

WORK SESSION & REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL
June 17, 2019 - 7:00 P.M.

Meeting called to order

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

Work Session

Swearing In - Captain William Priole
Lieutenant Kevin Lewis
Lieutenant Douglas Whitten
Sergeant Brian McEwing
Officer Eric Campbell
Officer Austin Parker

Erma Volunteer Fire Company 25 Year Service Awards
Warner Muller
Mike Marriner
Eileen Jennings
Floyd Hughes

Consent Agenda

Approval of Minutes June 3, 2019 & June 10, 2019
Approval of Closed Session Minutes June 3, 2019
Res. #2019-211 Payment of Vouchers \$ 300,336.92
Res. #2019-212 Authorization for Refund of Taxes (1 property \$847.48)
Res. #2019-213 2019 Drive Sober or Get Pulled Over Statewide Labor Day Crackdown Grant (Aug 16, 2019 – Sept 2, 2019 \$5,500)
Res. #2019-214 Reappointment to the Zoning Board of Adjustment (B. Waterman)
Res. #2019-215 Renewal of Commercial Excavation (Gravel Pit) License (Brodesser)
Res. #2019-216 Approving a Partnership Agreement Between the County of Cape May and Strategic Partners for the New Jersey Economic Development Authority (NJEDA) Innovation Challenge Grant
Res. #2019-217 A Resolution Supporting an Amendment Designating the Cape May County Airport as a New Jersey Economic Development Authority "Garden State Growth Zone"
Res. #2019-218 Approving a Professional Service Contract With Phoenix Advisors for Assistance with the Bond Sale (Not to exceed \$15,000)
Res. #2019-219 Approval of Change Order #1 For Ford Scott and Associates for Additional Services Associated with the Upcoming Bond Sale (Not to exceed \$10,000)
Res. #2019-220 Approval for Whale of a Day Festival (July 6, 2019)
Res. #2019-221 Approval for a Fireworks Display on the Beach at Diamond Beach Club, 600 E Raleigh Ave, Lower Township
Res. #2019-222 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Cops in Shops \$2,740)

Regular Agenda

Res. #2019- 223 Annual Renewal of Liquor Licenses for the Year 2019-2020

Res. #2019-224 Approval of an Alcoholic Beverage Control Plenary Retail Consumption License – With Broad C – Person To Person Transfer; License # 0505-32-001-012, From Renaissance Beverages III, LLC to Cooks Liquor, LLC – This transfer has been advertised by the applicant as required by law and no objections have been received

Engineer's Report

Manager's Report

Administrative Reports

Monthly Report – Clerk, Construction, Dog, Tax, Treasurer, Vital Statistics

Council Comments

Call to the Public

Adjournment

COUNCIL MEETING MINUTES – June 3, 2019

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on June 3, 2019 at 7:00 p.m. in the meeting room of the Township Hall, 2600 Bayshore Road, Villas, New Jersey.

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

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

Councilmember Thomas Conrad
 Councilmember David Perry
 Councilmember Roland Roy, Jr.
 Deputy Mayor Frank Sippel
 Mayor Erik Simonsen

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

Work Session

Consent Agenda

Approval of Minutes May 20, 2019

- Res. #2019-192 Payment of Vouchers \$ 1,903,477.42
- Res. #2019-193 Issuance of Ice Cream Peddling and Ice Cream Salesman License for the Year 2019 (Kona Ice)
- Res. #2019-194 Authorization for Refund of Taxes (2 properties \$868.98)
- Res. #2019-195 Approval of Change Order #1 for an Additional Show for the 3rd of July Celebration to Frank Kielb Entertainment Inc. (\$800.00)
- Res. #2019-196 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Emergency Management Performance Grant (\$10,000)
- Res. #2019-197 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Alcohol Education and Rehabilitation \$1,848.62)
- Res. #2019-198 Authorization to Cancel General Ledger Balances
- Res. #2019-199 Bid Acceptance and Award of Three (3) 2019 F-350 Super Duty Crew Cab Single Rear Wheel 4X4 Pickup Trucks with 6.75 Bed with a Western Plow (Kindle Ford Lincoln Inc \$124,867.05)
- Res. #2019-200 Approval of Change Order #1, To Install New Safety Strips on Steps of Pool During Plastering and Repair of Community Swimming Pool (All State Technology Inc \$1,000)
- Res. #2019-201 Re-Appointment to the Planning Board (R.Crompton)
- Res. #2019-202 Approval of Change Order #2 to Agate Construction Company for the Roseann Avenue Roadway and Utility Improvements Project; Authorizing Additional Work and Extension of an Additional Ten (10) Calendar Days (\$80,353.52; Completion Date June 21, 2019)
- Res. #2019-203 Award National Cooperative Purchasing Agreement with Sourcewell, Formerly National Joint Powers Alliance (NJPA) to Jesco Inc. for One (1) 2019 Backhoe Loader 310SL John Deere (\$106,188.92)
- Res. #2019-204 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Clean Communities \$82,353.43)
- Res. #2019-205 Approval of Change Order #2 for the Construction Phase of the Roseann Avenue Roadway and Utility Improvements Project Phase III to Mott MacDonald (Construction Admin & Inspection \$279,500)
- Res. #2019-206 Approving A Professional Service Contract with DeBlasio & Associates to Prepare and Submit an Application for the FY2020 NJDOT State Aid Program (\$2,000)

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

Regular Agenda

Ordinance #2019-10 – An Ordinance Establishing Chapter 387 Entitled "Hawkers and Peddlers" In Order To Regulate the Vending, Sale and Distribution of Goods Within the Township of Lower - this is the second reading and Public hearing for this Ordinance. This Ordinance has been published, posted and made available to the public.

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

Res. #2019-207 Annual Renewal of Liquor Licenses for the year 2019-2020

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

Res. #2019-208 Authorization for 2019 Incentive Award for Insurance Waiver (23 employees \$57,500)

Unknown asked for an explanation of the Insurance Waiver. Clerk Picard explained the contractual reimbursement for employees who opt out of the Township's insurance.

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

Manager's Report

Manager Ridgway gave an update on the Opportunity Zone at the Cape May County Airport and communicated changes in Court personnel.

Mayor Simonsen gave an update on the possibility of NJTransit providing transportation to the Airport.

Council Comments

Councilmember Conrad reminded residents to be caution of school children at play during summer.

Councilmember Perry voiced disappointment with the flooding issues related to the Roseann Avenue project and offered the engineer available to field questions. He hopes to have the project completed within the next few weeks and gave an update on Phase III. He also informed about the Beach Access Permit from DEP.

Councilmember Roy advised residents about temporary detours due to paving on Woolson Road and Idell Street.

Deputy Mayor Sippel gave an update on the Youth Camp and reminded about the Children's Assistance Fund.

Mayor Simonsen congratulated Joanne Reagan on her 50 years of teaching dance. He reminded about the 5:00 meeting times for July and August and announced the Special Council Meeting and the Summer Concert Series and asked to keep the McDaniel's Family in prayer.

Call to the Public

Paul Ragan, 14 Clear Water Drive, addressed Council regarding the flooding issues on Clear Water and Roseann. Mayor Simonsen clarified the reason for the project. Mr. Ragan inquired about paving.

Manager Ridgway explained the origin of the project.

Stephen Foster, 6 Clear Water, voiced concern about aesthetics and noise abatement from the generator.

Peggy Cunningham, 8 Clear Water, voiced disgust with Agate and the Township for the way the problem was handled, and the mess it created.

Paul Ragan, asked to see a depiction of the finished project and made suggestions for noise reduction. Councilmember Perry assured that the finished project will be aesthetically pleasing.

Dianne Wunder, 20 Clear Water, voiced concern about the mess and when it will be cleaned up.

Mark Sray, Mott MacDonald, assured that the mess will be cleaned up and gave a time-line for the roadway reconstruction and the pump station site. He also explained the mechanical failure of the largest pump.

Stephen Foster disagreed with the information Agate provided to Mr. Sray.

Peggy Cunningham communicated the timeframe and the water level during the power failure.

Paul Ragan described the damages to his property and suggested retribution to Agate.

Councilmember Conrad asked Mr. Sray to explain the gravitational pipes. Mr. Sray explained the sound levels and the enclosures to be installed around the generator.

Mary Foster, 6 Clear Water, voiced concern about the efficiency and aesthetics of the proposed enclosure. Mr. Sray gave a detailed description of the plan for trees and fencing around the generator. Ms. Foster expressed concern about the safety aspect.

Dianne Wunder voiced concern about the drainage path and monitoring of the water level. Councilmember Conrad apologized for the drainage issues and communicated the Township's attempt to mitigate the problems. Councilmember Perry requested the manager meet with Agate and demand they clean up the mess.

Stephen Foster made a suggestion for a locked gate around the generator for safety reasons.

Paul Ragan suggested a cyclone fence as a deterrent for trespassers. Councilmember Perry agreed to explore aesthetic options upon the completion of the project. Mayor Simonsen apologized to the residents and reiterated Council's commitment to rectifying the problem.

Closed Session

Res. #2019-209 Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. **Attorney/Client Privilege**

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

Council adjourned to closed session at approximately 7:54 p.m.
Council returned to open session at approximately 8:34 p.m.

Adjournment

There being no further business to address, motion to adjourn moved by Councilmember Roy, seconded by Mayor Simonsen. Motion to adjourn was unanimous. Meeting adjourned at 8:35 p.m.

Mayor

Township Clerk

Approved:

COUNCIL MEETING MINUTES – June 10, 2019

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on June 10, 2019 at 8:00 a.m. in the meeting room of the Township Hall, 2600 Bayshore Road, Villas, New Jersey.

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

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

- Councilmember Thomas Conrad
- Councilmember David Perry
- Councilmember Roland Roy, Jr.
- Deputy Mayor Frank Sippel
- Mayor Erik Simonsen

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

Regular Agenda

Res. #2019-210 Bid Acceptance and Contract Award of Roseann Avenue Roadway and Utility Improvements Phase 3 – Mount Construction Company, Inc \$2,464,865.00

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

Call to the Public

Adjournment

There being no further business to address, motion to adjourn moved by Deputy Mayor Sippel, seconded by Councilmember Roy. Motion to adjourn was unanimous. Meeting adjourned at 8:04 a.m.

