

**Cape May Court House, New Jersey  
TOWNSHIP OF MIDDLE  
TOWNSHIP COMMITTEE  
WORK SESSION AGENDA  
June 7, 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 Business Administrator Suzanne Schumann, Deputy Township Clerk Andrea Singley, Township Engineer Vincent Orlando & Municipal Solicitor Marcus Karavan

**FLAG SALUTE:**

**PRESENTATIONS OR DISCUSSIONS:**

Capital Budget Requests

*Mayor Donohue:*

- Explained reason for work session discussion

*Kimberly Krauss:*

- Introduced each representative for the various departments present; stated their reports had been provided for Committee

*Lieutenant Robert Shepherd:*

- Discussed report presented to Committee; discussed request for newer police vehicles and costs associated with the request; discussed request for new body cameras; explained new law passed by Governor Murphy requiring all officers to have body cameras; discussed possible video storage with cloud-based option; further discussed body camera options and costs associated with each option; spoke of grant money received for body cameras

*Mayor Donohue:*

- Clarified that with the grant money received the Township will be need to pay a cost of \$120,000 for the more expensive options

*Committeeman Gandy:*

- Asked if the grant money can be used for either body camera option

*Lieutenant Robert Shepherd:*

- Stated yes from the way he under stands the grant
- Discussed request for new tasers; gave reasoning for the need to purchase additional tasers explained costs associated with the new tasers and training

*Mayor Donohue:*

- Asked how many tasers would be purchased

*Lieutenant Robert Shepherd:*

- Stated they are requesting to purchase 12 tasers in additional to what is currently being utilized
- Explained tasers must be tested at the beginning and end of each shift

*Kimberly Krauss:*

- Asked how many tasers are currently operational

*Lieutenant Robert Shepherd:*

- Stated there are currently 9 operational
- Stated the cost would be \$38,000 for the taser upgrade
- Discussed request for finances to upgrade access control doors; explained reason for the need of the upgrade; clarified they are asking for \$10,000 for those upgrades

*Mayor Donohue:*

- Asked how it is determined which officers currently carries a taser

*Lieutenant Robert Shepherd:*

- Explained how it is determined who has a taser during a shift

*Kimberly Krauss:*

- Further explained reason for need of updated body camera storage systems; discussed current storage process for body cam footage and release of footage when requested

*Lieutenant Robert Shepherd:*

- Continued to explain burden of burning discs for body camera footage takes on the department; spoke of benefits of upgrading system to cloud base storage

*Ed Dillio, CMCH:*

- Spoke of the inexpensive cost for new police sergeant vehicles

*Lieutenant Robert Shepherd:*

- Explained purchasing process through state contracts; explained effect those contracts have on the price

*Ed Dillio, CMCH:*

- Asked if the vehicles are bought locally

*Mayor Donohue:*

- Stated they are bought through state contract

*Ed Dillio:*

- Asked why they are not purchased locally

*Lieutenant Robert Shepherd:*

- Explained the police vehicles packaging and processing; explained only certain dealership have the ability to sell vehicles through state contract

*Stan Doniger, Rio Grande:*

- Asked about the financing fee

*Lieutenant Robert Shepherd:*

- Clarified the its \$50,000 a year by financing

*Mayor Donohue:*

- Clarified either you pay the cost up front or finance over the years

*Lieutenant Robert Shepherd:*

- Further clarified financing options

*Steve Mills, Sewer Administrator:*

- Discussed request for new pick-up trucks; gave reasoning for the need of the trucks

*Kimberly Krauss:*

- Asked if the current truck has a plow

*Steve Mills, Sewer Administrator:*

- Stated the truck has a plow but does not have 4-wheel drive; further discussed need for newer pick-up trucks
- Explained request for newer pumps; gave reasoning for the request and explained uses for the pumps

*Kimberly Krauss:*

- Asked about the life span for the pumps

*Steve Mills, Sewer Administrator:*

- Stated the current pump is about 18 years old

*Committeeman Gandy:*

- Clarified that the need for the upgrade to a 6-inch pump is due to the new sewer system upgrades and the other pump will not work

*Steve Mills, Sewer Administrator:*

- Stated yes, the other pump will not push hard enough

*Committeeman Gandy:*

- Clarified the new pump would be a backup; asked if there is a state requirement that the Township has to have it

*Steve Mills, Sewer Administrator:*

- Explained they have no other way to pump out the sewage from the well; further explained sewage well pump process

*Mayor Donohue:*

- Asked for clarification if Steve was requesting one or two trucks

*Steve Mills, Sewer Administrator:*

- Stated he was requesting one new truck to replace the old one

*Robert Flynn, Public Works Superintendent:*

- Discussed requests for new vehicles to replace older vehicles

*Kimberly Krauss:*

- Asked for him to clarify why he is requesting an in-kind for another international

*Robert Flynn, Public Works Superintendent:*

- Explained the Ford F600's does not have air brakes and do not require CDL licensing;

*Kimberly Krauss:*

- Asked about the cost to repair the current truck

*Robert Flynn, Public Works Superintendent:*

- Stated the international cost is extremely expensive; explained he currently only has 2 of his five currently working

