

Meeting called to order

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

Work Session

Res. #2018-80 A Resolution Pledging Lower Township's Commitment to Raise Awareness to Adverse Childhood Experiences - Chris Kobik, LCMR Superintendent
Res. #2018-81 Resolution Opposing Offshore Oil and Gas Activities – CMC Chamber of Commerce Vicky Clark

Consent Agenda

Approval of NJ Firemen's Assoc Membership Application – H.Bailey & C.Four- Erma Volunteer Fire Co.
Approval of Minutes February 5, 2018
Res. #2018-82 Payment of Vouchers \$ 226,114.14
Res. #2018-83 Authorizing Payout of Terminal Leave (G.Barger \$5,114.29)
Res. #2018-84 Bid Acceptance and Award for Electrical Services for Various Locations for the year 2018 with an Option for 2019 (Megonigal Electric, LLC(\$85 per hr)
Res. #2018-85 Authorization for Refund of Taxes (3 properties \$3,420.52)
Res. #2018-86 Approval of Contribution to the Coast Guard Community Festival (\$1,000)
Res. #2018-87 Approval of 2018 Rotary Towing License (Eddie's Auto Body)
Res. #2018-88 2018 Distracted Driving Crackdown U Drive. U Text. U Pay. (grant application \$6,600)
Res. #2018-89 Approval of Change Order #3 for Additional Work – Additional Pre-Construction Groundwater Sampling Services & Rebid Services For Roseann Avenue/Bayshore Estates Drainage and Stormwater Management Improvements Project (\$33,475.)
Res. #2018-90 Authorization for the Payout of Accumulated Sick Time (2017 J.Sani \$978.41)
Res. #2018-91 Authorizing an Agreement Between the County of Cape May and the Township of Lower f or the Purchase of Gasoline and Diesel Fuel through the Commodity Resale System
Res. #2018-92 Authorizing the sale of Township of Lower Surplus No Longer Needed for Public Use on GOVDEALS online Auction Website (F250 Animal Control Unit)

Regular Agenda

Res. #2018-93 Approval of an Alcoholic Beverage Control License Place-to-Place Transfer – Including Expansion of Licensed Premises – License #0505-44-013-006, Mattera's Liquor t/a Joe Canal's Discount Liquors (Cape Liquors) - The applicant has advertised this transfer as required by statute and no objections have been received

Manager's Report

Engineer's Report

Administrative Reports

Monthly Reports - Clerk, Construction, Dog, Fire, Police, Tax, Vital Statistics
Tax Collector 's Annual Report

Council Comments

Call to the Public

Closed Session

Res. #2018-94 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. PERSONNEL

Council MAY return to open session to take action

Res. # 2018- A Resolution Appointing a Municipal Tax Collector

Adjournment

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

RESOLUTION #2018-80

Title: **A RESOLUTION PLEDGING LOWER TOWNSHIP'S COMMITMENT TO RAISE AWARENESS TO ADVERSE CHILDHOOD EXPERIENCES**

WHEREAS, the Cape Regional Wellness Alliance believes that children are our county's most precious resource, and

WHEREAS, according to the 2017 NJ Kids Count report, for the 7th year in a row, Cape May County is ranked the highest of all 21 New Jersey counties in unemployment, child out-of-home placements, lowest in overall child wellness, and has the highest rate of reported and substantiated investigations of child abuse and/or neglect; and

WHEREAS, Adverse Childhood Experiences (ACEs) is a term to describe all types of abuse (emotional, physical, sexual), neglect (emotional, physical), and other traumatic experiences (mother treated violently, substance abuse, mental illness, separation/divorce, incarcerated household member) that occur to individuals under the age of 18; and

WHEREAS, Cape Regional Health System through a grant from the Robert Wood Johnson Foundation/NJ Health Initiatives (NJHI) has formed the Cape Regional Wellness Alliance for the goal of Building a Culture of Health in Cape May County; and

WHEREAS, by March 2019 the Cape Regional Wellness Alliance will have developed and implemented strategies to reduce the impact of Adverse Childhood Experiences (ACEs) in the communities of Lower Township, Middle Township, Wildwood and Woodbine; and

WHEREAS, 2016 Health rankings indicate Cape May County ranked 15th for overall health outcomes, Type II diabetes and obesity, infant and child mortality, as well as adult premature mortality outcomes above state rate with the second highest suicide rate and fourth highest drug abuse deaths; and

WHEREAS, neglected and traumatized children face challenges that no child deserves, and damage caused by ACEs often results in young people who develop long lasting harmful behaviors that affect themselves, their families, and their communities; and

WHEREAS, the Cape Regional Wellness Alliance expects that this pilot program of reducing the occurrences of ACEs in these four Cape May County communities will be used as a model for county-wide implementation; and

WHEREAS, the Cape Regional Wellness Alliance will work in partnership with the Cape Regional Health Needs Coalition and other invested community members to achieve this goal; and

WHEREAS, the Cape Regional Wellness Alliance will establish baseline data on the prevalence of ACEs in these four Cape May County communities; and

WHEREAS, the Cape Regional Wellness Alliance will develop and implement a community education program about ACEs and its impact on the Culture of Health in these four Cape May County communities; and

NOW, THEREFORE, BE IT RESOLVED that Lower Township pledges our commitment to promote safe and healthy environments for all children encouraging parents, caregivers, educators, and neighbors to provide children with love, security, emotional support, and a strong connection to their extended families and communities,

BE IT FURTHER RESOLVED that all Lower Township citizens, service agencies, organizations, medical facilities, schools, businesses, and government entities increase their participation efforts to strengthen families in our community for the prevention of Adverse Childhood Experiences.

	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 February 21, 2018.

Julie A Picard, Township Clerk

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

RESOLUTION #2018-81

Title: RESOLUTION OPPOSING OFFSHORE OIL AND GAS ACTIVITIES

WHEREAS, the Township of Lower promotes preservation of, and concern for, the environment, its citizens, and the unique wildlife that live and migrate through the Township and surrounding area; and

WHEREAS, certain activities raise a general concern for their potential impact on the environment and wildlife; and

WHEREAS, on January 8, 2018, the federal Bureau of Ocean Energy Management (BOEM) announced in the Federal Register notice the release of their Draft Proposed Program (DPP) for the 2019-2024 Outer Continental Shelf Oil and Gas Leasing Program. BOEM is requesting public comment on the DPP as well as formal scoping for a Programmatic Environmental Impact Statement for the 2019-2024 Program; and

WHEREAS, this new plan includes the entire Atlantic Ocean from Maine to Florida, including the waters off New Jersey within 3 miles of beaches, as well as including other ocean areas totaling some 90% of US ocean waters; and

WHEREAS, New Jersey boasts over 127 miles of beautiful ocean coastline and hundreds of miles of back-bays, estuaries, and other waterways connected to the Atlantic Ocean; and

WHEREAS, the Jersey Shore is essential to the health of our communities, environment, and the thriving economy of New Jersey; and

WHEREAS, the physical, hydrodynamic, and biological characteristics of the ocean off the Jersey Shore are unique in the world, as more than 300 species of fish, nearly 350 species of birds, 5 species of sea turtles, and many marine mammals such as 20 species of whales and dolphins, 1 species of porpoise, and 4 species of seals, frequent this region. Nine endangered species, four of which are whales, can be found in these ocean waters, including the Atlantic Right Whale, one of the world's most endangered marine mammals. The region also serves as an essential migratory pathway for many of these species; and

WHEREAS, the Jersey Shore sustains the economy of the region with its bounty of natural resources for millions of people through tourism. Tourism brings more than \$44 billion to New Jersey's economy each year and provides jobs to more than 500,000 people; and

WHEREAS, recreational and commercial fisheries in New Jersey provide enormous economic benefits, including revenue, food production, and recreational activities. In 2014, recreational fishing supported nearly 20,000 jobs and resulted in \$2 billion of retail sales. Commercial fishing supports nearly 7,300 jobs and provides \$152 million in landings, not including restaurant and retail sales; and

WHEREAS, current estimates of the amount of technically recoverable oil off the entire Atlantic coast from Maine to Florida would only last the nation approximately 229 days, and the amount of technically recoverable gas would only last approximately 562 days; and

WHEREAS, offshore oil and gas development, causes substantial environmental impacts, including: (a) onshore damage due to infrastructure, (b) water pollution from drilling muds and the water brought-up from a well with oil and gas (called "produced waters"), (c) noise from seismic surveys, (d) air pollution, and (e) oil spills; and

WHEREAS, the harmful environmental consequences of offshore oil and gas exploration and development are serious and pose a threat to the environmental and economic assets of New Jersey; and

WHEREAS, the BP Horizon disaster in the Gulf of Mexico (2010) is evidence of the dangers associated with offshore drilling. The disaster cost the lives of 11 people, devastated coastal economies and countless livelihoods, and killed countless marine animals, and continues to cause harm to marine life as documented by further studies; and

WHEREAS, Federal Administration officials are also weakening protections of ocean resources by weakening rules and regulations and reducing funding sources for spill response; and

WHEREAS, oil spills travel vast distances, and the Gulf Stream and Labrador Ocean Current all flow toward New Jersey making the region vulnerable to impacts from spills anywhere in the Atlantic Ocean; and

WHEREAS, within 5 days of the release of the OPP Governor Scott from Florida was able to convince Department of Interior Secretary Zinke to remove Florida from further consideration for drilling due to the importance of coastal tourism to that state, and New Jersey shares this same economic dependence on tourism and clean ocean economies; and

WHEREAS, bi-partisan opposition against drilling off the New Jersey coast has included every Governor since 1985, and a majority of the congressional delegation and most coastal towns; and

WHEREAS, energy conservation and efficiency measures can significantly reduce the nation's need to explore and drill for nonrenewable resources, such as oil and natural gas; and

WHEREAS, the BOEM is requesting public comment on the DPP as well as formal scoping for a Programmatic Environmental Impact Statement for the 2019-2024 Program; and

WHEREAS, coastal municipalities have a profound interest in maintaining strong federal protections for our nation's coastal environment, as well as the economic and social benefits it supports.

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

1. The Township incorporates the averments of the preamble to this resolution.
2. The Township opposes offshore oil and gas exploration and drilling activities that would affect the coast of New Jersey, and calls upon Secretary of the Interior Ryan K. Zinke who oversees the Bureau of Ocean Energy Management to withdraw New Jersey and the entire Atlantic Ocean from consideration for the offshore oil and gas exploration, development, or drilling.
3. This resolution shall take effect immediately, according to law.

	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 February 21, 2018.

Julie A Picard, Township Clerk

COUNCIL MEETING MINUTES – February 5, 2018

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on February 5, 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 Roland Roy, Jr.
Deputy Mayor Frank Sippel
Mayor Erik Simonsen

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

Swearing In of Officer William Porch – Mayor Erik Simonsen

Mayor Simonsen administered the Oath of Office to William Porch. Officer Porch was accompanied by his mother, Lorna Chicocchi, who held the Bible and his father, William Porch, who pinned his badge.