Mayor

Township Clerk

Approved:

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00775 CAPRIONI PORTABLE TOILETS, INC*								
	19-01140	04/15/19	RENTAL OF DOUBLE TRAILER	Open	1,700.00	0.00		B
	19-01701	06/07/19	MONTHLY INVOICES	Open	<u>470.00</u>	0.00		
					2,170.00			
00784 CAPE MAY STAR & WAVE								
	19-01707	06/07/19	LEGAL PUBLICATION 5/29/19	Open	10.54	0.00		
	19-01731	06/10/19	LEGAL PUBLICATION 6/5/19	Open	<u>28.52</u>	0.00		
					39.06			
00825 COMCAST*								
	19-01562	05/31/19	FS INTERNET 5/28/19-6/27/19	Open	157.16	0.00		
01106 DOROTHY CRAWFORD								
	19-01749	06/12/19	CONTRACTUAL REIMBURSEMENT M	Open	802.00	0.00		
01125 MARGARET CROMPTON								
	19-01616	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
01171 VERIZON WIRELESS - TOWNHALL								
	19-01574	06/03/19	4/24-5/23/19 PHONE 622310837	Open	514.92	0.00		
	19-01581	06/04/19	4/29-5/28/19 IPHONE BILL	Open	<u>1,549.13</u>	0.00		
					2,064.05			
01200 DELTA DENTAL PLAN OF NJ								
	19-01692	06/05/19	MAY 2019 CLAIMS	Open	8,950.50	0.00		
01389 EDDIE'S AUTO BODY*								
	19-01576	06/04/19	REPAIR PATROL VEHICLE - 126	Open	736.40	0.00		
01443 ERMA VOLUNTEER FIRE CO								
	19-01591	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	300.00	0.00		
01490 ROBERT FESSLER								
	18-00814	03/27/18	2018 EQUIP. ALLOWANCE	Open	120.02	0.00		
	19-00938	03/29/19	2019 EQUIPMENT ALLOWANCE	Open	<u>91.83</u>	0.00		B
					211.85			
01581 FIRST ASSEMBLY OF GOD CHURCH								
	19-01593	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	150.00	0.00		
01590 FORD, SCOTT & ASSOCIATES*								
	19-00049	01/04/19	RES2019-03 AUDITOR DNE \$40,000	Open	16,000.00	0.00		
01641 GALL'S INC*								
	19-01204	04/25/19	TOURNIQUETS & HOLDERS	Open	626.00	0.00		
01649 GARDEN STATE HWY PRODUCTS, INC*								
	19-01484	05/23/19	SIGNS FOR BEACH DRIVE	Open	744.00	0.00		
01657 GOPHER SPORT*								
	19-01348	05/07/19	TITAN COMPACT BALL CART	Open	312.12	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01767 WILLIAM R. HARTLEY, SR	19-01657	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
01791 CINDY S. HARTLEY	19-01659	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
01806 ANTHONY J HARVATT, II, ESQ	19-00800	03/21/19	BOARD SOLICITOR SALARY	Open	625.00	0.00		
	19-01725	06/10/19	PREP RESOLUTION 5/2/19	Open	450.00	0.00		
					1,075.00			
01898 HERITAGE BUSINESS SYSTEMS, INC*	19-01585	06/04/19	1/1-5/31/19 POOLED SERVICES	Open	360.00	0.00		
02108 KEEN COMPRESSED GAS CO*	19-00813	03/21/19	BOTTLED GAS/APRIL	Open	371.39	0.00		
02208 PENNY BECICA-KRAUS	19-01666	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
02247 LAWSON PRODUCTS, INC.*	19-00858	03/22/19	SUPPLIES FOR DPW GARAGE	Open	699.39	0.00		
02402 MGL PRINTING SOLUTIONS	19-01529	05/29/19	PAYROLL CHECKS DNE \$500	Open	528.00	0.00		
02465 BARBARA MAHON	19-01660	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
02466 ROBERT E. MAHON	19-01601	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
03034 SAFEGUARD DOCUMENT DESTRUCTION	19-00916	03/29/19	2019 SHRED DAY	Open	695.00	0.00		
03072 NJ STATE LEAGUE OF MUNICIPALIT*	19-01486	05/24/19	10/19-6/20 NJ MUN MAGAZINE	Open	300.00	0.00		
03086 NJ STATE ASSN CHIEFS OF POL*	19-00039	01/04/19	TRAINING SPRING 2019 BOB SMITH	Open	1,200.00	0.00		
03172 OFFICE BUSINESS SYSTEMS INC*	18-02182	08/10/18	WIRELESS MICROPHONE FOR BENCH	Open	360.00	0.00		
03288 KATHRYN PATTERSON	19-01681	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
03289 THOMAS W. PATTERSON	19-01648	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
03296 PARISH OF ST. JOHN NEUMANN	19-01592	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	675.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03305 PEDRONI FUEL*	19-01702	06/07/19	NO LEAD GAS	Open	620.89	0.00		
03377 JULIE PICARD	19-01776	06/13/19	REIMBURSEMENT JIF MEETINGS	Open	322.35	0.00		
03427 POLAR BEAR MECHANICAL SERVICES	19-01534	05/29/19	EMERGENCY WORK-NO AC IN GYM	Open	245.00	0.00		
03458 JOANN H. RASH	19-01680	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
03491 RENTAL COUNTRY*	19-01267	05/02/19	CHANE SAW SUPPLIES	Open	982.76	0.00		
03495 ELIZABETH BYRNE	19-00640	03/01/19	CONTRACTUAL REIMBURSEMENT M	Open	350.76	0.00		B
03613 SEA ISLE ICE CO. INC.*	19-00083	01/07/19	REFILL ICE/RENTAL FEE	Open	507.00	0.00		
03633 SHOFFLER'S LANDSCAPING INC	19-01237	04/30/19	REPAIR SPRINKLER 43 NEVADA	Open	115.00	0.00		
03679 BARBARA SLONIS	19-01674	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
03805 TOWNBANK VOLUNTEER FIRE CO.	19-01590	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	450.00	0.00		
03844 GIACOMO TROMBETTA	19-01690	06/05/19	CONTRACTUAL REIMBURSEMENT M	Open	167.65	0.00		
03852 CATHERINE A. TURNEY	19-01633	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
03915 TURF EQUIPMENT & SUPPLY CO*	19-01442	05/20/19	WHEELS FOR MOVERS	Open	1,125.04	0.00		
03954 VAN NOTE-HARVEY ASSOCIATES*	17-02751	10/25/17	RES 2017-281 TAX MAP	Open	19,168.00	0.00		B
03985 VILLAS NAPA AUTO PARTS	19-00818	03/21/19	RDS/SANT/RECYDPW/MAY	Open	2,243.15	0.00		
03995 VITAL COMMUNICATIONS, INC.*	19-00417	02/05/19	2019 ASSESSMENT POSTCARDS	Open	3,065.55	0.00		
04097 CINTAS FIRST AID AND SAFETY*	19-01551	05/31/19	FIRST AID BOX REFILL	Open	39.55	0.00		
	19-01561	05/31/19	FIRST AID SUPPLIES	Open	114.82	0.00		
	19-01564	05/31/19	FIRST AID TOWNHALL 5/30/19	Open	51.56	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
04097 CINTAS FIRST AID AND SAFETY* Continued	19-01691	06/05/19	FIRST AID SUPPLIES REC	Open	516.83 722.76	0.00		
04235 COLLEEN P GALLAGHER	19-01661	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
04266 NJ DEPT OF HEALTH&SENIOR SVCS	19-01722	06/07/19	DOG DAMAGE MAY 2019	Open	258.00	0.00		
04283 CATHERINE JOSAPHOUITCH	19-01651	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
04301 SEASHORE ASPHALT CORPORATION*	19-00867	03/22/19	HP PATCH/MAY	Open	358.75	0.00		
6068 WARREN F MCLAUGHLIN	19-01595	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7005 JULIE OSBORN	19-01665	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
7053 ROBERTA A ZAKRZEWSKI	19-01615	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7070 MARIE D COLL	19-01629	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7188 CHRISTINE CRAIG	19-01668	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
7209 FRANK KIELB ENTERTAINMENT INC*	19-01696	06/07/19	CHANGE ORDER #1 7/3/2019	Open	400.00	0.00		
7286 PETER H ZEREGA	19-01605	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7291 WILLIAM FREDERICKSDORF	19-01639	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7293 GERALDINE PALMER	19-01656	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7354 FLEETPRIDE INC.*	19-01519	05/29/19	BRAKE DRUM	Open	1,337.36	0.00		
7410 MARILYN MEIKLE	19-01624	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7411 MARIAN ANNE CILIBERTI	19-01619	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7414 DANIELLE MORRISON	19-01658	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
7478 WINDSTREAM COMMUNICATION INC*	19-01573	06/03/19	5/29/19 PHONE	Open	2,997.42	0.00		
7480 DENISE L JONES	19-01599	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7496 AMERICAN PARTS DISTRIBUTION*	19-01549	05/31/19	FREON FOR AC UNIT IN GYM	Open	959.30	0.00		
7508 BLANEY & KARAVAN PC*	19-00048	01/04/19	LABOR ATT RES#2019-02 DNE 40K	Open	1,008.00	0.00		B
7532 HEATHER MCNULTY*	19-01570	06/03/19	MAY 2019 SPROUT SPOT	Open	50.00	0.00		
	19-01571	06/03/19	MAY 2019 HIFITNESS	Open	460.00	0.00		
					510.00			
7570 EDWARD ZINIS*	19-01750	06/12/19	PAINT OFFICES TOWNHALL	Open	1,700.00	0.00		
7585 SHARON A TAYLOR	19-01596	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7586 KAREN GRASCH	19-01611	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7587 JOSE SOTO	19-01634	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7590 STEPHEN D ACKERMAN	19-01626	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7591 SUSAN WIGGINS	19-01679	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
7592 PATRICIA RANDAZZO	19-01640	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7593 FRANK SARACCO	19-01641	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7594 JUDITH SARACCO	19-01646	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7595 GLORIA PERROTTA	19-01649	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7596 VINCENT PERROTTA	19-01647	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7597 DIANE BAKER	19-01653	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7598 DIANA MARVA MCNAIR	19-01627	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7665 JOHN BENIGNO	19-01623	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7666 MARY C HANNAN	19-01625	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7672 PATRICIA STEELMAN	19-01608	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7680 RON O'HARA	19-01582	06/04/19	SPRING SOCCER OFFICIAL	Open	160.00	0.00		
7759 DOG WASTE DEPOT*	19-01388	05/14/19	ROUND MESH TRASH CANS/BAYFRONT	Open	767.88	0.00		
7773 JOE REMENTER	19-01693	06/05/19	CONTRACTUAL REIMBURSEMENT V	Open	130.00	0.00		
7779 THOMAS HANNAN	19-01622	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7820 DEBLASIO & ASSOCIATES, P.C*	18-02168	08/08/18	ENGINEERING 2018 ROAD PROGRAM	Open	3,832.50	0.00		B
7846 MARY E MCHUGH	19-01650	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7847 JAMES F. STEVENS	19-01630	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7848 ROBIN LINN	19-01603	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7849 CHRISTINA MALMGREN	19-01618	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7851 ROBERT H MARRO	19-01614	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7856 VICTOR ANTAO	19-01638	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7902 BLUE360 MEDIA LLC	19-00406	02/04/19	2019 LAW ENFORCEMENT BOOKS	Open	264.96	0.00		
7929 AMAZON CAPITAL SERVICES, INC	19-01483	05/22/19	OTTERBOX FOR IPHONE	Open	34.95	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7929	AMAZON CAPITAL SERVICES, INC Continued							
	19-01520	05/29/19	RAGS FOR GARAGE	Open	179.70	0.00		
	19-01544	05/31/19	OFFICE SUPPLIES	Open	96.65	0.00		
	19-01550	05/31/19	STREAMLIGHT BATTERIES FB	Open	19.07	0.00		
	19-01555	05/31/19	PART FOR POLICE QUAD	Open	15.10	0.00		
	19-01556	05/31/19	SUPPLIES	Open	<u>134.43</u>	0.00		
					479.90			
7960	CATHY HOLT ROBINSON							
	19-01635	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7964	NICHOLAS RANDAZZO							
	19-01676	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
7966	SUSAN REMER							
	19-01607	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7967	JAMES CILIBERTI							
	19-01620	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7968	KATHLEEN HENNESSY							
	19-01637	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7970	LEE MARCOTTE							
	19-01678	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
7971	CAROLE PLANINSHER							
	19-01654	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7972	NANCY CELLUCCI							
	19-01652	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
7973	SOMERSET COUNTY POLICE ACADEMY							
	19-01205	04/25/19	TRAINING MAY 8, 2019	Open	130.00	0.00		
7982	DAWN BAILEY							
	19-01721	06/07/19	REIMBURSEMENT TRAVEL 6/6/19	Open	87.46	0.00		
7985	EAW SECURITY							
	19-01531	05/29/19	2 CKIR7 KEYS	Open	254.96	0.00		
8037	GINA BRONSON							
	19-01572	06/03/19	MOVIE MAKERS SPRING 2019	Open	1,250.00	0.00		
8038	LISA JUREWICZ							
	19-01766	06/13/19	3/27-5/30/19 MUSIC PROGRAM	Open	2,500.00	0.00		
8081	UGI ENERGY SERVICES							
	19-01567	06/03/19	ENERGY 4/16-5/20/19	Open	686.37	0.00		
8084	CHRIS KANE							
	19-01704	06/07/19	SPRING SOCCER OFFICIAL	Open	270.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
8094 ALL STATE TECHNOLOGY INC	19-01358	05/07/19	19-167 PLASTERING POOL	Open	36,100.00	0.00		B
8105 JOSEPH HARRISON	19-01583	06/04/19	SOCCER REFEREE ASSIGNOR	Open	102.00	0.00		
8106 JOSEPHINE PETERSEN	19-01621	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
8107 THERESE HILLER	19-01655	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
8108 DANTE RICCI	19-01703	06/07/19	SPRING SOCCER OFFICIAL	Open	70.00	0.00		
8109 STEVE GADDY	19-01709	06/07/19	REIMBURSEMENT SUMMER JUDO	Open	40.00	0.00		
8110 KEVIN DOUGHERTY	19-01727	06/10/19	SPRING SOCCER OFFICIAL	Open	70.00	0.00		
8208 GUARDIAN DOCUMENT DESTRUCTION*	19-01565	05/31/19	5/27/19 SHREDDING	Open	48.00	0.00		
8211 CONFIRE'S FIRE PROT SERV LLC*	19-01313	05/03/19	2019 INSPECTIONS	Open	1,490.00	0.00		
	19-01416	05/14/19	2019 FIRE ALARM/ EXT REPAIRS	Open	2,390.40	0.00		
					3,880.40			
ADAMC ROSEMARY ADAMCZYK	19-01604	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
AGHAK MARYAM AGHAKHANI	19-01636	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
BOSNA KAREN MANETTE BOSNA	19-01563	05/31/19	MAY 2019 YOGA	Open	50.00	0.00		
BUCKD DIANE E PANNELLI	19-01682	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
CZES MARY LOU CZESCIK	19-01617	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
DOUGHE MARK DOUGHERTY	19-01612	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
DOUGHERT GEORGIA DOUGHERTY	19-01664	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
FREAS JEAN FREAS	19-01610	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
GARYW010 GARY WALTZ	19-01613	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
GASSER COZETTE GASSER	19-01609	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
GIAIRO ANN GIAIRO	19-01632	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
GIBBONSA ALAN J. GIBBONS	19-01675	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
HARTLEY CHRISTINE HARTLEY	19-01598	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
HELVE ANN HEAP-HELVESTON	19-01673	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
JOANE005 JOAN ELIASON	19-01594	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
KEEND DOLORES RAMBO	19-01672	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
KINGR RICHARD KING	19-01644	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
KIRSCHN SCOTT KIRSCHNER	19-01670	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
LAMOC CHARLES LAMONTE	19-01684	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
LONEP PATRICIA LONERGAN	19-01597	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
MICHA010 MICHAEL ELIASON	19-01600	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
MORNI CARRISE MORNICK	19-01602	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
NOLANM MICHELLE NOLAN	19-01671	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
PETERSON PATRICIA PETERSON	19-01645	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
SANTA DENISE SANTAGATA	19-01631	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
SCHI ELAINE SCHIANO	19-01683	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
SOMER ELIZABETH M SOMERS	19-01663	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
STEBL RALPH P STEBLEIN	19-01642	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
SUSAN005 SUSANNA SHOW	19-01628	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	200.00	0.00		
WELLSF WELLS FARGO REAL ESTATE TAX	19-01729	06/10/19	5/20/19 REFUND B 643 L 9	Open	847.48	0.00		
YABOR PATRICIA YABOR	19-01662	06/05/19	2019 PRIMARY ELECTION 6/4/19	Open	225.00	0.00		
Total Purchase Orders: 189 Total P.O. Line Items: 0 Total List Amount: 300,336.92 Total Void Amount: 0.00								

