

WORK SESSION & REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL

December 5, 2016 - 7:00 P.M.

Meeting called to order.

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

Proclamation Supporting the Drive Sober or Get Pulled Over 2016 Year End Holiday Crackdown

Work Session

Mauricio Barragan – Small Cell Site Project, Verizon Wireless - Manager Jim Ridgway

Consent Agenda

Approval of Minutes	November 21, 2016
Res. #2016-325	Payment of Vouchers \$539,586.36
Res. #2016-326	Authorization for Refund of Taxes (6 properties \$10,891.26)
Res. #2016-327	Authorizing the Payout of Terminal Leave (F.McCloskey \$749.79)
Res. #2016-328	Authorization for the Payout of Accumulated Compensatory Time (J.Saini \$2,941.07)
Res. #2016-329	A Resolution Requesting Release of Revegetation and Restoration Guarantee for Dune Site Plan; Block 360.01, Lots 1-9 Escrow # Z04-05-02 (\$1,500)
Res. #2016-330	Approval of Contribution to Lower Township Rotary (\$800.00 Tree Lighting/Parade)
Res. #2016-331	Transfer Of 2016 Appropriations (\$77,000)
Res. #2016-332	Authorizing the Payout of Terminal Leave (M.Alexander \$6,524.38)
Ordinance #2016-07	An Ordinance of the Township of Lower Amending Chapter 400; the Land Development Ordinance of the Township of Lower. This is the First reading of this Ordinance. The 2 nd reading and public hearing has been scheduled for December 19, 2016
Ordinance #2016-08	An Ordinance Transferring Ownership of Certain Real Property to the New Jersey Department of Environmental Protection. This is the First reading of this Ordinance. The 2 nd reading and public hearing has been scheduled for December 19, 2016.

Regular Agenda

Res. #2016-333	Authorization for 2016 Incentive Award for Insurance Waiver (\$55,750)
Res. #2016-334	A Resolution Authorizing An Amendment to the Salary Ordinance (Increasing Mayor and Council Salary)
Ordinance #2016-09	An Ordinance Amending Ordinance #2016-06; Salary & Benefit Ordinance for the Township of Lower. This is the first reading of this Ordinance. The 2 nd reading and public hearing has been scheduled for December 19, 2016.

Administrative Reports

Treasurer's Report

Council Comments

Call to the Public

Adjournment

COUNCIL MEETING MINUTES – November 21, 2016

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on November 21, 2016 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 Erik Simonsen
- Mayor Michael Beck

Also present: James Ridgway, Township Manager, Robert Belasco, Township Solicitor and Karen Fournier, Deputy Township Clerk

Consent Agenda

- Approval of Minutes November 7, 2016
- Res. #2016-317 Payment of Vouchers \$670,783.30
- Res. #2016-318 A Resolution Awarding A National Cooperative Purchasing Agreement with National Joint Powers Alliance (NJPA) to Granturk Equipment Company for a Vactor 2100 Plus Sewer Cleaner (\$369,000)
- Res. #2016-319 A Resolution Awarding A National Cooperative Purchasing Agreement Contract with National Joint Powers Alliance (NJPA) to NAPA Genuine Parts Company
- Res. #2016-320 Transfer of 2016 Appropriations (\$30,000)
- Res. #2016-321 Authorization for the Payout of Accumulated Compensatory Time (M. Imaes \$1,583.65)
- Res. #2016-322 A Resolution Amending the Personnel Policies and Procedures Manual of Lower Township (correcting a typographical error on page 47 – Paid Holiday Policy)

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD		X	X			
PERRY	X		X			
SIMONSEN			X			
CLARK						X
BECK			X			

Administrative Reports

Monthly Reports – Clerk, Construction, Dog, Fire, Police, Tax Collector, Vital Statistics

Council Comments

Councilman Conrad wished everyone a Happy Thanksgiving and made favorable comments about the information he gained at the League of Municipalities. He also thanked DPW for their work on the beach access paths.

Councilman Perry commended DPW for an excellent job on the beach access paths and wished everyone a Happy Thanksgiving.

Councilman Simonsen agreed that the beach access paths are a major upgrade to the Township. He also informed about Law Enforcement United and wished everyone a Happy Thanksgiving.

Mayor Beck announced the following upcoming events: Tree Lighting Ceremony, Chamber of Commerce Hospitality Day, Rotary Christmas Parade, Ferry Merry Christmas, and Police Appreciation Month. He also informed that the Lower Township Chamber of Commerce has support our police signs available for purchase at several locations throughout the Township. He wished everyone a Happy Thanksgiving and offered his gratitude to all Township employees in addition to fire and rescue personnel. He shared a story of sacrifice and his pursuit of data for Edward N. Hunter, a U.S. soldier who died in France in 1944.

Call to the Public

Robert Rizzo, Mickel's Run, former member of the Environmental Commission, made favorable remarks about the beach access paths and thanked Gary Douglass for overseeing the project. He also thanked Manager Ridgway for the flag at Douglass Park and wished everyone a Happy Thanksgiving.

George Doherty, Seashore Road, asked for an update on the bike path. Manager Ridgway updated about signatures needed and extension wires that need to be moved.

Ray Flickenger, 1700 Washington Blvd., complimented the work of the DPW on the beach access paths and expressed appreciation for the flag at Douglass Park.

Closed Session

Res. #2016- 323

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. **CONTRACT NEGOTIATION UPDATE – TEAMSTERS; POSSIBLE LITIGATION – FEMA; PROFESSIONAL SERVICE CONTRACT DISCUSSION**

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
PERRY	X		X			
SIMONSEN		X	X			
CLARK						X
BECK			X			

COUNCIL MAY RETURN TO OPEN SESSION TO TAKE ACTION

Council adjourned to Closed Session at 7:22 p.m.

Council returned to Open Session at 8:07 p.m.

Res. #2016-324

A Resolution to Ratify a Four (4) Year Contract Agreement By and Between the Township of Lower and Teamsters Local Union No. 676

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY		X	X			
SIMONSEN			X			
CLARK						X
BECK			X			

Council adjourned to resume Closed Session at approximately 8:12 p.m.

Council returned to Open Session at 8:40 p.m.

