

WORK SESSION & REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL

JULY 21, 2014 - 6:00 P.M.

Meeting called to order.

Opening Announcement
Pledge of Allegiance & Moment of Silence
Roll Call & Determination of Quorum
Proclamation - Officer William McPherson
Swearing In - Officer Michael Nuscis
Louis Ginsburg, Knights of Columbus - presenting Certificates of Appreciation

Consent Agenda

Approval of Minutes July 7, 2014
Res. #2014-209 Payment of Vouchers \$ 227,300.90
Res. #2014-210 Bid Acceptance and Contract Award for Reconstruction of Clubhouse Drive Contract #2014-06/M-8 (South State Inc \$462,439.99)
Res. #2014-211 Approval of Erma Volunteer Fire Company's Request to Conduct Two (2) Flea Markets (August 30 & October 18)
Res. #2014-212 Authorization for the Payout of Accumulated Compensatory Time (B.McEwing \$2,118.51)
Res. #2014-214 Renewal of Commercial Excavation (Gravel Pit) Licenses for Cape Mining and Recycling, LLC (Block 410.01 Lots 89,92,93-98,99.01&99.02)
Res. #2014-215 Bid Acceptance and Contract Award for Repairs at the Millman Center (Joseph Poretta Builders \$34,000 repairs due to accident)
Res. #2014-216 Authorization for Refund of Taxes (2 properties \$3,447.58)
Res. #2014-217 Authorization for Waiver of Fees for Naval Air Station Wildwood (Township permit fees to renovate Hanger #1 electric, plumbing, building, fire, HVAC)
Res. #2014-218 Public Facilities Grant Application for \$400,000, Various ADA Improvements
Ord. #2014-09 Ordinance Amending Chapter 235, Uniform Construction Codes Permit And Surcharge Fees to Exempt Disabled Veterans from Construction Permit Fees for Construction Related to Accessibility to Their Living Units - 1st reading of Ordinance. 2nd reading and public hearing scheduled for August 4, 2014

Regular Agenda

Res. #2014-213 Authorizing Expenditure From Capital Improvement Fund For Preliminary Expenses – Public Safety Building (authorizes a budget line to be used) REQUESTED TO BE MOVED FROM CONSENT AGENDA TO REGULAR AGENDA
Res. # 2014-219 Authorization to Remove Special Conditions on Plenary Retail Consumption License No. 0505-33-010-009 T/A 5 West Bar & Grill (requesting removal of conditions placed on previous owner of CJ's)
Res. #2014-220 Authorization for Waiver of Fees for Cape Island Lodge #30 (1105 Seashore Road- Township construction permit fees)

Administrative Reports

Certification of Mailing of Tax Bills
Monthly Reports – Fire Safety, Police, Vital Statistics

Council Comments

Call to the Public

Adjournment

COUNCIL MEETING MINUTES – July 7, 2014

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on July 7, 2014 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 James Neville
Councilmember Erik Simonsen
Deputy Mayor Clark
Mayor Michael Beck

Also present: Michael Voll, Township Manager, Ron Gelzunas, Township Solicitor and Karen Fournier, Clerk's Office

Consent Agenda

Councilmember Conrad requested to move Resolution #2014-197 to the Regular Agenda. He also pointed out that Resolutions # 2014-201 and #2014-202 support Assemblyman Bob Andrzejczak's State Assembly Bills. Mayor Beck offered his comments in favor of both Assembly Bills.

Tom Frisoli, MUA Board Member, inquired about the additional \$15,000 for the Municipal Auditor without Public Bidding. Mayor Beck informed that a special report was prepared regarding the Municipal Utilities Authority. Councilmember Conrad reminded that this was moved to the Regular Agenda.

Approval of Minutes June 16, 2014

- | | |
|----------------|---|
| Res. #2014-188 | Payment of Vouchers \$ 354,905.58 |
| Res. #2014-189 | Authorization for Refund of Taxes (2 properties \$1,843.28) |
| Res. #2014-190 | A Resolution Requesting Release of Re-vegetation and Restoration Guarantee for Dune Site Plan; 13 Beach Avenue, Villas, Block 319, Lot 1.05 (\$1,000.) |
| Res. #2014-191 | Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (CMC Open Space Program \$36,260.) |
| Res. #2014-192 | Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Cops in Shops \$1,200) |
| Res. #2014-193 | Cops in Shops Summer Shore Initiative 2014 (Public Safety grant to ABC) |
| Res. #2014-194 | Resolution Releasing Closed Session Minutes or Portions Thereof As Reviewed By the Minutes Committee (2/2013 thru 3/2014) |
| Res. #2014-195 | A Resolution Requesting Release of Maintenance Guarantee for Families Matter; Block 114, Lots 33 & 34; Escrow #P09-07-03 (\$1,061.25) |
| Res. #2014-196 | A Resolution Requesting Release of Maintenance Guarantee for Cape May Mobile Estates; Block 510 Lots 14.01, 15.01 & 16; Escrow #P07-09-04 (\$40,262.25) |
| Res. #2014-197 | Amending Resolution #2014-02; Appointment of Municipal Auditor for the Year 2014 Without Public Bidding (adding \$15,000) |
| Res. #2014-198 | A Resolution Authorizing and Approving A Shared Service Agreement Between the Township of Lower and the County of Cape May for Cape May County Open Space And Farmland Preservation Program (County requested a Shared Service Agreement for ADA improvements to the Recreation Center) |
| Res. #2014-199 | Certification to Local Finance Board of Receipt and Review of Audit Sections
General Comments and Recommendations |

- Res. #2014-200 Resolution of the Township of Lower in the County of Cape May, Consenting to the Cape May County Purchase of Development Rights Concerning Land Known as 1036 Seashore Road and Designated as Block 752.01, Lot 10.01 on the Tax Map of Lower Township (N. Phillips - County is purchasing to keep property as open space)
- Res. #2014-201 A Resolution Supporting New Jersey State Assembly Bill No. 2622, "New Jersey Tuition Equality for America's Military (NJTEAM) Act" (providing in-state tuition fees to military veterans)
- Res. #2014-202 A Resolution Supporting New Jersey State Assembly Bill No. 2831/A-783 "Reduces Thresholds for Certain Heroin Offenses" (toughens penalties for heroin users/dealers)
- Res. #2014-203 Authorization for Payout of Accumulated Compensatory Time (B. Donahue \$2,722.71)
- Res. #2014-204 Notice of Award of NJPA Contract to NAPA Genuine Parts Company Under a National Cooperative Purchasing Agreement Contract (co-op approved 6/2/14)
- Res. #2014-205 Issuance of Ice Cream Salesman License for the Year 2014 (E.String – Mr. Softee)
- Res. #2014-206 Renewal of Commercial Excavation (Gravel Pit) Licenses for Thomas F Brodesser, Jr. (462 Seashore Road)

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

- Res. #2014-197 Amending Resolution #2014-02; Appointment of Municipal Auditor for the Year 2014 Without Public Bidding (adding \$15,000)

Councilmember Conrad stated that he has no problem with the auditing firm, but he never authorized additional spending for the MUA report. Mayor Beck reminded him that during a closed session meeting on February 3, 2014, Council unanimously consented to the request to obtain information regarding the MUA's financial situation and the potential savings to the Township. Discussion continued about who was obtaining the information. Mayor Beck insisted that the report was done by a neutral party. Councilmember Simonsen suggested that the Township look into sharing services with the MUA as a means of saving money. Mayor Beck stated that the Township already has shared services with them. He also stated that the MUA will eventually be dissolved.

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

Regular Agenda

Res. #2014-207

Payment of Voucher - Rescue Squad \$10,000 (2nd payment – expenses)

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

Res. #2014-208

Appointment to Municipal Utilities Authority

Councilmember Conrad moved to nominate Robert Rizzo to the Municipal Utilities Authority Board and stated that he attends almost all of the MUA meetings as well as Township Council meetings.

Mayor Beck disclosed the influence of the Republican Organization on the Municipal Utilities Authority. He informed that 75% of the MUA Board is made up of members from the Republican Organization, compared to 6% on all other Township Boards combined. He shared a statement from Mr. Frisoli during a closed session meeting at the MUA that exposed Local Republican Chariman Jeff Lindsay's involvement with the MUA. Also revealed were the political contributions from an MUA engineering firm, Remington & Vernick, to the Republican Party.

Councilmember Simonsen questioned if Mayor Beck had appointed two of the four MUA Board Members. Mayor Beck stated that he voted for one of the three sitting members.

Councilmember Neville pointed out a statement from one of the MUA Board Members instructing them to refrain from sending any correspondence to Lower Township Council that pertains to the MUA.

Deputy Mayor Clark gave a summation of the circumstances regarding the MUA. In his effort to make sense of it, he said he followed the money trail that led to the discovery that the Republican Party was fighting to gain control over Lower Township Council.

As conversation focused back to the MUA appointment, Mayor Beck indicated that he wants someone who has government experience.

Deputy Mayor Clark moved to nominate Jack Sparks to the Municipal Utilities Authority Board.

Councilmember Simonsen questioned the nomination for political reasons. Mayor Beck reiterated his intent to appoint someone who knows government.

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

Administrative Reports

Personnel Actions Report

Monthly Report – Clerk, Dog, Finance, Tax

Council Comments

Councilmember Conrad announced the anticipation of an ordinance to be introduced at the next meeting to support Assemblyman Andrzejczak's Bill regarding Veterans with service needs. He also thanked everyone for attending the fireworks.

Councilmember Neville commented on the Cape May-Lewes Ferry's 50th Anniversary celebration. He pointed out the success of the Kayak Club Race and Whale of a Day, and thanked those involved including Dean Umsheid and Officer Perry. He also thanked the Public Works Department, Recreation Department and Township employees for a great job with the Independence Day Festival. He announced that the Township is close to getting the Coastal Resiliency Grant to help with engineering for the flood maps.

Councilmember Simonsen gave kudos to all the participants involved in the Independence Day Festival and Whale of a Day.

Deputy Mayor Clark criticized a letter to the editor in the Herald by Councilmember Conrad and Councilmember Simonsen regarding the proposed public safety building. He pointed out that much of what was said in the letter was untrue, specifically an alleged tax increase. He reminded that Manager Voll brought qualified, objective professionals to previous Council meetings to report the facts. Mayor Beck shared his frustration with members of Council misrepresenting the facts. Councilmember Conrad presented a question about encumbered funds. In response, Mayor Beck read a statement from the Auditor, and had Township CFO Lauren Read attest to the Township's bonding capacity.

Deputy Mayor Clark referred to a document that was being circulated at the MUA entitled "The Real Facts about the LTMUA Dissolution". He indicated that this too was full of erroneous allegations. He responded to these and the previous charges with the statement, "We are entitled to our own opinion, but we are not entitled to our own facts".

Deputy Mayor Clark thanked Councilmember Simonsen for joining forces with him to help raise money for the fireworks. He also thanked community businesses for their support and the Recreation Department for their part in the festivities.

Mayor Beck thanked Manager Voll for making the call to change the date of the fireworks. He also announced the Lenape Treaty Signing and Cultural Day.

Manager Voll referred to the "propaganda paper" and claimed that MUA attorney Jeff Barnes and MUA office manager used it as a scare tactic with MUA employees. He informed that he and labor attorney, Bill Blaney, along with Colleen Crippen and Gary Douglass held a special meeting with all MUA employees to dispel the rumors and address concerns about jobs and benefits.

Manager Voll also gave an update on the status of the public safety building. He informed that he, Councilmember Simonsen, Mayor Beck, Chief Mastriana, and Dan Shousky met with County Freeholder Director, Gerald Thornton, County Administrator, Mike Laffey, County Engineer and County Architect to discuss options for the current public safety building. Everyone expressed their interests and ideas, but the County needs more information from their professionals before making a recommendation to the board. In addition, he reported his response to a letter from MUA Commissioner, Steve Sheftz that also contained untruths.

Call to Public

Jay Young, Cape May Beach, inquired about the status of road restorations from Shore Drive to Wildwood Avenue and from the S Curve to Townbank Road. Councilmember Neville informed that the contract was awarded to the same company that did Bay Drive, and they will be worked on simultaneously, starting September 2.

Betty Somers, Atlantic Avenue, voiced her opposition to Councilmember Conrad's reluctance to moving public safety back to the Villas. She expressed concern for her own safety as well as the safety of the children. Councilmember Conrad replied, stating that he dislikes the idea of criminals coming so close to the school and recreation center. He also stated his desire to get more police officers on the street. Mayor Beck shared a different opinion based on his police experience, stressing the importance of having the police close to the school, recreation center, senior center, library and municipal complex. Councilmember

Neville stated that the design of the proposed new public safety building offers an enclosed area where criminals enter the building out of the public's view.

Janet Pitts, Ward 1, Villas, addressed Council to support the idea of moving public safety back to the municipal complex for public access reasons. She also made known her opposition to the County using the current public safety building for central dispatch. She believes the township should cut its loss and get out of that sick building.

Frank Sarraco, Villas, presented a space utilization report on the current public safety building that revealed expenditures up to four million dollars. He added that this figure does not take into account the work that is presently needed on the structure. He agreed with the need for police presence in the Villas.

Stephanie Lamanna, addressed Council for clarification of the MUA audit without public bid. Manager Voll informed how he attained the recommendation for the auditor. Deputy Mayor Clark further explained the professional service contract. A brief discussion ensued. Mayor Beck offered that the report is public information.