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A Picard, Township Clerk

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

RESOLUTION #2019-212

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>
643	9	Wells Fargo	Paid by Title Co.	\$ 847.48

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A Picard, Township Clerk

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

RESOLUTION #2019-213

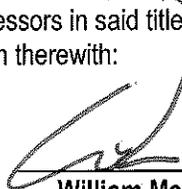
Title: 2019 DRIVE SOBER OR GET PULLED OVER STATEWIDE LABOR DAY CRACKDOWN GRANT

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety for \$5,500.00 to carry out a 2019 Drive Sober or Get Pulled Over Statewide Labor Day Crackdown Grant from August 16, 2019 – September 2, 2019.

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

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

Erik Simonsen, Mayor



William Mastriana, Chief of Police

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A Picard, Township Clerk

HTS Mobilization 2019 Drive Sober or Get Pulled Over Statewide Labor Day
Crackdown

Organization: Lower Township
Narrative Description of Project

[✓] I agree to the Terms and Conditions found below.

Problem Statement:

Impaired driving remains a significant issue, both in New Jersey and nationally. In 2016, alcohol impaired fatalities (based on all drivers and motorcycle riders with a .08 BAC or higher) accounted for 23% of New Jersey's traffic fatalities. For the five-year period 2012-2016, New Jersey roadways experienced 37,964 alcohol involved crashes and 718 fatalities. This project will provide funding to implement a statewide impaired driving enforcement campaign as part of the *2019 Drive Sober or Get Pulled Over Statewide Labor Day Crackdown*.

Between August 16, 2019 and September 2, 2019, police officers, on an overtime basis, will conduct special enforcement patrols targeting impaired drivers. The patrols will consist of roving patrols and fixed checkpoints.

Objectives:

To reduce total alcohol-related fatalities 14.45% from 143.6 (2012-2016 average) to 122.8 (2015-2019 average) as detailed in the FY2019 NJ Highway Safety Plan, through targeted impaired driving enforcement and education during the *2019 Drive Sober or Get Pulled Over Statewide Labor Day Crackdown*.

Methodology:

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

This federally-funded grant project consists of an enforcement overtime campaign from **August 16 through September 2, 2019**. The project is designed to raise awareness about the dangers of drinking and driving, to offer deterrence through visible enforcement, to arrest impaired drivers, and to issue summonses for relevant motor vehicle violations. The grant (**\$5,500**) will pay for 100 hours of overtime enforcement during the crackdown period, with a maximum rate to be reimbursed of **\$55 per hour**. The 100 overtime hours will be used for roving patrols and fixed checkpoints.

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

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

The maximum project overtime rate is \$55.00 per hour regardless of what officer works the project hours. The officer is to receive the full dollar amount in overtime. Administrative costs or fees should be considered "in kind services" or soft matches and are not a part of

Test

06/05/2019

Page 3 of 13

HTS Mobilization 2019 Drive Sober or Get Pulled Over Statewide Labor Day
Crackdown

Organization: Lower Township

Narrative Description of Project

this grant. It is up to the agency to establish its pay rate for the project. The Division encourages agencies to pay all participating officers a flat \$55 per hour rate for this overtime detail, but agencies may pay their usual overtime rates, if they wish, in which case the reimbursement from the Division will be:

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

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

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

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

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

RESOLUTIUN #2019-214

Title: REAPPOINTMENT TO THE ZONING BOARD OF ADJUSTMENT

WHEREAS, Bruce Waterman, Regular Member on the Zoning Board of Adjustment, has a term which will expire, June, 2019 and has requested reappointment to the Board; and

WHEREAS, Council has reviewed the applications currently on file in the Clerk's office.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following appointments be made:

<u>NAME</u>	<u>TYPE</u>	<u>TERM EXP</u>
Bruce Waterman	Regular Member	June, 2023

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A Picard, Township Clerk

FOR TOWNSHIP USE ONLY

Res. # _____

Board/Comm./Auth. _____

Term Exp. _____

Replaced _____ or Reappointed

**TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM**

RCVD JUN 6 '19

NAME BRUCE WATERMAN

CITY AND STATE ERMA, N.J.