Adjournment

There being no further business to address, motion to adjourn moved by Councilmember Conrad, seconded by Councilmember Simonsen. Motion to adjourn unanimous. Meeting adjourned at 8:41 p.m.

Mayor

Township Clerk

Approved:

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01171 VERIZON WIRELESS - TOWNHALL	16-03152	11/30/16	CELL PHONE 11/24/16-12/23/16	Open	520.11	0.00		
01319 EDWARD EDWARDS	16-03083	11/28/16	CONTRACTUAL REIMBURSEMENT-V	Open	280.00	0.00		
01389 EDDIE'S AUTO BODY*	16-02826	11/03/16	NEW VEHICLE PAINT	Open	780.00	0.00		
01490 ROBERT FESSLER	16-03096	11/28/16	CONTRACTUAL REIMBURSEMENT-V	Open	110.00	0.00		
01643 WILLIAM GALESTOK	16-03107	11/28/16	LEAGUE REIM MEAL/TRAVEL/TOLLS	Open	35.25	0.00		
01661 GENERAL SALES ADMINISTRATION*	16-02103	08/01/16	TUFLOC WEAPON MOUNTS	Open	1,135.00	0.00		
01730 GTBM INC.*	16-02000	07/21/16	RES#14-322 MOBIL DATA COMPUTER	Open	16,725.27	0.00		
01768 ROBERT HARTMAN JR	15-01024	04/28/15	2015 EQUIP. ALLOWANCE	Open	150.00	0.00		B
	16-00584	03/02/16	2016 EQUIP. ALLOWANCE	Open	150.00	0.00		B
	16-03143	11/30/16	CONTRACTUAL REIMBURSEMENT-V	Open	<u>155.00</u>	0.00		
					455.00			
01785 ROBERT HARTMAN SR	16-01477	06/01/16	CONTRACTUAL REIMBURSEMENT-M	Open	314.70	0.00		
01807 MARLIN HEDUM	16-03084	11/28/16	CONTRACTUAL REIMBURSEMENT-M	Open	152.64	0.00		
	16-03085	11/28/16	CONTRACTUAL REIMBURSEMENT-V	Open	295.00	0.00		
	16-03147	11/30/16	CONTRACTUAL REIMBURSEMENT-M	Open	<u>69.20</u>	0.00		
					516.84			
01813 PAUL HILDRETH	16-03154	11/30/16	CONTRACTUAL REIMBURSEMENT-M	Open	1,224.36	0.00		
02223 LANDSMAN UNIFORMS*	16-02832	11/03/16	UNIFORMS	Open	109.95	0.00		
02248 LAWMEN SUPPLY*	16-02391	09/09/16	ARMORSKIN	Open	75.00	0.00		
02331 LOWER TOWNSHIP ROTARY CLUB	16-03129	11/29/16	PARADE/TREE LIGHTING CONTRIB	Open	800.00	0.00		
02585 WILLIAM MASTRIANA	16-03093	11/28/16	TRAINING MEALS - PARKING	Open	28.53	0.00		
02590 ARTHUR MASON	16-03108	11/28/16	CONTRACTUAL REIMBURSEMENT-M	Open	189.20	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03020 NJ DIVISION OF MOTOR VEHICLES	16-03132	11/30/16	NJDMV	Open	25.00	0.00		
03026 NJ STATE HEALTH BENEFITS	16-03086	11/28/16	HEALTH BENEFITS-DECEMBER 2016	Open	298,917.78	0.00		
	16-03153	11/30/16	HEALTH BENEFITS MEDICAL-RETIRE	Open	<u>6,072.84</u>	0.00		
					304,990.62			
03069 NJ POL CHIEFS FOUNDATION INC*	16-02702	10/24/16	TRAINING	Open	250.00	0.00		
03202 OMNIS NETWORK*	16-02825	11/03/16	WEBSITE HOSTING	Open	83.40	0.00		
03226 OLD DOMINION BRUSH CO.*	16-02728	10/24/16	LEAF TRUCK PARTS	Open	3,552.00	0.00		
03305 PEDRONI FUEL*	16-03133	11/30/16	NO LEAD GAS/	Open	373.27	0.00		
03366 AMERI-GAS*	16-03110	11/28/16	PROPANE- BENNETT'S CONCESSION	Open	201.90	0.00		
	16-03135	11/30/16	PROPANE-BENNETT'S CONCESSION	Open	<u>95.33</u>	0.00		
					297.23			
03484 LAUREN M. READ	16-03103	11/28/16	TRAVEL REIMBURSEMENT	Open	66.47	0.00		
03518 RIGGINS, INC.*	16-03098	11/28/16	OFF HIGHWAY DIESEL	Open	358.05	0.00		
03692 SOUTH JERSEY GAS CO*	16-03130	11/30/16	NOVEMBER 2016 GAS BILL	Open	2,526.90	0.00		
03844 GIACOMO TROMBETTA	16-03109	11/28/16	CONTRACTUAL REIMBURSEMENT-M	Open	25.00	0.00		
03969 VERIZON	16-03150	11/30/16	VERIZON PHONE BILL 2016	Open	696.80	0.00		
03971 VERIZON WIRELESS MDT POLICE	16-03155	11/30/16	MDT WIRELESS	Open	805.32	0.00		
04053 WAWA VILLAS	16-03057	11/18/16	2016 EMP SAFETY INCENTIVE CARD	Open	95.00	0.00		
04080 WINNER FORD*	16-02303	08/26/16	2016 POLICE INTERCEPTOR SEDAN	Open	24,600.00	0.00		
04097 CINTAS FIRST AID AND SAFETY*	16-03145	11/30/16	FIRST AID SUPPLIES/NOV	Open	105.76	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
04176 CHRISTOPHER J WINTER SR*CALEA								
	16-00690	03/11/16	ACCRED. CONSULTANT- NOVEMBER	Open	450.00	0.00		
	16-00691	03/11/16	ACCRED. CONSULTANT- DECEMBER	Open	<u>450.00</u>	0.00		
					900.00			
04300 W B MASON CO INC*								
	16-02701	10/24/16	SUPPLIES	Open	1,576.54	0.00		
	16-02776	10/28/16	PAPER - BIG COPY MACHINES	Open	<u>179.98</u>	0.00		
					1,756.52			
04301 SEASHORE ASPHALT CORPORATION*								
	16-00092	01/08/16	ASPHALT/PATCH/RDS/JAN	Open	2,815.20	0.00		
04327 SHI INTERNATIONAL CORP*								
	16-02480	09/21/16	COMPUTER RACK	Open	119.44	0.00		
	16-02656	10/14/16	COMPUTER MAINT.	Open	<u>135.46</u>	0.00		