*Kimberly Krauss:*

- Further explained the international trucks must be sent out to be fix which he an extreme cost to the Township

*Robert Flynn, Public Works Superintendent:*

- Continued to discuss his 5-year plan for vehicle upgrades
- Spoke of request for tow behind trailer for asphalt; discussed current process compared to proposed upgrade to a hot box
- Continued to discuss vehicle upgrades and reason for each upgrade
- Discussed project cost requests
- Explained need for repaving at the Public Works building and pole barn to help with storage of equipment
- Discussed need for new HVAC system at Public Works building 2
- Spoke of possible request for a generator in the building which houses administrative offices for when power goes out; explained this would enable the offices to still take and accept phone calls and have access to internet

*Dustin Sturm, Superintendent of Recreation:*

- Discussed request for upgrading lines on the basketball court at the MLK Center; explained extensive use of the court throughout the year
- Explained request for new outdoor basketball nets at the MLK Center; continued to explain need for the new nets and use of the courts
- Discussed request for smithco that is used to help maintain the fields and costs associated

*Mayor Donohue:*

- Asked Dustin if he has an estimated cost for the Smithco

Dustin Sturm, Superintendent of Recreation:

- Stated yes between about \$15,000 and \$16,000; further explained what the cost covers with the machine
- Explained how heavily the machine is used

Committeeman Gandy:

- Clarified that this machine is what grades the infield of the baseball and softball fields

Dustin Sturm, Superintendent of Recreation:

- Stated yes

Committeeman Gandy:

- Further clarified that without this machine than Dustin and his workers would have to go out and clear all fields by hand

Dustin Sturm, Superintendent of Recreation:

- Explained that is what they have been doing to ensure the fields are ready for games

Kimberly Krauss:

- Clarified the most recent quote received for the smithco

Dustin Sturm, Superintendent of Recreation:

- Stated we would get additional quotes; explained they do not need a higher end smithco

Committeeman Norris:

- Asked how much money the tournaments at the fields from into the Township

Dustin Sturm, Superintendent of Recreation:

- Explained estimated costs received during tournaments; continued to discuss cost of man hours without the machine
- Spoke of request for paint machines for the sports fields; stated cost is between \$4,000 and \$5,000

Mayor Donohue:

- Asked for clarification that there are two machines currently in use

Dustin Sturm, Superintendent of Recreation:

- Stated yes, they currently have two in use and would like to have one additional to help with all the feilds

Committeeman Gandy:

- Stated he has seen some paint machines available on Gov Deals

Dustin Sturm, Superintendent of Recreation:

- Stated yes and explained it is all about maintaining the machines; continued to explained need for the machines to line fields for various sports; explained current process for lining feilds

Committeeman Gandy:

- Asked if they use the same paint

Dustin Sturm, Superintendent of Recreation:

- Explained they are currently using spray paint and the machine uses mixed paint

Committeeman Gandy:

- Asked if the mix paint will cost more

Dustin Sturm, Superintendent of Recreation:

- Stated no the mix paint is cheaper and lasts longer than the spray paint

Dustin Sturm, Superintendent of Recreation:

- Continued to explained process of lining fields with the current paint
- Explained he is still looking for quotes for the flooring at the MLK

Kimberly Krauss:

- Explained they were looking to replace all the vinyl flooring and baseboards at the MLK Center; further explained they reached out the Avalon Carpet in an effort to secure a quote to go out to bond for that replacement
- Spoke of discussions about painting the fence at field one or replacing the fence entirely; explained the school would be willing to split the cost for a chain link fence

Dustin Sturm, Superintendent of Recreation:

- Asked if they could reach out to a big box store and receive quotes from them as well

Kimberly Krauss:

- Stated yes and explained they must first receive quotes so they no what the Township needs to bond for then once done the Township can go out to bid depending on how much the replacement will cost

Committeeman Gandy:

- Asked about the painting of a fence

Kimberly Krauss:

- Spoke of discussions about painting the fence at field one or replacing the fence entirely; explained the school would be willing to split the cost for a chain link fence

Dustin Sturm, Superintendent of Recreation:

- Continued to discuss fence replacement

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

### **Administration:**

### **Finance:**

### **Public Works:**

### **Engineering:**

### **Legal:**

### **Tax Collection:**

**Tax Assessment:****Construction/Planning/Zoning:****Recreation:****Police / Animal Control/ Code Enforcement:****Buildings and Grounds:****Sewer:****Economic Development:****Personnel:****Zoning:****Township Clerk:****PUBLIC COMMENT:***Ed Dillio, CMCH:*

- Commented on request for a generator at Public Works suggested a type of generator needed for the building

*Stan Doniger, Rio Grande:*

- Asked about practicability of sharing machines with another municipality

*Mayor Donohue:*

- Explained reason sharing equipment would not be practical

*Bob Noel:*

- Asked if numbers proposed by the various departments would be included in the budget

*Kimberly Krauss:*

- Asked Susan Quinones for further clarification

*Susan Quinones, Chief Financial Officer:*

- Explained capital budget number in the budget

Motion to Adjourn Meeting – 5:45 pm

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

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

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Andrea N. Singley, Deputy Township Clerk

Minutes prepared by E. Bowman