

**Cape May Court House, New Jersey  
TOWNSHIP OF MIDDLE  
TOWNSHIP COMMITTEE  
WORKSESSION AGENDA  
July 18, 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.

Business Administrator Constance Mahon, Township Clerk Kimberly Krauss & Municipal Solicitor Frank Corrado.  
*Deputy Township Clerk Suzanne Stocker and Municipal Engineer Marc DeBlasio were absent.*

**FLAG SALUTE:****DEPARTMENTAL REPORTS AND PROJECT UPDATES:****Administration:**

Shade Tree Committee/Commission Designation  
and Ordinance

*Kim Krauss:*

- Gave a brief overview.
- Topic dates back to June.
- Katie Keating is the secretary of the Shade Tree Commission.
- Considering changing the form of the board from Commission to Committee.

*Frank Corrado:*

- Commissions have specific statutory powers.
- A committee's purpose is to advise the governing body.

*Committeemember Donohue:*

- Favors a commission for a couple of reasons.
- Accessibility of grants.
- Reforestation project.
- The township is in the middle of restoring trees on the parkway.

*Mayor Clark:*

- Asked about the number of members presently on the board.

*Kim Krauss:*

- Currently scouting for members.

*Anne Garrison:*

- The board is dormant.

*Frank Corrado:*

- The statute requires no less than five members and no more than seven members.
- The board may also include no more than two alternate members.

*Kim Krauss:*

- Peter Lomax cautioned the township to consider whether they want a Shade Tree Commission.
- In the formal sense of Title 40, Chapter 64.
- Empowers the commission with certain authorities such as an annual budget.

*Dan Lockwood:*

- Mr. and Mrs. Collins are members.
- Township funded their attendance for conferences held in Atlantic City.
- Specific amount of credits needed in order to participate in certain privileges commissions are entitled to.

*Anne Garrison:*

- Peter Lomax is happy to serve as an advisor but not as a member.

**Finance:**

2016 Capital Plan

*Ryan McGowan:*

- Second page of the report indicates requests he believes are bondable items.
- Township should not bond items designed for five years and under.

- *Maturity schedule to go out as many years as possible while also keeping debt levels stable.*
- *Suggested doing BANS for items five years or less.*
- *Front page illustrates everything that was formally requested.*
- *Walt was not able to provide specifics at the time but requested about \$40,000.00.*

*Committeemember DeVico:*

- *Asked Chief Leusner if he'd want to receive the requested vehicles all at once.*

*Chief Leusner:*

- *When plan was originally submitted, assumption was two to three years from now.*
- *Looking at implementing a Regional Team in Cape May County.*
- *Explained benefits of having such team.*
- *Would prefer that option be considered before any other items.*

*Committeemember Donohue:*

- *Asked Chief Leusner about dispatch computers as far as expending that amount of money.*

*Chief Leusner:*

- *Projection based on a few years.*
- *Currently observing how county dispatch materializes.*
- *Has yet to see full detailed plan from the county as to how they envision this center operating.*
- *What the policies and procedures are going to be.*
- *County's main focus right now is on getting Lower Township's Emergency Management building up and running.*
- *Emergency Operation Center's coordination between dispatch and the officers.*
- *If the center is to be located in Lower Township, it would be more challenging.*
- *Going to have to weigh benefits and costs.*
- *A lot of unanswered questions.*
- *Visited central dispatch units in multiple counties.*

**Public Works & Engineering:**

Street Opening Permit – Hardship Request  
580 Old Avalon Boulevard

*Constance Mahon:*

- *Home is currently under construction.*
- *South Jersey Gas requesting hardship for house to be supplied with natural gas.*

*Ryan McGowan:*

- *Ultimately up to council if opening will be allowed.*
- *Advised that there will be a patch in the middle of the road.*

*Constance Mahon:*

- *If preferred, condition can be added to the permit for restorations.*

*Frank Corrado:*

- *Ultimately there is still going to be a patch in the road.*
- *At the Governing Body's discretion.*

*Kim Krauss:*

- *Nowadays South Jersey Gas automatically has the homeowner send a hardship letter.*

*Committeemember DeVico:*

- *Asked if decision had to be made at the current moment.*

*Committeemember Donohue:*

- *In the past, restrictions had been placed on Boyd Street.*

*Ryan McGowan:*

- *Infrared patch, tends to hold up well.*
- *That wouldn't be out of the question.*

*Kim Krauss:*

- *Inquired about the status of the email received July 6<sup>th</sup>.*

*Frank Corrado:*

- *To be done by resolution and to include a set of conditions.*

**Legal:**

**Tax Collection/Tax Assessment:**

**Recreation:**

**Police / Animal Control:**

**EMS:**

**Buildings and Grounds:**

**Sewer:**

**Economic Development:**

**Personnel:**

**Zoning/Planning/Construction:**

Review of Proposed Ordinance Amendment –  
Chapter 146 – Flood Damage Prevention

*Salvatore DeSimone:*

- *Attended a FEMA educational course last month regarding insurance.*
- *Referred to the International Building Code (IBC) adopted by the township the year before.*
- *Suggested additional requirements needed for more precise compliance.*
- *Spoke of savings due to changes in zones.*
- *About 10% of commercial areas in the municipality would have to be flood proofed.*
- *Recommended section in departmental code book be added to the ordinance.*
- *Reviewed demolitions within the township.*

**Township Clerk:**

**SPECIAL PRESENTATIONS OR DISCUSSIONS:**

Open Space Application Presentation – Bike Path  
Phase 6 (North)

*Ryan McGowan:*

- *Provided revised outline of bike path.*
- *Spoke to homeowners regarding designs.*

*Constance Mahon:*

- *Differs to the bike path proposed by Cape May County.*
- *Township was not content with previous proposal by the County due to some of the bike path being designed on the road.*
- *Inconsistence with previous bike path concepts.*

*Committeemember DeVico:*

- *Requested to know why the township was expending money on engineering.*

*Constance Mahon:*

- *Municipal Engineer is creating new plan.*
- *What the county proposed is not what the township preferred.*

*Frank Corrado:*

- *Asked if the bike path was on the right of way, other than the portion that's going to circumvent the golf course.*

*Constance Mahon:*

- *Yes, which is what Dennis Township is doing.*

*Dan Lockwood:*

- *It's important to know that the homeowners around the golf course sold their rights years ago.*

*Committeemember Donohue:*

- *Second plan is better than the first.*

**PUBLIC HEARING:**

**PUBLIC COMMENT:**

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Kimberly D. Krauss, Township Clerk

Motion to Adjourn Meeting – 5:43pm

1<sup>st</sup>: Committeemember Donohue

2<sup>nd</sup>: Committeemember DeVico

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