Nancy Embs, North Cape May, voiced her resentment toward Mayor Beck for what she believed to be misrepresentation of the facts with regard to the MUA lawsuit. She expressed discontent with Council's unwillingness to help the MUA employees in their attempt to get the Board's cooperation to follow their own policy.

Jack Sparks, North Cape May, thanked the Councilmembers responsible for his appointment to the MUA Board and vowed to help rectify situations there. He commented on the police building controversy, and made his position known in favor of public safety being located at the municipal complex. He also made a point to validate bonding.

Adjournment

There being no further business to address, motion to adjourn moved by Councilmember Neville, seconded by Councilmember Simonsen. Motion to adjourn unanimous. Meeting adjourned at 7:23 p.m.

Mayor

Township Clerk

Approved:

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01158 DELAWARE RIVER BAY AUTHORITY	14-01191	04/30/14	RES#14-153 EVENTS FERRY TERMIN	Open	1,700.00	0.00		
01170 VERIZON WIRELESS* F/S	14-01868	07/08/14	05/27/14-06/26/14 CELL FIRE SA	Open	67.53	0.00		
01171 VERIZON WIRELESS - TOWNHALL	14-01859	07/07/14	I PHONE BILL JUNE 29-JULY 28	Open	1,093.20	0.00		
01196 H A DEHART & SON*	14-01140	04/28/14	PARTS FOR VEHICLES/MAY	Open	372.96	0.00		
01250 SCOTT DOUGLASS	14-01842	07/02/14	MEDICAL CLAIMS-V	Open	320.00	0.00		
01399 ENFORSYS POLICE SYSTEMS INC*	14-01802	06/26/14	ENFORSYS CONTRACT RENEWAL	Open	7,800.00	0.00		
01502 PAMELA FELDER	14-01930	07/15/14	MEDICAL CLAIMS	Open	31.04	0.00		
01575 DAVID FISHER	14-01891	07/09/14	REIM FOR OVERYPAYMENT BAYRUN	Open	30.00	0.00		
01590 FORD, SCOTT & ASSOCIATES*	14-00194	01/16/14	2014-02 PROFESSIONAL SERVICES	Open	8,500.00	0.00		
01660 GENERAL SPRING SERVICE*	14-01462	06/02/14	REPLACE SUSPENSION CUBE VAN#4	Open	1,454.00	0.00		
01690 GRANTURK EQUIPMENT CO*	14-01130	04/28/14	PARTS FOR RECYCLING/MAY	Open	513.31	0.00		
01751 GRINDER WEAR PARTS, INC	14-01255	05/09/14	CUTTING BLADES TUB GRINDER	Open	2,015.08	0.00		
01781 HATCH MOTT MACDONALD, LLC*	13-02313	08/08/13	TAX MAP REVISIONS RES 2013-216	Open	4,176.00	0.00		
	14-01914	07/14/14	PROFESSIONAL ENGINEERING	Open	<u>1,116.00</u>	0.00		
					5,292.00			
01806 ANTHONY J HARVATT, II, ESQ	14-01204	05/01/14	BOARD SOLICITOR SALARY	Open	625.00	0.00		
	14-01916	07/14/14	RESOLUTIONS	Open	<u>450.00</u>	0.00		
					1,075.00			
01873 HOME DEPOT*	14-00769	03/26/14	SAFETY MAT	Open	56.97	0.00		
01895 HERMAN FEHRLE & SONS INC*	14-01357	05/20/14	INSTALL CURB RICHMOND	Open	14,231.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
02027 JESCO INC*								
	14-00804	03/28/14	INJECTOR LEAF TRUCK	Open	759.83	0.00		
	14-01238	05/07/14	EQUIPMENT/SUPPLIES	Open	<u>136.27</u>	0.00		
					896.10			
02140 KINDLE FORD LINC/MERC., INC.*								
	14-01119	04/28/14	PARTS FOR POLICE VEHICLE/JUNE	Open	862.60	0.00		
02183 KLENSWITE POOL SPA SUP.CO INC*								
	14-01712	06/17/14	POOL SUPPLIES	Open	423.00	0.00		
02248 LAWMEN SUPPLY*								
	14-01456	05/30/14	3-POINT BLANK BALLISTIC VESTS	Open	2,289.00	0.00		
02351 LOWER CAPE MAY REGIONAL								
	14-01887	07/09/14	OVER PAYMENT OF SCHOOL RESOURC	Open	1,378.90	0.00		
02652 MCMANIMON, SCOTLAND & BAUMANN*								
	14-01807	06/27/14	BOND COUNSEL SERVICES	Open	1,161.00	0.00		
02725 THOMAS MILLS								
	14-01927	07/15/14	MEDICAL CLAIMS	Open	830.00	0.00		
03104 NORTHEAST IND.&MARINE SUPPLY*								
	14-01123	04/28/14	PARTS/RDS/SANT/RECY/JUNE	Open	931.82	0.00		
03279 PARDO'S TRUCK PARTS WHSE*								
	14-01112	04/28/14	RDS/SANT/RECY/DPW/MAY	Open	1,354.43	0.00		
03280 PARAMOUNT SANITARY SUPPLY*								
	14-01461	06/02/14	TERRY RAGS/DPW	Open	166.30	0.00		
03387 POGUE INC. *								
	14-01758	06/24/14	PRE EMPLOYMENT TESTING	Open	600.00	0.00		
03427 POLAR BEAR*								
	14-01722	06/20/14	EXHAUST FAN FOR PUMP ROOM	Open	850.00	0.00		
03518 RIGGINS, INC.*								
	14-01925	07/15/14	OFF HIGHWAY DIESEL	Open	1,496.06	0.00		
03611 SERVICE TIRE TRUCK CENTERS*								
	14-01121	04/28/14	SERVICE TIRE TRUCK/JUNE	Open	4,174.20	0.00		
03734 STEWART INDUSTRIES, INC.*								
	14-01845	07/02/14	PRINTER MAINT 06/23/14-9/23/14	Open	1,697.69	0.00		
03820 MUNICIPAL UTILIL. AUTH ON CALL								
	14-01710	06/17/14	ONE CALL	Open	150.30	0.00		
03863 TREASURER, STATE OF NEW JERSEY								
	14-01888	07/09/14	2014 2ND QRT STATE FEES-WCM	Open	529.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03863	TREASURER, STATE OF NEW JERSEY		Continued					
	14-01889	07/09/14	2014 2ND QRT STATE FEES-LOWER	Open	8,065.00	0.00		
					8,594.00			
03904	LOWE'S HOME CENTER INC*							
	14-01125	04/28/14	SUPPLIES FOR DPW/JUNE	Open	279.57	0.00		
03917	STATE OF NJ DEPT OF CHILD/FAML							
	14-01874	07/08/14	APRIL, MAY, JUNE 2014 MAR/CU FEE	Open	1,050.00	0.00		
03985	VILLAS NAPA AUTO PARTS							
	14-01117	04/28/14	RD/SANT/RECYC/DPW/JUNE	Open	2,842.20	0.00		
03995	VITAL COMMUNICATIONS, INC.*							
	14-01469	06/02/14	MODIV UPDATE 2014 TAX DUPLICAT	Open	100.00	0.00		
04037	DOUGLASS WHITTEN							
	14-01929	07/15/14	MEDICAL CLAIMS	Open	9.00	0.00		
04089	WIZARD'S FESTIVAL OF FUN, INC*							
	14-01346	05/19/14	RES#2014-137 INDEPEN DAY RIDES	Open	12,900.00	0.00		
04097	CINTAS FIRST AID AND SAFETY*							
	14-01832	07/01/14	FIRST AID SUPPLIES- TOWNHALL	Open	100.64	0.00		
	14-01853	07/07/14	FIRST AID SUPPLIES	Open	76.83	0.00		
					177.47			
04272	PROPET DISTRIBUTORS*							
	14-01350	05/19/14	DOGGIE BAGS	Open	720.35	0.00		
04301	SEASHORE ASPHALT CORPORATION*							
	13-03524	12/05/13	APHALT FOR ROADWAYS	Open	471.25	0.00		B
04327	SHI INTERNATIONAL CORP*							
	14-00958	04/14/14	COMPUTER EQUIPMENT	Open	15,064.30	0.00		
04445	TRICOMM SERVICES CORP*							
	14-01749	06/24/14	REV 911 MAILBOX DIRECT LINE	Open	191.25	0.00		
04504	MEDIA FIVE LTD*							
	14-01347	05/19/14	RES # 2014-136 CONCERTS FERRY	Open	3,500.00	0.00		
04514	WILLIAM BLANEY*							
	14-00398	02/10/14	DNE 25K RES 2014-23 CONTRACTS	Open	1,880.50	0.00		B
05083	SJSHORE MARKETING LIMITED							
	14-01818	06/30/14	CONSTRUCTION PERMIT APPLICATIO	Open	760.00	0.00		
2122	DOLORES MAJANE							
	14-01928	07/15/14	MEDICAL CLAIMS	Open	275.26	0.00		
5016	BROOKAIRE COMPANY							
	14-01047	04/24/14	FILTERS/DPW	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
6061 AMERIHEALTH ADMINISTRATORS	14-01867	07/08/14	JUNE 30 HEALTH & RX	Open	65,585.02	0.00		
6078 THIRSTY WILSON BAND	14-01815	06/30/14	JULY 3RD FESTIVAL	Open	1,000.00	0.00		
7044 A SHORE THING CLEANING*	14-01709	06/17/14	CLEANING OF MILLMAN CENTER	Open	175.00	0.00		
7084 KEITH HICKMAN	14-01847	07/03/14	SPRING SOCCER OFFICIAL	Open	50.00	0.00		
7119 ENGINEERING DESIGN ASSOC*	14-01913	07/14/14	PROFESSIONAL ENGINEERING	Open	392.00	0.00		
	14-01915	07/14/14	PROFESSIONAL ENGINEERING	Open	<u>168.00</u>	0.00		
					560.00			
7200 FEHRLE CONCRETE CO LLC*	14-01658	06/11/14	CONCRETE FOR RICHMOND AVE	Open	3,050.00	0.00		
7209 FRANK KIELB ENTERTAINMENT	14-01829	07/01/14	LIMA BEAN RIOT BAND-JULY 3RD	Open	1,475.00	0.00		
7216 THE ZONE GROUP, INC.	14-01851	07/03/14	BAND FOR INDEPENDENCE FESTIVAL	Open	700.00	0.00		
7217 JOANNE OLIVERI	14-01857	07/07/14	REFUND 2014 MERCANTILE LICENSE	Open	75.00	0.00		
7218 JESSICA IGIELSKI	14-01908	07/11/14	COACH REFUND - CHEERLEADING	Open	35.00	0.00		
7219 JANE RECKER	14-01911	07/14/14	RES#2014-216 REFUND 1ST QRT TA	Open	746.24	0.00		
7220 THOMAS GROOKETT	14-01917	07/15/14	RETURN OF UNUSED ESCROW	Open	448.00	0.00		
BLAUE BLAUER ASSOCIATES INC*	13-00857	03/26/13	ADA REC/FISHING 12-182\$16k DNE	Open	500.00	0.00		
BRITB BRUCE BRITTON	14-01873	07/08/14	SPRING SOCCER OFFICIAL	Open	600.00	0.00		
BRITTON JOSH BRITTON	14-01872	07/08/14	SPRING SOCCER OFFICIAL	Open	70.00	0.00		
IAMES MICHAEL IAMES	13-03194	10/31/13	2013 EQUIPMENT ALLOWANCE	Open	52.60	0.00		
	14-01076	04/25/14	2014 EQUIP. ALLOWANCE	Open	<u>71.51</u>	0.00		B
					124.11			

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
PRESS PRESS OF ATLANTIC CITY	14-01869	07/08/14	CAPE MAY LEWES FERRY 50TH AD	Open	762.30	0.00		
SCARPA MARK SCARPA	14-01939	07/15/14	SPRING SOCCER OFFICIAL	Open	50.00	0.00		
SEAGE SEAGEAR MARINE SUPPLY*	14-01153	04/28/14	SUPPLIES/MAY	Open	186.00	0.00		
SMITHS SHEILA D SMITH	14-01931	07/15/14	MEDICAL CLIMS-V	Open	230.00	0.00		
WELLSF WELLS FARGO REAL ESTATE TAX	14-01912	07/14/14	RES#2014-216 REFUND 1&2 QRT TA	Open	2,701.34	0.00		
Total Purchase Orders: 97				Total P.O. Line Items: 220	Total List Amount: 227,300.90	Total Void Amount: 0.00		

I hereby certify the foregoing to be the original Resolution adopted by the Township Council meeting held on July 21, 2014.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
NEVILLE						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION # 2014-210

TITLE: BID ACCEPTANCE AND CONTRACT AWARD FOR RECONSTRUCTION OF CLUBHOUSE DRIVE CONTRACT # 2014-06/M-8

WHEREAS, The Notice to Bidders for Contract 2014-06/M-8, Reconstruction of Clubhouse Drive, Township of Lower, Cape May County, was advertised on April 16, 2014 and accepted and opened on May 20, 2014 at 10:00AM; and

WHEREAS, per the requirements set forth in 0.21 Time Limit section of the bid specifications, the awarded contractor will not be allowed to commence full-time construction operations **until September 2, 2014**; and

WHEREAS, Four (4) proposals were submitted and reviewed by Hatch Mott MacDonald, the QPA, and the Director of Public Works; and

WHEREAS, the lowest qualified 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 # : _____

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 to the lowest qualified responsible bidder as follows:

AWARD TO: SOUTH STATE INC.

