

WORK SESSION & REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL
December 7, 2015 - 7:00 P.M.

Meeting called to order.

Opening Announcement
Pledge of Allegiance – Girl Scout Troop#45296
Moment of Silence
Roll Call & Determination of Quorum

Work Session

Proclamation - Officer Darrin Hickok
Proclamation – Supporting the Drive Sober or Get Pulled Over 2015 Year End Holiday Crackdown

Consent Agenda

Approval of Minutes November 22, 2015
Res. # 2015-335 Payment of Vouchers \$ 362,378.89
Res. # 2015-336 Certification of Lot Clearing Charges to the Tax Collector (\$1,675.)
Res. # 2015-337 Insertion of Special Item of Revenue Pursuant to N.J.S.A.40A:4-87, Chapter 159 (Drive sober or get pulled over \$5,000)
Res. # 2015-338 Authorization for the Payout of Accumulated Compensatory Time (J.Chew \$7,932.78)
Res. # 2015-339 Authorization for Refund of Taxes
Res. # 2015-340 Transfer of 2015 Appropriations (\$21,500)
Res. # 2015-341 Resolution Requesting Release of Maintenance Guarantee for James & Debbie Bailey; Block 499.01, Lot 27.03; Escrow Z96-09 06 (\$4,830.75)
Res. #2015-342 Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Cycle July, 2014-June 2019(Lower Cape Municipal Alliance grant application)
Res. #2015-343 Authorization for the Payout of Accumulated Compensatory Time (M.Szemcsak \$2,204.45)
Res. #2015-344 Authorization for the Payout of Accumulated Compensatory Time (K.White \$787.67)
Res. #2015-345 Authorization for the Payout of Accumulated Compensatory Time (K.Fournier \$796.15)
Res. #2015-346 Approval of Contribution to Lower Township Rotary (\$800)
Res. #2015-347 Approval of Contribution to Lower Township Chamber of Commerce (\$4,000)
Res. #2015-348 Awarding Banking Services Agreement (Sturdy Savings Bank)
Res. #2015-349 Contract Award for a State Contract AVAYA IP500 Telephone System from TRICOMM Services Corp – Public Safety Building (\$27,551.66)
Res. #2015-350 Bid Acceptance and Contract Award to Upgrade Police Radio Equipment on Two (2) Towers (Ted Kingston \$18,750.)
Res. #2015-351 Resolution requesting Release of Demolition Bond for Block 499.01, Lot 27.01, 657 Townbank Road (\$1,000)
Res. #2015-352 Authorization for the Payout of Accumulated Compensatory Time (J.Saunders \$260.81)
Res. #2015-353 Resolution requesting Release of Demolition Bond for Block 350, Lot 11, 109 Wildwood Avenue (\$500)
Res. #2015-354 Authorizing the Sale of Township of Lower Surplus No Longer Needed for Public Use on Govdeals Online Auction Website
Res. #2015-355 Resolution Authorizing a Review of Compliance with Prior Annual Continuing Disclosure Obligations and participation in the Securities and Exchange Commission's Municipalities Continuing Disclosure Cooperation Initiative
Res. #2015-356 Resolution Approving a Professional Service Contract with Hatch Mott MacDonald for NJDEP Beach Maintenance Permit and Design of Beach Access Path Upgrades (\$19,850)
Res. #2015-357 Resolution Approving a Professional Service Contract with Hatch Mott MacDonald for the Proposed Lease Area at the Freeman Douglass Jr Memorial Park (\$3,280)

Regular Agenda

Res. #2015-358 Person-to-Person Transfer of Liquor License #0505-33-012-009 from Harbour Side, Inc to JEL Liquor Limited Liability Company (this request was advertised and no objections were filed)
Res. #2015-359 Authorization for 2015 Incentive Award for Insurance Waiver (\$62,749.99)
Res. #2015-360 Authorization for the Payment of College Credits (\$21,700)
Res. #2015-361 Authorization for the Payout of Accumulated Compensatory Time (M.Perry \$4,408.19)

Council Comments

Call to the Public

Closed Session

Res. #2015- 362 Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. **CONTRACT NEGOTIATIONS / LITIGATION /POSSIBLE LITIGATION UPDATE**

Adjournment

COUNCIL MEETING MINUTES – November 16, 2015

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on November 16, 2015 at 7:00 p.m. in the meeting room of the Township Hall, 2600 Bayshore Road, Villas, New Jersey.

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

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

Councilmember Thomas Conrad
Councilmember David Perry
Councilmember Erik Simonsen
Deputy Mayor Clark
Mayor Michael Beck

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

Steve Selby, Coalition Coordinator, Lower Township Healthy Youth Coalition/Cape Assist
Mr. Selby gave a brief introduction and thanked Council for their initiative with the grant to combat substance abuse. He communicated the goal of the coalition and informed that the first meeting will be held in January. Mayor Beck thanked Mr. Selby and Cape Assist for their efforts.

Consent Agenda

Approval of Minutes	November 2, 2015
Res. #2015-323	Payment of Vouchers \$ 460,627.90
Res. #2015-324	A Resolution Authorizing the Tax Assessor to File Cross Appeals and/or Municipal Appeals on Behalf of the Township of Lower for the Tax Year 2015
Res. #2015-325	A Resolution Cancelling the Contract with IHC Insurance Company for Stop Loss Coverage Insurance
Res. #2015-326	A Resolution Cancelling the Contract with Amerihealth for Medical Insurance
Res. #2015-327	A Resolution Cancelling the Contract with Health Insurance Solutions Inc (HISI) for Prescription Insurance
Res. #2015-328	A Resolution Appointing Lindemon, Winckelmann, Dupree, Martin, Russell & Associates as a Professional Service Contract; Architect to Prepare A General Scope of Work for the Nathaniel Foster House (not to exceed \$750)
Res. #2015-329	Resolution Approving Contract with Delta Dental As Extraordinary Unspecifiable Services (1/1/16-12/31/16)
Res. #2015-330	Resolution Approving Horizon Blue Cross Blue Shield of New Jersey Medicare Part D Renewal as Extraordinary Unspecifiable Services
Res. #2015-331	A Resolution to Authorize Participation in the State Health Benefits Program of the State of New Jersey (effective 2/1/2016)
Res. #2015-332	A Resolution to Adopt the Provisions of Chapter 48 (N.J.S.A. 52:14,17.38) (effective 2/1/2016)
Res. #2015-333	Resolution Authorizing the Donation of Bleachers No Longer Needed For Public Use to the David C Douglass Memorial School
Res. #2015-334	Resolution Amending Resolution #2015-247; Appointment of Municipal Prosecutor for the Year 2015 (F.Guaracini, Blaney & Karavan)

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

Regular Agenda

Res. #2015-335

A Resolution to Memorialize and Clarify the Existing Lease Between the Lower Township Bureau of Fire Safety and the Township of Lower (explaining health benefit budgeting for self- insurance)

Mayor Beck asked for clarification of the resolution.

Manager Ridgway explained the need to adjust the language to protect both parties. Clerk Picard informed that it is for budgetary reasons for the Fire Safety Bureau.

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

Administrative Reports

Monthly Reports: Clerk, Construction, Dog, Fire Safety, Vital, Tax

Council Comments

Councilman Conrad wished everyone a happy Thanksgiving.

Councilman Perry gave an update on the painting of crosswalks and the anticipated start of the Bayshore Estates Project. He also wished everyone a happy Thanksgiving.

Councilman Simonsen updated on the Exit Zero Interchange Project and the anticipated completion date. He reflected on the many things we have to be thankful for and extended his wishes for a safe and happy Thanksgiving.

Deputy Mayor Clark thanked Steve Selby and Mayor Beck for their dedication to addressing the drug epidemic. He echoed the sentiments about thanksgiving and expressed gratitude for the many freedoms we enjoy in this country.

Mayor Beck spoke briefly about the initiative in pursuing the grant for a Healthy Youth Coalition and expressed gratitude to the many people involved. He announced the following upcoming events: Tree Lighting Ceremony, Hospitality Day, and Christmas Parade. In addition, he echoed Council's sentiments about thanksgiving and expressed appreciation to the township employees and residents.

Call to Public

Bill Greenfield, Villas, requested an update from Deputy Mayor Clark regarding beach fill along the bay.

Helen Thompson, Villas, commented in accord with the newspaper article regarding rude behavior at Council meetings and suggested it be addressed. She also requested a press release reminding pet owners to keep their animals inside in extreme weather.

Jacqueline Henderson, Mickel's Run, announced the passage of the LTMUA budget with no rate increases. She also confirmed that no complaints were made to DEP regarding hydrant flushing. She encouraged everyone to attend the upcoming fall play at LCMR High School, Twelve Angry Men.

Daniel Morley, 134 Sunset Drive, inquired about Resolution #2015-331 and the projected savings. He also questioned Mr. Selby's stipend as the Healthy Youth Coalition Coordinator and the plan upon expiration of the five year grant.

Helen Thompson, Villas, addressed the drug situation and expressed concern for rehabilitation.

George Doherty, Erma, asked for an update on the bike path.

Betty Somers, W Atlantic Avenue, voiced concern about people riding bikes in the dark.

Adjournment

There being no further business to address, motion to adjourn moved by Councilman Conrad, seconded by Deputy Mayor Clark. Motion to adjourn unanimous. Meeting adjourned at 7:38 p.m.

Mayor

Township Clerk

Approved:

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00419 RICHARD M BRASLOW, ESQ	15-03003	12/02/15	PROFESSIONAL SERVICES	Open	264.00	0.00		
00454 KEVIN LEWIS	14-01077	04/25/14	2014 EQUIP. ALLOWANCE	Open	150.00	0.00		B
	15-02898	11/19/15	CONTRACTUAL REIMBURSEMENT-V	Open	194.00	0.00		
					344.00			
00455 DALLAS BOHN	15-02876	11/18/15	TRAINING MEALS	Open	15.25	0.00		
00480 BURKE CHEVROLET*	15-02651	10/29/15	COUNTY TRUCK/HARNESS	Open	513.56	0.00		
00611 COUNTY OF CAPE MAY	15-03004	12/02/15	GASOLINE/DIESEL	Open	15,935.75	0.00		
00651 MUNICIPAL UTIL AUTH DUMP FEES	15-02846	11/13/15	DUMPING FEES/OCT.	Open	65,275.15	0.00		
00652 CAPE COUNTY CLIPPERS LLC*	15-01557	06/10/15	Blanket PO	Open	650.00	0.00		B
00775 CAPRIONI PORTABLE TOILETS, INC*	15-02891	11/18/15	MONTHLY-TEITELMAN SCHOOL	Open	533.00	0.00		
00784 CAPE MAY STAR & WAVE	15-02980	12/01/15	LEGAL PUBLICATION 11-18-15	Open	108.50	0.00		
	15-02981	12/01/15	LEGAL PUBLICATION 11-11-15	Open	55.80	0.00		
					164.30			
00825 COMCAST*	15-02887	11/18/15	FIRE INTERNET 11/19-12/18/15	Open	197.80	0.00		
01110 COLLEEN CRIPPEN	15-02954	11/24/15	MAILING- INSURANCE CANCELLATIO	Open	23.00	0.00		
01139 CORELOGIC	15-02904	11/20/15	RES# 2015-339 REFUND 2015 TAX	Open	891.82	0.00		
	15-02905	11/20/15	RES# 2015-339 REFUND 4TH QRT T	Open	534.69	0.00		
	15-02906	11/20/15	RES# 2015-339 REFUND 4TH QRT T	Open	888.95	0.00		
	15-02911	11/20/15	RES# 2015-339 REFUND 3RD QRT T	Open	723.85	0.00		
					3,039.31			
01200 DELTA DENTAL PLAN OF NJ	15-03008	12/02/15	DELTA ADMIN FEES NOVEMBER	Open	1,149.20	0.00		
01220 DRAEGER SAFETY DIAGNOSTICS*	15-02491	10/07/15	ALCOTEST SUPPLIES	Open	375.00	0.00		
01239 DIANA L DeNOTE	15-02897	11/18/15	CONTRACTUAL REIMBURSEMENT-V	Open	265.00	0.00		

