

Cape May Court House, NJ  
December 7, 2020  
REGULAR MEETING  
FLAG SALUTE  
THIS MEETING IS BEING RECORDED:

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).

The Township Committee met on the above date at 6:00 PM virtually on Zoom Video Platform and through Facebook Live. Members present were Mayor Donohue, Deputy Mayor Gandy, Committeemember Norris, Business Administrator/Township Clerk Kimberly Krauss, Township Engineer Vince Orlando, & Municipal Solicitor Marcus Karavan

1. QUESTION/ANSWER PERIOD ON AGENDA (This question-and-answer session shall relate only to items as outlined and pending on current agenda. Issues and concerns not related to agenda item shall be withheld to public comment portion at the conclusion of meeting.)

*Stan Doniger, Rio Grande:*

- *Asked about expansions for the election*

*Mayor Donohue:*

- *Explained Rio Grande Fire House was not used for the past election; further clarified the charge is per district*

*Kimberly Krauss:*

- *Further explained election disbursement on bill list*

*Stan Doniger, Rio Grande:*

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*Kimberly Krauss:*

- *Explained the County pays the Township first then the township disburses the payments to the Districts*

*Stan Doniger, Rio Grande:*

- *Questioned expense for Maley Givens*

*Mayor Donohue:*

- *Gave background on the redevelopment project and Mr. Maley's role in the project*

*Stan Doniger, Rio Grande:*

- *Asked if a developer does come forward, for any redevelopment sites, do they incur the legal charges the township has paid*

*Mayor Donohue:*

- *Stated he is unsure of the answer*

*Marc Karavan:*

- *Advised that those fees could possibly be negotiated into the developers contract to recoup some costs*

*Mayor Donohue:*

- *Explained the work is not wasted but has enabled these sites to be more attractive to developers*

*Stan Doniger, Rio Grande:*

- *Asked for explanation on Medicare reimbursement*

*Kimberly Krauss:*

- *Explained reason for the Medicare reimbursement charges*

*Stan Doniger, Rio Grande:*

- *Asked if the charges are being looked into*

*Kimberly Krauss:*

- *Stated yes*

*Mayor Donohue:*

- *Explained there is a requirement for employees to work 25 years with the Township of Middle*

*Kimberly Krauss:*

- *Further explained pension's effects on Medicare*

2. RESOLUTION 421-20 – APPROVING PAYMENT FOR BILLS – BILL LIST A (GENERAL BILLS) – On motion by Committeeman Gandy seconded by Committeeman Norris 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 payment for the following bills in the amounts indicated are hereby approved:  
Current Acct. \$3,673,475.39
3. RESOLUTION 422-20 – APPROVING MINUTES FROM PREVIOUS MEETING – On motion by Committeeman Gandy seconded by Committeeman Norris 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: 11/16/2020 Regular Meeting.

4. REPORTS: Tax Collector for the month of October; Sewer Collection for the month of October; Sterback Harbor for the month of October; Finance for the month of October; Clerk for the month of November
5. ORDINANCE 1613-20 - AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF MIDDLE, CHAPTER 236 SECTION 49 SCHEDULE XXI, SECTION A, THEREOF, ENTITLED VEHICLES AND TRAFFIC "HANDICAPPED PARKING" - Following second reading, hearing, and consideration for adoption, Ordinance 1613-20 was adopted on motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call. Complete Ordinance is on file in the Clerk's Office. BE IT ORDAINED, by the Township Committee of the Township of Middle in the County of Cape May and State of New Jersey as follows:

SECTION 1. Section 236-49 of the Code of the Township of Middle is hereby supplemented by the addition of the following:

NAME OF STREET	LOCATION
South 6 <sup>th</sup> Street & Rio Grande Avenue	Corner of South 6 <sup>th</sup> Street and Rio Grande Avenue

SECTION 2. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed, to the extent of such conflict or inconsistency.

SECTION 3. Should any section, paragraph, sentence, clause or phase of this Ordinance be declared unconstitutional or invalid for any reason, the remaining portions of this Ordinance shall not be affected thereby and shall remain in full force and effect, and to this end the provisions of this Ordinance are hereby declared to be severable.

SECTION 4. This Ordinance shall become effective immediately upon final passage and publication, according to law.

*NONE*

6. RESOLUTION 423-20 – ACKNOWLEDGEMENT OF RESIGNATION – On motion by Committeeman Gandy seconded by Committeeman Norris 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.

