

Cape May Court House, NJ
 July 19, 2021
 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 at the Middle Township Municipal Building. Members present were Mayor Donohue, Deputy Mayor Gandy, Committeemember Norris, Business Administrator/Township Clerk Kimberly Krauss, Deputy Business Administrator Suzanne Schumann, Deputy Township Clerk Andrea Singley, Township Engineer Vince Orlando, & Municipal Solicitor Marcus Karavan

1. PRESENTATION BY MAYOR AND COMMITTEE – PASTOR RUDY SHEPTOCK

Mayor Donohue:

- *Discussed the mark that Pastor Rudy left on the Township of Middle; spoke of event that took place the previous year and the change it had on the community*

Chief Leusner:

- *Spoke of all that Pastor Rudy has done for the Community*
- *Mentioned Pastor Rudy’s attendance at peaceful protest held on Route 47 earlier in the year*

Mayor Donohue:

- *Presented Pastor Rudy with a plaque of recognition for years of service*

2. PRESENTATION BY MAYOR AND COMMITTEE – MIDDLE MATTERS AWARD – GREG NEILL

Mayor Donohue:

- *Explained Mr. Neill’s passion for the township and the township’s history; further explained Mr. Neill’s initiative to bring flag poles and American flags to the Ockie Wisting Complex through donations; spoke of various other locations he has helped donated flag poles and American flags to within the community*

Committee:

- *Presented award of recognition to Greg Neill*

Gregg Neill:

- *Spoke of importance of continuing to recognize the American flag*

3. 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.*)

NONE

4. RESOLUTION 291-21 – 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. \$123,887.89

5. RESOLUTION 292-21 – 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: 07/07/2021 Work Session and Regular Meetings.

6. REPORTS: Treasurer for the month of June

7. RESOLUTION 293-21 THROUGH 294-21 – PROMOTION (ITEMS A THROUGH B) – On motion by Committeeman Gandy seconded by Committeeman Norris 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 following employee of the Middle Township Police Department is hereby promoted to the title opposite their name:

NAME	DEPARTMENT	TITLE	SALARY	EFFECTIVE
Robert Shepherd	Public Safety – Police	Acting Police Captain	\$143,596.00	07/19/2021

(B) 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 civil service title opposite their name:

NAME	DEPARTMENT	TITLE	SALARY	EFFECTIVE
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Eric Kelly	Sewer	Sewer Repairer 1	\$30,500.00	06/18/2021
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8. RESOLUTION 295-21 – APPOINTMENTS – NEW HIRES – 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 employees are hereby appointed to the following position at the salaries opposite their names:

NAME	DEPARTMENT	TITLE	SALARY	EFFECTIVE
Robert Turner	Public Works	Carpenter Helper T/A (6 months)	\$15.00 per hour	07/14/2021
Owen Hall	Recreation	Recreation Aide P/T T/A (6 months)	\$15.00 per hour	07/14/2021

9. RESOLUTION 296-21 THROUGH 298-21 – INSERTION OF A SPECIAL ITEM OF REVENUE (ITEMS A THROUGH C) – 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 2021 in the sum of:

Bike Path North Extension Addendum, County of Cape May Open Space \$615,314.00

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

Bike Path North Extension Addendum, County of Cape May Open Space \$615,314.00

(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 2021 in the sum of:

FY2021 Clean Communities Grant \$54,933.79

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

FY2021 Clean Communities Grant \$54,933.79

(C) 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 2021 in the sum of:

SFY21 Body-Worn Camera Grant Program \$130,432.00

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

SFY21 Body-Worn Camera Grant Program \$130,432.00

10. RESOLUTION 299-21 – AWARD OF BID – BIKE PATH NORTH EXTENSION – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

WHEREAS, the Township of Middle, following public advertisement, received bids for the Bike Path North Extension Project; and

WHEREAS, sealed bids were received on May 25, 2021; and

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

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that the contract for the Bike Path North Extension Project.

