. Krauss, Township Clerk

Motion to adjourn meeting – 7:35pm

1st: Committeemember Donohue 2nd: Committeemember DeVico

Pass on Roll Call: Committeemember DeVico, Committeemember Donohue, Mayor Clark

Minutes prepared by Suzanne M. Stocker, Deputy Township Clerk