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01242 CHARLES J RYAN								
	14-01087	04/25/14	2014 EQUIP. ALLOWANCE	Open	150.00	0.00		B
	15-01035	04/28/15	2015 EQUIP. ALLOWANCE	Open	150.00	0.00		B
					300.00			
01246 ROCCO SANSONE								
	15-02870	11/16/15	FALL SOCCER OFFICIAL	Open	315.00	0.00		
01340 EAGLE POINT GUN*								
	15-02284	09/11/15	AMUNITION	Open	1,771.08	0.00		
01372 GARY PLAYFORD								
	15-02900	11/19/15	AS PER RES 2015-91 REIMBURSEMT	Open	3,630.10	0.00		
01437 ERCO CEILINGS*								
	15-01986	08/04/15	BLINDS FOR TOWNHALL	Open	175.00	0.00		
01652 MARTUARANO RECREATION CO*								
	15-01916	07/21/15	DIAMOND BEACH - 4"WALL CLIMBER	Open	2,542.64	0.00		
01657 GOPHER SPORT*								
	15-02814	11/09/15	DISINFECTIVE WIPES-REFILLS	Open	286.30	0.00		
01660 GENERAL SPRING SERVICE*								
	15-02669	11/06/15	LEAFSPRING FOR TRUCK R-6	Open	1,226.68	0.00		
01661 GENERAL SALES ADMINISTRATION*								
	15-02436	09/30/15	NEW VEHICLE OUTFITTING	Open	1,285.96	0.00		
01667 GLOUCESTER COUNTY POLICE ACAD*								
	15-02178	08/26/15	TRAINING	Open	220.00	0.00		
01690 GRANTURK EQUIPMENT CO*								
	15-01734	06/30/15	PARTS FOR RECYCLING/ SEPT.	Open	889.38	0.00		
01781 HATCH MOTT MACDONALD, LLC*								
	13-02313	08/08/13	TAX MAP REVISIONS RES 2013-216	Open	464.00	0.00		
	15-01637	06/17/15	RES# 15-189 BIKE TRAIL ENGINR	Open	325.00	0.00		B
	15-01944	07/23/15	ENGINEERING SERVICES	Open	274.00	0.00		B
	15-02345	09/18/15	GEOTECHNICAL INVESTIGATION	Open	2,206.25	0.00		B
	15-02855	11/16/15	PROFESSIONAL ENGINEERING	Open	338.50	0.00		
	15-02856	11/16/15	PROFESSIONAL ENGINEERING	Open	3,581.70	0.00		
	15-02857	11/16/15	PROFESSIONAL ENGINEERING	Open	663.80	0.00		
	15-02858	11/16/15	PROFESSIONAL ENGINEERING	Open	342.00	0.00		
	15-02866	11/16/15	ENGINEERING FOR ROSEANN AVE	Open	7,740.00	0.00		B
					15,935.25			
01799 BRIAN HEACOCK								
	15-02999	12/01/15	REIMBURSEMENT- COACH	Open	25.00	0.00		
01873 HOME DEPOT*								
	15-02393	09/24/15	DPW SUPPLIES	Open	229.19	0.00		

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01956 IMPACT TECHNOLOGY SOLUTIONS*								
	15-02528	10/08/15	VIDEO SERVICE 11/1/15-10/31/16	Open	1,260.00	0.00		
02025 HUNTER JERSEY PETERBILT*								
	15-02394	09/24/15	PARTS FOR TRUCKS	Open	579.62	0.00		
02027 JESCO INC*								
	15-02235	09/02/15	BACK HOE PARTS	Open	101.96	0.00		
02108 KEEN COMPRESSED GAS CO*								
	15-01738	06/30/15	BOTTLED GAS/GARAGE/SEPT.	Open	446.25	0.00		
02136 TED KINGSTON INC*								
	15-01125	05/06/15	JULY 2015 RADIO MAINT	Open	549.06	0.00		
	15-01126	05/06/15	AUGUST 2015 RADIO MAINT	Open	546.15	0.00		
	15-01127	05/06/15	SEPTEMBER 2015 RADIO MAINT	Open	550.00	0.00		
	15-01128	05/06/15	OCTOBER 2015 RADIO MAINT	Open	541.00	0.00		
	15-02596	10/22/15	UNIFORMS	Open	110.00	0.00		
					<u>2,296.21</u>			
02140 KINDLE FORD LINC/MERC., INC.*								
	15-02391	09/24/15	PARTS FOR POLICE VEHICLES/OCT	Open	1,013.32	0.00		
	15-02697	11/09/15	PARTS FOR VEHICLES	Open	238.20	0.00		
					<u>1,251.52</u>			
02183 KLENSWITE POOL SPA SUP.CO INC*								
	15-02302	09/11/15	REPLACEMENT HOSES CHLORINATOR	Open	60.00	0.00		
02223 LANDSMAN UNIFORMS*								
	15-02517	10/08/15	UNIFORMS	Open	108.00	0.00		
02247 LAWSON PRODUCTS, INC.*								
	15-02658	10/30/15	SUPPLIES FOR DPW	Open	699.60	0.00		
02331 LOWER TOWNSHIP ROTARY CLUB								
	15-03007	12/02/15	PARADE/TREE LIGHTING CONTRIB	Open	800.00	0.00		
02334 LOWER TWP CHAMBER OF COMMERCE								
	15-02851	11/16/15	LUNCHEON MEETING NOV 12,2015	Open	20.00	0.00		
	15-03012	12/02/15	CONTRIB - HOSPITALITY/DIRECTOR	Open	4,000.00	0.00		
					<u>4,020.00</u>			
02541 ROBERT D. MARTIN, JR								
	15-02984	12/01/15	CONTRACTUAL REIMBURSEMENT- M	Open	30.98	0.00		
02656 MICHAEL MCPHERSON*								
	15-01562	06/10/15	BLANKET PO	Open	795.00	0.00		B
02719 MITCHELL PLENN								
	15-02967	11/25/15	REGISTRATION REFUND	Open	30.00	0.00		
	15-02970	12/01/15	SHOE ALLOWANCE	Open	67.99	0.00		
					<u>97.99</u>			

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02800 MURPHY FENCE COMPANY*								
	15-02847	11/13/15	FENCE POST	Open	60.48	0.00		
02811 JAMES MOY								
	15-02953	11/24/15	CONTRACTUAL REIMBURSEMENT-M	Open	85.00	0.00		
	15-02985	12/01/15	CONTRACTUAL REIMBURSEMENT- V	Open	184.00	0.00		
					<u>269.00</u>			
02944 MV ENGINEERING*								
	15-02853	11/16/15	PROFESSIONAL ENGINEERING	Open	1,047.28	0.00		
	15-02854	11/16/15	PROFESSIONAL ENGINEERING	Open	1,800.00	0.00		
					<u>2,847.28</u>			
03104 NORTHEAST IND.&MARINE SUPPLY*								
	15-01745	06/30/15	PARTS/RDS/SANT/RECY/JULY	Open	1,283.54	0.00		
	15-01746	06/30/15	PARTS/RDS/SANT/RECY/AUG	Open	1,454.76	0.00		
					<u>2,738.30</u>			
03109 TRU GREEN CHEMLAWN								
	15-00684	03/19/15	2015 14096.00 C/O#1 1355.00	Open	2,150.00	0.00		
03158 NYSCA*								
	15-02862	11/16/15	RECERTIFICATION OF WRESTLING	Open	80.00	0.00		
	15-02863	11/16/15	BASKETBALL RECERTIFICATIONS	Open	280.00	0.00		
					<u>360.00</u>			
03241 SARGENT OSHEA								
	15-02889	11/18/15	CONTRACTUAL REIMBURSEMENT-M	Open	1,747.94	0.00		
03284 STEPHEN H. PARKER(REF FEES)								
	15-02869	11/16/15	FALL SOCCER OFFICIAL	Open	315.00	0.00		
03305 PEDRONI FUEL*								
	15-02845	11/13/15	NO LEAD GAS	Open	432.43	0.00		
	15-02978	12/01/15	NO LEAD GAS	Open	146.77	0.00		
					<u>579.20</u>			
03366 AMERI-GAS*								
	15-02892	11/18/15	PROPANE- BENNETT'S CROSSING	Open	154.73	0.00		
03421 FRED PRYOR SEM/CARRER TRK*								
	15-02518	10/08/15	TRAINING	Open	537.00	0.00		
03478 RED THE UNIFORM TAILOR, INC.*								
	15-02483	10/02/15	WINTER COATS	Open	1,622.25	0.00		
03495 ELIZABETH BYRNE								
	15-02882	11/18/15	RE-CERTIFICATION FEE	Open	25.00	0.00		
03518 RIGGINS, INC.*								
	15-02844	11/13/15	OFF HIGHWAY DIESEL	Open	319.95	0.00		

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03518	RIGGINS, INC.*								
		15-02901	11/20/15	OFF HIGHWAY DIESEL	Open	190.13	0.00		
						510.08			
03611	SERVICE TIRE TRUCK CENTERS*								
		15-02696	11/09/15	TIRES FOR DPW	Open	5,970.69	0.00		
03652	FRANK STIPPLE								
		15-02986	12/01/15	SOCCER OFFICIAL	Open	270.00	0.00		
03692	SOUTH JERSEY GAS CO*								
		15-02983	12/01/15	NOVEMBER 2015 GAS BILL	Open	2,221.10	0.00		
03723	STAPLES, INC.*								
		15-02641	10/27/15	OFFICE STAMPS	Open	89.98	0.00		
		15-02671	11/06/15	OFFICE SUPPLIES	Open	296.85	0.00		
						386.83			
03733	JAMES D. STRICKLAND								
		15-02890	11/18/15	CONTRACTUAL REIMBURSEMENT-M	Open	2,189.52	0.00		
03834	CAPE MAY COUNTY TREASURER/HAVE								
		15-02834	11/10/15	3RD QTR 2015 HAVEN HSE IN LIEU	Open	503.90	0.00		
03904	LOWE'S HOME CENTER INC*								
		15-02695	11/09/15	SUPPLIES FOR DPW	Open	293.08	0.00		
		15-02962	11/25/15	LAWN TOOLS- CODE ENFORCEMENT	Open	164.25	0.00		
						457.33			
03969	VERIZON								
		15-02987	12/01/15	VERIZON PHONE BILL NOV 2015	Open	4,221.43	0.00		
03971	VERIZON WIRELESS MDT POLICE								
		15-02878	11/18/15	VERIZON - MDT	Open	691.21	0.00		
03985	VILLAS NAPA AUTO PARTS								
		15-02501	10/07/15	RDS/SANT/RECY/NOV	Open	1,304.71	0.00		
03992	VAL-U AUTO PARTS LLC*								
		15-02018	08/05/15	RDS/SANT/RECY/DPW/OCT	Open	5,254.46	0.00		
04030	WEST PUBLISHING PAYMENT *								
		15-02965	11/25/15	ANNUAL UPDATES- NEW CRIMINAL B	Open	843.00	0.00		
04037	DOUGLASS WHITTEN								
		15-02903	11/20/15	TRAINING MEALS	Open	35.90	0.00		
04039	TIMOTHY WHITTINGTON								
		14-01092	04/25/14	2014 EQUIP. ALLOWANCE	Open	150.00	0.00		B
		15-01040	04/28/15	2015 EQUIP. ALLOWANCE	Open	150.00	0.00		B
						300.00			

