

WORK SESSION & REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL
April 16, 2018 - 7:00 P.M.

Meeting called to order

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

Proclamation - Alcohol Awareness Month

Proclamation - Autism Awareness Month – Jacyn Pisieczko

Work Session

Consent Agenda

Approval of Minutes April 9, 2018
Approval of Closed Session Minutes April 9, 2018
Res. #2018-145 Payment of Vouchers \$ 102,047.20
Res. #2018-146 Approval of Change Order #1 for LAN Associates, for Services Related to the Aquatic Center Presentation (\$7,018.47)
Res. #2018-147 Capital Budget Amendment
Res. #2018-148 Authorization to Transfer Funds from the Tax Premium Account (\$20,600)
Res. #2018-149 A Resolution Authorizing a Grant Application and the Execution of an Agreement for A Rural Business Development Grant from the United States Department of Agriculture.
Res. #2018-150 A Resolution Authorizing Cape May Limousine to Transfer a Limousine License
Res. #2018-151 Preserve New Jersey Historic Preservation Fund Historic Site Management Grant
Res. #2018-152 Resolution Authorizing a Shared Service Agreement with the County of Cape May for Heavy Equipment Fleet Maintenance
Res. #2018-153 A Resolution Awarding a Professional Service Contract Without Public Bidding to Dante Guzzi Engineering Associates, LLC for Professional Services Associated with Pending Complaints in the Tax Court of New Jersey
Ordinance #2018-07 Bond Ordinance Providing for Various 2018 Capital Improvements, By and In the Township of Lower, in the County of Cape, State of New Jersey (The "Township"); Appropriating \$2,250.00 Therefore and Authorizing the Issuance of \$2,135,000 Bonds or Notes of the Township to Finance Part of the Costs Thereof

Regular Agenda

Manager's Report

Engineer's Report

Presentation - Road Surface Evaluation – Jim Ridgway, Twp Manager; Gary Douglass, DPW Superintendent; Mark Sray, Engineer

Administrative Reports

March Reports – Clerk, Construction, Dog, Fire Safety, Tax, Vital Statistics

Council Comments

Call to the Public

Adjournment

COUNCIL MEETING MINUTES – April 9, 2018

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on April 9, 2018 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

Work Session

Proclamation - Supporting the 2018 UDrive. UText. UPay. Distracted Driving Crackdown April 1-21, 2018
Mayor Simonsen read the Proclamation.

Consent Agenda

Approval of Minutes - March 19, 2018

Approval of Closed Session Minutes - March 19, 2018

Res. #2018-126 Payment of Vouchers \$ 1,006,261.74

Res. #2018-127 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (JIF Optional Safety Award \$2,000)

Res. #2018-128 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Atlantic County JIF Cyber Risk Award \$750)

Res. #2018-129 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Atlantic County JIF Safety Incentive Award \$2,400)

Res. #2018-130 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Atlantic County JIF Wellness Incentive Award \$1,000)

Res. #2018-131 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (NJ DOT Municipal Aid \$175,000)

Res. #2018-132 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Emergency Mgmt Performance Grant \$9,400)

Res. #2018-133 Authorizing the Sale of Township of Lower Surplus No Longer Needed for Public Use on GovDeals Online Public Auction Website (vehicles/printers/copier/office equip)

Res. #2018-134 Recycling Tonnage Grant Certification of Taxes Paid (\$33,389.52)

Res. #2018-135 Recycling Tonnage Grant Resolution (yearly)

Res. #2018-136 A Resolution Authorizing A Grant Application to the Cape May County Open Space Program for the Development of An Aquatic Center

Res. #2018-137 A Resolution Awarding Eight (8) Concerts to be Held at the Delaware River Bay Authority Ferry Terminal to Media Five Ltd, Frank Kielb and Anderson Entertainment Management, Inc. (Twp total \$15,275.00)

Res. #2018-138 Contract Award to Provide the 2018 Fireworks Show including the Barge to S. Vitale Pyrotecnico Industries, Inc. (\$46,500.00)

Res. #2018-139 Authorizing Payout of Terminal Leave (E.Dougherty \$437.29)

Res. #2018-140 Approving a Professional Service Contract with DeBlasio & Associates for Professional Engineering Services for FY2018 NJDOT Municipal Aid Reconstruction of Georgia Avenue, Alabama Avenue and Main Street (\$44,500.00)

Res. #2018- 141 Resolutions Authorizing the Leasing of Certain Real Property Located in the Township of Lower from the County of Cape May (405 Breakwater Rd)

Res. #2018-142 Renewal of 2018 Campground Licenses (Cape May KOA/Seashore/Beachcomber & Cape Island)

Res. #2018-143 Amending Resolution #2018-91; An Agreement Between the County of Cape May and the Township of Lower for the Purchase of Gasoline and Diesel Fuel through the Commodity Resale System (amending to a five (5) year term)

Councilmember Conrad expressed concern with a portion of the lease agreement for the Public Safety Building restricting dangerous weapons and explosives. Solicitor Stefankiewicz amended Resolution #2018-141 Lease Agreement – page 7(b) to read... "bring into or permit to be kept in the Property any dangerous, explosive or obnoxious substances with the exception of law enforcement supplies/equipment." Motion to amend Resolution unanimous.

Consent Agenda:

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

Regular Agenda

Ordinance #2018-06

An Ordinance Amending Ordinance #2013-01; Police Department, of the Code of the Township of Lower – 1975, As Amended, Amending Article 1, Subsection 90-1. This is the second reading and public hearing for this Ordinance. This Ordinance has been published, posted and made available to the public.

On the question:

Tom Poussart, 1B Shawmont Avenue, suggested changing the word Patrolmen to Patrol Officers. Mayor Simonsen agreed.

