

**WORK SESSION & REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL**

**February 18, 2015 - 6:00 P.M.**

**Meeting called to order.**

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

**Work Session**

Budget Message - Manager James Ridgway

Introduction of 2015 Budget – Leon Costello

Discussion - Meeting Time Change – Councilman David Perry

**Consent Agenda**

Approval of Minutes	February 2, 2015
Res. #2015-67	Payment of Vouchers \$264,358.32
Res. #2015-68	Authorizing Payment of 2015 County Taxes (First and Second Quarters) and Animal Control Fees
Res. #2015-69	Resolution Approving the Extension of Liquor License to Co-Executors (Driftwood Cove)
Res. #2015-70	Authorization for Refund of Taxes (2 properties \$1,351.16)
Res. #2015-71	Award of Extraordinary Unspecified Service Contract Without Public Bidding for Stewart Farrell of the Richard Stockton College of New Jersey Coastal Research Center (\$4,297.28 FEMA Maps/Mtgs)
Res. #2015-72	Authorization for the Payout of Accumulated Sick Time (2 officers \$2,898.40)
Res. #2015-73	Appointment of UHY Employee Benefits Consulting Service for Actuarial Consulting Services Required by the Local Finance Board without Public Bidding (GASB as required by NJ LFN 2007-158 \$4,500))
Res. #2015-74	A Resolution Approving Additional Services to be Performed by Hatch Mott MacDonald regarding the Reconstruction of Clubhouse Drive (not to exceed \$6,000)
Res. #2015-75	Resolution Introducing Budget

**Regular Agenda**

Res. #2015-76 Authorization for the Payout of Accumulated Compensatory Time (M.Perry \$8,684.13)

**Administrative Reports**

Monthly reports - Clerk, Construction, Dog, Police, Tax, Vital Statistics

**Council Comments**

**Call to the Public**

**Adjournment**

## COUNCIL MEETING MINUTES – February 2, 2015

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on February 2, 2015 at 6:00 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, Clerk's Office

### Proclamation - Ernest Macomber Retirement

Mayor Beck opened the meeting with a proclamation for Ernest Macomber, recognizing his many accomplishments, congratulating his retirement and thanking him for his service.

Chief William Mastriana also spoke gratifying words about Ernest Macomber and congratulated him on his retirement.

### Presentation - Run For The Fallen - Eileen Kreis

Eileen Kreis, Vice-President for the New Jersey Run for the Fallen, gave a brief explanation of the event and presented a compilation of the 2014 Run and a video clip of Cynthia Woodard, mother of Michael Scusa, our hometown hero that was killed in COP Keating, Afghanistan. She also announced an upcoming fund raiser to help offset the costs of the Run.

Mayor Beck, on behalf of Council, complimented Ms. Kreis for her passion and thanked her for raising awareness.

### Work Session

Discussion – Procedure/Policy for appointments to boards/commissions

Councilmember Perry asked Solicitor Stefankiewicz to gather information from other municipalities within Cape May County to find out what their procedures/policies are before further discussion from Council.

Councilmember Conrad agreed to postpone discussion until more information has been attained.

### Consent Agenda

Approval of Minutes	January 21, 2015
Res. #2015-56	Payment of Vouchers \$ 226,101.28
Res. #2015-57	Resolution Authorizing the Donation of a 2008 Dodge Durango No Longer Needed For Public Use to the Erma Volunteer Fire Company
Res. #2015-58	Authorization for Waiver of Fees for Naval Air Station Wildwood (front doors on Hanger #1)
Res. #2015-59	A Resolution in Support of the New Jersey Department of Transportation Regarding Route US 9 in the Township of Lower, County of Cape May (No Passing Zone)
Res. #2015-60	Resolution Supporting, Recognizing and Honoring the Service of Law Enforcement Officers
Res. #2015-61	Issuance of 2015 Limousine and Operator Licenses (Shore Limousine Service, LLC)
Res. #2015-62	A Resolution Establishing a List of qualified Engineers to be Used for Special Projects in the Township of Lower (EDA, MV, T & M & Fralinger)
Res. #2015-63	Authorization for the Payout of Accumulated Compensatory Time (D.Fisher \$4,577.40)
Res. #2015-64	Authorization for the Payout of Accumulated Compensatory Time (T.Whittington \$3,433.05)

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

**Regular Agenda**

Res. #2015-65

Authorization for Payment of Vouchers – Fire Safety \$2,589.80

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

Res. #2015-66

Appointment to the Municipal Utilities Authority Board

Kathleen Dynan, Cold Spring, addressed Deputy Mayor Clark about conducting background checks for board appointments. Discussion ensued with Mayor Beck about removing board members. Ms. Dynan made critical remarks about the manner in which board appointments have been made and threatened to provide information to the newspaper if not resolved by the next Council meeting.

Ed Butler, Villas, asked for clarification about the LTMUA appointment. Mayor Beck informed about the expired term and the applications that Council had received.

Councilmember Perry motioned to nominate Steve Sheftz for the LTMUA board.

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

**Administrative Reports**

Personnel Action Report  
Treasurer's Report

**Council Comments**

Councilmember Conrad announced the kick-off event for Relay for Life, and the fund-raiser event for the Run for the Fallen.

Councilmember Perry spoke about a recent house fire on Townbank Road and informed of a local organization that is raising funds to assist with the needs of the Bailey family. He communicated his idea for Council to create a five year plan for Township projects in an effort to be more efficient and effective in solving problems within the Township.

Councilmember Simonsen gave an update on the progress with Diamond Beach. He congratulated new members of the Erma Fire Company and thanked Councilmember Perry for his service. He acknowledged LCMR basketball player, Lauren Holden, for her athletic achievement, and he offered condolences to Cynthia Woodard's family for their loss.

Deputy Mayor Clark acknowledged the Erma Fire Department and thanked all firefighters for their sacrificial service.