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04097 CINTAS FIRST AID AND SAFETY*								
	15-02571	10/16/15	FIRST AID SUPPLIES	Open	147.97	0.00		
	15-02926	11/23/15	FIRST AID SUPPLY TOWNHALL	Open	141.83	0.00		
					<u>289.80</u>			
04204 ZACHARY ZELWAK								
	15-02896	11/18/15	CONTRACTUAL REIMBURSEMENT-M	Open	745.05	0.00		
04266 NJ DEPT OF HEALTH&SENIOR SVCS								
	15-03009	12/02/15	DOG LICENSE FEES NOVEMBER 2015	Open	38.40	0.00		
06019 AFFORDABLE FIRE PROTECTION INC								
	15-01003	04/28/15	AFFORDABLE FIRE PROTECTION	Open	870.00	0.00		B
06034 SOUTH JERSEY PAPER PRODUCTS*								
	15-02597	10/22/15	CLEANING SUPPLIES	Open	540.18	0.00		
4104 DOUGLASS LANDSCAPING LLC*								
	15-01558	06/10/15	BLANKET PO	Open	625.00	0.00		B
5053 ANTHONY GRETO								
	14-01072	04/25/14	2014 EQUIP. ALLOWANCE	Open	150.00	0.00		B
	15-01022	04/28/15	2015 EQUIP. ALLOWANCE	Open	46.75	0.00		B
					<u>196.75</u>			
6059 USABLE LIFE								
	15-02924	11/23/15	DECEMBER 2015 EMPLOYEE LIFE	Open	466.58	0.00		
6061 AMERIHEALTH ADMINISTRATORS								
	15-02888	11/18/15	11/16/2015 HEALTH	Open	27,224.88	0.00		
	15-02952	11/24/15	11/23/2015 HEALTH	Open	33,673.21	0.00		
	15-02966	11/25/15	DECEMBER ADMIN/STOP LOSS	Open	41,316.94	0.00		
	15-03002	12/02/15	11/30/2015 HEALTH	Open	15,208.31	0.00		
					<u>117,423.34</u>			
6063 CAPE MINING & RECYCLING, LLC*								
	15-02408	09/28/15	I-5 RC PICKED UP	Open	1,012.98	0.00		
7019 OCEAN VIEW VETERINARY*								
	15-02886	11/18/15	VET SERVICES: MEDICAL EXPENSE	Open	105.00	0.00		
7041 CARI ECKEL								
	15-02915	11/20/15	REGISTRATION REFUND- COACH	Open	15.00	0.00		
7079 SUBURBAN PROPANE L P*								
	15-02951	11/24/15	EMERGENCY GENERATOR FILL	Open	141.64	0.00		
7098 SHORE VETERINARIAN ANIMAL *								
	15-00279	01/27/15	2014-47 ANIMAL CONTROL SERV 15	Open	4,250.00	0.00		B
7111 HEATHER KENNEDY								
	15-02913	11/20/15	REGISTRATION REFUND- COACH	Open	15.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7119 ENGINEERING DESIGN ASSOC*	15-01760	07/06/15	2014-323 COASTAL RESIL GRANT	Open	13,425.00	0.00		B
7142 LINDSAY BECHTLER	15-02971	12/01/15	ZUMBA INSTRUCTOR NOVEMBER 2015	Open	35.00	0.00		
7196 LAUREN HUGGINS SUIT*	15-02005	08/05/15	RES 15-238 8/1-12/31/15DNE 5K	Open	1,000.00	0.00		B
7265 COMMUNICATIONS CONSTRUCTION GR	15-02694	11/09/15	RETURN UNUSED ESCROW	Open	215.00	0.00		
7269 TOM DUNLEVY'S LANDSCAPE LLC*	15-01559	06/10/15	BLANKET PO	Open	360.00	0.00		B
7303 BILL FISHMAN	15-02968	11/25/15	SOCCER OFFICIAL	Open	60.00	0.00		
7319 DANIEL NIEVES	15-02920	11/20/15	REGISTRATION REFUND	Open	30.00	0.00		
7324 DAVID A. STEFANKIEWICZ	15-00113	01/09/15	RES#2015-01 MONTHLY \$28k DNE	Open	2,333.33	0.00		B
	15-00114	01/09/15	RES 2015-01 SOLICITOR DNE \$99k	Open	4,850.18	0.00		
					<u>7,183.51</u>			
7325 LARRY MCNAIR	15-02919	11/20/15	REGISTRATION REFUND	Open	15.00	0.00		
7333 JOSEPH WAREHAM	15-02914	11/20/15	REGISTRATION REFUND- COACH	Open	25.00	0.00		
7335 MAIL FINANCE/NEOPOST	15-02580	10/19/15	08/17-11/16/2015 POSTAGE MACHI	Open	1,890.00	0.00		
7359 ANTHONY MICCICHE	15-01031	04/28/15	2015 EQUIP. ALLOWANCE	Open	116.11	0.00		B
	15-01056	04/28/15	PRO-RATED EQUIP ALLOWANCE	Open	58.89	0.00		B
					<u>175.00</u>			
7364 JOHN MONTGOMERY	15-02955	11/24/15	REGISTRATION REFUND	Open	15.00	0.00		
7382 ADVANCED ELECTRONIC DESIGN INC	15-01724	06/30/15	RES#15-131 PD IN CAR CAMERAS	Open	3,150.00	0.00		
7384 JORDAN SAINI	15-01055	04/28/15	PRO RATED EQUIPMETN ALLOWANCE	Open	47.64	0.00		B
7401 NJ POLICE CHIEFS FOUNDATION	15-01257	05/19/15	2015 SAFE SCHOOL SYMPOSIUM	Open	398.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7419 KEVIN DONOHUE	15-02925	11/23/15	SOCCER OFFICIAL	Open	180.00	0.00		
7436 DALLAS M. BOHN SR.	15-02917	11/20/15	REGISTRATION REFUND- COACH	Open	25.00	0.00		
7457 SERVPRO OF CAPE MAY COUNTY*	15-02852	11/16/15	PAINT VENTS AT PUBLIC SFTY BLD	Open	48.00	0.00		
7464 MICHAEL J OLIVER	15-02362	09/21/15	NNO PIRATE SHIP BOUNCE HOUSE	Open	250.00	0.00		
7483 MATT SCHELLING	15-02868	11/16/15	SOCCER OFFICIAL	Open	75.00	0.00		
7484 MARIYA STARRETT	15-02883	11/18/15	TOLLS	Open	40.50	0.00		
	15-02902	11/20/15	CERTIFICATION FEE	Open	100.00	0.00		
					140.50			
7485 JACQUELINE MOYERMAN	15-02912	11/20/15	RES# 2015-339 REFUND 4TH QRT T	Open	942.05	0.00		
7486 WES TOSTO	15-02916	11/20/15	REGISTRATION REFUND- COACH	Open	25.00	0.00		
7487 PATRICK PIETROLUNGO	15-02918	11/20/15	REGISTRATION REFUND- COACH	Open	15.00	0.00		
7488 FRANCIS & KRISTINA DONATO	15-02972	12/01/15	RES#15-339 REFUND 4TH QRT TAX	Open	3,992.23	0.00		
7489 ZACHARY SYKES	15-02976	12/01/15	SOCCER OFFICIAL	Open	375.00	0.00		
7491 DAVID SUTTER	15-03000	12/01/15	REIMBURSEMENT -SOCCER COACH	Open	15.00	0.00		
7492 BRIAN GALLAGHER	15-03001	12/01/15	RES#15-339 REFUND 3RD QRT TAX	Open	995.16	0.00		
7493 DONALD KELLY	15-03011	12/02/15	RELEASE DEMO BOND	Open	500.00	0.00		
ABBA ABBA MEDICAL SUPPLY*	15-01216	05/15/15	OFFICER SAFETY SUPPLIES	Open	7.15	0.00		
BLAUE BLAUER ASSOCIATES INC*	15-00280	01/28/15	RES 2015-49 DNE \$16K ADA REC	Open	625.00	0.00		B
BOSNA KAREN MANETTE BOSNA	15-02969	12/01/15	YOGA PAYMENT NOVEMBER 2015	Open	185.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
FOURNIER KAREN FOURNIER	15-02961	11/24/15	CONTRACTUAL REIMBURSEMENT- V	Open	145.00	0.00		
JAMES MICHAEL JAMES	15-02875	11/18/15	TRAINING - MEALS	Open	49.97	0.00		
NJPSAC NJPSAC	15-02165	08/25/15	ACREDITATION CONFERENCE	Open	598.00	0.00		
SIXSM LLOYD SIXSMITH*	15-02656	10/30/15	STAFF JACKETS	Open	180.00	0.00		
SYKEJ JOE SYKES	15-02977	12/01/15	SOCCER OFFICIAL	Open	195.00	0.00		
Total Purchase Orders: 180				Total P.O. Line Items: 0	Total List Amount: 361,911.90	Total Void Amount: 0.00		

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

RESOLUTION #2015-

TITLE: AUTHORIZING THE PAYMENT OF VOUCHERS

Vendor	PO #	Description	CK	Amount
NJ CVS PHARMACY	15-02871	NALOXONE KITS	56284	\$ 406.99
NJ MOTOR VEHICLES	15-02874	TITLE & TAGS 2016 FORD	56282	\$ 60.00
Total Manual Checks				\$ 466.99
Total Computer				\$ 361,911.90

Total Bill List \$ 362,378.89

I hereby certify the foregoing to be a resolution adopted by the Township Council at a meeting held on December 7, 2015

Julie Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-336

TITLE: CERTIFICATION OF LOT CLEARING CHARGES TO THE TAX COLLECTOR

WHEREAS, Ordinance #99-10 establishes the minimum regulations governing the conditions and maintenance of all property, buildings and structures within the Township of Lower, which is also known as the Property Maintenance Code; and

WHEREAS, according to Section 302, Exterior Property Areas of the Property Maintenance Code, all premises and exterior property shall be maintained in a clean, safe and sanitary condition; and

WHEREAS, the properties listed below contained conditions which violated Section 302 of the Property Maintenance Code; and

WHEREAS, the Township of Lower has abated the conditions pursuant to the requirements of the Property Maintenance Code and desires to place a lien on the properties listed below:

Block	Lot	Name (As Assessed)	Property Location	Amount	Admin Fee	Lien Amount
494.13	2	GRILLS, Delores D & KETTERER Evelyn B	313 Townbank Road	\$ 400.00	\$ 500.00	\$ 900.00
552	1	GRILLO, Victor & Heather	136/138 Townbank Road	275.00	500.00	775.00
					TOTAL	1,675.00

WHEREAS, the Code Enforcement Officer of the Township of Lower has certified the costs incurred to abate such conditions to the Township Council, which has examined the certification and has found it to be correct.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the costs and fees set forth above, incurred by the Township of Lower to abate the unlawful conditions on the properties listed above are charged as a lien against such properties, to be added to and become part of the taxes next to be assessed and levied upon such properties, to bear interest at the same rate as taxes, and to be collected and enforced in the same manner as taxes.

I hereby certify the foregoing to be the original Resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-337

TITLE: INSERTION OF SPECIAL ITEM OF REVENUE PURSUANT TO N.J.S.A. 40A:4-87, CHAPTER 159

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount,

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$5,000.00 for an item of revenue in the budget of the year 2015 as follows:

Miscellaneous Revenues –
Revenue Offset with Appropriations - Drive Sober or Get Pulled Over
Total with increase to be \$5,000.00

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$5,000.00 be and the same is hereby appropriated under the caption of:

General Appropriations –
Public & Private Programs Offset by Revenues - Drive Sober or Get Pulled Over
State/Federal Share \$ 5,000.00
Non State Share \$
Total with increase to be \$ 5,000.00

FURTHER RESOLVED that two certified copies of this resolution with a copy of the appropriate documentation be forwarded to the Division of Local Government Services.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

Lower Township

MOB-YEHDS-2015-Lower Township-00089

Contract Agreement

Project Title: 2015 Drive Sober or Get Pulled Over Year End Holi

Grant Number: AL-16-45-04-MH-74

Federal Fiscal Year: 2016

Amount Awarded: \$5,000

Funding Source: SECTION 410-ALCOHOL TRAFFIC SAFETY AND DRUNK DRIVING
PREVENTION INCENTIVE GRANTS-CFDA 20.601 SECTION 405-NATIONAL

Project Period:12/11/2015

Project Director: Martin Biersbach

Financial Officer: Lauren Read

Authorizing Official: Colleen Crippen

Federal policy requires notification of Limited English Proficiency (LEP) requirements to entities that receive Federal funds. A copy of the US Department of Transportation's guide entitled, "Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons" can be found on our website at www.state.nj.us/lps/htsalong with a power point presentation.

The personnel of this Division look forward to the success of this project in improving highway traffic safety and are prepared to assist you in any way. Thank you for your interest and contributions to making New Jersey a safer state.

Gary Poedubicky
Acting Director and Governor's Representative

I the Project Director agree to the Terms and Conditions above.*

11/30/2015

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

RESOLUTION # 2015- 338

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to John Chew in the amount of \$7,932.78 is authorized and chargeable to the 2015 Budget account 5-01-25-240-124.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

LOWER TOWNSHIP POLICE DEPARTMENT

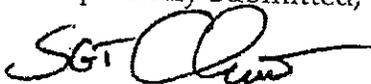
SPECIAL REPORT

TO: Chief William Mastriana
FROM: Sergeant John Chew
DATE: November 18, 2015
SUBJECT: The purchase of comp. time

Sir,

I am sending this special report to you requesting to buy back 160 hours of comp. time.

Respectfully Submitted,



John Chew
Sergeant Badge 164

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C	File	Date	Officer	Comments
		11/18/2015	John Chew	Forward to court hall for review

5-01-25-240-124

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

RESOLUTION #2015-339

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>
496.28	17	Jacqueline Moyerman	paid twice	942.05
497.03	13	Brian Gallagher	paid twice	995.16
517	44	Francis & Kristina Donato	paid twice	3,992.23
312	21	Corelogic	disabled veteran	891.82
450	12.01	Corelogic	paid twice	534.69
512.08	2982	Corelogic	paid twice	723.85
753.19	13	Corelogic	paid on wrong property	888.95

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-340

Title: TRANSFER OF 2015 APPROPRIATIONS

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

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, State of New Jersey that the following transfers totaling \$21,500.00 be made between the 2015 budget appropriations:

<u>LINE ITEM</u>		<u>ACCT. NUMBER</u>	<u>FROM</u>	<u>TO</u>
TIPPING FEES	OE	5-01-32-465-699	21,500.00	
B&G	S&W	5-01-20-310-100		6,500.00
ENGINEERING	OE	5-01-20-165-200		5,000.00
INSURANCE-GEN LIABILITY	OE	5-01-23-210-300		5,000.00
POLICE	OE	5-01-25-240-200		5,000.00
			<u>21,500.00</u>	<u>21,500.00</u>

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-341

TITLE: A RESOLUTION REQUESTING RELEASE OF MAINTENANCE GUARANTEE FOR JAMES & DEBBIE BAILEY; Block 499.01, Lot 27.03; Escrow Z96-09-06

WHEREAS, James D. Bailey posted a Maintenance Guarantee with the Township of Lower, in the amount of \$4,830.75; and

WHEREAS, the Township Engineer has recommended that the improvements have been properly installed as of May 4, 1999; and

WHEREAS, Lower Township requested a legal memorandum from the Township Solicitor, which was received November 6, 2015; and

WHEREAS, the conclusion of said memorandum states "such said Maintenance Guarantee should be released".

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

BE IT FURTHER RESOLVED that the Township Treasurer be granted permission to release to the applicant the certificate of deposit held in trust for the Maintenance Guarantee.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY
RESOLUTION #2015-342

**Governor's Council on Alcoholism and Drug Abuse
Fiscal Grant Cycle July 2014-June 2019**

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, The Township Council of the Township of Lower, County of Cape May, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, the Township Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, the Township Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Cape May.