Landberg Construction LLC
 Bike Path North Extension
 Total Not to Exceed - \$2,131,533.00

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

Mayor Donohue:

- *Discussed difficulty getting to this point with this project; recognized various entities that helped get the project to this point*

11. RESOLUTION 300-21 – AWARD CONTRACT AND RATIFY AGREEMENT THROUGH NON-FAIR AND OPEN PROCESS –MOTT MACDONALD – PUMP STATION IMPROVEMENTS PHASE II – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.
- WHEREAS, the Township of Middle has a need to enter into an agreement with Mott MacDonald to provide professional services relative to phase II of pump station improvements as a non-fair and open contract pursuant to the provisions under the Pay to Play regulations; and
- WHEREAS, the Township of Middle will be entering into an agreement with Mott MacDonald where the total amount is \$154,000.00, which exceeds the non-fair and open limitation of \$17,500.00; and
- WHEREAS, Mott MacDonald has completed and submitted a Business Entity Disclosure Certification which certifies that said entity has not made any reportable contributions to a political or candidate committee in the Township of Middle in the previous one year, and that the contract will prohibit Mott MacDonald from making any reportable contributions through the term of the contract.
- NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that authorization is hereby granted to enter into an agreement with said contractor and that the appropriate officials are hereby authorized to sign any and all document in connection therewith.
- BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.
12. RESOLUTION 301-21 – ACKNOWLEDGING ROAD CLOSURE – 18TH ANNUAL TRI THE WILDWOODS – On motion by Committeeman Gandy seconded by Committeeman Gandy and passed on roll call, the following resolution was adopted.
- WHEREAS, DelMo Sports, Inc. is orchestrating a Triathlon, Aquabike, 5K & Kids Splash & Dash on July 24, 2021, and
- WHEREAS, the applicant has completed the required Special Events Application, Hold Harmless Agreement and Insurance certifications for this event.
- WHEREAS, said applicant has requested, which has been approved by the NJDOT, the use of the entire right lane for athletes (NORTH side of median) on Westbound State Highway 147 from the North Wildwood Border to the South Carolina jug handle. Cars will utilize the Eastbound Lane of State Highway 147 (SOUTH side of Median). Cars coming South on US 147 will use the shoulder of the Eastbound Lane and cars heading North on 147 will use the far-right hand lane. These vehicles heading North will get back onto 147 at the traffic light near Harbor Furniture. There will be cones dividing the opposing traffic.
- NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Middle, County of Cape May, State of New Jersey does hereby support the 18th Annual Tri the Wildwoods sponsored by DelMo Sports, Inc., and that the governing body does hereby understand and acknowledge the road closure as indicated above.
- BE IT FURTHER RESOLVED, that the Middle Township Police Department has been notified of said event and has endorsed the closure.
13. RESOLUTION 302-21 – AUTHORIZING THE EXECUTION OF A CONTRACT RENEWING MEMBERSHIP IN 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 the “MUNICIPALITY”) is a member of the Atlantic County Municipal Joint Insurance Fund (hereinafter the "FUND"); and
- WHEREAS, the MUNICIPALITY’S membership terminates as of January 1, 2022 unless earlier renewed by a Contract between the MUNICIPALITY and the FUND; and
- WHEREAS, N.J.S.A. 40A:11-5 (1) (m) provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the subject matter is for the purchase of insurance coverage and consultant services, provided that the award is in accordance with the requirements for extraordinary unspecifiable services; and
- WHEREAS, N.J.S.A. 40A:11-6.1(b) provides that the MUNICIPALITY shall make a documented effort to secure competitive quotations; however, a Contract may be awarded upon a determination, in writing, that the solicitation of competitive quotations is impracticable; and
- WHEREAS, in accordance with N.J.A.C. 5:34-2.3, a designated official of the MUNICIPALITY, has filed a certification with the governing body describing in detail, as set forth below in this Resolution, why this Contract meets the provisions of the statutes and the regulations and why the solicitation of competitive quotations is impracticable; and
- WHEREAS, it has been determined that the purchase of insurance coverage and insurance consultant services by the MUNICIPALITY requires a unique knowledge and understanding of the municipal exposures and risks associated with the operation of a municipal entity, and many insurance professionals are not qualified to assess these risks and exposures based upon their inherent complexity; and
- WHEREAS, insurance coverage for municipal entities can vary greatly in the type, limits, and exceptions to coverage, and therefore particularized expertise in determining and obtaining the appropriate coverage is required to protect the MUNICIPALITY; and
- WHEREAS, it is the goal of the MUNICIPALITY to obtain a single integrated program to provide all types of insurance coverage with a plan to limit the MUNICIPALITIES exposure; and
- WHEREAS, the FUND has provided comprehensive insurance coverage to member municipalities since 1987; and
- WHEREAS, since 1987, the Fund has continually refined all of the types of coverage that it provides to its members so that it offers comprehensive insurance coverage and limits to all members that is unique and cannot be purchased from a single entity in the commercial insurance market; and
- WHEREAS, the FUND has also developed and made available to its members Safety, Risk Management and Litigation Management programs that address the specific exposures and risks associated with municipal entities; and