Certificate of Recognition - Patrolman Saini/Patrolman Kocis/Patrolman Felsing - Mayor Erik Simonsen

Mayor Simonsen presented Certificates of Recognition to Patrolman Jordan Saini, Patrolman William Kocis and Patrolman Jason Felsing for rescuing a dog on Davies Lake.

Work Session

2018 Budget Message/Introduction - Manager Jim Ridgway, CFO Lauren Read, Auditor Leon Costello

Manager Ridgway delivered the proposed 2018 Municipal Budget to Council, indicating a zero tax increase and highlighting key aspects of the proposed budget. He thanked CFO Lauren Read for her diligent work and announced the public hearing is scheduled for March 19, 2018 at 7 p.m. The budget summary will be published in the Cape May Star and Wave and copies will be available on the Township website as well as in the clerk's office at Township Hall. The Budget Message is attached and made a part of this public record.

Mayor Simonsen commended Lauren Read and Leon Costello, as well as Manager Ridgway and all department heads for their dedication to the budget.

Councilmember Conrad thanked Lauren Read for her diligent work on the budget and reiterated the zero increase despite the various projects throughout the Township.

Res. #2018-60 - 2018 Budget (Introduction and First Reading)

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

Consent Agenda

Approval of Minutes January 17, 2018

Approval of Closed Session Minutes - January 17, 2018

Res. #2018-61 Payment of Vouchers \$ 816,479.15

Res. #2018-62 Approving 2018 Contract with Cape Assist (\$3,213.)

Res. #2018-63 Bid Acceptance and Contract Award for Management Information System Consultant (MIS) for 2018 and 2019 (Barber Consulting Services \$14,500)

Res. #2018-64 Bid Acceptance and Award for Landscaping Services for Various Locations for the Years 2018 and 2019 with an Option for 2020 (Bayshore Landscaping Inc \$39,400)

- Res. #2018-65 Bid Acceptance and Award for Fertilizing Services for Various Locations for the Years 2018 and 2019 with an Option for 2020 (Bayshore Landscaping, Inc \$13,200)
- Res. #2018-66 Authorizing Payment of 2018 County Taxes (First and Second Quarters) and 2017 Added Taxes (\$2,486,364.12 due 2/15/18; \$2,486,364.12 due 5/15/18 & \$22,785.32 due 2/15/18)
- Res. #2018-67 Transfer of 2017 Appropriations (\$1,000 from tipping fees to telephone)
- Res. #2018-68 Authorizing Payment for Dispatch Services (\$150,000 each 2/15/2018; 5/15/2018; 8/15/2018 & 11/15/2018)
- Res. #2018-69 Resolution Establishing the Quote Threshold Pursuant to N.J.S.A.40A:11-3a (\$4,000)
- Res. #2018-70 A Resolution Requesting Release of Performance Guarantee for John & Dolores McNulty/Bayshore Landscaping; Block 410.01, Lot 21.02, Escrow #Z17-08-09 (\$13,539.40)
- Res. #2018-71 A Resolution Requesting Release of Performance Guarantee for 8100 Bayview, LLC; Block 820, Lot 2.05, Escrow #P16-09-05 (\$4,896.00)
- Res. #2018-72 Approval of 2018 Rotary Towing Licenses (Cape May Exxon/John's Auto Body/ Cape Harbor/Off Shore Getty)
- Res. #2018-73 Issuance of 2018 Limousine, Taxi and Operator Licenses (Aarts/G Taxi/G Transportation/High Roller Limo/Cape May Limo)
- Res. #2018-74 Renewal of Junk Yard License for Cape May Used Auto Parts for the Year 2018
- Res. #2018-75 Renewal of Trailer Park Licenses for the Year 2018 (Broadway Mobile Park/Cape May Landing/Shawcrest Mobile Home Park/Cape May Crossing/Cape Meadows)
- Res. #2018-76 Opposing Regulations Proposed by the New Jersey Department of Agriculture to Regulate Beekeeping
- Res. #2018-77 Approval of Secondhand Merchants and Dealers of Precious Metals License (Lucky 7 Gold & Consignment)
- Res. #2018-78 Bid Rejection for Roseann Avenue Roadway and Utility Improvements Contract No. M-10

Councilmember Conrad commented in favor of the resolution opposing the regulations proposed by the NJ Department of Agriculture to regulate beekeeping.

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

Regular Agenda

Resolution #2018-79 Approval of An Alcoholic Beverage Control License Place-to-Place Transfer – Including Expansion of Licensed Premises – License #0505-33-016-006, Maypoint Hospitality, LLC t/a Harpoon's on the Bay
The applicant has advertised this transfer as required by law and no objections have been filed with the clerk's office.

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

Ordinance #2018-01 An Ordinance To Exceed the Municipal Budget Appropriation Limits and to Establish A Cap Bank (N.J.S.A. 40A:4-15.14) This is the second reading and public hearing of this ordinance. This Ordinance has been published, posted and made available to the public.

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

Ordinance #2018-02

An Ordinance of the Township of Lower Amending Ordinance #2011-03; Amending Chapter 340, Fire Prevention, of the Code of the Township of Lower. This is the second reading and public hearing of this ordinance. This ordinance has been published, posted and made available to the public.

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

Council Comments

Councilmember Conrad- no comments

Councilmember Roy- no comments

Deputy Mayor Sippel – no comments

Mayor Simonsen recognized and thanked Eileen Kreis for her dedicated work to the NJ Run for the Fallen. He congratulated James "Scoop" Millman on his 100th birthday, and shared good news for the Township about the CRS Program thanks to the efforts of Tax Assessor, Jen Dowe.

Call to the Public

No public comments

Adjournment

There being no further business to address, motion to adjourn moved by Councilmember Roy, seconded by Deputy Mayor Sippel. Motion to adjourn was unanimous. Meeting adjourned at 7:26 p.m.

Mayor

Township Clerk

Approved:

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798
(609) 886-2005

Good Evening Mayor and Council:

I am required to deliver a working document of our proposed 2018 Budget to Council by February 16, 2018 and the Council must approve the Budget by April 20, 2018. The Council has received a copy of the proposed municipal budget for 2018. The Tax Levy is \$20,863,365.82 compared to last year's \$20,797,190.63 which is an increase of \$66,175.00. We are below the legal spending cap by \$990,518.56.

The Township completed 2017 with a surplus of \$7,146,359.87. Of this, \$3,002,000 is being applied to this year's budget leaving a balance of \$4,144,359.87.

Our projections anticipate fully restoring the balance used in this budget. We are confident using this surplus as it has increased again to an all-time high in Lower Township due to increases in BOCA and increased ratables.

Projections indicate that savings from our County Cooperative and Shared Service Agreements with neighboring communities along with this year's conservative budgetary approach is allowing the Township to have No Tax Increase this year in this initial budget. We will have a 0 increase. The use of Caps in our Union Contracts has allowed us to stay financially strong.

The total assessment value of real property upon which the tax rate is based in Lower Township is \$3,634,439,452 vs. \$3,625,260,471 in 2016, or an increase in ratables of \$9,178,981.

Every \$363,443 of the amount raised by taxation for the 2018 Budget equals one cent on the tax rate. This budget uses 97.16% rate to compute the reserve for uncollected taxes.

This budget plans for fully funding our Independence Day Festival, additions to our Police Dept., as well as a new full-time secretary in Planning and Construction, and taxpayers will see no reduction in other township services provided.

We have begun our Shared Service agreement with County Dispatch which in the future we project strong savings with other municipalities coming on board with the county and reducing our payments as per our agreement with the County. Our utilities should decrease greatly in the Public Safety Building in 2018 as we are only heating and cooling approximately 50% of the previous renovated building.

We have a well planned Capital Program planned for 2018. We have made sure that these Capital Projects don't affect the taxpayers in a negative fashion.

This meeting is not for the adoption of the Township's Budget. This is a working document that belongs to the Township Council. Our CFO Lauren Read has worked diligently the last 3 months assisting me with the presentation of these documents. Our Department heads are also to be commended for keeping in line with their 2017 Budgets and understanding that these are times to do more with less.

The Public Hearing for the budget is scheduled for March 19, 2018 at 7:00 p.m. A Budget summary will be published in the Cape May Star and Wave. Copies will be available on the Township Website as well as in the Clerk's office at Township Hall.