TOTAL AWARD: \$ 462,439.99

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on July 21, 2014.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
NEVILLE						
DOUGLASS						
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

May 21, 2014
Via Email (mvoll@townshipoflower.org) & 1st Class Mail

Michael J. Voll, Township Manager
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

**RE: Report on Bids, Contract M-8
Township of Lower, Cape May County
HMM No. 334653**

Dear Mr. Voll:

On May 20, 2014 at 10:00 A.M. sealed bids were received for the above referenced project. Five (5) contractors picked up bid documents during the bidding period with four (4) contractors submitting a bid for the project. The bids are summarized below.

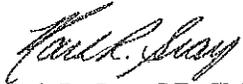
Bidder's Name	Bid Amount
South State, Inc.	\$462,439.99
Asphalt Paving Systems, Inc.	\$472,579.20
Landberg Construction, LLC	\$524,615.01
Ricky Slade Construction, Inc.	\$660,954.25

The low bid is approximately 15% below the Engineer's Estimate of \$544,336 and is therefore favorable to the Township. Subject to the availability of Township funds and a review of the bid/contract documents by the Township Purchasing Agent, we recommend the Township award the contract to South State, Inc. of Bridgeton, New Jersey, for the amount of **\$462,439.99**.

Should you have any questions or require additional information, please feel free to contact our 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

cc (via Email): Julie Picard, Township Clerk
Margaret A. Vitelli, RPPS, QPA
Gary Douglass, CPWM

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

RESOLUTION #2014-211

TITLE: APPROVAL OF ERMA VOLUNTEER FIRE COMPANY'S REQUEST TO CONDUCT TWO (2) FLEA MARKETS

WHEREAS, Section 359-13 of the Code of Lower Township prohibits outdoor flea markets within the confines of Lower Township except as provided for in Section 359.13b; and

WHEREAS, Section 359-13 of the General Ordinances of the Township of Lower permits non-profit, charitable, civic and religious organizations to conduct four (4) outdoor flea markets within the confines of the Township if approved by the Township Council; and

WHEREAS, the Township Council has reviewed the request of Erma Volunteer Fire Company to conduct a flea market on August 30, 2014 & October 18, 2014; and

WHEREAS, the Council has determined the applicant meets the ordinance requirements of a non-profit, charitable, civic and/or religious organization.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, that approval is hereby granted.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at the meeting held on April 21, 2014.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
NEVILLE						
SIMONSEN						
CLARK						
BECK						



ERMA VOLUNTEER FIRE COMPANY

415 Breakwater Road
Erma, New Jersey 08204

609-886-9600

"Dedicated Volunteers Since 1956"

RECEIVED
7-3-14

July 1, 2014

Dear Members of the Lower Township Council,

We the members of Erma Volunteer Company would like to hold a Flea Market on August 30 and October 18 2014. Pending your approval.

Thank you for your consideration in this matter.

Sincerely,

Eileen M. Jennings
Secretary

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

RESOLUTION # 2014 - 212

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 prior year's budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to Brian McEwing in the amount of \$2,118.51 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 July 21, 2014.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
NEVILLE						
SIMONSEN						
CLARK						
BECK						

- 1/1/14
CFO



LOWER TOWNSHIP POLICE DEPARTMENT

William Mastriana
Chief of Police

CAPTAIN THOMAS BEEBY
Executive Officer

LT. MARTIN BIEBSBACH
Administrative Services Commander

LT. PATRICK GREENE
Patrol Bureau Commander

HEADQUARTERS
Cape May County Airport
405 Breakwater Road
Erma, NJ 08204

Office: (609) 886-1619
Fax: (609) 889-6664

Date: July 7, 2014

To: Chief William Mastriana

From: Det. Brian McEwing

Subject: Comp Time

Sir,

I am writing to request the cash in of fifty (50) hours comp time. The reason I am requesting this is due to home improvement cost associated with the sale of my residence, specifically installation of a central air system.

Respectfully Submitted,

Detective Brian McEwing
Badge #185

Chief W. Mastriana
forwarded to township for approval

nmw
7/9/14

42,3702
x 50

2118.51

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

RESOLUTION #2014-214

TITLE: RENEWAL OF COMMERCIAL EXCAVATION (GRAVEL PIT) LICENSES FOR CAPE MINING AND RECYCLING,LLC

WHEREAS, Cape Mining and Recycling, LLC has made application for renewal of commercial excavation (gravel pit) licenses; and

WHEREAS, the applicant has paid the appropriate fees and is currently in compliance with the regulations of the Cape Atlantic Conservation District.

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

1. That the renewal of the commercial excavation license for the following are hereby approved:

Block 410.01	Lots 89 & 93 – 98
Block 410.01	Lot 92
Block 410.01	Lots 99.01 & 99.02
2. That all such licenses shall remain in full force and effect through July 15, 2015.
3. That the renewal of such licenses shall be conditioned on there being no further commercial activity conducted on the licensed premises without first obtaining all required Township and/or State licenses and permits and that a violation of this condition shall be grounds for revocation of the license.
4. The issuance of the licenses is further conditioned on the licensee's compliance with all applicable Federal, State and local laws and that a conviction of any Federal, State or local law shall be grounds for revocation of the license.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on July 21, 2014.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ANSENT
CONRAD						
NEVILLE						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION # 2014-215

TITLE: BID ACCEPTANCE AND CONTRACT AWARD FOR REPAIRS AT THE MILLMAN CENTER

WHEREAS, The Notice to Bidders was advertised on the Township website on June 27, 2014 for Bid # P2P 2014-09, Millman Center Repairs, and accepted and opened on July 15, 2014 at 10:00AM; and

WHEREAS, Three (3) proposals were submitted and reviewed by the QPA, and the Construction Official; and

WHEREAS, the lowest qualified 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 # : 4-01-23-210-405

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 to the lowest qualified responsible bidder as follows:

AWARD TO: Joseph Porretta Builders, Inc.

TOTAL AWARD: \$ 34,000.00

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on July 21, 2014.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
NEVILLE						
DOUGLASS						
CLARK						
BECK						

Bid # 2014-09 P2P Millman Repairs

Contract No.: Web Adv 6/27/14 Open 07/08/2014 10:00 am

Addendum #1 Bid Opening Ext 7/15/2014 10:00 am

BID RESULTS	BID AMOUNT	DAYS
Joseph Porretta 551 Anderson Avenue HAMMONTON NJ 08037	\$34,000.00	60
Thomas Barry PO Box 132 741 Route 657 South Dennis, NJ 08245	\$35,450.00	60
Aliano Contruction 2560 Industrial Way Vineland, NJ 08360	\$34,445.00	60

BID PROPOSAL FORM

BID #2014-09 Repairs to Millman Community Center
209 Bayshore Road, Villas, NJ 08251

A. Having examined the Scope of Work and all matters referred to in the Instructions to Bidders, Bid Documents and Contract for the above mentioned project, we the undersigned; hereby offer to enter into a Contract to perform the Work for the Contract Sum of:

Thirty Four Thousand 00/100 dollars
(in words)

\$ 34,000
in lawful money of the United States of America.

- B. All applicable taxes that are not exempt in accordance with the Owner's Sales and Use Tax Certificate of Exemption are included in the Bid Sum.
- C. Any exceptions need to be submitted separately.

1.2 ACCEPTANCE:

- A. This offer shall be open to acceptance and is irrevocable for sixty (60) days from the bid closing date.
- B. If this bid is accepted by the Owner within the time period stated above, we will:
 - 1. Execute the Agreement by awarding by Resolution.
 - 2. Furnish the required licenses and insurance certificate prior to or with the executed Contract Agreement.

1.3 CONTRACT TIME:

- A. If this bid is accepted, we will complete the work:
 - 1. Within 60 cd from permits calendar days from Notice to Proceed.

Joseph Porretta Builders, Inc.

Bidder Please Print Full Name of Company

551 Anderson Ave. Hammonton, NJ 08037

Address and Telephone Number

Joseph Porretta-President
Authorized Signing Officer/Title

07/14/14
Date

EXCEPTIONS:

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

RESOLUTION #2014-216

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>
522	31	Jane Recker	Paid twice	746.24
420	1	Wells Fargo	veteran exemption	2,701.34

I hereby certify the foregoing to be the original resolution adopted by the Township Council body at a meeting held on July 21, 2014.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
NEVILLE						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2014- 217

TITLE: AUTHORIZATION FOR WAIVER OF FEES FOR NAVAL AIR STATION WILDWOOD

WHEREAS, Naval Air Station Wildwood, located at 500 Forrestal Road, Cape May Airport, will be making application to the Construction Office for renovations at Hanger #1; and

WHEREAS, Naval Air Station Wildwood is a non- profit corporation and has requested the Township waive any and all permit fees associated with their application; and

WHEREAS, the Township Council has reviewed their request and deems it appropriate to support local charitable organizations and non-profit organizations that support and enhance the township and its community.

NOW, THEREFORE, BE IT RESOLVED that all permissible Township permit fees associated with the Naval Air Station Wildwood's application be waived.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on July 21, 2014.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
NEVILLE						
SIMONSEN						
CLARK						
BECK						



**NAVAL AIR STATION WILDWOOD
AVIATION MUSEUM**

500 FORRESTAL ROAD
CAPE MAY AIRPORT, NJ 08242
(609) 886-8787
(609) 886-1942 FAX
www.usnasw.org

July 15, 2014

RECEIVED
7-15-14

Lower Township Council
2600 Bayshore Rd
Villas, NJ 08251

Dear Council Members,

The Board of Trustees at NASW Foundation, which operates the Aviation Museum at the Cape May Airport, respectfully requests a waiver for all permitting fees for the mezzanine level renovations at Hangar #1. This includes electric, plumbing, building, fire, and HVAC permitting fees.

NASW Foundation is a 501(c)3 not-for-profit corporation that exists primarily for educational purposes. The Aviation Museum promotes history and science education, and delights both locals and tourists with 27 aircraft displays and various programming. For many years, the Aviation Museum has hosted events for local schools and government, such as DARE Day, school graduations, and the snow plow rodeo. The mezzanine level renovations will allow the Foundation to provide additional services to the community, such as free or low-cost meeting and classroom space.

Feel free to contact us to discuss this request, or let us know if we can provide further information.

Very respectfully,

Joseph Salvatore, MD
Chairman, NASW Foundation

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

RESOLUTION #2014-218

Title: PUBLIC FACILITIES GRANT APPLICATION FOR \$400,000, VARIOUS ADA IMPROVEMENTS

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the New Jersey Department of Community Affairs Small Cities CDGB Public Facilities Program for approximately \$400,000, for various ADA improvements.

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

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

(signature)
Michael E. Beck
Mayor

(signature)
Michael J. Voll
Township Manager

I hereby certify the foregoing to be the original Resolution adopted by the Township Council at a meeting held on July 21, 2014.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
NEVILLE						
SIMONSEN						
CLARK						
BECK						

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

ORDINANCE # 2014-09

TITLE: ORDINANCE AMENDING CHAPTER 235, UNIFORM CONSTRUCTION CODES PERMIT AND SURCHARGE FEES TO EXEMPT DISABLED VETERANS FROM CONSTRUCTION PERMIT FEES FOR CONSTRUCTION RELATED TO ACCESSIBILITY TO THEIR LIVING UNITS

WHEREAS, the Township Council of the Township of Lower desires to amend Chapter 235 of The Code of the Township of Lower to exempt disabled veterans or their caretakers in whose home they reside from the payment of any construction permit fee for any construction, reconstruction, alteration, or improvement designed and undertaken solely to promote accessibility by the disabled veteran to his or her own living unit whether owned by the caretaker or disabled veteran.

NOW, THEREFORE, BE IT ORDAINED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey hereby determines and declares as follows:

Section 1. A new paragraph "D" is hereby added to Section 235-4, Fees; surcharge fees, of Chapter 235 which shall read as follows:

§ 235-4. Fees; surcharge fees.

- D. Notwithstanding the provisions of the "State Uniform Construction Code Act," P.L.1975, c.217 (C.52:27D-119 et seq.) or any rules, regulations or standards adopted pursuant thereto to the contrary, a person who has a service-connected disability declared by the United States Veterans Administration, or its successor, to be a total or 100% permanent disability that would entitle them to a property tax exemption under section 1 of P.L.1948, c.259 (C.54:4-3.30) or a spouse, parent, sibling, or guardian of the disabled veteran, shall not be charged a construction permit fee, as defined in Paragraph A above, for any construction, reconstruction, alteration, or improvement designed and undertaken solely to promote accessibility by the disabled veteran to his or her own living unit.

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

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

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

Thomas Conrad, Councilmember

James Neville, Councilmember

Erik Simonsen, Councilmember

Norris Clark, Deputy Mayor

Adopted:

Attest: _____
Julie A Picard, Township Clerk

Michael E Beck, Mayor

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

RESOLUTION #2014-213

Title: AUTHORIZING EXPENDITURE FROM THE CAPITAL IMPROVEMENT FUND FOR PRELIMINARY EXPENSES – PUBLIC SAFETY BUILDING

WHEREAS, the New Jersey Local Finance Board by regulation has permitted municipalities to fund preliminary surveys, architects' fees, engineering costs, etc. from the Capital Improvement fund provided that the ultimate project could be funded by a bond ordinance; and

WHEREAS, the design and construction of a public safety building would be a bondable capital improvement with a minimum useful life of five (5) years.

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

Section 1. That for the aforesaid reasons the Township Council hereby establishes in the General Capital Fund an account designating "Reserve for Preliminary Expenses - Public Safety Building" in the amount of \$50,000.