Mayor Beck echoed the sentiments regarding Cynthia Woodard. He informed of new flood maps and announced an upcoming special meeting for FEMA on February 23<sup>rd</sup> from 6-8:00 p.m.

### **Call to Public**

Helen Thompson, Villas, requested an amendment to the animal ordinance for the protection of pets in extreme weather. Mayor Beck agreed that the ordinance could be amended to add specific wording about temperatures and penalties.

Manager Ridgway pointed out that the animal ordinance is 29 years old.

Solicitor Stefankiewicz agreed that the ordinance needs to be updated and assured that he will soon have recommendations for new language.

Ms. Thompson made Council aware of New Jersey's ranking among the U.S. Animal Protection Laws and requested that Council protect our rank by protecting our pets.

Manager Ridgway stated his intention to provide information to Solicitor Stefankiewicz about his recommendations for changing the ordinance, but reminded that Council makes the final decision.

Ms. Thompson addressed Solicitor Stefankiewicz about codes for Wildwood and Upper Township and offered a report from the AVMA about dogs being left out in freezing temperatures.

Deputy Mayor Clark made a suggestion for Council to consider an advisory committee for animals.

Mayor Beck shared his concern about people's reluctance to serve on advisory boards.

Councilmember Conrad reiterated the need for board members.

Bill Greenfield, Villas, inquired about Township representation for Van Drew's meeting about beach erosion. Deputy Mayor Clark informed of his conversation with Van Drew. Council discussion ensued.

John Skowronski, 607 Arctic Avenue, addressed Councilmembers Conrad and Simonsen regarding the County's plan for the current Public Safety Building. Councilmember Simonsen referred the question to Manager Ridgway. Manager Ridgway reported his conversations with the county about establishing the Township's needs. Mr. Skowronski expressed disappointment that the police are still working in a sick building.

Kathleen Dynan, Cold Spring, inquired about the procedure to recall an elected official. Clerk Picard offered to provide the information.

Johnny Walker, 116 W. Pacific Avenue, addressed Councilmember Conrad about combatting quality of life issues in the Township and why he has not gotten code enforcement involved. Councilmember Conrad informed of his discussions with Manager Ridgway regarding this matter. Mr. Walker questioned Councilmember Conrad about his intention to reduce the financial burden to the taxpayers.

Carol Morrow, 305 E. Miami Avenue, addressed Council regarding the condition of the property that surrounds hers. Mayor Beck advised her to contact Manager Ridgway with the information. Councilmember Conrad informed that the property is part of the Fishing Creek Watershed.

Jay Young, Cape May Beach, addressed Council about the increase in his property tax, despite the decrease in his appraised value. He challenged Council to look for initiatives to reduce property taxes.

**Adjournment**

There being no further business to address, motion to adjourn moved by Councilmember Conrad, seconded by Councilmember Simonsen. Motion to adjourn unanimous. Meeting adjourned at 6:55 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Township Clerk

Approved:



Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00789 CATAMARAN MEDIA COMPANY, LLC*	15-00361	02/04/15	ZONING/PLANNING BOARD1/28 1/21	Open	850.50	0.00		
00807 CDW-GOVERNMENT INC*	14-03139	12/03/14	COMPUTER - DPS -TOUGHBOOK	Open	4,492.03	0.00		
00852 CHERRY VALLEY TRACTOR CO.*	15-00214	01/22/15	PART FOR COUNTY BACKHOE	Open	363.65	0.00		
00933 CAPE MAY CO.COURT ADMIN. ASSN.	15-00209	01/22/15	JUDGE'S DUES	Open	75.00	0.00		
	15-00240	01/26/15	DUES 2015 ELIZABETH/LAURA	Open	200.00	0.00		
					275.00			
00991 COLONIAL ELECTRIC SUPPLY*	15-00206	01/22/15	ELECTRICAL SUPPLIES/PSB	Open	102.54	0.00		
01075 COPIERS PLUS*	15-00148	01/14/15	CLUTCH FOR DUPLICATOR	Open	260.45	0.00		
01170 VERIZON WIRELESS* F/S	15-00413	02/11/15	CELL SERVICE FOR FIRE SAFETY	Open	127.58	0.00		
01171 VERIZON WIRELESS - TOWNHALL	15-00381	02/09/15	IPHONE BILL 1/29-2/28/15	Open	857.96	0.00		
	15-00382	02/09/15	VERIZON BILL 1/23/15 2/24/15	Open	493.30	0.00		
					1,351.26			
01196 H A DEHART & SON*	15-00040	01/06/15	PARTS FOR VEHICLES/JAN	Open	1,119.78	0.00		
01200 DELTA DENTAL PLAN OF NJ	15-00347	02/03/15	DENTAL FEBRUARY 2015	Open	14,026.05	0.00		
01201 DELL CORPORATION*	15-00253	01/27/15	TAX 3 COMPUTERS NO MONTITORS	Open	2,351.31	0.00		
01251 BRIAN DICKINSON	15-00416	02/11/15	CONTRACTUAL REIMBURSEMENT-V&M	Open	1,700.33	0.00		
01499 JOSEPH FAZZIO, INC*	15-00318	01/29/15	STEEL FOR TRASH TRUCK	Open	295.72	0.00		
01502 PAMELA FELDER	15-00373	02/05/15	CONTRACT REIMBURSEMENT 2015	Open	113.58	0.00		B
01641 GALL'S INC*	14-03320	12/29/14	PATROL SUPPLIES	Open	1,096.92	0.00		
01690 GRANTURK EQUIPMENT CO*	15-00032	01/06/15	PARTS FOR RECY/JAN	Open	809.43	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01690 GRANTURK EQUIPMENT CO*			Continued					
	15-00151	01/14/15	PARTS FOR LEAF TURNER	Open	1,337.84	0.00		
					2,147.27			
01785 ROBERT HARTMAN SR								
	15-00421	02/11/15	2015 CONTRACT REIMB	Open	314.70	0.00		B
01804 HOLTZ LEARNING CENTERS, LTD*								
	15-00255	01/27/15	HOLTZ AGENCY TRAINING POLICE	Open	2,537.00	0.00		
01820 DARRIN D. HICKOK								
	15-00294	01/29/15	CONTRACTUAL REIMBURSEMENT	Open	447.00	0.00		
02025 HUNTER JERSEY PETERBILT*								
	15-00035	01/06/15	PARTS FOR TRUCKS/JAN	Open	1,014.31	0.00		
02027 JESCO INC*								
	15-00121	01/09/15	CUTTING EDGES FOR BACKHOES	Open	2,252.32	0.00		
02108 KEEN COMPRESSED GAS CO*								
	15-00222	01/23/15	KEEN COMPRESSED GAS	Open	362.37	0.00		
02223 LANDSMAN UNIFORMS*								
	14-02941	11/07/14	UNIFORMS	Open	1,440.00	0.00		
02247 LAWSON PRODUCTS, INC.*								
	15-00031	01/06/15	SUPPLIES FOR DPW / JAN.	Open	693.53	0.00		
02262 FBI/LEEDA*								
	15-00093	01/07/15	2015 DUES	Open	50.00	0.00		
02763 DONALD R. MONTGOMERY								
	15-00286	01/29/15	CONTRACTUAL REIMBURSEMENT-V	Open	75.00	0.00		
02902 J. BYRNE INSURANCE*								
	15-00287	01/29/15	ANNUAL ROAD OPENING BOND	Open	100.00	0.00		
02940 MUNICIPAL RECORD SERVICE*								
	15-00153	01/14/15	PLEA AGREEMENTS	Open	107.00	0.00		
02947 DONALD MURPHY								
	15-00329	02/02/15	CONTRACTUAL REIMBURSEMENT-M	Open	720.00	0.00		
03072 NJ STATE LEAGUE OF MUNICIPALIT*								
	15-00332	02/03/15	BUDGETING FOR ELECTED OFFICIAL	Open	75.00	0.00		
03158 NYSCA*								
	15-00164	01/16/15	LACROSSE RECERTIFICATIONS	Open	100.00	0.00		
03280 PARAMOUNT SANITARY SUPPLY*								
	15-00207	01/22/15	TERRY RUGS/DPW	Open	249.45	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03285 PARA PLUS TRANSLATIONS, INC.*	15-00107	01/08/15	INTERPRETER	Open	467.29	0.00		
03305 PEDRONI FUEL*	15-00313	01/29/15	NO LEAD GAS	Open	266.94	0.00		
03366 AMERI-GAS*	15-00307	01/29/15	PROPANE-BENNETTS	Open	582.20	0.00		
	15-00388	02/09/15	PROPANE - BENNETTS	Open	806.39	0.00		
					<u>1,388.59</u>			
03387 POGUE INC. *	15-00316	01/29/15	2015 PUBLIC ENTITY CONSORTIUM	Open	341.00	0.00		
03466 R & R SPECIALTIES	15-00221	01/23/15	APPRECIATION PLAQUE TOM BEHEL	Open	125.00	0.00		
03478 RED THE UNIFORM TAILOR, INC.*	14-03244	12/15/14	UNIFORMS	Open	459.90	0.00		
03518 RIGGINS, INC.*	15-00314	01/29/15	OFF HIGHWAY DIESEL	Open	473.26	0.00		
03537 RUTGERS, THE STATE UNIVERSITY*	15-00142	01/14/15	MUNICIPAL FINANCE ADMIN	Open	821.00	0.00		
03573 SAFETY-KLEEN CORP*	15-00041	01/06/15	EQUIP MAINTENANCE/JAN	Open	338.92	0.00		
03611 SERVICE TIRE TRUCK CENTERS*	15-00028	01/06/15	TIRES/RDS/SANT/RECY/DPW/JAN	Open	3,417.25	0.00		
03678 SMELTZER & SONS INC.*	15-00223	01/26/15	ICE MELT	Open	1,027.53	0.00		
03692 SOUTH JERSEY GAS CO*	15-00331	02/02/15	SOUTH JERSEY GAS JANUARY 2015	Open	7,628.37	0.00		
03723 STAPLES, INC.*	15-00278	01/27/15	STAPLES JANUARY 2015 FINANCE	Open	443.21	0.00		
	15-00295	01/29/15	STAPLES DO NOT EXCEED \$600 FEB	Open	249.99	0.00		
					<u>693.20</u>			
03820 MUNICIPAL UTIL. AUTH ON CALL	15-00363	02/04/15	REIMBURSEMENT HALF OF BILL	Open	129.35	0.00		
03899 UPS	15-00143	01/14/15	Shipping	Open	45.35	0.00		
03904 LOWE'S HOME CENTER INC*	15-00030	01/06/15	SUPPLIES/JAN.	Open	56.99	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03985	VILLAS NAPA AUTO PARTS	15-00026	01/06/15	RDS/SANT/RECY/JAN	Open	2,843.78	0.00		
04266	NJ DEPT OF HEALTH&SENIOR SVCS	15-00377	02/09/15	STATE DOG LICENSE FEES JAN 15	Open	752.40	0.00		
04280	G.F.O.A. OF NJ	15-00312	01/29/15	2015 ANNUAL DUES - CFO	Open	90.00	0.00		
04288	NUANCE COMMUNICATIONS INC*	15-00088	01/07/15	DICTAPHONE MAINT 1/1/15-12/15	Open	3,860.65	0.00		
04300	W B MASON CO INC*	14-03242	12/15/14	DPS - OFFICE SUPPLIES	Open	992.04	0.00		
		15-00172	01/16/15	OFFICE SUPPLIES	Open	154.29	0.00		
		15-00211	01/22/15	OFFICE SUPPLIES	Open	394.55	0.00		
		15-00256	01/27/15	OFFICE SUPPLIES POLICE	Open	279.64	0.00		
		15-00271	01/27/15	OFFICE SUPPLIES	Open	171.02	0.00		
						1,991.54			
04320	PREMIER OFFICE SUPPLY*	15-00245	01/26/15	DESK CALENDERS	Open	36.68	0.00		
04514	WILLIAM BLANEY*	14-00398	02/10/14	DNE 25K RES 2014-23 CONTRACTS	Open	487.50	0.00		B
05081	SYSTEMS AND NETWORK ENGINEERS*	15-00423	02/11/15	IT SERVICES 2015 POLICE	Open	7,920.00	0.00		
2122	DOLORES MAJANE	15-00368	02/05/15	CONTRACTUAL REIMBURSEMENT-M	Open	109.00	0.00		
6061	AMERHEALTH ADMINISTRATORS	15-00285	01/29/15	ADMIN/STOP PER FEBRUARY 2015	Open	37,369.52	0.00		
		15-00346	02/03/15	FEBRUARY 2 HEALTH/RX	Open	47,105.19	0.00		
		15-00405	02/10/15	FEBRUARY 9 HEALTH & RX	Open	46,839.64	0.00		
						131,314.35			
6071	UNITED UNIFORMS LIMITED LIAB*	14-03228	12/15/14	BADGES	Open	1,131.00	0.00		
		15-00170	01/16/15	TACTICAL SUPPLIES	Open	878.86	0.00		
		15-00258	01/27/15	UNIFORMS	Open	49.00	0.00		
						2,058.86			
7119	ENGINEERING DESIGN ASSOC*	15-00374	02/06/15	PROFESSIONAL ENGINEERING SERVI	Open	112.00	0.00		
		15-00375	02/06/15	PROFESSIONAL ENGINEERING SERVI	Open	112.00	0.00		
						224.00			
7142	LINDSAY BECHTLER	15-00289	01/29/15	JANUARY PAYMENT FOR ZUMBA	Open	127.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7260 PATRICIA MAHER-MEDIUCH	15-00367	02/05/15	RETURN OF UNUSED ESCROW	Open	176.00	0.00		
7334 16-MILLVILLE-STTC	15-00246	01/26/15	P23575R15 GOODYEAR TIRES	Open	182.76	0.00		
7335 MAIL FINANCE/NEOPOST	15-00379	02/09/15	2014 QTR POSTAGE MACHINES	Open	1,890.00	0.00		
7337 DAWN ALSTATLER	15-00292	01/29/15	REIMBURSEMENT FOR BB COACH	Open	15.00	0.00		
7338 PAUL SUDELL	15-00355	02/03/15	OVER PAYMENT FOR ADULT LEAGUE	Open	100.00	0.00		
7339 EDWARD BENNETT	15-00356	02/03/15	OVER PAYMENT FOR ADULT LEAGUE	Open	100.00	0.00		
7341 JEANETTE KEYWOOD	15-00364	02/04/15	REIMBURSEMENT FOR BASKETBALL	Open	15.00	0.00		
7342 JOHN DERICHIE	15-00369	02/05/15	REIM BB TOURNAMENT FEE EGG HAR	Open	75.00	0.00		
7344 JAMES R BROWN	15-00378	02/09/15	CONTRACTUAL REIMBURSEMENT-V	Open	140.00	0.00		
7346 DAVID & JAYNE GALLAGHER	15-00406	02/10/15	REFUND 2014 4TH QUARTER TAX	Open	668.19	0.00		
7347 NORMA E MAHONEY	15-00407	02/10/15	REFUND 2015 2ND QUARTER TAX	Open	682.97	0.00		
8201 DIRECT ENERGY BUSINESS	15-00386	02/09/15	ELECTRIC CHARGES	Open	256.99	0.00		
BOSNA KAREN MANETTE BOSNA	15-00288	01/29/15	JANUARY PAYMENT FOR YOGA	Open	215.00	0.00		
MCPH2 CHARLES MC PHERSON	15-00330	02/02/15	RETURN OF UNUSED ESCROW	Open	255.00	0.00		
NJPSAC NJPSAC	15-00146	01/14/15	2015 ANNUAL MEMBERSHIP DUES	Open	300.00	0.00		
SEAGE SEAGEAR MARINE SUPPLY*	15-00038	01/06/15	SUPPLIES FOR RDS/DPW/JAN	Open	606.35	0.00		