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00825 COMCAST*								
	17-03251	12/12/17	DPW-INTERNET	Open	3,120.51	0.00		
	18-00442	02/15/18	MONTHLY INTERNET:2/9/18-3/10	Open	<u>310.01</u>	0.00		
					3,430.52			
00933 CAPE MAY CO. JUDGE ADMIN. ASSN.								
	18-00284	01/25/18	JUDGE'S DUES 2018	Open	75.00	0.00		
01110 COLLEEN CRIPPEN								
	18-00425	02/13/18	MILEAGE REIMBURSEMENT	Open	44.91	0.00		
01170 VERIZON WIRELESS* F/S								
	18-00367	02/06/18	CELL FIRE 12/27/17 - 1/26/18	Open	52.63	0.00		
01171 VERIZON WIRELESS - TOWNHALL								
	18-00368	02/06/18	I-PHONE BILL 12/29/17-1/28/18	Open	950.17	0.00		
01200 DELTA DENTAL PLAN OF NJ								
	18-00408	02/08/18	JANUARY 2018 CLAIMS	Open	14,395.40	0.00		
01661 GENERAL SALES ADMINISTRATION*								
	18-00150	01/18/18	BRACKET	Open	216.00	0.00		
01806 ANTHONY J HARVATT, II, ESQ								
	18-00343	02/02/18	RESOLUTIONS	Open	450.00	0.00		
01974 I.A.C.P MEMBERSHIP*								
	18-00155	01/18/18	2018 RENEWAL	Open	150.00	0.00		
02027 JESCO INC*								
	18-00143	01/18/18	WINDOW FOR BACKHOE	Open	529.97	0.00		
02063 JOHNSTONE SUPPLY*								
	18-00249	01/23/18	SMOKE DETECTOR TESTER	Open	183.24	0.00		
02140 KINDLE FORD LINC/MERC., INC.*								
	18-00290	01/25/18	#164-R7982 KEY	Open	23.96	0.00		
02223 LANDSMAN UNIFORMS*								
	17-02764	10/25/17	UNIFORMS	Open	5,185.00	0.00		
	17-03277	12/14/17	UNIFORMS	Open	<u>1,442.00</u>	0.00		
					6,627.00			
02247 LAWSON PRODUCTS, INC.*								
	18-00112	01/11/18	SUPPLIES FOR DPW/JAN	Open	699.99	0.00		
	18-00221	01/22/18	SUPPLIES FOR DPW/FEB.	Open	<u>699.85</u>	0.00		
					1,399.84			
02294 MARIE A. LOMONACO								
	18-00366	02/06/18	CONTRACTUAL REIMBURSEMENT	Open	196.46	0.00		B
02728 MIDDLE TOWNSHIP RECREATION DPT								
	18-00378	02/08/18	WRESTLING OFFICIALS	Open	194.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
02947 DONALD MURPHY	18-00421	02/13/18	CONTRACTUAL REIMBURSEMENT-M	Open	720.00	0.00		
03008 NJ DEPT OF TREASURY/FEES	18-00142	01/18/18	BUREAU OF WATER ALLOCATION	Open	12,395.00	0.00		
	18-00233	01/23/18	RECYCLING MONITORING FEE	Open	<u>2,282.50</u>	0.00		
					14,677.50			
03104 NORTHEAST IND.&MARINE SUPPLY*	17-03381	12/29/17	PARTS/RDS/SANT/RECY/DPW	Open	3,758.74	0.00		
	18-00110	01/11/18	PARTS/RDS/SANT/RECY/JAN	Open	<u>1,314.25</u>	0.00		
					5,072.99			
03158 NYSCA*	18-00090	01/11/18	LACROSSE CERTIFICATIONS RENEW	Open	140.00	0.00		
03241 SARGENT OSHEA	18-00431	02/13/18	CONTRACTUAL REIMBURSEMENT-M	Open	608.26	0.00		
03280 PARAMOUNT SANITARY SUPPLY*	18-00213	01/22/18	RAGS FOR DPW	Open	349.23	0.00		
03305 PEDRONI FUEL*	18-00376	02/08/18	NO LEAD GAS	Open	347.47	0.00		
03460 V.E. RALPH & SON, INC.*	17-03225	12/11/17	PATROL SUPPIES	Open	3,969.76	0.00		
03495 ELIZABETH BYRNE	18-00371	02/07/18	CONTRACTUAL REIMBURSEMENT-M	Open	218.72	0.00		B
03518 RIGGINS, INC.*	18-00379	02/08/18	OFF HGHWAY DIESEL	Open	689.65	0.00		
03544 PORTER LEE CORP*	18-00158	01/18/18	ANNUAL CONTRACT	Open	926.00	0.00		
03810 MUNICIPAL UTIL AUTH USAGE COST	18-00441	02/15/18	WATER BILL- DUE 3/4/18	Open	1,168.87	0.00		
03904 LOWE'S HOME CENTER INC*	18-00111	01/11/18	SUPPLIES/JAN	Open	115.65	0.00		
03954 VAN NOTE-HARVEY ASSOCIATES*	17-02751	10/25/17	RES 2017-281 TAX MAP	Open	18,804.50	0.00		B
03971 VERIZON WIRELESS MDT POLICE	18-00167	01/18/18	VERIZON MDT 11/21/17-12/20/17	Open	843.35	0.00		
03985 VILLAS NAPA AUTO PARTS	18-00107	01/11/18	RDS/SANT/RECY/JAN	Open	2,451.70	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03992 VAL-U AUTO PARTS LLC*	18-00102	01/11/18	RDS/SANT/RECY/DPW/JAN	Open	4,996.08	0.00		
03994 MARGARET VITELLI	18-00422	02/13/18	CONTRACTUAL REIMBURSEMENT-V	Open	600.40	0.00		
04075 BARBER CONSULTING SERVICES LLC	18-00427	02/13/18	INVOICE #1179 POLICE IT	Open	845.00	0.00		
04077 RONALD J. GELZUNAS*	18-00261	01/24/18	RETURN OF APPLICATION FEE	Open	150.00	0.00		
04097 CINTAS FIRST AID AND SAFETY*	18-00377	02/08/18	FIRST AID SUPPLIES	Open	119.36	0.00		
04266 NJ DEPT OF HEALTH&SENIOR SVCS	18-00344	02/02/18	DOG LICENSE FEES JANUARY 2018	Open	858.60	0.00		
04300 W B MASON CO INC*	18-00248	01/23/18	OFFICE SUPPLIES	Open	244.03	0.00		
04445 TRICOMM SERVICES CORP*	18-00312	01/30/18	PHONE SET UP FOR MOVE	Open	250.00	0.00		
6071 UNITED UNIFORMS LIMITED LIAB*	17-03326	12/22/17	HISTORIC PRESERVATION SHIRTS	Open	413.80	0.00		
7065 FAMILY PROMISE OF CAPE MAY	18-00370	02/07/18	RETURN OF UNUSED ESCROW	Open	15.15	0.00		
7119 ENGINEERING DESIGN ASSOC*	15-01760	07/06/15	14-323 COASTAL DNE 60,053.82	Open	8,875.05	0.00		
7132 BUSINESS WATCH INTERNATIONAL*	18-00329	01/31/18	ANNUAL BUSINESS LICENSE	Open	250.00	0.00		
7310 CORELOGIC REAL ESTATE TAX SER	18-00445	02/15/18	REFUND 1ST QRT TAX PAYMENT	Open	1,227.86	0.00		
7327 RUTGERS/OFFICE OF CONTINUING P	17-03167	12/05/17	ER0430CA18 CLEAN COMMUNITIES	Open	230.00	0.00		
7335 MAIL FINANCE/NEOPOST	17-02767	10/25/17	9/17-11/16/2017 POSTAGE MACHI	Open	1,890.00	0.00		
	18-00194	01/18/18	11/17-02/16/2018 POSTAGE MACHI	Open	1,890.00	0.00		
					3,780.00			
7354 FLEETPRIDE INC.*	18-00105	01/11/18	RDS/SANT/RECY/DPW/JAN	Open	443.48	0.00		
7478 WINDSTREAM COMMUNICATION INC*	18-00336	02/01/18	PHONE SERVICES	Open	3,717.18	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7508 BLANEY & KARAVAN PC*								
	17-00220	01/23/17	RES#17-47 TAX APPEAL ATTORNEY	Open	775.00	0.00		B
	18-00129	01/11/18	LABOR ATTORNEY DNE \$25K R 18-2	Open	3,112.50	0.00		B
	18-00141	01/16/18	RES 18-10 TAX APPEAL DNE \$10K	Open	<u>3,787.50</u>	0.00		B
					7,675.00			
7523 NJ-IAAO								
	18-00263	01/24/18	ASSOCIATION DUES	Open	35.00	0.00		
7618 MEGONIGAL ELECTRIC LLC*								
	18-00212	01/22/18	INSTRUCT PERSONNEL/ GENERATOR	Open	100.00	0.00		
7636 MOTT MACDONALD LLC*								
	18-00345	02/02/18	PROFESSIONAL ENGINEERING	Open	226.14	0.00		
	18-00346	02/02/18	PROFESSIONAL ENGINEERING	Open	406.50	0.00		
	18-00347	02/02/18	PROFESSIONAL ENGINEERING	Open	<u>27.10</u>	0.00		
					659.74			
7794 HON COMPANY*								
	17-03094	11/28/17	H10598X 10500 DESK SHELL DETCV	Open	283.80	0.00		
7820 DEBLASIO & ASSOCIATES, P.C*								
	17-03248	12/12/17	ENGINEERING SERVICES-DOUGLASS	Open	3,360.00	0.00		
7857 MOHAWK RESOURCES LTD*								
	17-03006	11/13/17	MODEL TP-30 TWO POST ABOVE GRD	Open	38,085.86	0.00		
7883 RADISSON HOTEL FREEHOLD								
	18-00232	01/23/18	HOTEL TRAINING	Open	212.00	0.00		
7884 JOHN MULLEN								
	18-00262	01/24/18	RETURN OF APPLICATION FEES	Open	1,050.00	0.00		
	18-00449	02/15/18	RETURN OF UNUSED ESCROW	Open	<u>750.00</u>	0.00		
					1,800.00			
7886 MICHAEL DISTEFANO								
	18-00296	01/29/18	RETURN OF UNUSED ESCROW	Open	25.55	0.00		
7893 BENHAMIN BURNLEY								
	18-00364	02/06/18	RETURN OF UNUSED ESCROW	Open	199.45	0.00		
7894 HSCV FOUNDATION INC								
	18-00365	02/06/18	RETURN OF UNUSED ESCROW	Open	1.90	0.00		
7897 8100 BAYVIEW, LLC								
	18-00424	02/13/18	RELEASE PERFORMANCE BOND	Open	4,896.00	0.00		
7900 GREATER CAPE MAY ELKS								
	18-00444	02/15/18	REFUND 1ST QRT TAX PAYMENT	Open	1,972.24	0.00		
7901 PATRICIA FOSTER								
	18-00446	02/15/18	REFUND 4TH QRT TAX PAYMENT	Open	220.42	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
NELCO005 Nelco	18-00297	01/29/18	1095 c Filing	Open	660.00	0.00		
Total Purchase Orders:		96	Total P.O. Line Items:	0	Total List Amount:	193,714.14	Total Void Amount:	0.00

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

RESOLUTION #2018- 82

Title: **AUTHORIZING THE PAYMENT OF VOUCHERS**

Vendor	PO#	Description	CK #	Amount
Verizon New Jersey INC	18-00443	Relocation of Utility Poles	061647	\$32,400.00

TOTAL Manual Checks	\$ 32,400.00
TOTAL Computer Generated	\$ 193,714.14
TOTAL BILL LLIST	\$ 226,114.14

	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 February 21, 2018.

Julie A Picard, Township Clerk

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

RESOLUTION # 2018-83

Title: Authorizing Pay Out of Terminal Leave

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a payment due to George Barger in the amount of \$ 5,114.29 is authorized and chargeable to the Reserve for Accumulated Absences.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 21, 2018.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER
 RETIREMENT PAYOUT ANALYSIS
 DATE: 2/6/2018

EMPLOYEE: Barger, George
 DATE OF RESIGNATION: 2/1/2018
 DATE OF PAYMENT: _____
 RESOLUTION #: _____

Annual Salary:	\$63,978.96
Hourly Rate:	\$30.76
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	0.00	30.76	0.00
Personal	2.46	30.76	75.71
Sick	0.00	30.76	0.00
Vacation	163.81	30.76	5,038.58
	166.27		
Terminal Leave Payout			\$5,114.29

	(A)	(B)	(C)	(B * C)	(E)	A + D - E
	Carryover	Annual	4 weeks / 52 weeks	Prorated Time Due	Time Used	Hours to be paid
Comp				0.00		0.00
Personal	0.00	32.00	0.08	2.46	0.00	2.46
Sick	166.00	120.00	0.08	9.23	72.00	0.00
Vacation	151.50	160.00	0.08	12.31	0.00	163.81
Total	317.50	312.00	0.23	24.00	72.00	166.27

not eligible for sick

Accrual and time used are current to 02/06/18 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 # 2018-84

Title: **BID ACCEPTANCE AND AWARD FOR ELECTRICAL SERVICES FOR VARIOUS LOCATIONS FOR THE YEAR 2018 WITH AN OPTION FOR 2019**

WHEREAS, the Notice to Bidder 2018-03 Electrical Services for Various Locations in Township of Lower for the year 2018 with an option for 2019 was advertised on January 24, 2018 and accepted on February 7, 2018 at 11:00 a.m. prevailing time; and

WHEREAS, One (1) sealed bid was submitted and reviewed by the QPA; and

WHEREAS, Megonigal Electric LLC. was the lowest qualified bidder, complied with the specifications and supplied all required bid documents; and the CFO will certify the availability of funds by an executed Purchase Order for each project as evidenced by her signature below:

CFO Signature: _____
Lauren Read, CFO

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

AWARD TO: MEGONIGAL ELECTRIC LLC.
NORMAL BUSINESS HOURLY RATE: MASTER ELECTRICIAN \$85.00
ELECTRICIAN HELPER \$30.00
OUTSIDE NORMAL BUSINESS HOURLY RATE: MASTER ELECTRICIAN \$125.00
ELECTRICIAN HELPER \$45.00

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPLE						
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 February 21, 2018.