WHEREAS, the FUND provides the MUNICIPALITY with Fund Administration, Claims Review, Claims Processing, Claims Administration, Actuarial and Legal services; and

WHEREAS, the FUND is one of the most financially sound Municipal Joint Insurance Funds in New Jersey, and the FUND operates with strong fiscal controls, member oversight, and meets all of the requirements promulgated by the New Jersey Department of Community Affairs and the Department of Banking and Insurance; and

WHEREAS, as an existing member of the FUND, the MUNICIPALITY would be renewing its membership in an organization with experienced and dedicated FUND Professionals who provide specialized services to the members; and

WHEREAS, the membership of the FUND includes many neighboring municipalities that have uniquely similar exposures to the MUNICIPALITY, and with whom the MUNICIPALITY has existing inter-local arrangements; and

WHEREAS, all of the aforementioned factors categorize the award of this Contract as an “extraordinary, unspecifiable service” that cannot be duplicated, accounted for, accurately detailed, or described in a manner that truly depicts the value of the MUNICIPALITY’S membership in the FUND; and

WHEREAS, for all of the aforementioned reasons, it is impracticable for the MUNICIPALITY to seek competitive quotations for a Contract to provide the procurement of insurance coverage and consultant services; and

WHEREAS, the FUND has been organized pursuant to N.J.S.A. 40A:10-36 et seq., and as such is an agency of the municipalities that created it; and

WHEREAS, N.J.S.A. 40A:11-5(2) also provides that a Contract which exceeds the bid threshold may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor, if the Contract is entered into with a municipality or any board, body, officer, agency or authority thereof; and

WHEREAS, the FUND meets the definition of an agency as set forth in N.J.S.A. 40A:11-5(2); and

WHEREAS, for all of the aforementioned reasons, the MUNICIPALITY desires to enter into a Contract to renew its membership with the FUND for a period of three (3) years, for insurance coverage and consultant services, as an exception to the public bidding requirements of the Local Public Contracts Law.

NOW THEREFORE, be it resolved by the governing body of the MUNICIPALITY as follows:

1. The MUNICIPALITY agrees to renew its membership in the FUND and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the FUND.
2. The Mayor and Clerk of the MUNICIPALITY shall be and hereby are authorized to execute the "Contract to Renew Membership" annexed hereto and made a part hereof and to deliver same to the FUND evidencing the MUNICIPALITY’S renewal of its membership.
3. In accordance with N.J.A.C. 5:34-2.3, the certificate of a designated official of the MUNICIPALITY, which details why the solicitation of competitive quotations is impracticable, is attached hereto and made a part of this Resolution.
4. The Clerk of the MUNICIPALITY is authorized and directed to place a notice of the adoption of this Resolution and the award of this Contract in the official newspaper of the MUNICIPALITY.

14. RESOLUTION 303-21 – AUTHORIZING THE EXECUTION OF AGREEMENT – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

NOW THEREFORE BE IT RESOLVED, that the Mayor and Township Clerk are hereby authorized to execute the settlement agreement and general release, as reviewed and approved by counsel, between John Hotaling and the Township of Middle.