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

Manager's Report

Manager Ridgway reminded Council about the upcoming "Ocean Drive Causeway" meeting hosted by Lower Township at the Millman Center on Monday the 16th from 3-5pm. The Manger updated on numerous capital improvements, Fire Safety's return to the Public Safety Building as well as the progress of the Rescue and Court portions of the Public Safety Building.

Administrative Reports

Personnel Action Report
February- Police, Treasurer

Council Comments

Councilmember Conrad informed of the County road reconstruction from Wilde Avenue to Weber Avenue including the intersection of Bayshore Road and Fulling Mill. The project should last approximately six weeks with portions of Bayshore Road closed for two weeks at a time. An update was given on other upcoming road projects.

Councilmember Conrad announced the arrival of the "Knock out Opioid Abuse" program to Cape May County, and reminded of the "Escape the Cape" triathlon on June 9th & 10th.

Councilmember Perry shared an update on the Beach Drive Pedestrian Safety Project which is running on schedule and expected to be complete by Memorial Day Weekend. He informed the Rosann Ave project is moving forward.

Councilmember Roy announced a beach cleanup on May 12th from 9am-12pm sponsored by the Historic Preservation Committee. He also mentioned upcoming street repairs in the 3rd ward.

Mayor Simonsen informed residents of the Low Income Housing Energy Assistance Program (LIHEAP), as well as other sources of aid for energy bills. The Mayor announced the upcoming rabies clinic, little league opening day and the summer concert series schedule.

Call to the Public

Mr. Rizzo, Mickels Run, requested attention be given to the Fishing Creek School, specifically the front door.

Debbie, Bates Avenue, would like to see trash cans placed along the beach, and better advertisement for leaf pick up and Council meetings.

Bill Tirrell, 105 Beach Drive, commended efforts along Beach Drive, expressed approval of the new sidewalk and the care taken with the replanting of the dune grass.

Closed Session

Res. #2018-144 A Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provision of the New Jersey Open Public Meetings Act N.J.S.A. 40:4-12 – Attorney/Client Privilege; Shared Service Discussion

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

Council adjourned to Closed Session at 7:36 pm.

Council returned to open session at 8:20pm

Adjournment

There being no further business to address, motion to adjourn moved by Councilmember Conrad, seconded by Councilmember Roy. Motion to adjourn was unanimous. Meeting adjourned at 8:20 p.m.

Mayor

Township Clerk

Approved:

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01480 E-Z PASS	18-00959	04/04/18	EZPASS - DPS	Open	200.00	0.00		
01602 THOMSON WEST*	18-00714	03/16/18	DISCIPLINARY BULLETINS 2018	Open	408.00	0.00		
01653 GENTILINI FORD*	18-00699	03/16/18	PARTS FOR TRUCK/DPW/MARCH	Open	432.53	0.00		
01657 GOPHER SPORT*	18-00778	03/22/18	MISC. ITEMS -REC DEPT.	Open	563.54	0.00		
01685 W W GRAINGER, INC.*	18-00597	03/06/18	FLOOR MATS	Open	637.12	0.00		
01690 GRANTURK EQUIPMENT CO*	18-00797	03/27/18	SUPPLIES FOR TRUCK 25	Open	2,688.50	0.00		
01806 ANTHONY J HARVATT, II, ESQ	18-00759	03/21/18	ZBA SOLICITOR SALARY	Open	625.00	0.00		
	18-00978	04/06/18	RESOLUTIONS	Open	<u>150.00</u>	0.00		
					775.00			
02108 KEEN COMPRESSED GAS CO*	18-00698	03/16/18	BOTTLED GAS /DPW/MARCH	Open	212.01	0.00		
02247 LAWSON PRODUCTS, INC.*	18-00701	03/16/18	SUPPLIES FOR DPW GARAGE/MARCH	Open	699.62	0.00		
02294 MARIE A. LOMONACO	18-00366	02/06/18	CONTRACTUAL REIMBURSEMENT	Open	196.46	0.00		B
02402 MGL PRINTING SOLUTIONS	18-00740	03/20/18	HOMESTEAD CREDIT BILLS	Open	228.00	0.00		
03086 NJ STATE ASSN CHIEFS OF POL*	18-00692	03/16/18	TRAINING - APRIL 2-3, 2018	Open	598.00	0.00		
03158 NYSCA*	18-00742	03/20/18	RENEWAL OF LACROSSE COACHES	Open	100.00	0.00		
03350 MICHAEL PERRY	18-00829	03/27/18	2018 EQUIP. ALLOWANCE	Open	103.00	0.00		B
03353 POOL OPERATION MANAGEMENT*	18-00786	03/23/18	CPO CLASS FOR POOL	Open	305.00	0.00		
03421 FRED PRYOR SEM/CARRER TRK*	18-00162	01/18/18	TRAINING 3/14-15 ATLANTIC CITY	Open	837.00	0.00		
03460 V.E. RALPH & SON, INC.*	18-00474	02/21/18	PATROL SUPPLIES	Open	808.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03518 RIGGINS, INC.*	18-01022	04/11/18	OFF HIGHWAY DIESEL/DPW	Open	852.86	0.00		
04085 CHRISTOPHER WINTER (EMPLOYEE)	18-01023	04/11/18	CONTRACT REIMBURSE	Open	102.95	0.00		
04097 CINTAS FIRST AID AND SAFETY*	18-00949	04/04/18	FIRST AID SUPPLIES	Open	107.54	0.00		
04445 TRICOMM SERVICES CORP*	18-00782	03/22/18	FIRE SAFETY MOVE	Open	1,020.00	0.00		
05083 SJSHORE MARKETING LIMITED	18-00557	02/27/18	BOARDS FOR PRESENTATION	Open	148.09	0.00		
5053 ANTHONY GRETO	16-00582	03/02/16	2016 EQUIP. ALLOWANCE	Open	150.00	0.00		B
	17-00763	03/21/17	2017 EQUIP. ALLOWANCE	Open	<u>39.98</u>	0.00		B
					189.98			
6054 ANDREA SHEPPARD	18-01011	04/10/18	LACROSSE OFFICIAL	Open	60.00	0.00		
6071 UNITED UNIFORMS LIMITED LIAB*	18-00385	02/08/18	UNIFORMS	Open	1,327.74	0.00		
7098 SHORE VETERINARIAN ANIMAL *	18-00139	01/16/18	ANIMAL CNTRL DNE \$54K RES18-20	Open	4,500.00	0.00		B
7241 SKIP HOPPING	18-01015	04/10/18	LACROSSE OFFICIAL	Open	120.00	0.00		
7354 FLEETPRIDE INC.*	18-00888	03/29/18	RDS/SANT/SANT/DPW/APRIL	Open	277.44	0.00		
7380 GAILE ROCKEY	18-01010	04/10/18	LACROSSE OFFICIAL	Open	240.00	0.00		
7475 SUZANNE M. SCHEID	18-01000	04/09/18	CONTRACTUAL REIMBURSEMENT-M&V	Open	86.12	0.00		
7478 WINDSTREAM COMMUNICATION INC*	18-01019	04/11/18	PHONE SERVICE MARCH 2018	Open	3,468.62	0.00		
7508 BLANEY & KARAVAN PC*	18-00129	01/11/18	LABOR ATTORNEY DNE \$25K R 18-2	Open	1,150.00	0.00		B
	18-00131	01/11/18	RES# 18-05 PROSECUT DNE 37,500	Open	<u>3,125.00</u>	0.00		B
					4,275.00			
7527 L.E.A.D.	18-00163	01/18/18	TRAINING 3/18-20/2018	Open	500.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7615 WILLIAMS SCOTSMAN INC*	18-00324	01/31/18	CONTAINER RENTAL POLICE DEPART	Open	778.30	0.00		
7618 MEGONIGAL ELECTRIC LLC*	18-00679	03/13/18	DISCONNECT TRAILER/DETECTIVE	Open	750.00	0.00		
7636 MOTT MACDONALD LLC*	18-00980	04/06/18	PROFESSIONAL ENGINEERING	Open	1,689.70	0.00		
	18-00981	04/06/18	PROFESSIONAL ENGINEERING	Open	1,488.65	0.00		
	18-00982	04/06/18	PROFESSIONAL ENGINEERING	Open	110.80	0.00		
	18-00983	04/06/18	PROFESSIONAL ENGINEERING	Open	1,080.03	0.00		
	18-00984	04/06/18	PROFESSIONAL ENGINEERING	Open	13.85	0.00		
	18-00985	04/06/18	PROFESSIONAL ENGINEERING	Open	2,017.45	0.00		
					6,400.48			
7728 SOUTH JERSEY ENERGY	18-01003	04/09/18	GAS BILL FEB-MARCH 2018	Open	1,472.06	0.00		
7743 SQUARE 1 DISIGN LLC*	18-00954	04/04/18	SITELock/ENTERPRISE FIREWALL	Open	396.00	0.00		
7777 CHRISTOPHER CAMMARATA	18-01012	04/10/18	LACROSSE OFFICIAL	Open	60.00	0.00		
7882 ESPOS TEST PREP LLC	18-00229	01/23/18	TRAINING	Open	1,125.00	0.00		
7927 JR'S LOCK AND SAFE COMPANY	18-00974	04/05/18	REPLACING LOCK ON SAFE	Open	550.00	0.00		
7930 RAY WELSH	18-01013	04/10/18	LACROSSE OFFICIAL	Open	60.00	0.00		
BLAUE BLAUER ASSOCIATES INC*	15-01940	07/22/15	RES#2015-214 2016 SMALL CITIES	Open	250.00	0.00		B
MARGATE MARGATE RECREATION	18-00289	01/25/18	MARGATE MADNESS B-BALL TOUNRAM	Open	160.00	0.00		
MCMAST SANDRA MCMASTER	18-00643	03/12/18	LACROSSE ASSIGNOR FEE-GIRLS	Open	95.00	0.00		
PRESS PRESS OF ATLANTIC CITY	18-00728	03/20/18	NTB REBID ROSEANNE AVENUE	Open	132.72	0.00		
TOMT0005 TOM TOTO	18-01014	04/10/18	LACROSSE OFFICIAL	Open	120.00	0.00		

Total Purchase Orders: 73 Total P.O. Line Items: 0 Total List Amount: 102,047.20 Total Void Amount: 0.00

RESOLUTION #2018-145

	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 April 16, 2018.

Julie A Picard, Township Clerk

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

RESOLUTION # 2018-146

Title: APPROVAL OF CHANGE ORDER #1 FOR LAN ASSOCIATES, FOR SERVICES RELATED TO THE AQUATIC CENTER PRESENTATION

WHEREAS, Lan Associates were awarded a competitive contract to perform a Feasibility Study for an Aquatic Center in the amount of \$57,000.00 on April 12, 2017 by Resolution #2017-131; and

WHEREAS, Lan Associates has provided a quote in the amount of \$7,018.47 for additional services related to the Aquatic Center Presentation; and

WHEREAS, the Township Council desires to approve the additional services and the CFO has certified the availability of funds as evidenced by her signature:

Appropriation: Ord #16-04 C-04-55-418-910

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 Change Order #1 attached hereto in the amount of \$7,018.47 for LAN Associates is hereby approved and the contract total is now increased to \$64,018.47

	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 April 16, 2018.

