

**Cape May Court House, New Jersey
TOWNSHIP OF MIDDLE
TOWNSHIP COMMITTEE
WORK SESSION AGENDA
February 1, 2021 5:00 PM (prevailing time)**

CALL TO ORDER:

Mayor's Announcement: I hereby declare that notice has been given to the Herald Times, the Atlantic City Press and posted on the bulletin board of the Middle Township Municipal Building, stating the time and place of the following meeting, as required in P.L. 1975, Chapter 231 of the State of New Jersey. (Sunshine Law).

Notice of this meeting was properly given in Resolution No. 26-21 entitled "Establishing Work Session Meeting Nights" which was adopted by Township Committee of the Township of Middle on January 7, 2021.

Members present are Mayor Donohue, Deputy Mayor Gandy, and Committeemember Norris

Business Administrator/Township Clerk Kimberly Krauss, Deputy Township Clerk Andrea Singley, Township Engineer Vincent Orlando & Municipal Solicitor Marcus Karavan

FLAG SALUTE:**SPECIAL PRESENTATIONS OR DISCUSSIONS:**

Proposed Ordinance Amendment
RE: Stormwater Management Control

Vince Orlando, Engineer:

- *Gave background on the new regulations for stormwater management, put in place last; stated new regulation must be adopted*

Rob Flynn, Superintendent of Public Works:

- *Explained the regulations are a complete change from the previous management of stormwater; discussed the new regulations and implementation of the same; reiterated that the Township must comply with the new regulations*

Vince Orlando, Engineer:

- *Discussed impact the new regulations will have on the Township; continued to discussed challenges of the new regulations*

Mayor Donohue:

- *Asked if these regulations apply to projects already approved but not yet built out*

Vince Orlando, Engineer:

- *Clarified the regulations apply to all new construction*

Mayor Donohue:

- *Asked when this takes effect*

Vince Orlando, Engineer:

- *Stated March 2, 2021*

Mayor Donohue:

- *Asked what cost the new regulations would implement*

Vince Orlando, Engineer:

- *Explained the regulations will not affect costs but just change the way business is currently done*

Mayor Donohue:

- *Asked about the difference will be with the new regulations for the space that used to be set aside for retention ponds*

Vince Orlando, Engineer: explained approval process in relation to stormwater basins; explained state wants the Township to manage the maintenance characteristics of stormwater basins as a high level than already done

Committeeman Gandy:

- *Asked how the new regulations will be implemented further ask if the Township will have to outsource these inspection jobs*

Vince Orlando, Engineer:

- *Explained the inspections will have to be done in house; stated the new regulations and process will require them to increase staffing within the public works department; anticipates this being a full time or 20 hour a week job for someone in the future*

Mayor Donohue:

- *Asked for clarification on what the job would entail*

Vince Orlando, Engineer:

- *Explained what the position would entail*

Rob Flynn, Superintendent of Public Works:

- *Further discussed the work that must be done to maintain these regulations*

Mayor Donohue:

- *Asked if engineer should be aware of these new regulations*

Vince Orlando, Engineer:

- *Stated most engineer will be aware of these changes when coming before the Planning Board*

Mayor Donohue:

- *Asked if there would be additional permitting at a State level*

Vince Orlando, Engineer:

- *Stated no, the State has put all the regulations back onto the Municipalities; explained the state no longer will have any involvement*

Mayor Donohue:

- Asked how the state will enforce the new regulations

Vince Orlando, Engineer:

- Explained the State comes down once a year to preform a review of the Township operations

Mayor Donohue:

- Asked if there was a timeline for when changes must be met or if the new regulations overall just start in March

Vince Orlando, Engineer:

- Stated in March the new rules and regulations will be in place

Kimberly Krauss:

- Clarified the new ordinance is in review by the County

Vince Orlando, Engineer:

- Stated yes; explained they were required to forward the ordinance over to the County for review; further explained that all the municipalities are adopting the standards as the state has implemented them and are incorporating them into their separate ordinances

Committeeman Gandy:

- Asked what must be done right away

Vince Orlando, Engineer:

- Stated nothing must be done other than implementing the new rules and regulations

Rob Flynn, Superintendent of Public Works:

- Explained as for the review of zoning at the planning board level it will change the reviews

Vince Orlando, Engineer:

- The planning board will have to have engineers comply with the new rules and regulations

Mayor Donohue:

- Asked how the new regulations affect single family homes

Vince Orlando, Engineer:

- Stated the regulations would be affect single family homes but would affect larger developments

Kimberly Krauss:

- Explained once the Township gets response back from the County regarding the ordinance, it can be placed on for adoption by the Township at a meeting in March

Stan Doniger, Rio Grande:

- Asked how the new regulations will affect older basins

Vince Orlando, Engineer:

- Stated old basins not have to be refitted to meet new standards; explained that there may be an increase in reporting back to the town of what maintenance has been done and the Township will have to keep a record of it

Stan Doniger, Rio Grande:

- Asked how non-compliance with existing basin will be handled

Kimberly Krauss:

- Explained that does not relate to this ordinance

Stan Doniger, Rio Grande:

- Asked if there is a penalty for non-compliance

Vince Orlando, Engineer:

- Stated there would be no penalty for non-compliance

Proposed Ordinance Amendment
RE: Bulkheads

Kimberly Krauss:

- Gave background on current bulkhead ordinance; discussed changes to fees in the current ordinance to meet the fees within other Township's bulkhead ordinances; explained change in escrow fee will assist in the back and forth between the applicants and Township; continued to discuss various changes to the ordinance

Vince Orlando, Engineer:

- Explained responsibility for accepting applications will be shifted to the Zoning Office' explained benefits to shifting the applications from the Clerk's Office to Zoning Office

Mayor Donohue:

- Explained when ordinance was originally put in place it was right after Hurricane Sandy with various bulkhead issues

Kimberly Krauss:

- Explained at the time the original ordinance was put in place there was no standard for bulkheads in the Township

Pump Station Improvements Phase 1

Angelo Bufaino, Mott MacDonald:

- Discussed receipt of bids for Phase 1 of the Pump Station Improvement Project; explained items on the bid specifications; stated bids came in higher than anticipated

Committeeman Gandy:

- Asked how the bids could come in over a million and a half dollars over the estimated cost
- Asked if the pump stations are being rebuilt completely

Angelo Bufaino, Mott MacDonald:

- Explained the pump stations are being retrofitted
- Further explained process of establishing what upgrades each pump station needs; stated there were quite a few items added for each pump station to keep them running for the long term
- Stated he has hoped for more favorable costs
- Explained the \$100,000 allowance

Committeeman Gandy:

- Again, asked why the low bid came in over double what the estimated cost was

Angelo Bufaino, Mott MacDonald:

- Explained the difference in cost was not what was missed but due to various items added to improve the pump stations the best for long term usage

Kimberly Krauss:

- Asked that Committee keep in mind that the four pump stations in Phase 1 are the worst pump stations within the 21 pump stations in the Township
- Explained that the upgrades must make it so the Township staff are able to work with these pump stations to the best of their ability; further explained that the state these four pump stations are in that the added items would help the staff maintain these stations better
- Stated the oldest pump station was built in the early 1980s
- Continued to discuss factors that could add to the increase in the project cost
- Stated the Committee must make a decision as to whether to scale back on some items in the pump stations or to continue with what was bid out; stated to keep in mind these pump station will not be upgraded for a while
- Explained three lowest bidders were asked for extensions to award contract
- Ask Susan Quinones to talk about the financing in place currently for the project and the next steps for the project

Susan Quinones, Chief Financial Officer:

- Explained original resolution was passed for 2.5 million dollars to upgrades the pump stations
- Discussed various aspects looked at causing more costs with the MUA before establishing what was needed for improving the pumpstations
- Further discussed aspects taken into consideration for the sewer funding to help with the improvements
- Explained the Township funds have been able to cover unexpected costs related to the project
- Stated currently the remaining funds are short to award any of the bids received
- Stated the funds paid to the MUA have decreased the last two years; explained effect this trend has had on the sewer budget
- Continued to discuss benefits of phasing the improvements
- Discuss various options for obtaining funds

Mayor Donohue:

- Asked Steve Mills for his thoughts on the proposed upgrades for the pump stations