					254.90			
5055 MATTHEW GAMBLE								
	15-01021	04/28/15	2015 EQUIP. ALLOWANCE	Open	150.00	0.00		B
	16-00581	03/02/16	2016 EQUIP. ALLOWANCE	Open	<u>150.00</u>	0.00		B
					300.00			
6004 LERETA, LLC								
	16-03092	11/28/16	RES#16-326 REFUND 3/4 TAX	Open	1,038.83	0.00		
6043 TIFFANY HUTCHINSON								
	16-03144	11/30/16	REIMBURSEMENT BASKETBALL COACH	Open	25.00	0.00		
6059 USABLE LIFE								
	16-03105	11/28/16	DECEMBER 2016 LIFE INSURANCE	Open	510.15	0.00		
6071 UNITED UNIFORMS LIMITED LIAB*								
	16-02650	10/13/16	UNIFORMS	Open	1,899.50	0.00		
	16-02732	10/24/16	UNIFORMS	Open	<u>1,968.99</u>	0.00		
					3,868.49			
7041 CART ECKEL								
	16-03116	11/28/16	BASKETBALL COACH	Open	40.00	0.00		
7074 J & B LOCKSMITHS*								
	16-02842	11/09/16	FIX FRONT DOOR LOCK	Open	75.00	0.00		
7098 SHORE VETERINARIAN ANIMAL *								
	16-00064	01/07/16	16-26 FINAL YEAR ANIMAL CONT	Open	4,270.00	0.00		
7119 ENGINEERING DESIGN ASSOC*								
	15-01760	07/06/15	2014-323 COASTAL RESIL GRANT	Open	1,740.00	0.00		B
7196 LAUREN HUGGINS SUIT*								
	16-00063	01/07/16	RES 2016-30 PIO DNE \$10,400	Open	866.63	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7199 STAPLES CREDIT PLAN-INSTORE PU								
	16-02486	09/21/16	SIGNATURE CAPTURE PAD	Open	198.99	0.00		
	16-02571	09/30/16	OFFICE SUPPLIES	Open	254.99	0.00		
	16-02672	10/18/16	SHREDDER	Open	1,004.98	0.00		
	16-02700	10/24/16	SUPPLIES	Open	528.29	0.00		
	16-02743	10/25/16	AVERY 5160 LABELS	Open	379.80	0.00		
	16-02779	10/28/16	WIRELESS MOUSE	Open	51.98	0.00		
	16-02815	11/02/16	8 1/2 X 11 PAPER	Open	<u>579.80</u>	0.00		
					2,998.83			
7241 SKIP HOPPING								
	16-03134	11/30/16	LACROSSE OFFICIAL	Open	90.00	0.00		
7245 EVER READY FIRST AID & MEDICA*								
	16-03008	11/15/16	NARCAN EQUIPMENT	Open	117.40	0.00		
7248 SHORE SIDE ENTERPRISES LLC*								
	16-03099	11/28/16	BOOKING FEE-MILLMAN CENTER	Open	323.35	0.00		
7310 CORELOGIC REAL ESTATE TAX SER								
	16-03087	11/28/16	RES#16-236 REFUND 3RD QRT TAX	Open	1,312.64	0.00		
7333 JOSEPH WAREHAM								
	16-03117	11/28/16	BASKETBALL COACH	Open	25.00	0.00		
7368 ACE PLUMBING/ELEC SUPPLY INC*								
	16-02821	11/03/16	BACK ORDER SUPPLIES /DPW	Open	250.60	0.00		
7384 JORDAN SAINI								
	15-01045	04/28/15	2015 EQUIP. ALLOWANCE	Open	150.00	0.00		B
	16-00595	03/02/16	2016 EQUIP. ALLOWANCE	Open	<u>150.00</u>	0.00		B
					300.00			
7400 WATCHGUARD VIDEO								
	16-02634	10/12/16	MAINTENANCE CONTRACT	Open	1,950.00	0.00		
7436 DALLAS M BOHN SR.								
	16-03100	11/28/16	REIMBURSEMENT WRESTLING COACH	Open	30.00	0.00		
7496 AMERICAN PARTS DISTRIBUTION*								
	16-03009	11/15/16	PARTS FOR HVAC/DPW	Open	538.71	0.00		
7507 STEFANKIEWICZ & BELASCO LLC								
	16-00059	01/07/16	2016 LEGAL MONTHLY DNE \$28k	Open	2,333.37	0.00		
7508 BLANEY & KARAVAN PC*								
	16-00062	01/07/16	2016-33 PROSECUTOR \$23 DNE	Open	1,916.74	0.00		
7555 LORCO PETROLEUM SERVICES*								
	16-02818	11/03/16	USED OIL REMOVAL/DPW	Open	87.50	0.00		
7556 ATLANTIC ENVELOPE COMP, INC*								
	16-02719	10/24/16	# 10 PRINTED ENVELOPES	Open	109.25	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7581 ASSOC OF STATE FLOODPLAIN	16-02828	11/03/16	ASFPM MEMBERSHIP DUES	Open	190.00	0.00		
7605 RAY VOZZELLI	16-03053	11/18/16	FALL SOCCER OFFICIAL	Open	375.00	0.00		
7622 USA FOOTBALL	16-01992	07/20/16	USA FOOTBALL CLINIC	Open	190.00	0.00		
7642 THE RICHARD STOCKTON COLLEGE *	16-02473	09/20/16	TRAINING 11/15/16 GLOUCESTER C	Open	900.00	0.00		
7647 GATES FLAGS & BANNER CO, INC*	16-02591	10/03/16	25' FIBERGLASS FLAGPOLE	Open	1,475.00	0.00		
7655 MASTER DJ AND SOUND, LLC*	16-02759	10/27/16	DJ FOR HALLOWEEN SPOOKTACULAR	Open	150.00	0.00		
7682 JOHN & SONJA KILEEN	16-03088	11/28/16	RES# 2016-236 REFUND 4TH QRT T	Open	2,912.00	0.00		
7683 JOHN ESPOSITO	16-03089	11/28/16	RES#16-236 REFUND 4TH QRT TAX	Open	3,663.10	0.00		
7684 CHRISTOPHER & FRANCESCA CENTOR	16-03091	11/28/16	RES#16-236 REFUND 4TH QRT TAX	Open	1,187.41	0.00		
7685 TINA WEST	16-03118	11/28/16	REIMBURSEMENT FOR REGISTRATION	Open	20.00	0.00		
FBINA FBINAA NJ CHAPTER*	16-02296	08/25/16	ANNUAL CONFERENCE	Open	500.00	0.00		
SEAGE SEAGEAR MARINE SUPPLY*	16-02509	09/26/16	SHACKLES	Open	37.52	0.00		