Julie A Picard, Township Clerk

jpocard

From: mvitelli
Sent: Wednesday, April 11, 2018 5:33 PM
To: jpocard
Cc: jridgway
Subject: FW: LAN Associates Invoices; Township of Lower: Feasibility Study for Aquatic Center (RES 2017-131); 2.20238.01
Attachments: Township of Lower 20238.01_revised04032018.pdf

Julie,
We need a change order for services related to the Aquatic Center Presentation from LAN Associates. Change Order #1 should be for \$7018.47.
Thank you

Margaret Vitelli QPA
609-886-2005 x123
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

From: Marion Bryden [<mailto:marion.bryden@lanassociates.com>]
Sent: Wednesday, April 4, 2018 11:01 AM
To: mvitelli
Cc: Kim Vierheilig; LAN Filing
Subject: FW: LAN Associates Invoices; Township of Lower: Feasibility Study for Aquatic Center (RES 2017-131); 2.20238.01

Margaret

Attached is an updated schedule. The estimate for the additional reimbursable travel costs for the May meeting is \$2,500.

Marion Bryden
Accounting Manager

LAN ASSOCIATES
Engineering Planning Architecture Surveying
A. 445 Godwin Ave. Ste 9, Midland Park, NJ 07432
P. 201.447.6400
E. marion.bryden@lanassociates.com
W. www.lanassociates.com

//Facebook //Twitter //Linkedin //Google+

From: Marion Bryden
Sent: Wednesday, March 28, 2018 11:39 AM
To: 'mvitelli' <mvitelli@townshipoflower.org>

LAN Associates
 Township of Lower
 Feasibility Study for Aquatic Center
 (RES 2017-131)
 2.20238.01

PO #17-01017

	Invoice #	Invoice Date	Invoice Amount	Invoice Status	Invoice #	Invoice Date	Invoice Amount	Invoice Status	Invoice #	Invoice Date	Invoice Amount	Invoice Status
Project Kick-Off			3,500.00									
Market Analysis			5,500.00									
Public Outreach			8,000.00									
Programming Phase			22,500.00									
Operation Analysis			12,500.00									
Final Report			5,500.00									
PO Total			57,500.00									
			3,500.00									
			2,750.00									
			8,000.00									
			2,750.00									
			11,250.00									
			2,500.00									
			8,750.00									
			4,400.00									
			13,150.00									
			1,100.00									

Reimbursable Expenses Billed

Total Billed 62,018.47

3,500.00 2,750.00 11,094.16 17,924.31 12,500.00 13,150.00 1,100.00

Payments Received:

Check #060095 7,000.00
 Check #060514 10,344.16
 Check #060841 17,924.31
 Check #061111 12,500.00
 Total Payments Received 47,768.47

3,500.00 2,750.00 750.00 10,344.16 17,924.31 12,500.00

PO Balance 9,731.53
 Unpaid Invoices 14,250.00

4,518.47 13,150.00 1,100.00

Reimbursable travel for May meeting
 Additional PO Needed 7,018.47

2,500.00

7,018.47

**TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY
RESOLUTION #2018-147**

CAPITAL BUDGET AMENDMENT

WHEREAS, the local capital budget for the year 2018 was adopted on the 19th day of March, 2018; and

WHEREAS, it is desired to amend said adopted capital budget section,

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower that the following amendments to the adopted capital budget section be made:

<u>RECORDED VOTE</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Erik Simonsen				
Frank Sippel				
Roland Roy				
Thomas Conrad				ABSENT
David Perry				

**FROM
CAPITAL BUDGET (Current Year Action)
2018**

Planned Funding Services for
Current Year 2018

<u>Project</u>	<u>Estimated Total Cost</u>	<u>Amounts Reserved in Prior Years</u>	<u>Capital Improvement Fund</u>	<u>Capital Surplus</u>	<u>Grants and Other Funds</u>	<u>Debt Authorized</u>	<u>To Be Funded in Future Years</u>
Equipment	4,883,000.00		72,500.00			1,377,500.00	3,433,000.00
Recreation Facilities	15,685,000.00		730,500.00			13,879,500.00	1,075,000.00
Police Equipment	263,000.00		400.00			7,600.00	255,000.00
Municipal Buildings	270,000.00		13,500.00			256,500.00	0.00
Vehicles	2,052,000.00		6,350.00			120,650.00	1,925,000.00
Road Program	2,000,000.00		0.00			0.00	2,000,000.00
Total All Projects	25,153,000.00	0.00	823,250.00	0.00	0.00	15,641,750.00	8,688,000.00

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY
RESOLUTION #2018-147

CAPITAL BUDGET AMENDMENT

6 YEAR CAPITAL PROGRAM 2018 - 2022
Anticipated Project Schedule and Funding Requirement

Project	Estimated Total Costs	6 YEAR CAPITAL PROGRAM 2018 - 2022				
		2018	2019	2020	2021	2022
Equipment	4,883,000.00	1,450,000.00	511,200.00	1,784,200.00	237,200.00	613,200.00
Recreation Facilities	15,685,000.00	14,610,000.00	400,000.00	75,000.00	200,000.00	200,000.00
Police Equipment	263,000.00	8,000.00	55,000.00	55,000.00	55,000.00	55,000.00
Municipal Buildings	270,000.00	270,000.00				
Vehicles	2,052,000.00	127,000.00	85,000.00	1,585,000.00	85,000.00	85,000.00
Road Program	2,000,000.00			1,800,000.00		200,000.00
Total All Projects	25,153,000.00	16,465,000.00	1,051,200.00	5,299,200.00	577,200.00	1,153,200.00
						607,200.00