Section 2. That all related services and costs could result in a project that would be bondable pursuant to N.J.S.A 40A:1-1 et seq., having a useful life of not less than five (5) years.

Section 3. Upon completion of the project, any unused moneys in said Reserve shall be returned to the Capital Improvement Fund.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on July 21, 2014.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
NEVILLE						
SIMONSEN						
CLARK						
BECK						

Township of Lower

2600 Bayshore Road

Villas, NJ 08251

(609) 886-2005 Phone

(609) 886-5342 Fax

Memo

To: Mayor and Council
From: Lauren Read
CC: Township Manager
Date: 7/11/2014
Re: Preliminary Expenses for Public Safety Building

Gentlemen:

The architect requires certain reports and tests to be completed on the area designated for construction prior to starting the plans for the public safety building. This resolution authorizes a budget line to be used for such expenses without charging the current fund budget or the existing capital ordinances. The amount is based on the estimates received for the geotechnical fee and the civil engineering fee. An additional amount was added to ensure any unforeseen costs may be covered without passing additional resolutions. Any additional costs incurred will be subject to local public contracts law and will be communicated to the Manager and Council prior to expenditure. The unused balance of this reserve will revert back to the capital improvement fund.

LOWER TOWNSHIP
 PRELIMINARY COSTS FOR DPS BUILDING
 2014

		QUOTES			
DESCRIPTION OF SERVICES	COST	GRAIG (lowest awarded)	TERRA- HYDRO	ORLANDO (lowest awarded)	HATCH MOTT
GEOTECHNICAL FEE	4,300.00	4,300.00	8,400.00		
CIVIL ENGINEER	28,650.00			28,650.00	55,853.00
MISCELLANEOUS EXPENSES	17,050.00	For any unforeseen expenses that may arise. If unused balance will revert to Capital Improvement Fund			
TOTAL AUTHORIZATION	50,000.00				
CAPITAL IMPROVEMENT FUND:					
BEGINNING BALANCE 7/11/2014	351,323.00				
AMT. TO BE USED FOR RESERVE	(50,000.00)				
ENDING BALANCE	301,323.00	The ending balance is sufficient for \$6M in bond ordinance down payments.			

Lauren Read

From: Margaret Vitelli [mvitelli@townshipoflower.org]
Sent: Friday, July 11, 2014 11:15 AM
To: Lauren Read (Lauren Read)
Subject: Geo Tech Proposal
Attachments: Terra Hydro 8,400.pdf; Craig Test 4,300.pdf

Attached are the Geo Technical proposals I received:

Craig Testing \$4300.00
Terra Hydro \$8400.00

Dan Shousky has reviewed and has recommended Craig Testing at \$4300.00.
Which will include the soil sampling and Information Dan will need to develop the foundation specifications.

Since this is under 17500.00 I can approve once the line item is established by resolution.

Thank you,

Margaret Vitelli QPA
Purchasing Agent
Township of Lower
2600 Bayshore Road
Villas, NJ 08251
609-886-2005 x123
mvitelli@townshipoflower.org

Lauren Read

From: Margaret Vitelli [mvitelli@townshipoflower.org]
Sent: Friday, July 11, 2014 11:57 AM
To: Lauren Read (Lauren Read); Julie Picard
Cc: Mike Voll
Subject: Civil Engineer Proposals
Attachments: HMM 55,853.pdf; EDA 28,650.pdf

We received two proposals:

Hatch Mott MacDonald	\$55,853
EDA	\$28,650

The attached proposals are for Civil Engineering services needed for the preparation of the site plan, surveying and execution of the construction portion for the Public Safety Building. Dan Shousky has reviewed and recommended EDA at a cost of \$28,650.00

This will need to be awarded by resolution as a professional service, once we have an approved line item to charge. EDA was appointed as our Township Engineer with a do not exceed amount of \$5000.00 Resolution 2014-96 so that will either need to be amended or a separate one issued, I'm not sure how Julie would like to handle that.

Thank you,

Margaret Vitelli QPA
Purchasing Agent
Township of Lower
2600 Bayshore Road
Villas, NJ 08251
609-886-2005 x123
mvitelli@townshipoflower.org



4300

5435 Harding Highway • P.O. Box 427 • Mays Landing, NJ 08330 • (609) 625-4862 • Fax (609) 625-4306 • clb@craigtest.com

May 21, 2014

Township of Lower
2600 Bayshore Road
Villas, NJ 08251

Attn: Ms. Margaret Vitelli QPA

Re: Proposed Police Building
2600 Bayshore Road
Villas, NJ

Dear Ms. Vitelli:

We are pleased to quote the following prices for test borings for the project referenced above:

1. MOBILIZATION & DEMOBILIZATION:

Mobilization & Demobilization of truck mounted drilling equipment.

2. SOIL BORINGS:

Perform (5) building borings to (15) feet and (5) pavement borings to (6) feet utilizing hollow stem augers and/or mud rotary. Determine standard spoon penetration resistance per six (6) inches (140# hammer 30" drop) continuously for the first 12 feet, then at each five (5) foot interval or change of material thereafter, using a 2" O.D. split sample spoon. To include groundwater level recording.

Lump Sum Price for Items 1 & 2\$2200.00

3. GEOTECHNICAL ENGINEERING:

A. Field Inspection:

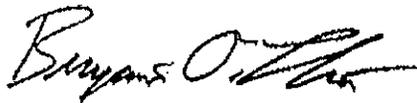
Provide the services of a soils engineer to inspect the site and direct the drilling operations.

(1) Day @ \$350.00 per Day\$350.00

NOTES: (Continued)

4. Unless otherwise directed by Client in writing, soil and/or rock samples will be retained by our office for a period of three (3) months, at which time they will be discarded.
5. While all due care will be taken to avoid damaging any sidewalks, lawn area, or existing ground surface, Craig Test Boring Co., Inc. accepts no responsibility for ruts, cracks, depressions, etc. left by our drilling equipment.
6. Our insurance coverage is as shown on the attached sample certificate. Any additional coverage requested or required will be provided, if available, at our cost plus fifteen percent.
7. Any utilities deemed by the Underground Location Service to be "customer owned" or private utilities must be located by the owner or owner's representative. This would also include any other public utilities not covered by the NJ One Call System.

Very truly yours,
CRAIG TEST BORING CO., INC.



Benjamin O. Thies
Division Manager

Q-428-BT-14

Please indicate your acceptance of the above by signing and returning one (1) copy to us:

ACCEPTED BY: _____ DATE: _____

TITLE: _____ PHONE: _____



CERTIFICATE OF LIABILITY INSURANCE

GRAIG-9 OP ID: P0

DATE (MM/DD/YYYY)
04/08/14

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

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

PRODUCER Gallagher Bollinger 501 Fellowship Road, Suite 201 Mt. Laurel, NJ 08054 Kevin McCall	856-273-8100	CONTACT NAME: Debbie Holtek	
	856-273-3663	PHONE (AG, Ho, Ex): 856-866-3235	FAX (AG, Ho): 856-273-3663
		EMAIL ADDRESS: debbie_holtek@ajg.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Travelers Gas & Sur Co of Amor	31194
		INSURER B: Starr Indemnity & Liability Co	38318
		INSURER C: Travelers Indemnity Co of Amor	25600
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	AUTO SUBR INSR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO. <input type="checkbox"/> LOC		DTCO2101P175IND13	12/31/13	12/31/14	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOX AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		0102101P176TIL13	12/31/13	12/31/14	COMBINED SINGLE LIMIT (Ea occurrence) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		DTCUP2101P175IND13	12/31/13	12/31/14	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input checked="" type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/RETIRED EXCLUDED (Mandatory in NJ) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	DTVYAHUB2101P17613	12/31/13	12/31/14	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.A. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Pollution/OCC		SISJEL70079513	04/01/14	04/01/15	Poll/OCC 5,000,000
B	Professional/CM		SISJEL70079513	04/01/14	04/01/15	Prof/CM 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Sample - Longshore & Harbor Act Work Comp coverage applies WC0000106

CERTIFICATE HOLDER	CANCELLATION
Craig Test Boring	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
SAMPL-1	AUTHORIZED REPRESENTATIVE

IMPORTANT

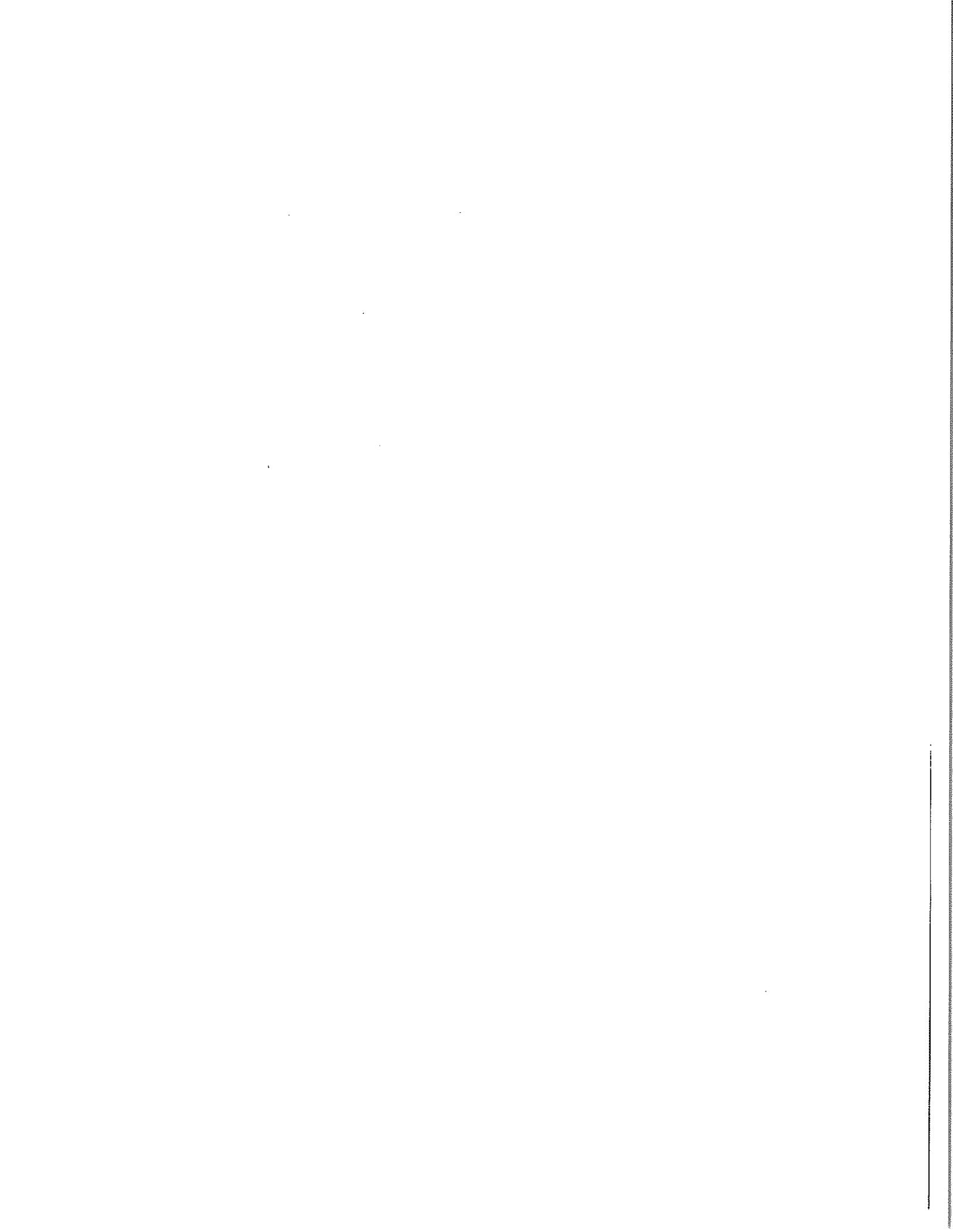
If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

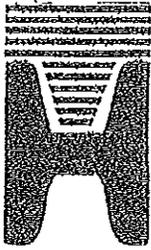
If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

DISCLAIMER

This Certificate of Insurance does not constitute a contract between the issuing insurer(s), authorized representative or producer, and the certificate holder, nor does it affirmatively or negatively amend, extend or alter the coverage afforded by the policies listed thereon.

ACORD 25 (2009/01)





GEOTECHNICAL • HYDROLOGY
GROUNDWATER HYDRAULICS
SOIL BORINGS
FIELD & LABORATORY TESTING
GEOPHYSICAL EXPLORATIONS

TERRA-HYDRO ENGINEERING GROUP, P.A.
Consulting Engineers

8400

May 30, 2014

Township of Lower
2600 Bayshore Road
Villas, Cape May County, New Jersey 08251

Attention: Ms. Margaret Vitelli, QPA, Purchasing Agent

Re: Proposal for Geotechnical Investigation
Proposed Lower Township Police Building
2600 Bayshore Road
Villas, Cape May County, New Jersey

Dear Ms. Vitelli:

Pursuant to your Request for Proposal (RFP) in your email of May 28, 2014, to a review of the attached documents and to a reconnaissance visit to the project site on May 29, 2014, we are pleased to submit our proposal for the above work.