Total Purchase Orders: 110 Total P.O. Line Items: 0 Total List Amount: 264,358.32 Total Void Amount: 0.00

RESOLUTION # 2015-67

PAYMENT OF VOUCHERS TOTAL AMOUNT:

\$ 264,358.32

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on February 18, 2015.

Julie A. Picard, Township Clerk

	MOITON	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-68

Title: AUTHORIZING PAYMENT OF 2015 COUNTY TAXES (First and Second Quarters) AND ANIMAL CONTROL FEES

WHEREAS, the amounts listed below are due to Cape May County and it is necessary to receive authorization for the payment of bills; and

WHEREAS, payment of County taxes and fees may be remitted through electronic payment (EFT); and

WHEREAS, it is the recommendation of the Chief Financial Officer that authorization for electronic payments be made through a resolution so that such payments are made in a timely and efficient manner; and

WHEREAS, County Tax payments are charged to non-budget appropriation County Tax 5-01-55-910-015 as certified by the Chief Financial Officer \_\_\_\_\_ payable as follows:

\$2,319,011.27 due 2/15/2015
\$2,319,011.27 due 5/15/2015

WHEREAS, County Animal Shelter fees in the amount of \$99,448 are available in the 2015 budget appropriation 5-01-27-340-297 as certified by the Chief Financial Officer \_\_\_\_\_ and are payable to Cape May County in quarterly installments of \$24,862 on 2/15/15, 5/15/15, 8/15/15 and 11/15/15; and

WHEREAS, annual spay and neuter fees in the amount of \$13,287 are available in 2015 budget appropriation 5-01-27-340-296 as certified by the Chief Financial Officer \_\_\_\_\_ and is payable on 2/15/2015.

NOW, THEREFORE BE IT RESOLVED by the Township Council that the aforementioned payments to Cape May County are hereby authorized.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on February 18, 2015.