Total Purchase Orders: 108 Total P.O. Line Items: 0 Total List Amount: 539,586.36 Total Void Amount: 0.00

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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 December 5, 2016.

Julie A Picard, Township Clerk

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

RESOLUTION #2016-326

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	Lereta	Paid Twice	\$ 1,038.83
719	1.03	Christopher Centore	Paid Twice	\$ 1,187.41
719	3.03	John Esposito	Paid Twice	\$ 3,663.10
741.03	10.01	Corelogic	Paid Twice	\$ 777.28
752.01	10.07	John Killeen	Paid Twice	\$ 2,912.00
778	1	Corelogic	Paid to Wrong Town	\$ 1,312.64

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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 December 5, 2016.

Julie A Picard, Township Clerk

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

RESOLUTION # 2016-327

Title: AUTHORIZING THE PAY OUT OF TERMINAL LEAVE

WHEREAS, the employee listed below retired from the Township and is entitled to payment for accumulated vacation, sick 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 in the current budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that a payment due to Frank McCloskey in the amount of \$ 749.79 is authorized and chargeable to the 2016 Budget Account 6-01-56-910-199.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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 December 5, 2016.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER
 RETIREMENT PAYOUT ANALYSIS
 DATE: 12/1/2016

EMPLOYEE: McCloskey, Frank
 DATE OF RESIGNATION: 12/1/2016
 DATE OF PAYMENT: _____
 RESOLUTION #: _____

Annual Salary:	\$57,926.88
Hourly Rate:	\$27.85
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	0.00	27.85	0.00
Personal	(2.46)	27.85	(68.55)
Sick	21.27	27.85	592.34
Vacation	8.12	27.85	226.01
	26.92		
Terminal Leave Payout			\$749.79

	(A)	(B)	(C)	(B * C) (D)	(E)	A + D - E (F)	
	Carryover	Annual	48 weeks / 52 weeks	Prorated Time Due	Time Used	Hours to be paid	
Comp				0.00		0.00	
Personal	0.00	32.00	0.92	29.54	32.00	(2.46)	
Sick	30.50	120.00	0.92	110.77	120.00	21.27	1440 max sick hours
Vacation	49.50	200.00	0.92	184.62	226.00	8.12	
Total	80.00	352.00	2.77	324.92	378.00	26.92	

Accrual and time used are current to 11/30/16 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 # 2016-328

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 Governing Body of the Township of Lower that payment to Jordan Saini in the amount of \$2,941.07 is authorized and chargeable to the 2016 Budget account 6-01-25-240-122.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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 December 5, 2016.

Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief William Mastriana
THRU: Lt. William Priole
FROM: Patrolman Jordan C. Saini
DATE: 11-21-2016
SUBJECT: Comp Time buy out

Chief,

I am asking to submit this letter to payroll requesting a buy out of 130 hours accrued comp time. Thank you in advance for your attention to this request.

Respectfully Submitted,

PTLM Jordan Saini #196

Jordan C. Saini
Patrolman Badge 196

C	File	Date	Officer	Comments
		11/21/16	U. Saini	sent to Chief
		11/22/16	Nil	forward to township

0* *

130* x

22*6236 =

2,941*07 *

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

RESOLUTION #2016-329

Title: **A RESOLUTION REQUESTING RELEASE OF REVEGETATION AND RESTORATION GUARANTEE FOR DUNE SITE PLAN; BLOCK 360.01, LOTS 1-9, ESCROW #Z04-05-02**

WHEREAS, Atlantes Organization posted a bond for the revegetation and restoration of dune grass with the Township of Lower, in the amount of \$1,500.00; and

WHEREAS the Township Planning Director recommends that the required restoration and revegetation of dune grass has been properly completed.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower the Governing body thereof, that the Guarantee be and hereby is **released**.

BE IT FURTHER RESOLVED that the Township Treasurer is granted permission to issue a check in the amount of \$1,500.00 plus any accrued interest for payment of the above released Guarantee.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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 December 5, 2016.

Julie A Picard, Township Clerk

MEMORANDUM

TO: Mayor Michael Beck &
Council members

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

DATE: November 28, 2016

RE: Release of Bond for Restoration
and Revegetation of Dune Grass;
Jerry & Karen Nataloni
Block 360.01, Lots 1-9
Escrow #Z04-05-02
Resolution #2016-329

Jerry & Karen Nataloni posted a bond for the restoration and revegetation of Dune grass, on July 29, 2014 per Zoning Board Resolution #07-12-ZBA and #04-55-ZBA. A site inspection by the Planning Director on November 23, 2016 revealed that all the required work was complete. Therefore, I recommend return of the above referenced bond for revegetation of dune grass by Township Council.

Thank you.

c: Julie Picard, Township Clerk

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

RESOLUTION # 2016-330

Title: APPROVAL OF CONTRIBUTION TO LOWER TOWNSHIP ROTARY

WHEREAS, The Lower Township Rotary Club, with the financial help and support of the Township of Lower, has been hosting the Lower Township Christmas Parade for the past 35 years; and

WHEREAS, the Lower Township Rotary Club has also been hosting the Lower Township Annual Tree Lighting/Veterans Ceremony for well over ten (10) years; and

WHEREAS, the Lower Township Rotary Club partners with the Township of Lower to host these events as part of their "Service above Self" commitment.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower does hereby authorize and approve a contribution of \$800 towards the Christmas Parade and Annual Tree Lighting/Veterans Ceremony.