6 YEAR CAPITAL PROGRAM 2018 - 2022
Summary of Anticipated Funding Sources and Amounts

Project	Estimated Total Costs	Capital				General Debt Authorized
		Improvement Fund	Capital Surplus	Grants and Other Funds		
Equipment	4,883,000.00	244,150.00			4,638,850.00	
Recreation Facilities	15,685,000.00	784,250.00			14,900,750.00	
Police Equipment	263,000.00	13,150.00			249,850.00	
Municipal Buildings	270,000.00	13,500.00			256,500.00	
Vehicles	2,052,000.00	102,600.00			1,949,400.00	
Road Program	2,000,000.00	100,000.00			1,900,000.00	
Total All Projects	25,153,000.00	1,257,650.00	0.00	0.00	23,895,350.00	

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY
 RESOLUTION #2018-147

CAPITAL BUDGET AMENDMENT
 TO
 CAPITAL BUDGET (Current Year Action)
 2018

Planned Funding Services for
 Current Year 2018

Project	Estimated Total Cost	Amounts Reserved in Prior Years	Capital Improvement Fund	Capital Surplus	Grants and Other Funds	Debt Authorized	To Be Funded in Future Years
Equipment	4,781,000.00		67,400.00			1,280,600.00	3,433,000.00
Recreation Facilities	15,725,000.00		732,500.00			13,917,500.00	1,075,000.00
Police Equipment	255,000.00		0.00			0.00	255,000.00
Municipal Buildings	475,000.00		23,750.00			451,250.00	0.00
Vehicles	2,052,000.00		6,350.00			120,650.00	1,925,000.00
Road Program	6,200,000.00		210,000.00			3,990,000.00	2,000,000.00
Total All Projects	29,488,000.00	0.00	1,040,000.00	0.00	0.00	19,760,000.00	8,688,000.00

6 YEAR CAPITAL PROGRAM 2018 - 2022
 Anticipated Project Schedule and Funding Requirement

Project	Estimated Total Costs	2018	2019	2020	2021	2022	2023
Equipment	4,781,000.00	1,348,000.00	511,200.00	1,784,200.00	237,200.00	613,200.00	287,200.00
Recreation Facilities	15,725,000.00	14,650,000.00	400,000.00	75,000.00	200,000.00	200,000.00	200,000.00
Police Equipment	255,000.00	0.00	55,000.00	55,000.00	55,000.00	55,000.00	35,000.00
Municipal Buildings	475,000.00	475,000.00					
Vehicles	2,052,000.00	127,000.00	85,000.00	1,585,000.00	85,000.00	85,000.00	85,000.00
Road Program	6,200,000.00	4,200,000.00		1,800,000.00		200,000.00	
Total All Projects	29,488,000.00	20,800,000.00	1,051,200.00	5,299,200.00	577,200.00	1,153,200.00	607,200.00

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY
RESOLUTION #2018-147

CAPITAL BUDGET AMENDMENT

6 YEAR CAPITAL PROGRAM 2018 - 2022
Summary of Anticipated Funding Sources and Amounts

Project	Estimated	Capital	Capital	Grants and	General
	Total Costs	Improvement Fund	Surplus	Other Funds	Debt Authorized
Equipment	4,781,000.00	239,050.00			4,541,950.00
Recreation Facilities	15,725,000.00	786,250.00			14,938,750.00
Police Equipment	255,000.00	12,750.00			242,250.00
Municipal Buildings	475,000.00	23,750.00			451,250.00
Vehicles	2,052,000.00	102,600.00			1,949,400.00
Road Program	6,200,000.00	310,000.00			5,890,000.00
Total All Projects	29,488,000.00	1,474,400.00	0.00	0.00	28,013,600.00

BE IT FURTHER RESOLVED that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services.

It is hereby certified that this is a true copy of a resolution amending the capital budget section adopted by the governing body on the 19th day of March, 2018.

Certified by me:

Date	Township Clerk
Trenton, New Jersey	
Approved _____ 2018	Director of Local Government Services

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

RESOLUTION # 2018-148

Title: AUTHORIZATION TO TRANSFER FUNDS FROM THE TAX PREMIUM ACCOUNT

WHEREAS, N.J.S.A. 54:5-33 states that if redemption is not made within five years from date of tax sale, the premium payments shall be turned over to the treasurer of the municipality and become part of the funds of the municipality; and

WHEREAS, tax sale certificate 13-00091 was sold at tax sale on April 16, 2013 with a premium of \$500.00 respectively and was not redeemed within the 5 years; and

WHEREAS, tax sale certificates sold on April 16, 2013 have been foreclosed on; Tax sale certificate 13-00178 with a premium in the amount of \$3,500.00 was foreclosed on in 2015. Tax sale certificates 13-00013 and 13-00023 with premiums of \$1,800.00 and \$900.00 respectively were foreclosed on in 2016. Tax sale certificate 13-00112 had a premium of \$2,700.00 was foreclosed on in 2017.

WHEREAS, tax sale certificate 14-00086 was sold at tax sale on March 25, 2014 had a premium of \$2,100.00 was foreclosed on in 2017.

WHEREAS, tax sale certificates sold on March 25, 2015 have been foreclosed on; tax sale certificate 15-00002 with a premium of \$3,000.00 was foreclosed on in 2017 and tax sale certificate 15-00114 with a premium of \$6,100.00 was foreclosed on in 2018.

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 transfer \$20,600.00 from the tax premium account to council checking.

	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 April 16, 2018.