Julie A. Picard, Township Clerk

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

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

RESOLUTION #2015-69

**TITLE: RESOLUTION APPROVING THE EXTENSION OF LIQUOR LICENSE TO CO-EXECUTORS  
DRIFTWOOD COVE**

**WHEREAS**, an application has been filed for the extension of Plenary Retail Consumption License 0505-33-009-009 to the Co-Executors of the estate of Sally A Laudeman; and

**WHEREAS**, the submitted application form is complete in all respects.

**NOW, THEREFORE BE IT RESOLVED** by the Township Council of the Township of Lower that the Township Council does hereby approve, effective February 18, 2015, the extension of the aforesaid Plenary Retail Consumption License to Jennifer Santisi and Robert E Salad, Esq. Co-Executors for the estate of Sally Laudeman, to conduct business under the privileges, terms, and conditions of the license as Co-Executors for the estate of Sally Laudeman until such time as the license be otherwise disposed.

**BE IT FURTHER RESOLVED** that the Township Clerk shall endorse the License Certificate as follows:  
"This license is hereby extended, subject to all its terms and conditions, to Jennifer Santisi and Robert E. Salad, Esq, Co-Executors for the estate of Sally Laudeman, until June 30, 2015."

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on February 18, 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 #2015-70

**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>
36	16	David & Jayne Gallagher	Paid twice	668.19
654	11	Norma Mahoney	Sold Property	682.97

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on February 18, 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 #2015-71

**TITLE: AWARD OF AN EXTRAORDINARY UNSPECIFIED SERVICE CONTRACT WITHOUT PUBLIC BIDDING FOR STEWART FARRELL OF THE RICHARD STOCKTON COLLEGE OF NEW JERSEY COASTAL RESEARCH CENTER**

**WHEREAS**, the Township of Lower ("Township") has the need to acquire a Specialist in Coastal Research to assist in the preparation of the introduction of the new FEMA Flood Hazard maps and attend meetings as required and to advise officials regarding map data and potential outcomes for Lower Township property owners as an Extraordinary Unspecified Service pursuant to the provisions of N.J.S.A.40A:11-6.1 and N.J.A.C 5:34-2.2b; and

**WHEREAS**, the term of this contract shall be until completion of the project as per the attached proposal and the CFO has determined funds shall be paid from the budget as follows:

Appropriation # \_\_\_\_\_ Signature CFO \_\_\_\_\_

**NOW, THEREFORE, BE IT RESOLVED** that the Township Council of the Township of Lower hereby approves a contract with Stewart Farrell of the Richard Stockton College of New Jersey Coastal Research Center for the services herein described and that the notice of 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 February 18, 2015.

\_\_\_\_\_  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

The Coastal Research Center

Ph: 609.652.4245  
Fax: 609.748.0656



30 Wilson Avenue  
Port Republic, NJ 08241  
www.stockton.edu/crc

THE RICHARD STOCKTON COLLEGE OF NEW JERSEY

Mr. William Galestok  
Township of Lower  
2600 Bayshore Rd  
Villas, NJ 08251

February 4, 2015

Dear Mr. Galestok,

The Coastal Research Center at The Richard Stockton College of NJ is submitting a proposal to assist the Township of Lower with the introduction of the new FEMA Flood Hazard maps. The first task is to attend up to five meetings regarding the new maps if requested. Work to date under this task includes the first meeting having taken place on January 28, 2015 with municipal officials and a proposed public meeting set to take place on February 23, 2015. Task 2 is to perform any research or inquiry with FEMA officials necessary to advise officials regarding map data and potential outcomes for Lower Township property owners.

Please review the proposal & contact the Coastal Center regarding acceptance, modifications or changes.

Sincerely yours,

A handwritten signature in cursive script that reads "Stewart Farrell".

Stewart Farrell  
Executive Director  
Coastal Research Center

**RICHARD STOCKTON COLLEGE COASTAL RESEARCH CENTER**

**LOWER TOWNSHIP 2015**

**ASSIST WITH THE INTRODUCTION OF THE NEW FEMA FLOOD HAZARD MAPS**

<b>TASK 1</b>	<b>ATTEND MEETINGS AS REQUESTED</b>	
	Meetings	\$ 3,151.75
	Travel	\$ 200.00
	<b>TOTAL TASK 1</b>	<b><u>\$ 3,351.75</u></b>
<b>TASK 2</b>	<b>RESEARCH REGARDING MAP DATA</b>	
	Data Collection	\$ 945.53
	<b>TOTAL TASK 2</b>	<b><u>\$ 945.53</u></b>
	<b><u>TOTAL COST</u></b>	<b><u>\$4,297.28</u></b>

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

RESOLUTION # 2015 - 72

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED SICK TIME

**WHEREAS**, the employees listed on the attached schedule have accrued sick time due from the Township and per union contract the Township will at the employees request, annually buy back a maximum of five (5) days of unused sick leave in December of any year, from employees who have not used more than the amount of sick days as determined in 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 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 \$2,898.40 is authorized and chargeable to the 2014 Budget:

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on February 18, 2015.