BE IT FURTHER RESOLVED that the CFO, Lauren Read is hereby authorized to issue the above checks chargeable to the following line item where sufficient funds are available as evidenced by her signature

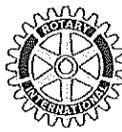
Budget Account: 6-01-20-110-281

CFO's Signature: _____

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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 December 5, 2016.

Julie A Picard, Township Clerk



LOWER TOWNSHIP ROTARY

Parade Committee
% 638 Seashore Road
Cape May, NJ 08204

November 2, 2016

Mayor & Council
2600 Bayshore Road
Villas, NJ 08251

Re: Tree Lighting/Tribute to Armed Forces and
36th Annual Christmas Parade

Dear Mayor and Councilmembers:

We have just finished with our Pumpkin Festival and are planning our upcoming Tree Lighting/Veteran's Ceremony and the annual Christmas Parade. We greatly appreciate the financial contribution of the Township for these events over the years and it helps us continue this annual tradition. We enjoy organizing these community events as part of our "Service above Self" commitment.

This year's Tree Lighting/Veteran's Ceremony will be held on Tuesday, November 29 beginning at 7 p.m. at the Recreation Center. The Annual Christmas Parade will be held on Saturday, December 10, 2016 at the new starting time of 6:00 p.m.

We had a productive meeting with Rich Harron and Lt. Priole to plan for this year's parade and provided Rich with a list of what the Rotary Club members handle on parade night as requested. Lt. Priole and Mr. Harron will plan for handling the traffic and road closings so I believe we are all prepared. I have attached a Certificate of Insurance as requested.

We invite you to attend both events and respectfully request the Township provide the same financial contribution to these community events as in year's past. If that is not possible, we hope you will be able to provide some type of financial support to assist our efforts.

Thank you and we look forward to having you join us in the upcoming holiday celebrations. I can be reached at jtkammer@aol.com or by calling 408-2875, if necessary.

Sincerely,

/s/

Jack Kammer, President
Lower Township Rotary Club

C. James Ridgeway, Manager



CERTIFICATE OF LIABILITY INSURANCE

7/1/2017

DATE (MM/DD/YYYY)
Nov. 2, 2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LOCKTON COMPANIES 500 West Monroe, Suite 3400 CHICAGO IL 60661 (312) 669-6900	CONTACT NAME: Lockton Companies PHONE (A/C No, Ext): 1-800-921-3172 E-MAIL ADDRESS: rotary@lockton.com	FAX (A/C No): 1-312-681-6769	
	INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED 1393456 All Active US Rotary Clubs & Districts Rotary Club of Lower Township Attn: Risk Management Department 1560 Sherman Ave. Evanston, IL 60201-3698	INSURER A: Lexington Insurance Company		19437
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES ROTINO1 **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSD	WVD					
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability <input type="checkbox"/> Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			015375594	7/1/2016	7/1/2017	EACH OCCURRENCE	\$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
							MED EXP (Any one person)	\$ XXXXXXXX
							PERSONAL & ADV INJURY	\$ 2,000,000
							GENERAL AGGREGATE	\$ 4,000,000
							PRODUCTS - COMP/OP AGG	\$ 4,000,000
								\$
A	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			015375594	7/1/2016	7/1/2017	COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000
							BODILY INJURY (Per person)	\$ XXXXXXXX
							BODILY INJURY (Per accident)	\$ XXXXXXXX
							PROPERTY DAMAGE (Per accident)	\$ XXXXXXXX
								\$ XXXXXXXX
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE		NOT APPLICABLE			EACH OCCURRENCE	\$ XXXXXXXX
							AGGREGATE	\$ XXXXXXXX
								\$ XXXXXXXX
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N N/A		NOT APPLICABLE			PER STATUTE	
							OTH-ER	
							E.L. EACH ACCIDENT	\$ XXXXXXXX
							E.L. DISEASE - EA EMPLOYEE	\$ XXXXXXXX
							E.L. DISEASE - POLICY LIMIT	\$ XXXXXXXX

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Certificate Holder is included as Additional Insured where required by written contract or permit subject to the terms and conditions of the General Liability policy, but only to the extent bodily injury or property damage is caused in whole or in part by the acts or omissions of the insured.

CERTIFICATE HOLDER Annual Christmas Parade - Saturday, December 10, 2016 Township of Lower 2600 Bayshore Road Villas, NJ 08251	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2016-331

Title: **TRANSFER OF 2016 APPROPRIATIONS**

WHEREAS, N.J.S.A. 40A: 4-58 provides for appropriation transfers during the last two months of the current fiscal year when it has been determined that any appropriation is insufficient to pay the claims authorized or incurred during the current year, which are chargeable to said appropriation, and there is an excess in any appropriation over and above the amount deemed to be necessary to fulfill its purpose.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, State of New Jersey that the following transfers totaling \$77,000.00 be made between the 2016 budget appropriations:

<u>LINE ITEM</u>			<u>ACCT. NUMBER</u>	<u>FROM</u>	<u>TO</u>
Treasurer	S&W		6-01-20-130-100	10,000.00	
DCRP	OE		6-01-36-476-500	5,000.00	
Assessor	S&W		6-01-20-150-100	10,000.00	
Health Insurance	OE		6-01-23-220-400	52,000.00	
Street Lighting	OE		6-01-31-435-200		32,000.00
Buildings & Grounds	OE		6-01-20-310-300		10,000.00
Tipping Fees	OE		6-01-32-465-600		35,000.00
				<u>77,000.00</u>	<u>77,000.00</u>

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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 December 5, 2016.

Julie A Picard, Township Clerk

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

RESOLUTION # 2016-332

Title: AUTHORIZING THE PAY OUT OF TERMINAL LEAVE

WHEREAS, the employee listed below resigned from the Township and is entitled to payment for accumulated vacation, sick 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 in the current budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that a payment due to Mark Alexander in the amount of \$ 6,524.38 is authorized and chargeable to the 2016 Budget Account 6-01-56-910-199.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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 December 5, 2016.