Julie A Picard, Township Clerk

PROPOSAL PAGE

BID# 2018-03
Electrical Service Contract

- Per Hour Labor: Master Electrician
 Hourly Rate Normal Business Hours \$ 85⁰⁰
 Hourly Rate Outside Normal Business Hours \$ 125⁰⁰
- Per Hour Labor: Electrician Helper
 Hourly Rate Normal Business Hours \$ 30⁰⁰
 Hourly Rate Outside Normal Business Hours \$ 45⁰⁰

Award will include materials for the specific projects/listed separately on invoice.
Township of Lower may have the option to extend the contract for an additional year.

*Must include normal business hours schedule

MEGONIGAL ELECTRIC LLC 46-4712420
Company Name Federal I.D. # or Social Security #

403 HOWLAND AVE N. CAPE MAY NJ 08204
Address

[Signature] LEWIS M. MEGONIGAL
Signature of Authorized Agent Type or Print Name

OWNER
Title

609-425-0910
Telephone Number 7 FEB 2018
Date

609-886-8418
Fax Number MEGONIGALELECTRIC@COMCAST.NET
E-mail address

LIST EXCEPTIONS BELOW OR USE ADDITIONAL SHEET:

NORMAL BUSINESS HOURS MONDAY - FRIDAY 0800 - 1700

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

RESOLUTION #2018-85

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>
118	9	Greater CM Elks Lodge 2839	Exempt 1/1/18	1,972.24
496.29	79	Patricia Foster	Exempt Veteran	220.42
500.01	54.10	Core Logic	Exempt 1/1/18	1,227.86

	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 February 21, 2018.

Julie A Picard, Township Clerk

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

RESOLUTION # 2018-86

Title: APPROVAL OF CONTRIBUTION TO THE COAST GUARD COMMUNITY FESTIVAL

WHEREAS, Cape May County, has been granted the official designation as a "Coast Guard Community"; and

WHEREAS, Cape May Coast Guard personnel and their families are an integral part of our community, contributing their time and efforts throughout the Township; and

WHEREAS, the fourth annual Coast Guard Community Festival has been scheduled for May 3rd to May 6th, 2018; and

WHEREAS, Cape May County has requested unanimous support of Cape May County municipalities by contributing towards the cost of sponsoring the festival lunch for the Coast Guard families; and

WHEREAS, the CFO has determined sufficient funds are available in the current budget as follows:

Appropriation # 8-01-20-110-299

Signature: _____

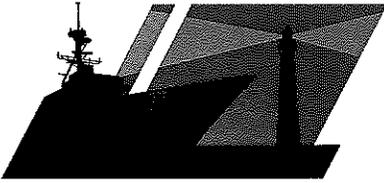
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey does hereby authorize and approve a contribution of \$1,000.00 towards the Coast Guard Community Festival lunch to be provided for Coast Guard Families.

	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 February 21, 2018.

Julie A Picard, Township Clerk



CAPE MAY COUNTY
 COAST GUARD COMMUNITY FOUNDATION
 P.O.Box 1365, Rio Grande, NJ 08242
 609.888.6120

January 31, 2018

Mayor Erik Simonsen
 Township of Lower
 2600 Bayshore Road
 Villas, NJ 08251

Board of Trustees

Will Morey, Chair
 Cape May County Freeholder

Marie Hayes
 Cape May County Freeholder

Vicki Clark
 President, Cape May County
 Chamber of Commerce

Clarence F. Lear III
 Mayor, City of Cape May

Herb Godfrey
 Trustee

Jay Spori
 Trustee

Executive Director

Mike Couch

Festival Director

Susan Hoffman

RE: 2018 Coast Guard Community Festival

Dear Mayor Simonsen,

On behalf of the Cape May County Coast Guard Community Foundation, I would like to thank you for the Township of Lower's previous support of our annual Coast Guard Community Festival. It is the support and meaningful participation of each of Cape May County's municipalities that makes us a truly unique and robust Coast Guard Community.

We are asking you to join all municipalities in once again sponsoring lunch for active duty military families at the fourth annual **Coast Guard Community Festival from May 3rd to 6th, 2018**. The lunch vouchers are clearly labeled as "Made possible by the municipalities of Cape May County" and the Festival Program Book includes a two-page ad highlighting the participation by each municipality. The Coast Guard and active duty military families are certainly appreciative of your generosity.

We are looking to expand our programs throughout the year to celebrate the many deep connections that exist between the Coast Guard and Cape May County. I look forward to working with you to enhance the activities that contribute to our Coast Guard Community designation.

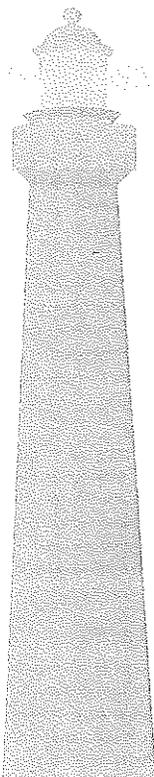
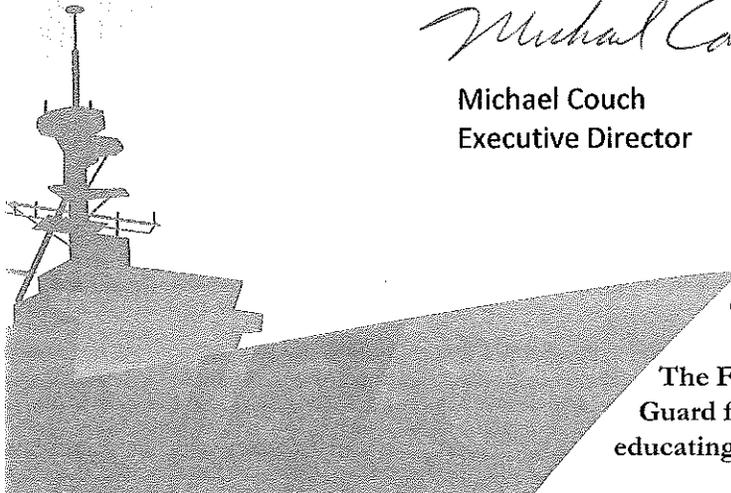
For your convenience, I have enclosed an invoice based upon the level of support the Township of Lower provided last year. Please feel free to make any necessary adjustments or contact me with any questions.

Thank you again for your support of our efforts.

Best regards,

Michael Couch
 Executive Director

Cape May County, inclusive of sixteen municipalities, is designated as a Coast Guard Community. The Foundation supports the designation by honoring Coast Guard families for their extraordinary service; celebrating and educating regarding the U.S. Coast Guard in Cape May County.





Cape May County Coast Guard Community Foundation
 P.O. Box 1365
 Rio Grande, NJ 08242

Invoice

Date	Invoice #
1/28/2018	84

Bill To
Township of Lower 2600 Bayshore Road Villas, NJ 08251

P.O. No.	Terms
	Due on receipt

Description	Rate	Amount
2018 Cape May County Community Festival Contribution for Active Duty Military Lunches	1,000.00	1,000.00
Total		\$1,000.00

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

RESOLUTION #2018-87

Title: APPROVAL OF 2018 ROTARY TOWING LICENSE

WHEREAS, Chapter 600 of the Revised General Ordinances of the Township of Lower requires any contractor providing towing and storage services for the Township of Lower be licensed by the Township; and

WHEREAS, the following contractor has completed the required application, paid the fee and provided all documentation required by ordinance; and

WHEREAS, the Lower Township Police Department has reviewed said application as required by Chapter 600, Subsection 4 and has no objection to the issuance of said license.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following applicant shall be issued a Rotary Towing License for the year 2018:

Edward Cooper - Eddie's Auto Body Shop, Inc

	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 February 21, 2018.

Julie A Picard, Township Clerk

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

RESOLUTION #2018-88

Title: 2018 DISTRACTED DRIVING CRACKDOWN U Drive. U Text. U Pay.

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety for \$6,600.00 to carry out a 2018 Distracted Driving Crackdown, U Drive. U Text. U Pay Grant from April 1, 2018 – April 21, 2018.

NOW THEREFORE, BE IT RESOLVED, that the Township of Lower does hereby authorize the application for such a grant; and, upon receipt of the grant agreement from the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety, does further authorize the execution of the grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of said agreement between the Township of Lower and the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety.

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

(Signature)
Erik Simonsen, Mayor

(Signature)
William Mastriana, Chief of Police

	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 February 21, 2018.

Julie A Picard, Township Clerk

NARRATIVE DESCRIPTION OF PROJECT

I agree to the Terms and Conditions found below.*

Problem Statement:

Distracted driving is a dangerous epidemic on America's roadways. In 2015 alone, 3,477 people were killed in distracted driving crashes. An estimated 391,000 people were injured in motor vehicle crashes involving a distracted driver. In New Jersey, driver inattention remains the most significant cause of fatal and incapacitating crashes. Driver inattention was listed as a contributing circumstance in 52 percent of the state's crashes in 2015. Driver inattention was in fact listed as a contributing factor in crashes at a rate nine times higher than that of the next highest contributing factor (speed).

Distracted driving is any activity that diverts a person's attention away from the primary task of driving. All distractions endanger driver, passenger, and bystander safety. These distractions include:

Texting

Using a cell phone or smartphone

Eating and drinking

Talking to passengers

Grooming

Reading, including maps

Using a navigation system

Watching a video

Adjusting a radio, CD player, or MP3 player

But, because using a hand held cell phone while driving to make calls or send text messages requires visual, manual, and cognitive attention from the driver, they are by far the most alarming distractions.

April is National Distracted Driver Month, which is a time to remind New Jersey motorists of the state's distracted driving laws, which include a ban on hand-held cell phone use and text messaging by all drivers and a ban on all cell phone use (hand held or hands free) by novice drivers.