15. RESOLUTION 304-21 – AUTHORIZING CREATION OF LIEN ON PROPERTY – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

WHEREAS, N.J.S.A. 40:48-2.13 authorizes the governing body of every municipality the power to make, enforce, amend and repeal ordinances requiring the owner or tenant of a dwelling or of lands lying within the municipality to provide for the removal or destruction of brush, weeds, debris, etc. constituting fire hazard or injurious to public health or safety and to provide for the imposition of penalties for the violation of any such ordinance; and

WHEREAS, N.J.S.A. 40:48-2.14 authorizes the municipality the right to place a lien against such dwelling or lands to provide for the cost of removing brush, weeds, debris, etc.; and

WHEREAS, the Township of Middle has adopted Ordinance No. 316-76 known as Article I of Chapter 193 of the Code of the Township of Middle “Property Maintenance;” and

WHEREAS, the Township of Middle has noticed the following property owners as indicated below and furthermore these violations had not been remedied; and

WHEREAS, in absence of compliance by said owners, the Township of Middle commenced and completed abatement of these violations; and

WHEREAS, the Code Enforcement Officer of the Township of Middle has certified the following cost as listed.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Middle, the governing body thereof, that it hereby imposes a lien on the properties listed below as indicated.

FURTHER RESOLVED, that a copy of this lien shall be filed in the Office of the Tax Collector of the Township of Middle.

OWNER	PROPERTY LOCATION	BLOCK // LOT	AMOUNT
Tobin, John F IV/J Tobin	53 Honeysuckle Lane	168//28	\$575.24
King Estates LLC	462 Route 47 North	5//20	\$479.14
Torres, Antonio G Lopez	1 N Main Street	234//13	\$441.30

16. RESOLUTION 305-21 – 2021-2022 HOTEL MOTEL LICENSE APPROVAL – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

WHEREAS, the Township of Middle has established a Hotel/Motel License in connection with Ordinance No. 1157-04; and

WHEREAS, a Hotel/Motel shall be defined for purposes in connection with this ordinance/license as a type of building or combination of buildings within the same complex having 4 or more rooms available for sleeping and lodging to the public for a fee; and

WHEREAS, prior to any person, operating a Hotel/Motel regulated by this ordinance, said person or entity must acquire an annual Hotel/Motel License from the Township Clerk by the 1st of July in each calendar year; and

WHEREAS, prior to the issuance or renewal of any annual Hotel/Motel License, the applicant for such license shall have made the payment of delinquent property and sewer tax. The Township of Middle retains the right of revocation or suspension for non-payment of property taxes when three (3) or more consecutive quarters are delinquent; and

WHEREAS, the annual license fee to operate a Hotel/Motel within the Township of Middle shall be \$1,000.00; and

WHEREAS, said approval is contingent upon all applicable building, housing, health and safety codes and regulations as set forth by all appropriate local, county and state agencies, and as outlined in Chapter 222-22 of the Code of the Township of Middle; and

WHEREAS, The Township of Middle shall have the right to inspect the licensed premises and the owner/applicant shall provide for the inspection of licensed facilities; and

NOW, THEREFORE, BE IT RESOLVED, that each of the following licenses be and are hereby authorized for the license year of 2021-2022:

LIC. #	APPLICANT	TRADENAME	LOCATION	SITES
15	Kathleen Clark	Meadowbrook Motel	605 North Wildwood Boulevard	20 + House (3 Units)
22	Whispering Woods, Inc.	Whispering Woods	535 Route 47 South	28

17. RESOLUTION 306-21 – AUTHORIZING MAYOR TO SIGN TREATMENT WORKS APPLICATION – KEVIN MCCARTHY – 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 1182 Lot 11.

18. RESOLUTION 307-21– AUTHORIZING THE ADOPTION OF THE 2021 CAPE MAY COUNTY, NEW JERSEY HAZARD MITIGATION PLAN UPDATE – On motion by Committeeman Gandy seconded by Committeeman Norris and passed on roll call, the following resolution was adopted.