Julie A Picard, Township Clerk

Alexander, Mark

TOWNSHIP OF LOWER
RETIREMENT PAYOUT ANALYSIS

DATE: 12/1/2016

EMPLOYEE: Alexander, Mark
 DATE OF RESIGNATION: 12/2/2016
 DATE OF PAYMENT:
 RESOLUTION #:

Annual Salary:	\$57,278.96
Hourly Rate:	\$27.54
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	0.00	27.54	0.00
Personal	29.54	27.54	813.43
Sick	(26.73)	27.54	(736.11)
Vacation	234.12	27.54	6,447.06
	236.92		
Terminal Leave Payout			\$6,524.38

	(A)	(B)	(C)	(B * C) (D)	(E)	A + D - E (F)
	Carryover	Annual	48 weeks / 52 weeks	Prorated Time Due	Time Used	Hours to be paid
Comp				0.00		0.00
Personal	0.00	32.00	0.92	29.54	0.00	29.54
Sick	990.50	120.00	0.92	110.77	1,128.00	(26.73)
Vacation	49.50	200.00	0.92	184.62	0.00	234.12
Total	1,040.00	352.00	2.77	324.92	1,128.00	236.92

1440 max sick hours

Accrual and time used are current to 12/02/16 subject to change if time is used or not currently reported.

Employee Signature: _____

Date: _____

Treasurer's Signature: _____

Date: _____

ORDINANCE #2016-07

AN ORDINANCE OF THE TOWNSHIP OF LOWER AMENDING CHAPTER 400; THE LAND DEVELOPMENT ORDINANCE OF THE TOWNSHIP OF LOWER

WHEREAS, as a result of the present demand and need for Solar Renewable Energy Technology, the Township of Lower desires to provide for the most efficient and orderly development of Solar Energy for all of the residents of the Township; and

WHEREAS, The Lower Township Planning Board delivered a General Re-examination of the Master Plan Report, dated November 13, 2014, to Lower Township Council on December 30, 2014, subject to N.J.S.A. 40:55D-89; and

WHEREAS, Section 7.A, Amended Objective for Residential Area, of the General Re-examination, concluded, "The Planning Board recognizes that one of the goals of the current Master Plan, "o. To promote utilization of renewable energy resources' is more important, now, than ever before. Therefore, the Planning Board recommends that solar energy systems be established as a permitted accessory use, in all residential zoning districts, if in fact, they are found not to be a permitted accessory use in Lower Township's current Zoning Ordinance."; and

WHEREAS, The Lower Township Planning Board specifically recommended, at their duly held regular meeting, on October 20, 2016, that the Zoning Ordinance be amended to contain the following language regarding Solar Renewable Energy Technology:

Section 1. Section 400 of the Revised General Ordinances of the Township of Lower is hereby amended as follows:

[New Section]

§400-8. Definitions

[Solar renewable energy technology means a technology that engages in the production of electric energy from solar technologies and photovoltaic technologies. Solar renewable energy technologies that are ≤ 100% of the subject properties electric energy needs shall be permitted in all zoning districts as an accessory use. Solar renewable energy facilities that generate > 100% of a properties electric shall only be permitted in the Industrial zone.]

§400-62 Permitted Exclusions to 400-77 and 400-78.

New Section:

[A. (11) *Solar renewable energy technology. Solar photovoltaic energy technologies and structures, ground mounted or roof mounted solar energy system. Only solar renewable energy technology that generates ≤ 100% of a properties electric energy needs, shall qualify for a Permitted Exclusion under this section.]*

1. All other Ordinances in conflict or inconsistent with this Ordinance are hereby repealed to the extent of such conflict or inconsistency.

2. Should any section, paragraph, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid for any reason, the remaining portions of this Ordinance shall not be affected thereby and shall remain in full force and effect, and to this end the provisions of this Ordinance are hereby declared to be severable.

3. This Ordinance shall take effect within twenty (20) days of final passage and publication as provided by law.

Thomas Conrad, Councilmember

David Perry, Councilmember

Erik Simonsen, Councilmember

Norris Clark, Deputy Mayor

Adopted: _____

Attest:

Julie A Picard, Township Clerk

Michael Beck, Mayor

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798

(609) 886-2005

November 14, 2016

Mr. James Ridgway, Manager
Lower Township
2600 Bayshore Road
Villas, NJ 08251

RE: Proposed Solar Renewable Energy
Technology Zoning Ordinance
Amendment

Dear Mr. Ridgway:

The Lower Township Planning Board, at their duly held regular meeting, October 20, 2016, voted to recommend the attached Zoning Ordinance Amendment on "solar panels" for Lower Township Council action.

The amendment would allow "solar panels" as a permitted accessory use in all Zoning Districts of the Municipality. The proposed Ordinance change would also provide for solar renewable energy technology, without the need for site plan, at commercial properties. Solar renewable energy technologies facilities that generate > 100% of the properties electric needs shall only be permitted in the Industrial Zone. A site plan shall be required.

If you have any questions or comments, please advise.

Thank you.

Sincerely,

William J. Galestok, PP, AICP
Director of Planning
Planning Board Secretary

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

ORDINANCE # 2016-08

TITLE: ORDINANCE TRANSFERRING OWNERSHIP OF CERTAIN REAL PROPERTY TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION

WHEREAS, pursuant to N.J.S.A. 40A:12-1 et. seq., the Township Council of the Township of Lower previously approved an exchange of property, Block 505, Lot 15 (20.355 acres), with the New Jersey Department of Environmental Protection (DEP) through the Green Acres Program for the rights to manage and control three (3) Acres of land, comprising of part of Block 510, Lot 7.01 as set forth and depicted in Resolution #2016-134; and

WHEREAS, said Resolution authorized the Township of Lower to enter into a management agreement with the State DEP for the aforementioned property located at Block 510, Lot 7.01 in consideration of the aforementioned exchange of property; and

Whereas, the parties have prepared and executed a Donation Agreement and management agreement for the unimproved real property; and

Whereas, N.J.S.A. 40A:12-1 et. seq. requires that agreements involving the exchange of real property between a municipality and State agency be memorialized via Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Township Council of the Township of Lower in the County of Cape May and the State of New Jersey as follows:

Section 1. Pursuant to N.J.S.A. 40A:12-1 et. seq. the Township of Lower hereby authorizes the exchange of property located at Block 505, Lot 15 with the New Jersey DEP in exchange for the rights to manage and control three (3) Acres of land, comprising part of Block 510, Lot 7.01 as depicted more fully in Resolution #2016-134.

