

WORK SESSION & REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL
March 4, 2019 - 7:00 P.M.

Meeting called to order

Opening Announcement
Pledge of Allegiance & Moment of Silence
Roll Call & Determination of Quorum

Work Session

Presentation of Plaque to Evelyn Waggenhoffer from the Historic Preservation Commission

Consent Agenda

- Approval of N.J.State Firemen's Association Membership Application's – B. Cassidy, M.Demberger, Jr., D.Klemovitch, R.Willey, Jr. & S.Zinkus; Villas Volunteer Fire Company
- Approval of Minutes February 20, 2019
- Approval of Closed Session Minutes February 20, 2019
- Res. #2019-97 Payment of Vouchers \$ 988,480.41
- Res. #2019-98 Amend Resolution #2019-89; A Resolution Approving the Acceptance of and Participation in the State of New Jersey, Department of Law and Public Safety Emergency Management Agency Assistance (EMMA) Subgrant FY2018
- Res. #2019-99 A Resolution Requesting Release of Performance Guarantee for Dolphin Dock, LLC; Block 764, Lots 32-45 & Block 766, Lots 9-22 & 23.01 Escrow #Z16-03-05 (\$13,206)
- Res. #2019-100 Bid Acceptance and Award for Landscaping Services for Various Locations Within the Township for 2019 with an Option for 2020 (Bayshore Landscaping \$39,400)
- Res. #2019-101 Bid Acceptance and Award for Fertilizing Services for Various Locations within the Township for 2019 with an Option for 2020 (Bayshore Landscaping \$13,200)
- Res. #2019-102 Authorization for Waiver of Fees for Historic Cold Spring Village (\$100)
- Res. #2019-103 Bid Acceptance and Award of a Double Sided LED Township Sign Installed (KC Signs & Awnings \$23,990.)
- Res. #2019-104 Authorization for Refund of Taxes (2 properties \$1,379.25)
- Res. #2019-105 Authorization for the Payout of Accumulated Compensatory Time (T.Shough \$3,325.90)
- Res. #2019-106 Authorization for the Payout of Accumulated Compensatory Time (W.Kocis \$2,262.36)
- Res. #2019-107 Approving A Professional Service Contract with Mott MacDonald to Review and Update the Township's Stormwater Pollution Prevention Plan (\$6,300)
- Res. #2019-108 Bid Acceptance and Contract Award for Reconstruction of Miramar Avenue, Foster Avenue, Idell Road, Woolson Road and Crescent Drive (South State Inc. \$433,704.)
- Res. #2019-109 Authorizing the Payout of Terminal Leave (D.LaSerre \$32,821.40)
- Res. #2019-110 Authorizing Payout of Terminal Leave (A.Grier \$1,378.23)
- Res. #2019-111 Resolution Adopting VOYA Financial Advisors Inc. Specimen 457 Plan Document
- Res. #2019-112 Authorizing the Sale of Township of Lower Surplus No Longer Needed for Public Use on GOVDEALS Online Public Auction
- Res. #2019-113 Amend Resolution #2019-84; A Resolution Adopting AXA Equitable Specimen 457 Plan Document
- Res. #2018-114 A Resolution Authorizing the Donation of an Inoperable 2003 John Deere Backhoe, No Longer Needed for Public Use, to the Lower Township Elementary Schools
- Res. #2019-115 Authorizing Payout of Terminal Leave (D.Montgomery \$7,741.27)

Regular Agenda

Manager's Report

Council Comments

Call to the Public

Adjourn

COUNCIL MEETING MINUTES – February 20, 2019

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on February 20, 2019 at 7:00 p.m. in the meeting room of the Township Hall, 2600 Bayshore Road, Villas, New Jersey.

The Clerk announced that the meeting was being held in compliance with the Open Public Meetings Act and that adequate notice of the meeting had been provided according to law.

The following members of Council were present for roll call taken by the Clerk:

- Councilmember Thomas Conrad
- Councilmember David Perry
- Councilmember Roland Roy, Jr.
- Deputy Mayor Frank Sippel
- Mayor Erik Simonsen

Also present: James Ridgway, Township Manager, David Stefankiewicz, Township Solicitor and Karen Fournier, Deputy Township Clerk

Work Session

Consent Agenda

Approval of Minutes February 4, 2019

Res. #2019-88 Payment of Vouchers \$ 328,167.36

Res. #2019-89 A Resolution Approving the Acceptance of and Participation in the State of New Jersey, Department of Law and Public Safety Emergency Management Agency Assistance (EMAA) Subgrant FY2018

Res. #2019-90 A Resolution Authorizing the Transfer of Firearms No Longer Needed to a Licensed Firearms Dealer for Private Sale

Res. #2019-91 Approval of Change Order #1 to South State Inc for Reconstruction of Georgia Avenue, Alabama Avenue & Main Street (\$14,438.09)

Res. #2019-92 Approval of Preserve New Jersey Historic Preservation Fund Administered by the New Jersey Historic Trust (\$38,850.)

Res. #2019-93 2019 Distracted Driving Crackdown U Drive. U Text. U Pay.

Res. #2019-94 Approving a Shared Service Agreement between the Township of Lower and the Township of Middle for Municipal Court Staff Personnel

Res. #2019-95 A Resolution Authorizing the Execution of a Statement of Consent Form required by the New Jersey Department of Environmental Protection, Division of Water Quality, in Connection with the Roseann Avenue Roadway and Utilities Improvements Project (Mayor to sign application to DEP)

Ordinance #2019-03 An Ordinance Amending Chapter 3-22 (D) of the Code of the Township of Lower, Providing that Township Residency will be a Preferential Consideration, But It Will Not Be Solely Determinative For Appointment of Non-Police Department Applicants – This is the first reading of this Ordinance. The second reading and public hearing has been scheduled for March 18, 2019.

Ordinance #2019-04 An Ordinance Amending Chapter 56, Local Defense/Emergency Management Council, of the Code of the Township of Lower – This is the first reading of this Ordinance. The second reading and public hearing has been scheduled for March 18, 2019

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
PERRY	X		X			
ROY		X	X			
SIPPEL			X			
SIMONSEN			X			

Regular Agenda

Manager's Report

Manager Ridgway spoke about upcoming meetings regarding Opportunity Zones; he shared news about the Township receiving the 2018 Climate Adaptation Leadership Award from the Association of Fish & Wildlife Agencies; he gave an update on the Schellenger's Landing Project; and spoke about the David C. Douglass memorial ceremony.

Engineer's Report

Mark Sray, Mott MacDonald, gave an update on current engineering projects including Roseann Avenue Roadway and Utility Improvements, Beach Access Improvements, Recreation Center Restrooms Upgrades, Emergency Repair to Pipeline on Clubhouse Dr., and Mulligan Field Renovations Project.

Administrative Reports

Monthly Reports – Clerk, Construction, Dog, Tax, Vital Statistics

Council Comments

Councilmember Conrad applauded the Planning and Zoning Boards and all the unsung heroes responsible for the Climate Adaptation Leadership Award.

Councilmember Perry - no comments

Councilmember Roy thanked Manager Ridgway and Mark Sray for their detailed updates.

Deputy Mayor Sippel reminded about the benefit for NJ Run for the Fallen, and announced that Cape May beach tags are free to veterans.

Mayor Simonsen commented on the memorial ceremony for David C. Douglass and vowed Council's continued commitment to public safety.

Call to the Public

Closed Session

Res. #2019-96 Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. **Attorney-Client Privilege / Possible Litigation**

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
PERRY		X	X			
ROY			X			
SIPPEL	X		X			
SIMONSEN			X			

Council adjourned to Closed Session at approximately 7:16 p.m.

Council returned to Open Session at approximately 8:20 p.m.

Adjournment

There being no further business to address, motion to adjourn moved by Councilmember Perry, seconded by Deputy Mayor Sippel. Motion to adjourn was unanimous. Meeting adjourned at 8:21 p.m.

Mayor

Township Clerk

Approved:

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01403 ENFORSYS FIRE SYSTEMS, INC*	19-00351	01/29/19	NFIRS MAINTENANCE AGREEMENT	Open	1,037.00	0.00		
01480 E-Z PASS	19-00518	02/15/19	TOLLS	Open	200.00	0.00		
01661 GENERAL SALES ADMINISTRATION*	18-01505	06/04/18	NEW VEHICLE OUTFITTING	Open	18,766.00	0.00		
01667 GLOUCESTER COUNTY POLICE ACAD*	19-00041	01/04/19	TRAINING- 2/14/18 - 2/15/18	Open	120.00	0.00		
	19-00250	01/17/19	TRAINING 2-11-19 THU 2-13-19	Open	120.00	0.00		
					240.00			
01785 ROBERT HARTMAN SR	19-00630	02/27/19	JAN-MARCH 2019 CONTRACT REIMB	Open	406.50	0.00		
01824 ROBERT J. HERITAGE	19-00224	01/15/19	CONTRACTUAL REIMBURSEMNT M	Open	176.55	0.00		B
01898 HERITAGE BUSINESS SYSTEMS, INC*	19-00469	02/11/19	STAPLE CARTRIDGES	Open	86.00	0.00		
02247 LAWSON PRODUCTS, INC.*	19-00314	01/25/19	SUPPLIES FOR DPW/FEB	Open	755.73	0.00		
02294 MARIE A. LOMONACO	19-00422	02/05/19	CONTRACTUAL REIMBURSEMENT M	Open	208.36	0.00		B
02402 MGL PRINTING SOLUTIONS	19-00597	02/26/19	CHECKS FOR COURT	Open	226.00	0.00		
02538 MARSH & MCLENNAN AGENCY, LLC*	19-00052	01/04/19	DNE\$26,674.08 BROKER	Open	2,222.84	0.00		B
02655 WILLIAM MCPHERSON	19-00629	02/27/19	CONTRACTUAL REIMBURSEMENT V	Open	185.00	0.00		
02719 MITCHELL PLENN	19-00561	02/21/19	REFUND FOR COACHING	Open	30.00	0.00		
02725 THOMAS MILLS	19-00598	02/26/19	101 APPLE BLOSSOM DR INSPECT	Open	28.23	0.00		
03026 NJ STATE HEALTH BENEFITS	19-00588	02/25/19	MARCH 2019 ID 024700	Open	194,825.74	0.00		
	19-00589	02/25/19	MARCH 2019 BENEFITS ID 024700	Open	61,242.81	0.00		
					256,068.55			
03293 BLAINE PAYNTER	19-00582	02/25/19	CONTACTUAL REIMBURSEMNT M	Open	36.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03460 V.E. RALPH & SON, INC.*	18-03174	12/03/18	PATROL SUPPLIES	Open	2,615.10	0.00		
03518 RIGGINS, INC.*	19-00606	02/26/19	OFF HIGHWAY DIESEL	Open	552.17	0.00		
03630 DAN SHERNO	19-00527	02/19/19	BASKETBALL OFFICIAL	Open	20.00	0.00		
03678 SMELTZER & SONS INC.*	19-00461	02/08/19	DE-ICER	Open	824.45	0.00		
03692 SOUTH JERSEY GAS CO*	19-00572	02/22/19	1/17/19-2/8/19 SJ GAS	Open	5,436.28	0.00		
03765 TAX COLL&TREAS ASSN OF C M C*	19-00493	02/11/19	2019 Membership	Open	100.00	0.00		
03766 JOAN TAYLOR	19-00523	02/19/19	CONTRACTUAL REIMBURSEMENT M	Open	400.00	0.00		
03810 MUNICIPAL UTIL AUTH USAGE COST	19-00502	02/14/19	10/15/18-1/15/19 SEWER POLICE	Open	80.00	0.00		
	19-00503	02/14/19	WATER 10/15/18- 1/15/19	Open	<u>1,168.87</u>	0.00		
					1,248.87			
03876 UNITED WATER TREATMENT CO INC*	19-00516	02/14/19	WATER TREATMENT FOR SYSTEM	Open	480.00	0.00		
03904 LOWE'S HOME CENTER INC*	19-00055	01/07/19	SUPPLIES/DPW/JAN	Open	639.36	0.00		
03947 VFIS*	19-00455	02/07/19	ADDING 2019 FORD EXPLORER	Open	977.83	0.00		
03969 VERIZON	19-00568	02/21/19	2/13-3/12/19 LANDLINES	Open	251.81	0.00		
6018 KENNETH BROWN	19-00557	02/21/19	REIMBURSEMENT-LACROSSE COACH	Open	15.00	0.00		
6059 USABLE LIFE	19-00587	02/25/19	MARCH 2019 LIFE INSURANCE	Open	632.31	0.00		
6071 UNITED UNIFORMS LIMITED LIAB*	19-00352	01/29/19	JACKET WITH EMBROIDERY DB	Open	143.99	0.00		
7079 SUBURBAN PROPANE L P*	19-00508	02/14/19	PROPANE-CLEM & FREEMAN DOUGLAS	Open	303.27	0.00		
7098 SHORE VETERINARIAN ANIMAL *	19-00053	01/04/19	LOWER ANIMAL CONTROL DNE \$54K	Open	4,500.00	0.00		B

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7118 ABSECON SOCIAL & ATHLETIC CLUB								
	19-00585	02/25/19	ABSECON MARCH MADNESS TOURNEY	Open	160.00	0.00		
7119 ENGINEERING DESIGN ASSOC*								
	18-03249	12/11/18	VILLAGE ROAD PROJ RES 2018-361	Open	1,967.50	0.00		B
	19-00359	01/30/19	RES 18-326 SCHELLENGERS LNDG	Open	8,380.00	0.00		B
	19-00360	01/30/19	RES 18-317 RABBIT RUN WATER	Open	2,488.75	0.00		B
	19-00594	02/25/19	PROFESSIONAL ENGINEERING	Open	460.00	0.00		
					<u>13,296.25</u>			
7196 LAUREN HUGGINS SUIT*								
	19-00032	01/04/19	2019 DNE 12,900.00	Open	1,075.00	0.00		B
7199 STAPLES CREDIT PLAN-INSTORE PU								
	19-00253	01/17/19	SUPPLIES	Open	468.38	0.00		
	19-00261	01/18/19	OFFICE SUPPLIES - CLERK	Open	208.08	0.00		
	19-00400	02/04/19	ADVANTAGE MEMBERSHIP 2019	Open	49.00	0.00		
					<u>725.46</u>			
7207 MOTOROLA SOLUTIONS								
	19-00258	01/18/19	RADIO CHARGERS	Open	360.00	0.00		
7225 FARM-RITE, INC*								
	19-00210	01/15/19	PARTS FOR COUNTY LOADER	Open	538.37	0.00		
7228 SOUTH STATE INC.*								
	19-00472	02/11/19	CONTRACT AWARD RECONSTRUCTION	Open	419,184.73	0.00		B
	19-00571	02/22/19	CHANGE ORDER #12-19	Open	14,438.09	0.00		
					<u>433,622.82</u>			
7257 SHORE GUYS HEATING & AIR COND*								
	19-00418	02/05/19	EMERGENCY WORK-NO HEAT- REC.	Open	139.77	0.00		
7354 FLEETPRIDE INC.*								
	19-00565	02/21/19	STUD/NUTS	Open	59.66	0.00		
	19-00581	02/25/19	BRAKE DRUMS	Open	716.68	0.00		
					<u>776.34</u>			
7355 HEATHER ROBINSON								
	19-00558	02/21/19	REIMBURSEMENT-LACROSSE COACH	Open	15.00	0.00		
7356 SAMANTHA THOMAS								
	19-00580	02/25/19	LACROSSE REIMBURSEMENT	Open	15.00	0.00		
7364 JOHN MONTGOMERY								
	19-00562	02/21/19	SOCCER COACH- SPRING	Open	15.00	0.00		
7475 SUZANNE M SCHEID								
	19-00584	02/25/19	CONTRACTUAL REIMBURSEMNT M	Open	68.50	0.00		
7507 STEFANKIEWICZ & BELASCO LLC								
	19-00046	01/04/19	RES 2019-01 DNE 28,000	Open	2,333.33	0.00		B

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7507 STEFANKIEWICZ & BELASCO LLC								
	19-00047	01/04/19	DNE \$97,000 EXPENSES	Open	<u>7,107.05</u>	0.00		
					9,440.38			
7508 BLANEY & KARAVAN PC*								
	19-00050	01/04/19	RES#2019-05 PROSECUTOR DNE\$40K	Open	3,333.33	0.00		B
7636 MOTT MACDONALD LLC*								
	18-02229	08/16/18	USACE PLANS	Open	560.00	0.00		B
	19-00590	02/25/19	PROFESSIONAL ENGINEERING	Open	744.60	0.00		
	19-00591	02/25/19	PROFESSIONAL ENGINEERING	Open	623.25	0.00		
	19-00592	02/25/19	PROFESSIONAL ENGINEERING	Open	41.55	0.00		
	19-00593	02/25/19	PROFESSIONAL ENGINEERING	Open	<u>215.00</u>	0.00		
					2,184.40			
7696 UPPER TOWNSHIP WRESTLING ASSOC								
	19-00533	02/19/19	WRESTLING MATCH OFFICIAL	Open	194.50	0.00		
7728 SOUTH JERSEY ENERGY								
	19-00619	02/27/19	12/18-1/18/19 SJE	Open	1,185.02	0.00		
7737 STEPHEN PRINCE								
	19-00531	02/19/19	BASKETBALL OFFICIAL	Open	440.00	0.00		
7814 AVALON COFFEE NCM								
	19-00507	02/14/19	SUPPLIES FOR DOUGLASS MEMORIAL	Open	66.53	0.00		
7876 DAVID DOUGLASS								
	19-00559	02/21/19	FINGERPRINT/BACKGROUND	Open	21.41	0.00		
7896 CMC COURT ADMINISTRATORS ASSOC								
	19-00345	01/29/19	2019 COURT ADMIN DUES	Open	200.00	0.00		
7929 AMAZON CAPITAL SERVICES, INC								
	19-00242	01/17/19	OFFICE SUPPLY	Open	465.71	0.00		
	19-00467	02/11/19	SUPPLIES - DPS	Open	456.43	0.00		
	19-00517	02/15/19	OFFICE SUPPLIES	Open	112.10	0.00		
	19-00570	02/22/19	LED BULBS -MILLMAN SCONCES	Open	62.12	0.00		
	19-00573	02/22/19	OFFICE SUPPLIES	Open	<u>46.17</u>	0.00		
					1,142.53			
7959 ALL PRO TEAM SPORTS								
	19-00334	01/29/19	LACROSSE ADDITIONAL JERSEYS	Open	380.00	0.00		
8012 FRED LAHM								
	19-00529	02/19/19	BASKETBALL OFFICIAL	Open	50.00	0.00		
8023 CONSTELLATION NEW ENERGY INC								
	19-00599	02/26/19	1/18/19-2/14/19	Open	3,669.84	0.00		
8035 LANGUAGE LINE SERVICES INC								
	19-00453	02/07/19	INTERPRETATION SERVICE	Open	11.93	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
8054 CRYSTAL HINES	19-00530	02/19/19	BASKETBALL OFFICIAL	Open	100.00	0.00		
8061 NATIONAL COATINGS & SUPPLIES	19-00391	01/31/19	CASES OF SPRAY PAINT	Open	690.00	0.00		
8070 JOE LLOYD	19-00528	02/19/19	BASKETBALL OFFICIAL	Open	50.00	0.00		
8071 LILLIAN MEEHAN	19-00536	02/20/19	REFUND TAX B 349.13 / L 28	Open	510.41	0.00		
8073 DANIEL & TRACEY SCHEITRUM	19-00622	02/27/19	REFUND TAX PAYMENT B 131 L 46	Open	868.84	0.00		
8074 OCEAN CITY JR WRESTLING CLUB	19-00628	02/27/19	WRESTLING MATCH OFFICIAL	Open	42.50	0.00		
8208 GUARDIAN DOCUMENT DESTRUCTION*	19-00190	01/11/19	SHREDDING CONTAINERS MONTHLY	Open	238.00	0.00		
BLAUE BLAUER ASSOCIATES INC*	15-01940	07/22/15	RES#2015-214 2016 SMALL CITIES	Open	270.00	0.00		B
DUNKI DUNKIN DONUTS	19-00506	02/14/19	SUPPLIES FOR DOUGLASS MEMORIAL	Open	47.95	0.00		
NELCO005 Nelco	19-00522	02/19/19	1095 C Filing	Open	673.18	0.00		PC1
SALINSKY NICOLE SALINSKY	19-00560	02/21/19	REIMBURSEMENT- LACROSSE COACH	Open	15.00	0.00		
TRANSACTION TRANSACTION CONFERENCE	19-00371	01/31/19	CONFERENCE	Open	205.00	0.00		