Julie A Picard, Township Clerk

Resolution #2018 - 149

Title: A RESOLUTION AUTHORIZING A GRANT APPLICATION AND THE EXECUTION OF AN AGREEMENT FOR A RURAL BUSINESS DEVELOPMENT GRANT FROM THE UNITED STATES DEPARTMENT OF AGRICULTURE

Whereas, the Rural Business Development Grant Program of the United State Department of Agriculture (USDA) provides grants for projects benefitting rural areas; and

Whereas, grants and loans are available to public entities such as municipalities, counties and special purpose districts; and

Whereas, this program is a competitive grant designed to support targeted technical assistance, training and other activities leading to the development or expansion of small and emerging private businesses in rural areas which will employ 50 or fewer new employees and has less than \$1 million in gross revenue; and

Whereas, opportunity grants can be used for: community economic development; technology-based economic development; feasibility studies and business plans; leadership and entrepreneur training; rural business incubators, and long-term business strategic planning; and

Whereas, the Census Tract 218.04 of Lower Township was designated as an Opportunity Zone by the Governor of New Jersey and approved by the US Department of Treasury; and

Whereas, the Township of Lower wishes to apply for a Rural Business Development Grant to create an economic development and marketing plan for this Census Tract to take full advantage of the benefits derived from being designated as an Opportunity Zone; and

Whereas, competitive grants provide a fifty percent local match; and

Whereas, the Township of Lower carefully considers grant programs that assist the Township in achieving projects and programs that are priorities for the community; and

NOW, THEREFORE, BE IT RESOLVED that Township Council of the Township of Lower, County of Cape May, State of New Jersey formally approves a NJDOT grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit a grant application to the USDA on behalf of the Township of Lower.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Lower and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

	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 April 16, 2018.

Julie A Picard, Township Clerk

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

RESOLUTION #2018-150

Title: A RESOLUTION AUTHORIZING CAPE MAY LIMOUSINE TO TRANSFER A LIMOUSINE LICENSE

WHEREAS, Cape May Limousine applied for and received a limousine license for a 2002 Ford Excursion Vin #FMNU40S12EB96857; and

WHEREAS, Cape May Limousine has replaced the above vehicle with a 2011 Lincoln Town Car, Vin #2L1FL8JW4BX752630 and has requested the license be transferred to the new vehicle; and

WHEREAS, Cape May Limousine has paid the required twenty five dollar (\$25) transfer fee and provided the required insurance certificate showing the new vehicle.

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the above license transfer 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 April 16, 2018.

Julie A Picard, Township Clerk

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

RESOLUTION #2018-151

Title: PRESERVE NEW JERSEY HISTORIC PRESERVATION FUND HISTORIC SITE MANAGEMENT GRANT

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the New Jersey Historic Trust Preserve New Jersey Historic Preservation Fund to carry out a project to prepare specifications and environmental testing for the Judge Nathaniel Foster House.

NOW, THEREFORE, BE IT RESOLVED, that the Township of Lower does hereby authorize the submission of the grant application in the amount of \$50,000 with a 30% cash match of \$15,000 to the New Jersey Historic Trust for such a grant; and, upon receipt of the grant agreement from the New Jersey Historic Trust, does further authorize the execution of the agreement; and also, does further authorize the expenditure of funds pursuant to the terms of said agreement between the Township of Lower and the New Jersey Historic Trust.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, the agreement, and any other documents in connection therewith:

Erik Simonsen
Mayor

James Ridgway
Township Manager

	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 April 16, 2018.

Julie A Picard, Township Clerk

ORDINANCE NUMBER 2018-07

BOND ORDINANCE PROVIDING FOR VARIOUS 2018 CAPITAL IMPROVEMENTS, BY AND IN THE TOWNSHIP OF LOWER, IN THE COUNTY OF CAPE MAY, STATE OF NEW JERSEY (THE "TOWNSHIP"); APPROPRIATING \$2,250,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$2,135,000 BONDS OR NOTES OF THE TOWNSHIP TO FINANCE PART OF THE COSTS THEREOF

BE IT ORDAINED AND ENACTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LOWER, IN THE COUNTY OF CAPE MAY, STATE OF NEW JERSEY (not less than two-thirds of all the members thereof affirmatively concurring), AS FOLLOWS:

SECTION 1. The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized as general improvements or purposes to be undertaken by the Township of Lower, in the County of Cape May, State of New Jersey (the "Township"). For the said improvements or purposes stated in Section 3, there is hereby appropriated the aggregate sum of \$2,250,000, said sum being inclusive of a down payment in the aggregate amount of \$115,000 for said improvements or purposes as required by the Local Bond Law, N.J.S.A. 40A:2-1 *et seq.* (the "Local Bond Law"). The down payment is now available by virtue of a provision or provisions in a previously adopted budget or budgets of the Township for down payment or for capital improvement purposes.

SECTION 2. For the financing of said improvements or purposes described in Section 3 hereof and to meet the part of said \$2,250,000 appropriation not provided for by application hereunder of said down payment, negotiable bonds of the Township are hereby authorized to be issued in the aggregate principal amount not exceeding \$2,135,000 pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Township in an aggregate principal amount not exceeding \$2,135,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by said Local Bond Law.

SECTION 3. (a) The improvements hereby authorized and purposes for the financing of which said obligations are to be issued, include, but are not limited to, as follows

<u>Description</u>	<u>Appropriation</u>	<u>Authorization</u>	<u>Down Payment</u>	<u>Useful Life</u>
(i) <u>Police Department</u> - Acquisition And Installation, As Applicable, Of Various Equipment, Information Technology Improvements, and Communication Improvements Including, But Not Limited To, A Server; Computer Hardware and Software Including, But Not Limited To, Same Associated With Various Radio System Improvements; And Acquisition of Two (2) Non-Passenger Vehicles With Police And Emergency Equipment;	\$475,000	\$450,722	\$24,278	6.6 years
(ii) <u>Public Works (DPW)</u> - Acquisition And Installation, As Applicable, Of Equipment and Non-Passenger Vehicles Including, But Not Limited To, A Tri Axle Dump Truck, A Rear Load Refuse Truck; A Four Wheel Drive Pick Up Truck With Plow, A Sign Traffic Maintenance Vehicle, And Various Shop Equipment; And General Capital Improvements To And/Or Replacement Of The DPW Administration Offices;	\$807,000	\$765,753	\$41,247	12.57 years
(iii) <u>Recreation</u> - Various Improvements To Recreation And Park Facilities Including, But Not Limited To, Resurfacing Of Outdoor Pool At	\$311,800	\$295,864	\$15,936	13.07 years