YEARS OF RESIDENCY IN TOWNSHIP 35 OCCUPATION GENERAL CONTRACTOR

Please **number in order of preference** which ones you wish to be considered for:

- Cable Television Advisory Board
- Environmental Commission
- Historic Preservation Commission
- Citizen Advisory Board

- Municipal Utilities Authority
- Planning Board
- Recreation Advisory Board
- Zoning Board of Adjustment

I hereby apply to perform public service on the following municipal authority, boards or commissions. List any education, prior volunteer experience or work related experience, or other civic involvement which could be of use to the authority, board or commission you have listed above.

HIGH SCHOOL GRADUATE

MISC COLLEGE COURSES

PRESIDENT LOWER TOWNSHIP PTA

AFTER PLAN VOLUNTEER

KIWANIS MEMBER 5YRS

Date: 5/29/2019 Signature: [Signature] (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

Return to: Clerk's Office, 2600 Bayshore Road, Villas, NJ 08251

***PERSONAL INFORMATION NOT SUBJECT TO PUBLIC DISCLOSURE**

Address of Residence _____ Email _____

Primary Phone Number _____ Work Phone Number _____

*The information in this section is considered personal information, and is therefore deemed confidential for the purpose of P.L.1963, c.73 (C.47:1A-1 et seq.) and P.L. 2001, c.404 (C.47:1A-5 et al.).

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

RESOLUTION #2019-215

Title: RENEWAL OF COMMERCIAL EXCAVATION (GRAVEL PIT) LICENSE

WHEREAS, Thomas F. Brodesser, Jr. 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 licenses for the following are hereby approved:

T. Brodesser	Block 410.01	Lots 30.01, 31 & 32
	Block 410.01	Lots 9.01, 11.01 & 18.01

2. That all such licenses shall remain in full force and effect through July 15, 2020.
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 license 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.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A Picard, Township Clerk

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

RESOLUTION #2019-216

Title: **APPROVING A PARTNERSHIP AGREEMENT BETWEEN THE COUNTY OF CAPE MAY AND STRATEGIC PARTNERS FOR THE NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY (NJEDA) INNOVATION CHALLENGE GRANT**

Whereas, per the requirements of the Request for Qualifications/Proposals published on the New Jersey Economic Development Authority ("NJEDA") web site in November 2018, the County and the Township previously entered into a Partnership Agreement, pursuant to Resolution 2018-390, which was conditioned upon a successful grant award by the NJEDA; and

Whereas, following the execution of the aforementioned Partnership Agreement, the County applied for, and was subsequently awarded, an Innovation Planning Challenge Grant from the NJEDA in association with the proposed Cape May County Entrepreneurial Resource Hub at the Atlantic Cape Community College; and

Whereas, the Township remains a Strategic Partner committed to participating on the taskforce to develop an implementation strategy for the Cape May County Entrepreneurial Resource Hub; and

Whereas, in light of the fact that the County has now been awarded the aforementioned NJEDA Grant, the County and the Township are renewing and confirming the terms and conditions of the prior Partnership Agreement, a copy of which is attached hereto as **Exhibit A**, which outlines the roles and responsibilities of the parties, demonstrates collaboration in working towards an innovation ecosystem change, and formalizes the terms and conditions of the partnership.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the Mayor and Township Clerk are hereby authorized and directed to execute the Partnership Agreement, attached hereto as Exhibit A.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A Picard, Township Clerk

Partnership Agreement
Between the County of Cape May and the Township of Lower for the
New Jersey Economic Development Authority (NJEDA) Innovation Challenge Grant

This Partnership Agreement is entered into on this ____ day of _____, 2019, by and between **THE COUNTY OF CAPE MAY**, hereinafter referred to "County", a body public and corporate of the State of New Jersey, having administrative offices at 4 Moore Road, Cape May Court House, New Jersey 08210, and **THE TOWNSHIP OF LOWER**, hereinafter referred to as "Strategic Partner" or "Township" a municipal corporation of the State of New Jersey, having administrative offices at 2600 Bayshore Road, Villas, NJ 08251 and who may collectively be referred to herein as the "parties."

Whereas, the County has applied and been approved for the New Jersey Economic Development Authority ("NJEDA") Innovation Planning Challenge Program grant, which proposes to create a highly functional Entrepreneurial Resource Hub in Cape May County; and

Whereas, the County as the "Applicant" prepared a grant application in cooperation with Atlantic Cape Community College ("College") and will manage the grant in accordance with NJEDA requirements; and

Whereas, the Township is a Strategic Partner committed to participating on the taskforce to develop an implementation strategy for the Cape May County Entrepreneurial Resource Hub; and

Whereas, per the requirements of the Request for Qualifications/Proposals published on the NJEDA web site in November 2018, the County and the Township are entering into this Partnership Agreement; and

Whereas, this Agreement will outline the roles and responsibilities of the parties, demonstrate collaboration in working towards an innovation ecosystem change, and formalize the terms and conditions of the partnership.

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein the Parties hereto agree as follows:

1. The recitals set forth above are incorporated herein by this reference as if set forth at length.
2. Applicant. The County will act as the applicant and Grantee;
3. Higher Education Partner. Atlantic Cape Community College will act as the Higher Education Partner;

4. Task Force. The Township will serve on the established Task Force, consisting of representatives of the County and College, strategic partners and subject matter experts, for purposes of developing and completing an implementation strategy for the Cape May County Business Resource Hub;
5. Strategic Partner Responsibilities. The Township will fulfill the requirements of a Strategic Partner by:
 - a. Supporting the County of Cape May in its role as the entity responsible for coordinating the activities of the task force to complete the feasibility study;
 - b. Actively participate in task force meetings and activities;
 - c. Provide data and information as requested;
 - d. Provide review and feedback on draft products and final deliverables; and
 - e. Submit to the County all timesheets, receipts and other documents necessary to document the required in-kind match.

IN WITNESS WHEREOF, the Parties have executed this Agreement and agree to be bound by this Partnership Agreement on this ___ day of _____, 2019.

ATTEST:

County of Cape May

Elizabeth Bozzelli,
Administrator/Clerk of the Board

Gerald M. Thornton,
Freeholder Director

ATTEST:

Township of Lower

Julie Picard, Township Clerk

Erik Simonsen, Mayor

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

RESOLUTION #2019-217

Title: A RESOLUTION SUPPORTING AN AMENDMENT DESIGNATING THE CAPE MAY COUNTY AIRPORT AS A NEW JERSEY ECONOMIC DEVELOPMENT AUTHORITY "GARDEN STATE GROWTH ZONE"

WHEREAS, the Cape May County Airport is a significant regional aviation and business resource, a center of economic development activities, a designated Opportunity Zone, and holds great promise for development as an economic driver for the County of Cape May and the region; and

WHEREAS, the County of Cape May owns the entirety of the Cape May County Airport property, and works with the Delaware River and Bay Authority, which operates the facility under a long-term leasing and management agreement; and

WHEREAS, the Township of Lower and the County of Cape May and its many partners strive to overcome economic hardships which include leading the State of New Jersey in unemployment, ongoing population decline and a shrinking civilian labor force; and

WHEREAS, State legislation that would have facilitated and improved economic development at the Cape May County Airport was recently conditionally vetoed by Governor Murphy; and

WHEREAS, the Governor's conditional veto stated that a full understanding of which industries or industry sectors are best suited for the airport is needed before incentives are implemented and targeted to the airport area; and

WHEREAS, in order to attract meaningful development to the airport area, it is recommended that a Garden State Growth Zone be established for the 'Aviation District,' defined as all areas within the boundary of the Cape May County Airport; and

WHEREAS, in an effort to address the concerns raised by the State of New Jersey, the Township of Lower and the County of Cape May have made tremendous strides to stimulate economic development at the Cape May County Airport that will result in the creation of good-paying jobs, including:

- The County of Cape May has secured funding from the United States Department of Agriculture and has worked with the New Jersey Economic Development Commission, Delaware River and Bay Authority and Lower Township to develop an Economic Development Plan for the Cape May County Airport and the surrounding Opportunity Zone which clearly defines target industries.
- Cape May County has commenced construction of Phase One of the "Tech Village," a 20,000 square foot multi-tenant building specifically designed for technology related businesses.
- Cape May County has committed to invest over \$17 million in the "Tech Village" and infrastructure improvements and the Delaware River and Bay Authority has committed to invest an additional \$12.5 million in a new terminal building and infrastructure to boost economic development at the Airport.
- Cape May County has worked with the New Jersey Economic Development Authority, the Atlantic County Economic Alliance, the National Institute of Aerospace, the National Aviation Research and Technology Park, the New Jersey Innovation Institute and many industry, academic and government partners, to create a *Smart Airport and Aviation Partnership (SAAP)* in southern New Jersey. The SAAP will transform the region's innovation ecosystem by incubating, accelerating, and attracting new businesses into a cluster that is ideally matched to the region's strengths and capabilities. The FAA Tech Center, which has been recently designated an "Aviation District" and Cape May County Airport are both ideal sites for start-up and existing companies to test smart airport technologies in a relevant environment for eventual certification and commercialization.

- The Township of Lower has worked with the Cape May County, Atlantic Cape Community College, Middle Township, Cape May County Chamber of Commerce and private sector partners to secure an New Jersey Economic Development Authority Innovation Planning Grant to develop the Cape May County Business Resource Hub to expand the depth of existing business support systems.

WHEREAS, Lower Township and Cape May County have made meaningful progress to define and stimulate the economic development action plan for the Cape May County Airport. To leverage these activities, designating the Cape May County Airport as an NJEDA Garden State Growth Zones is needed.

NOW, THEREFORE, BE IT RESOLVED BY THE Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Township of Lower supports the designation of the Cape May County Airport as a Garden State Growth Zone.