WHEREAS, all jurisdictions within Cape May County have exposure to hazards that increase the risk to life, property, environment, and the County and local economy; and

WHEREAS; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS; a coalition of Cape May County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Cape May County; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the Township of Middle:

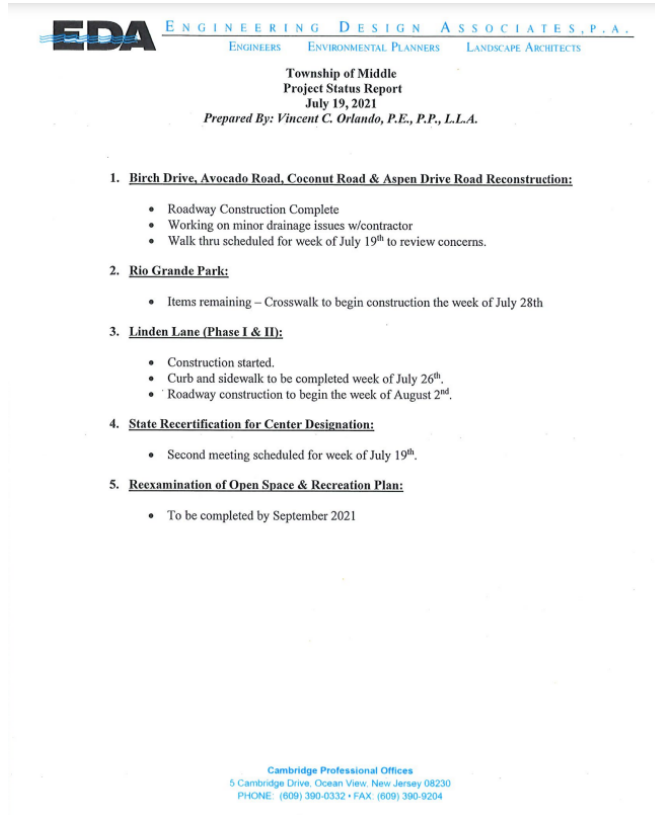
- 1) Adopts in its entirety, the 2021 Cape May County Hazard Mitigation Plan Update (the “Plan”) as the jurisdiction’s Hazard Mitigation Plan and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.
- 2) Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
- 4) Will continue its support of the Mitigation Planning Committee as described within the Plan.
- 5) Will help to promote and support the mitigation successes of all participants in this Plan.
- 6) Will incorporate mitigation planning as an integral component of government and partner operations.
- 7) Will provide an update of the Plan in conjunction with the County no less than every five years.

19. PUBLIC COMMENT: NONE

ENGINEERING REPORT:

Vince Orlando:

- Reviewed report presented to Committee:



COMMITTEE COMMENTS:

Committeeman Norris:

- *Commented on previous weeks Summer Concert Series concert; stated next concert would be Animal House*
- *Thanked Gregg Neill for donating and setting on the new flag poles and flags*
- *Welcomed new hire Owen Hall to the Recreation Department*
- *Stated softball tournaments would be the upcoming weekend; spoke of the money raised for the program*
- *Recognized the Middle Township softball and baseball teams on their accomplishments during their designated tournaments; spoke of each league's standing in their tournaments; congratulated all teams on their success*

Mayor Donohue:

- *Discussed success of the summer basketball league*

Committeeman Norris:

- *Continued to discuss the new summer basketball league success*

Committeeman Gandy:

- *Congratulated Eric Kelly in his promotion*
- *Stated Public Works was still looking for new employees; explained they are still currently only working at half staff*
- *Thanked Gregg Neill; stated he was grateful to Gregg for his donation and help*
- *Commented on the Summer Concert Series and asked all to come out*

Mayor Donohue:

- *Discussed continuation of mobile vaccine trucks throughout the county*
- *Spoke of good first meeting with the Housing Advisory Group; briefly discussed the meeting*
- *Commented on the approval by West Cape May of recreational marijuana; explained Middle Township will continue to wait for further guidance on regulations; discussed the state of INSA's pending application*
- *Spoke of meeting with Commissioner Morey regarding incentives for new business development in Middle Township; continued to discuss the development of the Township*
- *Wished his wife a Happy Birthday*

Motion to adjourn meeting – 6:30 PM

1st: Committeeman Gandy 2nd: Committeeman Norris

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

Kimberly D. Krauss, Township Clerk