Total Purchase Orders: 108 Total P.O. Line Items: 0 Total List Amount: 988,480.41 Total Void Amount: 0.00

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-98

Title: **AMENDING RESOLUTION #2019-89; A RESOLUTION APPROVING THE ACCEPTANCE OF AND PARTICIPATION IN THE STATE OF NEW JERSEY, DEPARTMENT OF LAW AND PUBLIC SAFETY EMERGENCY MANAGEMENT AGENCY ASSISTANCE (EMAA) SUBGRANT FY2018**

WHEREAS, the Township of Lower office of Emergency Management has applied for and been awarded a State Homeland Security Grant Program Sub-grant **CFDA #97.042, Award #FY18-EMPG-EMAA-0505** from New Jersey State Police Office of Emergency Management. The Sub-grant, consisting of a total amount of \$20,457.85, including \$10,000.00 Federal Award and \$10,457.85 Local Matching Funds, is for the purpose of enhancing Lower Township's ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies; and

WHEREAS, the Township of Lower, as the sub-recipient, by virtue of this Resolution, is authorizing the acceptance of the award; and

WHEREAS; the Township of Lower certifies that the funds will be used for salary, wages and fringe benefits; and

WHEREAS, the Township of Lower further certifies that use of specific grant money is for the specific purpose as set forth in the application and the Emergency Management Performance Grant Award Conditions.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that State Homeland Security Grant Program Sub-grant **CFDA #97.042, Award #FY18-EMPG-EMAA-0505** from New Jersey State Police Office of Emergency Management is hereby approved.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-89

Title: **A RESOLUTION APPROVING THE ACCEPTANCE OF AND PARTICIPATION IN THE STATE OF NEW JERSEY, DEPARTMENT OF LAW AND PUBLIC SAFETY EMERGENCY MANAGEMENT AGENCY ASSISTANCE (EMAA) SUBGRANT FY2018**

WHEREAS, the Township of Lower office of Emergency Management has applied for and been awarded a State Homeland Security Grant Program Sub-grant **CFDA #97.042**, Award **#FY18-EMPG-EMAA-0505** from New Jersey State Police Office of Emergency Management. The Sub-grant, consisting of a total amount of \$20,457.85, including \$10,000.00 Federal Award and \$10,457.85 Local Matching Funds, is for the purpose of enhancing Lower Township's ability to prevent, protect against, respond to and recover from acts of terrorism, natural disasters and other catastrophic events and emergencies; and

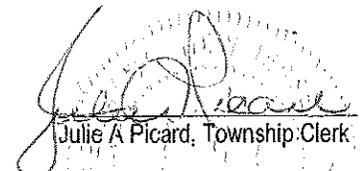
WHEREAS, the Township of Lower, as the sub-recipient, by virtue of this Resolution, is authorizing the acceptance of the award; and

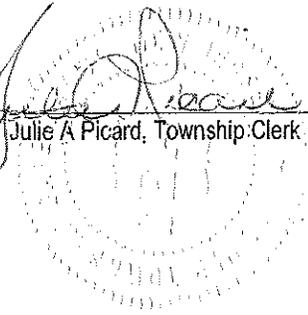
WHEREAS, the Township of Lower further certifies that use of specific grant money is for the specific purpose as set forth in the application and the Emergency Management Performance Grant Award Conditions.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that State Homeland Security Grant Program Sub-grant **CFDA #97.042**, Award **#FY18-EMPG-EMAA-0505** from New Jersey State Police Office of Emergency Management is hereby approved.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
PERRY	X		X			
ROY		X	X			
SIPPEL			X			
SIMONSEN			X			

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 20, 2019


Julie A. Picard, Township Clerk



TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-99

Title: A RESOLUTION REQUESTING RELEASE OF PERFORMANCE GUARANTEE FOR DOLPHIN DOCK, LLC; BLOCK 764, LOTS 32-45 & BLOCK 766, LOTS 9-22 & 23.01, ESCROW #Z16-03-05

WHEREAS, Dolphin Dock, LLC posted a Performance Guarantee with the Township of Lower, in the amount of \$13,206.00; and

WHEREAS, the Township Engineer has recommended the improvements having a total value of \$13,206.00 have been properly installed and are presently acceptable.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the Performance Guarantee be and hereby is released.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk

MEMORANDUM

TO: Mayor Erik Simonsen &
Council members

FROM: William J. Galestok, PP,AICP
Director of Planning

DATE: February 25, 2019

RE: Dolphin Dock, LLC
Block 764, Lots 32-45 & Block 766, Lots 9-22
MM #366718CM12
Twp. Escrow #Z16-03-05
Resolution # 2019-99

The Land Development Ordinance of the Township of Lower, Chapter, XVI, Subsection 400-81E, requires that, "The governing body shall by resolution, release or declare in default each Performance Guarantee".

Pursuant to the above referenced Subsection 400-81E, Resolution # 2019-99 is required to release the Performance Guarantee held in trust by the Township of Lower for Dolphin Dock, LLC, Block 764, Lots 32-45 & Block 766, Lots 9-22. The required final inspection report, certifying completion, compliance and condition of the work, has been received from the Township Engineer, Mott MacDonald.

The Township Engineer recommends release of the retained \$13,206.00.

cc: financial file



Mr. William J. Galestok, PP, AICP
Lower Township Planning Director
2600 Bayshore Road
Villas, NJ 08251

Via E-Mail

Your Reference
Twp. No. Z16-03-05

**Miss Chris Marina & Back Harbor Boat Sales
Township of Lower, Cape May County**

Our Reference
366718CM12

211 Bayberry Drive
Suite 1A
Cape May Court House NJ
08210

February 14, 2019

Dear Mr. Galestok:

T +1 (609) 465 9377
F +1 (609) 465 5270
mottmac.com

Per the Developer's request for a performance guarantee release, Mott MacDonald conducted multiple inspections at the above referenced site. The inspections were based on a review of the drawings entitled "Site Plan – Miss Chris Marina & Back Harbor Boat Sales Tax Block 764, Tax Lots 32 Thru 45, Tax Block 76, Tax Lots 9 Thru 22 & 23.01, Township of Lower, Cape May County, New Jersey" Sheets 1 through 4, prepared by John E. Halbruner, PE, dated January 8, 2016 and revised March 8, 2016.

The inspections revealed that, to the best of our knowledge and belief, the site improvements have been installed in accordance with the above referenced documents and comply with the Land Development Ordinance of the Township of Lower. Mott MacDonald recommends that the performance bond for the project be released. A maintenance bond is not required.

Should you have any questions, please do not hesitate to call.

Very truly yours,

Mott MacDonald, LLC

A handwritten signature in black ink, appearing to read 'Shawn A. Carr'.

Shawn A. Carr, PE, CME
Senior Project Engineer
T +1 (609) 465 9377 F +1 (609) 465 5270
shawn.carr@mottmac.com

SAC/rml

cc: Lisa Schubert, Planning Board Secretary (via e-mail)
Mark R. Sray, PE, CME, Mott MacDonald (via e-mail)

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-100

Title: **BID ACCEPTANCE AND AWARD FOR LANDSCAPING SERVICES FOR VARIOUS LOCATIONS WITHIN THE TOWNSHIP FOR 2019 WITH AN OPTION FOR 2020**

WHEREAS, on February 5, 2018 Resolution #2018-64 accepted and awarded Landscaping Services for Various Locations in the Township of Lower for 2018 and 2019 with an option for 2020; and

WHEREAS, Bayshore Landscaping, LLC was the lowest qualified bidder, complied with the specifications, supplied all required bid documents and the CFO has certified the availability of funds as evidenced by her signature below:

Appropriation: 9-01-27-340-281

Signature: Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following contract is hereby awarded:

AWARD TO: BAYSHORE LANDSCAPING INC.
TOTAL: \$39,400.00 FOR 2019
***Price Sheet attached if additional cuts are needed throughout the year**
\$39,400.00 FOR 2020 (Contract will be awarded annually by Council)

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk

PROPOSAL PAGE A

**Re-Bid 2017-10 Landscaping Services for Various Locations in Township of Lower
2018 and 2019 option for 2020**

The undersigned proposes to furnish and deliver the above goods/services pursuant to the contract bid specification and made part hereof:

The initial term of this contract shall be from March 1, 2018 and continuing through December 31, 2018. Providing that the performance under this contract is satisfactory and that the contractor complies with the requirements of the specifications, the contract may be extended for two (2) additional years, in one (1) year optional increments. The options to extend the contract shall be at the sole discretion of the Township of Lower and shall be enacted by a resolution of award by the Township Council.

Item 1: 2018 YEAR Total Price Proposal for Grounds and Park Bid Maintenance

\$ 39,400⁰⁰

Thirty Nine Thousand four Hundred Dollars
Amount in words

Item 2: 2019 YEAR Total Price Proposal for Grounds and Park Bid Maintenance

\$ 39,400⁰⁰

Thirty Nine Thousand four hundred dollars
Amount in words

Item 3: 2020 YEAR Total Price Proposal for Grounds and Park Bid Maintenance

\$ 39,400⁰⁰

Thirty Nine Thousand four Hundred dollars
Amount in words

Item 4: Proposal Page B: Exhibit A- Submit attached price list for additional cuts if needed.