BE IT FURTHER RESOLVED that any legislation that is adopted to extend or revise the Garden State Growth Zones include the "Aviation District" of the Cape May County Airport.

BE IT FURTHER RESOLVED that a copy of this Resolution be sent to:

Governor Phil Murphy
 Senate President Stephen M. Sweeney
 Assembly Speaker Craig Coughlin
 Senator Bob Andrzejczak
 Assemblyman R. Bruce Land
 Assemblyman Matthew W. Milam
 Cape May County Board of Chosen Freeholders
 Thomas J. Cook, Executive Director, Delaware River & Bay Authority
 Tim Sullivan, CEO, New Jersey Economic Development Authority
 Vicki Clark, President, Cape May County Chamber of Commerce

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

 Julie A Picard, Township Clerk

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

RESOLUTION #2019-218

Title: APPROVING A PROFESSIONAL SERVICE CONTRACT WITH PHOENIX ADVISORS FOR ASSISTANCE WITH THE BOND SALE

WHEREAS, the Township of Lower has a need to acquire assistance with the 2019 bond sale and desires to authorize this appointment using a non-fair and open contract pursuant to the provision as given authority by N.J.S.A. 40A:11-1 *et seq.* to enter into contracts for "Professional Services" without competitive bidding, when the need arises, so long as the award of such contract is made public by a Resolution of the Governing Body and satisfies the requirements of the New Jersey Pay-to-Play law; and

WHEREAS, Phoenix Advisors has provided a proposal to approve said services for the upcoming Bond Sale for the Township of Lower for an amount not to exceed \$15,000.00; and

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

Appropriation: Ord # 15-10 C-04-55-417-910

Signature: _____
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a Professional Service Contract without public bidding be awarded to Phoenix Advisors to provide the above stated services at a fee not to exceed amount of \$15,000.00.

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

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A Picard, Township Clerk



June 12, 2019

Lauren Read, Chief Financial Officer
Lower Township
2600 Bay Shore Road
Villas, NJ 08251-1399

Re: Addendum to Appointment of Phoenix Advisors, LLC as Municipal Advisor to: Lower Township

Dear Ms. Read:

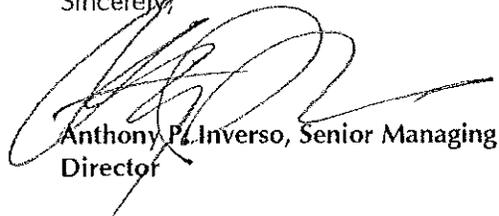
Phoenix Advisors, LLC, an independent Municipal Advisor registered with the Securities & Exchange Commission (the "SEC") and the Municipal Securities Rulemaking Board (the "MSRB"), under an agreement dated January 4, 2019 has been appointed as Municipal Advisor by Lower Township.

Now that you have asked Phoenix Advisors to perform specific municipal advisory services relating to this issuance, we are providing the appropriate scope of services document and our compensation arrangement for work in connection with this engagement.

We are also providing a disclosure document concerning potential conflicts of interest that may arise depending on the method of compensation we use for this issuance. The MSRB requires all registered Municipal Advisors to provide this document to you.

We are further required by regulators to have written evidence in our files that you acknowledge, understand and have agreed to our engagement. Please sign below and return a copy to us, by email attachment or by regular mail, at your earliest convenience. Thank you.

Sincerely,


Anthony P. Inverso, Senior Managing
Director

Acknowledgement,

By: _____

Lower Township

625 Farnsworth Avenue, Bordentown, New Jersey 08505

Voice: 609-291-0130

www.muniadvisors.com

Fax: 609-291-9940

SCOPE OF SERVICES – DEBT ISSUANCE

To assure that you have a complete understanding of an entire transaction Phoenix Advisors, LLC, (the “Municipal Advisor”), is active at each juncture of your transactions to personally and professionally guide you and respond to your concerns and questions. Below is an outline of services which may be provided during the financing process. This outline is not finite – we expect to do those things necessary and appropriate to bring your transaction to a successful conclusion.

I. Plan Strategy and Structure

The Municipal Advisor will research and analyze your outstanding debt to craft a financing solution that satisfies your needs now and into the future. Among the services that are provided to achieve these goals are:

- a. Identify and analyze
 - i. Review financing structures, options and concepts.
 - ii. Make recommendations to you based upon cost-benefit and market analysis.
- b. Develop and put forward a sound plan of finance.
 - i. Constructed analyses.
 - ii. Make recommendations concerning maturity structure, credit enhancement, early redemption features, and more.
 - iii. Address existing financial strengths, weaknesses, and growth patterns.

II. Coordinate the Financing Process

The Municipal Advisor coordinates the many steps of your transaction adding organization and capability to the financing process. The Municipal Advisor will:

- a. Establish a Timetable that outlines key events, dates and responsibilities and maintain a contact list of transaction participants.
- b. Coordinate the financing by, as appropriate, scheduling meetings, assigning work product responsibility, and communicating with finance team members.
- c. Assist in obtaining the approval of oversight entities, if needed, by making appropriate application and clear and concise presentations.
- d. Provide practical business, not legal, advice as to critical components and appropriate language of financing documents to aid in their completion and market acceptance.

- e. Assist in preparation of the offering document, i.e. the Official Statement.
- f. Ensure that the current needs and requirements of investors, insurers, and bidders are met by the contents of the document.
- g. Develop a rating agency strategy and prepare a comprehensive rating presentation to obtain a rating that best reflects your overall financial position.
- h. Evaluate and recommend required or value-added third-party services and products.

III. Execute the Plan

When your transaction is ready for sale, whether competitive or negotiated, your Municipal Advisor take many valuable steps the goal of which is to achieve the appropriate interest cost and successful closing. Among these steps are:

- a. Provide statistics and points of reference
 - i. Gauge the overall market climate.
 - ii. Monitor the market
 - iii. Provide a recommendation for timing of your sale.
 - iv. Work to schedule your debt offering under the most advantageous market conditions available.
- b. Present information to potential investors and bidding underwriters
 - i. Alert them of your debt offering and its characteristics.
 - ii. As appropriate, coordinate and conduct to present the financing to investors.
 - iii. Act to bolster demand in the market.
- c. Assemble valuable statistics and comparisons proximate to your sale
 - i. Assist in evaluating the interest rates received.
 - ii. Assure understanding of recommendations made concerning the sale.
- d. Be active in your sale
 - i. Coordinate day of sale activities.
 - ii. Providing real-time translation of events during competitive bid submission.
 - iii. In negotiated transactions, have active dialogue with underwriters during the interest setting process in juxtaposition to their interests to guard yours.

- e. After the sale
 - i. Coordinate and monitor details of your closing.
 - ii. Prepare memorandum directing the movement of funds.
- f. If requested, provide information about the effective investment of the transaction's proceeds. The Municipal Advisor can serve as your agent in obtaining investments designed to match your need for funds. In either capacity, the Municipal Advisor will not act as an investment manager.

IV. Follow-Up Reporting and Analyses

Our relationship with you is an ongoing process, not just a single transaction. As Municipal Advisor we stay by your side after closing. We will:

- a. Provide a permanent laminated debt service schedule, a clear presentation of your debt service requirements to be used during budget preparation and on debt service payment dates.
- b. Create reports and analysis summarizing your transaction suitable to share, as you may choose, with others.
- c. Monitor outstanding debt for opportunities to save through the refunding of prior issues.
- d. Alert you when a drop-off in debt service presents the occasion to layer in new debt.
- e. Review financing proposals presented to you.
- f. Regularly provide updates on the economy.
- g. Always be available to consult with you concerning any questions that arise.

Compensation

The services offered by Phoenix Advisors, LLC will greatly enhance your ability to structure and manage all areas of debt financing. Our value-added services result in savings of time, effort and, importantly, interest cost. This means you save money over the entire life of the financing.

Importantly, our fee is all-inclusive. We do not charge for out-of-pocket expenses, fees for travel time, or attendance at meetings. Out-of-pocket expenses are always difficult for a client to monitor and can ultimately be significant. We know that this is a unique and important feature of Phoenix Advisors compensation. Also, we earn and collect our fee only upon the successful sale and closing of your financing.

Compensation is as follows:

- a) **For Bonds Issued:**
\$9,500 plus \$0.50 per \$1,000 issued

- b) **Out-of-Pocket Expenses.....None**

MSRB-REQUIRED DISCLOSURES



- The MSRB's website is www.msrb.org, and the link for the Municipal Advisor Client Brochure is www.msrb.org/Rules-and-Interpretations/MSRB-Rules/General/~media/34C3F2794313495AA2B0251D6DB8311A.ashx
- SEC forms MA and MA-I are available for inspection on the SEC's EDGAR website at: www.sec.gov/edgar/searchedgar/companysearch.html
- There are no legal or disciplinary events concerning Phoenix Advisors, LLC, our management, or advisors filed on any Form MA or Form MA-I filed with the SEC

Phoenix Advisors, LLC, a municipal advisor duly registered with the Securities and Exchange Commission ("SEC") and the Municipal Securities Rulemaking Board ("MSRB"), is aware of no conflict(s) of interest that would preclude us from fulfilling our responsibilities, including our fiduciary duty, our duty of loyalty, and our duty of care as your municipal advisor on any transaction for which Phoenix Advisors is engaged. Should we become aware of any conflict, we would immediately inform the affected parties.

Phoenix Advisors, LLC, offers a variety of services, including but not limited to Municipal Advisor services, Consulting and Post-Issuance Compliance services. There could be the appearance of a potential conflict of interest in cross-selling services. Phoenix Advisors mitigates the potential for this perceived conflict by adhering to a high standard of suitability for any service rendered to our clients, and by clearly disclosing that there is no contingency requiring a client to accept multiple services.

Phoenix Advisors has a fiduciary obligation to put your interests ahead of ours, and we take this obligation seriously. We maintain policies and procedures to uphold our standards. Our internal compliance protocol dictates regular reviews of client transactions for compliance with all applicable MSRB rules. Under the same applicable MSRB rules, all municipal advisors are required to provide to clients written documentation of their municipal advisory relationships with clients. You have received a written agreement that includes, among other details, the scope of services to be provided by Phoenix Advisors, and details concerning the fees for these services.

