

**Cape May Court House, New Jersey  
TOWNSHIP OF MIDDLE  
TOWNSHIP COMMITTEE  
WORKSESSION AGENDA  
August 20, 2018 5:00 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. 21-18 entitled "Establishing Work Session Meeting Nights" which was adopted by Township Committee of the Township of Middle on January 1, 2018.

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

Business Administrator Elizabeth Terenik, Township Clerk Kimberly Krauss, Township Engineer Vincent Orlando & Municipal Solicitor Frank Corrado

**FLAG SALUTE:****SPECIAL PRESENTATIONS OR DISCUSSIONS:****ITEMS OF DISCUSSION:**

Grassy Sounds Sanitary Sewer Force Main  
Phase IIIA

*Elizabeth Terenik:*

- *Introduced representatives from Remington Vernick Engineers.*

*Tony Donofrio, RVE:*

- *Provided update on Grassy Sounds Sewer Project and discussed request for change order for metering station on westside pump station to meter eastside flow as well as engineering deduction in cost.*
- *Spoke of importance to make decision about hookups; if delayed, contractor can make delay claims.*
- *Explained reasons why hookups need to be done; spoke of peak flow.*

*Elizabeth Terenik:*

- *Discussed properties to be connected; association to provide certification that systems are intact.*
- *Also spoke breach of flow.*

*Frank Corrado:*

- *Spoke of conversation with association attorney regarding gallon figures.*

*Tony Donofrio, RVE:*

- *Discussed in-flow concerns.*

*Committeeman DeVico:*

- *Asked about change orders.*

*Tony Donofrio, RVE:*

- *Explained.*

*Frank Corrado:*

- *Explained two requests for change orders and differences between the two.*

*Tony Donofrio, RVE/Frank Corrado:*

- *Discussed USDA grant money and change order particulars.*

*Elizabeth Terenik:*

- *Discussed connection permits and fees paid by the association to sewer and construction departments.*

*Committeeman Donohue:*

- *Asked for a timetable.*

*Tony Donofrio, RVE:*

- *Responded that he would like to see it up and running by the end of September.*

Capital Appropriation Ordinance and  
Budget Amendment

*Susan Quinones, CFO:*

- *Provided committee with packet of information.*
- *Discussed the amendment to the capital budget and capital request.*
- *Also explained appropriation ordinance proposed for introduction during the regular meeting.*

*Elizabeth Terenik:*

- *Recognized efforts of Rob Flynn and Susan Quinones.*

Advisory Committee to Study the Form of  
Township Government

*Frank Corrado:*

- *Discussed outline on items to be discussed regarding the advisory committee.*

*Elizabeth Terenik:*

- *Recommended diversity when selecting members for the committee.*

*Committeeman DeVico:*

- *Commented on unfamiliarity in creating a new advisory committee.*
- *Asked Committeeman Donohue about his past experiences.*

*Committeeman Donohue:*

- *Outlines various current boards and their purpose.*

- Also commented on the mission of the veteran's advisory board and animal advisory board and the background on the creation of these boards.
- Discussed his recommendation for 9 members of various political backgrounds and of various geographical location of the town.

Committeeman DeVico/Committeeman Donohue:

- Discussed parameters of the creation of the board including a need for a budget, committee secretary and/or legal counsel assistance.

Mayor Clark:

- Discussed his recommendation to have one resident from each of the 18 voting districts serve on the board.

Frank Corrado:

- Spoke of experiences in other municipalities and provided recommendations to the committee.

Committeeman DeVico:

- Recommended mimicking the Zoning and Planning Board membership; 13 members.
- Discussed political party affiliations; 30-day deadline difficult to meet.

Committeeman Donohue:

- Stated that the deadline was to force action.

Frank Corrado:

- Discussed extending deadline.

## **DEPARTMENTAL REPORTS AND PROJECT UPDATES:**

### **Administration:**

### **Finance:**

### **Public Works:**

### **Engineering:**

### **Legal:**

### **Tax Collection:**

### **Tax Assessment:**

### **Construction/Planning/Zoning:**

### **Recreation:**

### **Police / Animal Control/ Code Enforcement:**

### **Buildings and Grounds:**

### **Sewer:**

### **Economic Development:**

### **Personnel:**

### **Zoning:**

### **Township Clerk:**

## **PUBLIC COMMENT:**

Ed Dillio, Cape May Court House:

- Spoke of liking the idea of having a resident from each district.
- Recommended advertisement in paper stating the same.
- Discussed need for larger governing body to govern the town.

Mayor Clark:

- Further commented on need to find residents from various districts.

Ike Gandy:

- Agreed with Committee comments on need to get public involved.

Committeeman DeVico:

- Reiterated prior comments on need to find representation for the committee from various areas of the municipality.

Mike Butterfield:

- Asked for particulars on "end goal" and how the report arrives at Township Committee.

Frank Corrado:

- Explained goal for committee.

Mike Butterfield:

- Stated that although non-binding, Township Committee should follow recommendation.
- Also asked for timeline for process for report from advisory committee; would like to see Committee due diligence with process.

*Frank Corrado:*

- *Responded timeline would be about a year.*
- *Spoke of need for flexibility on timeline.*

*Mayor Clark:*

- *Commented on need to take time with process.*

*Committeeman DeVico:*

- *Spoke of topic being discussed at future work sessions*

*Mayor Clark:*

- *Commented on next step for advertisement to solicit interest.*

*Committeeman DeVico:*

- *Recommended button on the website where residents can submit interest.*

*Frank Corrado:*

- *Discussed discretion to place members on the committee regardless of application or lack thereof.*

*Debbie Mooers, Grassy Sounds:*

- *Spoke of maximum daily flow and consideration for restaurant approved by zoning board.*

*Elizabeth Terenik:*

- *Discussed 44 residential units and design flow; based on number of connections at that time.*

*Frank Corrado:*

- *Further explained.*

Motion to Adjourn Meeting – 5:53pm

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

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

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

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*Kimberly D. Krauss, Township Clerk*