NOW, THEREFORE, BE IT RESOLVED by the Township of Lower, County of Cape May, State of New Jersey hereby recognizes the following:

1. The Township Council does hereby authorize submission of a strategic plan for the Lower Cape Municipal Alliance grant for fiscal year 2017 (July 1, 2016 to June 30, 2017) in the amount of:
DEDR \$29,839
Cash Match \$ 7,460
In-Kind \$22,379

The Township of Lower Cash Match portion will be \$ 5296.00

2. The Township Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

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 on this 7th day of December, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION # 2015- 343

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to Michael Szemcsak in the amount of \$2,204.45 is authorized and chargeable to the 2015 Budget account 5-01-25-240-124.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief William Mastriana
FROM: Ptlm. Michael Szemcsak
DATE: 11/15/2015
SUBJECT: Compensation time, cash out.

To whom it may concern,

I am respectfully requesting to sell back my accrued compensation time, totaling 50 hours.

Respectfully Submitted,

Signature
Goes here

 11/15/15

Michael B. Szemcsak
Patrolman Badge 180

50 • x
44 • 089 =
21204 • 4500 #

C File

Date

Officer

Comments

Date	Officer	Comments
11/16/2015	Chief Mastriana	Forward to township for review

5-01-25-240-122

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

RESOLUTION # 2015- 344

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to Kristi White in the amount of \$787.67 is authorized and chargeable to the 2015 Budget account 5-01-25-240-125.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Mastriana
FROM: Kristi White
DATE: November 19, 2015
SUBJECT: The Purchase of Comp Time

Sir,

I am sending this special report to you requesting to buy back ^{38.5}39.5 hours of comp time.

Respectfully Submitted,

Signature
Goes here →

Kristi White

Kristi White
Communications Operator Badge 190

C	File	Date	Officer	Comments
		11/23/2015	Chief Mastriana	Forward to Township for review

C
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787.6677 #

25-240-125

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

RESOLUTION # 2015- 345

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to Karen Fournier in the amount of \$796.15 is authorized and chargeable to the 2015 Budget account 5-01-20-120-101.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

MEMO

To: Jim Ridgway, Township Manager

From: Karen Fournier, Deputy Clerk

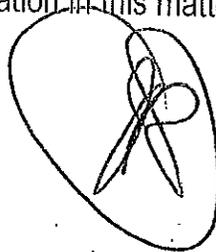


Date: November 10, 2015

Re: Compensatory Time on Books

I respectfully request to sell back my accrued compensatory time currently on the books totaling 31.5 hours.

Thank you in advance for your consideration in this matter



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796•15305 *+

\$ 796.15

5-01-20-120-101

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

RESOLUTION # 2015-346

Title: APPROVAL OF CONTRIBUTION TO LOWER TOWNSHIP ROTARY

WHEREAS, The Lower Township Rotary Club with the financial help and support of the Township of Lower has been hosting the Lower Township Christmas Parade for the past 33 years; and

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

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

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

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

Budget Account: 5-01-30-420-299

CFO's Signature: _____

I hereby certify the foregoing to be the original Resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						



LOWER TOWNSHIP ROTARY

Parade Committee

% 638 Seashore Road
Cape May, NJ 08204

November 03, 2015

Lower Township Mayor & Council
2600 Bayshore Road
Villas, NJ 08251

Re: Tree Lighting/Tribute to Armed Forces and
34th Annual Christmas Parade

Dear Mayor and Councilmembers:

I wanted to follow up on the email I sent in April of this year. Our Rotary Club just finished with our Pumpkin Festival and is now beginning the planning and work for our upcoming Tree Lighting/Veteran's Ceremony along with the Christmas Parade.

We have greatly appreciated the financial contribution of the Township for these events over the years and with that help we have continued this annual tradition. We enjoy organizing these community events as part of our "Service above Self" commitment but we couldn't do it without the support of the Township and others in the community.

This year's Tree Lighting/Veteran's ceremony will be held on Tuesday, December 1, 2015, beginning at 7 p.m. at the Recreation Center. The Annual Christmas Parade will be held on Saturday, December 12, 2015 at 7 p.m. beginning at Bayshore & Breakwater Roads.

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

Thank you and we look forward to having you join us in the upcoming holiday celebrations.

Sincerely,

Claudia R. Kammer,
Lower Township Rotary Club

C. James Ridgeway, Manager

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

RESOLUTION # 2015-347

Title: APPROVAL OF CONTRIBUTION TO LOWER TOWNSHIP CHAMBER OF COMMERCE

WHEREAS, The Lower Township Chamber of Commerce is organized to achieve the objective of promoting business and community growth and development within by promoting economic programs designed to strengthen and expand the income potential of all business within the Township of Lower and promoting programs of civic, social and cultural nature which are designed to increase the functional and aesthetic values of the community and discovering and correcting abuses which prevent the promotion of business expansion and community growth; and

WHEREAS, the Lower Township Chamber of Commerce has partnered with the Township in hosting the Annual Hospitality Day; and

WHEREAS, the Lower Township Chamber of Commerce prints and supplies an Annual Directory to the residents of Lower Township.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower does hereby authorize and approve a contribution of \$1,000.00 towards the Hospitality Day and a contribution of \$3,000.00 towards the Annual Directory.

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

Budget Account: 5-01-20-110-299

CFO's Signature: _____

I hereby certify the foregoing to be the original Resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						



RECEIVED
10-27-15

Lower Township Chamber of Commerce
1228 Bayshore Road
Villas, NJ 08251

Mayor and Council
Lower Township
2600 Bayshore Road
Villas, NJ 08251

October 26, 2015

Dear Sirs,

This letter is to serve as a written request for the annual contribution of Lower Township to the Lower Township Chamber of Commerce. In past years the amount of \$4,000 was generously contributed. We are respectfully requesting a contribution of \$5,000.

The amount of \$3,000 will be used to offset the cost of direct mailing the 2016 Community Guide, an essential resource publication for the residents of Lower Township.

The amount of \$1,000 will be used to support the Day of Hospitality Event scheduled for Friday, December 4, 2015. This is a much anticipated annual event that enriches our community.

An additional \$1,000 is requested this year to enable us to better publicize this event.

On behalf of the Lower Township Chamber of Commerce, I would like to extend our deepest appreciation to Lower Township Government for its past support of the Chamber's endeavors and future support as we strive to strengthen and improve our community together.

Thank you for your consideration,

A handwritten signature in cursive script that reads "Kathy Louderback".

Kathy Louderback
President
Lower Township Chamber of Commerce

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

RESOLUTION #215-348

Title: AWARDING BANK SERVICES AGREEMENT

WHEREAS, P.L. 1983, Chapter 8, approved January 18, 1983 is an act concerning the Local Fiscal Affairs Law amending N. J. S. A. 40A: 5-2 and N.J.S.A. 40A: 5-14 as to the implementation of a cash management plan and the designation of depositories; and

WHEREAS, it is part of the cash management plan of the Township of Lower that proposals for banking services are periodically solicited to assure competitive interest rates and customer service; and

WHEREAS, proposals for banking services were received October 30th and reviewed by the Chief Financial Officer and a letter of recommendation has been submitted to the Township Manager requesting authorization to proceed.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that **STURDY SAVINGS BANK** will continue to serve as the official depository for the Township of Lower for a two year term commencing January 1, 2016.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is authorized to execute this agreement.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

Township of Lower

2600 Bayshore Road

Villas, NJ 08251

(609) 886-2005 Phone

(609) 886-4962 Fax

Memo

To: Jim Ridgway, Township Manager
From: Lauren Read
CC:
Date: 12/2/2015
Re: Recommendation for Banking Services

In response to our Request for Proposals for Banking Services, we received three submittals: Sturdy Savings, Cape Savings and PNC.

The first, Sturdy Saving, is our current bank and their proposal contained the continuation of current services with no assessed charges, free checks and extended banking hours. In addition, they are offering an interest rate of .45% which should increase our interest revenue in the upcoming year by approximately \$30,000.

The second, Cape Savings offered the same services with no fees assigned and an interest rate of .45%.

The last, PNC offered .05% interest rate and an earnings credit rate of .19% to offset fees.

Based on the proposals, my recommendation is to remain with Sturdy Savings.

PLEASE EXECUTE THIS FORM & SUBMIT WITH THE BID PACKAGE

BIDDER'S CHECKLIST

The following checklist is provided for each bidder to check off documents submitted with their bid:

Required by owner <input type="checkbox"/>	Submission Requirement	Initial each required entry and if required submit the item
<input checked="" type="checkbox"/>	Stockholder Disclosure Certification	OR
<input checked="" type="checkbox"/>	Non-Collusion Affidavit	OR
<input checked="" type="checkbox"/>	Bid Proposal Form	OR
<input checked="" type="checkbox"/>	References	OR
<input checked="" type="checkbox"/>	Status of Present Contracts	OR
<input checked="" type="checkbox"/>	Consent of Surety (with Power of Attorney for full amount of Bid Price)	OR
<input checked="" type="checkbox"/>	Mandatory Affirmative Action Language	OR
<input checked="" type="checkbox"/>	Americans with Disabilities Act of 1990 Language	OR
<input checked="" type="checkbox"/>	Proof of Business Registration Upon Award	OR
<input checked="" type="checkbox"/>	ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA	OR
<input checked="" type="checkbox"/>	Right to Extend - Time for Award	OR

PLEASE EXECUTE THIS FORM & SUBMIT WITH THE BID PACKAGE

STOCKHOLDER DISCLOSURE STATEMENT

Name of Business: Sturdy Savings Bank

I certify that the list below contains the names and home addresses of all stockholders holding 10% or more of the issued and outstanding stock of the undersigned.

OR

I certify that no one stockholder owns 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business organization:

- Partnership Corporation Sole Proprietorship
 Limited Partnership Limited Liability Corporation Limited Liability Partnership
 Subchapter S Corporation

Sign and notarize the form below, and, if necessary, complete the stockholder list below.

Stockholders:

Name: _____

Name: _____

Home Address: _____

Home Address: _____

Name: _____

Name: _____

Home Address: _____

Home Address: _____

Name: _____

Name: _____

Home Address: _____

Home Address: _____

Subscribed and sworn before me this 29th day of
October, 2015.

(Notary Public) [Signature]

My Commission expires:

[Signature]
(Affiant)

Atlee Robinson, Executive Vice President
(Print name & title of affiant)

(Corporate Seal)

SANTA T. VINCI
NOTARY PUBLIC OF NEW JERSEY
MY COMMISSION EXPIRES JAN. 31, 2016

PLEASE EXECUTE THIS FORM & SUBMIT WITH THE BID PACKAGE

NON-COLLUSION AFFIDAVIT

STATE OF New Jersey

COUNTY OF Cape May

I, Atlee Robinson of the Township of Borough of Wildwood
(Partnership, Corporation, Individual, LLC)

Crest in the County of Cape May

and the State of New Jersey, of full age,
being duly sworn according to law on my oath depose and say that:

I am Executive Vice President of the firm of Sturdy Savings Bank the bidder making the Proposal for the above named project, and that I executed the said Proposal with full authority so to do; that said bidder has not, directly or indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free, competitive bidding in connection with the above named project; and that all statements contained in connection with the above named project; and that all statements contained in said Proposal and in this Affidavit are true and correct and made with full knowledge that the State of New Jersey relies upon the truth of the statements contained in said Proposal and in the statements contained in this affidavit in awarding the contract for the said project.

I further warrant that no person or selling agency has been employed or retained to solicit or secure such contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, except bona fide employees or bona fide established commercial or selling agencies maintained by

Sturdy Savings Bank (N.J.S.A. 52:34-15)
(Name of Contractor)

Signature of Contractor *Atlee Robinson*
Subscribed and Sworn to *Santa T. Vinci* ATLEE ROBINSON

before me this 29th day

of October

2015
(Also type or print name of affiant under signature)

Santa T. Vinci
Notary Public of New Jersey

My Commission Expires: 1 / 1

SANTA T. VINCI
NOTARY PUBLIC OF NEW JERSEY
MY COMMISSION EXPIRES JAN. 31, 2016

STURDY SAVINGS BANK REFERENCES

506 S. MAIN STREET, CAPE MAY COURT HOUSE, NJ 08210

We currently are the primary depository bank providing banking services to the Borough of Avalon, the City of Cape May, the Township of Dennis, the Township of Middle, the Borough of Stone Harbor, the Borough of West Cape May, the Avalon Board of Education, the Cape May City School District, the Dennis Township School District, the Lower Cape May Regional School District, the Lower Township Elementary School District, the Middle Township Board of Education, the Stone Harbor Board of Education and the West Cape May Board of Education.