The MSRB believes that a certain form of compensation may create the potential for a conflict of interest. Forms of compensation, of course, may vary depending upon the nature of the engagement and requirements of the client. The MSRB requires that we provide information concerning compensation and its potential to cause a conflict of interest. Various forms of compensation are:

Fixed fee. Under a fixed fee form of compensation, the municipal advisor is paid a fixed amount established at the outset of the transaction. The amount is typically based upon an analysis by the client and the advisor of the expected duration and complexity of the transaction and the agreed upon scope of work that the advisor will perform. This form of compensation, in the view of the MSRB, presents a potential conflict of interest because the advisor may recommend less time-consuming alternatives, or fail to do a thorough analysis of alternatives.

Hourly fee. Under an hourly fee form of compensation, the municipal advisor's fee is based upon the number of hours worked by the advisor. This form of compensation presents a potential conflict of interest if the client and the advisor do not agree on a reasonable maximum number of hours at the outset of the engagement, because the advisor does not have a financial incentive to recommend alternatives that might result in fewer hours worked.

Fee contingent upon the completion of a financing or other transaction. Under a contingent fee form of compensation, payment of an advisor's fee is dependent upon the successful completion of a financing or other transaction. Although this form of compensation may be customary for the client, it presents a potential conflict because the advisor may have an incentive to recommend unnecessary financings or financings that are disadvantageous to the client.

Fee paid under a retainer agreement. Under a retainer agreement, fees are paid to a municipal advisor periodically, e.g., monthly, and are not contingent upon the completion of a financing or other transaction. Fees paid under a retainer agreement may be calculated on a fixed fee basis, e.g., a fixed fee per month regardless of the number of hours worked, or an hourly basis, e.g., a minimum monthly payment, with additional amounts payable if a certain number of hours worked is exceeded. A retainer agreement does not present the conflicts associated with the type of contingent fee arrangement described above.

Fee based upon principal transaction. Under this form of compensation, the municipal advisor's fee is based upon a percentage of the principal amount of an issue of securities, e.g., bonds. This form of compensation may potentially incent the municipal advisor to recommend that the client increase the amount of the issue unnecessarily to increase the advisor's fee.

If you have any questions about your relationship with Phoenix Advisors, call your Municipal Advisor professional at 866-291-8180.

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

RESOLUTION # 2019-219

Title: **APPROVAL OF CHANGE ORDER #1 FOR FORD SCOTT AND ASSOCIATS FOR ADDITIONAL SERVICES ASSOCIATED WITH THE UPCOMING BOND SALE**

WHEREAS, Ford Scott and Associates were awarded a professional Service Contract by Resolution #2019-03 on January 2, 2019 as the Municipal Auditor in the amount of Not to Exceed \$40,000.00; and

WHEREAS, Ford Scott and Associates have provided a proposal for additional services associated with the upcoming Bond Sale for the Township of Lower in the amount of not to exceed \$10,000; and

WHEREAS, the Township Council desires to approve Change Order #1 and the CFO has certified the availability of funds by her signature in the budget as follows:

Appropriation: Ord #15-10 C-04-55-417-910

CFO Signature: _____
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Change Order #1 for Ford Scott and Associates in the amount of Not to exceed \$10,000 is hereby approved and the total to increase the contract total to \$50,000.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A. Picard, Township Clerk



FORD - SCOTT

& ASSOCIATES, L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS

1535 HAVEN AVENUE • OCEAN CITY, NJ • 08226

PHONE 609.399.6333 • FAX 609.399.3710

www.ford-scott.com

June 17, 2019

Mayor and Governing Body
and Chief Financial Officer
Township of Lower
2600 Bayshore Road
Villas, N.J. 08251

Members of the Governing Body & Administration:

We are pleased to confirm our understanding of the services we are to provide the Township of Lower for the proposed issuance of Bonds in the amount of \$7,450,000. We will:

- Participate in planning discussions with the Township, the Township's Bond Counsel, Financial Advisors and others as requested by the Township.
- Assist in the preparation, and read and evaluate the presentation, of the Preliminary Official Statement, Official Statement and other related offering documents as required.
- Assist the Township with, and participate in, communications and responses to inquiries from Rating Agencies.
- Participate in due diligence discussions with underwriters, placement agents, broker dealers or other financial intermediaries regarding the offering.
- Provide a letter of consent for the use of the Auditor's Report in the offering documents.

These non-audit services do not constitute an audit under Government Auditing Standards and such services will not be conducted in accordance with Government Auditing Standards. We will perform the services in accordance with applicable professional standards. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the debt offering, (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed, (3) additional information that we may request for the purpose of the debt offering.

You agree to assume all management responsibilities relating to the debt offering and any other non-audit services we provide. You will be required to provide us with:

- (1) A Management Representation Letter updated from the previous date of audit.
- (2) Minutes of the Meetings of the Governing Body subsequent to the previous date of audit.
- (3) Interim Financial Statements and Reports as requested.

June 17, 2019

Further, you agree to oversee the non-audit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will provide all documentation we request and information required for the debt offering.

Leon P. Costello is the engagement partner and is responsible for supervising the engagement. Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$9,300. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to the engagement. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed the engagement. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the Township of Lower and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

**FORD, SCOTT & ASSOCIATES, L.L.C.
CERTIFIED PUBLIC ACCOUNTANTS**

Leon P. Costello

**Leon P. Costello
Certified Public Accountant
Registered Municipal Accountant
No. 393**

RESPONSE:

This letter correctly sets forth the understanding of the Township of Lower.

By: _____
Chief Financial Officer

Title: _____

Date: _____

By: _____
Mayor

Title: _____

Date: _____

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

RESOLUTION #2019-220

Title: APPROVAL FOR WHALE OF A DAY FESTIVAL

WHEREAS, the Townbank Property Owners Association have requested permission to host an event called "Whale of a Day Festival" on Clubhouse Drive on Saturday, July 6, 2019; and

WHEREAS, the Townbank Property Owners Association have provided the Township with a certificate of Liability Insurance and have received permission for the street closure.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that permission is hereby granted for the event to take place.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A Picard, Township Clerk

**CAPE MAY BEACH PROPERTY OWNERS ASSOCIATION
HISTORIC TOWNBANK, INC.**

201 Clubhouse Drive Town Bank, NJ. 08204

P.O. Box 911 North Cape May, NJ. 08204

Historictownbank.com 609-770-4641

Dean Umscheid, President

Byron Frey, Vice President

Craig Fitz, Treasurer

Harry Skelton, Secretary

Jerry Fowler, Asst. Sec/Treas.

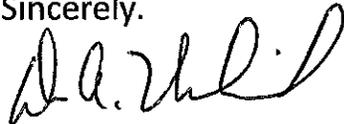
Lower Township Mayor and Council,

6/11/2019

The above Association respectfully requests permission to host our upcoming 21st event, "Whale of a Day Family Festival" on Clubhouse Drive from 830 am to 4 pm on Saturday July 6, 2019. The Township required Whale Day Insurance Certificate copy is attached. The proper road closure forms have been submitted and approved by all involved Township departments.

Please let me know if anything else is needed or if you have any questions.
Thank you for your consideration in this matter.

Sincerely,



Dean A. Umscheid, President



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/10/2019

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 have ADDITIONAL INSURED provisions or 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 Barnes Financial Group Inc. 11 S. New Middletown Road Media PA 19063-4601		CONTACT NAME: Richard Barnes PHONE (A/C, No, Ext): 610-627-2340 E-MAIL ADDRESS: bfg1rick@comcast.net FAX (A/C, No): 610-627-1202	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: MESA UNDERWRITERS SPECIALTY INSURANCE	
		INSURER B: ATLANTIC STATES GROUP	
		INSURER C:	
		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	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			MP0029002007402	9/3/2018	9/3/2019	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input checked="" type="checkbox"/> DEDUCTIBLE \$1,000 / CLAIM						MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,000
	OTHER:						PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/> NON-OWNED AUTOS ONLY					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> OCCUR					AGGREGATE \$
	<input type="checkbox"/> DED	<input type="checkbox"/> RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
B	PROPERTY (SPECIAL FORM) *			18ASX2750211	9/3/2018	9/3/2019	E.L. DISEASE - POLICY LIMIT \$
							BUILDING 250,000
							CONTENTS 50,000
							DEDUCTIBLE 1,000

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

* INCLUDES SHED @ \$3,000 WITH \$3,000 CONTENTS

* INCLUDES SPECIAL EVENT (WHALE OF A DAY) ON 7/6/2019

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

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

RESOLUTION #2019-221

Title: **APPROVAL FOR A FIREWORKS DISPLAY ON THE BEACH AT DIAMOND BEACH CLUB,
600 E RALEIGH AVENUE, LOWER TOWNSHIP**

WHEREAS, The Club at Diamond Beach has requested permission to host a Fireworks Display on their property located at 600 E Raleigh Avenue, Lower Township on July 4, 2019, which will last approximately 12 to 15 minutes; and

WHEREAS, Advanced Pyrotechnics LLC has provided the proof of liability insurance required by the Uniform Fire Code Section 5:18-3.27.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Club at Diamond Beach is hereby granted permission to host a fireworks display on their beach in accordance with all Fire Safety Codes and regulations.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019 .

Julie A Picard, Township Clerk

RESQUEST FORM

January 9, 2019

VIA ELECTRONIC MAIL: JPICARD@TOWNSHIPOFLOWER.ORG
TOWNSHIP OF LOWER
2600 Bayshore Road
Villas, NJ 08251

Dear Sir/Madam:

My name is Joseph Hladki, Jr., Esq., a licensed New York and New Jersey Attorney. I respectfully submit this request on behalf of the Club at Diamond Beach ("The Club") and its representative, Michael Zirolli . As described in more detail below, the essence of our request is to be granted the permission to put on a firework display.

The Club is ready, willing, and able to comply with all regulations, requests, and costs in obtaining said license(s), permit(s), and the like, for said Request. The Club will work diligently and in complete transparency with the Lower Township Board, its Fire Department, Police Department, and any other agency in which it must communicate and work with.

The Club graciously thanks the Lower Township Board and its brother and sister Agencies for their service to our community. Additionally, on behalf of myself, Mr. Zirolli, and The Club, we truly appreciate the Board's time and consideration in this request.

Any and all correspondence can be sent to Mr. Zirolli or myself.

Very truly yours,

/S/

Joseph Hladki, Jr., Esq.