It is understood that the proposed New Police Building will be a 1-story structure without a basement and will measure approximately 114 by 154 ft in plan. The roof structure will be supported by load-bearing metal studs and reinforced CMU masonry walls. New parking lots will be constructed in conjunction with the proposed New Building

We are very experienced with the subsurface conditions and foundation practices in close proximity of the project site having carried out numerous geotechnical investigations for other projects in Cape May County, as well as nearby shore communities. Based on our previous experiences, it is expected that the project site is underlain beneath the ground surface or existing pavement, or a thin surficial layer of man-made fill, by essentially stratified granular alluvial soils overlying sands and gravels of the Cape May Formation. Bedrock exists at very substantial depths beneath the ground surface and will not be a factor in this project either in design or in construction.

Ms. Margaret Vitelli
May 30, 2014

2

We recommend that the field investigation for this project consist of five test borings to be drilled in the area of the proposed Building each to a depth of approximately 25 ft below grade. In addition, four test borings will be drilled in the area of the proposed Parking Lot, each to about 10 ft depth below grade. Normal sampling in the soil overburden in the borings will be done at intervals of 2 to 5 ft with a 2 in. O.D. split-spoon sampler. Intact, "undisturbed" samples of any soft or cohesive strata will be obtained with a 3 in. O.D. thin-walled tube sampler. Observations for ground water will be made in the borings during drilling and after their completion. In addition, a water observation pipes will be installed in one of the test borings to obtain longer term water level readings.

The test borings will be advanced utilizing a truck mounted drill rig to be carried out by a licensed Drilling Contractor, to be engaged by us, under the field and office direction of our geotechnical engineers. Prior to mobilizing to the project site, we will contact the New Jersey One Call Hot Line to request a utility markout.

Upon completion of the field investigation, we will conduct the necessary laboratory tests on the recovered samples, carry out engineering analyses, and prepare a geotechnical engineering report, to be submitted in quintuplicate, presenting our findings and recommendations, from a soils engineering viewpoint, for the design and construction of the most economical system of foundations. Our geotechnical report will also present discussion and recommendations for all other pertinent geotechnical aspects of the proposed construction, such as site preparation and earthwork operations, including excavations, placement of any required fill, or backfill, floor slab, pavements, drainage, inspection, etc., consistent with the requirements of your Design Team.

We will be pleased to carry out the above work for you. Our charges will be in accordance with the attached Engineering, Laboratory and Field Work Fee Schedules. Based on the above scope of work, we estimate that our total charges for this geotechnical investigation will range between approximately \$8,400.00 and \$8,900.00. All work will be carried out in accordance with the attached Terms and General Conditions.

We will be able to commence the field investigation within one week of your authorization to proceed and complete it over approximately two days. Our findings and recommendations will be presented to you orally within two weeks after completion of the field investigation. Our written report will be submitted shortly thereafter.

We carry professional liability insurance with Lloyds of London with a coverage limit of \$1,000,000.00 and coverages in all other insurance categories as



ENGINEERING FEE SCHEDULE

For the services of Chief Engineer, per hour.....	\$220.00
For the services of Senior Project Engineers, per hour	\$180.00
For the services of Project Engineers, per hour.....	\$150.00
For the services of Engineers, per hour	\$120.00
For the services of Senior Inspectors and Technicians, per hour.....	\$85.00
For the services of Senior Inspectors and Technicians over or other than the normal 8 hour day or 40 hour week, per hour	\$120.00
For the services of Inspectors and Technicians, per hour.....	\$70.00
For the services of Inspectors and Technicians over or other than the normal 8 hour day or 40 hour week, per hour	\$95.00
For the services of Draftsmen, per hour	\$70.00
For the services of Draftsmen over or other than the normal 8 hour day or 40 hour week, per hour	\$95.00

All legitimate expenses incurred by our personnel in the course of the work, such as transportation, living allowances, long distance communication charges, reproductions, etc., will be charged at cost.



LABORATORY FEE SCHEDULE

<u>CLASSIFICATION TESTS</u>	<u>UNIT PRICE</u>
Extrusion of tube samples and identification	\$ 60.00
Visual identification of samples.....	\$ 10.00
Natural Water Content.....	\$ 15.00
Liquid and plastic limits, plasticity index (Atterberg Limits).....	\$ 90.00
Liquid limit or plastic limit	\$ 60.00
Shrinkage Limit	\$ 70.00
Sieve Analysis.....	\$ 90.00
Hydrometer Analysis (with specific gravity)	\$ 80.00
Unit Weight:	
Sample of geometric shape.....	\$ 40.00
Sample of irregular shape	\$ 80.00
Specific Gravity	\$ 50.00
Maximum and minimum densities	\$200.00
Organic Content.....	\$100.00

<u>STRENGTH TESTS</u>	
Unconfined compression.....	\$100.00
Triaxial compression:	
Undrained (Quick).....	\$200.00
Consolidated-undrained.....	\$400.00
Consolidated-undrained with pore pressure measurement.....	\$600.00
Drained (Slow)	
Granular soil	\$300.00
Fine grained soil.....	\$600.00

NOTE: \$40.00 will be charged for remolding and preparing the sample to a certain condition for any of the above tests.

<u>CONSOLIDATION TESTS</u>	
Incremental loading and unloading	\$500.00
Additional rebound-reload cycle.....	\$150.00

<u>PERMEABILITY TESTS</u>	
Falling Head	
Intact sample.....	\$200.00
Remolded sample	\$250.00
Constant Head (Remolded sandy soils).....	\$350.00

<u>COMPACTION TESTS</u>	
Standard compaction:	
4 in. mold.....	\$160.00
6 in. mold.....	\$200.00
Modified compaction:	
4 in. mold.....	\$200.00
6 in. mold.....	\$250.00
California Bearing Ratio, per penetration	\$300.00

<u>ROCK CORE TESTING</u>	
Uniaxial Compression Test.....	\$200.00
Specific Gravity	\$ 60.00



FIELD WORK FEE SCHEDULE

1. Obtaining necessary test boring permit, mobilization and demobilization of equipment and layout of test borings, lump sum of.....\$800.00
2. For test borings, earth drilling, per linear ft.....\$29.50
3. For auger probes (if necessary), per linear ft.....\$16.50
4. For undisturbed thin-walled tube samples, each.....\$150.00
5. For water observation pipe, per linear ft.....\$10.00



GENERAL CONDITIONS

1. You shall furnish free and uninterrupted entrance to and exit from the site for our equipment and personnel. While we will take all reasonable precautions to minimize any damage to the property, it is understood by you that in the normal course of work some damage may occur, the correction of which is not part of this Agreement.
2. Borings are to be accessible to truck mounted equipment. If any specific boring location cannot be reached by our equipment, we will offset it the minimum required distance and make note of the offset in our report.
3. In the course of our work, we will take all reasonable precautions to avoid damage or injury to subterranean structures or utilities. You will hold us harmless for any damages to subterranean structures which are not called to our attention and correctly shown on the plans furnished.
4. When hazardous materials are known, assumed or suspected to exist at a site, we will take appropriate precautions to protect the health and safety of our personnel, to comply with applicable laws and regulations, and to follow procedures that we deem prudent to minimize physical risks to our employees and the public. You hereby warrant that, if you know or have any reason to assume or suspect that hazardous materials may exist at the project site, you will so inform us. You also warrant that you will do your best to inform us of such known or suspected hazardous materials' type, quantity and location.
5. We shall work a normal five day, forty hour week. If you should require and direct us to work additional time, the premium time will be charged to your account.
6. The quoted units in this proposal presume normal working arrangements. Should unusual delays and/or equipment downtime be caused by circumstances beyond our control, other than weather, a charge of \$250.00 per hour will be made. You will be duly advised, at the earliest opportunity, when this charge will be made.
7. Soil samples maintained in our office shall be disposed of after a period of three (3) months unless you instruct us otherwise before the end of that period.
8. We shall submit to you a graphical record showing the location of each boring together with the vertical arrangement, thickness, and relative hardness of the several strata penetrated and the depth where water is observed at the time the boring is made.
9. Service to be performed by us under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty, express or implied, is made.
10. You recognize that the subsurface conditions may vary from those encountered at the locations where borings or other explorations are made by us and that our data, interpretations and recommendations are based solely on the information available to us. We will be responsible for those data, interpretations, and recommendations, but shall not be responsible for the interpretation by others of the information developed.
11. You agree to limit our liability to you and all construction contractors and subcontractors on the project arising from our professional acts, errors or omissions, such that our total aggregate liability to all those named shall not exceed \$50,000 or our total fee for the services rendered on this project, whichever is greater. You further agree to require of the contractor and his subcontractors an identical limitation of our liability for damages suffered by the contractor or the subcontractor arising from our professional acts, errors, or omissions. Neither the contractor nor any of his subcontractors assumes any liability for damages to others which may arise on account of our professional acts, errors or omissions.
12. We are protected by Workmen's Compensation Insurance (and/or Employer's Liability Insurance), Public Liability Insurance for a combined single limit for Bodily Injury and Property Damage of \$2,000,000, and we will furnish certificates thereof upon request. If your contract or purchase order places greater responsibilities upon us or requires further insurance coverage, we, if specifically directed by you, will take out additional insurance (if procurable) to protect us, at your expense; but we shall not be responsible for property damage from any cause, including fire and explosion, beyond the amounts and coverage of our insurance.



TERMS OF PAYMENT

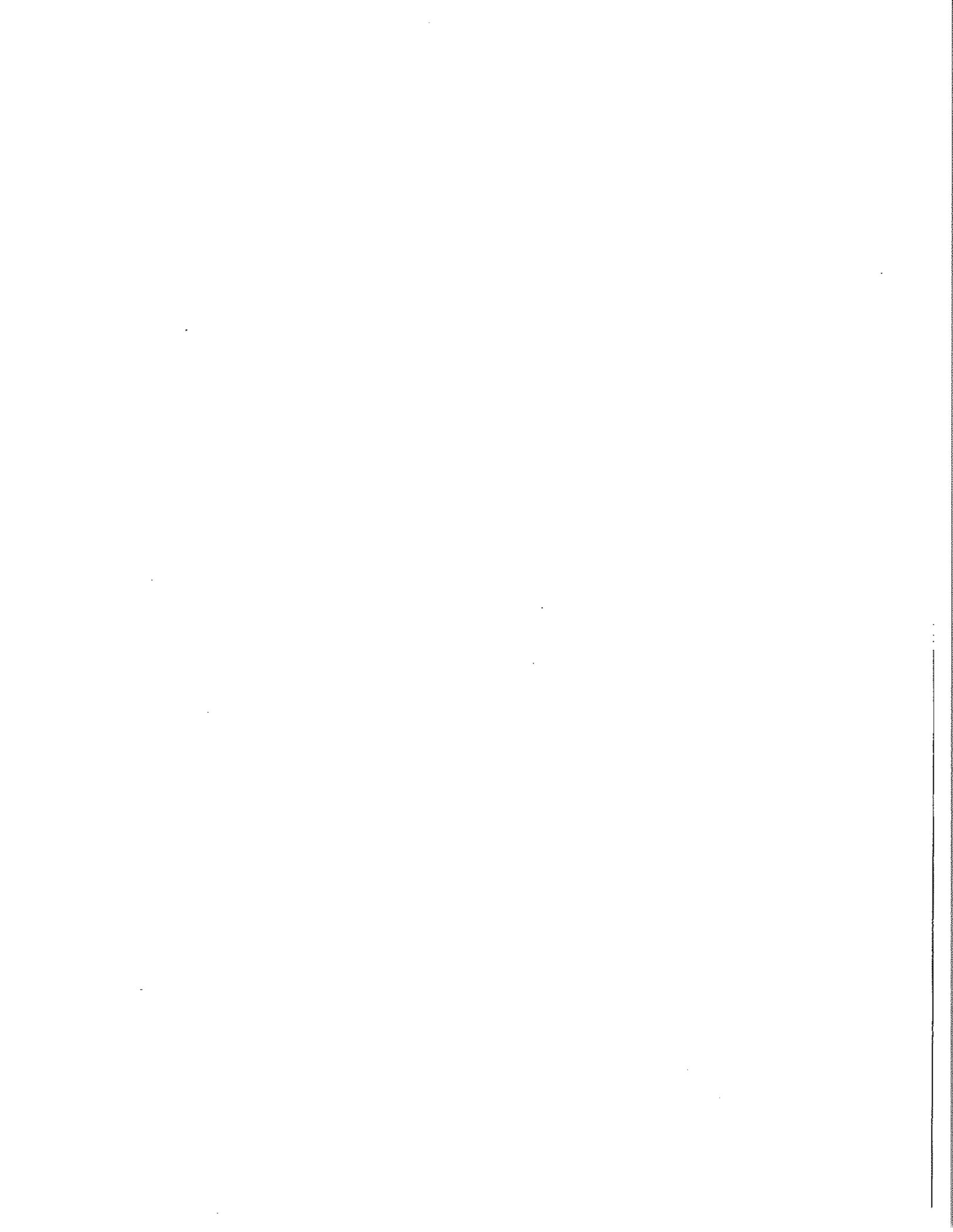
Progress invoices will be submitted monthly for work completed and at the end of our services. Terms of payment will be net thirty days from the date of each invoice. Payments will not be subject to financing, payments from third parties or other contingencies.

Where the work is commenced and completed in the same month, a final invoice will be submitted upon completion of the work.

The terms and conditions of this proposal will remain in effect and may be accepted for thirty days from this date.

Balances on accounts will bear interest at 1.5% per month from the date subject amount is due and payable.





