

**Cape May Court House, New Jersey
TOWNSHIP OF MIDDLE
TOWNSHIP COMMITTEE
WORKSESSION AGENDA
October 17, 2016 4:00 PM (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. 18-16 entitled "Establishing Work Session Meeting Nights" which was adopted by Township Committee of the Township of Middle on January 4, 2016.

Members present are Mayor Clark, Deputy Mayor DeVico, and Committeemember Donohue.

Township Clerk Kimberly Krauss, Municipal Solicitor Frank Corrado & Municipal Engineer Marc DeBlasio.

Business Administrator Constance Mahon was absent

FLAG SALUTE:**SPECIAL PRESENTATIONS OR DISCUSSIONS:****DEPARTMENTAL REPORTS AND PROJECT UPDATES:****Administration:**

Item of Discussion - FEMA Generator Award

Committeemember DeVico:

- *Expressed concern regarding bids that came in higher than accounted for; wants to make sure project is budgeted for.*
- *Indicated he is the "new guy;" wants to be prudent on how the town spends money.*
- *Wants to make sure the township is prepared for expenses of back costs of the project since the grant application.*

Marc DeBlasio:

- *Elaborated on cost estimates for project.*

Committeemember Donohue:

- *Spoke of FEMA reimbursements for anything over the FEMA grant award; such as the value of the generator.*
- *Grant award was based on necessity; long way towards mitigating issue.*
- *Asked Marc to explain how the project works; costs associated with engineering to prepare the estimate.*

Marc DeBlasio:

- *Explained procedure of FEMA grant application and process / requirements for going out to bid for generator.*

Michael Clark:

- *Natural gas more efficient than diesel?*

Marc DeBlasio:

- *Gas is more efficient; most reliable in short of a main break.*

Finance:

Outstanding Invoices – Engineering – FEMA Generator

Committeemember DeVico:

- *Questioned bid specifications; no electrical aspects; most provisions copied and pasted from Uniform Construction Code.*
- *Is looking for a better understanding of the project and bills sent on behalf of RVE.*

Marc DeBlasio:

- *Explained the technical specifications; additional items not billed for.*

Committeemember Donohue:

- *Commented on his understanding of the project and the work associated therewith.*

Mayor Clark:

- *Also reviewed the bid.*
- *Has to rely on expertise of professionals.*

Marc DeBlasio:

- *Explained fee structure.*

Committeemember DeVico:

- *Asked if Township Construction Official would be able to do the inspections instead.*

Marc DeBlasio:

- *Explained official did not feel comfortable with providing the inspection service; township would have saved \$7,000.*
- *Engineering role regardless of particular official carrying out inspections.*

Frank Corrado:

- *Reaffirmed Marc's statement regarding money spent for individual performing the inspections; pros and cons.*

Committeemember Donohue:

- *Commended Committeemember DeVico for looking into it; appreciates effort.*
- *Explained timeline behind project; need to move forward.*

Committeemember DeVico:

- *Was not trying to hold project up; needed better understanding.*

Best Practices CY 2016/SFY 2017

Kimberly Krauss:

- *Explained the checklist provided by township's CFO Susan Quinones; resolution to be provided at regular session.*

Committee reviewed the checklist and score; all understand results.

Public Works & Engineering:

Legal:

Tax Collection/Tax Assessment:

Recreation:

Police / Animal Control:

EMS:

Buildings and Grounds:

Sewer:

Sewer Easement – Middle Township Elem. #1 School

Frank Corrado:

- *Explained upcoming easement.*

Economic Development:

Personnel:

Zoning/Planning/Construction:

Township Clerk:

PUBLIC HEARING:

PUBLIC COMMENT:

Stan Doniger, Rio Grande:

- *Asked if new construction becomes ratable.*
- *Questioned unexpected expenses; where extra money, if any, was being reflected in the budget.*

Committeemember Donohue:

- *Meeting with Assessor and increased ratable for 2016; additional revenue anticipated for upcoming year.*

Frank Corrado:

- *Timing issues; explained how properties are placed taxed.*

Committeemember Donohue:

- *Explained when ratables may be used.*

Dan Lockwood, Cape May Court House:

- *Asked Mayor Clark to explain timeline for installation of generator.*

Mayor Clark:

- *Indicated award of bid at regular meeting after work session.*

Marc DeBlasio:

- *Explained timeline after contract signature.*
- *Maybe 4-6 weeks; shovel in ground.*

Kimberly D. Krauss, Township Clerk

Motion to Adjourn Meeting – 4:35pm

1st: Committeemember Donohue

2nd: Committeemember DeVico

Roll Call Vote: Committeemember DeVico, Committeemember Donohue, Mayor Clark