THE REQUEST:

To obtain license and/or permit to provide to the public, at the location designated below, for no fee to the public, a firework show consisting of Class B and C fireworks

REQUEST DETAILS:

EVENT: Fourth of July firework display

DATE: July 4, 2019

LOCATION: The Beach located at 600 E Raleigh Ave, Wildwood Crest, NJ 08260

Specific location on the beach can be coordinated with the property authorities.

Additionally the area will be secured, the public will not have access and kept back at a distance that is satisfactory to this Board, the Fire Department and Police Department.

START TIME: TBD

TIME OF THE EVENT: Firework display will last between 12 and 15 minutes

PYROTECHNICIAN: Requestor is in contact and negotiating contract with Advanced Pyrotechnics, a licensed and insured pyrotechnic company. Company representative will be on site to monitor, assist and provide oversight of the individuals participating in event.

REQUESTOR INFORMATION:

NAME/CORPORATION: The Club at Diamond Beach
LOCATION: 600 E Raleigh Ave, Wildwood Crest, NJ 08260
TELEPHONE: 1 (610) 909-7641
EMAIL: MZirolli@yahoo.com
POINT OF CONTACT: Michael Zirolli

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

RESOLUTION #2019-222

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

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

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

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$2,740.00 for an item of revenue in the budget of the year 2019 as follows:

Miscellaneous Revenues –
 Revenue Offset with Appropriations - **Cops in Shops**
 Total with increase to be \$ 2,740.00

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$2,740.00 be and the same is hereby appropriated under the caption of:

General Appropriations –
 Public & Private Programs Offset by Revenues - **Cops in Shops**
 State/Federal Share \$ 2,740.00
 Non State Share \$
 Total with increase to be \$ 2,740.00

FURTHER RESOLVED that a certified copy of this Resolution shall be electronically filed with the State of New Jersey, Division of Local Government Services.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A Picard, Township Clerk



STATE OF NEW JERSEY

OFFICE OF THE ATTORNEY GENERAL
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF ALCOHOLIC BEVERAGE CONTROL
P.O. BOX 087
TRENTON, NJ 08625-0087
PHONE: (609) 984-2830 FAX: (609) 633-6078
WWW.NJ.GOV/OAG/ABC

PHILIP D. MURPHY
Governor

GURBIR S. GREWAL
Attorney General

SHEILA Y. OLIVER
Lt. Governor

JAMES B. GRAZIANO
Acting Director

January 4, 2019

Chief William Mastriana
Lower Township Police Department
405 Breakwater Road
Erma, New Jersey 08204

F Y I

RE: COPS IN SHOPS FEDERAL FISCAL YEAR 2019
GRANT #AL-19-45-05-01
PROGRAM: SUMMER SHORE INITIATIVE 2019

Dear Chief Mastriana:

The Division of Alcoholic Beverage Control ("ABC") is pleased to accept your municipality's application for grant funds to participate in Cops In Shops FFY 2019. This Initiative is supported by FFY 2019 National Priority Safety Programs (CFDA NO. 20.616) funding from the Department of Transportation, National Highway Traffic Safety Administration.

GRANT AWARD

After careful consideration of your application, ABC has allocated **\$2,640.00** to your municipality for the assignment of officers to Cops in Shops details during the **Summer Shore Initiative 2019**. This figure is based on 2-officer teams conducting 4-hour details at the reimbursement rate of \$55.00 per hour per officer. The program period is from May 22, 2019 through September 15, 2019.

Details are authorized to be conducted at the following cooperating plenary distribution licensees located in your municipality:

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

RESOLUTION #2019-223

Title: **ANNUAL RENEWAL OF LIQUOR LICENSES FOR THE YEAR 2019-2020**

WHEREAS, applications have been made by the persons, firms, and/or corporations hereinafter named for renewal of Plenary Retail Consumption Licenses, Plenary Retail Distributions Licenses and/or Club Licenses, heretofore granted by this issuing authority; and

WHEREAS, all requirements of the applicants have been met, including the payment of the required fees and all laws and regulations for the control of alcoholic beverages; and

WHEREAS, this governing body is of the opinion that said applications should be granted and licenses issued.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, the Municipal Issuing Authority, that the licenses be issued to the person, firms and/or corporations named on the attached Schedule "A" for the period of one year commencing July 1, 2019 through June 30, 2020.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A Picard, Township Clerk

SCHEDULE "A"

<u>Number</u>	<u>Name & Address</u>	<u>Type</u>	<u>Amount</u>
0505-33-005-005	Cape May Pub Inc Rt. 9 Florence Avenue Cape May, NJ 08204 t/a Cape May National Golf Club	PRC	\$2,000.00
0505-33-006-007	The Cold Spring Fish & Supply Co. Fisherman's Wharf, P.O. Box 497 Cape May, NJ 08204 t/a Lobster House & Bar, The Raw Bar	PRC	\$2,000.00
0505-33-008-006	Ford Creek LLC 954 Ocean Drive Cape May, NJ 08204 t/a Harbor View Restaurant	PRC	\$2,000.00
0505-33-019-010	Panicos Secondo, LLC 9901 Ocean Drive, Lower Township Cape May, NJ 08204 t/a Panicos Secondo	PRC	\$2,000.00
0505-44-018-005	O'Doyle's Inc. 1900 Bayshore Road Villas, NJ 08251 t/a Villas Country Liquor Store	PRD	\$1,000.00
0505-33-012-008	JEL Liquor LLC. 5101 Shawcrest Road, Lower Township Wildwood, NJ 08260 t/a The Bay Club	PRC	\$2,000.00

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

RESOLUTION #2019-224

Title: APPROVAL OF AN ALCOHOLIC BEVERAGE CONTROL PLENARY RETAIL CONSUMPTION LICENSE - WITH BROAD C - PERSON TO PERSON TRANSFER; LICENSE #0505-32-001-012, FROM RENAISSANCE BEVERAGES III LLC TO COOKS LIQUOR, LLC

WHEREAS, an application has been filed for a person to person transfer of Plenary Retail Consumption License with Broad C, License 0505-32-001-012, heretofore issued to Cook's Liquor, LLC for the premises located at 3845 Bayshore Road, Lower Township, New Jersey; and

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Lower Township Council does hereby approve effective Tuesday, June 18, 2019 at 9:00 a.m., the transfer of the aforesaid Plenary Retail Consumption License with Broad C to Cooks Liquor, LLC and does hereby direct the Township Clerk to endorse the License Certificate to the New Ownership as follows: "This License, subject to all of its terms and conditions, is hereby transferred, effective 9 a.m. June 18, 2019 to Cooks Liquor, LLC for premises located at 3845 Bayshore Road, North Cape May, NJ."

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 17, 2019.

Julie A Picard, Township Clerk

Clerk Report, May 2019

Register Report - Last month

5/1/2019 through 5/31/2019

6/6/2019

Page 1

Account	Description	Memo	Category	Amount
INCOME				47,165.00
Business Mercantil 2019-2020				475.00
Liquor Licenses				31,900.00
Rental 2019-2020				9,000.00
Scrapper				10.00
Special Events				135.00
Street Openings				1,660.00
Vac Prop Reg				3,500.00
Yard Sale Permit				485.00
TRANSFERS				-47,165.00
Council Checking				-47,165.00
		OVERALL TOTAL		0.00

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

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 05/01/2019 To 05/31/2019

June 05 , 2019 12:10:33PM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$5,943,625.00	Cubic Footage:	778124 Cu.ft	Permit Issued:	143
Cost Of Alteration:	\$1,471,643.00	Square Footage:	50204 Sq.ft	Updates Issued:	13
Cost Of Demolition:	\$13,800.00			All Fees Waived:	4
Total Cost:	\$7,429,068.00			Municipal Fees Waived:	0

<u>PERMIT FEES</u>		<u>ADMIN FEES</u>		<u>WAIVED FEES</u>		<u>TOTAL FEES</u>	
Building:	\$48,556.00	Building:	\$0.00	Building:	\$22,667.00	Building Fees:	\$25,889.00
Electrical:	\$12,095.00	Electrical:	\$0.00	Electrical:	\$550.00	Electrical Fees:	\$11,545.00
Fire :	\$1,845.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$1,845.00
Plumbing:	\$8,557.00	Plumbing:	\$0.00	Plumbing:	\$2,835.00	Plumbing Fees:	\$5,722.00
Elevator:	\$340.00	Elevator:	\$0.00	Elevator:	\$340.00	Elevator Fees:	\$0.00
Mechanical:	\$2,530.00	Mechanical:	\$0.00	Mechanical:	\$100.00	Mechanical Fees:	\$2,430.00
				Total Waived:	\$26,492.00	Technical Fees:	\$47,431.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$2,887.00	\$1,705.00	\$1,182.00
Alteration Training Fee:	\$2,799.00	\$788.00	\$2,011.00
DCA Minimum Fee:	\$34.00	\$1.00	\$33.00
Sub total Training Fee:	\$5,720.00	\$2,494.00	\$3,226.00

TECHNICAL ISSUES

Building Technical:	67
Electrical Technical:	93
Fire Protection Technical:	14
Plumbing Technical:	47
Elevator Technical:	1
Mechanical Technical:	29

CERTIFICATE ISSUES

Certificate of Occupancy:	3
Certificate of Approval:	28
Certificate of Continued Occupancy:	0

Certificate of Occupancy Fee:	\$3,814.00
Waived Certificate Fees:	\$1,817.00
Sub Total Certificate Fees:	\$1,997.00

PERMIT FEES:	\$47,431.00
DCA FEES:	\$3,226.00
CERTIFICATE FEES:	\$1,997.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$52,654.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$52,654.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 05/01/2019 To 05/31/2019

June 5, 2019 12:11:12PM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$2,610.00	\$50,044.00	\$0.00	\$52,654.00
LICENSE FEES	Sub Totals:	\$25.00	\$925.00	\$0.00	\$950.00
DUMPSTER	Sub Totals:	\$10.00	\$10.00	\$0.00	\$20.00
NSF FEE	Sub Totals:	\$0.00	\$20.00	\$0.00	\$20.00
GRAND TOTALS:		\$2,645.00	\$50,999.00	\$0.00	\$53,644.00

