

**Cape May Court House, New Jersey
TOWNSHIP OF MIDDLE
TOWNSHIP COMMITTEE
WORKSESSION AGENDA
June 20, 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.

Deputy Mayor DeVico and Committeemember Donohue were present. Mayor Clark was absent.

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

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

Discussion on Special Engineering

Committeemember DeVico asked for an explanation of billing by municipal engineer. Marc DeBlasio explained general engineering projects such as grants and projects which have extensive work are outside of general engineering. Solicitor Corrado explained the competitive process of engineering for engineering projects. Committeemember DeVico agrees that work done by Remington and Vernick Engineers is good, but believes that it is owed to the Township residents to receive best cost for engineering services. Committeemember Donohue reiterated 2014 discussion on maintaining a list of engineers to submit proposals for project and indicated that Mayor Clark previously suggested one special engineer to handle all projects, but Committeemember Donohue does not believe that is cost effective. Committeemember Donohue also expressed concerns with multiple engineers being responsible for multiple aspects of the projects. Committeemember DeVico would like to see broad group of qualified engineers able to submit proposals for projects.

Dan Lockwood asked if there can be two statutory municipal engineers (following up on previous discussion). Solicitor Corrado responded and said no.

Marc DeBlasio questioned a possible RFQ for the 2016 Road Program project. Remington & Vernick Engineer's proposal was already submitted and could be made public. Committeemember DeVico indicated that there will be no RFQ for that project and that Remington & Vernick Engineers will be the engineer for that project.

Shade Tree Committee/Commission Designation
and Ordinance

Solicitor Corrado explained that statute regulates "commission". There are no powers for the members if changed to "committee" form. Kimberly Krauss stated that Kaytie Keating, Secretary for the Shade Tree Commission is in the process of soliciting members. Conversation between Ms. Keating and Mayor Clark brought up the topic of changing the form of this board. Topic to be re-discussed when Mayor Clark is present.

Finance:**Public Works & Engineering:**

2016 Road Program

Connie Mahon reviewed list of roadways which need improvements and received various resident complaints. Marc DeBlasio spoke of "master list" of roads which need improvements which was drafted two years ago. Anne Garrison provided information on applying for a Small Cities Grant for Gibbs Street. Said grant would also include improvements for sidewalk and lighting. Committeemember Donohue indicated that he would like list of streets prioritized based on access to other main roadways. Committeemember Donohue further mentioned finishing the project in Rio Grande which was originally awarded by a grant, as well as improving streets in that area with bad drainage. Committeemember Donohue would also like to complete the area on Hand Avenue between Route 9 and Boyd Street, as the County will be improving that area, except this section which is owned by the Township. Committeemember DeVico suggested a Shared Service Agreement with the County for Hand Avenue improvements, since there will already be a contractor in that area doing the work. Committeemember Donohue believes that NJDOT or contractor from parkway project should be responsible for Ormond Drive.

Dan Lockwood spoke of "comprehensive drainage project" in Rio Grande and believes that improvements should be continued to address drainage issues. Mr. Lockwood also expressed the need for improvements on West Atlantic between Route 9 and South Boyd.

Legal:**Tax Collection/Tax Assessment:****Recreation:****Police / Animal Control:****EMS:****Buildings and Grounds:****Sewer:****Economic Development:****Personnel:****Zoning/Planning/Construction:**

Street Extension Permit Application
William Herker, Edgewood Avenue

Mayor Clark gave overview of proposed project and indicated that applicant has addressed all engineering questions and concerns, technical comments have been satisfied. Once completed, the Township would own the street, so a Maintenance Bond would be required. Committee approved street extension and a Resolution will be placed on the July 6 agenda.

Dan Lockwood asked if public notice is required. Solicitor Corrado indicated that no public notice is required for street extension projects.

Township Clerk:**SPECIAL PRESENTATIONS OR DISCUSSIONS:**

South Jersey Gas – Del Haven Backfeed Project

George Curvan represented South Jersey Gas for this discussion. In a previous email from Mr. Curvan and summarized during this discussion, Mr. Curvan indicated, "The purpose of this project is to provide redundancy to our natural gas distribution system by providing a secondary feed to southern Cape May County. This connection will minimize any significant service interruption should an interruption to the primary source of natural gas serving this system occur. The scope of this project consists of installing a 8 inch main connecting the existing infrastructure on Route 9 in Whitesboro with the existing infrastructure on Rt 47 in Green Creek. The proposed 8" main will be located in paving throughout the project limits. The alignment has been redesigned to minimize the overall disturbance to municipal roads by minimizing the number of street openings required. We have secured the NJDEP CAFRA permit for this project..." Mr. Curvan further indicated during this discussion that there would be a total of 16,000 feet of distribution main line installed and will be between 2-4 feet from the edge of the pavement – similar to the previous Route 9 project. South Jersey Gas will seek a moratorium waiver, as some of the project will overlap paving done within the last five years.

Committeemember DeVico expressed concerns with the project impacting the MLK Reunion over Labor Day Weekend. Mr. Curvan indicated that there will be minimal impact and South Jersey Gas will comply with any timing restrictions.

Mr. Curvan will submit street opening application with request for waiver to be approved by Township Committee at an upcoming meeting.

PUBLIC HEARING:**PUBLIC COMMENT:**

Kimberly D. Krauss, Township Clerk

Motion to Adjourn Meeting – 4:55pm

1st: Committeemember DeVico 2nd: Committeemember Donohue

Roll Call Vote: Committeemember DeVico, Committeemember Donohue

***Mayor Clark was absent.**