From April 1-21, 2018, police officers, on an overtime basis, will conduct special enforcement patrols targeting distracted drivers. The patrols will consist of roving patrols and fixed checkpoints.

During the 2017 Distracted Driving Crackdown *U Drive. U Text. U Pay.* participating police agencies in the state issued 15,292 summonses for cell phone use/texting and 7,003 for careless driving.

Objectives:

To reduce the number of motor vehicle fatalities in the state with a distracted driver contributing cause (as detailed in the FY2018 New Jersey Highway Safety Plan) through targeted distracted driving enforcement and education during the 2018 Distracted Driving Crackdown *U Drive. U Text. U Pay.*

Methodology:

REMINDER: As per directives from the National Highway Traffic Safety Administration (which provides the federal funding for this grant) Chiefs of Police are not eligible to work grant-funded overtime through this grant.****

This federally-funded grant project consists of an enforcement overtime campaign from **April 1 through April 21, 2018**. The project is designed to raise awareness about the dangers of distracted driving, to offer deterrence through visible enforcement, and to issue summonses for relevant motor vehicle violations. The grant will pay for 120 hours of overtime enforcement during the crackdown

period, with a maximum rate to be reimbursed of **\$55 per hour**. The 120 overtime hours will be used for roving patrols and checkpoints.

This is a **reimbursement grant**. Participating departments will incur all costs and then submit the necessary documentation to the Division of Highway Traffic Safety for reimbursement.

This is an **enforcement campaign**. A reasonable number of distracted driving related summonses are expected in relation to overtime hours worked.

The maximum project overtime rate is \$55.00 per hour regardless of what officer works the project hours. The officer is to receive the full dollar amount in overtime. Administrative costs or fees should be considered "in kind services" or soft matches and are not a part of this grant. **It is up to the agency to establish its pay rate for the project.** The Division encourages agencies to pay all participating officers a flat \$55 per hour rate for this overtime detail, but agencies may pay their usual overtime rates, if they wish, in which case the reimbursement from the Division will be:

Officers paid \$55.00 - project will reimburse at \$55.00 per hour
Officers paid less than \$55.00 - project will reimburse at that lower rate
Officers paid more than \$55.00 - project will reimburse at \$55.00 per hour with the municipality covering the remainder of the rate

Again, the maximum hourly rate to be reimbursed is \$55 per hour, regardless of whether all the grant budgeted hours are worked or not.

This is an **enforcement campaign**. A reasonable number of impaired driving and other summonses are expected in relation to overtime hours worked. **Overtime activities can only be conducted within the dates of the project period and must be conducted between the hours of 8 pm and 4 am.**

All grantees are expected to conform to the established "Law Enforcement Performance/Productivity Standards for Federally Funded NJDHTS Grants."

The maximum project overtime rate is \$55.00 per hour regardless of what officer works the project hours. The officer is to receive the full dollar amount in overtime. Administrative costs or fees should be considered "in kind services" or soft matches and are not a part of this grant. **It is up to the agency to establish its pay rate for the project.** The Division encourages agencies to pay all participating officers a flat \$55 per hour rate for this overtime detail, but agencies may pay their usual overtime rates, if they wish, in which case the reimbursement from the Division will be:

Officers paid \$55.00 - project will reimburse at \$55.00 per hour

Officers paid less than \$55.00 - project will reimburse at that lower rate

Officers paid more than \$55.00 - project will reimburse at \$55.00 per hour with the municipality covering the remainder of the rate

Again, the maximum hourly rate to be reimbursed is \$55 per hour, regardless of whether all the grant-budgeted hours are worked or not.

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

RESOLUTION # 2018-89

Title: **APPROVAL OF CHANGE ORDER #3 FOR ADDITIONAL WORK – ADDITIONAL PRE-CONSTRUCTION GROUNDWATER SAMPLING SERVICES & REBID SERVICES FOR ROSEANN AVENUE/BAYSHORE ESTATES DRAINAGE AND STORMWATER MANAGEMENT IMPROVEMENTS PROJECT**

WHEREAS, Mott MacDonald has been approved by Resolution #2015-321 for \$559,150.00 to provide Professional Services for the Roseann Avenue/Bayshore Estates Drainage and Stormwater Management Improvement Project and Change order #1 was approved by Resolution #2017-249 in the amount of \$6,500; Change order #2 was approved by Resolution #2017-291 in the amount of \$13,950 making the contract total \$579,600; and

WHEREAS, Mott MacDonald has provided a quote of \$33,475.00 for additional pre-construction groundwater sampling services (task 1 \$18,850), design services – Rebid Documents (task2 \$9,675) and Bid Phase Services – Rebid (task3 \$4,950); and

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

Appropriation: Ord# 15-10 C-04-55-417

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 #3 attached hereto in the amount of \$33,475 for Mott MacDonald is hereby approved and the contract total is now increased to \$613,075.00

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 21, 2018.

Julie A Picard, Township Clerk



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

Your Reference
Roseann Avenue Roadway
and Utility Improvement
Project, Contract M-10

Our Reference
390657
392497
394700

211 Bayberry Drive
Suite 1A
Cape May Court House NJ
08210
United States of America

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

**Proposal for Additional Work
Pre-Construction Groundwater Sampling Services & Rebid Services for
Roseann Avenue Roadway and Utility Improvement Project
Contract M-10 Re-Bid**

February 14, 2018

Dear Mr. Douglass:

Mott MacDonald is pleased to provide herewith a proposal to Lower Township for pre-construction groundwater sampling services at the location of the Stormwater Replacement Project along Roseann Avenue and for additional design and bid phase services required for the rebidding of the project.

As you are aware on February 5th the Township rejected the bids for Contract M-10 since the lowest bid substantially exceeded the appropriation for the project. Per the discussions at our meeting on February 12th it is the intent of the Township to bond for additional money for the project and rebid Contract M-10. Mott MacDonald proposes the following scope of work:

Task 1 Pre-Construction Groundwater Sampling Services

In an effort to assess the groundwater quality along the entire stretch of the proposed project so that prospective bidders have a general understanding of what subsurface groundwater conditions they will encounter (and thereby reduce some of their risk), Mott MacDonald will perform additional pre-construction groundwater sampling within Roseann Avenue from Clearwater Drive to Bayshore Road.

Mott MacDonald will subcontract a New Jersey licensed driller to install six (6), 1-inch diameter temporary well points with pre-packed screen within the proposed project area. The prepack screen will be utilized to reduce turbidity during sample collection. Mott MacDonald will provide oversight of the drilling contractor and collect one groundwater sample from each temporary well via Teflon bailer.

The groundwater sample will be carefully placed in laboratory supplied glassware, transferred to a dedicated cooler with ice, and sent to a NJDEP-certified laboratory for analysis of Target Compound List (TCL) volatile organics (Method 8260/624),

TCL semi-volatile organics (Method 8270/625), TCL pesticides (Method 8081), Target Analyte List metals (6010/6020/7471), cyanide (Method 9012), and 2,3,7,8-Tetrachlorodibenzo-p-dioxin (Method 8290). Dioxin will initially be screened utilizing Method 625. If detected, Method 8290 will be run to obtain a quantitatively accurate result. The temporary well points will be removed on the same day and borehole restored with soil cuttings and bentonite pellets up to the ground surface as needed.

This scope of work assumes that a road opening permit will not be required for this work and that the Township can provide minimal traffic control during the field work.

Mott MacDonald will provide a summary of field activities and explanation of laboratory results via email. Two days of temporary well point installation, field oversight, sampling, and data assessment have been included in this Task.

We propose to complete the above scope of work outlined above (**Task 1**) for the lump sum amount of **\$18,850**.

Task 2 **Design Services – Rebid Documents**

Mott MacDonald will provide the following design services required for the rebidding of Contract M-10.

- Perform a field survey to locate the gas main and water main relocations that were performed after the design documents were completed. The survey will locate new water and gas valves, hydrants and the well point locations performed under Task 1;
- Modify the contract plans, general specifications and bid pages as appropriate for the public rebidding of the project;
- Prepare fifteen (15) copies of the Contract Plans and Specifications and a CD of appendix items; and
- Update the Engineer's Estimate of Construction based on the revisions made to the Contract Plans.

We propose to complete the scope of work outlined above (**Task 2**) for the lump sum amount of **\$9,675**.

Task 3 **Bid Phase Services – Rebid**

Mott MacDonald will provide the following bid phase services for the Contract M-10 Rebid under Task 3:

- Mott MacDonald will assist the Township with the bidding process. It is assumed that the Township will advertise and assume advertising costs for the notice to bidders;
- Respond to potential questions and requests for additional information from Contractors bidding on the project;

- Prepare any addenda or clarification memos resulting from bidders' inquiries during the bidding phase. Report to the Township when clarifications and interpretations of the Contract Documents are needed and transmit to the Township clarifications and interpretations to be issued to prospective bidders;
- Attend the bid opening;
- Furnish a Bid Report that summarizes the information in the bids received and provide recommendations for the award of the Contract based upon input received from references and review of bid forms. (It is assumed the Township will contact Contractors' references and perform a legal review of the bidder's documents – bonds; technical completeness, compliance with public bidding laws, etc.).

Mott MacDonald's proposal for Bid Phase Services is based upon one round of bidding. If for any reason, other than an error on the part of Mott MacDonald, additional round(s) of bidding are required, those additional services will be considered beyond our original scope of services.

We propose to complete the scope of work outlined above (**Task 3**) for the lump sum amount of **\$4,950**.

Fee Summary

<u>Scope of Work</u>	<u>Description</u>	<u>Payment Method</u>	<u>Cost</u>
Task 1	Pre-Construction Groundwater Sampling Services	Lump Sum	\$18,850
Task 2	Design Services – Rebid Documents	Lump Sum	\$9,675
Task 3	Bid Phase Services – Rebid	Lump Sum	\$4,950
TOTAL			\$33,475

Project Schedule

<u>Project Activity</u>	<u>Duration</u>	<u>Est. Completion Dates:</u>
Authorization to Proceed	-	February 21, 2018
Tasks 1 & 2	Four (4) weeks	March 21, 2018
Solicit Bids for Project	-	March 21, 2018
Bid Period	Thirty (30) days	April 19, 2018
Open and Review Bids	Thirteen (13) days	May 2, 2018
Award by Council	-	May 7, 2018
Notice to Proceed	-	May 21, 2018
Construction	One (1) year	May 21, 2019



Contract: Mott MacDonald will perform our work in accordance with our 2018 Agreement for Professional Engineering Services.

Invoicing: Compensation for Tasks 1 thru 3 shall be on a lump sum basis and the Township shall be invoiced on a percent complete basis.

We thank you for the opportunity to provide a proposal for the additional work described above. Should you have any questions regarding the above information or should you wish to discuss this proposal in more detail, please do not hesitate to contact this office.

Very truly yours,

Mott MacDonald, LLC

A handwritten signature in black ink that reads 'Mark R. Sray'.