28,650⁰⁰

EDA ENGINEERING DESIGN ASSOCIATES, P. A.
ENGINEERS ENVIRONMENTAL PLANNERS LANDSCAPE ARCHITECTS

May 21, 2014
Revised May 22, 2014; June 5, 2014

VIA E-MAIL AND REGULAR MAIL

Township of Lower
2600 Bayshore Road
Villas, NJ 08251-1399

Attention: Michael Voll, Manager

Re: Proposal for Engineering Services
Lower Township Police Building
2600 Bayshore Road
Township of Lower, Cape May County, NJ
Proposal #14-66

Dear Mike:

Pursuant to your request, I am pleased to submit for the Township's consideration the following proposal for engineering services for the above-referenced project.

PROJECT DESCRIPTION

The Township of Lower intends to construct a new police building with associated parking and related infrastructure. A site plan will be required for this project.

SCOPE OF SERVICES

ESTIMATED FEE(S)

I.	Preparation of outbound and topographic survey by <i>Stephen C. Martelli, PLS.</i>	\$2,950.00
II.	Preparation of a site plan, including drainage, grading, lighting, landscaping, engineering details and stormwater calculations.	\$6,500.00

The site plan submission shall include the following:

Cover Sheet:

The cover sheet shall contain maps and notes pertinent to the project.

Site Plan:

The site plan shall denote locations, setbacks and dimensions of the proposed development.

SCOPE OF SERVICES, Continued

ESTIMATED FEE(S)

Grading and Drainage Plan:

The grading and drainage plan shall denote existing and proposed grade elevations pertinent to existing and proposed site features. The plan shall also indicate proposed stormwater facilities to adequately drain the project site.

Landscape & Lighting Plan:

The landscaping and lighting plan shall denote, describe and quantify existing and proposed plant material and light fixtures.

Engineering Details Plan:

The engineering details plan shall contain details necessary to construct the proposed site improvements.

Soil Erosion and Sediment Control Plan:

The soil erosion and sediment control plan shall contain maps, notes and details required for approval.

Drainage Calculations:

The drainage calculations shall be submitted under separate cover and include calculations to verify the proposed stormwater facility.

III.	<i>Construction Plans and Technical Specifications. Preparation of specifications and bidding documents as they relate to the approved site plan. Coordination of the bidding documents with the project architect.</i>	<i>\$4,500.00</i>
IV.	<i>Preparation and submission of a Soil Erosion/Sediment Control Plan and a Discharge Stormwater Permit application from the Cape-Atlantic Soil Conservation District.</i>	<i>\$1,500.00</i>
V.	<i>Attendance at Planning Board meetings, design team meetings, pre-construction/pre-bid meetings (estimated @ six [6] meetings).</i>	<i>\$1,800.00</i>
VI.	<i>Construction Management and site observation, review of bid documents and shop drawings, review payment requests from contractors.</i>	
	• <i>Project Engineer</i> 20 hrs. x \$120/Hr.	<i>\$2,400.00</i>
	• <i>Project Technician/Inspector</i> 100 hrs. x \$90/Hr.	<i>\$9,000.00</i>
	<i>Total Professional Fees under Item VI:</i>	
		<i>\$28,650.00</i>
TOTAL ITEMS I-VI:		<u>\$28,650.00</u>

NOTE: THESE FEES DO NOT INCLUDE APPLICATION FEES, EQUIPMENT RENTAL, PRINTING COSTS NOR POSTAGE CHARGES FOR CERTIFIED MAILINGS.

Applications to be Submitted:

- Lower Township Planning Board
- Lower Township Municipal Utilities Authority
- Cape May County Planning Board - Waiver Request
- Cape-Atlantic Soil Conservation District

FEE

The estimated cost for the above items is \$28,650.00 for the engineering services and includes the cost of surveying services. These amounts are Engineering Design Associates' best estimate of professional fees required to complete the project as defined. Except as provided for in the General Conditions below, the project scope will not be altered without written notice.

You will be billed monthly, which will be directly related to the hours spent on the project multiplied by our current billing rates.

All photocopying and blueprints shall be a reimbursable expense as noted on the attached Fee Schedule and are not included in the estimated cost.

All application fees or escrow accounts required by any reviewing agency or their consultants shall be the sole responsibility of the client and are not included as part of this proposal.

Any payment due for services and expenses outstanding for a period of thirty (30) days or more shall include a charge at a rate of 1½% per month from said thirtieth day. Should it be necessary to enforce collection of any part of the fee for services rendered, the undersigned agrees that they shall be liable for cost of collection without exception. Take notice, this agreement is personally guaranteed by the individuals executing this agreement on behalf of any corporation.

Any account delinquent past sixty (60) days may necessitate the stopping of all work.

Payment of our fees for professional services rendered is in no way contingent upon approval of our plans or documentation by any agency reviewing the same.

GENERAL CONDITIONS

Engineering Design Associates will prepare plans, maps, calculations and reports in accordance with established professional practices and applicable rules and regulations governing the project. The preparation of the plans as specified above, does not imply or guarantee approval of same by any reviewing agency.

The scope of work does not include any items not specifically mentioned. If the scope of work is modified substantially by the requirements of the Client, Planning/Zoning Board or any other reviewing agency, the fees within the agreement shall be subject to negotiation. Not included in this proposal are revisions to plans required by any agency reviewing the same. All revisions will be invoiced on a time and material basis using the rate schedule attached.

Engineering Design Associates is primarily employed to obtain approvals for permits necessary for construction to begin. Most site visits performed by Engineering Design Associates are done prior to construction. Any visits occurring after construction has begun are due to changes requested by the applicant and are for informative purposes only. No site visit performed by Engineering Design Associates should be considered a site inspection. Based upon our contracted responsibilities, Engineering Design Associates shall not be held responsible for any site safety issues that occur during the construction process. Responsibility for site safety shall be individually contracted by the applicant with the contractor or other responsible party. If required, the Client shall be responsible for the publication of all Public Notices, including any notices to property owners within a 200 foot radius of the project site unless specifically included within the Scope of Services.

The consultant is authorized to subcontract any portion of the work to be performed without the written consent of the Client.

It is understood that copies of the original drawings and reports shall become the property of the client when all outstanding invoices, billings and charges have been paid. All original plans and other documents as instruments of services shall remain the property of Engineering Design Associates.

The client shall not assign his interest in the contract or project without the consultant's written consent.

Items of work not scheduled above and/or performed more than once, will be considered extra work and invoiced at current hourly rates.

The proposed fees and schedule constitute Engineering Design Associates' best estimate of the charges and time required to complete the project. The project scope will not be altered without written mutual agreement. On projects involving conceptual work, activities are often not fully definable in the initial planning. As the project progresses, the facts uncovered may dictate a change in scope. Engineering Design Associates shall inform the client of such situations so that a renegotiation can be accomplished.

Fee and schedule commitments will be subject to renegotiation for delays caused by Client's failure to provide specified facilities or information, or for delays caused by unpredictable occurrences of force majeure, such as fire, floods, riots, strikes, unavailability of labor or materials or services, process shutdown, acts of God or of the public enemy, or acts or regulations of any governmental agency.

This proposal is valid for a period of thirty (30) days. Upon expiration of the period of time, Engineering Design Associates reserves the right to review the proposed basis of payment and fees, to allow for changing costs, as well as to adjust the time of performance to conform to workloads.

In the event that this agreement is entirely terminated or the work is abandoned in whole or in part with or without cause, Engineering Design Associates shall be paid such part of the fee as earned to the date of termination. Notice of termination shall be given in writing by Certified Mail.

No cancellation of this project by the client will be effective unless seven (7) days written notice thereof, together with the reasons and details therefore, has been received by Engineering Design Associates. A final invoice, calculated on the first or fifteenth of the month (whichever comes first) following receipt of such cancellation notice and the elapse of the seven (7) day cancellation period (the effective date of cancellation).

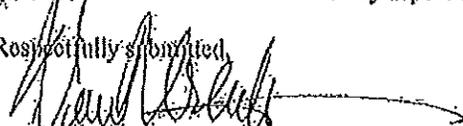
- a. Where the method of payment is "Lump Sum," Client agrees that the final invoice will be based on the percentage of work completed to the effective date of cancellation, plus an equitable reasonable adjustment to provide for costs Engineering Design Associates incurs for commitments made firm before cancellation.
- b. Where the method of payment is time and materials, Client agrees that the final invoice will include all services and direct expenses up to the effective date of cancellation, plus an equitable reasonable adjustment to provide for costs Engineering Design Associates incurs for commitments made firm before cancellation.

Engineering Design Associates will prepare all work in accordance with generally accepted professional practices. It is not the intention of Engineering Design Associates to provide services inconsistent with or contrary to such practices, or to make any warranty or guarantee, expressed or implied, nor to have any agreement or contract for services subject to the provisions of the Uniform Commercial or Specialty Code. Engineering Design Associates does not imply or guarantee the approval or issuance of permits by any individual or agency.

No work shall be commenced until we are in receipt of this signed proposal. Receipt of same shall be considered authorization to proceed with the work described within this proposal. Please indicate your acceptance of this proposal by signing in the space provided below and return one (1) copy to our office. For your convenience, EDA now offers the option of payment via credit card (i.e., Visa, Master Charge, American Express).

Thank you for giving Engineering Design Associates this opportunity to offer our services. If you have any questions or would like to discuss any aspect of this proposal, please do not hesitate to contact our office.

Respectfully submitted,


Vincent C. Orlando, P.E., P.P., L.L.A.
for ENGINEERING DESIGN ASSOCIATES

YCO/gs
Enclosure

AUTHORIZED BY

DATE

PRINT/TYPE NAME AND TITLE

SOCIAL SECURITY/TAX ID NUMBER

CREDIT CARD COMPANY

CREDIT CARD NUMBER



**ENGINEERING DESIGN ASSOCIATES
RATE SCHEDULE
MARCH 2014**

Hourly Rates:

Principal Engineer/Planner	\$150.00
Associate Engineer/Licensed Landscape Architect (LLA)	\$120.00
Professional Planner	\$110.00
Licensed Landscape Architect	\$100.00
Project Technician	\$90.00
Senior Environmental Specialist	\$95.00
Environmental Specialist	\$80.00
AutoCAD Technician	\$75.00
Clerical (other than overhead functions)	\$50.00
Inspector	\$80.00
Principal Engineer/Planner/LLA (serving as Expert Witness for public hearing or litigation) ...	\$200.00
Project Engineer (serving as Expert Witness for public hearing or litigation)	\$150.00
Professional Planner (serving as Expert Witness for public hearing or litigation)	\$150.00

Reimbursable Expenses:

Blueprints (24" x 36")	\$3.25/sheet
Blueprints (30" x 42")	\$3.70/sheet
Mylars (24" x 36")	\$50.00/sheet
Mylars (30" x 42")	\$60.00/sheet
Color Blueprints-Bond (24" x 36")	\$100.00/sheet
Color Blueprints-Bond (30" x 42")	\$125.00/sheet
Color Blueprints-Presentation (24" x 36")	\$125.00/sheet
Color Blueprints-Presentation (30" x 42")	\$150.00/sheet
<hr/>	
Xerox Copies (8½" x 11")	\$0.30/sheet
Xerox Copies (8½" x 14")	\$0.35/sheet
Color Copies (8½" x 11")	\$1.00/sheet
Color Copies (8½" x 14")	\$1.25/sheet
Bound Xerox Copies (8½" x 11")	\$0.35/sheet
Bound Xerox Copies (8½" x 14")	\$0.40/sheet
Bound Color Copies (8½" x 11")	\$1.10/sheet
Bound Color Copies (8½" x 14")	\$1.35/sheet
Certified Mail (Standard Letter)	\$7.50 each
Certified Mail (Package)	\$12.50 each

STEPHEN C. MARTINELLI, LAND SURVEYING, LLC

Professional Land Surveying

Spiegel Professional Plaza, 1217 S. Shore Road, Suite 106

Ocean View, NJ 08230

Phone (609) 390-9618

Fax (609) 390-9534

e-mail: martinellisurvey@verizon.net

Via Fax - 390-9204; Via Email - yorlando@engineeringdesign.com; Via Email - jmaffei@engineeringdesign.com

June 4, 2014, revised June 5, 2014

Engineering Design Associates PA

Mr. Vincent C. Orlando, PE and Mr. Joseph Maffei, PE

5 Cambridge Drive

Ocean View, NJ 08230

REF: Lower Township Police Department -2600 Bayshore Road; Block 410.01, Lots 59.02 and 63.02
Township of Lower; Cape May County, NJ

Dear Vince and Joe:

I am pleased to provide you with a proposal for professional land surveying services. It is my understanding that you will require a topographic survey for a portion of Lot 59.02 and all of Lot 63.02 as outlined on a photograph provided by yourself. As part of this proposal, we will provide the following:

- Establish a benchmark in NAVD 88 Datum
- Locate all Physical Features visible at time of survey
- Obtain Spot Elevations for your use in preparing a Site Plan for permits for new Police Building as shown on Plan prepared by OSK Design Partners provided to me by yourself
- Boundary Survey of Lot 63.02 to be shown on Plan

Our fee to provide this service shall be \$2,950.00.

Not included in this estimate: Any item not specifically listed above.

Thank you for giving us this opportunity to offer our services. Kindly provide your authorization to proceed by signing below where indicated and returning one (1) copy to our office. Based on our current workload, it will take approximately two (2) to three (3) weeks to complete this project from the date we receive written authorization. This project will be processed through our Wildwood office under the supervision of Stephen Martinelli. Please call should you have any questions.