<u>Description</u>	<u>Appropriation</u>	<u>Authorization</u>	<u>Down Payment</u>	<u>Useful Life</u>
Winslow Avenue; Restroom Improvements At The Recreation Center; Acquisition And Installation, As Applicable, Of Various Equipment Including But Not Limited To A Fitness Park, A Lawn Mower And Walk Behind Sweeper;				
(iv) Administration – General Capital Improvements, And/Or Acquisition And Installation Of Equipment, As Applicable, Throughout Various Township Facilities Including, But Not Limited To, Computer Hardware, Software And Office Equipment For The Municipal Building And The Annex; Municipal Building Improvements Including, But Not Limited, To Digitizing And Storage Of Public Records, And Security Improvements Including, But Not Limited To, Door Locks, Window Protection And Associated Safety Equipment; Improvements To Assessor's Office Including, But Not Limited To, Addition Of Walls And A Public Access Window; Improvements To Public Safety Building (General) Including, But Not Limited To Signage, And Garage Improvements Including, But Not Limited To, An Automated Door Opener; Improvements To Public Safety Building (Court) Including, But Not Limited To, Office Equipment And Improvements To Court Offices And Courtroom Including, But Not Limited To, Acquisition And Installation Of Furniture For The Court And Associated Amenities;	\$140,500	\$133,319	\$7,181	6.01 years
(v) Miscellaneous – Construction Of A Dune And Beach Berm For The Diamond Beach Area; And	\$125,000	\$118,611	\$6,389	5 years
(vi) Roseann Avenue And Bayshore Estates Drainage/Stormwater Management Improvements – Phase III And Other Costs Associated With The Improvements Or Purposes Set Forth In Section 3 - Drainage And Stormwater Management Improvements And Associated Road Work To Roseann Avenue And Bayshore Estates – Phase III, And Shall Also Include, But Not Be Limited To, As Applicable, Excavation, Pipe Improvements Or Replacements, The Construction Of A Pump Station And Associated Equipment, Milling, Paving, Reconstruction And Boxing Out And Resurfacing Or Full Depth Pavement Replacement, Curb And Sidewalk Improvements, As Well As Roadway Painting, Landscaping And Aesthetic Improvements, Seeding And Installing Top Soil And Any Items Of Expense Listed In And Permitted Under N.J.S.A. 40A:2-20 In Connection With The Improvements Or Purposes Outlined In This Section 3.	\$390,700	\$370,731	\$19,969	5 years

filed in the Office of the Clerk of the Township and a complete executed duplicate thereof has been filed in the Office of the Director of the Division of Local Government Services, Department of Community Affairs, State of New Jersey, and such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds or notes provided for in this bond ordinance by \$2,135,000 and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$390,700 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements herein before described.

SECTION 8. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Township for the payment of the principal of the obligations and the interest thereon without limitation as to rate or amount.

SECTION 9. The Township hereby declares the intent of the Township to issue the bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3 of this bond ordinance. This Section 9 is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.

SECTION 10. The Township Chief Financial Officer is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The Township Chief Financial Officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

SECTION 11. The Township covenants to maintain the exclusion from gross income under Section 103(a) of the Code of the interest on all bonds and notes issued under this bond ordinance.

SECTION 12. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption, as provided by the Local Bond Law.

ADOPTED ON FIRST READING

April 16, 2018

Julie A. Picard,
Clerk of the Township of Lower

Thomas Conrad, Councilmember

David Perry, Councilmember

ADOPTED ON SECOND READING

May 7, 2018

Julie A. Picard
Clerk of the Township of Lower

Rolland Roy, Councilmember

Frank Sippel, Deputy Mayor

Erik Simonsen, Mayor

Township of Lower
 2600 Bayshore Road
 Villas, NJ 08251
 609-886-1455

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 03/01/2018 To 03/31/2018

April 02, 2018 4:26:30PM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$1,144,850.00	Cubic Footage:	255254 Cu.ft	Permit Issued:	146
Cost Of Alteration:	\$1,755,065.00	Square Footage:	22240 Sq.ft	Updates Issued:	13
Cost Of Demolition:	\$15,000.00			All Fees Waived:	1
Total Cost:	\$2,914,915.00			Municipal Fees Waived:	0

<u>PERMIT FEES</u>		<u>ADMIN FEES</u>		<u>WAIVED FEES</u>		<u>TOTAL FEES</u>	
Building:	\$28,951.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$28,951.00
Electrical:	\$18,254.00	Electrical:	\$0.00	Electrical:	\$0.00	Electrical Fees:	\$18,254.00
Fire :	\$3,515.00	Fire :	\$0.00	Fire :	\$60.00	Fire Fees:	\$3,455.00
Plumbing:	\$9,070.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$9,070.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$2,055.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$2,055.00
				Total Waived:	\$60.00	Technical Fees:	\$61,785.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$948.00	\$0.00	\$948.00
Alteration Training Fee:	\$3,349.00	\$0.00	\$3,349.00
DCA Minimum Fee:	\$15.00	\$1.00	\$14.00
Sub total Training Fee:	\$4,312.00	\$1.00	\$4,311.00

TECHNICAL ISSUES

Building Technical:	93
Electrical Technical:	112
Fire Protection Technical:	25
Plumbing Technical:	48
Elevator Technical:	
Mechanical Technical:	25