\_\_\_\_\_  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

<b>Last Name</b>	<b>First Name</b>	<b>Dept.</b>	<b>Hours</b>	<b>Rate</b>	<b>Total</b>
Coombs	Eric	Police	40	43.2176 \$	1,728.70
Gamble	Matthew	Police	40	29.2426 \$	1,169.70

80 \$ 2,898.40

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

RESOLUTION #2015-73

TITLE: APPOINTMENT OF UHY EMPLOYEE BENEFITS CONSULTING SERVICE FOR ACTUARIAL CONSULTING SERVICES REQUIRED BY THE LOCAL FINANCE BOARD WITHOUT PUBLIC BIDDING

WHEREAS, the Township of Lower ("Township") has a need to acquire an actuarial consultant to prepare the actuarial obligations and accrual expenses of the Township of Lower as required by the Local Finance Board in a manner consistent with NJ LFN 2007-158; as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township has determined and certified in writing that the value of the acquisition will not exceed \$17,500, and UHY Employee Benefits Consulting Service has submitted the attached proposal indicating that they will provide the goods or services described above for a price not to exceed \$4,500.00; and

WHEREAS, the term of this contract is until completion of project; and the CFO has determined sufficient funds will be available in the current budget as follows:

Appropriation # 5-01-23220-499                      Signature \_\_\_\_\_

WHEREAS, UHY Employee Benefits Consulting Service has completed and submitted a Business Entity Disclosure Certification which certifies that UHY Employee Benefits Consulting Service has not made any reportable contributions to a political or candidate committee in the Township of Lower in the previous one year, and that the contract will prohibit Employee Benefits Consulting Service from making any reportable contributions through the term of the contract.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower hereby approves a contract with UHY Employee Benefits Consulting Service for the goods and services herein described and that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution and that a notice of Award of Professional Contract for the above appointment 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 February 18, 2015.

\_\_\_\_\_  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						



## UHY Employee Benefits Consulting Services

153 Bauer Drive  
Oakland NJ 07436

Phone 201-337-0009  
Fax 201-337-1391  
Web [www.uhy-us.com](http://www.uhy-us.com)

February 9, 2015

Lauren Read  
Chief Finance Officer  
c/o Margaret Vitelli  
Purchasing Agent  
Township of Lower  
2600 Bayshore Road  
Villas, NJ 08251

(Via email) [mvitelli@townshipoflower.org](mailto:mvitelli@townshipoflower.org)

***Re: Post Retirement Benefits Plan - Valuation and Other Services***

Dear Ms. Read:

Thank you very much for allowing EBCS Advisors Employee Benefits Consulting Services, Inc. ("EBCS") to propose our actuarial consulting services for the Township of Lower ("Lower"). The purpose of this letter is to describe the services we are prepared to perform, and the associated fees. If this proposal is acceptable to you, we will be happy to furnish any additional information you would like.

### **Background**

Lower provides certain post retirement benefits to its municipal workers and their families that extend into retirement. Included in these are health and welfare medical benefits. Government accounting standards require Lower to measure and recognize the long term actuarial value of the financial obligations associated with these offerings. GASB Statement Number 45 requires measurement of not only the long term obligations, but also requires the calculation of annual cost on an accrual basis. The GASB position on accrual accounting is that the benefits are a form of deferred compensation that should be recognized when earned.

In practical terms, this means that the "cost" associated with promising future benefits to today's worker will be "borne" by today's Lower resident rather than deferring it to future residents. The bad news is that these new measurements typically are very large in relation to today's cash outlays. But, the good news is that the measurements do not change what the program ultimately costs and in fact are quite useful in that they present a clear picture of just how much deferred compensation has been promised.



In reaction to GASB 45, and in recognition that most entities do not report under "Generally Accepted Accounting Principles" ("GAAP") the State of New Jersey set its own reporting standards in LFN 2007-15. The reporting is less comprehensive than GASB 45 as it recognizes that most NJ public entities account on a simplified basis. That said, the long term obligation measurements are just as large in relation to cash costs. Entities may be able to report obligations using the simplified NJ standards only, at least for awhile. However, those that need to satisfy the major rating agencies for their credit rating, issuance of debt, etc. and/or have SEC reporting requirements may find themselves subjected to the GASB requirements soonest.

### **Scope of Work**

Unless instructed otherwise, EBCS will calculate the actuarial obligations and accrual expense in a manner consistent with NJ LFN 2007-15. We will do so by gathering the demographic, plan design, and plan cost information that we will request under separate cover.

### **Fees, Timing**

EBCS provides professional consulting services on a fee basis, based on hours spent and the level of expertise of each consultant. Out of pocket expenses, if any such as distant travel costs, special printing costs, etc. are billed in addition, at cost.

For the calculation of actuarial obligations under NJ LFN 2007-15 and if requested, a meeting to present the findings, we will charge a flat fee of \$4,500 for each year we are asked to measure. If instead we are asked to prepare the additional measurements required under GASB 45 we would charge an additional \$3,000, totaling \$7,500 for each year we are asked to measure.

For additional work, if any, such as participating in strategy and bargaining sessions, we will apply our discounted government billing rates to this engagement of \$225 per hour for our Managing Directors, \$150 per hour for consultants, and \$75 per hour for all others.

We will present our measurements within 4 to 6 weeks of the receipt of complete and accurate data.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Bob Cirkiel'.

Robert Cirkiel, FCA, ASA, MAAA, EA

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

RESOLUTION #2015-74

**TITLE: A RESOLUTION APPROVING ADDITIONAL SERVICES TO BE PERFORMED BY HATCH MOTT MACDONALD REGARDING THE RECONSTRUCTION OF CLUBHOUSE DRIVE**

**WHEREAS**, the Township of Lower by Resolution #2014-43 approved a Professional Service Contract with Hatch Mott MacDonald for the reconstruction of Clubhouse Drive; and

**WHEREAS**, the Township of Lower by Resolution #2014-210 approved a Bid Acceptance and Contract Award to South State Inc, for the Reconstruction of Clubhouse Drive; and

**WHEREAS**, a need has been established for additional engineering work such as surveying, inspections, certification of grades and other services as needed to ensure that the project is completed as per specifications; and

**WHEREAS**, the additional work to be addressed is to be completed by Hatch Mott MacDonald in an amount not to exceed \$6,000 and Township Council desires to approve the additional work and the CFO has certified the availability of funds by her signature in the budget as follows:

Account: C-04-55-397-910 Ordinance 10-8

Signature \_\_\_\_\_  
Lauren Read, CFO

**WHEREAS**, it is the Township's intent to re-coup the additional funds spent through liquidated damages, upon legal counsel's approval, assessed to the original contractor.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township of Lower, County of Cape May, State of New Jersey, that the above services are hereby approved.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on February 18, 2015.