Sincerely,

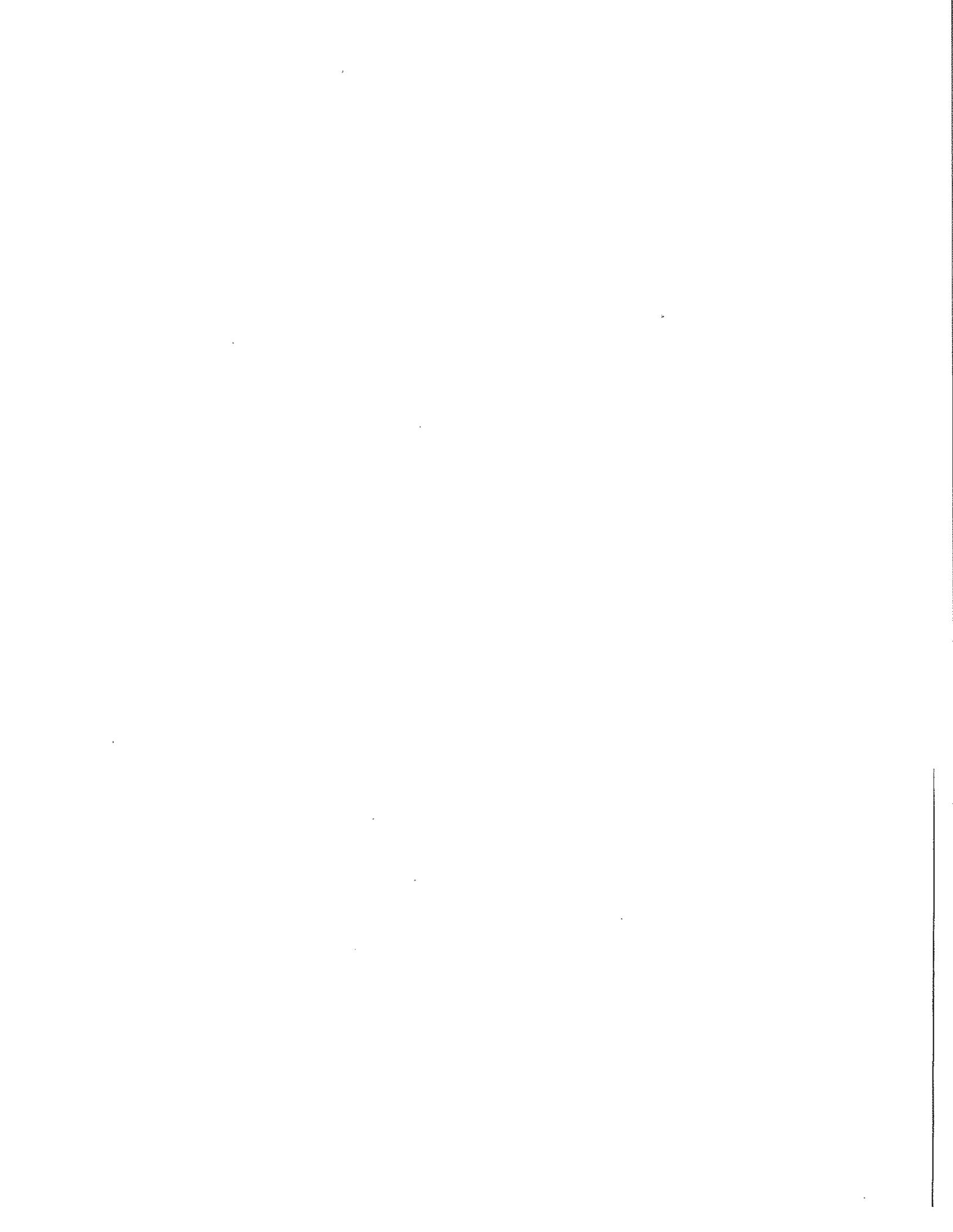
Stephen C. Martinelli, PLS

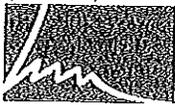
Word\proposals\eda.ltpd.pl

AUTHORIZED BY

DATE

"An Equal Opportunity Employer"





**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

May 22, 2014
Via Email at mvoll@townshipoflower.org & 1st Class Mail

Mr. Michael J. Voll, Township Manager
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

Task 1 - 4 - 836975

Task 5 Const Admin

18878

55,853

**RE: Professional Engineering Services Proposal
Proposed Police Building
Block 410.01, Lot 59.02, 63.01 & 63.02
Township of Lower, Cape May County, NJ**

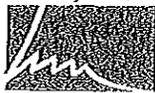
Dear Mr. Voll:

As requested by Ms. Margaret Vitelli, please find enclosed herewith our proposal for professional engineering services for the Proposed Police Building to be constructed at the Municipal Complex along Bayshore Road. The "project area" for purposes of this proposal includes the existing building and parking on Lot 59.02, existing parking and concrete structures on Lot 63.01 and the recently acquired Lot 63.02. Based on our discussions with OSK Design Partners, PA and a review of their conceptual site plan, Hatch Mott MacDonald, LLC (HMM) is proposing the following scope of work:

Task 1	Survey & Base Map Preparation
---------------	--

HMM will provide the following services under Task 1:

- Establish survey control for the site. The Horizontal Datum will be NAD83 and the Vertical Datum will be NAVD88;
- Perform a topographic survey of the project area and adjacent cartways (Bayshore Road) identifying all features required. The survey will detail existing spot elevations recorded in the field and contours at an appropriate interval (if necessary for clarification);
- Locate existing visible utilities and structures within the project area. The base map will be forwarded to the affected utility companies so they may confirm the locations of their infrastructure. Any modifications made by the utility companies will be detailed on the base map;
- ✓ • Perform an outbound survey of Block 410.01, Lot 63.02 (a.k.a. Manzoni Property) so that the location of the boundary lines of Lot 63.02 may be shown on the base mapping. The Professional Land Surveying work for this project will include: surveying crew time for the reconnaissance and location of the real property evidence and Licensed Land Surveyor time to review the horizontal evidence recovered and compare said evidence to the public record, in order to compute the retraced location of the boundaries of the parcel.



This outbound survey will be performed for the purposes of site plan approval only. It is HMM's understanding that you own the property in question and therefore this survey is not being prepared for use as a title survey (where lands are being transferred between owners).

At your earliest convenience, please provide HMM with the following information:

- o Copies of any title reports or title information that exists for Lot 63.01; and
 - o Information regarding any known title issues (i.e. survey overlaps, gores, etc.).
- Prepare topographic base mapping for the project area. The plan will be prepared using AutoCAD incorporating the above information on a 24" x 36" (D Size) or 30" x 42" (E Size) drawing and will show the boundary lines of Lot 63.02.

We propose to complete the scope of work outlined above (Task 1) for the lump sum amount of \$5,925.

This lump sum cost is based on the following:

1. If a title report is not available for Lot 63.02 the boundary survey will be performed without the benefit of a title search/report and will be subject to easements, validity of chain of title, etc. that a subsequent title search/report may disclose.
2. The lump sum cost, as outlined above, does not include the research or resolution of any title issues (i.e. survey overlaps, gores, etc.) that may arise based on conflicting deeds and monumentation discovered during the performance of the field work or determination of the boundary lines.
3. The lump sum cost does not include surveys outside the project area, specifically on adjacent lot 63.03.

Task 2	Site Design
---------------	--------------------

In general, Task 2 is the preparation of plans and support documentation required for site approvals and does not include construction documents or specifications. The costs associated with the following task are based on HMM utilizing the boundary, topographic and utility information prepared under Task 1. The following outlines our proposed scope of services for work included under Task 2 for the project:

- **Site Plan** - HMM will prepare a site plan including the design of driveways, curb and sidewalk alignments, building layout and other site features. HMM will provide the required grading of all parking areas, driveways, lawns and other improvement areas outside of the building footprint. The plans will be prepared based on the current Lower Township ordinance (specifically Chapter 400).



- **Stormwater Design** – Since this project will ultimately disturb one acre or more of land or will increase the impervious surface by one-quarter of an acre or more, the project is considered a “Major Development” and will have to meet the requirements in N.J.A.C. 7:8. HMM will prepare a stormwater design, report and calculations to provide for the collection, routing, detention and discharge of stormwater in accordance with aforementioned requirements. Based on the stormwater management rules promulgated by the State, the stormwater management design is required and will have to address runoff quality, runoff quantity and infiltration requirements.
- **Landscaping and Lighting** – HMM will provide for miscellaneous landscaping around the perimeter of the new building and will detail the locations and fixtures to be utilized within the parking area. Underground/electrical/structural design of the site lighting and bases will be performed by others.
- **Engineer’s Estimate** - Upon completion of the site plan HMM will prepare an engineer’s estimate for the site improvements proposed.

We anticipate that the proposed civil engineering plan set will consist of approximately six (6) 24” x 36” plan sheets:

- | | |
|-----------------------------|---------------------------|
| 1. Existing Conditions Plan | 4. Construction Details |
| 2. Site Layout Plan | 5. SEESC Plan |
| 3. Grading & Drainage Plan | 6. SEESC Detail and Notes |

We propose to complete the scope of work outlined above (Task 2) for the lump sum amount of \$22,100. This lump sum cost is based on the following:

1. The lump sum cost, as outlined above, is for the initial submittal of the site plan to regulatory agencies that have jurisdiction over this project. Upon submittal of the site development plans to the appropriate reviewing agencies, Hatch Mott MacDonald will correct errors and/or omissions which are required by the reviewing agency without additional compensation and as part of this contract. However, requests for additional information and/or documents that fall beyond the scope of the original submission will be considered additional work outside our original scope of services.
2. The lump sum cost does not include any coordination work, designs, plans or meetings involving areas outside of the project area.
3. The lump sum cost does not include any Traffic Impact Analysis or reporting that may be required.
4. The Township site plan applications and required noticing will be prepared and submitted by the Township. All of the application and certification fees will be paid by the Township.



5. The scope of services outlined above for Task 2 have been prepared based upon current requirements (i.e., Zoning, Ordinances, Rules and State Regulations) in place at the time of this proposal. While we don't anticipate that there will be any changes in the above regulations or requirements affecting this project during the permitting process, an adjustment may be necessary to our scope of work and lump sum fee should major changes in the above listed requirements take place.

Task 3	Construction Plans and Technical Specifications Cape Atlantic Conservation District Permitting
---------------	---

HMM will provide the following services under Task 3:

- Utilizing the approved site plan prepared under Tasks 1 and 2 above, prepare Construction Drawings for the public bidding of the project.
- Prepare technical specifications for the proposed site improvements.
- Prepare a Soil Erosion and Sediment Control Plan, Details & Notes, Application for Plan Certification Approval and the Request for Authorization (RFA) to discharge stormwater. Hatch Mott MacDonald will prepare the required application form and plans and submit the application package to the District directly. Fees for the Plan Certification and RFA shall be paid for by the Township.

We propose to complete the scope of work outlined above (Task 3) for the lump sum amount of \$5,450.

Task 4	Site Plan Phase - Reimbursable Services / Direct Expenses
---------------	--

The scope of work under Task 4 includes the following services and direct expenses that will be spent during our scope of work for the entire project:

- Attendance at Meetings (Planning Board, Design Team, Pro-Construction, Pre-Bid, etc. as requested by the Township or Project Architect);
- Reproduction of plans for site plan approvals, bidding documents, etc.; and
- Additional Work as required and authorized by the Township.

For budgeting purposes, we recommend establishing a not-to-exceed budget of \$3,500 to cover reimbursable services that may be requested during our scope of services. Work under Task 4 will only be performed when requested/authorized by the Township.

We propose to perform the work under Task 4 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 current rate schedule. HMM will advise the Township when/if the budget is close to being depleted.

Task 5 Construction Phase -- Construction Administration and Inspection

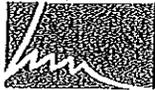
HMM will provide the following services under Task 5:

- Perform construction inspection of the site improvements to be performed by the Contractor;
- Response to Contractor's RFIs & questions regarding site improvements during the bidding process.
- Attend Pre-Bid and Pre-Construction Meetings; and
- Perform shop drawing review of site improvement items (concrete, asphalt, soil/fill, drainage improvements, etc.)

It is unknown what the project contract duration will be at this point, how many days are estimated for site improvement work or what level of inspection will be required by the Township. Given these unknowns, we recommend that the work under Task 5 be performed upon a reimbursable method of compensation for the actual time required and at the actual rates for the individual(s) employed in accordance with our current rate schedule. The Township will be in a position to control the level of work assigned to HMM given whatever budgetary restraints may exist during the construction of site improvements.

Below is an estimate of time that may be required for inspection of the site work. This estimate is for budgeting purposes only and may not be the actual cost required to complete the inspection. As indicated above the Township will authorize HMM on an as-needed basis to complete work under this Task.

Estimated Expenses for Task 5			
<u>Labor</u>	<u>Employee</u>	<u>Rate</u>	<u>Total</u>
160 hours	Bernard W. Kirkland	\$97.06	\$15,530
24 hours	Mark R. Sray	\$139.50	\$3,348
Total			\$18,878



FEE SUMMARY

SITE PLAN / DESIGN PHASE			
<u>Scope Of Work</u>	<u>Description</u>	<u>Payment Method</u>	<u>Cost/Budget</u>
Task 1	Survey & Base Map Preparation	Lump Sum	\$5,925
Task 2	Site Design	Lump Sum	\$22,100
Task 3	Construction Plans, Technical Specifications and Cape Atlantic Conservation District Permitting	Lump Sum	\$5,450
Task 4	Site Plan - Reimbursable Services / Direct Expenses	Reimbursable (As Incurred)	\$3,500
CONSTRUCTION PHASE			
<u>Scope Of Work</u>	<u>Description</u>	<u>Payment Method</u>	<u>Cost/Budget</u>
Task 5	Construction Administration & Inspection	Reimbursable (As Incurred)	\$18,878

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.