Borough of Avalon

Servicing for 19 years

James V. Craft, CFO

3100 Dune Drive

Avalon, NJ 08202

(609) 967-8205

City of Cape May

Servicing for 13 years

Bruce A. MacLeod, Manager

643 Washington Street

Cape May, NJ 08204

(609) 884-9537

Township of Dennis

Servicing for 20 years

Glenn O. Clarke, CMFO/RPPO

571 Petersburg Road

Dennisville, NJ 08214

(609) 861-9708

Township of Middle

Servicing for 15 years

John Clifford, CFO

33 Mechanic Street

Cape May Court House, NJ 08210

(609) 465-8737

Borough of Stone Harbor

Servicing for 19 years

James V. Craft, CFO

9508 Second Avenue

Stone Harbor, NJ 08247

(609) 368-6808

Borough of West Cape May

Servicing for 8 years

Frank Donato, CFO

Borough of West Cape May

732 Broadway

West Cape May, NJ 08204

(609) 884-1005 ext. 107

Avalon Board of Education

Servicing for 24 years

Linda Fiori, School Business Administrator

32nd Street & Dune Drive

Avalon, NJ 08202

(609) 967-7544

APPENDIX A
N.J.S.A. 10:5-31 and N.J.A.C. 17:27
(MANDATORY AFFIRMATIVE ACTION LANGUAGE)
(MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE)
Goods, Professional Service and General Service Contracts

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the public agency compliance officer setting for the provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2 or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance and EEO as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Contractor: Sturdy Savings Bank

Address 506 S. Main Street, Cape May Court House, NJ 08210

Signature


ATLEE ROBINSON

Date: October 29, 2015

APPENDIX B
AMERICANS WITH DISABILITIES ACT OF 1990

Equal Opportunity for Individuals with Disability

The contractor and the TOWNSHIP OF LOWER, (hereafter "owner") do hereby agree that the provisions of Title 11 of the Americans With Disabilities Act of 1990 (the "Act") (42 U.S.C. 5121 01 et seq.), which prohibits discrimination on the basis of disability by public entities in all services, programs, and activities provided or made available by public entities, and the rules and regulations promulgated pursuant there unto, are made a part of this contract. In providing any aid, benefit, or service on behalf of the owner pursuant to this contract, the contractor agrees that the performance shall be in strict compliance with the Act. In the event that the contractor, its agents, servants, employees, or subcontractors violate or are alleged to have violated the Act during the performance of this contract, the contractor shall defend the owner in any action or administrative proceeding commenced pursuant to this Act. The contractor shall indemnify, protect, and save harmless the owner, its agents, servants, and employees from and against any and all suits, claims, losses, demands, or damages, of whatever kind or nature arising out of or claimed to arise out of the alleged violation. The contractor shall, at its own expense, appear, defend, and pay any and all charges for legal services and any and all costs and other expenses arising from such action or administrative proceeding or incurred in connection therewith. In any and all complaints brought pursuant to the owner's grievance procedure, the contractor agrees to abide by any decision of the owner which is rendered pursuant to said grievance procedure. If any action or administrative proceeding results in an award of damages against the owner, or if the owner incurs any expense to cure a violation of the ADA which has been brought pursuant to its grievance procedure, the contractor shall satisfy and discharge the same at its own expense.

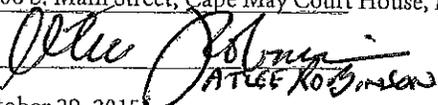
The owner shall, as soon as practicable after a claim has been made against it, give written notice thereof to the contractor along with full and complete particulars of the claim. If any action or administrative proceeding is brought against the owner or any of its agents, servants, and employees, the owner shall expeditiously forward or have forwarded to the contractor every demand, complaint, notice, summons, pleading, or other process received by the owner or its representatives.

It is expressly agreed and understood that any approval by the owner of the services provided by the contractor pursuant to this contract will not relieve the contractor of the obligation to comply with the Act and to defend, indemnify, protect, and save harmless the owner pursuant to this paragraph.

It is further agreed and understood that the owner assumes no obligation to indemnify or save harmless the contractor, its agents, servants, employees and subcontractors for any claim which may arise out of their performance of this Agreement. Furthermore, the contractor expressly understands and agrees that the provisions of this indemnification clause shall in no way limit the contractor's obligations assumed in this Agreement, nor shall they be construed to relieve the contractor from any liability, nor preclude the owner from taking any other actions available to it under any other provisions of the Agreement or otherwise at law.

Contractor: Sturdy Savings Bank

Address 506 S. Main Street, Cape May Court House, NJ 08210

Signature  ATLEE ROBINSON

Date: October 29, 2015

PLEASE EXECUTE THIS FORM & SUBMIT WITH THE BID PACKAGE

THE TOWNSHIP OF LOWER
2600 Bayshore Road
Villas, NJ 08251

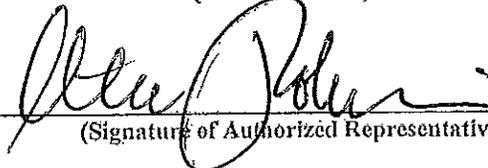
ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned Bidder does hereby acknowledge the receipt of the following Addenda issued by the Township:

Addendum Number	Dated	Acknowledgement Receipt
<u>Clarification #1</u>	<u>10/5/2015</u>	<u>(Initial)</u> <u>AR</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

___ If no addenda were received, please indicate with a check mark.

Acknowledgement for: Sturdy Savings Bank
(Name of Bidder)

By: 
(Signature of Authorized Representative)

Name: Atlee Robinson
(Print or Type)

Title: Executive Vice President

Dated: 10 / 29 / 2015

PLEASE EXECUTE THIS FORM & SUBMIT WITH THE BID PACKAGE

THE TOWNSHIP OF LOWER
CAPE MAY COUNTY
LOWER TOWNSHIP, NJ

RIGHT TO EXTEND - TIME FOR AWARD

The Township of Lower is required by The Local Public Contracts Law, N.J.S.A. 40A:11-24, to make an award on products or service within sixty (60) days of the bid opening date.

Should the Township of Lower require an additional thirty (30) days extension to make an award of this bid, by signing this document you shall grant the Township of Lower, NJ the right to extend this award up to ninety (90) days, if deemed necessary.

SIGNED: _____


ATLEE ROBINSON (SIGNATURE)

TITLE: Executive Vice President

(PRINTED OR TYPED)

COMPANY: Sturdy Savings Bank

DATED: 10 / 29 / 2015

TYPE OF PRODUCT OR SERVICE OFFERED: Banking services

PLEASE EXECUTE THIS FORM & SUBMIT WITH THE BID PACKAGE

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE

N.J.S.A. 10:5-31, et seq. & N.J.A.C. 17:27

The contractor or subcontractor agrees that a good faith effort shall include compliance with the following procedures:

- (A). If the contractor or subcontractor has a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor shall, within three business days of the contract award, seek assurances from the union that it will cooperate with the contractor or subcontractor as it fulfills its affirmative action obligations under this contract and in accordance with the rules promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31, et seq. as supplemented and amended from time to time and the Americans with Disabilities Act. If the contractor or subcontractor is unable to obtain said assurances from the construction trade union at least five business days prior to the commencement of construction work, the contractor or subcontractor agrees to attempt to hire or schedule minority and women workers directly, consistent with the applicable employment goal. If the contractor's or subcontractor's prior experience with a construction trade union, regardless of whether the union has provided said assurances, indicates a significant possibility that the trade union will not refer sufficient minority and women workers consistent with the applicable employment goal, the contractor or subcontractor agrees to be prepared to hire or schedule minority and women workers directly, consistent with the applicable employment goal, by complying with the hiring or scheduling procedures prescribed under (B) below; and the contractor or subcontractor further agrees to take said action immediately if it determines or is so notified by the Division that the union is not referring minority and women workers consistent with the applicable employment goal.
- (B). If the hiring or scheduling of a workforce consistent with the employment goal has not or cannot be achieved for each construction trade by adhering to the procedures of (A) above, or if the contractor does not have a referral agreement or arrangement with a union for a construction trade, the contractor or subcontractor agrees to take the following actions consistent with the applicable county employment goals:
- (1). To notify the public agency compliance officer, the Division, and minority and women referral organizations listed by the Division pursuant to N.J.A.C. 17:27-5.3, of its workforce needs, and request referral of minority and women workers;
 - (2). To notify any minority and women workers who have been listed with it as awaiting available vacancies;
 - (3). Prior to commencement of work, to request that the local construction trade union refer minority and women workers to fill job openings, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade;
 - (4). To leave standing requests for additional referral to minority and women workers with the local construction trade union, provided the contractor or subcontractor has a referral agreement or arrangement with a union for the construction trade, the State Training and Employment Service and other approved referral sources in the area until such time as the workforce is consistent with the employment goal;
 - (5). If it is necessary to lay off some of the workers in a given trade on the construction site, to assure, consistent with the applicable State and Federal statutes and court decisions, that sufficient minority and women employees remain on the site consistent with the employment goal; and to employ any minority and women workers so laid off by the contractor on any other construction site on which its workforce composition is not consistent with an employment goal established pursuant to rules implementing N.J.S.A. 10:5-31, et seq.
 - (6). To adhere to the following procedure when minority and women workers apply or are referred to the contractor or subcontractor:
 - (i) If said individuals have never previously received any document or certification signifying a level of qualification lower than that required in order to perform the work of the construction trade, the contractor or subcontractor shall determine the qualifications of such individuals and if the contractor's or subcontractor's workforce in each construction trade is not consistent with the applicable employment goal, it shall hire or schedule those individuals who satisfy appropriate qualification standards. However, a contractor or subcontractor shall determine that the individual at least possesses the requisite skills, and experience recognized by a union, apprentice program or a referral agency, provided the referral agency is acceptable to the Division. If necessary, the contractor or subcontractor shall hire or schedule minority and women workers who qualify as trainees pursuant to these rules. All of the requirements, however, are limited by the provisions of (C) below.

PLEASE EXECUTE THIS FORM & SUBMIT WITH THE BID PACKAGE

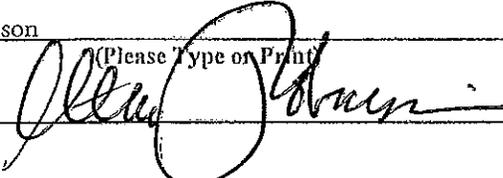
MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE (CONTINUED)

N.J.S.A. 10:5-31, et seq. & N.J.A.C. 17:27

- (ii). If the contractor's or subcontractor's workforce is consistent with the applicable employment goal, the name of any interested women or minority individual shall be maintained on a waiting list for the first consideration, in the event the contractor's or subcontractor's workforce is no longer consistent with the applicable employment goal.
- (iii). If, for any reason, said contractor or subcontractor determines that a minority individual or a woman is not qualified or if the individual qualifies as an advanced trainee or apprentice, the contractor or subcontractor shall inform the individual in writing of the reasons for the determination, maintain a copy of the determination in its files, and send a copy to the public agency compliance officer and to the Division.
- (7) To keep a complete and accurate record of all requests made for the referral of workers in any trade covered by the contract, on forms made available by the Division and submitted promptly to the Division upon request.
- (C). The contractor or subcontractor agrees that nothing contained in (B) above shall preclude the contractor or subcontractor from complying with the union hiring hall or apprenticeship policies in any applicable collective bargaining agreement or union hiring hall arrangement, and, where required by custom or agreement, it shall send journeymen and trainees to the union for referral, or to the apprenticeship program for admission, pursuant to such agreement or arrangement. However, where the practices of a union or apprenticeship program will result in the exclusion of minorities and women or the failure to refer minorities and women consistent with the county employment goal, the contractor or subcontractor shall consider for employment persons referred pursuant to (B) above without regard to such agreement or arrangement; provided further, however, that the contractor or subcontractor shall not be required to employ women and minority advanced trainees and trainees in numbers which result in the employment of advanced trainees and trainees as a percentage of the total workforce for the construction trade, which percentage significantly exceeds the apprentice to journey worker ratio specified in the applicable collective bargaining agreement, or in the absence of a collective bargaining agreement, exceeds the ratio established by practice in the area for said construction trade. Also, the contractor or subcontractor agrees that in implementing the procedures of (B) above it shall, where applicable, employ minority and women workers residing within the geographical jurisdiction of the union. After notification of award, but prior to signing a construction contract, the contractor shall submit to the public agency compliance officer and the Division an initial project workforce report (Form AA-201) provided to the public agency by the Division for distribution to and completion by the contractor, in accordance with N.J.A.C. 17:27-7. The contractor also agrees to submit a copy of the Monthly Project Workforce Report once a month thereafter for the duration of this contract to the Division and to the public agency compliance officer. The contractor agrees to cooperate with the public agency in the payment of budgeted funds, as is necessary, for on-the-job and/or off-the-job programs for outreach and training of minorities and women.
- (D). The contractor and its subcontractors shall furnish such reports or other documents to the Division of Contract Compliance & EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Submitted by: Sturdy Savings Bank
(Name of Firm)

Name: Atlee Robinson

Signature: 
(Please Type or Print)

Title: Executive Vice President

Dated: 10/29 / 2015

CERTIFICATE OF EMPLOYEE INFORMATION REPORT

Certification: 24440

RENEWAL

This is to certify that the contractor listed below has submitted an Employee Information Report pursuant to N.J.A.C. 17:27-1.1 et. seq. and the State Treasurer has approved said report. This approval will remain in effect for the period of

15-FEB-2013 to 15-FEB-2016

STURDY SAVINGS BANK
9417 THIRD AVENUE
STONE HARBOR NJ 08247

Andrew P. Sidamon-Eristoff
State Treasurer



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

RESOLUTION # 2015-349

TITLE: CONTRACT AWARD FOR A STATE CONTRACT AVAYA IP500 TELEPHONE SYSTEM FROM TRICOMM SERVICES CORP – PUBLIC SAFETY BUILDING