Section 2. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed to the extent of such conflict or inconsistency.

Section 3. Should any section, paragraph, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid for any reason, the remaining portions of this Ordinance shall not be affected thereby and shall remain in full force and effect, and to this end the provision of this Ordinance are hereby declared to be severable.

Section 4. This Ordinance shall become effective immediately upon final passage and publication, according to law.

Thomas Conrad, Councilmember

David Perry, Councilmember

Erik Simonsen, Councilmember

Norris Clark, Deputy Mayor

Adopted:

Attest: _____
Julie A Picard, Township Clerk

Michael E Beck, Mayor

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

RESOLUTION # 2016-333

Title: AUTHORIZATION FOR 2016 INCENTIVE AWARD FOR INSURANCE WAIVER

WHEREAS, the employees listed on the attached schedule have waived health insurance and are due an incentive amount per Superior Officers Union Article 12, Section F, AFSCME Union Contract, Article VII, Section F, Supervisors Contract, Article VI, Section F and the Township of Lower Personnel Policies and Procedures Manual; 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 year's budget for Health Insurance.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to the attached schedule of employees in the amount of \$55,750.00 is authorized and chargeable to the 2016 Budget account 6-01-23-220-412.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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 December 5, 2016.

Julie A Picard, Township Clerk

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

RESOLUTION #2016-334

Title: A RESOLUTION AUTHORIZING AN AMENDMENT TO THE SALARY ORDINANCE

WHEREAS, The Code of the Township of Lower, *Article II, Section 3-8 C. Salaries of Mayor and Council* require the salaries of the Mayor and Council be reviewed every two years and, as needed, be adjusted in accordance with N.J.S.A. 40A:9-165; and

WHEREAS, the salaries of the Mayor and Council have not been reviewed or adjusted since 2005; and

WHEREAS, upon review, it has been determined that an adjustment is in order.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the salary Ordinance be amended to reflect a \$3,000 increase to the salary range of Mayor and Councilmembers effective January 1, 2017.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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 December 5, 2016.

Julie A Picard, Township Clerk

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

ORDINANCE #2016-09

TITLE: AN ORDINANCE AMENDING ORDINANCE #2016-06, SALARY & BENEFIT ORDINANCE FOR THE TOWNSHIP OF LOWER

Be It Ordained by the Township Council, the governing body of the Township of Lower, County of Cape May, State of New Jersey that the following ranges and rates of pay are established and/or amended as follows :

<u>TOWNSHIP COUNCIL</u>	<u>Salary</u>
Mayor	18,000 to 18,500
Councilmembers	15,000 to 15,500

Section 2. This ordinance shall take effect January, 2017- per the Code of the Township of Lower, upon final passage and publication according to law.

Section 3. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed to the extent of such conflict or inconsistency.

