

FLAG SALUTE AND PRESENTATION OF FLAG: Middle Township Police Color Guard
INVOCATION: Timothy Donohue
NATIONAL ANTHEM: Alan Rendzak

THIS MEETING IS BEING RECORDED:

I hereby declare that notice has been given to the Herald Times, the Gazette-Leader, and 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. Chapter 231 of the State of New Jersey (Sunshine Law).

The Middle Township meeting was called to order by Kimberly Krauss, Township Clerk on the above date at 5:00PM in the Municipal Building. The purpose of this meeting is to swear in various officials.

The Honorable Michael J Donohue, Judge of the Superior Court, swore in newly elected Committeemember Theron "Ike" Gandy for a three-year term.

On motion by _____ seconded by _____ and passed on roll call, _____ was chosen as Mayor for the year 2019. _____ swore in the Mayor.

On motion by _____ seconded by _____ and passed on roll call, _____ was chosen to act as Mayor in the absence of the Mayor. _____ swore in the Deputy Mayor.

1. RESOLUTION – APPROVING MINUTES FOR PREVIOUS MEETINGS – On motion by _____ seconded by _____ 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: 12/17/2018 Work Session and Regular Meetings.

2. ORDINANCE NO. 1581-19 – AN ORDINANCE ESTABLISHING THE COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MIDDLE - On motion by _____ seconded by _____ and passed on roll call, Ordinance No. 1581-19 passed first reading. Second reading, public hearing and consideration for adoption will be held on 02/04/2019 at 6:00 p.m.
AN ORDINANCE ESTABLISHING THE COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF MIDDLE.
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.

<i>Years of Service</i>	<i>Additional Compensation (Percent of Annual Salary)</i>
<i>5 years or more</i>	<i>2%</i>
<i>10 years or more</i>	<i>4%</i>
<i>15 years or more</i>	<i>6%</i>
<i>20 years or more</i>	<i>8%</i>
<i>25 years or more</i>	<i>10%</i>

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, 2019 immediately upon final passage and publication according to law.

Complete Ordinance available in Clerk's office.

3. RESOLUTION – AWARDING CONTRACTS UNDER FAIR AND OPEN PROCESS – On motion by _____ 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 has solicited proposals, 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;
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 submissions shall be awarded as follows for a term effective January 1, 2019 through December 31, 2019:
- *Municipal Solicitor – Blaney & Karavan / Marcus Karavan – Not to Exceed \$175,000.00*
 - *Labor Solicitor – Paul Baldini – Not to Exceed \$75,000.00*
 - *Municipal Auditor – Ford Scott & Associates – Not to Exceed \$49,300.00*
 - *Municipal Prosecutor – Thomas Keywood – Not to Exceed \$34,000.00*
 - *Municipal Public Defender – Seth Fuscellaro – Not to Exceed \$18,000.00*
 - *Economic Development Consultant – TRIAD Associates – Not to Exceed \$17,500.00*
 - *Bond Counsel – McManimon & Scotland – Not to Exceed \$15,000.00*
- BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute contracts with each of the above-mentioned individuals as necessary, and the appropriate certification of funds by the Chief Financial Officer shall be attached hereto.*
4. RESOLUTION – AWARD CONTRACT AND RATIFY AGREEMENT THROUGH NON-FAIR AND OPEN PROCESS (ITEMS A THROUGH D) – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.
- (A) 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.
FURTHER RESOLVED, that this contract is contingent upon obtaining any and all requirements and approvals as set forth by the Atlantic County Joint Insurance Fund.
Phoenix Advisors, LLC
Continuing Disclosure Agent and
Independent Registered Municipal Advisor
\$1,050.00 – Base fee
- (B) BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the Agreement between Testa, Heck, Testa & White, P.A. and the Township of Middle for Labor and Employment Counsel Services 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 in the amount of \$150.00/hr. not to exceed \$17,500.00.*
FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign said agreement.
- (C) NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the Agreement between H&L Systems, Inc. and the Township of Middle for sewer and tax collection billing software, hosting and backup services, 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.
H&L Systems, Inc.
Not to Exceed \$14,000.00
- (D)NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the Agreement between Van Note Harvey and the Township of Middle for Tax Map Annual Maintenance, 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.
Van Note Harvey
Tax Map Annual Maintenance
1-year contract
Not to exceed \$15,000.00

5. RESOLUTION – DEPARTMENTS – 2019 – On motion by _____ seconded by _____ 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, State of New Jersey that the Departments of the Township of Middle shall be allotted for the year 2019 as follows:

TIMOTHY DONOHUE	IKE GANDY	MICHAEL CLARK
DIRECTOR	DIRECTOR	DIRECTOR
<i>Administrative Executive</i>	<i>Department of Public Works</i>	<i>Collection of Taxes</i>
<i>Police Department</i>	<i>Sewer & Water</i>	<i>Assessment of Taxes</i>
<i>Legal Services</i>	<i>Zoning</i>	<i>Finance Administration</i>
<i>Municipal Court</i>	<i>Construction</i>	<i>Emergency Medical Services</i>
<i>Recreation</i>	<i>Engineering</i>	<i>Volunteer Fire Co. Liaison</i>
	<i>Building & Grounds</i>	<i>Senior Citizen Affairs</i>

6. RESOLUTION – ACKNOWLEDGEMENT OF TERMINATION OF EMPLOYMENT CONTRACT – On motion by _____ seconded by _____ 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 the following termination of employment contract listed below, is acknowledged.

<i>EMPLOYEE</i>	<i>DEPARTMENT</i>	<i>POSITION</i>	<i>EFFECTIVE</i>
<i>Elizabeth Terenik</i>	<i>Administration</i>	<i>Business Administrator</i>	<i>01/02/2019</i>

7. RESOLUTION - APPOINTMENT –KIMBERLY KRAUSS -TOWNSHIP CLERK/BUSINESS ADMINISTRATOR - On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.
WHEREAS, N.J.S.A. 40A:63-7, N.J.S.A. 40A:9-137 and Chapter 5 of the Township Code of the Township of Middle allows the Township Committee to appoint an Administrator by a majority vote; and
WHEREAS, the qualifications of a Municipal Clerk are also regulated in 40A:9-133.2, 40A:9-133.3 and 40A:9-133.6; and
WHEREAS, Kimberly D. Krauss currently serves as the tenured Municipal Clerk for the Township of Middle, and has served as the Deputy Business Administrator for several years; and
WHEREAS, the position of Township Clerk/ Business Administrator currently appears on the salary ordinance of the Township; and
WHEREAS, the necessities of modern government require executive decision making during the work day; and
WHEREAS, the interests of the Township will be better served, economically and logistically, by Kimberly Krauss assuming the additional duties of Business Administrator for a modified salary.
NOW THEREFORE BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May, State of New Jersey, that the agreement between Kimberly D. Krauss and the Township of Middle, as attached, for a term of four (4) years, effective January 1, 2019, is hereby ratified and that the appropriate officials are hereby authorized to sign said agreement in connection therewith.
BE IT FURTHER RESOLVED, that in the absence of the Business Administrator, Chief of Police Christopher Leusner shall be designated as the Acting Business Administrator, at the direction and discretion of the Mayor.

8. RESOLUTION – AMEND RATIFIED AGREEMENT BETWEEN THE TOWNSHIP OF MIDDLE AND CHRISTOPHER LEUSNER, CHIEF OF POLICE – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.
NOW THEREFORE 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 the agreement between Christopher Leusner, Chief of the Middle Township Police Department and the Township of Middle, as attached, is hereby amended as highlighted in the attached agreement.
BE IT FURTHER SOLVED, that the appropriate officials are hereby authorized to sign said agreement in connection therewith.

9. RESOLUTION – DEPARTMENT CHANGE – On motion by _____ seconded by _____ 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 department changes listed below are hereby acknowledged:

<i>NAME</i>	<i>PREV. DEPT.</i>	<i>NEW DEPT.</i>	<i>TITLE</i>	<i>EFF. DATE</i>
<i>Cynthia Van Trieste</i>	<i>Municipal Court</i>	<i>Public Works</i>	<i>Clerk I</i>	<i>01/02/2019</i>

10. RESOLUTION – PROMOTIONAL TITLE CHANGE – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

WHEREAS, the Township of Middle has received a court order dated December 14, 2018 which outlines the designation of the Deputy Municipal Court Administrator for the Township of Middle and Woodbine Municipal Court pursuant to N.J.S.A. 2B:12-10.b; and

WHEREAS, Stacy Watson shall hereby be appointed Deputy Court Administrator for Middle Township and Woodbine Municipal Court, from the date of this order.

BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the following employee is hereby promoted to the title opposite their name at the following salary:

NAME	DEPARTMENT	TITLE	SALARY	EFFECTIVE
Stacy Watson	Municipal Court	Deputy Municipal Court Administrator	\$33,000.00	01/02/2019

FURTHER RESOLVED by the Township Committee of the Township of Middle, the governing body thereof, that the following yearly stipend is hereby authorized in connection with the shared services agreement between the Township of Middle and the Borough of Woodbine for Municipal Court services:

EMPLOYEE	POSITION	STIPEND
Stacy Watson	Shared Court – Acting Deputy Municipal Court Administrator	\$2,000.00

11. RESOLUTION – APPOINTMENTS (ITEMS A THROUGH C) – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

(A) WHEREAS, there are various terms of office for various boards and positions that have expired as of 12/31/2018, and

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 named persons be and hereby are appointed or reappointed to fill the following offices/terms:

OFFICE / POSITION	TERM	NAME	TERM EXPIRES
Township Committee Member	3yr	Theron “Ike” Gandy	12/31/2021
Public Agency Compliance Officer – Affirmative Action Reg.	1 yr	Susan Quinones	12/31/2019
Real Estate Officer	1yr	Lee Ann Russ	12/31/2019
Tax Search Officer	1yr	Sandra Beasley	12/31/2019
Municipal Improv. Search Officer	1yr	Kimberly Krauss	12/31/2019
Recycling Coordinator	1yr	Rob Flynn	12/31/2019
Deputy Municipal Clerk	1yr	Andrea Singley	12/31/2019
Qualified Purchasing Agent	1yr	Josh Niemann	12/31/2019
Registrar of Vital Statistics	3yr	Andrea Singley	12/31/2021
Deputy Registrar of Vital Statistics	3yr	Emily Bowman	12/31/2021
Alt. Deputy Registrar Vital Statistics	3yr	Kimberly Krauss	12/31/2021
Qualified Purchasing Agent	1yr	Josh Niemann	12/31/2019
Transitional Duty Coordinator	1yr	Vera Kalish	12/31/2019
Emergency Management – Civil Defense	1yr	Chris Camp, Deputy	12/31/2019
Emergency Management – Civil Defense	1yr	Nancy Burke, Deputy	12/31/2019
Emergency Management – Civil Defense	1yr	Rob Flynn, Deputy	12/31/2019
Emergency Management – Civil Defense	1yr	Kimberly Krauss, Deputy (Business Administrator)	12/31/2019
Emergency Management – Civil Defense	1yr	Advisor, Fire District 1	12/31/2019
Emergency Management – Civil Defense	1yr	Advisor, Fire District 2	12/31/2019
Emergency Management – Civil Defense	1yr	Advisor, Fire District 3	12/31/2019
Emergency Management – Civil Defense	1yr	Advisor, Fire District 4	12/31/2019
Emergency Management – Civil Defense	1yr	Michael Clark, Twp. Committee Representative	12/31/2019
Emergency Management – Civil Defense	1yr	Kendra Karstens, Secretary	12/31/2019
Board of Health	1yr	Andrea Singley, Secretary	12/31/2019
Board of Health	3yr	Theron “Ike” Gandy	12/31/2021
Cable TV Advisory Board	1yr	Marc Karavan, Attorney	12/31/2019
Cable TV Advisory Board	1yr	Alexis Kern, Secretary	12/31/2019
Cable TV Advisory Board	2yr	Scott Webster	12/31/2020
Cable TV Advisory Board	2yr	Robert Bongiovanni, Chairman	12/31/2020
Cable TV Advisory Board	2yr	Bill Riches	12/31/2020
Cable TV Advisory Board	2yr	James Ernst, Alternate #2	12/31/2020
Shade Tree Commission	1yr	Nancy McDevitt, Secretary	12/31/2019
Senior Citizen Advisory Council	2yr	Ron Jost, Liasion Disability Issues	12/31/2020
Senior Citizen Advisory Council	1yr	Stan Curry	12/31/2019
Senior Citizen Advisory Council	1yr	Barbara Myers	12/31/2019
Senior Citizen Advisory Council	1yr	Dawn Stimmel, Secretary	12/31/2019
Zoning Board of Adjustment	2yr	James Belles, Alternate #2	12/31/2020
Zoning Board of Adjustment	1yr	David May, Secretary	12/31/2019
Planning Board Member	1yr	Daniel Lockwood, Class I Member	12/31/2019
Planning Board Member	1yr	Theron “Ike” Gandy, Class III	12/31/2019
Planning Board	1yr	David May, Secretary	12/31/2019
Public Employees Award Committee	3yr	Theron “Ike” Gandy	12/31/2021
Recreation Commission	3yr	Theron “Ike” Gandy	12/31/2021
Recreation Advisory Council	3yr	Police Department Advisor	12/31/2021

Recreation Advisory Council	3yr	Nancy McDevitt, Advisor*	12/31/2019
Recreation Advisory Council	3yr	Jeff McCart*	12/31/2019
Recreation Advisory Council	3yr	George McCabe*	12/31/2020
Recreation Advisory Council	3yr	Eileen Durham*	12/31/2020
Recreation Advisory Council	3yr	Mike Di Palantino	12/31/2021
Recreation Advisory Council	1yr	Nakisha Wakefield, Secretary	12/31/2019
Rent Leveling Board	1yr	Christina Lillemon, Secretary	12/31/2019
Rent Leveling Board	1yr	Nancy Sittineri, Rent Control Officer	12/31/2019
Rent Leveling Board	2yr	Laura Nichols, Sr. Alt. Member at Large	12/31/2020
Rent Leveling Board	2yr	Matt Unsworth, Sr. Alt. Owner	12/31/2020
Rent Leveling Board	1yr	Marc Karavan, Brd Attorney	12/31/2019
Council On The Arts	1yr	Deborah Becker, Secretary	12/31/2019
Economic Development Council	3yr	Robert Belasco	12/31/2021
Economic Development Council	3yr	Mark Saioni	12/31/2021
Economic Development Council	3yr	Brian Murphy, Chair	12/31/2021
Economic Development Council	1yr	Robin Salasin Mets, Non-Voting Member	12/31/2019
Economic Development Council	1yr	Nancy Sittineri, Secretary	12/31/2019
Environmental Commission	1yr	Dawn Stimmel, Secretary	12/31/2019
Environmental Commission	3yr	Betsy Haskin	12/31/2021
Environmental Commission	3yr	Vilma Pombo, Chair	12/31/2021
Environmental Commission	2yr	Shannon Feltwell, Alt. Member #1	12/31/2020
Environmental Commission	2yr	Tarin Mason, Alt. Member #2	12/31/2020
Code of Conduct Review Committee	2yr	Jeff McCart, Parent Football*	12/31/2019
Code of Conduct Review Committee	2yr	Don Nelson, Parent Baseball/Softball*	12/31/2019
Code of Conduct Review Committee	2yr	Chuck McDonald, Parent Hockey*	12/31/2019
Code of Conduct Review Committee	2yr	Patrick Sexton, Parent Wrestling*	12/31/2019
Code of Conduct Review Committee	2yr	Chris Oliver, Parent Cheer*	12/31/2019
CMC Animal Shelter Advisory Board Member	1 yr	Madelyn McCarroll	12/31/2019
CMC Animal Shelter Advisory Board Member	1yr	William Candell	12/31/2019
Animal Welfare Advisory Council	1yr	Dawn Stimmel, Secretary	12/31/2019
Animal Welfare Advisory Council	3yr	Tarin Mason, Member	12/31/2021
Animal Welfare Advisory Council	3yr	Karen Buckingham, Member	12/31/2021
Animal Welfare Advisory Council	3yr	Chuck Marriner, Member	12/31/2021
Animal Welfare Advisory Council	3yr	Crystal Blackburn, Member	12/31/2021
Animal Welfare Advisory Council	3yr	George Spadea, Alt. Member #1	12/31/2021
Veterans Advisory Board	3yr	Allen Rodesky, Member	12/31/2021
Veterans Advisory Board	3yr	Fred Trasatti, Jr, Member	12/31/2021
Veterans Advisory Board	3yr	Bill Hawk, Member	12/31/2021
Veterans Advisory Board	3yr	Chris Poponak, Alt. Member	12/31/2021
Veterans Advisory Board	1yr	Nancy McDevitt, Secretary	12/31/2018
Fund Commissioner ACMJIF	1yr	Kimberly Krauss	02/28/2019
Alternate Fund Commissioner ACMJIF	1yr	Susan Quinones	02/28/2019
Delaware Bayshore Council	1yr	Kimberly Krauss	12/31/2019