Bayshore Landscaping Inc.
Company Name

39 Suzanne Ave. N Cape May.
Address

[Signature]
Signature of Authorized Agent

22-3020150

Federal I.D. # or Social Security #

12/12/17

Date

John McNulty
Type or Print Name

Re-Bid 2017-10 PROPOSAL PAGE B

Exhibit A

PRICE LISTING FOR ADDITIONAL CUTS FOR EACH PROPERTY WHEN NEEDED

Location ID	Description	Location Address	Tier	Price Per Cut
1	Millman Center	209 Bayshore Road Villas	1	65
2	Clem Mulligan Field	Caroline Avenue, Villas	1	110
3	Fishing Creek School	2102 Bayshore Road, Villas	2	40
4A & 4B	Municipal Complex	2600 Bayshore Road, Villas	1	125
5	Tahoe Circle	Tahoe/Bybrook Drive, Villas	3	25
6	Mindy Park	Mindy Avenue, Villas	2	25
7	Mayflower Circle	Mayflower Circle, NCM	2	25
8	Haverford Triangle	Haverford Avenue, NCM	2	25
9	Pilgrim Circle	Washington Blvd Circle, NCM	2	25
10	Rosehill Stripway	Rosehill Parkway, NCM	2	40
11	Lower Twp. Pool	700 Winslow Avenue, NCM	2	
12	Canal Park	Canal Park Cape May Lewis Ferry	2	105
13	Jonathon Hoffman	Jonathon Hoffman Road, NCM	1	125
14	Tranquillity Park	Nantucket Road/Captain, NCM	2	45
15	Dept Public Works	771 Seashore Road, Emma	1	45
16	Freeman Douglass Pk	677 Route 9 North, Emma	1	225
17	Duck Pond	Timber Lane/Carringe Lane, Emma	2	45
18	Diamond Beach	Rochester & Pacific, WWC	3	25
19	Beach Access Entry Benches	Emerson to Lincoln, NCM	*as needed	20
20	Foster House	1649 Bayshore Road, Villas	2	35
21	Minnick School Fields J Fields and surrounding common areas	905 Seashore Road, Cape May	1	175

Bayshore Landscaping Inc.
Company Name

319 Suzanne Ave. N. Cape May, NJ
Address

[Signature]
Signature of Authorized Agent

22-3020150
Federal I.D. # or Social Security #

12/12/17
Date

John McNulty
Type or Print Name

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2019-101

Title: **BID ACCEPTANCE AND AWARD FOR FERTILIZING SERVICES FOR VARIOUS LOCATIONS
WITHIN THE TOWNSHIP FOR 2019 WITH AN OPTION FOR 2020**

WHEREAS, on February 5, 2018 Resolution #2018-65 accepted and awarded the Fertilizing Services for Various Locations within the Township of Lower for 2018 and 2019, with an option for 2020; and

WHEREAS, Bayshore Landscaping, LLC was the lowest qualified bidder, complied with the specifications, supplied all required bid documents and the CFO has certified the availability of funds as evidenced by her signature below:

Appropriation: 9-01-27-340-281

Signature: Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following contract is hereby awarded:

**AWARD TO: BAYSHORE LANDSCAPING INC.
TOTAL: \$13,200.00 FOR 2019
\$13,200.00 FOR 2020 (Contract will be awarded annually by Council)**

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-102

Title: AUTHORIZATION FOR WAIVER OF FEES FOR HISTORIC COLD SPRING VILLAGE

WHEREAS, Historic Cold Spring Village, located at 720 Route 9, North Cape May, has received Alarm Registration Fee Notices for four (4) of the buildings located at Historic Cold Spring Village in the amount of \$25.00 each totaling a fee of \$100.00; and

WHEREAS, Historic Cold Spring Village is a non-profit corporation and has requested the Township waive each of the fees associated with the Alarm Fee Registration Notices; and

WHEREAS, the Township Council has reviewed their request and deems it appropriate to support local charitable organizations and non-profit organizations that support and enhance the township and its community.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that all four (4) Alarm Registration Fees, attached hereto, be waived.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk



LOWER TOWNSHIP POLICE DEPARTMENT

William Mastriana
Chief of Police

FEB 09 2019

ALARM REGISTRATION FEE DUE NOTICE

CAPTAIN MARTIN BIERSBACH
Executive Officer

LT. WILLIAM PRIOLE
Administrative Lieutenant

LT. DONALD VANAMAN
Operations Lieutenant

SFC. Kevin Lewis
Administrative Sergeant

HEADQUARTERS
Cape May County Airport
405 Breakwater Road
Erma, NJ 08204

Office: (609) 886-1619
Fax: (609) 886-5289

2/7/2019

Cold Spring Village Country Store
Attn: John B. Ryan
720 Route 9
Cape May, NJ 08204

Dear Resident,

The Lower Township Police Department requires all home and business owners that have an alarm system installed to be properly registered and permitted as per municipal regulations. This letter serves as confirmation that you have submitted your alarm to be registered pending payment.

There is a \$25.00 registration fee due per local ordinance that can be made by cash, check, or money order. Upon receipt of your payment you will receive an alarm registration number and letter to provide to your alarm company.

Municipal ordinance requires all home and business owners to also re-registered each calendar year.

Please be advised that repeated false alarm activations can result in notices of violation or a summons being issued.

Should you wish to update the registration information, the required alarm registration form is available on the municipality's Web-Site www.lowertownshippolice.com/forms

If you should have any question please contact Suzanne Scheid by e-mail gamble@lowertownshippolice.com or by phone 609-886-1619 Ext 115.

Thank you for registering your alarm with us

Respectfully,

Suzanne Scheid



LOWER TOWNSHIP POLICE DEPARTMENT

William Mastriana
Chief of Police

FEB 09 2019

ALARM REGISTRATION FEE DUE NOTICE

CAPTAIN MARTIN BIERSBACH
Executive Officer

LT. WILLIAM PRIOLE
Administrative Lieutenant

LT. DONALD VANAMAN
Operations Lieutenant

SFC. Kevin Lewis
Administrative Sergeant

HEADQUARTERS
Cape May County Airport
405 Breakwater Road
Erma, NJ 08204

Office: (609) 886-1619
Fax: (609) 886-5289

2/7/2019

Cold Spring Village Welcome Center
Attn: John B. Ryan
720 Route 9
Cape May, NJ 08204

Dear Resident,

The Lower Township Police Department requires all home and business owners that have an alarm system installed to be properly registered and permitted as per municipal regulations. This letter serves as confirmation that you have submitted your alarm to be registered pending payment.

There is a \$25.00 registration fee due per local ordinance that can be made by cash, check, or money order. Upon receipt of your payment you will receive an alarm registration number and letter to provide to your alarm company.

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If you should have any question please contact Suzanne Scheid by e-mail gamble@lowertownshippolice.com or by phone 609-886-1619 Ext 115.

Thank you for registering your alarm with us

Respectfully,

Suzanne Scheid



LOWER TOWNSHIP POLICE DEPARTMENT

William Mastriana
Chief of Police

FEB 13 2019

ALARM REGISTRATION FEE DUE NOTICE

CAPTAIN MARTIN BIERSBACH
Executive Officer

LT. WILLIAM PRIOLE
Administrative Lieutenant

LT. DONALD VANAMAN
Operations Lieutenant

SFC. Kevin Lewis
Administrative Sergeant

HEADQUARTERS
Cape May County Airport
405 Breakwater Road
Erma, NJ 08204

Office: (609) 886-1619
Fax: (609) 886-5289

2/7/2019

Cold Spring Grange Restaurant
Attn: John B. Ryan
735 Seashore Rd
Cape May, NJ 08204

Dear Resident,

The Lower Township Police Department requires all home and business owners that have an alarm system installed to be properly registered and permitted as per municipal regulations. This letter serves as confirmation that you have submitted your alarm to be registered pending payment.

There is a \$25.00 registration fee due per local ordinance that can be made by cash, check, or money order. Upon receipt of your payment you will receive an alarm registration number and letter to provide to your alarm company.

Municipal ordinance requires all home and business owners to also re-registered each calendar year.

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If you should have any question please contact Suzanne Scheid by e-mail gamble@lowertownshippolice.com or by phone 609-886-1619 Ext 115.

Thank you for registering your alarm with us

Respectfully,


Suzanne Scheid



LOWER TOWNSHIP POLICE DEPARTMENT

William Mastriana
Chief of Police

FEB 13 2019

ALARM REGISTRATION FEE DUE NOTICE

CAPTAIN MARTIN BIERSBACH
Executive Officer

LT. WILLIAM PRIOLE
Administrative Lieutenant

LT. DONALD VANAMAN
Operations Lieutenant

SFC. Kevin Lewis
Administrative Sergeant

HEADQUARTERS
Cape May County Airport
405 Breakwater Road
Erma, NJ 08204

Office: (609) 886-1619
Fax: (609) 886-5289

2/7/2019

Cold Spring Brewery
Attn: John B. Ryan
733 Seashore Rd
Cape May, NJ 08204

Dear Resident,

The Lower Township Police Department requires all home and business owners that have an alarm system installed to be properly registered and permitted as per municipal regulations. This letter serves as confirmation that you have submitted your alarm to be registered pending payment.

There is a \$25.00 registration fee due per local ordinance that can be made by cash, check, or money order. Upon receipt of your payment you will receive an alarm registration number and letter to provide to your alarm company.

Municipal ordinance requires all home and business owners to also re-register each calendar year.

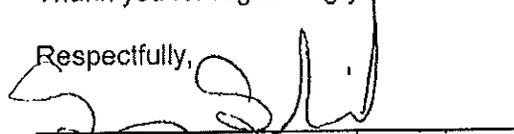
Please be advised that repeated false alarm activations can result in notices of violation or a summons being issued.

Should you wish to update the registration information, the required alarm registration form is available on the municipality's Web-Site www.lowertownshippolice.com/forms

If you should have any question please contact Suzanne Scheid by e-mail gamble@lowertownshippolice.com or by phone 609-886-1619 Ext 115.

Thank you for registering your alarm with us

Respectfully,



Suzanne Scheid

**Historic Cold Spring Village
720 Route 9
Cape May, New Jersey 08204**

Phone: (609)-898-2300, ext. 10

Fax: (609) 884-5926

Website: www.hcsv.org

Email: pasalvatore@hcsv.org

February 15, 2019

Ms. Julie Picard, Township Clerk
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

Dear Mayor Simonsen, Councilmen Sippel, Conrad, Perry and Roy:

Historic Cold Spring Village, a non-profit 501(c)(3) corporation, is a 19th c. Early American living history museum located in the Cold Spring section of the Township of Lower. As a member of the community, the Village provides jobs for local residents, serves as a catalyst for increasing business tourism dollars, and offers a site for free lectures, workshops, conferences, and fundraisers. Additionally, the museum hosts the organization's largest free event, the annual fall Pumpkin Festival, which includes the Lower Township Rec Department Annual Halloween Parade.