- Utility design within building interiors & extending 5' beyond building lines
 - Provision of domestic water/sewer demands or interior design of potable water or sanitary sewer collection systems
 - Irrigation Designs
 - Lighting Design (building mounted)
 - Building drainage design (i.e. roof drains, floor drains, oil/grease separators, etc.)
 - Fire suppression system and connection system designs
 - Geotechnical investigations or engineering, soil borings or percolation tests
 - Environmental studies or impact statements, wetlands delineations
 - 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
-
- Electrical, Cable, Natural Gas, Telephone, Communication services, design or layout
 - Traffic Surveys or Studies
 - NJDEP or USACE permitting including reports, applications, etc.
 - Off-tract improvements, studies and investigations
 - Any other Local, County or State Permit acquisition unless specifically noted herein.
 - Surveys and Existing Conditions outside the project area
 - Demolition Plans



Hatch Mott
MacDonald

Contract: Should you find our proposal acceptable, Hatch Mott MacDonald will prepare a standard form of agreement and forward it to you for execution.

Invoicing: Compensation for Tasks 1, 2 & 3 of this project shall be on a lump sum basis and the Township shall be invoiced monthly on a percent complete basis.

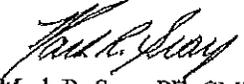
Compensation for Task 4 and 5 of this project shall be based upon a reimbursable method of compensation for the actual time required and at the actual hourly rates for the individual(s) that may be employed in accordance with our current rate schedule as requested/authorized by the Township.

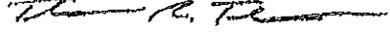
Due to the increase in the amount of vehicles that will be accessing the area in and around the municipal complex, the number of trips that will be generated by the proposed use and the existing pedestrian and vehicular circulation generated by the Municipal Building, Recreation Center and the David C. Douglass Veterans Memorial School, we strongly recommend that a Traffic Engineer be retained to provide a traffic impact report for the proposed project.

We thank you for the opportunity to provide this Scope of Work for the Police Building 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


Thomas R. Thornton, PE, CME
Senior Associate
T 609.465.9377 F 609.465.5270
thomas.thornton@hatchmott.com

MRS

encl.

cc (via Email): Margaret A. Vitelli, RPPS, QPA, Township of Lower
Eric C. Betz, PE, BCBE, CME, Vice President, HMM
Daniel A. Shousky, AIA, PP, OSK Design Partners, PA

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

RESOLUTION #2014-219

TITLE: AUTHORIZATION TO REMOVE SPECIAL CONDITIONS ON PLENARY RETAIL CONSUMPTION LICENSE NO. 0505-33-010-009 T/A "5 WEST BAR AND GRILL"

WHEREAS, Lower Township Council, by Resolution #2009-181 adopted on June 29, 2009, had placed a Special Condition on Plenary Retail Consumption License No. 0505-33-010-007 issued to CJ Holding t/a CJ's American Grill which states the following:

The outside patio area is to be used as a waiting area for dining patrons with no table service and no consumption of food. The outdoor patio area consist of not more than 12 tables and that the bar area shall not have any seating. There shall be no live music outside of the premises. Recorded music as well as sound from a large screen television at the bar area will be permitted provided that the sound complies with applicable Township ordinances. The patio area be open only from the hours of 12:00 noon until 10:00 p.m. There shall be no signs advertising or indicating that the outdoor waiting area is a "bar".

and

WHEREAS, on May 7, 2013 at 12:01AM, the liquor license was transferred to PM Properties Management Corp trading as 5 West Bar & Grill; and

WHEREAS, Paul and Jennifer Negro, proprietors of 5 West Bar and Grill have requested Lower Township Council to remove said conditions from their current license.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, that the above noted condition is hereby removed from Plenary Retail Consumption License No 0505-33-010-009 effective July 22, 2014.

I hereby certify the foregoing to be the original Resolution adopted by the Township Council at a meeting held on July 21, 2014.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
NEVILLE						
SIMONSEN						
CLARK						
BECK						

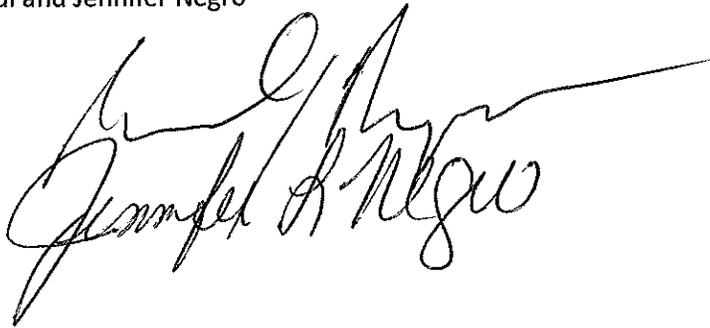
July 14,2014

Mayor and Council:

My name is Paul Negro and I am a principle of PM Properties DBA as 5 West Pub . My wife Jennifer and myself purchased the old CJ Bar and Grill located at 3279 Bayshore Road. While doing so our liquor license had restrictions for our outside patio. Since the start of our operation, June 20th 2013, we have had no complaints. Therefore I would ask Council to lift the restrictions listed on our liquor license concerning the operation of our outside patio. Thank you for your anticipated cooperation in this matter.

Thanks you,

Paul and Jennifer Negro

A handwritten signature in cursive script, appearing to read "Paul and Jennifer Negro". The signature is written in black ink and is positioned below the typed name.

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

RESOLUTION #2014-220

TITLE: AUTHORIZATION FOR WAIVER OF FEES FOR CAPE ISLAND LODGE NO.30

WHEREAS, Cape Island Lodge No. 30, located at 1105 Seashore Road, will be making application to the Construction Office for renovations to its building; and

WHEREAS, Cape Island Lodge No. 30 is a charitable non- profit organization and has requested the Township waive any and all permit fees associated with their application; and

WHEREAS, the Township Council has reviewed their request and deems it appropriate to support local charitable organizations and non-profit organizations that support and enhance the township and its community.

NOW, THEREFORE, BE IT RESOLVED that all permissible Township permit fees associated with the Cape Island Lodge No. 30's application be waived.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on July 21, 2014.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
NEVILLE						
SIMONSEN						
CLARK						
BECK						

Cape Island Lodge No. 30



Cape Island Lodge No. 30
Office of the Secretary
P.O. Box 2101
Cape May, N.J. 08204

FREE AND ACCEPTED MASONS

CHARTER GRANTED JANUARY 11, 1854 -- LODGE INSTITUTED JUNE 8, 1854

July 8, 2014

Township of Lower
2600 Bayshore Road
Villas, NJ 08251

Attn: Julie Picard, Clerk

RE: Cape Island Masonic Lodge
1105 Seashore Road
Lower Township
Block 753.01 Lot 27.02

Dear Ms. Picard,

Cape Island Masonic Lodge is in the process of making application to the Township Construction office for renovations to its building located at 1105 Seashore Road. As you may be aware, we are a fraternal non-profit organization that undertakes various charitable and community activities including but not limited to providing scholarships for local students. The substantial majority of our members are Lower Township residents and property owners.

In order to minimize our expenses which are primarily paid out of membership dues, we are requesting that the Township Committee waive all permit fees in connection with the construction permits. Please present this request to the Committee for their consideration at the next available meeting.

Thank you for your attention to this matter. If anyone has any questions or further information is needed, please feel free to contact me at 425-1180.

Very Truly Yours,

A handwritten signature in black ink, appearing to read 'Bruce S. Graham'.

Bruce S. Graham, Secretary

cc: Gary Playford, Construction Official

7/14/2014

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798

(609) 886-2005

July 10, 2014

New Jersey Department of Community Affairs
Division of Local Government Services
101 South Broad Street
P.O. Box 803
Trenton, NJ 08625-0803

Certification of Mailing of Tax Bills

I do hereby certify as follows:

1. I am the Tax Collector of the Township of Lower, in the County of Cape May, State of New Jersey.
2. The mailing or other delivery of all original tax bills for the third and fourth installments for the year 2014 was completed on July 10, 2014.
3. Pursuant to N.J.S.A. 54:4-66 et seq., payment of the third installment will bear no interest if received by August 11, 2013. After August 11th all receipts shall be deemed delinquent, with interest accruing from August 1, 2014.

A handwritten signature in black ink, appearing to be "Susan Jackson", is written over a horizontal line.

Susan Jackson, Tax Collector
CTC #1395

cc: Township Clerk
File

New Jersey Department of Community Affairs
Division of Local Government Services

STATEMENT OF STATE AID FOR CY 2014 PROPERTY TAX BILLS

The Statement of State Aid required pursuant to N.J.S.A. 54:4-65(c) must be calculated and presented on the property tax bill pursuant to the requirements of Local Finance Notice 2007-8, using the total below as the basis for the calculation. The breakdown by government is for informational use only. The Certification below must be completed and submitted to the Division of Local Government Services once tax bills have been mailed.

The total of the following amounts is the basis for the computation of the amount of aid to appear on individual property tax bills.

Municipality:	Lower Township	County:	Cape May
Municipal Government		State Aid Amount	\$1,748,457.00
Local & Regional School District(s)			\$17,859,006.28
County Government			\$808,095.94
Total (for use in MOD IV to calculate parcel amounts)			\$20,415,559.22

**NEW JERSEY DIVISION OF LOCAL GOVERNMENT SERVICES
CERTIFICATION OF STATEMENT OF STATE AID MAILING**

(to be completed by the Tax Collector)

I, Susan Jackson, Tax Collector of Lower Township in Cape May County, hereby certify that tax bills mailed for (at minimum) the third and fourth quarters of 2014 included the required Statement of State Aid. Attached hereto is a copy of the Tax Bill containing the Statement, as mailed in accordance with Local Finance Notice 2014-8.

Certified by:  _____
Signature
T-1395 _____
License #
July 10, 2014 _____
Date



BUREAU OF FIRE SAFETY - TOWNSHIP OF LOWER

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

Mailing Address:
407 Breakwater Road
Erma, NJ 08204

For the month of JUNE 2014, the Lower Township Bureau of Fire Safety made deposits of \$44,310.71 in the Lower Township Tax office.

Sincerely,

David P. Perry
Fire Official

cc: file
Board Members
Lauren Read
Mike Voll



**Lower Township Police Department
Monthly Activity Report**

2014

	June	Total:
General Complaints and Service Calls	3450	20315
Emergency Medical Calls with L. T. Rescue	210	1051
Fire Alarm Call Outs (Total)	49	238
Villas Fire Company	15	76
Town Bank Fire Company	17	90
Erma Fire Company	17	72
Assaults	7	48
Robbery	0	8
Domestic Violence Complaints	41	226
Domestic Violence with Assaults	12	54
Motor Vehicle Accidents	45	205
Traffic Warnings	18	154
Traffic Summons	123	851
Motor Vehicle Stops	412	2542
Local Ordinance Warnings	0	4
Local Ordinance Complaints	1	12
Assaults on Police Officers (UCR Report Return "A")	0	2
Residential and Commercial Alarm Calls	58	370
Property Checks	1168	7499
Death Investigations	5	19
Burglaries	9	85
Thefts	33	174
Criminal Mischief Complaints	19	143
Disorderly Conduct Complaints	64	324
Animal Control Complaints	77	487
Adult Arrests (UCR Report Return "A")	41	288
Juvenile Arrests (UCR Report Return "A")	6	37
D.W.I. Arrests (UCR Report JV & Adult Arrests Combined)	8	25
Drug Possession Arrests (UCR Report JV & Adult Arrests Combined)	5	24
Investigation Reports Completed	25	595
Supplemental Investigation Reports Completed	104	387
Total Value Property Stolen (UCR Report Return "A")	\$46,239.00	\$299,834.00
Total Value Property Recovered (UCR Report Return "A")	\$4,405.00	\$103,678.00



**Lower Township Police Department
Monthly Activity Report**

2014

	June	Total:
Man Power Loss in Hours		
Union	0	0
Suspended	0	0
Vacation	1080.5	4749.5
Personal	115	508
Comp Hours	167.5	341.5
Sick Hours	250	1148.5
Injury Hours	0	0
Training Hours	460	3788
Military Training	252	1536
Police Department Overtime in Hours		
Operations Overtime	437	1045.25
Operations Comp Time	34.5	213.5
Investigation Division Overtime	60.5	275
Investigation Division Comp Time	25.5	207
Court Overtime	9	131.5
Court Comp Time	0	12
Holiday Overtime	0	2134.5
Holiday Comp Time	0	134.5
Government/Grant Funding Overtime in Hours		0
Click It or Ticket	0	76
Cops n Shops	0	0
JV Curfew	0	0
DWI Patrol	12	12
Other	0	88
Private Funding Overtime in Hours		
Special Detail	0	28

Prepared by:

Chief William Mastriana

Chief William Mastriana

Date: 7/14/2014

**2014 JUNE
VITAL STATISTICS**

Marriages,Civil Unions	13
Domestic Partners	0
Ceritified Copies	156
Certified Copies EDRS	1
Burial Permits	0

Marriages, Civil Unions State	\$325.00
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$39.00
Domestic Partners Twp	\$0.00
Certified Copies	\$1,560.00
Certified Copies EDRS	\$10.00
Burial Permits	\$0.00

TOTAL	\$1,934.00
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