*Filling unexpired term of office

(B) WHEREAS, N.J.S.A. 40A:9-140.10 requires that “in every municipality there shall be a chief financial officer appointed by the governing body of the municipality”; and
 WHEREAS, N.J.S.A. 40A:9-140.10 further provides that the term of office of the chief financial officer “shall be four years, which shall run from January 1 in the year in which the chief financial officer is appointed”; and

WHEREAS, the exception to the four year appointment is if a CFO vacates the position in the midst of their four year term, and a new CFO is appointed, the new CFO would be appointed for the unexpired portion of the prior CFO’s term, pursuant to the Uniform Vacancy Provision, N.J.S.A. 40A:9-12.1, and

WHEREAS, on August 15, 2016 Susan A. Quinones was appointed to the position of CFO to fill the unexpired term of the previous CFO, until December 31, 2018, and

WHEREAS, the Township of Middle is in need of a Chief Financial Officer and the Township Committee of the Township of Middle desires, pursuant to N.J.S.A. 40A:9-140.10 and N.J.S.A. 40A:9-12.1, to appoint Susan A. Quinones as Chief Financial Officer, effective January 1, 2019.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, County of Cape May, State of New Jersey, that Susan A. Quinones shall be appointed as Chief Financial Officer* for a period of four years, effective January 1, 2019, according to statute.

*Civil Service Title of Keyboarding Clerk 1 and UA title of Chief Financial Officer.

(C) 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 employees are hereby appointed to the following position at the salaries opposite their names:

NAME	DEPARTMENT	TITLE	SALARY	EFFECTIVE
Cameron Friedman	Public Works	Laborer 1 P/T T/A	\$11.00 per hour	12/17/2018
Irene Garramone	Municipal Court	Clerk 1 P/T	\$20.00 per hour	01/02/2019

12. RESOLUTION – AUTHORIZING THE PURCHASE FROM VENDORS WITH STATE CONTRACTS FOR 2019 – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.
WHEREAS, it is the desire of the Township of Middle to purchase from vendors with State Contracts for the balance of 2019; and
WHEREAS, pursuant to N.J.S.A. 40A:11-12, any local contracting unit purchasing materials, supplies or equipment under a contract entered into by the State Division of Purchase and Property shall authorize the award of such contract by resolution of the governing body.
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, in the County of Cape May, State of New Jersey, that:
- 1. The allegations of the preamble are incorporated herein as if set forth in full.*
 - 2. Authorization be and is hereby given for the vendors listed with the State of New Jersey, Division of Treasury, be utilized by the Township of Middle for the balance of 2019.*
 - 3. The proper officials be and hereby are authorized to do all things necessary to carry out the intent of this resolution.*
 - 4. And a certification of availability of funds is made by the Chief Finance Officer via authorized purchase order or separate resolution of the Governing Body.*
13. RESOLUTION – AUTHORIZING THE PURCHASE FROM VENDORS UNDER U.S. COMMUNITIES FOR 2019 – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.
WHEREAS, it is the desire of the Township of Middle to purchase from vendors via the U.S. Communities program, and
WHEREAS, U.S. Communities is the leading national government purchasing cooperative, providing world class government procurement resources and solutions to local and state government agencies, school districts (K-12), higher education institutes, and nonprofits looking for the best overall supplier government pricing; and
WHEREAS, U.S. Communities aggregates the purchasing power of more than 90,000 public agencies nationwide by offering Participating Public Agencies the ability to make purchases through existing, competitively solicited contracts between a supplier and a lead public agency.
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, in the County of Cape May, State of New Jersey, that:
- 1. The allegations of the preamble are incorporated herein as if set forth in full.*
 - 2. Authorization be and is hereby given for the vendors listed with the U.S. Communities, be utilized by the Township of Middle for the balance of 2019 where the total amount would exceed the bid threshold.*
 - 3. The proper officials be and hereby are authorized to do all things necessary to carry out the intent of this resolution.*
14. RESOLUTION – TAX APPEALS 2019 – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.
WHEREAS, by directive of the County Board of Taxation, under N.J.A.C. 18:12A-1.6 (C), that any and all tax appeals for the increase or decrease of assessments submitted to this Board by the Tax Collector and/or Tax Assessor on behalf of the Township of Middle for the year 2019 are hereby authorized by this governing body for disposition by the County Board of Taxation.
NOW, THEREFORE, 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 this resolution as heretofore stated shall be approved by this Township Committee; and
BE IT FURTHER RESOLVED, that the Middle Township Clerk be instructed to submit a certified copy of this resolution to the Tax Assessor, Tax Collector and Cape May County Board of Taxation.
BE IT FURTHER RESOLVED, that the Middle Township Tax Assessor, and when he or she is not able, the Middle Township Deputy Tax Assessor, shall be authorized to sign any documents necessary to defend, prosecute, and settle tax appeals.
15. RESOLUTION – AUTHORIZING A CASH MANAGEMENT PLAN FOR THE TOWNSHIP OF MIDDLE – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.
WHEREAS, Local Fiscal Affairs Law N.J.S.A. 40A-5-IS.1 as amended by Chapter 148 of the pamphlet laws of the State of New Jersey required municipalities to adopt a Cash Management Plan which is designed to assure, to extent practicable, investment of local funds in interest bearing accounts and other permitted investments; and
WHEREAS, this Act requires that the Cash Management Plan include:
- A. The designation of & public depository or depositories.*
 - B. The authorization for investments as permitted by various applicable laws.*
 - C. The submission annually of the Cash Management Plan to the governing body which must approve it by a majority vote.*
 - D. An annual audit of the Cash Management Plan.*
 - E. When an investment is in bonds maturing more than one year, a determination that the maturity approximates the prospective time when such funds are needed.*
- WHEREAS, the Chief Financial Officer has modified a plan as provided to the municipality by its bond council; and*
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle that the attached Cash Management Plan be adopted.

16. RESOLUTION - TEMPORARY BUDGET – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

*BE IS RESOLVED, that the Township Committee of the Township of Middle, County of Cape May, State of New Jersey that the following amounts shall constitute a temporary budget for the Township of Middle for the year 2019 and does not exceed 26.25% of the operating budget of 2018:
See Attached*