As the full-time non-salaried director of HCSV and a representative of both the Foundation that administers the Village and the small year-round staff that implements its day-to-day programs and projects, we are respectfully requesting that the annual permits and fees associated with the alarm systems be waived. Your consideration would be very much appreciated by the entire Village family.

With kindest regards,

Annie

Anne Salvatore, Executive Director/President

Cc: Suzanne Scheid

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2019-103

Title: **BID ACCEPTANCE AND AWARD OF A DOUBLE SIDED LED TOWNSHIP SIGN INSTALLED**

WHEREAS, Notice to Bidders #2019-02 for a Double Sided LED Sign Installed at the Township of Lower Municipal Building was advertised on the Township website on February 6, 2019 and opened on February 20, 2019 pursuant to the provisions of N.J.S.A. 19:44A-20.4 - Fair and Open Process; and

WHEREAS, Two (2) proposals were submitted and reviewed by the QPA and the Township Manager; and

WHEREAS, the bidder complied with the specifications and supplied all required certifications and bid documents and the CFO has determined sufficient funds are available in the budget as follows:

Appropriation: Ord #15-03 C-04-55-416-310 \$ 3,890.00
 Ord #16-04 C-04-55-418-530 \$ 20,100.00

CFO Signature: _____
 Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the contract for the above is hereby awarded as follows:

AWARD TO: KC SIGNS & AWNINGS
TOTAL AWARD: \$23,990.00

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk

P2P Re-Bid #2019-02

PROPOSAL PAGE

Double Sided LED Township Sign installed

The undersigned hereby declares that they have carefully read the documents attached and they fully understand Instructions to Bidders and will strictly adhere to all terms and conditions of said documents if awarded a contract therefore.

Total Bid: \$ 23,990
In Numbers

Twenty three thousand nine hundred ninety Dollars
In Words

<u></u> Signature	<u>Steve Clark</u> Printed Name
<u>Director of Sales</u> Title	<u>Kc Sign & Awnings</u> Name of Firm
<u>142 Conchester Hwy</u> Address	<u>Aston PA 19014</u> Address
<u>Steve Clark</u> Contact Person	<u>6102992086</u> Telephone
<u>23-2811816</u> Tax ID#	<u>SClark@KcSignco.com</u> E-mail

Exceptions:



KC Sign & Awnings
 142 Conchester Highway
 Aston, PA, 19014- USA
 Phone: (610)-497-0111 Fax: (610)-497-0110
 www.kcsignco.com
 info@kcsignco.com

Quote Submitted To:

TOWNSHI007
 Margaret Vitelli
 Township of Lower
 2600 Bahshore Rd
 Villas, NJ 08251- USA

Phone: (609) 886-2005 Ext.
 Fax:
 Email

Job Name and Location

Township of Lower
 2600 Bahshore Rd
 Villas, NJ 08251- USA

Quotation Number	Quote Date	Payment Terms	Contact	Page
037120	2/11/2019	50 Dep/Bal	EW	Page 1 of 2

Quantity	Description	Unit Price	Extended Price
----------	-------------	------------	----------------

1 Custom Fabricated Double Sided Sign with Electronic Message Center, to include:

- ID Header Sign
 - Overall Dimension - 26"h x 86"w x 26" deep
 - All Aluminum Construction
 - Aluminum Dimensional Trim Top & Bottom
 - 1-Color Matthews Painted Finish - Color _____
 - LED Illumination
 - 3/16" Thick White Acrylic Facing
 - Translucent Vinyl Lettering / Graphics
 - UL Listed and Approved
- Electronic Message Center
 - Double-Sided
 - Vantage 16mm 45 x 135 Pixel Matrix
 - Full Color Pixel Configuration (1R,1G,1B)
 - 281 Trillion Colors
 - 28" x 86" Active Viewing Window
 - Aluminum perforated mesh endcaps painted black
 - 10,000+ Brightness Level (Nits)
 - 160 Degree Viewing Angle
 - Wireless Data Connection
 - Complete Scheduling Software
 - On Site Setup and Training
 - 7 Year Manufacturer's Warranty (Parts & Labor)
- Pole Cover
 - Overall Dimension - 60"h x 48"w x 12"deep
 - Aluminum fabricated with painted finish - Color _____
- Installation:
 - Above installed onto (1) New 6" x 6" Steel Pole
 - 30" Round x 36" Deep Concrete Footer
 - Connection to customer supplied electrical lead ran to site of sign installation
 - Dedicated electrical line recommended for LED Display

\$23,990.00 \$23,990.00

Quotation Number
037120

Quote Date
2/11/2019

Payment Terms
50 Dep/Bal

Contact
EW

Page
Page 2 of 2

Quantity	Description	Unit Price	Extended Price
----------	-------------	------------	----------------

30% Down on any order, balance due upon completion unless otherwise agreed. Design sketches will be provided after deposit. Additional sketches or minor changes will be charged at current hourly rate. A "sign off" will be provided if requested. Any errors or omissions discovered after "sign off" are the customer's responsibility. Sketches and artwork remains the property of KC Sign Co. Quoted prices do not include permit costs. All required permits, licensing and fees are the customer's responsibility unless otherwise agreed. If KC Sign Co. is contracted to obtain permits, an additional charge will apply in addition to the permit and licensing costs. Electric must be supplied to the site by the customer. If not available, additional charges will apply for electric hook-up. All prices do not include applicable taxes. Customer must supply "Tax Exempt" form to be exempt from sales taxes. All signs are the property of KC Sign Co. until paid in full. All signs are custom made; therefore any cancellation of work will result in the forfeiture of deposit monies. KC Sign Co. does not offer refunds on any products. Standard Warranty is available on all signs. Damages occurring from "acts of God" are beyond our control and do not fall under any warranties. Signature indicates that the above prices, specifications, and conditions are satisfactory and are hereby accepted. KC Sign is authorized to do the work as specified. If payment is not received by outlined terms above and one and one half percent (1.5%) monthly charge will be assessed to any order.

Taxable:	\$0.00
NonTaxable:	\$23,090.00
SalesTax:	\$0.00
Freight:	\$0.00
Misc:	\$0.00
Total:	\$23,090.00

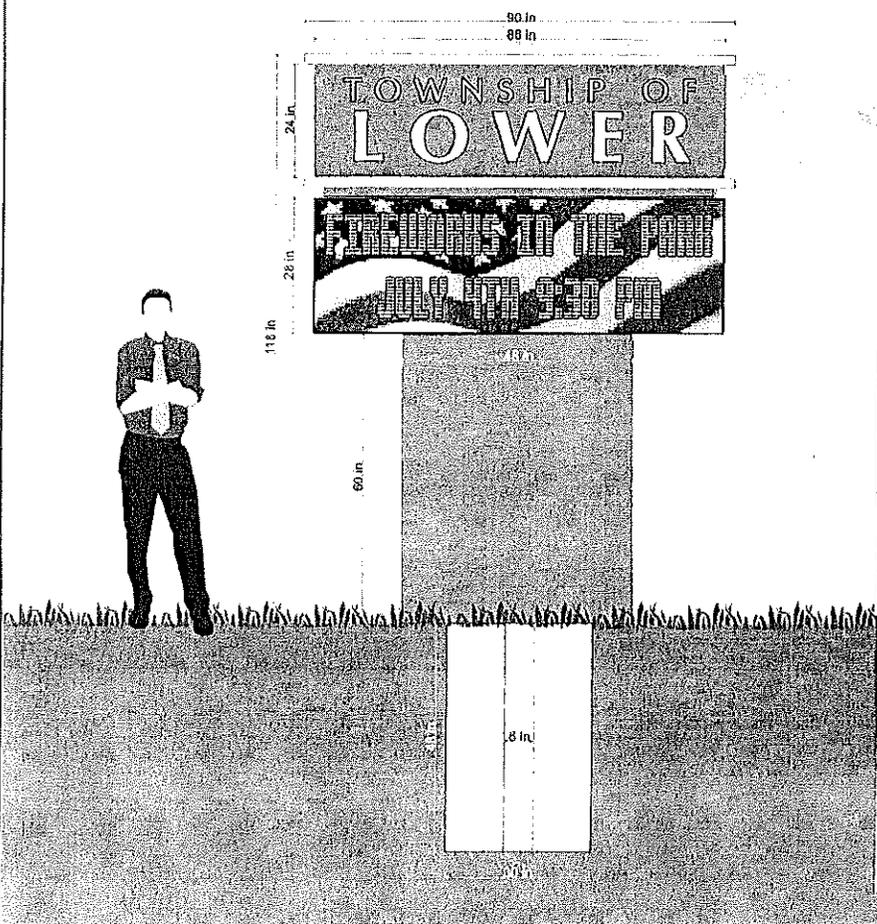
Thank You

For: Township of Lower

SIGNATURE: X _____ DATE: _____

PRELIMINARY ARTWORK - FINAL PROOF WILL BE PROVIDED PRIOR TO FABRICATION

LED



A LED Module
High grade LEDs, deflection cover system, easy front access fastening and best in class seals and construction.

F Display Encoder
Capable of being built with a custom size display module 1/2" typical or custom per customer preference.

B Surge Protection
Protection from unexpected power surge events to keep your system in top shape.

C Commercial Grade Power Supply
High grade power controls built to our specifications to give you better performance and protection.

D Darker 3" High Temperature PC
Industrial grade high temperature PC handles the most demanding of high resolution graphics needs and gives your system the best performance possible.

<p>Design - Build - Installation - Service</p>	<p>Customer Name: Starquest Township of Lower</p> <p>Address: 2600 Bayshore Rd, Yemassee, SC</p>	<p>Sign Description:</p>	<p>DATE: 01/28/19</p> <p>BY: EVJ</p> <p>CHK: SLJ</p>
	<p>Project No: 029932</p> <p>Quantity: 2</p>		<p>MANUFACTURER: INDUSTRIAL SIGN SYSTEMS</p> <p>Address: 142 Conchester Hwy, Aiken, SC 29801</p> <p>Phone: 803-942-9111</p> <p>Fax: 803-942-9111</p> <p>Email: info@industrial-sign.com</p>

THIS IS AN ORIGINAL UNPUBLISHED DRAWING OR LAYOUT BY K&C SIGN CO. IT IS SUBMITTED FOR YOUR APPROVAL AND CONSTRUCTION OF A PRODUCT BEING PLANNED BY K&C SIGN CO. IT IS FOR YOUR EYE ONLY. IT IS NOT TO BE USED, REPRODUCED, COPIED OR PRINTED IN ANY MANNER. THIS DRAWING IS PROPERTY OF K&C SIGN CO.