WHEREAS, the Township of Lower intends to purchase an Avaya IP500 Telephone System through the New Jersey State Division of Purchase and Property Contract #T-1316, Department of Treasury, State of New Jersey. Authorized Dealer #A8082 Tricomm Services Corp will install equipment at the Public Safety Building. Through this resolution, pursuant to N.J.S.A 40A:11-12a and N.J.A.C 5:34-7.29 the Township of Lower enters into a contract which shall be subject to all the conditions applicable to the current State contracts; and State Contract #T-1316

WHEREAS, all portions of this contract were reviewed and approved by Chief Mastriana and the QPA; and

WHEREAS, the CFO has certified the availability of funds as evidenced by her signature below:

Appropriation #: Ord #07-14 C-04-55-391-530 \$19,280.01
Ord #08-20 C-04-55-394-580 \$ 8,271.65

CFO Signature: _____

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: TRICOMM SERVICES CORP

TOTAL: \$27,551.66

BE IT FURTHER RESOLVED, upon approval of the resolution, the fully executed Purchase Order shall serve as the Contract for the award of the contract.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						



Tricomm Services Corporation
Voice, Data, Video and Sound Connectivity

Lower Township Police
405 Breaker Water Road
Erma, New Jersey 08204
November 30, 2015

	Material Code	DESCRIPTION	Unit Cost	Total Cost
1	700476005	IP500 V2 System Unit Includes Embed	\$683.00	\$683.00
1	700503164	IP500 Trunk Anlg 4U V2	\$420.00	\$420.00
2	700501586	IP500 DS30B RJ46	\$3,895.00	\$7,790.00
1	700417231	IP500 Extension Card Phone 8	\$1,040.00	\$1,040.00
1	700417439	IP 500 PRI Universal Single	\$999.00	\$999.00
1	275641	IPO R9 IP500 T1 Add 8CH ADI LI C	\$754.00	\$754.00
1	700479710	Avaya IP500 V2 System SD Card Mu-L	\$53.00	\$53.00
1	339098	IPO R9.1 PREFRD VM PRO ADI Lic	\$2,020.00	\$2,020.00
1	339096	IPO R9.1 Essntl ED ADI LIC	\$528.00	\$528.00
3	700289770	IP400 Pow Lead Earthed 1p406	\$19.00	\$57.00
3	700480643	9600 Button Module (BM12-MOQ 156)	\$182.00	\$546.00
3	405362641	Power Cord for EU24 IP Office Earth	\$23.00	\$69.00
3	LUC700356447	Power Supply 1151C1 EU24 5620	\$32.00	\$96.00
3	700429202	IP500 Rack Mounting Kit	\$63.00	\$189.00
1	275671	IPO R(VM PRO 2 ADI LIC	\$1,795.00	\$1,795.00
12	700510913	9508 4 Pack	\$1,615.00	\$19,380.00
2	700504842	9508 Telset IP Office only	\$404.00	\$808.00
17	DS33090846- 1	SPLITTER CORD 10' SINGLE END	\$22.00	\$374.00
1	5S700LCD	Eaton 5S700VA LCD Tower Volts	\$189.00	\$189.00
2	S66M-50	Wiring block 66m-50	\$9.08	\$18.16
2	S89B	Mounting Bracket S-89B	\$1.69	\$3.38
		Total Equipment cost		\$37,811.54
		Discount	44.00%	\$16,379.88
		Total Equipment Cost		\$21,431.66
48		Labor (Hours Installation & Training)	\$127.50	\$6,120.00
		Visit Charge	\$90.00	\$0.00
		Total Equipment & Labor		\$27,551.66
		TAX		\$0.00
		TOTAL		\$27,551.66

All Wire is to be reused. State Contract 80802-T-1316

Customer Acceptance: _____

Title: _____ Date: _____

Tricomm Services Corporation: Toni LoSasso

Date: November 30, 2015

1247 N. Church St.
Moorestown, NJ 08057
856-914-9001

269 N. White Horse Pike
Hammonton, NJ 08037
609-704-5622
www.tricommcorp.com

604 Interchange Blvd.
Newark, DE 19711
302-454-2975

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

RESOLUTION # 2015-350

TITLE: BID ACCEPTANCE AND CONTRACT AWARD TO UPGRADE POLICE RADIO EQUIPMENT ON TWO (2) TOWERS

WHEREAS, The Notice to Bidders, Bid # P2P 2015-16 to Replace and Upgrade Police Radio Equipment on (2) Two Towers in the Township was advertised on the Township website on November 20, 2015, and accepted and opened on December 1, 2015 at 11:00AM; and

WHEREAS, One (1) proposal was submitted and reviewed by the QPA, and the Chief of Police; and

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

Appropriation # : C-04-55-416-840

CFO Signature: _____

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, that the contract for the above is hereby awarded as follows:

AWARD TO: TED KINGSTON

TOTAL AWARD: \$18,750.00

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798
(609) 886-2005

P2P NOTICE TO BIDDERS# 2015-16 P2P

**2600 Bayshore Road, Villas, NJ 08251
Phone (609) 886-2005 X 123**

FAX REQUESTS TO: (609) 886-5342 or email to myitelli@townshipoflower.org

Notice is hereby given that the proposals via Township Web site www.townshipoflower.org and will be received by the Lower Township Purchasing agent on December 1, 2015 at 11:00 a.m. at which time the said quotes will be publicly opened and read for the following:

Replace and Upgrade Police Radio Tower Equipment 2 locations

Copies of such Proposal Form and specifications may be obtained from the Township Purchasing Agent at 2600 Bayshore Road, Villas, NJ and the bidder must absolutely comply with all of the terms of the said documents.

Bids may be mailed or delivered to the Purchasing Agent at the Township of Lower, 2600 Bayshore Road, Villas, NJ 08251.

The Township Council reserves the right to reject any or all bids if it deems it is in the best public interest to do so. Bidders are required to comply with the requirements of Public Laws of 1975, Chapter 127, Affirmative Action Requirements.

Margaret A. Vitelli, QPA
Purchasing Agent

Web Adv 11/20/2015

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798
(609) 886-2005

P2P 2015-16

Replace and Upgrade Police Radio Tower Equipment 2 Locations

Scope of Service:

The Township of Lower needs to replace and upgrade the current equipment on the link, which is located presently on top of the Two (2) Towers within Township. The link for the Villas tower site is down and the equipment used for the link is obsolete and no longer available. This quote is provide the services to replace and upgrade the radio equipment the link, as well as to tie into the existing radio system which will include to have the remote site in working order, all equipment is at the top of the Towers within the Township. The new equipment includes 32db antennas, upgraded from the 14 db antennas used currently. The equipment for the link will include two antennas, two outdoor units, netmux units, and new Cat 6 cable.

Installation:

Installation will require a minimum of two tower climbs at each location; Villas and North Cape May.

The first climb is for the installation of the new equipment, as well as removal of the old equipment. The second climb will be to align the antennas for optimal performance. This installation must be done with no down time to the police radio system. Winning proposal must include all climbs necessary to complete installation. Testing of the system will be required by the Police Department or their designee.

It is the responsibility of the bidder to include whatever may be required either with equipment and/or installation to complete this project.

Tower Locations:

Shunpike Road, Erma, NJ
Bayshore Road, Villas, NJ

END

**2015-16 P2P Police Radio Tower Equipment Replacement
Proposal Page**

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

Estimated Equipment Requirements as listed or equivalent:

Item	Qty	Description	Unit Price	Total Price
1.0	2	Radwin 5.8 Ghz Connectorized ODU	\$ 482.23	\$ 964.46
2.0	2	Radwin Indoor Power Unit 85.64 171.28	\$ 35.67	\$ 71.34
3.0	4	Outdoor Lightning Protection Unit	\$ 128.46	\$ 513.84
4.0	2	5150-5850Mhz Parabolic Dish Antenna	\$ 526.52	\$ 1053.04
5.0	2	2' Radome Cover	\$ 114.36	\$ 228.72
6.0	2	Rad IPmux-4	\$ 2060.68	\$ 4121.36
7.0	500	Beldon Cat6 Shielded UV OIL PVC	\$ 1.32	\$ 660.00
8.0	20	Shielded EZ-RJ45 Connector Pass-Thru	\$ 2.10	\$ 42.00
9.0	1	Crimps for Cat6 cable	\$ 117.63	\$ 117.63
10.0	2	Weatherproofing Kit	\$ 16.73	\$ 33.46
11.0	50	Wire, Green #6 Ground Wire	\$ 1.63	\$ 815.00
12.0	1	Long Barrel Lug	\$ 22.71	\$ 22.71
13.0	2	Groundbar	\$ 54.57	\$ 109.14
14.0		Include Total Shipping		\$ 8443.16

Installation of Equipment Tower Climb

15.0	Installation of equipment; work with tower climber on installation on tower		
	Per Climb	\$ 2526.71	\$ 10306.84

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

Total Price Line 1-15 \$ 18,250.00
 In Numbers
 \$ Eighteen Thousand Two Hundred Fifty
 In Words

Signature: *Therone T. Kingston* Printed Name: Therone T. Kingston
 Title: President Name of Firm: TEO Kingston Inc.
 Address: 5110 Suncoast Ave Address: 5110 Suncoast Ave
 Contact Person: TEO Kingston Telephone: 608-263-8333
 Tax ID#: 22-2893287 E-mail: TEO@TEOKINGSTONINC.COM

Exceptions:

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

RESOLUTION #2015-351

TITLE: A RESOLUTION REQUESTING RELEASE OF DEMOLITION BOND FOR BLOCK 499.01,
LOT 27.01, 657 TOWNBANK ROAD, NORTH CAPE MAY

WHEREAS, Seaboard Restoration, Inc., posted a Demolition Bond with the Township of Lower, in the amount of \$1,000.00; and

WHEREAS, the Township Building Inspector made a final inspection and the Certificate of Occupancy was issued November 24, 2015.

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

BE IT FURTHER RESOLVED, that the Township Treasurer is granted permission to issue a check in the amount of \$1,000.00 plus any accrued interest for payment of the above released demolition bond.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

MEMORANDUM

TO: Mayor Michael Beck &
Council Members

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

DATE:December 2, 2015

RE: Release of Demolition Bond
George Cooper/Seaboard Restoration
657 Townbank Road
North Cape May, NJ 08204
Block 499.01, Lot 27.01
Resolution #2015-351

Please release to the applicant the demolition bond that the Township is hold in trust, to assure the required demolition. A certificate of occupancy was issued November 24, 2015.
Thank you.

WJG:las

att.

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

RESOLUTION # 2015-352

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to Jennifer Saunders in the amount of \$260.81 is authorized and chargeable to the 2015 Budget account 5-01-25-240-125.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

LOWER TOWNSHIP POLICE DEPARTMENT

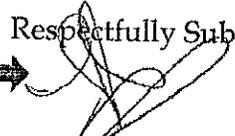
SPECIAL REPORT

TO: CHIEF MASTRIANA
FROM: C/O SAUNDERS
DATE: December 2, 2015
SUBJECT: BUY OUT OF COMP TIME FOR 2015

SIR I REQUEST TO BUY OUT MY 12.5 HRS OF COMP TIME AS PER THE CONTRACT, COMP TIME MAY NOT BE CARRIED AND DUE TO MAN POWER SHORTAGE I HAVE A SURPLUS OF COMP HRS THIS YR. THANK YOU FOR YOUR TIME WITH THIS MATTER.

Respectfully Submitted,

Signature Goes here →



JENNIFER SAUNDERS
Communications Operator Badge 183

C	File	Date	Officer	Comments
		12/2/15	JWS	12-21-2015
		12/2/15	Chief Mastriana	forward to township for review

12.5 x
20.8546 =
260.8075 #

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

RESOLUTION #2015-353

**TITLE: A RESOLUTION REQUESTING RELEASE OF DEMOLITION BOND FOR BLOCK 350, LOT 11,
109 WILDWOOD AVENUE**

WHEREAS, Donald Kelly posted a Demolition Bond with the Township of Lower, in the amount of \$500.00; and

WHEREAS, the Township Building Inspector made a final inspection and the Certificate of Occupancy was issued December 2, 2015.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, the Governing Body thereof, that the demolition bond be and hereby is **released**,

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

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

MEMORANDUM

TO: Mayor Michael Beck &
Council Members

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

DATE:December 2, 2015

RE: Release of Demolition Bond
Donald Kelly
109 Wildwood Avenue
Villas, NJ 08251
Block 350, Lot 11
Resolution #2015-353

Please release to the applicant the demolition bond that the Township is hold in trust, to assure the required demolition. A certificate of occupancy was issued December 2, 2015. Thank you.

WJG:las

att.

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

RESOLUTION # 2015-354

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; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of in the 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.