NAME	BOARD/DEPARTMENT	POSITION	EFFECTIVE
Kyle T. Matthews	Recreation	Recreation Aide P/T	12/12/2020

7. RESOLUTION 424-20 – APPOINTMENTS – NEW HIRES – On motion by Committeeman Gandy seconded by Committeeman Norris 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 employees are hereby appointed to the following position at the salaries opposite their names:

NAME	DEPARTMENT	TITLE	SALARY	EFFECTIVE
Maura Kelly	Municipal Court	Clerk 1	\$24,990.00	12/2/2020
Maghi Draghi	Public Safety – Telecommunications	Public Safety Telecommunicator Trainee P/T Permanent	*\$11.00 per Hour	12/4/2020
Kyle T. Matthews**	Public Safety – Police	Special Class II Police Officer	***\$11.00 per hour	12/12/2020

\*Increase to \$15.00 per hour upon completion of training

\*\*Increase to \$12.00 per hour effective 1/1/2021

\*\*\*Increase to \$13.00 per hour upon completion of the Academy

8. RESOLUTION 425-20 – APPROVAL FOR PAYMENT OF CASH OUT SICK LEAVE – VARIOUS EMPLOYEES – On motion by Committeeman Gandy seconded by Committeeman Norris 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 on the attached.

**\*Complete list available in the Clerk's Office.**

9. PUBLIC HEARING – PERSON TO PERSON TRANSFER – CAMPGROUND LICENSE NO. 14 – ACORN CAMPGROUND

*NO COMMITTEE COMMENTS OR QUESTIONS*

10. RESOLUTION 426-20 – PERSON TO PERSON TRANSFER OF CAMPGROUND LICENSE NO. 14 – ACORN CAMPGROUND – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

WHEREAS, Del-Sea Campground, Inc. is the holder in good standing of Campground License #14, Acorn Campground, located on Block 389, Lot 22, also known as 419 Route 47 South, Cape May Court House; and

WHEREAS, MHC Acorn RV, LLC has made application to transfer said license from Del-Sea Campground, Inc. to MHC Acorn RV, LLC; and

WHEREAS, all legal requirements for said transfer have been fulfilled.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that Campground License #14 be and hereby is transferred into the name of MHC Acorn RV, LLC.

11. RESOLUTION 427-20 – 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 Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

WHEREAS, the Township of Middle wishes to apply for funding of approximately \$32,400.00 with a match of \$208,557.70 for an approximate project total cost of \$240,957.70 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 21-0506 for a subaward period of 09/02/2020 through 09/01/2021.

12. RESOLUTION 428-20 THROUGH 429-20 – INSERTION OF A SPECIAL ITEM OF REVENUE (ITEMS A THROUGH B)– On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

(A) WHEREAS, R.S. 40A: 4-87 provides the Director of the Division of Local Government Services to approve the insertion of any Special Item of Revenue in the budget of any Municipality when such item shall have been made available by law and the amount whereof was not determined at the time of adoption of budget, and

WHEREAS, said Director may also approve the insertion of an appropriation for an equal amount.

NOW THEREFORE BE IT RESOLVED, that the Township Committee, the Governing Body of the Township of Middle, County of Cape May and State of New Jersey, hereby requests the director of Local Government Services to approve the insertion of additional items of revenue in the budget of the year 2020 in the sum of:

Local Government Emergency Fund (LGEF) Grant \$171,325.00

BE IT FURTHER RESOLVED, that like sum be and the same is hereby appropriated under the following caption:

Local Government Emergency Fund (LGEF) Grant \$171,325.00

(B) WHEREAS, R.S. 40A: 4-87 provides the Director of the Division of Local Government Services to approve the insertion of any Special Item of Revenue in the budget of any Municipality when such item shall have been made available by law and the amount whereof was not determined at the time of adoption of budget, and

WHEREAS, said Director may also approve the insertion of an appropriation for an equal amount.

NOW THEREFORE BE IT RESOLVED, that the Township Committee, the Governing Body of the Township of Middle, County of Cape May and State of New Jersey, hereby requests the director of Local Government Services to approve the insertion of additional items of revenue in the budget of the year 2020 in the sum of:

FY2021 NJDOT Municipal Aid Program - Linden Lane Project-Phase II \$156,515.00

BE IT FURTHER RESOLVED, that like sum be and the same is hereby appropriated under the following caption:

FY2021 NJDOT Municipal Aid Program - Linden Lane Project-Phase II \$156,515.00

13. RESOLUTION 430-20 – REFUND OF TAXES – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

WHEREAS, a refund is due for over overpayment made on tax exempt property.