Account Number	Account Description		2019 Temp Budget
9-01-20-100-100-100	ADMIN & EXEC	SALARIES AND WAGES	42,000.00
9-01-20-100-100-200		OTHER EXPENSES	20,000.00
9-01-20-100-101-200	PUBLIC AFFAIRS	OTHER EXPENSES	200.00
9-01-20-101-101-100	BOARD STIPENDS	SALARIES AND WAGES	3,500.00
9-01-20-105-105-100	HUMAN RESOURCES	SALARIES AND WAGES	36,500.00
9-01-20-105-105-200		OTHER EXPENSES	16,150.00
9-01-20-110-110-100	MAYOR & COMMITTEE	SALARIES AND WAGES	13,800.00
9-01-20-110-110-200		OTHER EXPENSES	1,500.00
9-01-20-120-120-100	MUNICIPAL CLERK	SALARIES AND WAGES	36,000.00
9-01-20-120-120-200		OTHER EXPENSES	99,000.00
9-01-20-120-121-200	CODIFICATION	OTHER EXPENSES	2,257.50
9-01-20-130-130-100	FINANCIAL ADMINISTRATION	SALARIES AND WAGES	42,500.00
9-01-20-130-130-200		OTHER EXPENSES	15,000.00
9-01-20-130-131-100	GRANTS ADMINISTRATION	SALARIES AND WAGES	8,750.00
9-01-20-130-131-200		OTHER EXPENSES	7,000.00
9-01-20-132-132-100	INFORMATION TECHNOLOGY	SALARIES AND WAGES	17,000.00
9-01-20-132-132-200		OTHER EXPENSES	2,000.00
9-01-20-135-135-200	AUDIT SERVICES	OTHER EXPENSES	12,000.00
9-01-20-145-145-100	COLLECTION OF TAXES	SALARIES AND WAGES	45,000.00
9-01-20-145-145-200		OTHER EXPENSES	9,800.00
9-01-20-150-150-100	ASSESSMENT OF TAXES	SALARIES AND WAGES	34,000.00
9-01-20-150-150-200		OTHER EXPENSES	11,812.50
9-01-20-155-155-200	LIQUIDATION OF TTLS	OTHER EXPENSES	4,000.00
9-01-20-155-156-200	LEGAL SERVICES	OTHER EXPENSES	82,000.00
9-01-20-165-165-200	ENGINEERING SERVICES	OTHER EXPENSES	25,000.00
9-01-21-180-180-100	SMART GROWTH	OTHER EXPENSES	1,312.50
9-01-21-185-185-100	ZONING BOARD	SALARIES AND WAGES	24,675.00
9-01-21-185-185-200		OTHER EXPENSES	10,500.00
9-01-22-195-195-100	CODE ENFORCEMENT	SALARIES AND WAGES	12,206.25
9-01-22-195-195-200		OTHER EXPENSES	1,312.50
9-01-22-195-196-100	CONSTRUCTION CODE	SALARIES AND WAGES	25,000.00
9-01-22-195-196-200		OTHER EXPENSES	3,700.00
9-01-22-195-198-200	DEMOLITION OF SUBSTANDARD BLDG	OTHER EXPENSES	2,625.00
9-01-23-210-211-400	OTHER INSURANCE	OTHER EXPENSES	48,000.00
9-01-23-215-215-400	WORKERS COMPENSATION INSURANCE	OTHER EXPENSES	144,500.00
9-01-23-220-220-400	GROUP INSURANCE PLAN FOR EMP	OTHER EXPENSES	979,000.00
9-01-23-221-221-400	HEALTH CARE WAIVER	OTHER EXPENSES	40,000.00
9-01-23-225-225-400	UNEMPLOYMENT COMPENSATION	OTHER EXPENSES	2,625.00
9-01-23-310-310-100	PUBLIC BUILDING AND GROUNDS	SALARIES AND WAGES	0.00
9-01-23-310-310-200		OTHER EXPENSES	30,000.00
9-01-25-240-240-100	POLICE	SALARIES AND WAGES	1,250,000.00
9-01-25-240-240-200		OTHER EXPENSES	94,000.00
9-01-25-250-250-100	COMMUNICATIONS	SALARIES AND WAGES	120,000.00
9-01-25-250-250-200		OTHER EXPENSES	1,840.00
9-01-25-252-252-200	EMERGENCY MANAGEMENT SERVICE	OTHER EXPENSES	275.00
9-01-25-262-262-100	EMERGENCY MEDICAL SERVICES	SALARIES AND WAGES	121,000.00
9-01-25-262-262-200		OTHER EXPENSES	10,762.50
9-01-25-262-263-200	CONTRIBUTION-1ST AID SQUAD	OTHER EXPENSES	20,000.00
9-01-25-265-265-200	FIRE PROTECTION	OTHER EXPENSES	1,312.50
9-01-25-275-275-100	PROSECUTOR	OTHER EXPENSES	9,000.00
9-01-26-290-291-100	PUBLIC WORKS	SALARIES AND WAGES	240,000.00
9-01-26-290-291-200		OTHER EXPENSES	41,000.00
9-01-26-295-295-200	SNOW REMOVAL	OTHER EXPENSES	0.00
9-01-26-300-301-200	SHADE TREE COMMISSION	OTHER EXPENSES	200.00
9-01-26-305-306-373	CONTRACTUAL WASTE SERVICES	GARBAGE & TRASH	87,517.50
9-01-26-305-308-373		RECYCLING	87,675.00
9-01-26-315-315-200	MOTOR POOL	OTHER EXPENSES	60,000.00
9-01-27-330-330-100	BOARD OF HEALTH	SALARIES AND WAGES	250.00
9-01-27-330-330-200		OTHER EXPENSES	250.00
9-01-27-340-340-100	ANIMAL CONTROL	SALARIES AND WAGES	16,800.00
9-01-27-340-340-200		OTHER EXPENSES	2,100.00
9-01-27-340-340-300	ANIMAL SHELTER CONTRACT	OTHER EXPENSES	50,000.00
9-01-28-370-370-100	RECREATION	SALARIES AND WAGES	55,800.00
9-01-28-370-370-200		OTHER EXPENSES	13,800.00
9-01-28-370-371-100	SENIOR CENTER	SALARIES AND WAGES	15,750.00
9-01-28-370-371-200		OTHER EXPENSES	6,500.00
9-01-30-415-415-100	TERMINAL LEAVE	SALARIES AND WAGES	10,000.00
9-01-31-430-430-475	UTILITIES	ELECTRICITY COSTS	100,000.00
9-01-31-435-435-475	UTILITIES	STREET LIGHTING COSTS	2,500.00
9-01-31-436-436-299	UTILITIES	POSTAGE	0.00
9-01-31-440-440-475	UTILITIES	TELEPHONE COSTS	22,300.00
9-01-31-445-445-475	UTILITIES	WATER	5,000.00
9-01-31-446-446-475	UTILITIES	NATURAL GAS COSTS	15,000.00
9-01-31-447-447-475	UTILITIES	FUEL OIL COSTS	0.00
9-01-31-450-450-475	UTILITIES	INTERNET	5,775.00
9-01-31-460-460-475	UTILITIES	GASOLINE COSTS	60,000.00
9-01-32-465-465-373	CONTRACTURAL	SANITARY LANDFILL	115,000.00
9-01-36-471-471-451	STATUTORY EXPENDITURES	PERS	100,000.00
9-01-36-471-471-453	STATUTORY EXPENDITURES	SOCIAL SECURITY	160,125.00
9-01-36-471-471-455	STATUTORY EXPENDITURES	PFRS	267,200.00
9-01-36-471-471-457	STATUTORY EXPENDITURES	DCRP	5,000.00
9-01-42-101-101-100	INTER-LOCAL AGREEMENTS	CMC TECH SCHOOL (SRO)	19,500.00
9-01-42-101-101-411	INTER-LOCAL AGREEMENTS	JIF FIRE DIST #2	9,860.55
9-01-42-101-101-411	INTER-LOCAL AGREEMENTS	JIF FIRE DIST #3	7,500.00
9-01-43-490-490-100	MUNICIPAL COURT	SALARIES AND WAGES	52,500.00
9-01-43-490-490-200		OTHER EXPENSES	9,920.00
9-01-43-495-495-100	PUBLIC DEFENDER	OTHER EXPENSES	4,600.00
		TOTAL CURRENT FUND TEMP BUDGET	\$ 5,189,839.30

SEWER UTILITY TEMPORARY BUDGET			
9-07-00-000-000-000	**SEWER OPERATING FUND APPROPRIATIONS		
9-07-36-471-471-000		**STATUTORY EXPENDITURES	
9-07-36-471-471-451		PERS	20,000.00
9-07-36-471-471-453		SOCIAL SECURITY	20,000.00
9-07-55-501-501-100		**SALARIES & WAGES	60,000.00
9-07-55-502-502-200		OTHER EXPENSES	200,000.00
9-07-55-502-503-300		UTILITY INSURANCE	42,000.00
9-07-55-502-504-351		CMCMUA USER CHARGE	500,000.00
9-07-55-511-511-000		**CAPITAL IMPROVEMENT FUND	0.00
9-07-55-511-511-000		CAPITAL IMPROVEMENT BUDGET	0.00
		TOTAL SEWER UTILITY TEMP BUDGET	\$ 842,000.00