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

cc: Jim Ridgway, Township Manager (via email)
Julie Picard, Township Clerk (via email)
Margaret A. Vitelli, RPPS, QPA, Township Purchasing Agent (via email)

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

RESOLUTION # 2018-90

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED SICK TIME

WHEREAS, the employees listed on the attached schedule have accrued sick time due from the Township and per the Township Employee Personnel Policy Manual and/or union contract, the Township will, at the employees request, annually buy back a maximum of five (5) days of unused sick leave in December of any year, from employees who have not used more than the amount of sick days as determined in the manual and/or union contracts; 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 2017 budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower that payment to the employees listed on the attached schedule not to exceed the amount of \$978.41 is authorized and chargeable to the 2017 Budget.

	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 February 21, 2018.

Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Mastriana
FROM: Ptlm. Saini, Jordan C.
DATE: December 15, 2017
SUBJECT: Selling Sick Time

I am respectfully requesting to sell back 40 hours of sick time, as per the PBA contract. To date I have used 36 total hours; below the 60 hours that is the threshold. I thank you for your time and consideration in this matter.

Respectfully Submitted,

Ptlm. Jordan C. Saini #196
Saini, Jordan C.
Patrolman Badge #196

C	File		
Date		Officer	Comments

40
x 24.4603

978.41

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

RESOLUTION #2018-91

Title: **AUTHORIZING 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**

WHEREAS, there exists a need for the purchase of gasoline and diesel fuel in the Township of Lower, County of May, State of New Jersey; and

WHEREAS, such services are to be provided by the County of Cape May through the Commodity Resale System, a program supervised and administered by Cape May County Board of Chosen Freeholders; and

WHEREAS, the CFO has certified by her signature below that the funds will be available in each years budget appropriation line item entitled Gasoline & Diesel Fuel:

CFO Signature: _____
Lauren Read, CFO

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for such services without competitive bids and the contract itself must be available for public inspection.

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

1. The Mayor and Clerk are hereby authorized and directed to execute the attached agreement with the County of Cape May for the purchase of gasoline & diesel fuel for a period of ten (10) years; June 6, 2016 expiring on May 31, 2026.

2. This contract is awarded without competitive bidding under the provisions of N.J.A.C. 5:34-7.15 to 7.17 and N.J.S.A. 40A:11-1 et. seq. the Local Public Contracts Law because the contract is with the County of Cape May.

	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 February 21, 2018.

Julie A Picard, Township Clerk

**AGREEMENT FOR THE RESALE OF
GASOLINE AND DIESEL FUEL AS
PART OF A COMMODITY RESALE SYSTEM**

AN AGREEMENT for the resale of fuel made on this 14th day of November, 2017, by and between the Township of Lower, 2600 Bayshore Road, Villas, NJ 08251 (hereafter herein referred to as "Member") and the County of Cape May (hereafter herein referred to as "Lead Agency") entered into pursuant to the Commodity Resale Provisions of the *Cooperative Pricing and Joint Purchasing Rules (N.J.A.C. 5:37-7.1, et seq.)*.

WHEREAS, Lead Agency owns and operates fuel storage and dispensing facilities for its own needs that are maintained by the County Public Works Department; and

WHEREAS, as a matter of comity and in the interest of sparing taxpayers from a needless duplication of expensive fuel storage and dispensing facilities which are already in being at the Lead Agency's level, the Lead Agency is willing to grant the within request, subject to certain terms and conditions.

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

1. The above recitals are incorporated herein as if repeated at length.
2. Member shall provide a resolution formally adopted by its governing body stating its willingness to participate as a Member of the Commodity Resale System and in accordance with the terms and conditions set by the Lead Agency.
3. Immediately upon the execution of this Agreement by both parties, the Member shall supply to the Lead Agency its best estimate of how much fuel (gasoline and/or diesel) it will require for the balance of the calendar year ending December 31, 2018. In subsequent years under this Agreement, the Member shall supply this estimate for the following calendar year to the Lead Agency by October 1.
4. Lead Agency shall bill the Member at the end of each month for the actual gallons used, and the billing shall include a service charge as specified in paragraph #15 *infra*. Within fourteen days of receiving the bill from the Lead Agency, the Member will issue a voucher to the Lead Agency for the full amount of the bill.

5. The Member agrees to keep the Lead Agency apprised, on a continuous basis, of additions or deletions to its vehicle inventory and employee list.
6. Upon the full execution of this Agreement and receipt of documentation of insurance as specified in paragraph #10 infra, the Lead Agency shall issue appropriate identification codes to the Member to enable access to the Lead Agency fuel dispensing facilities, in accordance with the existing computerized fuel delivery system at Lead Agency's facilities.
7. The price of petroleum products is based on Philadelphia low posting in the Journal of Commerce (which changes four times per week on average). Accordingly, the price per gallon will be averaged for the respective month for billing purposes.
8. The Member agrees that it shall be solely responsible for the appropriate and authorized use of the identification codes issued by the Lead Agency, and the Lead Agency takes no responsibility to supervise or monitor the day-to-day use of said identification codes. Any misuse of the identification codes, along with any resulting misappropriation of fuel, shall be the liability of the Member and the Lead Agency accepts no responsibility whatsoever for such irregularities.
9. The Member hereby agrees to indemnify the Lead Agency and to hold it harmless against any claims, losses, damages or expenses (including reasonable attorney's fees) for which the Lead Agency may become liable (or for which the Lead Agency may be alleged to be liable), as a result of the use of Lead Agency's facilities by any persons or vehicles using the fuel dispensing codes issued to the Member under this Agreement.
10. Within fourteen days of execution of this Agreement, the Member shall provide to the Lead Agency a Certificate of Liability Insurance showing the extent of the Member's liability coverage and the naming of the County of Cape May as an *Additional Insured*. Thereafter, the Member shall provide to the Lead Agency a Certificate evidencing same prior to the expiration date of the policy and annually during the remaining term of this Agreement. Failure to provide the required documentation within the specified time may cause suspension of service as provided in paragraph #14 infra.
11. This Agreement shall run for a term of ten (10) years, nunc pro tunc to June 6, 2016 and expiring on May 31, 2026. Either party may,

however, terminate this Agreement after 90 calendar days by serving notice in writing on the other party of its intention to do so.

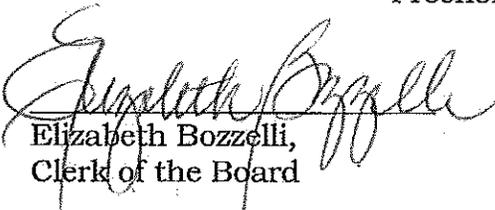
12. After appropriate consultation with the Member during emergency situations, the Lead Agency will assign certain days, hours and locations for the use of Lead Agency's fuel dispensing facilities by the Member. Additional access to the said facilities in emergency situations will be authorized by the County on a case-by-case basis.
13. The Member shall be responsible for arranging and establishing its own emergency source of fuel for those rare occasions when the Lead Agency's system is unavoidably inoperable. The Lead Agency shall not be responsible to the Member for any losses or damages that might be incurred by the Member as a result of temporary closure of Lead Agency's fuel dispensing facilities.
14. In the event of any breach or default of the Member's obligations under this Agreement, the Lead Agency reserves the right to suspend or to terminate this Agreement, in the Lead Agency's sole discretion, upon fourteen days written notice to the Member.
15. The Member shall pay a service charge (for costs of administration, maintenance, insurance, wear and tear on equipment) in the amount of \$.081 per gallon of fuel dispensed. The service charge will remain at this level through December 31, 2018. If it should become the Lead Agency's intention to increase this charge, it will so advise the Member in writing on or before October 1, 2018. In any subsequent contract year, the Lead Agency shall notify the Member of any additional service charge increase on or before October 1 of the current contract year.
16. Any and all future alterations to current procedures required prior to the program expiration date of May 31, 2026 will be authorized by written Amendments issued by the Lead Agency.

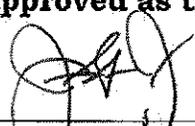
IN WITNESS WHEREOF the parties affix their signatures to this Agreement, intending to be legally bound. If a party is a corporation, this Agreement is signed by its proper corporate officers and its corporate seal is affixed.

**LEAD AGENCY
COUNTY OF CAPE MAY:**

11/14/17
(Date)

BY: 
Gerald M. Thornton
Director, Board of Chosen
Freeholders

ATTEST: 
Elizabeth Bozzelli,
Clerk of the Board

Approved as to form:

James B. Arsenault, Jr., Esquire
County Counsel

MEMBER:

(Date) BY: _____

ATTEST: _____

MEMBER: LOWER TOWNSHIP

Date

BY: _____

Print name

ATTEST: _____

/kc

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

RESOLUTION # 2018-92

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

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

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

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

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

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 21, 2018.

Julie A Picard, Township Clerk

FA# 1773 FORD F250 XLT SUPER DUTY
6 COMPARTMENT SLIDE IN ANIMAL CONTROL UNIT

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

RESOLUTION #2018-93

Title: APPROVAL OF AN ALCOHOLIC BEVERAGE CONTROL LICENSE PLACE TO PLACE
TRANSFER – INCLUDING EXPANSION OF LICENSED PREMISES –
LICENSE #0505-44-013-006, MATTERA'S LIQUOR T/A JOE CANAL'S DISCOUNT LIQUORS (CAPE LIQUORS)

WHEREAS, an application has been filed for a place-to-place transfer (Expansion of Premises) of Plenary Retail License 0505-44-013-006 for the purpose of expanding the premises under license wherein the sale, service and storage of alcoholic beverages are authorized; and

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term.

NOW, THEREFORE, BE IT RESOLVED that the Lower Township Council does hereby approve effective February 21, 2018, the expansion of the aforesaid plenary Retail Consumption licensed premises located at 908 Route 109, Lower Township, New Jersey, to place under license the area delineated in the application form and the sketch of the licensed premises attached thereto.

	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 February 21, 2018.

Julie A Picard, Township Clerk

EDA
Engineering
Design
Associates, P.A.