ACCT	BLOCK	LOT	OWNER/LOCATION	2020
17802	114	13 C0176	McGugan, William F & Janet H	\$1,518.17
			Property location: 206 Springdale Court	

Make check payable and mail to:

Corelogic  
3001 Hackberry Road  
Irving, TX 75063

BE IT RESOLVED by the Township Committee of the Township of Middle, County of Cape May, that the Chief Financial Officer be instructed to draw check in the above noted amounts payable to the above-mentioned party, as a refund of 2020 taxes

BE IT FURTHER RESOLVED that a certified copy of this resolution be given to the Chief Financial Officer of the Township of Middle.

14. RESOLUTION 431-20 – CANCEL TAXES – On motion by Committeeman Gandy seconded by Committeeman Norris 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 taxes are hereby cancelled due to tax exemption.

Account	Block	Lot	Owner/location	2021
17561	1443	9	Erwin, Joseph P & Eileen D  Property location: 215 School Lane  100% Disabled Veteran – Exempt as of 1/1/2020	\$2,141.12

15. RESOLUTION 432-20 – AWARD OF BID – POLICE UNIFORMS – UNITED UNIFORMS – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

WHEREAS, it has been deemed necessary and desirable to solicit bids for Police Uniforms; and

WHEREAS, sealed bids were received on December 2, 2020; and

WHEREAS, it appears that the following bid submitted represents a figure equal to the lowest bid received, which complies with specifications; and

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

1. The term of the contract for police uniforms shall be from January 1, 2021 through December 31, 2021, and that the contract can be renewed for two (2) one-year terms at the Township's sole discretion, and the Township shall notify the other party in writing at least thirty (30) days prior to the renewal of contract.
2. The appropriate officials be and are hereby authorized and directed to enter into and execute a contract with United Uniforms.
3. Said award of contract shall be contingent upon the availability of funds for 2020, and the appropriation of sufficient funds for the remainder of the contract upon the adoption of the 2021 budget.

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the contract for POLICE UNIFORMS be and hereby is awarded to:

United Uniforms in the amount of:  
Not to Exceed \$45,295.00

FURTHER BE IT RESOLVED, that this award is conditioned upon certification of availability of funds.

16. RESOLUTION 433-20 THROUGH 434-20– TABULATION COMMITTEE (ITEMS A THROUGH B) – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

(A) 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 December 30, 2020 at 10:00 AM in the Middle Township Municipal Building, 2<sup>nd</sup> Floor Conference Room, 33 Mechanic Street, Cape May Court House, NJ for the following:

**SNOW AND DEBRIS REMOVAL**

(B) 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 January 21, 2021 at 10:00 AM in the Middle Township Municipal Building, 2<sup>nd</sup> Floor Conference Room, 33 Mechanic Street, Cape May Court House, NJ for the following:

**PUMP STATION IMPROVEMENTS – PHASE 1 – CONTRACT NO. 2020-02**

17. RESOLUTION 435-20 – AMENDING RESOLUTION 417-20 – TABULATION COMMITTEE – CONTRACTS #2019-8 THROUGH #2019-11 – MIDDLE TOWNSHIP HOME REHABILITATION PROJECT – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

WHEREAS, Resolution No. 417-20 authorized a tabulation committee for contracts #2019-8 through #2019-11 for the Middle Township Home Rehabilitation Project; and

WHEREAS, after further inspection of the property associated with contract #2019-8, it has been deemed that the structure is not stable and therefore, it is not in the best interest of the Township to rehabilitate said structure.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that Resolution 417-20 is hereby amended to remove contract #2019-8 of the Middle Township Home Rehabilitation Project.

18. RESOLUTION 436-20 – AUTHORIZING MAYOR TO SIGN TREATMENT WORKS APPLICATION – SUN BIG TIMBER RV, LLC – On motion by Committeeman Gandy seconded by Committeeman Norris 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 Mayor is hereby authorized to sign the Treatment Works Approval Permit Application, Statement of Consent, and any and all permit applications in connection therewith for Block 9 Lots 26 and 28, as per the application dated September 3, 2020 as well as the plans provided by Brain J. Murphy of MV Engineering, LLC dated August 27, 2020.