\_\_\_\_\_  
Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIION	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-76

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 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 \$8,684.13 is authorized and chargeable to the 2014 Budget account 4-01-25-240-125.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on February 18, 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 197 hours comp. time.

Respectfully Submitted,

*[Signature]* #178

Michael Perry

Patrolman Badge # 178

C File

Date

Officer

Comments

Date	Officer	Comments
1/26/15	Michael Perry	forward to township for approval

*[Signature]*

0.0

44-0819 \*

197 =

8-684-1343 \*

*Clerk's*

Register Report

1/1/2015 Through 1/31/2015

2/2/2015

Page 1

Account	Description	Memo	Category	Amount
<b>INCOME</b>				
	TOTAL Business Mercantile 2014-2015			75.00
	TOTAL Campgrounds & Trailers			138.00
	TOTAL Ice Cream License			250.00
	TOTAL Licenses & Permits			500.00
	TOTAL Rental Merc 2014-2015			875.00
	TOTAL Scrapper			40.00
	TOTAL Street Openings			760.00
	TOTAL Taxi & Limo			190.00
	TOTAL Yard Sales			5.00
	TOTAL INCOME			2,833.00
<b>TRANSFERS</b>				
	TOTAL Council Checking			-2,833.00
	TOTAL TRANSFERS			-2,833.00
			OVERALL TOTAL	0.00

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

**OFFICE OF CONSTRUCTION OFFICIAL**

**Construction Permit Activity Report**

RANGE: 01/01/2015 To 01/31/2015

February 11 , 2015 2:09:23PM

**SUMMARY**

**CONSTRUCTION COSTS**

**COUNT**

Cost Of Construction:	\$711,925.00	Cubic Footage:	87994 Cu.ft	Permit Issued:	105
Cost Of Alteration:	\$703,445.00	Square Footage:	9100 Sq.ft	Updates Issued:	11
Cost Of Demolition:	\$3,400.00			All Fees Waived:	0
Total Cost:	\$1,418,770.00			Municipal Fees Waived:	1

<b><u>PERMIT FEES</u></b>		<b><u>ADMIN FEES</u></b>		<b><u>WAIVED FEES</u></b>		<b><u>TOTAL FEES</u></b>	
Building:	\$9,434.00	Building:	\$0.00	Building:	\$450.00	Building Fees:	\$8,984.00
Electrical:	\$6,776.00	Electrical:	\$0.00	Electrical:	\$105.00	Electrical Fees:	\$6,671.00
Fire :	\$2,839.00	Fire :	\$0.00	Fire :	\$166.00	Fire Fees:	\$2,673.00
Plumbing:	\$6,277.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$6,277.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$0.00
				Total Waived:	\$721.00	Technical Fees:	\$24,605.00

**DCA**

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$317.00	\$0.00	\$317.00
Alteration Training Fee:	\$1,343.00	\$0.00	\$1,343.00
DCA Minimum Fee:	\$14.00	\$0.00	\$14.00
Sub total Training Fee:	\$1,674.00	\$0.00	\$1,674.00

**TECHNICAL ISSUES**

Building Technical:	49
Electrical Technical:	62
Fire Protection Technical:	32
Plumbing Technical:	66
Elevator Technical:	
Mechanical Technical:	

Certificate of Occupancy Fee:	\$652.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$652.00

**CERTIFICATE ISSUES**

Certificate of Occupancy:	3
Certificate of Approval:	65
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$24,605.00
DCA FEES:	\$1,674.00
CERTIFICATE FEES:	\$652.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$26,931.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$50.00
GRAND TOTAL FEES:	\$26,981.00

# OFFICE OF THE CONSTRUCTION OFFICIAL

## Account Summation-Summary

Report Run from 01/01/2015 To 01/31/2015

February 11, 2015 2:09:50PM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$1,046.00	\$25,935.00	\$0.00	\$26,981.00
dumpspter	Sub Totals:	\$10.00	\$0.00	\$0.00	\$10.00
LICENSE FEES	Sub Totals:	\$0.00	\$450.00	\$0.00	\$450.00
<b>GRAND TOTALS:</b>		\$1,056.00	\$26,385.00	\$0.00	\$27,441.00

**OFFICE OF CONSTRUCTION OFFICIAL**

**Construction Permit Activity Report**

RANGE: 01/01/2015 To 01/31/2015

February 11, 2015 2:10:36PM

**SUMMARY**

**CONSTRUCTION COSTS**

**COUNT**

Cost Of Construction:	\$267,895.00	Cubic Footage:	36371 Cu.ft	Permit Issued:	12
Cost Of Alteration:	\$42,494.00	Square Footage:	3179 Sq.ft	Updates Issued:	1
Cost Of Demolition:	\$0.00			All Fees Waived:	0
Total Cost:	\$310,389.00			Municipal Fees Waived:	0

**PERMIT FEES**

**ADMIN FEES**

**WAIVED FEES**

**TOTAL FEES**

Building:	\$1,566.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$1,566.00
Electrical:	\$890.00	Electrical:	\$0.00	Electrical:	\$0.00	Electrical Fees:	\$890.00
Fire :	\$536.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$536.00
Plumbing:	\$1,062.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$1,062.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$0.00
				Total Waived:	\$0.00	Technical Fees:	\$4,054.00

**DCA**

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$134.00	\$0.00	\$134.00
Alteration Training Fee:	\$81.00	\$0.00	\$81.00
DCA Minimum Fee:	\$1.00	\$0.00	\$1.00
Sub total Training Fee:	\$216.00	\$0.00	\$216.00

**TECHNICAL ISSUES**

Building Technical:	4
Electrical Technical:	10
Fire Protection Technical:	6
Plumbing Technical:	7
Elevator Technical:	
Mechanical Technical:	

Certificate of Occupancy Fee:	\$271.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$271.00

**CERTIFICATE ISSUES**

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

PERMIT FEES:	\$4,054.00
FEES:	\$216.00
CERTIFICATE FEES:	\$271.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$4,541.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$4,541.00