I hereby certify the foregoing to be the original Resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

Council Meeting 12/7/2015

Gov Deals

Fixed Asset #	Description
	(3) TRUNK INSERTS
	(1) RADAR UNIT WITH ATTACHMENTS
	MISC CAR PARTS
	(1) MINI BIKE
	(1) LAWN MOWER/POWER WASHER
	TO BE DESTROYED
2436	AIR CONDITIONER

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

RESOLUTION # 2015-355

TITLE: RESOLUTION AUTHORIZING A REVIEW OF COMPLIANCE WITH PRIOR ANNUAL CONTINUING DISCLOSURE OBLIGATIONS AND PARTICIPATION IN THE SECURITIES AND EXCHANGE COMMISSION'S MUNICIPALITIES CONTINUING DISCLOSURE COOPERATION INITIATIVE

WHEREAS, the above-defined Issuer has previously issued one or more series of bonds, including in the past five (5) years pursuant to one or more preliminary and final official statements (collectively, the "Bonds"); and

WHEREAS, in connection with the issuance of such Bonds, the Issuer covenanted with Bondholders to provide certain secondary market disclosure information on an annual basis to the Nationally Recognized Municipal Securities Information Repositories (pre-2009) and to the Municipal Securities Rulemaking Board's Electronic Municipal Market Access Data Port (2009 to present) ("EMMA"), which secondary market disclosure information may consist of one or more of the following: audited financial statements, municipal budgets, other financial and operating data and ratings changes; and

WHEREAS, the Securities and Exchange Commission (the "SEC") has recently focused attention on what it alleges is widespread failure of local government issuers across the nation to meet their continuing disclosure obligations and misrepresentation through material misstatements in an official statement (innocently, inadvertently or otherwise) of past compliance with continuing disclosure obligations; and

WHEREAS, in an effort to remedy these perceived issues, the SEC has implemented the Municipalities Continuing Disclosure Cooperation Initiative (the "SEC Initiative"), a limited-time program ending at 12:00 a.m. on September 10, 2014, that encourages issuers of municipal bonds, including the Issuer, to self-report possible material misstatements or omissions, made in the past five (5) years in an official statement regarding compliance with prior continuing disclosure obligations; and

WHEREAS, should the SEC determine that an issuer has made material misstatements in an official statement regarding compliance with prior continuing disclosure obligations, issuers participating in the SEC Initiative agree to accept certain non-monetary penalties, in lieu of unknown, and, by all accounts, hefty monetary and non-monetary penalties the SEC has threatened on issuers that do not participate in the SEC Initiative; and

WHEREAS, by participating in the SEC Initiative, issuers agree to accept the following penalties, if imposed by the SEC (i) compliance with a cease and desist order in which the issuer neither admits nor denies the findings of the SEC, (ii) implementation of policies, procedures and training regarding continuing disclosure obligations, (iii) compliance with all existing continuing disclosure undertakings, (iv) cooperation with any further SEC investigation, (v) disclosure of settlement terms in any final official statement issued within five years of the date of institution of the proceedings, and (vi) production to the SEC of a compliance certificate regarding the applicable undertakings on the one year anniversary of the proceedings; and

WHEREAS, on July 24, 2014, the Division of Local Government Services issued Local Finance Notice 2014-9 (i) alerting local governments to the SEC Initiative, (ii) strongly recommending that local governments examine their continuing disclosure contractual obligations and past official statements in order to determine if it is advisable for an issuer to participate in the SEC Initiative and (iii) cautioning local governments that fail to complete a disclosure assessment in connection with the SEC Initiative will likely have difficulty accessing capital markets, difficulty in receiving timely approvals of the Local Finance Board or Director of the Division of Local Government Services, as applicable, and decreased scores on the future "Best Practices Questionnaires"; and

WHEREAS, the Issuer desires to conduct a disclosure audit which will (i) summarize the results of the Issuer's prior compliance with its secondary market disclosure obligations and (ii) compare those results to the statements made by the Issuer in its official statements regarding past compliance (the "Disclosure Audit"); and

WHEREAS, the Issuer further desires to retain the services of disclosure specialist to conduct the Disclosure Audit; and

WHEREAS, based on the results of the Disclosure Audit, and weighing heavily the known, non-monetary penalties that may come through the Issuer's participation in the SEC Initiative versus the unknown, and, by all accounts, hefty monetary and non-monetary penalties the SEC has threatened on issuers that do not self-report, the Issuer further desires to delegate to the Chief Financial Officer, in consultation with the Issuer's general counsel, bond counsel, auditor and other finance professionals, the power to prepare and submit all documentation required to enter the Issuer's Bond issues into the SEC Initiative, as necessary;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LOWER, AS FOLLOWS:

Section 1. The Issuer hereby authorizes completion of the Disclosure Audit.

Section 2. The Issuer hereby authorizes the Chief Financial Officer to engage the services of a disclosure specialist to complete the Disclosure Audit; provided that the award of any contract in connection therewith meets the requirements of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.).

Section 3. In the event the Disclosure Audit reveals that the Issuer may have made a material misstatement regarding the Issuer's compliance with prior continuing disclosure undertakings, the Issuer hereby authorizes and directs the Chief Financial Officer to prepare and submit all documentation necessary to enter the Issuer's applicable Bond issues into the SEC Initiative.

Section 4. Any action taken by the Chief Financial Officer, or any other officer of the Issuer, with respect to the Disclosure Audit, the engagement of a disclosure specialist and participation in the SEC Initiative is hereby ratified and confirmed.

Section 5. This resolution shall take effect immediately.

I hereby certify the foregoing to be the original Resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-356

TITLE: RESOLUTION APPROVING A PROFESSIONAL SERVICE CONTRACT WITH HATCH MOTT MACDONALD FOR NJDEP BEACH MAINTENANCE PERMIT AND DESIGN OF BEACH ACCESS PATH UPGRADES

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

WHEREAS, Hatch Mott MacDonald has provided a proposal for Professional Engineering Services for the NJDEP Beach Maintenance Permit and Design of Beach Access Path Upgrades; and

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

Account:

Signature _____

Lauren Read, CFO

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

1. The Project Proposal between Hatch Mott MacDonald and the Township of Lower, in the form attached hereto as EXHIBIT A, for an amount of \$19,850. is hereby approved.

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

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						



Hatch Mott
MacDonald

Hatch Mott MacDonald
833 Rt 9 North
PO Box 373
Cape May Court House, NJ 08210
T 609.465.9377 www.hatchmott.com

December 1, 2015

Via Email at manager@townshipoflower.org & 1st Class Mail

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

**RE: Professional Environmental Services Proposal
NJDEP Beach Maintenance Permit and Design of Beach Access Path Upgrades
Lower Township, Cape May County
HMM No. 365083**

Dear Mr. Ridgway:

Hatch Mott MacDonald (HMM) is pleased to submit this proposal to provide professional engineering & environmental services for the above referenced project. It is HMM's understanding that the Township wants to upgrade their existing beach access paths with a gravel base. The Township must also re-apply for a Coastal Permit for Beach Maintenance since its last permit has expired.

The Township has identified thirty (30) existing beach paths located between Douglass / Canal Park and Ocean Avenue in the Villas that are in need of improvement. These existing paths consist of varied widths with some having steep vertical slopes and others impeded by drifting sand. Winter winds from the bay annually impact these beach paths and existing dune grades make some of the longtime maintained paths identified in the Township's Beach Maintenance permit difficult to use at the street level due to steep slopes, rutting and narrowing from overgrowth of vegetation.

It is our understanding that the Township desires to stop using the composite roll-outs at many of these locations as conditions have caused them to be less practicable. These temporary walkway structures tend to get slippery as sand accumulates from pedestrian traffic. This condition when combined with steep slopes and localized erosion at the foot of the path negatively impacts the safe use of the beach paths.

To improve the presently limited pedestrian access conditions at the existing beach paths the Township proposes to widen the paths to a consistent width and demarcate the beach paths with post and rail fence. It is our understanding that the Township wants to make a conscious effort to maintain these access paths in a responsible manner. Minor grading and widening to a uniform width (8' or less) and demarcation using post & rail fence will accomplish these goals. In our discussions with NJDEP the agency recognizes that post and rail fencing is commonly used in many Atlantic Ocean beach communities. However, only the use of snow fence is covered under the Township's Beach Maintenance General Permit therefore a CAFRA Individual Permit must be applied for to make the above improvements.



The proposed path re-construction activities will not negatively impact the form or function of the existing dunes. Whereas using snow fence on both sides of the paths, as tried in the past, has only exacerbated the local buildup of sand on the pathways. The post and rail fence will allow the sand to pass over the path and settle in the vegetated dune, where it should, leaving the pathways in a more stable state over the winter months thus minimizing spring maintenance activities. Discussions with the NJDEP indicate that the agency will work to expedite their permit review to afford the Township time to make the beach path improvements in time for the summer season.

As of November 5 2015, the New Jersey Department of Environmental Protection (NJDEP) will not approve authorization under a general permit to any municipality that does not have a Department-approved Municipal Public Access Plan in accordance with N.J.A.C.7:7-16.9(c) through (m). Since the Township does not have a Department-approved Municipal Public Access Plan, the Township will be required to secure a CAFRA individual permit for beach maintenance activities.

This proposal includes the preparation of the necessary engineering plans and CAFRA Individual permit application by HMM for approval by the NJDEP.

Task 1 CAFRA Application Preparation & Submission

Under the NJDEP Coastal Permit Program Rules N.J.A.C. 7:7-2.2, a CAFRA permit shall be required for development activities located on a beach or dune. These activities include beach maintenance and the upgrades to the existing beach access paths. The following outlines our proposed scope of services for work included under Task 1 for the project:

- Research existing site conditions to obtain necessary information in support of the preparation of a CAFRA permit application to the NJDEP;
- Assemble documents and prepare materials required for the preparation of a Coastal Zone Management (CZM) rules Compliance Statement and CAFRA application submission.
- Preliminary review indicates that potential Endangered or Threatened Wildlife or Plant Species on or abutting the project site. Therefore an Endangered or Threatened Wildlife or Plant Species Habitat Impact Assessment will be prepared in accordance with N.J.A.C. 7:7- 11.2 to demonstrate that identified species habitat would not be adversely affected by the proposed project;
- Request a certified Adjoining Property Owners list from the municipality and prepare public notifications to governmental agencies, newspaper and adjacent property owners as required;
- Communication, coordination and review of information to be submitted to the NJDEP with the Client;



- Monitor and respond to NJDEP information requests to deem application complete for final review; and
- Review of permit conditions relative to potential impacts on the Client/Project.

We propose to complete the scope of work outlined above (**Task 1**) for the lump sum amount of **\$11,800**. This lump sum cost is based on the following:

1. The lump sum cost, as outlined above, is for the initial submittal of the project plans to the NJDEP Land Use Regulation Program, and includes all work required to fulfill general CAFRA submittal requirements. Should the NJDEP request additional information and/or documents that fall beyond the scope of the original submission, the work effort required to respond to these requests will be considered additional work outside our original scope of services.
2. The Owner and/or Client will pay all of the permit application fees required for the project.
3. The scope of services outlined above for Task 1 has been prepared based upon the current Coastal Zone Management Rules under N.J.A.C. 7:7, last amended July 6, 2015. While we don't anticipate that there will be any regulatory changes that would impact the project during the permitting process, it may be necessary to adjust our scope of work and lump sum fee should major regulatory changes occur.
4. Within 20 working days of receipt of a CAFRA application, the NJDEP is required to take one of the following actions:
 - i. *Assign an agency project number, accept the application, and issue notification to the applicant that the application is complete for public hearing or for a public comment period and a public hearing or public comment period shall be scheduled within 15 days;*
 - ii. *Assign an agency project number, accept the application and issue notification to the applicant that additional information is required to correct deficiencies; or*
 - iii. *Return the application, explaining why it is unacceptable for filing, and return the filing fee upon notification that the applicant does not intend to reapply.*
5. It is HMM's goal in all CAFRA applications to provide all necessary information in order for the NJDEP to assign an agency project number, accept the application and notify the applicant that the application is complete for public hearing or public comment period based on our initial submittal application package.

The NJDEP's review of CAFRA projects is based on rules promulgated for the entire CAFRA zone. Since interpretations of the rules may vary, depending on the site location, environmental sensitivity, nature of the development, and other factors such as public comments, it is not possible to predict with certainty that a



particular NJDEP reviewer will deem the application package “complete for final review” based on the initial submittal.

As such our lump sum cost under this Task does not include the cost for any additional requests from regulatory and governmental agencies not previously specified or identified, or subsequent revisions to the CAFRA application based on 1) project revisions or modifications; 2) issues resulting from public comment; or 3) responses to permit conditions. Any work associated with the above additional requests, revisions or modifications will be considered outside our scope of work.

Task 2 Topographic Survey & Beach Path Design

HMM will provide the following services under Task 2:

- Establish survey control for the site. The Horizontal Datum will be NAD83 and the Vertical Datum will be NAVD88;
- Perform limited topographic survey of the pre-selected existing beach access paths for the purposes of establishing existing alignments and grades;
- Provide a cross-sectional typical detail of the proposed beach paths; and
- Prepare a plan detailing the proposed centerlines of beach access paths;

We propose to complete the scope of work outlined above (**Task 2**) for the lump sum amount of **\$7,375**. This lump sum cost is based on installing new gravel pathways in the existing beach path alignments. This proposal does not include evaluating alternative beach path alignments which, while improving (minimizing) the longitudinal slope of existing beach paths, would involve the modification of dunes and dune planting areas outside of the current alignments.