*NOTE: DUE TO VARIANCES AMONG COLOR PRINTED & COMPUTER MONITORS, THE COLORS YOU SEE ON YOUR PROOF MAY NOT BE THE EXACT COLORS OF OUR PRODUCTS. THE COLORS YOU SEE SHOULD BE CONSIDERED CLOSE APPROXIMATIONS TO THE ACTUAL COLORS AVAILABLE.

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-104

Title: AUTHORIZATION FOR REFUND OF TAXES

WHEREAS, the Township Tax Collector has certified an overpayment due to the reasons listed below;
and

WHEREAS, a refund is due.

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the CFO/Treasurer be and the same is authorized and directed to refund the overpayments according to the Tax Collector's certification on file with the CFO/Treasurer.

<u>Block</u>	<u>Lot</u>	<u>Refund To</u>	<u>Reason</u>	<u>Tax</u>
349.13	28	Lillian Meehan	Homeowner pd taxes escrowed By Mortgage Co	\$510.41
131	46	Daniel & Tracey Scheitrum	Homeowner pd taxes escrowed By Mortgage Co	\$868.84

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2019-105

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

WHEREAS, the employee listed below has accrued compensatory time due from the Township and has requested payment for this time; and

WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature _____ that adequate funding is available for such payment in the current budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that payment to Thomas Shough in the amount of \$ 3,325.90 is authorized and chargeable to the 2019 Budget account 9-01-25-240-127.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held March 4, 2019.

Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief William Mastriana
THRU: Sgt. Edwards
FROM: Patrolman Thomas Shough #210
DATE: 02/20/2019
SUBJECT: Comp Time Buy Out

Chief,

I am asking to submit this letter to payroll requesting a buy out of 160 hours accrued comp time. Thank you in advance for your attention to this request.

Respectfully Submitted,

Thomas Shough
Patrolman Badge 210

Thomas Shough #210

0* *

160* x

20*7869 =

3,325*904 *+

C File

Date

Officer

Comments

Date	Officer	Comments
2/20/19	<i>[Signature]</i>	Forwarded to Chief
2/20/2019	<i>[Signature]</i>	

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2019-106

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

WHEREAS, the employee listed below has accrued compensatory time due from the Township and has requested payment for this time; and

WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature _____ that adequate funding is available for such payment in the current budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that payment to William Kocis in the amount of \$2,262.36 is authorized and chargeable to the 2019 Budget account 9-01-25-240-122.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held March 4, 2019.

Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief William Mastriana
THRU: Sgt. Edwards
FROM: Patrolman William Kocis #207
DATE: 02/17/2019
SUBJECT: Comp Time Buy Out

Chief,

I am asking to submit this letter to payroll requesting a buy out of 100 hours accrued comp time. Thank you in advance for your attention to this request.

Respectfully Submitted,

William Kocis #207

William Kocis
Patrolman Badge 207

0 * *

10 * 6236 x

100 * =

2,262 * 350 * +

C	File	Date	Officer	Comments
		2/20/19	Sgt Edwards	Forwarded To Chief Mastriana
		2/20/19	Chief	

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-107

Title: **APPROVING A PROFESSIONAL SERVICE CONTRACT WITH MOTT MACDONALD
TO REVIEW AND UPDATE THE TOWNSHIP'S STORMWATER POLLUTION
PREVENTION PLAN**

WHEREAS, the Township of Lower is given authority by N.J.S.A. 40A:11-1 *et seq.* to enter into contracts for "Professional Services" without competitive bidding, when the need arises, so long as the award of such contract is made public by a Resolution of the Governing Body and satisfies the requirements of the New Jersey Pay-to-Play law; and

WHEREAS, Mott MacDonald has provided a proposal to Review and Update the Township's Stormwater Pollution Prevention Plan in an amount of \$6,300.00; and

WHEREAS, the Township Council desires to approve the proposal, and the CFO has certified the availability of funds by her signature in the budget as follows:

Appropriation: Ord #12-19 C-04-55-413-110

Signature: _____
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a Professional Service Contract without public bidding is awarded as follows:

1. The Project Proposal between Mott MacDonald and the Township of Lower, in the form attached hereto as EXHIBIT A, in the amount of \$6,300.00 is hereby approved.

BE IT FURTHER RESOLVED that a notice of Award of Professional Service Contract for the above award shall be published in the Township's Official paper.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk



Gary Douglass, CPWM
Public Works Superintendent
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

Via email at gdouglass@lowertownship.org

Your Reference
Stormwater Pollution
Prevention Plan

Our Reference
405951.CM.02

211 Bayberry Drive
Suite 1A
Cape May Court House NJ
08210

T +1 (609) 465 9377
F +1 (609) 465 5270
www.mottmac.com/americas

**Professional Engineering Services
Stormwater Pollution Prevention Plan**

February 25, 2019

Dear Mr. Douglass:

As requested, please find enclosed herewith our proposal to review and update the Township's Stormwater Pollution Prevention Plan that was completed in 2009 as well as address the deficiencies identified by the NJDEP in the following correspondence:

1. NJDEP Warning Letter dated January 28th
2. NJDEP Compliance Evaluation Inspection dated February 11th

Mott MacDonald will perform a desktop review of the latest revised Stormwater Pollution Prevention Plan (SPPP) for compliance with the NJDEP Municipal Stormwater Regulation Program as well address the applicable items identified in the above correspondence.

In consultation with the Public Works Department, Mott MacDonald will prepare a written report concerning the specific details of remedial measures to be instituted as well as an implementation schedule. The report and implementation schedule will need to be submitted to the NJDEP within thirty days (30) of the Township's receipt of the above referenced evaluation inspection.

Our office will contact the various departments and/or SPPP Team Members in preparing any necessary updates and revisions to the SPPP for continued compliance with the State regulations. We will make the necessary changes and revisions to the SPPP, and our office will provide one (1) original revised SPPP to the municipality for your records in addition to an electronic copy of the SPPP.

If certain elements or requirements of the SPPP are not in compliance and require additional field work, plan or ordinance preparation, our office will inform the municipality of said deficiencies and provide an additional scope of work and cost proposal to complete if requested. The scope of work for preparing the revised



SPPP under this Proposal does not include field survey work, utility investigations, or the preparation of as-built mapping.

We propose to complete the above scope of work for the lump sum amount of **\$6,300**.

Should you have any questions or require additional information, please do not hesitate to contact this office.

Very truly yours,

Mott MacDonald, LLC

A handwritten signature in black ink, appearing to read 'Mark R. Sray'. The signature is written in a cursive, flowing style.

Mark R. Sray, PE, CME
Senior Associate
T 609.465.9377
mark.sray@mottmac.com

cc: Jim Ridgway, Township Manager (via email)
Julie Picard, Township Clerk (via email)
Larry Plevier, PE, CME, Mott MacDonald (via email)

DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

February 27, 2019

VIA EMAIL & REGULAR MAIL

Julie Picard, Clerk
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

Re: Township of Lower, Cape May County, NJ
2018 Road Program
D&A File #: LT-C-006

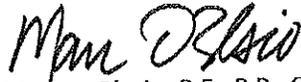
Dear Ms. Picard:

We have tabulated the six (6) bids received on February 27, 2019 for the above referenced project. As such, we have determined that the lowest responsible bidder appears to be South State, Inc., P.O. Box 68, Bridgeton, NJ 08302 in the amount of \$433,704.00. Enclosed please find one (1) copy of the bid tabulation for your files.

In accordance with N.J.S.A. 40A:11-1 et seq., the award should be made to the lowest responsible bidder which appears to be South State, Inc., P.O. Box 68, Bridgeton, NJ 08302 in the amount of \$433,704.00. The contractual award should be made contingent upon approval from the Township Purchasing Agent, Chief Financial Officer and Solicitor.

Should you have any questions or require any additional information, please do not hesitate to contact me at our office.

Very truly yours,
DeBlasio & Associates, P.C.



Marc DeBlasio, P.E., P.P., C.M.E.
President
T: 609-854-3311
Marc@deblasioassoc.com

cc: Jim Ridgway, Manager (via email w/encl.)
Margaret Vitelli, Qualified Purchasing Agent (via email w/encl.)
Gary Douglass, Public Works Superintendent (via email w/encl.)
David Stefankiewicz, Solicitor (via email w/encl.)