19. RESOLUTION 437-20 – DIRECTING THE DISTRIBUTION OF THE TOWNSHIP OF MIDDLE NET RETURNED SURPLUS FUNDS HELD IN TRUST BY THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

WHEREAS, the Township of Middle hereinafter referred to as MUNICIPALITY, participated as a member municipality of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as FUND, for one or more of the following FUND fiscal years beginning January 1, 2007, January 1, 2011, January 1, 2012, January 1, 2013, January 1, 2014, January 1, 2015, and

WHEREAS, the FUND is a statutory filed municipal joint insurance fund as defined in N.J.A.C. 11:15-2.1 et seq., and

WHEREAS, the MUNICIPALITY joined the FUND knowing that membership carries with it joint and several liability with all other member municipalities for each year of the MUNICIPALITY's membership, and

WHEREAS, the MUNICIPALITY understands that the FUND's Executive Committee are the only persons authorized in law to make decisions as to when and how much of any available statutory surplus will be released by the FUND, and

WHEREAS, the MUNICIPALITY understands that the FUND's Executive Committee are the only persons authorized in law to make decisions as to when and how much of any projected deficit will be declared as an additional assessment due to the FUND, and

WHEREAS, the MUNICIPALITY understands that Available Statutory Surplus is defined to be the amount of money in excess of the projected value of claims by line of coverage, plus an actuarially determined value for Incurred But Not Reported claims, subject to the surplus reserve calculations as defined in N.J.A.C. 11:15-4.6 et seq., and subject to review and approval by the Department of Banking and Insurance and Department of Community Affairs, State of New Jersey, prior to release by the Executive Committee of the FUND, and

WHEREAS, the MUNICIPALITY understands that it remains jointly and severally liable into perpetuity despite the earlier release of Available Statutory Surplus due to the possibility that a FUND year wherein a return of Statutory Surplus has been duly authorized could later be presented with a claim for which it could be responsible causing a demand for an additional assessment from each participating member municipality of that FUND year, and

WHEREAS, the MUNICIPALITY understands that it remains jointly and severally liable into perpetuity despite the earlier collection of an additional assessment due to the possibility that a FUND year wherein an additional assessment has been duly authorized could later be presented with a need for additional assessments from each participating member municipality of that FUND year, and

WHEREAS, the MUNICIPALITY understands that its options for directing the distribution of its net share of released Statutory Surplus to be as follows:

1. Direct the FUND to apply the MUNICIPALITY's share to the MUNICIPALITY's premium as a credit in the next FUND fiscal year (N.J.A.C. 11:15-4.21(e)),
2. Direct the FUND to issue a check to the MUNICIPALITY for the MUNICIPALITY's share,
3. Direct the FUND to apply the MUNICIPALITY's share to the FUND's Aggregate Excess Loss Contingency Fund (A.E.L.C.F.), which provides member municipalities with an available individual contingency balance for use in satisfying any possible need for a supplemental assessment for any year they were a member and an annual capacity to use all or a portion of a member municipality's available balance in offsetting future premiums, or
4. Direct the FUND to apportion the MUNICIPALITY's share as a stated dollar amount among options 1, 2 and 3 above such that the sum total of allocated dollars equals the amount of the Net Distribution available to the MUNICIPALITY as noted above.

NOW THEREFORE, the MUNICIPALITY directs the FUND to distribute the MUNICIPALITY's share of its Net Distribution as follows (check the boxes that apply):

Apply a portion of the amount as a credit to the MUNICIPALITY's next FUND Year premium.

Apply a portion of the amount as a check to the MUNICIPALITY.

Apply a portion or the full amount to the MUNICIPALITY's share of the FUND's Aggregate Excess Loss Contingency Fund (A.E.L.C.F.).

Designate the full amount as follows (Sum of below must equal full dividend amount):

- Credit                    \$68,130.50 (Requires signed Dividend Release form only)
- Check                    \$68,130.50 (Requires signed Dividend Release form and signed voucher)
- A.E.L.C.F.                \$\_\_\_\_\_ (Requires signed Dividend Release form and resolution)

Total Dividend \$136,261.00

20. RESOLUTION 438-20 – CLOSED SESSION – POTENTIAL LITIGATION (SEWER EXPANSION), POTENTIAL LITIGATION (DEVELOPER DEFAULT/OCKIE WISTING COMPLEX) – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

**Upon adoption of this resolution and conclusion of this meeting the governing body will convene on the above referenced topics in closed session.**

**This matter will be released to the public when the matter has been deemed resolved and the need to hear said item in closed session no longer exist.**

**The public will be invited back into open session at the conclusion of this meeting and formal action may be taken.**

WHEREAS, the section of the Open Public Meetings Law, Chapter 231, P.L. 1975, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, the Township Committee of the Township of Middle, the governing body thereof, is of the opinion that such circumstances presently exist, and

NOW, THEREFORE, BE IT RESOLVED, by the Township of Middle, County of Cape May, State of New Jersey:

1.) The public shall be excluded from the discussion of an action upon the hereinafter specified matter: POTENTIAL LITIGATION (SEWER EXPANSION), POTENTIAL LITIGATION (DEVELOPER DEFAULT/OCKIE WISTING COMPLEX)

2.) The general nature of the subject matter to be discussed is as follows: POTENTIAL LITIGATION (SEWER EXPANSION), POTENTIAL LITIGATION (DEVELOPER DEFAULT/OCKIE WISTING COMPLEX)

3.) It is anticipated at this time the above subject matter will be made public as follows:  
WHEN THE MATTER IS RESOLVED

4.) This Resolution shall take effect immediately.