**OFFICE OF THE CONSTRUCTION OFFICIAL**

**Account Summation-Summary**

Report Run from 01/01/2015 To 01/31/2015

February 11, 2015 2:10:17PM

<b>ACCOUNT:</b>	<b>Cash Amount</b>	<b>Check Amount</b>	<b>Credit Card Amount</b>	<b>Total Fee</b>
PERMIT FEES                      Sub Totals:	\$5.00	\$4,536.00	\$0.00	\$4,541.00
<b>GRAND TOTALS:</b>	\$5.00	\$4,536.00	\$0.00	\$4,541.00





**Lower Township Police Department  
Monthly Activity Report**

2015

	January	Total:
<b>General Complaints and Service Calls</b>	1764	1764
<b>Emergency Medical Calls with L. T. Rescue</b>	212	212
<b>Fire Alarm Call Outs (Total)</b>	40	40
<b>Villas Fire Company</b>	7	7
<b>Town Bank Fire Company</b>	21	21
<b>Erma Fire Company</b>	12	12
<b>Assaults</b>	3	3
<b>Robbery</b>	0	0
<b>Domestic Violence Complaints</b>	36	36
<b>Domestic Violence with Assaults</b>	8	8
<b>Motor Vehicle Accidents</b>	27	27
<b>Traffic Warnings</b>	14	14
<b>Traffic Summons</b>	85	85
<b>Motor Vehicle Stops</b>	299	299
<b>Local Ordinance Warnings</b>	0	0
<b>Local Ordinance Complaints</b>	2	2
<b>Assaults on Police Officers (UCR Report Return "A")</b>	1	1
<b>Residential and Commercial Alarm Calls</b>	54	54
<b>Property Checks</b>	1021	1021
<b>Death Investigations</b>	4	4
<b>Burglaries</b>	2	2
<b>Thefts</b>	31	31
<b>Criminal Mischief Complaints</b>	19	19
<b>Disorderly Conduct Complaints</b>	47	47
<b>Animal Control Complaints</b>	9	9
<b>Adult Arrests (UCR Report Return "A")</b>	39	39
<b>Juvenile Arrests (UCR Report Return "A")</b>	8	8
<b>D.W.I. Arrests (UCR Report JV &amp; Adult Arrests Combined)</b>	2	2
<b>Drug Possession Arrests (UCR Report JV &amp; Adult Arrests Combined)</b>	1	1
<b>Investigation Reports Completed</b>	103	103
<b>Supplemental Investigation Reports Completed</b>	62	62
<b>Total Value Property Stolen (UCR Report Return "A")</b>	\$43,741.00	\$43,741.00
<b>Total Value Property Recovered (UCR Report Return "A")</b>	\$6,500.00	\$6,500.00



**Lower Township Police Department  
Monthly Activity Report**

2015

	January	Total:
<b>Man Power Loss in Hours</b>		
Union	0	0
Suspended	0	0
(V) Vacation	652	652
(P) Personal	64	64
(C) Used Comp Hours	66	66
(S) Sick Hours	268	268
(WC) Injury Hours	180	180
Training Hours	516	516
(M) Military Training	365	365
<b>Police Department Overtime in Hours</b>		0
(K= Patrol) Operations Overtime	196	196
(CE = Patrol) Operations Comp Time	328.87	328.87
( K = Detective ) Investigation Division Overtime	83.5	83.5
( CE= Detective ) Investigation Division Comp Time	31.5	31.5
(COT) Court Overtime	22.5	22.5
(CCE) Court Comp Time	0	0
(H) Holiday Overtime	151	151
(HCE) Holiday Comp Time	48	48
<b>Government/Grant Funding Overtime in Hours</b>		0
(CIOT) Click It or Ticket	0	0
(COPS) Cops n Shops	0	0
JV Curfew	0	0
(DDEF / DSGP) DWI Grants	16	16
Other	0	0
<b>Private Funding Overtime in Hours</b>		0
(OSC) Special Detail	0	0

Prepared by:

Chief William Mastriana

*Chief William Mastriana*

Date: 2/6/2015

**2015 CASH RECEIPTS  
JANUARY**

Township of Lower  
Office of the Tax Collector

	MONTH TO DATE	YEAR TO DATE
<b>Receipts</b>		
Current year taxes (2015)	4,487,282.00	4,487,282.00
Prior year taxes (2014)	315,561.20	315,561.20
Arrears (2013)		0.00
Municipal lien		0.00
Recording		0.00
Bankruptcy		0.00
6% Penalty		0.00
Tax Search Fees		0.00
Interest	13,822.54	13,822.54
Lot clearing	785.00	785.00
Returned Check Fees	60.00	60.00
Duplicate Bills	25.00	25.00
Trash	3,832.00	3,832.00
<b>TOTAL DEPOSITS</b>	<b>4,821,367.74</b>	<b>4,821,367.74</b>
<b>DEPOSITED TO COUNCIL CHECK</b>	<b>4,683,215.24</b>	<b>4,683,215.24</b>
<b>DEPOSITED TO WIPP ACCOUNT</b>	<b>138,152.50</b>	<b>138,152.50</b>
<b>TOTAL DEPOSITS</b>	<b>4,821,367.74</b>	<b>4,821,367.74</b>
NSF Reversals	5,777.04	5,777.04
<b>TOTAL</b>	<b>4,815,590.70</b>	<b>4,815,590.70</b>

Prepared by Susan Jackson

**2015 JANUARY  
VITAL STATISTICS**

Marriages,Civil Unions	10
Domestic Partners	0
Ceritified Copies	208
Certified Copies EDRS	1
Burial Permits	0

Marriages, Civil Unions State	\$250.00
Domestic Partners State	0
Marriages, Civil Unions Twp	\$30.00
Domestic Partners Twp	0
Certified Copies	\$2,080.00
Certified Copies EDRS	\$10.00
Burial Permits	0

<b>TOTAL</b>	<b>\$2,370.00</b>
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