SITE PLAN
BLOCK 776, LOTS 10-20 & 34-38
TOWNSHIP OF LOWER
CAPE MAY COUNTY, NEW JERSEY

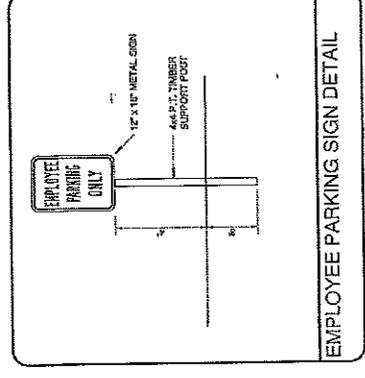
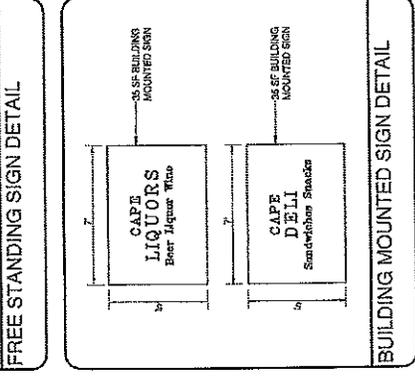
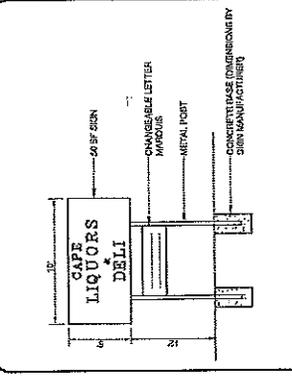
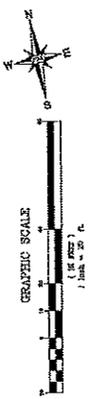
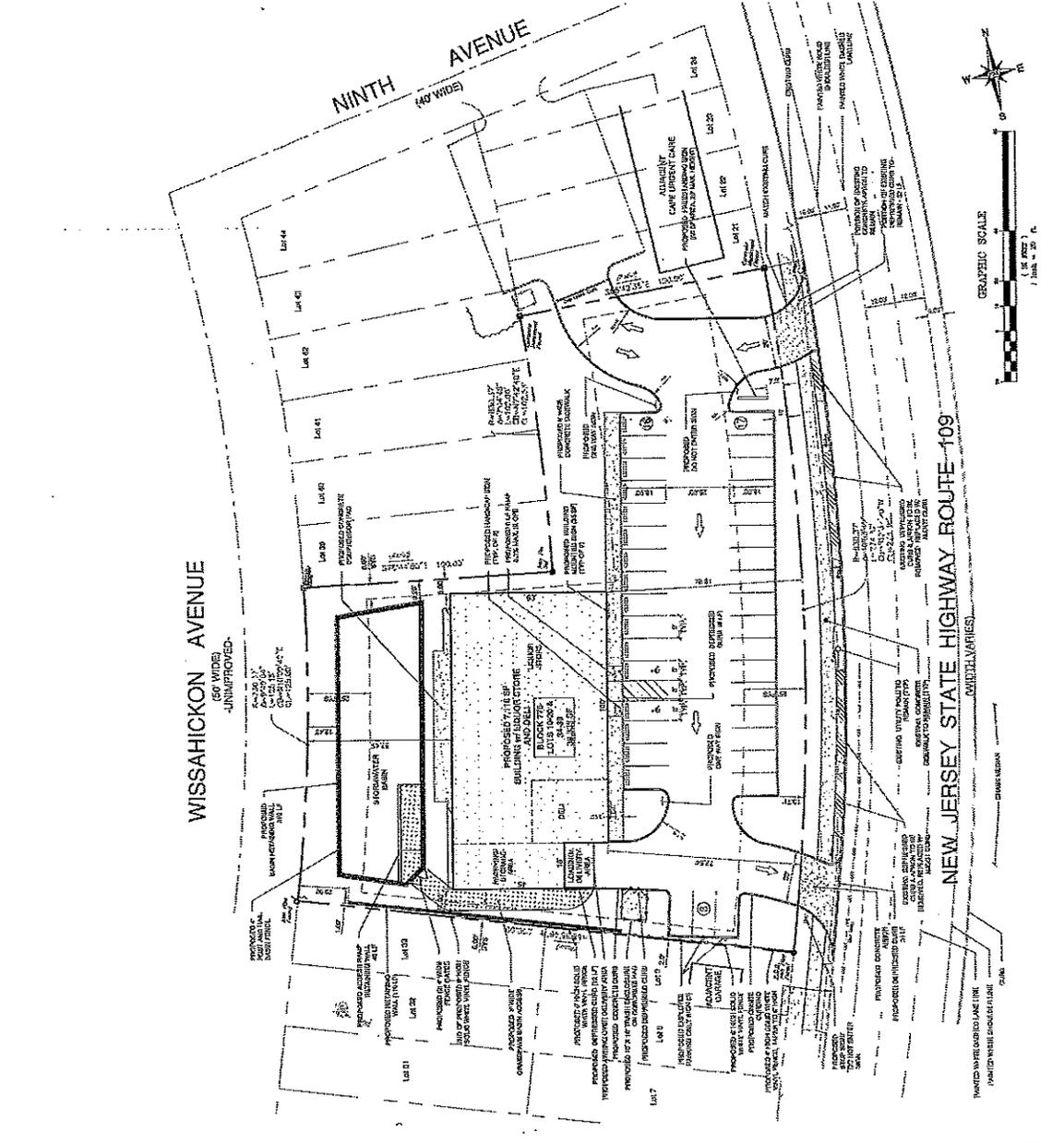
VINCENT G. ORLANDO
PROFESSIONAL ENGINEER
No. 12121
Professional Seal

PROFESSIONAL ENGINEER
No. 12121
Professional Seal

REVISION	DATE	BY
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97	10/17/17	MS
98	10/17/17	MS
99	10/17/17	MS
100	10/17/17	MS

EDA

DATE: 10/17/17
DRAWN BY: MS
SCALE: AS NOTED
PROJECT: P-2017
SHEET: 3 OF 7



SITE PLAN
Engineers - Landscape Architects - Planners

EDA

Clerk Report- January 2018

1/1/2018 through 1/31/2018

2/2/2018

Page 1

Account	Description	Memo	Category	Amount
INCOME				8,005.00
Liquor Licenses				300.00
Rental Merc 2017-2018				675.00
Scrapper				20.00
Street Openings				510.00
Towing				500.00
VACANT PROPERTY REGISTRATION				6,000.00
EXPENSES				75.00
Business Mercantile 2017-2018				75.00
TRANSFERS				-8,080.00
Council Checking				-8,080.00
			OVERALL TOTAL	0.00

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

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

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

February 06 , 2018 3:21:37PM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$1,145,765.00	Cubic Footage:	232490 Cu.ft	Permit Issued:	103
Cost Of Alteration:	\$557,277.00	Square Footage:	12320 Sq.ft	Updates Issued:	17
Cost Of Demolition:	\$0.00			All Fees Waived:	1
Total Cost:	\$1,703,042.00			Municipal Fees Waived:	0

PERMIT FEES

ADMIN FEES

WAIVED FEES

TOTAL FEES

Building:	\$16,326.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$16,326.00
Electrical:	\$7,351.00	Electrical:	\$0.00	Electrical:	\$0.00	Electrical Fees:	\$7,351.00
Fire :	\$4,050.00	Fire :	\$0.00	Fire :	\$70.00	Fire Fees:	\$3,980.00
Plumbing:	\$5,008.00	Plumbing:	\$0.00	Plumbing:	\$45.00	Plumbing Fees:	\$4,963.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$435.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$435.00
				Total Waived:	\$115.00	Technical Fees:	\$33,055.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$862.00	\$0.00	\$862.00
Alteration Training Fee:	\$1,067.00	\$0.00	\$1,067.00
DCA Minimum Fee:	\$11.00	\$1.00	\$10.00
Sub total Training Fee:	\$1,940.00	\$1.00	\$1,939.00

TECHNICAL ISSUES

Building Technical:	55
Electrical Technical:	71
Fire Protection Technical:	39
Plumbing Technical:	45
Elevator Technical:	
Mechanical Technical:	5

Certificate of Occupancy Fee:	\$2,129.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$2,129.00

CERTIFICATE ISSUES

Certificate of Occupancy:	1
Certificate of Approval:	55
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$33,055.00
DCA FEES:	\$1,939.00
CERTIFICATE FEES:	\$2,129.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$37,123.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$37,123.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

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

February 6, 2018 3:22:10PM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$691.00	\$36,432.00	\$0.00	\$37,123.00
LICENSE FEES	Sub Totals:	\$0.00	\$200.00	\$0.00	\$200.00
GRAND TOTALS:		\$691.00	\$36,632.00	\$0.00	\$37,323.00

Construction Permit Activity Report

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$270,000.00	Cubic Footage:	26079 Cu.ft	Permit Issued:	8
Cost Of Alteration:	\$137,275.00	Square Footage:	2012 Sq.ft	Updates Issued:	2
Cost Of Demolition:	\$0.00			All Fees Waived:	0
Total Cost:	\$407,275.00			Municipal Fees Waived:	0

<u>PERMIT FEES</u>		<u>ADMIN FEES</u>		<u>WAIVED FEES</u>		<u>TOTAL FEES</u>	
Building:	\$4,219.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$4,219.00
Electrical:	\$988.00	Electrical:	\$0.00	Electrical:	\$0.00	Electrical Fees:	\$988.00
Fire :	\$625.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$625.00
Plumbing:	\$1,377.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$1,377.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$0.00
				Total Waived:	\$0.00	Technical Fees:	\$7,209.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$97.00	\$0.00	\$97.00
Alteration Training Fee:	\$260.00	\$0.00	\$260.00
DCA Minimum Fee:	\$2.00	\$0.00	\$2.00
Sub total Training Fee:	\$359.00	\$0.00	\$359.00

TECHNICAL ISSUES

Building Technical:	5
Electrical Technical:	8
Fire Protection Technical:	3
Plumbing Technical:	5
Elevator Technical:	
Mechanical Technical:	

Certificate of Occupancy Fee:	\$434.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$434.00

CERTIFICATE ISSUES

Certificate of Occupancy:	0
Certificate of Approval:	5
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$7,209.00
FEES:	\$359.00
CERTIFICATE FEES:	\$434.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$8,002.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$8,002.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

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

February 6, 2018 3:20:50PM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$0.00	\$8,002.00	\$0.00	\$8,002.00
	GRAND TOTALS:	\$0.00	\$8,002.00	\$0.00	\$8,002.00



BUREAU OF FIRE SAFETY - TOWNSHIP OF LOWER

Lower Township Recreation Center
2600 Bayshore Road
Villas, NJ 08251
Phone: (609) 889-0404
Fax: (609) 889-8876

Mailing Address:
2600 Bayshore Road
Villas, NJ 08251

For the month of JANUARY 2018, the Lower Township Bureau of Fire Safety made deposits of \$46,465.00* in the Lower Township Tax office.