WWW.DEBLASIOASSOC.COM

DEBIASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

Project Name: 2028 Road Program

D&A Project #: UT-C-005

Client: Township of Lower

Bid Opening Date: 02/27/2019

BID TABULATION

Item #	DESCRIPTION	QUANTITY & UNITS		UNIT PRICE	AMOUNT	Aravak Paving Company, Inc.		Jerry & Son Excavating, Inc.		Asphalt Paving Systems, Inc.		Lundberg Construction, LLC		Ricky State Construction	
		LUMP SUM	LUMP SUM			UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	TRAFFIC CONTROL	LUMP SUM		\$10,000.00	\$10,000.00	\$20,000.00	\$20,000.00	\$2,500.00	\$2,500.00	\$4,771.00	\$4,771.00	\$5,000.00	\$5,000.00	\$7,500.00	\$7,500.00
2	CLEANING SITE	LUMP SUM		\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00	\$45,000.00	\$45,000.00	\$4,771.00	\$4,771.00	\$23,000.00	\$23,000.00	\$52,607.55	\$52,607.55
3	FUEL PRICE ADJUSTMENTS	DOLLAR		\$1.00	\$1,500.00	\$1.00	\$1,500.00	\$1.00	\$1,500.00	\$1.00	\$1,500.00	\$1.00	\$1,500.00	\$1.00	\$1,500.00
4	ASPHALT PRICE ADJUSTMENTS	DOLLAR		\$3.50	\$4,500.00	\$5.50	\$68,475.00	\$6.75	\$94,087.50	\$1.00	\$4,500.00	\$9.00	\$4,500.00	\$7.50	\$90,262.50
5	PULVERIZED SOIL AGGREGATE BASE COURSE, ROAD MIXED, 6" THICK	TON		\$70.00	\$162,750.00	\$72.00	\$167,400.00	\$68.00	\$160,425.00	\$72.00	\$167,400.00	\$72.00	\$167,400.00	\$80.00	\$186,000.00
6	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5M64, 2" THICK	TON		\$75.00	\$116,250.00	\$78.00	\$120,900.00	\$77.00	\$119,350.00	\$84.00	\$130,200.00	\$84.00	\$130,200.00	\$90.00	\$139,500.00
7	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5M64, 2" THICK	S.F.		\$2.00	\$4,560.00	\$0.01	\$2.08	\$1.00	\$208.00	\$1.00	\$208.00	\$1.00	\$208.00	\$0.01	\$2.08
8	INLET FILTERS, TYPE 1	L.F.		\$1.00	\$5,900.00	\$0.01	\$59.00	\$2.00	\$11,800.00	\$2.00	\$11,800.00	\$2.00	\$11,800.00	\$4.00	\$23,600.00
9	TURF REPAIR STRIP	L.F.		\$10.25	\$2,293.00	\$11.00	\$2,420.00	\$10.00	\$2,200.00	\$10.00	\$2,200.00	\$10.00	\$2,200.00	\$11.00	\$2,420.00
10	TRAFFIC MARKINGS, LINES, LONG-PILE, THERMOPLASTIC - 12" WIDE	S.Y.		\$30.00	\$1,300.00	\$22.00	\$1,450.00	\$40.00	\$2,600.00	\$40.00	\$2,600.00	\$40.00	\$2,600.00	\$55.00	\$3,775.00
11	HOT MIX ASPHALT DRIVEWAY, 2" THICK	S.Y.		\$110.00	\$13,200.00	\$90.00	\$10,800.00	\$90.25	\$10,890.00	\$90.00	\$10,800.00	\$90.00	\$10,800.00	\$90.00	\$12,000.00
12	CONCRETE DRIVEWAY, 6" THICK	S.Y.		\$100.00	\$7,000.00	\$85.00	\$5,950.00	\$70.00	\$4,900.00	\$70.00	\$4,900.00	\$80.00	\$6,300.00	\$90.00	\$6,300.00
13	CONCRETE SIDEWALK, 4" THICK	L.F.		\$35.00	\$15,300.00	\$30.00	\$11,400.00	\$51.00	\$19,380.00	\$45.00	\$17,100.00	\$45.00	\$17,100.00	\$45.00	\$13,600.00
14	8" x 18" CONCRETE VERTICAL CURB	S.Y.		\$250.00	\$2,000.00	\$90.00	\$2,700.00	\$25.00	\$200.00	\$25.00	\$200.00	\$25.00	\$200.00	\$25.00	\$200.00
15	DETECTABLE WARNING SURFACES	UNIT		\$80.00	\$80.00	\$0.01	\$0.08	\$25.00	\$200.00	\$100.00	\$800.00	\$100.00	\$800.00	\$100.00	\$800.00
16	RESET WATER VALVE BOXES	UNIT		\$450.00	\$4,500.00	\$270.00	\$2,700.00	\$300.00	\$900.00	\$300.00	\$900.00	\$300.00	\$900.00	\$300.00	\$900.00
17	BICYCLE SAFE GRATES	S.Y.		\$2,000.00	\$1,200.00	\$331.28	\$993.84	\$10.00	\$1,000.00	\$10.00	\$1,000.00	\$10.00	\$1,000.00	\$10.00	\$1,000.00
18	RESET EXISTING CASTINGS	L.F.		\$90.00	\$90.00	\$65.00	\$52.50	\$150.00	\$7,500.00	\$70.00	\$3,500.00	\$70.00	\$3,500.00	\$70.00	\$3,500.00
19	RESET EXISTING STONE	UNIT		\$4,500.00	\$2,250.00	\$9,500.00	\$47,500.00	\$10,000.00	\$50,000.00	\$11,000.00	\$55,000.00	\$8,500.00	\$42,500.00	\$8,500.00	\$42,500.00
20	CONCRETE HOOKER GUTTER, 8" THICK	UNIT		\$4,500.00	\$2,250.00	\$9,500.00	\$47,500.00	\$10,000.00	\$50,000.00	\$11,000.00	\$55,000.00	\$8,500.00	\$42,500.00	\$8,500.00	\$42,500.00
21	1000 GALLON BRECKST. CONCRETE DRYWELL, FRAME AND GRATE	UNIT		\$4,500.00	\$4,500.00	\$493,704.00	\$493,704.00	\$541,130.58	\$541,130.58	\$564,800.00	\$564,800.00	\$570,902.16	\$570,902.16	\$578,683.05	\$578,683.05

TOTAL AMOUNT BID BASED ON ESTIMATED QUANTITIES FOR BID ITEMS 1 - 21

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2019-109

Title: **AUTHORIZING THE PAYOUT OF TERMINAL LEAVE**

WHEREAS, the employee listed below has retired from the Township and is entitled to payment for accumulated vacation, sick, compensatory and personal time; and

WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature _____ that adequate funding is available for accumulated time in the dedicated line item "Reserved for Accumulated Absences".

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a payment due to David LaSerre in the amount of \$ 32,821.40 is authorized and chargeable to the Reserve for Accumulated Absences.

BE IT FURTHER RESOLVED that the funds shall be disbursed in biweekly payments totaling \$16,410.70 in 2019 and \$16,410.70 in 2020.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER
 RETIREMENT PAYOUT ANALYSIS
 DATE:

EMPLOYEE: LaSerre, David
 DATE OF RESIGNATION: 3/1/2019
 DATE OF PAYMENT: _____
 RESOLUTION #: _____

Annual Salary:	\$61,464.82
Hourly Rate:	\$29.5504
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	0.00	29.55	0.00
Personal	4.92	29.55	145.48
Sick	960.00	29.55	28,368.38
Vacation	145.77	29.55	4,307.54
Terminal Leave Payout			\$32,821.40

2019 \$16,410.70
 2020 \$16,410.70

	(A)	(B)	(C)	(B * C)	(E)	A + D - E	
	Carryover	Annual	8/ 52 weeks	Prorated Time Due	Time Used	Hours to be paid	
Comp				0.00		0.00	
Personal	0.00	32.00	0.15	4.92	0.00	4.92	contract max 960 hours
Sick	2,328.00	120.00	0.15	18.46	32.00	960.00	
Vacation	119.00	200.00	0.15	30.77	4.00	145.77	
Holidays							
Total	2,447.00	352.00	0.46	54.15	36.00	1,110.69	

Accrual and time used are current to 01/11/19 subject to change if time is used or not currently reported.

Employee Signature: _____

Date: _____

Treasurer's Signature: _____

Date: _____

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2019-110

Title: AUTHORIZING PAYOUT OF TERMINAL LEAVE

WHEREAS, the employee listed below has retired from the Township and is entitled to payment for accumulated vacation, sick, compensatory and personal time; and

WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature _____ that adequate funding is available for accumulated time in the dedicated line item "Reserved for Accumulated Absences".

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a payment due to Alan Grier in the amount of \$ 1,378.23 is authorized and chargeable to the Reserve for Accumulated Absences.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk

Grier, Alan (2)

TOWNSHIP OF LOWER
 RETIREMENT PAYOUT ANALYSIS
 DATE:

EMPLOYEE: Grier, Alan
 DATE OF RESIGNATION: 1/1/2019
 DATE OF PAYMENT: _____
 RESOLUTION #: _____

Annual Salary:	\$55,536.21
Hourly Rate:	\$26.7001
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	0.00	26.70	0.00
Personal	32.00	26.70	854.40
Sick	960.00	26.70	25,632.10
Vacation	92.00	26.70	2,456.41
Terminal Leave Payout			\$28,942.91

-27564.68 \$1,378.23

	(A)	(B)	(C)	(B * C)	(E)	A + D - E
	Carryover	Annual	52 weeks	Prorated Time Due	Time Used	Hours to be paid
Comp				0.00		0.00
Personal	32.00	0.00	1.00	0.00	0.00	32.00
Sick	1,094.00	0.00	1.00	0.00	0.00	960.00
Vacation	92.00	0.00	1.00	0.00	0.00	92.00
Holidays						
Total	1,218.00	0.00	3.00	0.00	0.00	1,084.00

contract max
 960 hours

Accrual and time used are current to 01/11/19 subject to change if time is used or not currently reported.

Employee Signature: _____

Date: _____

Treasurer's Signature: _____

Date: _____

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-111

Title: RESOLUTION ADOPTING VOYA FINANCIAL ADVISORS INC. SPECIMEN 457 PLAN DOCUMENT

WHEREAS, in order to attract and retain qualified employees there exists a need to adopt and implement a DEFERRED COMPENSATION PLAN for the employees of Lower Township (hereinafter referred to as "Employer"), which will provide employees the opportunity to enhance their financial security at retirement through savings of compensation on a tax-deferred basis as provided by Section 457 of the Internal Revenue Code of 1986, as amended ("Code"); and

WHEREAS, there is no direct financial cost to the Employer to adopt and implement both a DEFERRED COMPENSATION PLAN and a Service Agreement; and

WHEREAS, the Employer made written requests for proposals from two or more approved contractors including AXA Equitable Life Insurance Company (hereinafter referred to as "AXA Equitable"), and Voya Financial Advisors Inc. for the administration of the investments of funds under a DEFERRED COMPENSATION PLAN including providing Prototypical Plans and Service Agreements that meet the requirements of the Municipal, County and Authority Deferred Compensation Programs Rule N.J.A.C. 5:37; and

WHEREAS, the following contractors submitted written proposals:

VOYA FINANCIAL ADVISORS INC. and AXA EQUITABLE

WHEREAS, the Lower Township Deferred Compensation Committee reviewed the proposals and met with representatives of the responding contractors of both deferred compensation services; and

WHEREAS, it was determined that Voya Financial Inc. has the ability to: (1) maintain complete records of accounts; (2) manage accounts with absolute fidelity; (3) provide advice concerning various categories of investments; and (4) provide continuing consultation to participants.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that

- (a) Effective as of the date of this resolution the DEFERRED COMPENSATION PLAN provided by Voya Financial Inc. and assigned the plan identifier: 89-PD-Voya-091616 by the New Jersey Division of Local Government Services, is hereby adopted and signed by the Employer.