TOWNSHIP OF LOWER
Dog Payment Audit Report
FROM 5/1/2019 TO 5/31/2019

Lic.#	License Fee	Registration	Pilot	Late	Pop.Ctrl	Misc. Receipt#	Check#	Cash	Check	Other	TOTAL
1016	5.80	1.00	0.20	0.00	3.00	0.00	10073	2.80	7.20	0.00	10.00
1017	3.80	1.00	0.20	5.00	0.00	0.00	1830	0.00	10.00	0.00	10.00
1018	5.80	1.00	0.20	0.00	3.00	0.00	1830	0.00	10.00	0.00	10.00
1019	5.80	1.00	0.20	5.00	3.00	0.00		15.00	0.00	0.00	15.00
1020	5.80	1.00	0.20	5.00	3.00	0.00		15.00	0.00	0.00	15.00
1021	5.80	1.00	0.20	5.00	3.00	0.00		15.00	0.00	0.00	15.00
1022	3.80	1.00	0.20	5.00	0.00	0.00		10.00	0.00	0.00	10.00
1023	3.80	1.00	0.20	5.00	0.00	0.00		10.00	0.00	0.00	10.00
1024	5.80	1.00	0.20	5.00	3.00	0.00	1042	0.00	15.00	0.00	15.00
1025	5.80	1.00	0.20	5.00	3.00	0.00	1042	0.00	15.00	0.00	15.00
1026	3.80	1.00	0.20	5.00	0.00	0.00		10.00	0.00	0.00	10.00
1027	5.80	1.00	0.20	5.00	3.00	0.00		15.00	0.00	0.00	15.00
1028	3.80	1.00	0.20	5.00	0.00	0.00		10.00	0.00	0.00	10.00
1029	5.80	1.00	0.20	5.00	3.00	0.00		15.00	0.00	0.00	15.00
130	562.00	130.00	26.00	565.00	102.00	0.00		1,107.80	277.20	0.00	1,385.00

- 1. Total Number of Licenses Issued : 130 No License # : 0
- 2. Total Number of Licenses At No Charge : 0
- 3. Total Number of Licenses with pilot Fee : 130
- 4. Total Number of Non-spayed/Nonnuetered Fee : 34 No Fee : 0
- 5. Total Number of Replacement Licenses : 0

A. Total Licenses reported With Registration Fee	:	130.00
B. Total Amount Due for Pilot Clinic Fund	:	26.00
C. Total Amount Due for Pop. Control Fund	:	102.00
D. Total Amount Due to State	:	258.00

PAYMENT SUMMARY

CASH	1,107.80
CHECK	277.20
OTHER	0.00
TOTAL	\$1,385.00

**2019 CASH RECEIPTS
MAY**

Township of Lower
Office of the Tax Collector

YEAR TO DATE

Receipts

Current year taxes (2019)	5,324,060.61	28,901,973.10
Prior year taxes (2018)	36,437.43	488,773.90
Prior year taxes (2017)	-	0.00
Previously exempt property		0.00
State Audit Pay Back	750.00	3,500.00
Municipal Lien		0.00
Recording		0.00
Bankruptcy		0.00
6% Penalty		1,559.87
Municipal Service Fees	-	53,953.49
Tax Search Fees		10.00
Interest	11,413.26	55,588.97
Lot clearing	-	1,925.00
Returned Check Fees	60.00	360.00
Duplicate Bills	95.00	460.00
Trash	4,097.00	16,962.25
TOTAL DEPOSITS	5,376,913.30	29,525,066.58
DEPOSITED TO COUNCIL CHECK	4,901,776.92	27,471,802.39
DEPOSITED TO WIPP ACCOUNT	475,136.38	2,053,264.19
TOTAL DEPOSITS	5,376,913.30	29,525,066.58
NSF Reversals	4,726.90	26,830.43
WIPP NSF Reversals	6,301.70	20,123.92
NSF Fee Reversal		0.00
TOTAL NSF	11,028.60	46,954.35
TOTAL	5,365,884.70	29,478,112.23

Prepared by Kathy Brown

Township of Lower
Treasurer's Report
YTD: 2019

	Total	Jan	Feb	Mar	Apr	May
BEG. BAL. JAN. 1, 2019	10,174,387.69	10,174,387.69	9,454,051.14	11,980,160.77	4,911,422.82	8,868,369.50
RECEIPTS:						
Per Revenue Status	36,163,115.76	4,537,039.36	10,569,742.81	6,136,452.47	8,911,029.35	6,008,851.77
less: post cash surplus	(2,500,000.00)			(2,500,000.00)		
Interest due from Escrow	(2,235.19)	(321.37)	(673.31)	(403.36)	(443.12)	(394.03)
	33,660,880.57	4,536,717.99	10,569,069.50	3,636,049.11	8,910,586.23	6,008,457.74
Grants Received:						
Recycling Tonnage \$ Recd	45,397.48	45,397.48				
JIF \$ Recd	2,727.20	1,527.20				1,200.00
County Warming Ctr \$ Recd	20,000.00					20,000.00
EMAA \$ RECD	10,000.00	10,000.00				
CC \$ RECD	82,353.43					82,353.43
BODY ARMOR \$ RECD	4,776.94		4,776.94			
OPEN SPACE \$ RECD	509,689.43				509,689.43	
674,944.48						
TOTAL RECEIPTS:	34,335,825.05	4,593,642.67	10,573,846.44	3,636,049.11	9,420,275.66	6,112,011.17
DISBURSEMENTS:						
2018 Reserves	475,612.05	381,254.90	73,403.63	4,806.78	8,146.84	7,999.90
2019 Current	36,110,988.04	4,854,872.61	7,907,346.62	10,607,568.50	4,705,012.38	8,036,197.93
2019 Capital	2,817,439.84	157,868.49	324,960.87	732,656.13	789,984.57	811,969.78
less: Def chgs TAX MAP	(146,200.00)			(146,200.00)		
less: Due capital CIF	(250,000.00)			(250,000.00)		
Appropriation Refunds:	(179,247.71)	(80,016.78)	(257,974.31)	(244,034.35)	(39,814.81)	442,592.54
TRANSFERS OUT:	0.00					
CAPITAL	509,689.43					509,689.43
	0.00					
TOTAL DISBURSEMENTS	39,338,281.65	5,313,979.22	8,047,736.81	10,704,787.06	5,463,328.98	9,298,760.15
END. BAL. DEC. 31, 2019	5,171,931.09	9,454,051.14	11,980,160.77	4,911,422.82	8,868,369.50	5,681,620.52
Total Appropriation Refunds	(688,937.14)	(80,016.78)	(257,974.31)	(244,034.35)	(39,814.81)	442,592.54

Bank Balance						
Checking-Ocean First		9,143,114.48	11,419,167.73	5,387,055.68	8,404,683.90	5,334,020.34
Checking-Sturdy				29,602.40	29,611.44	318.05
Online Payment Acct		318,870.68	572,440.44	160,117.47	256,718.97	423,406.92
Total Bank Balance		9,461,985.16	11,991,608.17	5,576,775.55	8,691,014.31	5,757,745.31
ADD: Deposits in Transit		135,659.65	57,096.70	23,774.15	508,035.30	77,890.47
LESS: Outstanding Checks		(143,593.67)	(68,544.10)	(689,126.88)	(330,680.11)	(154,015.26)
Adjusted Bank Balance		9,454,051.14	11,980,160.77	4,911,422.82	8,868,369.50	5,681,620.52
		0.00	0.00	0.00	0.00	0.00

Monthly Interest Received-Current Fund	168,389.72	16,788.52	42,627.00	39,484.40	30,616.34	38,873.46
Interest Rate		2.00%	2.00%	2.00%	2.00%	2.00%

OUTSTANDING CHECKS

MAY 2019

PRIOR

63401	80.00	sturdy
63442	107.92	sturdy
64092	50.00	
64389	50.00	
64458	687.00	
64563	10.00	
64663	2.00	
64669	101,150.00	
64674	2.00	
64675	850.00	

MAY

DUE TO BANK	0.03
DUE TO PR	0.03
64738	492.40
64740	1,566.00
64809	1,200.00
64814	2,802.35
64818	104.00
64819	1,745.66
64820	600.00
64824	875.00
64831	204.92
64832	35,000.00
64836	20.00
64843	2,591.93
64860	119.99
64864	60.00
64872	120.00
64880	71.10
64891	60.00
64894	257.50
64896	60.00
64902	120.00
64906	150.00
sturdy t.in (due to payroll)	1,900.58
void 6/10 64899	904.85

DIT'S

841.00
15,609.39
36,873.83
500.00
14.88
6,478.09
1,646.79
7,465.00
948.00
4,530.00
125.00
150.00
528.70
2,125.00
12.00
42.79

102,988.92	51,026.34
	154,015.26

77,890.47

CASH RECONCILIATION MAY 31, 2019

	Cash		Less Checks Outstanding	Cash Book Balance
	*On Hand	On Deposit		
Current	503,798.00	5,829,152.41	620,984.52	5,711,965.89
Trust - Assessment				
Trust - Dog License	150.00	11,346.57	0.00	11,496.57
Trust - Other	2,600.00	3,534,215.81	13,935.77	3,522,880.04
Capital - General	0.00	12,322,754.81	0.00	12,322,754.81
Water - Operating				0.00
Water - Capital				0.00
Assessment Utility Trust				0.00
Public Assistance**				0.00
Garbage District				0.00
Grant Fund				0.00
Total	506,548.00	21,697,469.60	634,920.29	21,569,097.31

*Include Deposits In Transit (and change funds)

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

REQUIRED CERTIFICATION

I hereby certify that all amounts shown in the "Cash on Deposit" column on Sheet 9 and 9(a) have been verified with the applicable bank statements, certificates, agreements or passbooks at 31-May-19

I also certify that all amounts, if any, shown for Investments in Savings and Loan Association on any trial balance have been verified with the applicable passbook at 31-May-19

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

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

Signature:

Lauren Reed

Title: CFO, Township of Lower

**2019 MAY
VITAL STATISTICS**

Marriages,Civil Unions	14
Domestic Partners	0
Ceritified Copies	260
Certified Copies EDRS	14
Burial Permits	0

Marriages, Civil Unions State	\$350.00
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$42.00
Domestic Partners Twp	\$0.00
Certified Copies	\$2,600.00
Certified Copies EDRS	\$140.00
Burial Permits	\$0.00

TOTAL	\$3,132.00
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