Sincerely,

**Donna Blackley
Fire Official**

cc: file

**Board Members
Lauren Read
James Ridgway**

***includes 15,000 Terminal Leave Fund**



Lower Township Police Department Monthly Activity Report

2017

	December	Total:
General Complaints and Service Calls (Total)	2378	46185
Aggravated Assaults	1	18
Animal Control Complaints	9	267
Arson	0	1
Assaults	2	66
Assaults on Police Officers (UCR Report Return "A")	0	3
Bias Incidents	0	0
Burglaries	3	117
Community Policing Services	411	3160
Criminal Mischief Complaints	5	201
Death Investigations	2	43
Disorderly Conduct Complaints	98	960
Domestic Violence Complaints	19	356
Domestic Violence with Assaults		50
Emergency Medical Calls with L. T. Rescue	24	1742
Fire Calls & Alarms Police Response (Total)	61	545
Harassment		171
Local Ordinance Complaints		8
Local Ordinance Warnings		1
Motor Vehicle Accidents	24	501
Motor Vehicle Stops	289	4108
Motor Vehicle Stops / Summons' Issued		394
Narcotics	6	119
Property Checks	1182	24052
Residential and Commercial Alarm Calls	147	1260
Robbery	0	7
Thefts	23	274
Traffic Summons Issued	112	1486
Traffic Warnings		23
Weapons Offenses	0	10
Adult Arrests (UCR Report Return "A")	35	412
Juvenile Arrests (UCR Report Return "A")	2	44
D.W.I. Arrests (UCR Report JV & Adult Arrests Combined)	6	62
Drug Possession Arrests (UCR Report JV & Adult Arrests Combined)	8	72
Investigation Reports Completed	57	975
Supplemental Investigation Reports Completed	22	432
Total Value Property Stolen (UCR Report Return "A")	\$ 23,697.00	\$ 372,687.00
Total Value Property Recovered (UCR Report Return "A")	\$ 21,359.00	\$ 187,326.00



Lower Township Police Department Monthly Activity Report

2017

	December	Total:
Man Power Loss in Hours		
Union	0	0
Suspended	0	0
(V) style="text-align: right;">Vacation	1009.5	9790.3
(P) style="text-align: right;">Personal	376	1788
(C) style="text-align: right;">Used Comp Hours	438	1591.25
(S) style="text-align: right;">Sick Hours	478	2830
(WC) style="text-align: right;">Injury Hours	125	300
Schedule Soft style="text-align: right;">Training Hours	0	3556
(M) style="text-align: right;">Military Training	336	3430.4
Police Department Overtime in Hours		
(K= Patrol) style="text-align: right;">Operations Overtime	180.5	1846
(CE = Patrol) style="text-align: right;">Operations Comp Time	151	2044.27
(K = Detective) style="text-align: right;">Investigation Division Overtime	94.5	1120.25
(CE= Detective) style="text-align: right;">Investigation Division Comp Time	0	329
(COT) style="text-align: right;">Court Overtime	20	254.75
(CCE) style="text-align: right;">Court Comp Time	0	78
(H) style="text-align: right;">Holiday Overtime	63.5	956.5
(HCE) style="text-align: right;">Holiday Comp Time	18	367
Government/Grant Funding Overtime in Hours		0
(CIOT) style="text-align: right;">Click It or Ticket	0	80
(COPS) style="text-align: right;">Cops n Shops	0	24
JV Curfew	0	0
(DDEF / DSGP) style="text-align: right;">DWI Grants	85	294
Other	0	15
Private Funding Overtime in Hours		0
(OSC) style="text-align: right;">Special Detail	0	606.75

Prepared By:

Chief William Mastriana

Chief William Mastriana

Date: 1/24/2018

**2018 CASH RECEIPTS
JANUARY**

Township of Lower
Office of the Tax Collector

	MONTH TO DATE	YEAR TO DATE
Receipts		
Current year taxes (2018)	7,681,072.32	7,681,072.32
Prior year taxes (2017)	204,540.75	204,540.75
Previously exempt property	1,135.80	1,135.80
State Audit Pay Back	1,000.00	1,000.00
Municipal Lien		0.00
Recording		0.00
Bankruptcy		0.00
6% Penalty	868.03	868.03
Municipal Service Fees	10,080.00	10,080.00
Tax Search Fees		0.00
Interest	10,443.75	10,443.75
Lot clearing		0.00
Returned Check Fees	20.00	20.00
Duplicate Bills	240.00	240.00
Trash	2,209.00	2,209.00
TOTAL DEPOSITS	7,911,609.65	7,911,609.65
DEPOSITED TO COUNCIL CHECK	7,635,668.95	7,635,668.95
DEPOSITED TO WIPP ACCOUNT	275,940.70	275,940.70
TOTAL DEPOSITS	7,911,609.65	7,911,609.65
NSF Reversals	22,830.14	22,830.14
WIPP NSF Reversals	612.69	612.69
TOTAL	7,888,166.82	7,888,166.82

Prepared by Kathy Brown

**2018 JANUARY
VITAL STATISTICS**

Marriages,Civil Unions	8
Domestic Partners	0
Ceritified Copies	216
Certified Copies EDRS	0
Burial Permits	0

Marriages, Civil Unions State	\$200.00
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$24.00
Domestic Partners Twp	\$0.00
Certified Copies	\$2,160.00
Certified Copies EDRS	\$0.00
Burial Permits State	\$0.00
Burial Permits Twp	\$0.00

TOTAL	\$2,384.00
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2017

TAX COLLECTOR'S ANNUAL REPORT

SUBMITTED BY: KATHY BROWN
ASSISTANT TAX COLLECTOR

TOWNSHIP OF LOWER
CAPE MAY COUNTY

This report is submitted in compliance with N.J.S.A. 54:4-91---Collector's Annual Statement of Receipts.
This report is filed with the CFO/Treasurer and the Governing Body as prescribed by statute.

In 2017 the tax office collected over 65 million dollars in taxes and other municipal charges. Over 800 property owners utilized our ACH program that directly deposited 3.5 million dollars into our bank and 3.5 million was paid through our website. The other 58 million dollars was processed in our office.

The tax sale for unpaid 2016 municipal charges was held on September 11, 2017. 56 properties went to tax sale. There were 30 properties with delinquent taxes the other properties went to sale for MUA charges. Of the 56 liens, 51 were sold to outside lien holders and the township was left with 5 liens.

97 liens were redeemed in 2017, 6 of which were municipal liens. At this time we have 120 open tax sale certificates, 89 are held by outside lien holders and the township has 31.

The tax office also collects Municipal Service Fees, Commercial Trash and Lot Clearing charges.

The unaudited collection rate for 2017 is 98.68.

Township of Lower
Office of the Tax Collector

YEAR TO DATE

Receipts

Preliminary taxes (2018)	3,151,145.24
Current year taxes (2017)	61,020,750.32
Prior year taxes (2016)	793,996.58
Arrears (2015)	3,989.80
ARREARS 2014	3,866.30
State Audit Payback	1,000.00
Municipal lien	32,149.48
Recording	146.00
Bankruptcy	1,719.74
6% Penalty	4,061.78
Municipal Service Fees	73,500.00
Tax Search Fees	10.00
Interest	183,999.51
Lot clearing	13,949.00
Returned Check Fees	460.00
Duplicate Bills	1,145.00
Trash	82,849.50
Tax sale cost	3,978.99
MUA	50,789.37

TOTAL DEPOSITS 65,423,506.61

DEPOSITED TO COUNCIL CHECK 61,825,348.82

DEPOSITED TO WIPP ACCOUNT 3,598,157.79

TOTAL DEPOSITS 65,423,506.61

NSF Reversals 69,978.21

WIPP NSF Reversals 32,035.14

TOTAL 65,321,493.26

Prepared by Kathy Brown

CURRENT YEAR TAXES 2017

Current Year Taxes	63,369,987.01	
Added & Omitted Taxes	276,395.08	
Total Gross Taxes	<u>63,646,382.09</u>	63,646,382.09

Increased by:

Returned Checks	85,585.02	
Deductions Disallowed	2,123.97	
Billin Adjustment		
6% Penalty	3,317.22	
Transfers	1,716.96	
NJ Bell Fire Districts	2,661.23	
Refunds	<u>36,451.30</u>	
		131,855.70

Decreased by:

Payments	62,140,272.55	
Transfer to Lien	27,584.51	
Appeals	11,387.00	
Homestead	765,293.76	
Homstead Adjustment	746.85	
Canceled	16.92	
Transfers	30,362.77	
Deductions & Vet Exemption	<u>27,816.61</u>	
		63,003,480.97

Balance as of 12/31/2017	<u>774,756.82</u>	
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DELINQUENT TAXES 2016

Balance as of 01/01/2017	783,800.51	
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Increased by:

Returned Checks	16,186.56	
Transfers	1,846.63	
Refunds	1,411.95	
Deductions Disallowed	<u>4,547.16</u>	
		23,992.30

Decreased by:

Payments	798,058.36	
Deductuions Allowed	1,250.00	
Township Liens	6,222.35	
Appeals	340.45	
Canceled	<u>17.92</u>	
		805,889.08

Balance as of 12/31/2017	<u>1,903.73</u>	
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DELINQUENT TAXES 2014 & 2015

Balance as of 01/01/2017		7,856.10
<u>Decreased by:</u>		
Payments	7,856.10	7,856.10
Balance as of 12/31/2017		<u>0.00</u>

BANKRUPTCY

Balance as of 01/01/2017		1,719.74
<u>Decreased by:</u>		
Payments	<u>1,719.74</u>	1,719.74
Balance as of 12/31/2017		<u>0.00</u>

TOWNSHIP LIENS

Balance as of 01/01/2017		241,460.42
MUA Charges	7,848.36	
Township Charges	<u>233,612.06</u>	
	241,460.42	
<u>Increased by:</u>		
Tax Sale	6,477.72	
Lot clearing	5,341.79	
2016 Taxes	<u>24,164.36</u>	
		35,983.87
<u>Decreased by:</u>		
Redemptions	32,149.48	
Canceled	<u> </u>	
		32,149.48
Balance 12/31/2017		<u>245,294.81</u>
MUA Charges	7,848.36	
Township Charges	<u>233,612.06</u>	
	241,460.42	

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

RESOLUTION # 2018-94

Title:

A 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

WHEREAS, the Township Council of the Township of Lower is subject to certain requirements of the Open Public Meetings Act, N.J.S.A 10:4-6, et seq.; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Council of the Township of Lower to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

____(1) **Matters Required by Law to be Confidential:** Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

____(2) **Matters Where the Release of Information Would Impair the Right to Receive Funds:** Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

____(3) **Matters Involving Individual Privacy:** Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information, relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

____(4) **Matters Relating to Collective Bargaining Agreement:** Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

____(5) **Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds:** Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

____(6) **Matters relating to Public Safety and Property:** Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.

____(7) **Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege:** any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

 X (8) **Matters Relating to the Employment Relationship:** Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting. **PERSONNEL**

____(9) **Matters Relating to the Potential Imposition of a Penalty:** Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss if a license or permit belonging to the responding party bears responsibility.

NOW, THEREFORE, BE IT RESOLVED by the Township council of the Township of Lower, assembled in public session on February 21, 2018 that an Executive Session closed to the public shall be held on this date at approximately _____ P.M. in the Conference Room of the Township Hall, 2600 Bayshore Road, Villas for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Council that the public interest will no longer be served by such confidentiality.

	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 February 21, 2018

Julie A Picard, Township Clerk