17. RESOLUTION - TEMPORARY DEBT SERVICE BUDGET – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

WHEREAS, the Township of Middle, County of Cape May, desires to establish a 2019 Temporary Debt Service Budget;

NOW, THEREFORE, BE IS RESOLVED by the Township Committee of the Township of Middle as follows:

The 2019 Temporary Debt Service Budget of the Township of Middle is hereby constituted as follows:

CURRENT			
Account ID	**CURRENT FUND DEBT SERVICE	DESCRIPTION	2019 TEMP BUDGET
9-01-45-920-920-700		**DEBT SERVICE	2019 TEMPORARY
9-01-45-920-920-711		PAYMENT OF BOND PRINCIPAL	715,000.00
9-01-45-920-925-712		PAYMENTS OF BANS & CAPITAL NOTE	-
9-01-45-920-930-713		INTEREST ON BONDS	224,218.76
9-01-45-920-935-714		INTEREST ON NOTES	-
9-01-45-920-940-715		GREEN TRUST LOAN-PRINC & INTERE	98,132.10
9-01-45-920-945-716		NJEIT LOANS PRINC	18,547.50
9-01-45-920-945-717		NJEIT LOANS INT	2,462.50
		TOTAL DEBT SERVICE CURRENT FUND	1,058,360.86
UTILITY			
Account ID	**SEWER UTILITY FUND DEBT SERVICE	DESCRIPTION	2018 TEMP BUDGET
9-07-55-520-520-000		**BOND PRINCIPAL	505,000.00
9-07-55-522-522-000		**INTEREST ON BONDS	430,065.06
9-07-55-523-523-000		**INTEREST ON NOTES	495,080.00
		TOTAL DEBT SERVICE SEWER UTILITY FUND	1,430,145.06

18. RESOLUTION - SALARIES – 2019 – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

WHEREAS, salary ranges for officers and employees of this Township have been established by Ordinance No. 1581-19; and

WHEREAS, said ordinance further provides that the exact salary of each officer and employee shall be as determined from time to time by resolution of the Township Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Governing Body of the Township of Middle, County of Cape May and State of New Jersey, that the salaries and wages of the Township Employees shall be available for review in the Office of the Municipal Clerk, and shall constitute the salary Resolution for the year 2019, subject to such additions as may be made by Resolution of the Township Committee during the year 2019.

****Complete resolution available in the Clerk’s Office***

19. RESOLUTION – ESTABLISHING MEETING NIGHTS (ITEMS A THROUGH C) - On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

(A) BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, in compliance with the Public Law 1975, Chapter 231 (Open Public Meetings Law) that the Herald Times and the Atlantic City Press are hereby designated as the two newspapers most likely to inform the residents of Middle Township concerning meeting dates.

FURTHER RESOLVED, that the "Annual Notice" containing the time, date, and location of all regularly scheduled meetings for the year 2019, shall be transmitted once to each of the above two newspapers forthwith and if said transmittal has already taken place, the action is hereby confirmed.

FURTHER RESOLVED, that a copy of said "Annual Notice" shall be prominently posted on the main bulletin board in the Township Hall, and a copy shall be kept on file by the Township Clerk.

FURTHER RESOLVED, that a fee of \$20.00 per annum shall be and hereby is established, as a prepaid fee to cover the cost of mailing a copy of said "Annual Notice", and a copy of all "Forty-Eight Hour Notices" to any person who pays such fee and requests such mailing, said fee to cover the calendar year 2019 of any portion thereof, without adjustment.

FURTHER RESOLVED, that a copy of said "Annual Notice" is annexed hereto and hereby made a part hereof.

(B) BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May State of New Jersey, that the first and third Monday of each month, except as designated below, be and hereby are designated as Meeting Nights for the Township of Middle; and

BE IT FURTHER RESOLVED, that the regular meetings of the Middle Township Committee for the year 2019 will be held in the Meeting Room of the Middle Township Municipal Building, 33 Mechanic Street, Cape May Court House, New Jersey 08210.

BE IT FURTHER RESOLVED, that there will be no meeting held on January 21, 2019, February 18, 2019 or September 2, 2019 due to the observation of holidays. There will be a meeting held on Wednesday, January 23, 2019, Wednesday, February 20, 2019 and Wednesday, September 4, 2019 to make up for meetings missed due to the holiday schedule.

Wednesday, January 2, 2019 Reorganization*

Wednesday, January 23, 2019

Monday, February 4, 2019

Wednesday, February 20, 2019

Monday, March 4, 2019

Monday, March 18, 2019

Monday, April 1, 2019
 Monday, April 15, 2019
 Monday, May 6, 2019
 Monday, May 20, 2019
 Monday, June 3, 2019
 Monday, June 17, 2019
 Monday, July 1, 2019
 Monday, July 15, 2019
 Monday, August 5, 2019
 Monday, August 19, 2019
 Wednesday, September 4, 2019
 Monday, September 16, 2019
 Monday, October 7, 2019
 Monday, October 21, 2019
 Monday, November 4, 2019
 Monday, November 18, 2019
 Monday, December 2, 2019
 Monday, December 16, 2019

FURTHER RESOLVED, that Reorganization will take place at 5:00pm. All other Township Committee Meetings will be held at 6:00pm on said designated nights unless otherwise designated.*

(C) *BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May State of New Jersey, that the third Monday of each month, except as designated below, be and hereby are designated as Work Session Meeting Nights for the Township of Middle; and BE IT FURTHER RESOLVED, that the Work Session meetings of the Middle Township Committee for the year 2019 will be held in the Meeting Room of the Middle Township Municipal Building, 33 Mechanic Street, Cape May Court House, New Jersey 08210 at 4:00pm.*

BE IT FURTHER RESOLVED, that there will be no meeting held on January 21, 2019 or February 18, 2019 due to the observation of holidays. There will be a meeting held on Wednesday, January 23, 2019 and Wednesday, February 20, 2019 to make up for meetings missed due to the holiday schedule.

Wednesday, January 23, 2019
 Wednesday, February 20, 2019
 Monday, March 18, 2019
 Monday, April 15, 2019
 Monday, May 20, 2019
 Monday, June 17, 2019
 Monday, July 15, 2019
 Monday, August 19, 2019
 Monday, September 16, 2019
 Monday, October 21, 2019
 Monday, November 18, 2019
 Monday, December 16, 2019

20. RESOLUTION – ESTABLISHING PAYDAYS AND A PAYROLL ACCOUNT – On motion by [redacted] and seconded by [redacted] and passed on roll call, the following resolution was adopted.
BE IT RESOLVED, by the Township Committee of the Township of Middle, County of Cape May and State of New Jersey, that paydays for Middle Township employees shall be on a bi-weekly basis, as indicated on the attached schedule.

<u>PAYDATE:</u> Friday (*unless otherwise noted)	<u>INFO DUE TO PAYROLL:</u> Monday - by noon (*unless otherwise noted)
January 4, 2019	*December 31, 2018 (by noon) (Monday)
January 18, 2019	January 14, 2019
February 1, 2019	January 28, 2019
February 15, 2019	February 11, 2019
March 1, 2019	February 25, 2019
March 15, 2019	March 11, 2019
March 29, 2019 "3rd Pay"	March 25, 2019
April 12, 2019	April 8, 2019
April 26, 2019	April 22, 2019
May 10, 2019	May 6, 2019
May 24, 2019	May 20, 2019
June 7, 2019	June 3, 2019
June 21, 2019	June 17, 2019
July 5, 2019	July 1, 2019
July 19, 2019	July 15, 2019
August 2, 2019	July 29, 2019
August 16, 2019	August 12, 2019

August 30, 2018 "3 rd Pay"	August 26, 2019
September 13, 2019	September 9, 2019
September 27, 2019	September 23, 2019
October 11, 2019	October 7, 2019
October 25, 2019	October 21, 2019
November 8, 2019	November 4, 2019 (by noon) (Monday)
November 22, 2019	November 18, 2019
December 6, 2019	December 2, 2019
December 20, 2019	December 16, 2019
January 3, 2020	December 30, 2019

21. RESOLUTION– ESTABLISHING DEPOSITORY CURRENT FUNDS – 2019- On motion by seconded by and passed on roll call, the following resolution was adopted.
BE IT FURTHER RESOLVED, that the Sturdy Savings Bank shall be the depository for the following account of the Township of Middle for the year 2019, and that all disbursements shall be made by checks signed by the following:

<u>ACCOUNT</u>	<u>DISBURSEMENT OFFICER</u>
TTL Redemption	Tax Collector or Designated Tax Clerk
Construction Official	Construction Official, Chief Financial Officer, Business Administrator
Municipal Court	Municipal Judge or Court Administrator or Deputy Court Administrator
Bail Bonds Account	Municipal Judge or Court Administrator, or Deputy Court Administrator
Current	Chief Financial Officer, Business Administrator
General Checking Account	Chief Financial Officer, Mayor, Clerk, Deputy Clerk; Business Administrator
Trust Account - Other	Chief Financial Officer, Business Administrator
Forfeited Monies	Chief Financial Officer, Business Administrator
General Capital Account	Chief Financial Officer, Business Administrator
Urban Development Action	Chief Financial Officer, Business Administrator
EMS Billing	Chief Financial Officer, Business Administrator
Middle Township Municipal Alliance Committee	Chief Financial Officer, Business Administrator
Housing Rehabilitation	
Revolving Fund	Chief Financial Officer, Business Administrator
Utility Operating Account	Chief Financial Officer, Business Administrator
Utility Escrow Account	Chief Financial Officer, Business Administrator
Utility Capital Account	Chief Financial Officer, Business Administrator
Payroll (SS & Withholding)	Chief Financial Officer, Business Administrator
Unemployment Trust	Chief Financial Officer, Business Administrator
Recreation-Ded. Trust Fund	Chief Financial Officer, Business Administrator
Dog Tax	Chief Financial Officer, Business Administrator
Accumulated Absences	
Trust Fund	Chief Financial Officer, Business Administrator
COAH Fees	Chief Financial Officer, Business Administrator
Alarm Billing Account	Chief Financial Officer, Business Administrator
Animal Advisory	Chief Financial Officer, Business Administrator, Board Secretary
Board Account	
Special Assessment	
Trust Fund	Chief Financial Officer, Business Administrator
Abandoned Property Account	Chief Financial Officer, Business Administrator

BE IT FURTHER RESOLVED, that TD Bank, of New Jersey shall be the depository for all of the following current funds, of the Township of Middle, for the year 2019, and that all disbursements shall be made by checks signed by the following:

<u>ACCOUNT</u>	<u>DISBURSEMENT OFFICER</u>
Master Escrow Checking	Chief Financial Officer, Business Administrator
Master Escrow Savings	Chief Financial Officer, Business Administrator

22. RESOLUTION– INVESTMENT OF FUNDS – On motion by seconded by and passed on roll call, the following resolution was adopted.
WHEREAS, the Director of the Division of Local Government has deemed it advisable that an officer of the Township of Middle be responsible for the investment of funds.
NOW, THEREFORE, 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 Susan A. Quinones, Chief Financial Officer for the Township of Middle, be and is hereby authorized to invest the available funds of the Township of Middle during the year 2019.

23. RESOLUTION – EXTENDING INTEREST DATES – On motion by seconded by and passed on roll call, the following resolution was adopted.
WHEREAS, taxes for each quarter have heretofore been deemed to have become delinquent from and after February 1st, May 1st, August 1st and November 1st, of each year, with the interest chargeable on said quarters because of the delinquency from the date; and
WHEREAS, it is determined for the best interest of the Township of Middle to extend the date upon which taxes for each quarter for the year of 2018 shall be deemed delinquent.
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, that taxes for each quarter of the year of 2019 shall be due on or before the 10th of February, May, August and November.
BE IT FURTHER RESOLVED, that any and all taxes for said quarter which have not been paid on or before the 10th of February, May, August and November shall therefore become delinquent and interest shall be charged thereon in accordance with N.J.S. 54:4-67 Revised Statutes of New Jersey.
BE IT FURTHER RESOLVED, that the interest rate on tax and assessment delinquencies is at the rate of 8% per annum on the first \$1,500.00 of such delinquency and at the rate of 18% per annum on any amount in excess of the said first \$1,500.00.

24. RESOLUTION – DESIGNATED HOLIDAYS – 2019 – On motion by seconded by 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 the designated Holidays for the Township of Middle will be as follows:

<u>HOLIDAY</u>	<u>CELEBRATED DAY</u>
New Year's Day	Tuesday, January 1
Martin Luther King Jr. Day	Monday, January 21
President's Day	Monday, February 18
Good Friday	Friday, April 19
Memorial Day	Monday, May 27
Independence Day	Thursday, July 4
Labor Day	Monday, September 2
Columbus Day	Monday, October 14
General Election Day	Tuesday, November 5
Veteran's Day	Monday, November 11
Thanksgiving Day	Thursday, November 28
Day After Thanksgiving Day	Friday, November 29
Christmas Day	Wednesday, December 25

BE IT FURTHER RESOLVED, that the Personnel Director is hereby authorized to amend the personnel manual and any other documentation as necessary in connection with these approved dates.

25. RESOLUTION – DESIGNATING THE HERALD TIMES AS THE OFFICIAL NEWSPAPER FOR 2019 –
 On motion by seconded by and passed on roll call, the following resolution was adopted.
WHEREAS, by law, under certain circumstances, it is required that there be published by printing and publishing in a newspaper or newspapers, ordinances, resolutions or notices of advertisements of all sorts, kinds or character by a municipality as provided by R.S. 35:1-2.2; and
WHEREAS, it is desired to designate an official newspaper to be the official newspaper for the legal advertising for the year 2019.
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, that the Herald-Times be and it is hereby designated as the official newspaper for the printing of legal advertisements for Middle Township, for the year 2019; and
BE IT FURTHER RESOLVED, that in the case where something cannot responsibly be published in the Herald Times due to its publication schedule, the Press of Atlantic City shall be designated as an official newspaper for such circumstances as well. This designation shall not apply to Notices of Application for Development before the Township Zoning Board of Adjustment or the Township Planning Board, in both of those cases, the Herald-Times shall be the only officially designated newspaper for use.
FURTHER RESOLVED, that in the event a special statute or statutes require a legal advertisement to be printed in a newspaper other than the Herald Times, then and in the event the said advertisement shall be printed in the Herald Times and the Press of Atlantic City.

26. RESOLUTION – ESTABLISHING CHANGE FUNDS FOR VARIOUS TOWNSHIP DEPARTMENTS –
 On motion by seconded by and passed on roll call, the following resolution was adopted.
WHEREAS, the Township Committee of the Township of Middle, the governing body thereof, authorizes the establishment of Change Funds for various departments within the town.
NOW, THEREFORE, BE IT RESOLVED, the following departments are hereby authorized and permitted to establish change funds in the respective amounts:

Department	Officer	Amount
Tax Collector	Sandra Beasley	\$500.00
Construction	Salvatore DeSimone	\$150.00
Vital Statistics	Andrea Singley	\$ 50.00
Municipal Court	Deborah Becker	\$300.00
Dog Licensing	Dawn Stimmel	\$100.00
Recreation	Robert Matthews	\$ 25.00
Police Records	Christopher Leusner	\$ 25.00
Zoning	David May	<u>\$100.00</u>

Total \$1,350.00

BE IT FURTHER RESOLVED, that said funds shall be used by such offices to maintain a cash box.