Task 3 Reimbursable Services and Direct Expenses

The scope of work under this section includes the following services and direct expenses not specifically identified in Tasks 1 and 2.

- Travel & Postage
- Attendance at additional meetings
- Reproduction of plans
- Additional Work as required and approved by the client

The majority of these expenses will be the cost of plan reproduction. For budgeting purposes, we estimate that printing and other direct expenses will total approximately **\$675**.



We propose to perform the work under Task 3 based upon a **reimbursable method of compensation for the actual time required** and at the actual hourly rates for the individual(s) employed in accordance with our authorized rate schedule.

FEE SUMMARY			
<u>Scope Of Work</u>	<u>Description</u>	<u>Payment Method</u>	<u>Cost/Budget</u>
Task 1	CAFRA Application Preparation & Submission	Lump Sum	\$11,800
Task 2	Topographic Survey & Beach Path Design	Lump Sum	\$7,375
Task 3	Reimbursable Services and Direct Expenses	Reimbursable	\$675
TOTAL			\$19,850

The following is a summary of project design tasks that have been excluded from Hatch Mott MacDonald's scope of design services. These tasks are assumed to be within the scope of services of other subconsultants or the owner's responsibility.

- Geotechnical investigations or engineering, Soil Borings or Percolation tests
- Preparation of permit application forms, other than included above
- Legal noticing and project notifications, other than listed above
- Land easement/acquisition or legal services
- Permit Fees
- Other NJDEP permitting including reports, applications, etc. other than listed above
- Any other Local, County or State Permit acquisition unless specifically noted herein.
- Surveys and Existing conditions outside the project area
- Construction Documents

Hatch Mott MacDonald would be pleased to address these possible project needs if and when they arise, as requested by the client.

Contract: Hatch Mott MacDonald will perform this work under our "Agreement for Professional Engineering Services" with the Township of Lower dated January 5, 2015.

Invoicing: Compensation for Tasks 1 & 2 of this project shall be on a lump sum basis and the Township shall be invoiced on a percent complete basis.

Compensation for Task 3 of this project shall be based upon a reimbursable method of compensation for the actual time required and at the actual hourly rates for the individual(s) employed in accordance with our authorized rate schedule.



Hatch Mott
MacDonald

We thank you for the opportunity to provide this Scope of Work and Cost Proposal. 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,

Hatch Mott MacDonald, LLC

A handwritten signature in black ink, appearing to read "Mark R. Sray".

Mark R. Sray, PE, CME
Senior Associate
T 609.465.9377 F 609.465.5270
mark.sray@hatchmott.com

A handwritten signature in black ink, appearing to read "Steven C. Morey".

Steven C. Morey, CEP
Associate
T 609.465.9377 F 609.465.5270
steven.morey@hatchmott.com

cc: Mitchell Plenn, Superintendent Parks and Recreation
Eric C. Betz, PE, BCEE, CME, Vice President, HMM

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

RESOLUTION #2015-357

TITLE: RESOLUTION APPROVING A PROFESSIONAL SERVICE CONTRACT WITH HATCH MOTT MACDONALD FOR THE PROPOSED LEASE AREA AT THE FREEMAN DOUGLASS JR MEMORIAL PARK

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

WHEREAS, Hatch Mott MacDonald has provided a proposal for Professional Engineering Services for the Proposed Lease Area at the Freeman Douglass Jr Memorial Park; and

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

Account:

Signature _____ Lauren Read, CFO

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

- 1. The Project Proposal between Hatch Mott MacDonald and the Township of Lower, in the form attached hereto as EXHIBIT A, for an amount of \$ 3,280. is hereby approved.

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

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A Picard, Township Clerk

Table with 7 columns: Name, MOTION, SECOND, AYE, NAY, ABSTAIN, ABSENT. Rows include CONRAD, PERRY, SIMONSEN, CLARK, BECK.



**Hatch Mott
MacDonald**

Hatch Mott MacDonald
833 Rt 9 North
PO Box 373
Cape May Court House, NJ 08210
T 609.465.9377 www.hatchmott.com

December 1, 2015

Via Email at manager@townshipoflower.org & 1st Class Mail

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

**RE: Professional Engineering Services Proposal
Douglass Park Lease
Freeman Douglass Jr. Memorial Park
Township of Lower, Cape May County, NJ
HMM No. 365653**

Dear Mr. Ridgway:

In accordance with the Township's request, Hatch Mott MacDonald (HMM) is pleased to provide herewith our formal proposal for Professional Engineering Services for the proposed lease area at the Freeman Douglass Jr. Memorial Park.

On November 20, 2015 Steve Morey met with Mitch Plenn at the park for the purpose of flagging the proposed lease area that will be amended to the existing lease between the New Jersey Department of Environmental Protection, Division of Fish and Wildlife and the Township of Lower. The new boundary was flagged along the existing tree line at the rear of the park.

On November 23, 2015 David M. Golden, Chief, NJ Division of Fish and Wildlife, Bureau of Land Management inspected the area that was flagged on site and approved the flagged area constituting the "new leased area."

As Mr. Golden confirmed, the only map available describing the current lease area is the drawing attached to the lease itself, titled "Lease Map, Exhibit A, Attached to Lease Between State of New Jersey Department of Environmental Protection and Township of Lower." HMM will prepare a map that delineates the "new lease area" as well as referencing the "existing lease area" identified in the above referenced Exhibit A.

It is our understanding that the next State House Commission (SHC) meeting will be in January. The SHC only meets twice a year so it's important for the Township to have the map at the next meeting to avoid delays in getting approval for the lease. HMM will work to complete the map in time for the Township's use prior to the SHC meeting.

HMM will provide the following scope of services:

- Establish survey control for the site. The Horizontal Datum will be New Jersey State Plane Coordinate System (NAD83);



Hatch Mott MacDonald

- Perform a limited topographic survey of the flagged tree line that will represent the “new lease area”;
- Prepare a plan depicting the existing lease area and new lease area. The map will make reference to the existing Lease Map, Exhibit A depicting the existing leased park area; and
- Provide an aerial photo base map that will depict the existing access road and other park improvements in relation to the “new lease area”.

We propose to complete the scope of work outlined above for the lump sum amount of **\$3,280**.

Contract: Hatch Mott MacDonald will perform this work under our “Agreement for Professional Engineering Services” with the Township of Lower dated January 5, 2015.

Invoicing: Compensation for this project 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 this Scope of Work for the Freeman Douglass Jr. Memorial Park Project. 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,

Hatch Mott MacDonald, LLC

Mark R. Sray, PE, CME
Senior Associate
T 609.465.9377 F 609.465.5270
mark.sray@hatchmott.com

Steven C. Morey, CEP
Associate
T 609.465.9377 F 609.465.5270
steven.morey@hatchmott.com

cc: Mitchell Plenn, Superintendent, Department of Parks and Recreation
Eric C. Betz, PE, BCEE, CME, Vice President, HMM

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

RESOLUTION #2015-358

**TITLE: PERSON TO PERSON TRANSFER OF LIQUOR LICENSE 0505-33-012-009
FROM HARBOUR SIDE, INC TO JEL LIQUOR LIMITED LIABILITY COMPANY**

WHEREAS, an application has been filed for a person-to-person transfer of Plenary Retail Consumption License #0505-33-012-009, heretofore issued to JEL Liquor Limited Liability Company (new license Number 0505-33-012-10); and

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid and the license will be renewed for the new license term under separate Resolution; and

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

WHEREAS, the applicant has disclosed and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the licensed business.

NOW, THEREFORE, BE IT RESOLVED that the Lower Township Council does hereby approve, effective 12:01 a.m. prevailing time, December 8, 2015, the transfer of the aforesaid Plenary Retail Consumption License to JEL Liquor Limited Liability Company, and does hereby direct the Municipal Clerk to endorse the license certificate to the new ownership as follows: ** This license, subject to all its terms and conditions, is hereby transferred to JEL Liquor Limited Liability Company, effective December 8, 2015.

BE IT FURTHER RESOLVED that copies of this resolution be provided to the Division of Alcoholic Beverage Control and to the Police Department.

I hereby certify the foregoing to be the original Resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION # 2015-359

Title: AUTHORIZATION FOR 2015 INCENTIVE AWARD FOR INSURANCE WAIVER

WHEREAS, the employees listed on the attached schedule have waived health insurance and are due an incentive amount per Superior Officers Union and PBA Union Contract, Article 12, Section F, AFSCME Union Contract, Article VII, Section F and Supervisors Contract, Article VI, Section F; and

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

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature _____ that adequate funding is available for such payment in the current year's budget for Health Insurance.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to the attached schedule of employees in the amount of \$62,749.99 is authorized and chargeable to the 2015 Budget account 5-01-23-220-412.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOITON	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

2015 Insurance Waiver Part 2

First	Last	Contract Incentive	Months of Waiver	Amount
Mark	Alexander	\$5,000.00	6	\$2,500.00
Jennifer	Anzelone	\$5,000.00	6	\$2,500.00
George	Barger	\$5,000.00	6	\$2,500.00
Howard	Bailey	\$5,000.00	6	\$2,500.00
William	Barcas	\$5,000.00	6	\$2,500.00
Louis	Bartleson	\$5,000.00	6	\$2,500.00
Martin	Biersbach	\$5,000.00	6	\$2,500.00
Maria	Brewster	\$4,000.00	6	\$2,000.00
Colleen	Crippen	\$5,000.00	6	\$2,500.00
Gary	Douglass	\$5,000.00	6	\$2,500.00
Scott	Douglass	\$5,000.00	6	\$2,500.00
David	Fisher	\$5,000.00	6	\$2,500.00
Patrick	Greene	\$5,000.00	6	\$2,500.00
Anthony	Greto	\$5,000.00	6	\$2,500.00
David	Lepor	\$5,000.00	6	\$2,500.00
Kevin	Lewis	\$5,000.00	6	\$2,500.00
Michael	Majane	\$5,000.00	6	\$2,500.00
William	Mastriana	\$5,000.00	6	\$2,500.00
Michael	Nuscis	\$5,000.00	6	\$2,500.00
Michael	Perry	\$5,000.00	6	\$2,500.00
Mitchell	Plenn	\$5,000.00	6	\$2,500.00
Joseph	Rementer	\$5,000.00	6	\$2,500.00
Charles	Ryan	\$5,000.00	6	\$2,500.00
Jennifer	Saunders	\$4,000.00	6	\$2,000.00
Donald	Vanaman	\$5,000.00	6	\$2,500.00
Alec	Vanderlinden	\$5,000.00	2	\$833.33
Kevin	Boyle II	\$5,000.00	1	\$416.66
				\$62,749.99

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

RESOLUTION # 2015-360

Title: AUTHORIZATION FOR THE PAYMENT OF COLLEGE CREDITS

WHEREAS, the employees listed on the attached schedule have earned college credits and per union contract the Township will pay employees for those credits earned as determined in their 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 2014 budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to the employees listed on the attached schedule not to exceed the amount of \$21,700 is authorized and chargeable to the 2015 Budget:

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

2015 College Credits

Last	First	Amount
Anzelone	Jennifer	\$ 1,000.00
Armbruster	John	\$ 1,000.00
Biersbach	Martin R.	\$ 1,000.00
Black	Kaitlin O.	\$ 1,000.00
Chew, Jr	John	\$ 1,000.00
Coombs	Eric	\$ 880.00
Delvecchio	Kathryn	\$ 460.00
Edwards	Edward	\$ 1,000.00
Fisher	David	\$ 880.00
Greene	Patrick	\$ 1,000.00
Greto	Anthony	\$ 1,000.00
James	Michael	\$ 520.00
Lafferty	Shawn	\$ 960.00
Lewis	Kevin	\$ 900.00
McEwing	Brian	\$ 1,000.00
Miccichie	Anthony	\$ 1,000.00
Nuscis	Michael	\$ 1,000.00
Perry	Michael	\$ 1,000.00
Ryan	Charles	\$ 1,000.00
Saini	Jordan	\$ 980.00
Thomas	Linda	\$ 120.00
Vanaman	Donald	\$ 1,000.00
Whitten	Douglas	\$ 1,000.00
Whittington	Timothy	\$ 1,000.00

\$ 21,700.00

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

RESOLUTION # 2015- 361

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to Michael Perry in the amount of \$4,408.19 is authorized and chargeable to the 2015 Budget account 5-01-225-240-125.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

LOWER TOWNSHIP POLICE DEPARTMENT
SPECIAL REPORT

TO: Chief William Mastriana
FROM: Detective Michael Perry
DATE: January 26, 2015
SUBJECT: Comp. Time Pay Out

I'm submitting this special as a request to cash in 100 hours comp. time.

Respectfully Submitted,

Michael Perry #178
Michael Perry
Patrolman Badge # 178

C	File	Date	Officer	Comments
		1/23/15	Chief Mastriana	Forward to township for review.

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44 • 0819 =
4,408 • 1900 ♡

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

RESOLUTION # 2015-362

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.

 X (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. **CONTRACT NEGOTIATIONS**

_____ (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.

 X (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.

LITIGATION/POSSIBLE LITIGATION UPDATES

_____ (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.

_____ (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 of 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 December 7, 2015 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.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on December 7, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						