It is hereby acknowledge that the said DEFERRED COMPENSATION PLAN is substantially similar to one on which a favorable Private Letter Ruling has been previously obtained from the federal Internal Revenue Service except for provisions added by reason of The Small Business Job Protection Act of 1996 (United States Public Law No. 104-188), the Tax payer Relief Act of 2001 (United States Public Law No. 105-34), and the Economic Growth and Tax Relief Reconciliation Act of 2001 (United States Public Law No. 107-16), and all such provisions are stated in the plan in terms substantially similar to the text of those provisions in the Code Section 457 including pertinent applicable Treasury Regulations. The use of the Ruling is for guidance only and acknowledges that for Internal Revenue Service purposes, the Ruling of another employer is not be considered precedent.

- (b) The Mayor and/or Township Manager is/are authorized to execute the Service Agreement (bearing the identifier:88-SA-Voya-091616 assigned by the New Jersey Division of Local Government) with Voya Financial Inc. for the provision of administrative and investment services. There has been no collusion, or evidence or appearance of collusion, between any local official and a representative of Voya Financial Inc. in the selection of Voya Financial Inc. as contractor for the administration of the Service Agreement pursuant to N.J.A.C. Section 5:37-5.7.

- (c) The Lower Township Chief Financial Officer is hereby designated as Local Plan Administrator of the DEFERRED COMPENSATION PLAN .

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

The undersigned hereby certifies that this is a true copy of a resolution duly passed by the Mayor and Council of the Township of Lower at a meeting held on March 4, 2019 and a certified copy of this resolution and all necessary required documents shall be submitted to the Director of the Division of Local Government Services within the State Department of Community Affairs for approval.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-112

Title: AUTHORIZING THE SALE OF TOWNSHIP OF LOWER SURPLUS NO LONGER NEEDED FOR PUBLIC USE ON GOVDEALS ONLINE AUCTION WEBSITE

WHEREAS, the Township of Lower has determined that the property described on Schedule A attached hereto is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

WHEREAS, the Township of Lower intends to utilize the online auction services of GovDeals located at www.govdeals.com; and sell the Township surplus property.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the Township of Lower is hereby authorized to utilize the online auction services of GovDeals located at www.govdeals.com; and sell the surplus property as indicated on Schedule A on an online auction website.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk

GOV DEALS

3/4/2019

RESOLUTION 2019-112

QTY	DESCRIPTION & SERIAL #	FA#	DEPARTMENT
7	4 DRAWER FILE CABINETS	0699 , 3626 , OTHERS n/a	POLICE
2	VERTICAL FILE CABINETS 4 DRAWERS	3481 , 3356	POLICE
1	MAIL SORTER	3436	POLICE
1	3 DRAWER FILE CABINET		POLICE
4	BLACK OFFICE CHAIRS	3363,3357,3368,n/a	POLICE
1	PODIUM	3447	POLICE
1	METAL SAFE	n/a	POLICE
1	VER MAC MESSAGE SIGN	n/a	POLICE
1	2009 DODGE DURANGO - 1D8HB38P89F712770	2414	POLICE
1	2010 DODGE CHARGER - 2B3AA4CT9AH144482	2450	POLICE
1	2007 FORD CROWN VICTORIA - 2FAFP71W37X114416	2284	POLICE
2	DELL TOWERS OPTIPLEX 780	2510 , 2509	TAX
3	DELL TOWER OPTIPLEX 3020	3156 , 3165, 3158	TAX
1	HP PRINTER LASER JET PRO	2718	TAX
1	VOSTRO TOWER	2574	OEM
	2/ KEYBOARDS AND 1/ MONITOR AND VARIOUS CORDS	n/a	OEM

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-113

Title: AMEND RESOLUTION #2019-84; A RESOLUTION ADOPTING AXA EQUITABLE SPECIMEN 457 PLAN DOCUMENT

WHEREAS, in order to attract and retain qualified employees there exists a need to adopt and implement a DEFERRED COMPENSATION PLAN for the employees of Lower Township (hereinafter referred to as "Employer"), which will provide employees the opportunity to enhance their financial security at retirement through savings of compensation on a tax-deferred basis as provided by Section 457 of the Internal Revenue Code of 1986, as amended ("Code"); and

WHEREAS, there is no direct financial cost to the Employer to adopt and implement both a DEFERRED COMPENSATION PLAN and a Service Agreement; and

WHEREAS, the Employer made written requests for proposals from two or more approved contractors including AXA Equitable Life Insurance Company (hereinafter referred to as "AXA Equitable"), and Voya Financial Advisors Inc. for the administration of the investments of funds under a DEFERRED COMPENSATION PLAN including providing Prototypical Plans and Service Agreements that meet the requirements of the Municipal, County and Authority Deferred Compensation Programs Rule N.J.A.C. 5:37; and

WHEREAS, the following contractors submitted written proposals:

AXA EQUITABLE AND VOYA FINANCIAL ADVISORS INC.

WHEREAS, the Lower Township Deferred Compensation Committee reviewed the proposals and met with representatives of the responding contractors of both deferred compensation services; and

WHEREAS, it was determined that AXA Equitable has the ability to: (1) maintain complete records of accounts; (2) manage accounts with absolute fidelity; (3) provide advice concerning various categories of investments; and (4) provide continuing consultation to participants.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that

- (a) Effective as of the date of this resolution the DEFERRED COMPENSATION PLAN provided by AXA Equitable and assigned the plan identifier: 89-PD-AXA-120616 by the New Jersey Division of Local Government Services, is hereby adopted and signed by the Employer.

It is hereby acknowledge that the said DEFERRED COMPENSATION PLAN is substantially similar to one on which a favorable Private Letter Ruling has been previously obtained from the federal Internal Revenue Service except for provisions added by reason of The Small Business Job Protection Act of 1996 (United States Public Law No. 104-188), the Tax payer Relief Act of 2001 (United States Public Law No. 105-34), and the Economic Growth and Tax Relief Reconciliation Act of 2001 (United States Public Law No. 107-16), and all such provisions are stated in the plan in terms substantially similar to the text of those provisions in the Code Section 457 including pertinent applicable Treasury Regulations. The use of the Ruling is for guidance only and acknowledges that for Internal Revenue Service purposes, the Ruling of another employer is not be considered precedent.

- (b) The Mayor and/or Township Manager is/are authorized to execute the Service Agreement (bearing the identifier:96--SA-AXAEquitable-091318 assigned by the New Jersey Division of Local Government) with AXA Equitable for the provision of administrative and investment services. There has been no collusion, or evidence or appearance of collusion, between any local official and a representative of AXA Equitable in the selection of AXA Equitable as contractor for the administration of the Service Agreement pursuant

to N.J.A.C. Section 5:37-5.7.

- (c) The Lower Township Chief Financial Officer is hereby designated as Local Plan Administrator of the DEFERRED COMPENSATION PLAN .

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

The undersigned hereby certifies that this is a true copy of a resolution duly passed by the Mayor and Council of the Township of Lower at a meeting held on March 4, 2019 and a certified copy of this resolution and all necessary required documents shall be submitted to the Director of the Division of Local Government Services within the State Department of Community Affairs for approval.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-114

Title: **A RESOLUTION AUTHORIZING THE DONATION OF AN INOPERABLE 2003 JOHN DEERE BACKHOE NO LONGER NEEDED FOR PUBLIC USE TO THE LOWER TOWNSHIP ELEMENTARY SCHOOLS**

WHEREAS, Public Works Director Gary Douglass currently has a 2003 John Deere Backhoe, Model 310SG Vin #T0310SG922133, which is In-operable, no longer needed for public use, and is of minimal monetary value; and

WHEREAS, Lower Township Elementary School has requested the piece of equipment.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the 2003 John Deere Backhoe from the Lower Township Public Works Department is hereby authorized to be donated to the Lower Township Elementary Schools.

BE IT FURTHER RESOLVED that the 2003 John Deere Backhoe, vehicle identification number T0310SG922133 shall be removed from the Township's vehicle assets list.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2019-115

Title: AUTHORIZING PAYOUT OF TERMINAL LEAVE

WHEREAS, the employee listed below has retired from the Township and is entitled to payment for accumulated vacation, sick, compensatory and personal time per the attached agreement; and

WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature _____ that adequate funding is available for accumulated time in the dedicated line item "Reserved for Accumulated Absences".

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a payment due to Donald Montgomery in the amount of \$ 7,741.27 is authorized and chargeable to the Reserve for Accumulated Absences.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on March 4, 2019.

Julie A Picard, Township Clerk

Montgomery

TOWNSHIP OF LOWER
 RETIREMENT PAYOUT ANALYSIS
 DATE:

EMPLOYEE: Montgomery, Donald
 DATE OF RESIGNATION: 3/1/2019
 DATE OF PAYMENT: _____
 RESOLUTION #: _____

Annual Salary:	\$55,957.77
Hourly Rate:	\$26.9028
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	0.00	26.90	0.00
Personal	32.00	26.90	860.89
Sick	194.50	26.90	5,232.59
Vacation	61.25	26.90	1,647.79
Terminal Leave Payout			\$7,741.27

	(A)	(B)	(C)	(B * C) (D)	(E)	A + D - E (F)	
	Carryover	Annual	52 weeks	Prorated Time Due	Time Used	Hours to be paid	
Comp				0.00		0.00	
Personal	0.00	32.00	1.00	32.00	0.00	32.00	contract max 960 hours
Sick	74.50	120.00	1.00	120.00	0.00	194.50	
Vacation	149.25	200.00	1.00	200.00	288.00	61.25	
Holidays							
Total	223.75	352.00		352.00	288.00	287.75	

Accrual and time used are current to 02/20/19 subject to change if time is used or not currently reported.

Employee Signature: _____
 Date: _____

Treasurer's Signature: _____
 Date: _____