27. RESOLUTION – APPOINTING RISK MANAGEMENT CONSULTANT – AWARDING THROUGH FAIR AND OPEN PROCESS – On motion by seconded by and passed on roll call, the following resolution was adopted.
WHEREAS, the Governing Body of Township of Middle is a member of the Atlantic County Municipal Joint Insurance Fund, a self insurance pooling fund, following a detailed analysis; and
WHEREAS, the Township solicited for RFP's under the Fair and Open Process; and
WHEREAS, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws; and
WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body; and
WHEREAS, the township solicited for proposals for Risk Management Consultant via Resolution 435-18; and
WHEREAS, the proposal received by Marsh & McLennan Agency indicates not to exceed \$24,000.00; and
WHEREAS, NJSA 40A: 1 1-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspecifiable service; and
WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultants are clearly an extraordinary unspecifiable service, which therefore render competitive bidding impractical.
NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Township of Middle does hereby appoint Michael McLaughlin, Marsh & McLennan Agency as its Risk Management Consultant in accordance with 40A:11-5 in the amount Not to Exceed \$24,000.00 for FY2019; and
BE IT FURTHER RESOLVED, that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A: 1 1-5 (1), (a), (i).
28. RESOLUTION – ESTABLISHING THE TOWNSHIP OF MIDDLE WEATHER / TRANSPORTATION POLICY – On motion by seconded by and passed on roll call, the following resolution was adopted.
WHEREAS, it is the desire of the governing body of the Township of Middle to establish a Weather/Transportation Policy by resolution and to formally adopt the procedures known as the Weather/Transportation Policy; and
WHEREAS, the Township of Middle Weather/Transportation Policy for all Township of Middle employees shall be that regardless of the weather, all Township employees are expected to report to work. In the event of unsafe conditions, the Business Administrator may authorize Department Heads to close operations earlier than the normal working hours. If conditions exist prior to scheduled openings, the Business Administrator shall notify Department Heads of a delayed opening and a new opening time. Each Department will have a calling system in place. If the employee chooses not to report to work, a full vacation day or compensating time will be charged. Sick time will only be charged for a legitimate illness. If work is called off for the day, no time will be charged for the day. This provision does not apply to the Department of Public Works, Police Department, or Emergency Services or any personnel who may be required to assist in an emergency.
WHEREAS, it is understood that except for the identified holidays contained in each bargaining agreement, if Township of Middle is closed for a specific period of time for whatever reason, employees will be required to use vacation, comp or personal time if they choose to be compensated. Employees without any vacation, personal or comp time will not be paid for the period of time.
29. RESOLUTION - ELECTED OFFICIAL TRAINING REQUIREMENT – On motion by seconded by and passed on roll call, the following resolution was adopted.
WHEREAS, laws, rules, and regulations set forth by the State of New Jersey are changed, enacted, and implemented annually; and
WHEREAS, elected officials should be made aware of any said changes, as addressed in the 2012 Best Practices Worksheet set forth by Division of Local Government Services; and
NOW, THEREFORE, BE IT RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May, State of New Jersey that all elected officials are required to attend at least one course annually offered by the Rutgers University Center for Government Services (or a similar education provider such as the NJ League of Municipalities).
30. RESOLUTION – RENEWAL OF CAMPGROUND LICENSES 2019– On motion by seconded by and passed on roll call, the following resolution was adopted.
WHEREAS, the several Campground license renewal applications listed below have been found to be in proper form, and the fee paid in each case.
NOW, THEREFORE, BE IT RESOLVED, that each of the following licenses be and are hereby renewed for the calendar year of 2019:

License#	Tradename	Acreage	Sites	Fee
1	Ponderosa	11	100	\$600.00
3	Cape Shores Resorts, Inc.	10	200	\$900.00
5	Bay Cove	59.66	144	\$732.00
6	Old Stagecoach	35.89	229	\$987.00
7	King Nummy Campground	85.88	456	\$1,668.00
9	Shellbay	79.50	296	\$1,188.00
10	Adventure Bound Camping Resorts	34.76	400	\$1,500.00

11	Sea Pines Campground	76.92	553	\$1,959.00
12	Green Holly Camping Resort, Inc.	75.75	456	\$1,668.00
13	Hideaway Beach	149.91	344	\$1,332.00
14	Acorn Campground	74.90	330	\$1,290.00
15	Big Timber Lake RV Camping Resort	89.33	800	\$2,700.00

31. RESOLUTION – RENEWAL OF MOBILE HOME PARK LICENSES 2019 – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

WHEREAS, the several Mobile Home Park license renewal applications listed below have been found to be in proper form, and the fee paid in each case.

NOW, THEREFORE, BE IT RESOLVED, that each of the following licenses be and are hereby renewed for the calendar year of 2019:

License #	Tradename	Acreage	Sites	Sup. Site	Fee	Sup. Fee
1	Briarwood	6.50	74	0	\$750.00	\$0.00
2	Grande Woods South	31.15	100	160	\$750.00	\$500.00
3	Grande Woods North	16.43	100	0	\$750.00	\$0.00
4	Cedar Springs	3	36	0	\$750.00	\$0.00
5	Village	1.1	18	0	\$750.00	\$0.00
6	Delsea Woods Community LLC	50	100	150	\$750.00	\$500.00
7	Captain Walt's	3	36	0	\$750.00	\$0.00
8	Rio Grande Mobile Home Park	2.58	50	0	\$750.00	\$0.00
10	A & J Mobile Home Park	10.4	56	0	\$750.00	\$0.00
11	Edgewood Village	10.4	82	0	\$750.00	\$0.00
13	Park View	13.365	100	0	\$750.00	\$0.00
14	Garden Lake	63.87	150	200	\$750.00	\$500.00
15	Presidential Courts	3.5	39	0	\$750.00	\$0.00
16	Shellbay	3.42	41	0	\$750.00	\$0.00

32. RESOLUTION – APPROVE SECONDHAND MERCHANT AND DEALER OF PRECIOUS METALS LICENSE – AU GOLD BUYERS LLC – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

WHEREAS, the following applicants applied for a Secondhand Merchant & Dealer of Precious Metals License to operate in the Township of Middle;

WHEREAS, proper applications have been made to the Township of Middle, County of Cape May, State of New Jersey, reviewed by the Middle Township Police Department, and the proper fees have been paid; and NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, County of Cape May and State of New Jersey that the below Secondhand Merchant and Dealer of Precious Metals applicants are hereby licensed by the Township of Middle to operate within the Township of Middle from January 1, 2019 through December 31, 2019.

License #	Applicant	Location	Fee
1	AU Gold Buyers, LLC	1127 Route 47 South, Suite 10, Rio Grande	\$1,500.00

33. RESOLUTION – AUTHORIZING PARTICIPATION IN FEDERAL 1033 PROGRAM, OTHERWISE KNOWN AS “LESO PROGRAM”, AND FURTHER AUTHORIZE THE ACQUISITION OF EQUIPMENT IN CONNECTION THEREWITH – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

WHEREAS, S. 2364, which was signed into law by the Governor effective March 16, 2015, requires law enforcement agencies to apply for enrollment into the 1033 program, and certify compliance with section 2(a) of this law; and

WHEREAS, law enforcement agencies currently enrolled in the 1033 program must certify compliance with section 2(a) upon re-enrollment to the program; and

WHEREAS, this initiative allows local law enforcement agencies to obtain, at little or no cost, surplus federal property and equipment that they might not otherwise be able to afford, and to prepare for, respond to, and recover from incidents of terrorism and natural disasters, such as hurricanes and severe floods; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, County of Cape May, State of New Jersey that the Middle Township Police Department, and/or its representative, is hereby authorized to make application for enrollment into such program established by the United States Department of Defense, pursuant to 10 U.S.C. s.2576a.

BE IT FURTHER RESOLVED, that the Township of Middle, Middle Township Police Department, and every representative in connection herewith do hereby certify compliance with section 2(a) of said program.

FURTHER RESOLVED, that this resolution of the Governing Body of the Township of Middle, does hereby grant authority to the Middle Township Police Department, and/or its representative, to acquire surplus property from said program as deemed necessary for the remainder of CY 2019. This resolution will be reviewed and renewed annually during the reorganization of each governing body hereafter.

34. RESOLUTION – ACCUMULATED LEAVE – On motion by _____ seconded by _____ 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 the following named persons be permitted to carry over accumulated vacation in excess of the one year permitted:

David May	30.5 Vacation Hours
Paul Amrose	12 Vacation Hours
Christopher Camp	16 Vacation Hours
Rita Kirk	28 Vacation Hours
Julio Ruiz	23 Vacation Hours

BE IT FURTHER RESOLVED, that all time carried over as indicated above must be used within the first six months of the new year, otherwise said remaining time will be revoked.