Kimberly Krauss:

- Stated Steve was no longer in the meeting; Asked Rob Flynn for his input

Rob Flynn, Superintendent of Public Works:

- Explained benefits of the added upgrades o the pump stations
- Spoke of the current conditions of the pump stations

Mayor Donohue:

- Confirmed the 4 pump stations in this phase are the ones in the worst condition
- Discussed the funding for the improvements
- States he understand the need to upgrades these pump stations; discussed need for the upgrades but insufficient funds
- Discussed benefits of upgrading the pump stations

Angelo Bufaino, Mott MacDonald:

- Explained the cost for the other pump stations will come closer to the estimated cost as they are newer and don't need as much work
- Reiterated that the pump stations in Phase 1 are in the worst shape and will require the most upgrades; explained due to this reason the costs are elevated

Mayor Donohue:

- Asked that if the Township decides to move forward with the bid submitted where do they go from there

Kimberly Krauss:

- Stated that an extension was asked until April
- Asked Susan Quinones what timeline she would need to obtain funds

Susan Quinones, Chief Financial Officer:

- Explained process for obtaining more funds to continue with the project
- Discussed previously established funds for the project

Mayor Donohue:

- Explained efforts were made to not have too much lag time between phases and have funds in place
- Recommended moving forward with Susan Quinones' proposal
- Asked Susan Quinones how the timeline to obtained the funds could affect the timeline of the project

Susan Quinones, Chief Financial Officer:

- Stated once the capital ordinance is put together the time frame may stay the same
- Explained benefits of using a capital budget ordinance to establish funds

Kimberly Krauss:

- Asked Angelo if, the way the bid specifications reads, do they have to award all or nothing

Angelo Bufaino, Mott MacDonald:

- Stated yes, it is an award all or nothing bid

Mayor Donohue:

- Explained that in order to award that funds must be in place

Committeeman Gandy:

- Stated he understands this is needed but he was surprised by the elevated cost

Mayor Donohue:

- Explained there is time to review the submitted bids and see what caused the cost to elevate

Steve Mills, Sewer Administrator:

- Explained that the stations are failing and that they have done everything they can to keep them running for as long as they have; further explained that they are to the point where they have to be updated
- Stated some of the electronic added to the upgrade project could be removed but does not believe those are what are driving up the cost
- Stated that long term the upgrades are needed and will help keep the pump stations running for longer

Mayor Donohue:

- Stated goal is to get the stations upgraded and keep running for a long time
- Expressed appreciation for Steve Mill’s knowledge of what is needed to upgrade the stations

Kimberly Krauss:

- Explained these system upgrades will allow the Township to monitor our own systems without having to ask the County; further explained additional benefit will be able to tell if the numbers are rising there could be problem with the pump station

Committeeman Gandy:

- Discussed shock in cost difference between estimated cost and bid received

Steve Mills, Sewer Administrator:

- Explained if cost had been estimated higher than they could have adjusted in number of stations upgraded at a time

Mayor Donohue:

- Stated the four pump stations in this phase can not wait

Kimberly Krauss:

- Explained size of the pump stations can affect the costs as well
- Stated some pump stations being repaired later on will be smaller and have some cost deviation in them as well

Committeeman Gandy:

- Stated he understands reason for costs just unsure why anticipated cost was not presented higher

Kimberly Krauss:

- Stated Susan Quinones will begin to prepare establishing funds
- Explained they have until the end of April to award a contract
- Stated they can dive into the costs before award so they are more prepared for the next phase

DEPARTMENTAL REPORTS AND PROJECT UPDATES:

Administration:

Finance:

Public Works:

Engineering:

Legal:

Tax Collection:

Tax Assessment:

Construction/Planning/Zoning:

Recreation:

Police / Animal Control/ Code Enforcement:

Buildings and Grounds:

Sewer:

Economic Development:

Personnel:

Zoning:

Township Clerk:

PUBLIC COMMENT:

NO COMMENT

Motion to Adjourn Meeting – 5:53pm

1st: Committeeman Gandy

2nd: Committeeman Norris

Roll Call Vote: Committeeman Gandy, Committeeman Norris, Mayor Donohue

Andrea N. Singley, Deputy Township Clerk