CERTIFICATE ISSUES

Certificate of Occupancy:	3
Certificate of Approval:	20
Certificate of Continued Occupancy:	0

Certificate of Occupancy Fee:	\$3,307.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$3,307.00
PERMIT FEES:	\$61,785.00
DCA FEES:	\$4,311.00
CERTIFICATE FEES:	\$3,307.00
MIN FEES:	\$-10.00
NET TOTAL FEES:	\$69,393.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$50.00
GRAND TOTAL FEES:	\$69,443.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 03/01/2018 To 03/31/2018

April 2, 2018 4:27:09PM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$1,266.00	\$68,177.00	\$0.00	\$69,443.00
DUMPSTER	Sub Totals:	\$10.00	\$0.00	\$0.00	\$10.00
LICENSE FEES	Sub Totals:	\$0.00	\$300.00	\$0.00	\$300.00
GRAND TOTALS:		\$1,276.00	\$68,477.00	\$0.00	\$69,753.00

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 03/01/2018 To 03/31/2018

April 02, 2018 4:27:37PM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$1,271,850.00	Cubic Footage:	225326 Cu.ft	Permit Issued:	17
Cost Of Alteration:	\$84,372.00	Square Footage:	15937 Sq.ft	Updates Issued:	2
Cost Of Demolition:	\$1,000.00			All Fees Waived:	0
Total Cost:	\$1,357,222.00			Municipal Fees Waived:	0

<u>PERMIT FEES</u>		<u>ADMIN FEES</u>		<u>WAIVED FEES</u>		<u>TOTAL FEES</u>	
Building:	\$9,535.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$9,535.00
Electrical:	\$3,215.00	Electrical:	\$0.00	Electrical:	\$0.00	Electrical Fees:	\$3,215.00
Fire :	\$2,940.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$2,940.00
Plumbing:	\$5,691.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$5,691.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$570.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$570.00
				Total Waived:	\$0.00	Technical Fees:	\$21,951.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$837.00	\$0.00	\$837.00
Alteration Training Fee:	\$163.00	\$0.00	\$163.00
DCA Minimum Fee:	\$0.00	\$0.00	\$0.00
Sub total Training Fee:	\$1,000.00	\$0.00	\$1,000.00

TECHNICAL ISSUES

Building Technical:	14
Electrical Technical:	16
Fire Protection Technical:	8
Plumbing Technical:	8
Elevator Technical:	
Mechanical Technical:	5

CERTIFICATE ISSUES

Certificate of Occupancy:	2
Certificate of Approval:	3
Certificate of Continued Occupancy:	0

Certificate of Occupancy Fee:	\$2,671.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$2,671.00
PERMIT FEES:	\$21,951.00
FEES:	\$1,000.00
CERTIFICATE FEES:	\$2,671.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$25,622.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$100.00
GRAND TOTAL FEES:	\$25,722.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 03/01/2018 To 03/31/2018

April 2, 2018 4:28:08PM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
LICENSE FEES	Sub Totals:	\$0.00	\$300.00	\$0.00	\$300.00
PERMIT FEES	Sub Totals:	\$0.00	\$25,722.00	\$0.00	\$25,722.00
GRAND TOTALS:		\$0.00	\$26,022.00	\$0.00	\$26,022.00



BUREAU OF FIRE SAFETY - TOWNSHIP OF LOWER

Public Safety Building
1389 Langley Road
Cape May County Airport
Phone: (609) 889-0404
Fax: (609) 889-8876

Mailing Address:
407 Breakwater Road
Erma, NJ 08204

For the month of MARCH 2018, the Lower Township Bureau of Fire Safety made deposits of \$28,198.00 in the Lower Township Tax office.

Sincerely,

**Donna Blackley
Fire Official**

cc: file

**Board Members
Lauren Read
James Ridgway**

**2018 CASH RECEIPTS
MARCH**

Township of Lower
Office of the Tax Collector

	MONTH TO DATE	YEAR TO DATE
Receipts		
Current year taxes (2018)	922,740.96	14,136,897.94
Prior year taxes (2017)	182,563.47	469,748.29
Prior year taxes (2016)	250.00	250.00
Previously exempt property		1,135.80
State Audit Pay Back		1,000.00
Municipal Lien		0.00
Recording		0.00
Bankruptcy		0.00
6% Penalty	1,162.40	2,030.43
Municipal Service Fees	32,060.00	44,720.00
Tax Search Fees		0.00
Interest	23,933.13	41,300.34
Lot clearing	1,675.00	1,675.00
Returned Check Fees	80.00	100.00
Duplicate Bills	30.00	305.00
Trash	8,948.75	14,040.75
TOTAL DEPOSITS	1,173,443.71	14,713,203.55
DEPOSITED TO COUNCIL CHECK	924,388.49	13,816,657.67
DEPOSITED TO WIPP ACCOUNT	249,494.22	896,984.88
Transferred to BOCA	(439.00)	-439.00
TOTAL DEPOSITS	1,173,443.71	14,713,203.55
NSF Reversals	3,965.72	29,676.51
WIPP NSF Reversals	1,052.70	10,381.77
TOTAL	1,168,425.29	14,673,145.27

Prepared by Kathy Brown

2018 MARCH VITAL STATISTICS

Marriages,Civil Unions	10
Domestic Partners	0
Ceritified Copies	197
Certified Copies EDRS	1
Burial Permits	1
Marriages, Civil Unions State	\$250.00
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$30.00
Domestic Partners Twp	\$0.00
Certified Copies	\$1,970.00
Certified Copies EDRS	\$10.00
Burial Permits State	\$5.00
Burial Permits Twp	\$10.00
TOTAL	\$2,275.00