Thomas Conrad, Councilmember

David Perry, Councilmember

Erik Simonsen, Councilmember

Norris Clark, Councilmember

Michael Beck, Mayor

1st Reading: _____

2nd Reading: _____

Attest: _____
Julie A Picard, Township Clerk

	Total	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct
BEG. BAL. JAN. 1, 2016	8,187,891.43	8,187,891.43	7,686,890.64	11,148,385.84	6,302,628.54	10,197,167.44	11,979,358.52	9,786,779.07	10,675,801.68	19,403,821.31	16,221,994.64
RECEIPTS:											
Per Revenue Status	61,086,980.04	3,960,999.37	10,606,216.27	5,810,305.33	5,860,728.30	8,508,182.17	892,533.01	6,616,409.20	11,147,064.09	1,227,839.67	8,458,702.63
less: post cash surplus	(2,180,000.00)			(2,180,000.00)							
Interest due from Capital	(6,677.47)	(1,774.05)	(1,906.12)	(1,811.81)	(843.46)	(64.81)	(62.73)	(54.04)	(54.05)	(52.32)	(54.08)
Interest due from Escrow	(907.13)			(357.10)	(105.50)	(103.25)	(96.53)	(1.28)	(72.49)	(60.84)	(50.14)
	58,899,395.44	3,859,225.32	10,604,310.15	3,628,136.42	5,859,779.34	8,506,814.11	892,373.76	6,616,353.88	11,146,937.85	1,227,706.81	8,458,558.41
Transfers:											
Capital	9,829,099.40			(123,000.00)	5,123,000.00			90,400.00	4,738,699.40		
DUE TRUST	(3,675.03)								(3,675.03)		
Grants Received:											
SC \$ RECD 0144	2,500.50		2,500.50								
COASTAL RES. \$ RECD	64,180.00			34,420.00	4,320.00		9,355.00			16,085.00	
RECYCLING TONNAGE \$	46,517.52	46,517.52									
CLICKIT OR TICKET \$	5,000.00				5,000.00						
BODY CAMERA \$	23,000.00					23,000.00					
CC \$	90,672.08					90,672.08					
FEMA \$ - DUE TRUST	0.00					6,393.73		(6,393.73)			
BODY ARMOR \$	7,604.64					745.00				2,670.50	4,189.14
ALED \$ RECD	1,027.39						1,027.39				
OPEN SPACE \$	36,260.00						36,260.00				
DSGPOS	9,950.00							4,950.00			5,000.00
JIF \$ RECD											3,304.40
2015 Commercial Trash	0.00										
283,037.10											
TOTAL RECEIPTS:	69,011,631.94	4,005,742.84	10,606,810.65	3,639,656.42	10,992,099.34	8,626,824.92	939,016.14	6,705,310.15	15,881,961.92	1,246,462.01	6,471,051.95
DISBURSEMENTS:											
2015 Reserve	813,694.85	379,018.28	167,587.65	88,956.66	109,616.44	11,820.87	14,900.60	11,631.91	1,407.60	28,604.00	151.86
2016 Current	58,664,039.74	4,218,168.61	6,861,765.88	9,469,829.12	5,668,797.73	6,676,491.09	2,732,231.53	5,868,889.13	7,275,883.50	5,280,187.33	4,611,795.82
June 30 pr posted to July	0.00						424,233.76	(424,233.75)			
2016 Capital	1,789,015.30	45,761.03	53,335.04	66,969.22	491,444.81	325,948.71	69,607.03	390,654.52	79,387.91	188,707.53	77,199.50
less: CIF post	(150,000.00)			(150,000.00)							
less: Def chgs reassess	(47,000.00)			(47,000.00)							
less: Due capital	(1,000.00)			(1,000.00)							
61,266,749.89											
Appropriation Refunds:	(902,731.46)	(35,204.27)	(38,373.12)	(42,441.28)	(172,287.54)	(169,636.83)	(109,377.32)	(30,654.27)	(202,736.72)	(69,210.18)	(32,809.93)
TOTAL DISBURSEMENTS	60,166,018.43	4,607,743.63	7,044,315.45	9,385,313.72	6,097,570.44	6,844,623.84	3,131,695.59	5,816,287.54	7,153,942.29	5,428,288.68	4,656,337.25
END. BAL. DEC. 31, 2016	17,033,404.94	7,685,890.64	11,148,385.84	5,302,628.54	10,197,167.44	11,979,358.52	9,786,779.07	10,675,801.68	19,403,821.31	16,221,994.64	17,036,709.34
Total Appropriation Refunds	(902,731.46)	(35,204.27)	(38,373.12)	(42,441.28)	(172,287.54)	(169,636.83)	(109,377.32)	(30,654.27)	(202,736.72)	(69,210.18)	(32,809.93)
Bank Balance											
Checking	6,854,679.89	10,595,373.52	5,860,075.05	9,439,670.51	11,217,362.50	10,099,147.17	9,675,396.32	18,921,627.98	15,735,669.77	15,423,981.47	15,423,981.47
Online Payment Accl	165,909.98	379,284.01	89,903.05	100,136.37	345,884.16	48,123.69	200,009.05	376,652.10	76,765.64	126,311.46	126,311.46
Total Bank Balance	7,020,589.87	10,974,657.53	5,949,978.10	9,539,806.88	11,563,246.66	10,147,270.86	9,875,405.37	19,298,280.08	15,812,435.41	15,550,292.93	15,550,292.93
ADD: Deposits in Transit	663,087.43	185,898.86	52,598.42	676,288.44	495,788.99	44,208.99	819,485.61	111,495.48	44,803.12	1,510,311.08	1,510,311.08
LESS: Outstanding Checks	(97,786.68)	(12,140.58)	(699,947.98)	(18,937.88)	(79,677.13)	(404,700.78)	(19,089.30)	(5,954.25)	(635,243.89)	(23,894.67)	(23,894.67)
Adjusted Bank Balance	7,585,890.64	11,148,385.84	5,302,628.54	10,197,167.44	11,979,358.52	9,786,779.07	10,675,801.68	19,403,821.31	15,221,994.64	17,036,709.34	17,036,709.34
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Monthly Interest Received- Current Fund	43,283.75	4,269.38	5,555.03	5,753.85	3,041.32	4,314.89	3,767.91	2,579.07	5,320.31	4,632.71	4,053.18
Interest Rate		0.45%	0.45%	0.40%	0.40%	0.36%	0.36%	0.30%	0.30%	0.30%	0.30%

OUTSTANDING CHECKS**PRIOR**

55491	20.00
56083	21.17
56411	25.00
56596	15.84
57020	213.00
57130	12.00
57300	4.00
57476	30.00
57492	15.00
57535	10.89
57609	62.50
57818	20.00
58213	549.00
58234	3,370.15

4,368.55

OCT

58258	120.00
58280	700.00
58282	90.00
58289	12.00
58307	60.00
58345	3,918.72
58346	1,306.24
58347	1,502.06
58363	450.00
58365	90.00
58386	100.00
58389	2,457.04
58390	10.00
58402	1,050.00
58403	7,660.06

19,526.12

<u>23,894.67</u>

DIT'S

2,959.51
2,480.00
78.00
2,304.40
1,000.00
10.00
5.00
312.00
177.60
21,185.00
105.00
21,379.19
95,763.23
127,220.47
114,820.66
87,307.42
94,990.65
204,644.83
172,494.92
18,706.46
15.00
83.00
4,161.00
383.00
162.60
11,199.44
13,609.85
15,982.96
26,824.49
15,781.35
69,905.85
1,079.85
383,178.35
<u>1,510,311.08</u>

CASH RECONCILIATION OCTOBER 31, 2016

	Cash		Less Checks Outstanding	Cash Book Balance
	*On Hand	On Deposit		
Current	1,511,172.97	15,615,320.22	52,861.78	17,073,631.41
Trust - Assessment				
Trust - Dog License	4.20	13,619.12	68.40	13,554.92
Trust - Other	7,530.00	2,325,723.10	17,829.05	2,315,424.05
Capital - General		212,265.93		212,265.93
Water - Operating				0.00
Water - Capital				0.00
Assessment Utility Trust				0.00
Public Assistance**				0.00
Garbage District				0.00
Grant Fund				0.00
Total	1,518,707.17	18,166,928.37	70,759.23	19,614,876.31

*Include Deposits In Transit (and change funds)

**Be sure to include a Public Assistance Account reconciliation and trial balance if the municipality maintains such a bank account.

REQUIRED CERTIFICATION

I hereby certify that all amounts shown in the "Cash on Deposit" column on Sheet 9 and 9(a) have been verified with the applicable bank statements, certificates, agreements or passbooks at December 31, 2016

I also certify that all amounts, if any, shown for Investments in Savings and Loan Association on any trial balance have been verified with the applicable passbook at December 31, 2016

All "Certificates of Deposits," "Repurchase Agreements," and other investments must be reported as cash and included in this certification.

(THIS MUST BE SIGNED BY THE REGISTERED MUNICIPAL ACCOUNTANT (STATUTORY AUDITOR) OR CHIEF FINANCIAL OFFICER) depending on who prepared this Annual Financial Statement as certified to on Sheet 1 or 1(a).

Signature: 

Title: CFO, Township of Lower