21. PUBLIC COMMENT:

*Steve Delanzo:*

- *Thanked Township Committee, Engineer and Contractor for the Atlantic Pacific Drainage project*

*Mayor Donohue:*

- *Thanked steve for his patience with the project and stated he is glad to have it done*

*Chris Conley:*

- *Asked if anything can be done about mattresses which were dumped in a drainage ditch on Bayview Road*

*Kimberly Krauss:*

- *Stated she would look into the problem*

ENGINEER'S REPORT

*Vince Orlando, Engineer:*

- *Stated the Atlantic Pacific Drainage project was completed*
- *Stated the Hand Avenue sidewalk project had been completed*
- *Explained Birch Drive, Avocado Road, Aspen Drive and Coconut Road, road reconstruction was under design; stated he planned to be done by the end of the year and would go out to bid shortly after that*
- *Stated Carter Road bids would be opened December 15<sup>th</sup>*
- *Gave update on Rio Grande Park; stated the project was moving slow pace and he had been on the contractor to finish the work*

*Kimberly Krauss:*

- *Clarified the change order for the paver cross walk for the project is covered under the county additional fund*

*Vince Orlando, Engineer:*

- *Stated 4<sup>th</sup> street road reconstruction was 95% complete; explained the finishing aspects of the project*
- *Stated Whitesboro Main Street Calming structures had been installed; explained various aspects that needed to be completed*
- *Explained the Master Plan would be voted on during the next Committee Meeting*

*Mayor Donohue:*

- *Asked about four way stop for traffic calming in Whitesboro*

*Vince Orlando, Engineer:*

- *Explained signs had been ordered and they were just waiting on them to come in*

COMMITTEE COMMENTS:

*Committeeman Norris:*

- *Stated the tree lighting would be Infront of Town Hall on December 11<sup>th</sup> at 5pm; further explained that on the same day from 11-5 Santa and Ms. Claus would be riding around the Township*
- *Asked everyone on Christmas Eve to stand on their front porch and join in ringing in Santa with jingle bells*
- *Stated the new HVAC unit had been delivered to Goshen Recreation Complex*
- *Sign up still ongoing for the Christmas House Decorating contest*

- *Stated due to new executive orders all indoor recreation facilities would be closed until at least January 2<sup>nd</sup>*

*Committeeman Gandy:*

- *Discussed tree lighting at the MLK Center held by the NAACP; discussed the great turn out*
- *Stated leaf pick-up was still on-going; further explained public works is working hard to get the job complete with the restrictions they are currently facing*

*Kimberly Krauss:*

- *Explained it was important to understand that there were about 12 public works employees out on quarantine due to Covid-19; further explained that public works were doing their best to keep up with leaf pick-up*

*Mayor Donohue:*

- *Discussed Covid-19's rising numbers and its effects on the County; continued to discuss Covid-19 and its effects*
- *Discussed grant received for Covid-19 costs; thanked Nancy Sittineri and Susan Quinones for their hard work on the grant*
- *Spoke of meetings regarding the 2021 budget*
- *Thanked NAACP, Black Progressive Initiative and Concerned Citizens of Whitesboro on their safe and successful tree lighting at the MLK Center*

Motion to enter closed session – 6:36 PM

1<sup>st</sup>: Committeeman Gandy      2<sup>nd</sup>: Committeeman Norris

Pass on Roll Call: Committeeman Gandy, Committeeman Norris, Mayor Donohue

Motion to re-enter open session – 7:26 PM

1<sup>st</sup>: Committeeman Gandy      2<sup>nd</sup>: Committeeman Norris

Pass on Roll Call: Committeeman Gandy, Committeeman Norris, Mayor Donohue

Motion to adjourn meeting – 7:26 PM

1<sup>st</sup>: Committeeman Gandy      2<sup>nd</sup>: Committeeman Norris

Pass on Roll Call: Committeeman Gandy, Committeeman Norris, Mayor Donohue

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Andrea N. Singley, Deputy Township Clerk

Minutes prepared by E. Bowman