35. RESOLUTION – APPROVAL FOR PAYMENT OF CASH OUT SICK LEAVE – ADDITIONAL 2018 EMPLOYEE – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.
WHEREAS, the Township allows the cash out of accumulated sick time by employees who meet the guidelines set forth in the personnel policy manual; and
WHEREAS, the personnel office has provided sufficient documentation verifying the amount of time accumulated and the Finance Officer has certified that time;
NOW THEREFORE BE IS RESOLVED, by the Township Committee, the Governing Body of the Township of Middle, County of Cape May and the State of New Jersey, that payment be issued to the employees in the amount referenced:

<u>NAME</u>	<u>HOURS</u>	<u>HOURLY RATE</u>	<u>TOTAL COST</u>
			(includes FICA)
Matthews, Robert	40	29.88	1,286.63

36. RESOLUTION – AFFIDAVIT OF TAX SALE POSTING – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

State of New Jersey

Ss

County of Cape May

I Sandra B. Beasley, BEING DULY SWORN ACCORDING TO LAW ON MY OATH STATE:

1. *I am the Tax Collector of The Township of Middle, County of Cape May, State of New Jersey.*
2. *A tax sale in-lieu of notice was mailed to each parcel listed in the tax sale pre-postage paid. The first was mailed on November 21, 2018 and the second was mailed on November 28, 2018*
3. *Notice of The Tax Sale that was held on December 19, 2018, was published in the Herald-Times, Rio Grande, New Jersey, on December 5, 2018 and December 12, 2018*
4. *A Copy of the Notice of Sale was set up in five of the public places in the Municipality, namely:*
 1. *Middle Township Municipal Hall*
 2. *Green Creek Post Office*
 3. *Cape May Court House Post Office*
 4. *Martin Luther King Center*
 5. *Rio Grande Post Office*
5. *A Notice of Tax Sale was mailed to the owner of record, whose name appears in the List at the last known address, postage prepaid.*

37. RESOLUTION - RATIFY LEASE AGREEMENT (ITEMS A THROUGH D) – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.
 (A) *NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, County of Cape May, State of New Jersey that the agreement between Cape Express Soccer and the Township of Middle, for usage of the Georgianna and Clarence Sports Complex for a term effective January 1, 2019 through December 31, 2019, be and is hereby ratified.*
FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign any and all documentation necessary to carry out the purpose and intent of this resolution.
 (B) *BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the agreement between the Marine Corps League and the Township of Middle for usage of the Middle Township Senior Citizen Center from January 1, 2019 through December 31, 2019, be and is hereby ratified.*
FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign any and all documentation necessary to carry out the purpose and intent of this resolution.
 (C) *BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the agreement between the War Gamers and the Township of Middle for usage of the Middle Township Senior Citizen Center from January 1, 2019 through December 31, 2019, be and is hereby ratified.*
FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign any and all documentation necessary to carry out the purpose and intent of this resolution.
 (D) *BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the agreement between Weight Watchers North America, Inc. and the Township of Middle for usage of the Middle Township Senior Center from January 1, 2019 through December 31, 2019, be and is hereby ratified.*

FURTHER RESOLVED, that the appropriate officials are hereby authorized and directed to sign any and all documentation necessary to carry out the purpose and intent of this resolution.

38. RESOLUTION – SEWER ADJUSTMENT – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

WHEREAS, the property listed below is currently billed for 3 commercial sewer units and, WHEREAS, the 3rd unit has not connected at this time, a credit for the third unit in the amount of \$151.16 will be applied to the 2019 sewer bill.

<i>Account</i>	<i>Block</i>	<i>Lot</i>	<i>Property location</i>	<i>2018</i>
13351	1246	2	Mooers, James R & Deborah A <i>Property location: North Wildwood Rd Grassy Sound Marina</i>	\$151.16

39. RESOLUTION – RATIFY SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF MIDDLE AND COUNTY OF CAPE MAY FOR THE PROJECT KNOWN AS “AVALON MANOR FISHING PIER” – CAPE MAY COUNTY OPEN SPACE AND FARMLAND PRESERVATION PROGRAM – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

WHEREAS, the Township has submitted an application under the County’s 2018 Open Space Program for Improvements to the Avalon Manor Fishing Pier; and

WHEREAS, it is desired for the County and the Township to enter into this Shared Services Agreement in order for the County to provide funding to the Township.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the appropriate officials are hereby authorized and directed to sign said Shared Services Agreement with the County of Cape May for the term of February 12, 2019 through February 11, 2021.

40. RESOLUTION – AMENDING TABULATION COMMITTEE – SNOW AND DEBRIS REMOVAL – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

WHEREAS, a tabulation committee was previously established via Resolution No 482-18 dated December 17, 2018, to accept bids for Snow and Debris Removal; and

WHEREAS, it has been deemed necessary to issue an addendum, therefore further postponing the bid opening date.

NOW THEREFORE 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 Officials be and hereby are appointed to tabulate the bids to be taken on a new date of Tuesday, January 15, 2019 at 10:00 AM in the Middle Township Municipal Building, 2nd Floor Conference Room, 33 Mechanic Street, Cape May Court House, New Jersey for the following:

SNOW AND DEBRIS REMOVAL

41. RESOLUTION – ACKNOWLEDGEMENT OF RESIGNATION - On motion by _____ seconded by _____ 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 the following resignations listed below, are acknowledged.

<i>NAME</i>	<i>BOARD/DEPARTMENT</i>	<i>POSITION</i>	<i>EFFECTIVE</i>
Paul Shelton	Recreation	Recreation Aide P/T	12/20/2018

42. RESOLUTION - AUTHORIZATION TO ADVERTISE FOR QUALIFICATIONS AND PROPOSALS FOR SPECIAL PROJECTS ENGINEERS – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.

WHEREAS, the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., provides that contracts for professional services can be awarded without public advertising but, on January 1, 2006, a series of statutes found at N.J.S.A 19:44A-20.4, et seq became effective and those statutes provide that municipal contracts having a value in excess of \$17,500 must either be awarded pursuant to a “fair and open process or pursuant to a “non-fair and open” process; and

WHEREAS, it is deemed to be in the best interest of the Township of Middle that, as to the subject of Special Engineer Projects, a “fair and open” process be utilized

WHEREAS, the Township wishes to create a list of qualified firms from which it may choose to enter into a contract to provide professional services in the future, as needed; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Middle does hereby authorize to advertise for qualifications and proposals for the following 2019 professional services agreements:

Special Projects Engineers

WHEREAS, all of the statements of the preamble are repeated and incorporated herein by this reference thereto as though the same were set forth at length.

WHEREAS, upon preparation of an appropriate Notice, the Township Clerk is authorized to post all Notices and Specifications in the Township’s website and the Township Clerk be and is hereby authorized to receive proposals for the aforementioned professional services agreement and, upon the opening of proposals on the date indicated in the subject Notice, is directed to forward proposals received to the Mayor and Township Committee for review.

43. RESOLUTION – APPROVING PARTICIPATION WITH THE STATE OF NEW JERSEY FEDERAL GRANT PROGRAM ADMINISTERED BY THE DIVISION OF CRIMINAL JUSTICE, DEPARTMENT OF LAW AND PUBLIC SAFETY – SAFE AND SECURE COMMUNITIES GRANT PROGRAM – On motion by _____ seconded by _____ and passed on roll call, the following resolution was adopted.
- WHEREAS, the Township of Middle wishes to apply for funding of approximately \$60,000.00 with a match of \$204,733.68 for an approximate project total cost of \$264,733.68 for a project under the State of New Jersey Safe & Secure Communities Grant Program; and*
- WHEREAS, the Township Committee of the Township of Middle has reviewed the application and has approved said request; and*
- WHEREAS, the project is a joint effort between the Department of Law and Public Safety and the Township of Middle for the purpose described in the application.*
- NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that:*
- 1. As a matter of public policy, the Township of Middle wishes to participate to the fullest extent possible with the Department of Law and Public Safety;*
 - 2. The Attorney General of New Jersey will receive funds on behalf of the applicant;*
 - 3. The Division of Criminal Justice shall be responsible for the receipt and review of the applications for said funds; and*
 - 4. The Division of Criminal Justice shall initiate allocations to the applicant as authorized by law.*
- BE IT FURTHER RESOLVED, that the subaward number for said project is 19-0506 for a subaward period of 09/02/2018 through 09/01/2019.*

43. PUBLIC COMMENT:

Motion to adjourn meeting:

1st _____ 2nd _____

Roll Call Vote: