

WORK SESSION & REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL
June 18, 2018 - 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 of Sergeant John Armbruster – Mayor Simonsen
Swearing in of new officers - Officer Thomas Shough & Officer William Omrod – Mayor Simonsen
Certificate of Appreciation – Kevin Hoffman – Mayor Simonsen
Presentation - Louis Joyce, South Jersey Economic Development District

Consent Agenda

Approval of Minutes June 4, 2018
Res. #2018-204 Payment of Vouchers \$1,148,073.60
Res. #2018-205 Insertion of Special Item of Revenue Pursuant to N.J.S.A 40A:4-87, Chapter 159 (Alcohol Education & Rehabilitation \$1,025.25)
Res. #2018-206 Authorization for 2018 Incentive Award for Insurance Waiver (\$57,500 - 23 employees)
Res. #2018-207 Authorization for Refund of Taxes (2 payments \$1,803.95)
Res. #2018-208 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Clean Communities \$73,775.05)
Res. #2018-209 Annual Renewal of Liquor Licenses for the Year 2018-2019 (final 3 licenses)
Res. #2018-210 Re-Appointment to the Planning Board (D.Senico)
Res. #2018-211 Re-Appointment to the Zoning Board of Adjustment (E.Utsch, III)
Res. #2018-212 Award of Professional Service Contract without Public Bidding to Wizards Festival of Fun for Various Events (Halloween Parade \$750/Ferry Merry \$5,750/New Year's Eve \$2,500)
Res. #2018-213 Approving a Professional Service Contract with Engineering Design Associates, PA, for Professional Engineering Services for Schellinger Landing Safety Improvements & Identification Program (\$5,500)
Res. #2018-214 Approving a Professional Service Contract with Mott MacDonald for Professional Engineering Services for the Beach Access Improvements Project (\$28,700)
Res. #2018-215 A Resolution Authorizing and Directing the Lower Township Planning Board to Review and Report on the Cape May Airport Tech Village Redevelopment Plan (Block 410.01, Lot 36) Pursuant to the Local Redevelopment and Housing Law, N.J.S.A. 40A:12A-1Et Seq.
Res. #2018-216 Approval of Change Order #1 for Marcus Karavan, Esq. – Amending Scope of Service (adding specialized legal work)

Regular Agenda

Ordinance #2018-08 Amending Chapter 583 – Streets and Sidewalks – of the Code of the Township of Lower; Article 1, Subsection 583-4 Excavation; Restoration and Refilling of Roads, Streets and Alleys ; Paragraph (8) Street Restoration; Adding New Sections (g), (h), & (i) – Five (5) Year Moratorium – 2nd reading and public hearing. This Ordinance has been published, posted and made available to the public
Ordinance #2018-10 An Ordinance Amending Chapter Seven, Entitled "Traffic" of the General Ordinances of the Township of Lower; Adding Section 7-3.5 (a) No Parking / No Stopping / No Standing 2nd reading and public hearing. This Ordinance has been published, posted and made available to the public
Ordinance #2018-11 Amending Chapter 7 – Traffic – of the Code of the Township of Lower; Adding Article II, Regulating the Use and Operation of Bicycles within the Township of Lower. 2nd reading and public hearing. This Ordinance has been published, posted and made available to the public

Manager's Report

Engineer's Report

Administrative Reports

Monthly Reports - Clerk, Construction, Dog, Police, Tax, Vital Statistics
Personnel Action Report

Council Comments

Call to the Public

Res. #2018-217 A Resolution Providing for a Meeting Not Open to the Public in Accordance With The Provision of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12 **Attorney/Client Privileged**

Adjourn

COUNCIL MEETING MINUTES – June 4, 2018

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on June 4, 2018 at 7:00 p.m. in the meeting room of the Township Hall, 2600 Bayshore Road, Villas, New Jersey.

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

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

Councilmember Thomas Conrad
Councilmember David Perry
Deputy Mayor Frank Sippel
Mayor Erik Simonsen

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

Presentation of Certificates to the Jersey Shore Youth Lacrosse League – Mayor Erik Simonsen
Mayor Simonsen congratulated the Jersey Shore Youth Lacrosse team on their victory and presented certificates to each players, Coach Ken Brown, and Assistant Coaches Kurt Lindsay and Shawn Austin: Players include: Macky Bonner, Quinten Hagan, Kai Lindsay, Jackson Brown, Noah Plenn, Grant Reed, Nick Grieco, Brent Reidenbach, Chase Austin, Zac Castellano, Mason Cronin, Ryan Gibson, Robbie Grieco, Scott Harris, Eddie Hoover, Corson Hughes, Edward McVey, Brayden Melo, Jake Robson, Ricky Sandman, and Braswell Thomas.

Coach Ken Brown presented trophies to Mayor Simonsen and Council in appreciation of their support.

HPC Presentation to Councilman Perry and Councilman Roy
Judy Gillis and Linda Thomas, on behalf of the Historic Preservation Commission (HPC), thanked Council for their support and recognized Councilman Perry and Councilman Roy for participating in the annual beach clean-up. They also thanked NJ Clean Communities for donating the safety equipment and supplies necessary for the event.

Councilman Perry voiced appreciation to the HPC for all their efforts.

Ms. Gillis and Ms. Thomas also presented a certificate of appreciation to Pary Tell, HPC, for her support and dedication.

Work Session

Consent Agenda

Approval of Minutes May 21, 2018

Approval of Closed Session Minutes - May 21, 2018

Res. #2018-189 Payment of Vouchers \$ 906,165.01

Res. #2018-190 Authorization for the Payout of Accumulated Compensatory Time (M.Gamble, \$2762.21)

Res. #2018-191 A Resolution of the Governing Body of the Township of Lower Adopting the Form of the New Jersey Tort Claims Act Questionnaire Required to be Utilized by Claimants for the Filing of Notices of Tort Claims Against the Township of Lower in Accordance with the Provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6 and Designating Qual-Lynx as the Agent for the Township of Lower to Provide the Questionnaire to all of the Claimants, and to Receive the Completed Questionnaire from the Claimants

Res. #2018-192 Annual Renewal of Liquor Licenses for the Year 2018-2019 (25 of 28)

Res. #2018-193 Resolution Requesting A Cape May County Water Quality Management (WQM) Plan Amendment for "Rabbit Run Subdivision Area" and Vicinity

Res. #2018-194 A Resolution Approving a Professional Service Contract with Wizards Festival of Fun, Inc for the Township of Lower's July 3, 2018 Celebration (\$14,500)

Res. #2018-195 Authorizing Payment for 2018 Regional School Taxes (July through December)

Res. #2018-196 Authorizing Payment to Lower Township Board of Education (School Tax July through December)

Res. #2018-197 Approving a Professional Service Contract with Mott MacDonald for Professional Engineering Services for Roseann Avenue/Bayshore Estates Drainage and Stormwater Management Improvements Project – Phase III (\$131,180.)

- Res. #2018-198 Approval for Pyrotecnico Fireworks Inc to Load and Unload a Fireworks Barge in Lower Township
- Res. #2018-199 Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (JIF requirement)
- Res. #2018-200 A Resolution To Affirm the Township of Lower's Civil Rights Policy with Respect to All Officials, Appointees, Employees, Prospective Employees, Volunteers, Independent Contractors, and Members of the Public that Come Into Contact with Municipal Employees, Officials and Volunteers (JIF requirement)
- Res. #2018-201 A Resolution Authorizing the State Contract Vendor, Motorola Solutions, for the Statewide Compatible 7/800 MHZ Radio System Including Accessories for the Police Department (\$324,888.20)
- Res. #2018-202 Resolution of the Township of Lower Consenting to the Issuance by the Township of Lower Municipal Utilities Authority of Revenue Bonds (Junior Lien) to the New Jersey Infrastructure Bank, and to the Issuance of a Project Note in Anticipation of the Issuance of Such Bonds, For the Financing of Certain Water System Capital Improvements
- Res. #2018-203 A Resolution Requesting Reduction of Maintenance Guarantee for Cape Regional Holdings, LLC Block 629, Lots 130-159 & Block 630, Lots 168.01-173; Escrow Z14-09-05
- Ordinance #2018-08 Amending Chapter 583 – Streets and Sidewalks – of the Code of the Township of Lower; Article 1, Subsection 583-4 Excavation; Restoration and Refilling of Roads, Streets and Alleys ; Paragraph (8) Street Restoration; Adding New Sections (g), (h), & (i) – Five (5) Year Moratorium – This is the first reading of this Ordinance. The Second reading and public hearing has been scheduled for June 18, 2018.
- Ordinance #2018-10 An Ordinance Amending Chapter Seven, Entitled "Traffic" of the General Ordinances of the Township of Lower; Adding Section 7-3.5 (a) No Parking / No Stopping / No Standing - This is the first reading of this Ordinance. The Second reading and public hearing has been scheduled for June 18, 2018.
- Ordinance #2018-11 Amending Chapter 7 – Traffic – of the Code of the Township of Lower; Adding Article II, Regulating the Use and Operation of Bicycles within the Township of Lower. This is the first reading of this Ordinance. The Second reading and public hearing has been scheduled for June 18, 2018.

Councilman Conrad motioned to **move Resolution #2018-189 to Regular Agenda**; seconded by Councilman Perry.

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

Bill Greenfield, Villas, inquired about Ordinance #2018-11.

Manager Ridgway explained that the ordinance prohibits bicycles on the sidewalk on Beach Drive.

On the Consent Agenda:

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

Regular Agenda

Ordinance #2018-09 An Ordinance Revising and Restating Chapter 400 – Land Development; Article X, Sub-section 400-81; Guarantees and Inspections; of the Code of the Township of Lower. This is the second reading and public hearing of this Ordinance. This Ordinance has been posted, published and made available to the public.

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

Res #2018-189

Payment of Vouchers \$ 906,165.01

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

Manager's Report

Manager Ridgway gave an update on several matters including: communication with LCMR School Superintendent regarding increased security, communication with Lower Township Elementary School Superintendent regarding pre-school preparations, new recreation programs beginning in the fall, new police radios, central dispatch, Roseann Avenue Project, Community Shred Day, Beach Drive Pedestrian Safety Improvements Project, and demolition of the Everlon Building.

Mayor Simonsen requested a future work session with the Lower Township Elementary School Superintendent to explain the details of the grant affording the addition of preschool classrooms.

Administrative Reports

Finance

Council Comments

Councilman Conrad informed of the plan to tour the Foster House, he commented on the Memorial Day Ceremony at VFW, gave an update on Bayshore Road improvements and reminded about upcoming Escape the Cape events. Lastly, he reminded to use caution as schools will soon recess for the summer.

Councilman Perry gave an update on the Beach Drive Pedestrian Safety Improvements Project and the Roseann Avenue Project.

Councilman Conrad thanked Bob Church, County Engineers Office, for keeping the Township well informed.

Deputy Mayor Sippel – no comments

Mayor Simonsen gave a brief report on the fishing community Resilience Workshop by NOAA.

Call to the Public

Steve Sheftz, Townbank, spoke passionately about the great history of Townbank and his desire for the Townbank sign to be returned to its original location.

Adjournment

There being no further business to address, motion to adjourn moved by Councilmember Conrad, seconded by Mayor Simonsen. Motion to adjourn was unanimous. Meeting adjourned at 7:44 p.m.

Mayor

Township Clerk

Approved:

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00360 JANE BIENIECKI	18-01540	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
00361 MARTIN R. BIERSBACH	18-01484	06/01/18	CONTRACTUAL REIMBURSEMENT V	Open	413.00	0.00		
00425 CAROL A. BRAND	18-01548	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
00611 COUNTY OF CAPE MAY	18-01646	06/06/18	DIESEL / NO LEAD FUEL	Open	18,805.86	0.00		
00651 MUNICIPAL UTIL AUTH DUMP FEES	18-01725	06/13/18	TIPPING FEES	Open	82,366.34	0.00		
00735 CATERINA SUPPLY, INC.*	18-01317	05/14/18	CATCH BASIN CASTING	Open	565.00	0.00		
00775 CAPRIONI PORTABLE TOILETS, INC*	18-01694	06/12/18	MONTHLY SERVICES	Open	70.00	0.00		
00784 CAPE MAY STAR & WAVE	18-01466	05/30/18	LEGAL PUBLICATION 5/17/18	Open	64.48	0.00		
	18-01490	06/01/18	LEGAL PUBLICATION	Open	23.50	0.00		
	18-01697	06/12/18	LEGAL PUBLICATION 6/6/18	Open	61.38	0.00		
					149.36			
00825 COMCAST*	18-01667	06/07/18	INTERNET SERVICE -	Open	1,950.29	0.00		PC1
00852 CHERRY VALLEY TRACTOR CO.*	18-01356	05/16/18	PARTS FOR BACKHOE/COUNTY	Open	365.66	0.00		
01075 COPIERS PLUS*	18-01477	05/31/18	COPIERS 2/20/18 5/19/18	Open	590.03	0.00		
01170 VERIZON WIRELESS* F/S	18-01665	06/07/18	CELL SERVICE FOR FIRE SAFETY	Open	52.56	0.00		
01171 VERIZON WIRELESS - TOWNHALL	18-01485	06/01/18	622310837-00001 4/24-5/23	Open	499.39	0.00		
	18-01506	06/04/18	IPHONE BILL 5/29 6/28/18	Open	949.56	0.00		
					1,448.95			
01200 DELTA DENTAL PLAN OF NJ	18-01483	06/01/18	MAY 2018 GROUP# 9427	Open	1,224.00	0.00		
01246 ROCCO SANSONE	18-01493	06/04/18	SPRING SOCCER OFFICIAL	Open	300.00	0.00		
01319 EDWARD EDWARDS	18-00811	03/27/18	2018 EQUIP. ALLOWANCE	Open	150.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01389	EDDIE'S AUTO BODY*							
	18-00235	01/23/18	PAINT NEW VEHICLES	Open	2,479.56	0.00		
	18-01443	05/25/18	FRONT END ALIGNMENT	Open	89.95	0.00		
	18-01487	06/01/18	FRONT ALIGNMENT/DODGE 2012	Open	89.95	0.00		
					<u>2,659.46</u>			
01443	ERMA VOLUNTEER FIRE CO							
	18-01626	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	300.00	0.00		
01480	E-Z PASS							
	18-01417	05/22/18	START UP TRANSPONDERS/FEES	Open	1,000.00	0.00		PC1
01530	FIRE DISTRICT #1							
	18-00642	03/12/18	2018 FIRE DISTRICT #1 TAXES	Open	126,413.78	0.00		
01532	JACQUELINE U HENDERSON							
	18-01623	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
01540	FIRE DISTRICT #2							
	18-00641	03/12/18	2018 FIRE DISTRICT #2 TAXES	Open	197,900.00	0.00		
01550	FIRE DISTRICT #3							
	18-00626	03/08/18	2018 FIRE DISTRICT #3 TAXES	Open	171,200.70	0.00		
01581	FIRST ASSEMBLY OF GOD CHURCH							
	18-01625	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	150.00	0.00		
01660	GENERAL SPRING SERVICE*							
	18-01319	05/14/18	HYDRAULIC CYLINDER	Open	3,950.00	0.00		
01791	CINDY S. HARTLEY							
	18-01532	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
01806	ANTHONY J HARVATT, II, ESQ							
	18-00759	03/21/18	ZBA SOLICITOR SALARY	Open	625.00	0.00		
	18-01683	06/11/18	RESOLUTIONS CONCERNING	Open	900.00	0.00		
					<u>1,525.00</u>			
01873	HOME DEPOT*							
	18-00917	03/29/18	SUPPLIES/DPW/MAY	Open	349.10	0.00		
01898	HERITAGE BUSINESS SYSTEMS, INC*							
	18-01652	06/06/18	PATROL COPIER APRIL-JUNE 2018	Open	108.00	0.00		
02025	HUNTER JERSEY PETERBILT*							
	18-00909	03/29/18	PARTS FOR TRUCKS/MAY	Open	111.20	0.00		
	18-01292	05/10/18	TURBOCHARGER PARTS/FREIGHT	Open	4,371.27	0.00		
					<u>4,482.47</u>			
02108	KEEN COMPRESSED GAS CO*							
	18-00887	03/29/18	BOTTLD GAS/DPW/MAY	Open	248.72	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
02175 BRUCE KLAUSING	18-01718	06/12/18	CONTRACTUAL REIMBURSEMENT V	Open	145.00	0.00		
02208 PENNY BECICA-KRAUS	18-01630	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
02402 MGL PRINTING SOLUTIONS	18-01046	04/16/18	Tax Bills & Evolopes	Open	1,647.50	0.00		
02441 ERNEST MACOMBER	18-01719	06/12/18	CONTRACTUAL REIMBURSEMENT M	Open	693.60	0.00		
02465 BARBARA MAHON	18-01534	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
02585 WILLIAM MASTRIANA	18-01674	06/08/18	TRAINING MEALS	Open	20.00	0.00		
03034 SAFEGUARD DOCUMENT DESTRUCTION	18-00743	03/20/18	2018 SHRED DAY	Open	675.00	0.00		
03104 NORTHEAST IND.&MARINE SUPPLY*	18-00417	02/09/18	PARTS/RDS/SANT/RECY/MARCH	Open	173.16	0.00		
03160 OFFICE BASICS, INC*	18-00520	02/26/18	TACKBOARDS	Open	770.85	0.00		
03280 PARAMOUNT SANITARY SUPPLY*	18-01304	05/11/18	TRASH BAGS - THROUGHOUT TWNSP	Open	579.60	0.00		
03288 KATHRYN PATTERSON	18-01552	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
03289 THOMAS W. PATTERSON	18-01567	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	200.00	0.00		
03296 PARISH OF ST. JOHN NEUMANN	18-01624	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	675.00	0.00		
03305 PEDRONI FUEL*	18-01496	06/04/18	NO LEAD GAS	Open	422.04	0.00		
03353 POOL OPERATION MANAGEMENT*	18-01300	05/11/18	SIGNS AND ITEMS FOR POOL	Open	664.65	0.00		
03387 POGUE INC. *	18-01475	05/31/18	SAFETY AND HEALTH CONSORTIUM	Open	416.00	0.00		
03414 WILLIAM PRIOLE	18-01734	06/14/18	CONTRACTUAL REIMBURSEMENT V	Open	185.00	0.00		
03458 JOANN H. RASH	18-01551	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03518 RIGGINS, INC.*	18-01489	06/01/18	OFF HIGHWAY DIESEL	Open	799.80	0.00		
03573 SAFETY-KLEEN CORP*	18-00914	03/29/18	EQUIP/ MAINTENANCE/APRIL	Open	436.36	0.00		
03611 SERVICE TIRE TRUCK CENTERS*	18-00897	03/29/18	TIRES/RDS/SANT/RECY/DPW/MAY	Open	6,647.03	0.00		
03656 JOHN W. SKOWRONSKI	18-01542	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
03679 BARBARA SLONIS	18-01546	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
03805 TOWNBANK VOLUNTEER FIRE CO.	18-01627	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	450.00	0.00		
03820 MUNICIPAL UTILIL. AUTH ON CALL	18-01709	06/12/18	REIMBURSE HALF TOTAL BILL	Open	288.75	0.00		
03844 GIACOMO TROMBETTA	18-01507	06/04/18	CONTRACTUAL REIMBURSEMENT	Open	156.80	0.00		
03852 CATHERINE A. TURNEY	18-01585	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	200.00	0.00		
03904 LOWE'S HOME CENTER INC*	18-00900	03/29/18	SUPPLIES/DPW/APRIL	Open	236.50	0.00		
03954 VAN NOTE-HARVEY ASSOCIATES*	17-02751	10/25/17	RES 2017-281 TAX MAP	Open	53,133.50	0.00		B
03971 VERIZON WIRELESS MDT POLICE	18-01470	05/31/18	VERIZON WIRELESS MDTs	Open	843.35	0.00		
03985 VILLAS NAPA AUTO PARTS	18-00893	03/29/18	RDS/SANT/RECY/DPW/MAY	Open	1,780.92	0.00		
03992 VAL-U AUTO PARTS LLC*	18-00882	03/29/18	RDS/SANT/RECY/DPW/APRIL	Open	1,978.85	0.00		
04030 WEST PUBLISHING PAYMENT *	18-01530	06/05/18	TAX UPDATES- TITLE 54	Open	364.00	0.00		
04075 BARBER CONSULTING SERVICES LLC	18-01679	06/08/18	COMPUTER SERVICES	Open	1,546.23	0.00		
	18-01684	06/11/18	2018 MIS	Open	4,181.22	0.00		
					<u>5,727.45</u>			
04097 CINTAS FIRST AID AND SAFETY*	18-01486	06/01/18	FIRST AID SUPPLIES	Open	281.92	0.00		
	18-01508	06/04/18	FIRST AID SUPPLIES	Open	107.75	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
04097	CINTAS FIRST AID AND SAFETY* Continued							
	18-01643	06/06/18	FIRST AID SUPPLIES	Open	125.63	0.00		
	18-01721	06/12/18	FIRST AID SUPPLIES	Open	<u>1,269.53</u>	0.00		
					1,784.83			
04235	COLLEEN P GALLAGHER							
	18-01535	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
04266	NJ DEPT OF HEALTH&SENIOR SVCS							
	18-01531	06/05/18	STATE DOG LICENSE FEES MAY 18	Open	131.40	0.00		
04283	CATHERINE JOSAPHOUITCH							
	18-01563	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
04301	SEASHORE ASPHALT CORPORATION*							
	18-00912	03/29/18	ASPHALT/PATCH/APRIL	Open	568.75	0.00		
5016	BROOKAIRE COMPANY							
	18-01157	04/26/18	FILTER FOR TWP HVAC	Open	931.08	0.00		
6063	CAPE MINING & RECYCLING, LLC*							
	18-01488	06/01/18	1-5 RECYCLED CONCRETE	Open	915.60	0.00		
6068	WARREN F MCLAUGHLIN							
	18-01616	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
6071	UNITED UNIFORMS LIMITED LIAB*							
	18-00647	03/12/18	UNIFORMS	Open	749.92	0.00		
	18-00994	04/09/18	UNIFORMS	Open	119.99	0.00		
	18-01168	04/27/18	UNIFORMS	Open	340.00	0.00		
	18-01330	05/14/18	8610 ULTRA CLUB POLO	Open	39.98	0.00		
	18-01471	05/31/18	UNIFORMS	Open	<u>428.94</u>	0.00		
					1,678.83			
6075	PARKER MCCAY P.A. *							
	17-01016	04/13/17	SPEC COUNCIL FEMA LITIGATION	Open	562.50	0.00		B
7005	JULIE OSBORN							
	18-01584	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7008	RICHARD A PAUL							
	18-01581	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7050	DAVID F BRAND							
	18-01568	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7051	MARIE SCHMIDT							
	18-01586	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7053	ROBERTA A ZAKRZEWSKI							
	18-01604	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		

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7067 FRANCES GUINAN	18-01617	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7070 MARIE D COLL	18-01591	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7119 ENGINEERING DESIGN ASSOC*	18-01666	06/07/18	PROFESSIONAL ENGINEERING	Open	690.00	0.00		
	18-01727	06/13/18	PROFESSIONAL ENGINEERING	Open	<u>1,180.00</u>	0.00		
					1,870.00			
7181 JENNIFER KELLY, PHD, LLC*	18-01459	05/29/18	PRE-EMPLOYMENT EXAM	Open	400.00	0.00		
7188 CHRISTINE CRAIG	18-01590	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7286 PETER H ZEREGA	18-01619	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7291 WILLIAM FREDERICKSDORF	18-01547	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
7293 GERALDINE PALMER	18-01560	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7310 CORELOGIC REAL ESTATE TAX SER	18-01698	06/12/18	REFUND 1ST QTR 2018	Open	1,717.42	0.00		
7322 BRUCE BRITTON	18-01509	06/05/18	SPRING SOCCER OFFICIAL	Open	360.00	0.00		
7354 FLEETPRIDE INC.*	18-01495	06/04/18	SUPPLIES FOR TRUCKS	Open	343.30	0.00		
	18-01644	06/06/18	PARTS FOR TRUCKS	Open	<u>57.45</u>	0.00		
					400.75			
7380 GAILE ROCKEY	18-01469	05/30/18	LACROSSE OFFICIAL	Open	60.00	0.00		
7390 DARA NATHAN	18-01689	06/11/18	LACROSSE OFFICIAL	Open	120.00	0.00		
7410 MARILYN MIEKLE	18-01600	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7411 MARIAN ANNE CILIBERTI	18-01597	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7414 DANIELLE MORRISON	18-01533	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7461 DEGLER WHITING, INC*	18-00603	03/06/18	COMBO - FOOTBALL/SOCCER GOALS	Open	10,750.00	0.00		
7478 WINDSTREAM COMMUNICATION INC*	18-01733	06/14/18	PHONE SERVICE MAY 2018	Open	3,471.71	0.00		
7508 BLANEY & KARAVAN PC*	18-00129	01/11/18	LABOR ATTORNEY DNE \$25K R 18-2	Open	3,000.00	0.00		B
7532 HEATHER MCNULTY*	18-01492	06/04/18	HIFITNESS MAY 2018	Open	535.00	0.00		
7568 AMERICAN FURNITURE RENTALS*	18-00015	01/09/18	COURT RENTAL FURNITURE	Open	716.80	0.00		B
7576 ROBERT THOMPSON JR.	18-01717	06/12/18	CONTRACT REIMBURSEMENT	Open	425.86	0.00		
7585 SHARON A TAYLOR	18-01620	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7586 KAREN GRASCH	18-01608	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7589 JUDITH GREENER	18-01596	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7590 STEPHEN D ACKERMAN	18-01559	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7591 SUSAN WIGGINS	18-01571	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7592 PATRICIA RANDAZZO	18-01577	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7593 FRANK SARACCO	18-01550	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
7594 JUDITH SARACCO	18-01575	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7595 GLORIA PERROTTA	18-01565	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7596 VINCENT PERROTTA	18-01566	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7597 DIANE BAKER	18-01618	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7598 DIANA MARVA MCNAIR	18-01554	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7605 RAY VOZZELLI	18-01645	06/06/18	SPRING SOCCER OFFICIAL	Open	450.00	0.00		
7636 MOTT MACDONALD LLC*	18-01685	06/11/18	PROFESSIONAL ENGINEERING	Open	1,448.65	0.00		
	18-01686	06/11/18	PROFESSIONAL ENGINEERING	Open	605.00	0.00		
	18-01687	06/11/18	PROFESSIONAL ENGINEERING	Open	1,461.62	0.00		
	18-01688	06/11/18	PROFESSIONAL ENGINEERING	Open	<u>1,724.18</u>	0.00		
					5,239.45			
7649 RICHARD E. PIERSON MATERIALS*	17-00439	02/09/17	FILLGRAVEL&FILLSANDBEACH ACCES	Open	392.87	0.00		
7665 JOHN BENIGNO	18-01598	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7670 TANA L HADAR	18-01593	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7673 RANDI M ZIRING	18-01606	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7686 CARTRIDGE WORLD OF RIO GRANDE*	18-00963	04/04/18	SCANNER / PRINTER REPAIR	Open	125.00	0.00		
7760 CORRINE ETTER	18-01467	05/30/18	LACROSSE OFFICIAL	Open	120.00	0.00		
7779 THOMAS HANNAN	18-01599	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7780 KEITH BANDROFT	18-01578	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7794 HON COMPANY*	18-00719	03/19/18	DRAWERS AND ADDL ITEMS POLICE	Open	718.08	0.00		
7811 KYOCERA DOCUMENT SOLUTION AMER	18-01730	06/14/18	POOLED SERVICES MAY 2018	Open	78.00	0.00		
7820 DEBLASIO & ASSOCIATES, P.C*	18-01007	04/10/18	ENGINEERING ROAD RECONSTRUCT	Open	7,312.50	0.00		B
7847 JAMES F. STEVENS	18-01589	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7848 ROBIN LINN	18-01612	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7849 CHRISTINA MALMGREN	18-01594	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7850 JOYCE TIGHE	18-01622	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7851 ROBERT H MARRO	18-01603	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7853 GAIL TWEED	18-01536	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
7855 KIMBERLY ZAGIEL	18-01595	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7856 VICTOR ANTAO	18-01580	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7865 H4 ENTERPRISES, LLC*	17-03205	12/07/17	RES#17-324 CHANGE ORDER #1	Open	1,794.30	0.00		
7888 ASPHALT PAVING SYSTEMS. INC*	18-00321	01/31/18	BEACH DR PED PROJ DNE1,967,700	Open	283,894.28	0.00		
7902 BLUE360 MEDIA LLC	18-00716	03/16/18	LAW BOOKS	Open	240.12	0.00		
7904 JOFFE LUMBER & SUPPLY CO., INC	18-00620	03/07/18	6 BLINDS FOR POLICE DOORS	Open	3,085.80	0.00		
7929 AMAZON CAPITAL SERVICES, INC	18-01318	05/14/18	OFFICE SUPPLIES	Open	90.50	0.00		
	18-01331	05/14/18	OFFICE SUPPLIES	Open	316.26	0.00		
	18-01653	06/06/18		Open	<u>611.35</u>	0.00		
					1,018.11			
7933 DITTO INK, LLC*	18-01121	04/23/18	T-SHIRTS TEAMSTERS	Open	1,456.32	0.00		
7934 GUITAR CENTER STORES INC.	18-01169	04/30/18	MUSIC PROGRAM	Open	2,544.40	0.00		
7939 JANNEY ELECTRIC *	18-01277	05/08/18	LIGHTS ON SOFTBALL FIELD	Open	3,880.00	0.00		
7940 4 ALL PROMOS LLC *	18-01282	05/08/18	PROMO/HANDOUTS	Open	1,033.99	0.00		
7944 B&H FOTO & ELECTRONICS CORP*	18-01335	05/14/18	VIDEO EQUIPMENT-COMPUTER CLASS	Open	4,394.74	0.00		
7952 T & M CONSTRUCTION	18-01478	05/31/18	203 BEACH DR RESIDENT SIDING	Open	2,500.00	0.00		
7954 JERSEY COAST POOLS, LLC	18-01482	06/01/18	PLASTER AND CHIP POOL	Open	3,870.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7955 THOMAS TURNER	18-01497	06/04/18	REIMBURSEMENT FOR VOLUNTEER	Open	66.41	0.00		
7958 JOHN & DONNA SNYDER	18-01513	06/05/18	RETURN UNUSED ESCROW	Open	303.70	0.00		
7960 CATHY HOLT ROBINSON	18-01558	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7961 CHARLES KING	18-01557	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7962 WILLIAM R HARTLEY SR	18-01628	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
7963 ROBERT MAHON	18-01629	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
7964 NICHOLAS RANDAZZO	18-01631	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
7965 ELEANOR BOCHONOK	18-01632	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7966 SUSAN REMER	18-01633	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7967 JAMES CILIBERTI	18-01634	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7968 KATHLEEN HENNESSY	18-01635	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7969 MARY HANNAN	18-01636	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7970 LEE MARCOTTE	18-01637	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7971 CAROLE PLANINSHER	18-01638	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7972 NANCY CELLUCCI	18-01640	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
7974 BRAIDEN SCARPA	18-01675	06/08/18	SPRING SOCCER OFFICIAL	Open	30.00	0.00		
ADAMC ROSEMARY ADAMCZYK	18-01611	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
AGHAK005 AGHAKHANI MARYAM	18-01583	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
BLAUE BLAUER ASSOCIATES INC [®]	15-01940	07/22/15	RES#2015-214 2016 SMALL CITIES	Open	750.00	0.00		B
BOERN RALPH BOERNER	18-01582	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
BOSNA KAREN MANETTE BOSNA	18-01491	06/04/18	MAY 2018 YOGA	Open	90.00	0.00		
BRUNER GRACE HILTON-BRUNER	18-01564	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
BUCKD DIANE E PANNELLI	18-01553	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
CZES MARY LOU CZESCIK	18-01602	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
DOUGHE MARK DOUGHERTY	18-01494	06/04/18	SPRING SOCCER OFFICIAL	Open	150.00	0.00		
	18-01605	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
					350.00			
DOUGHERT GEORGIA DOUGHERTY	18-01607	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
EDWA RITA EDWARDS	18-01573	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
FREAS JEAN FREAS	18-01609	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
GARYW010 GARY WALTZ	18-01579	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
GASSER COZETTE GASSER	18-01610	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
GIAIRO ANN GAIRO	18-01588	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
HARTLEY CHRISTINE HARTLEY	18-01621	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
HELVE ANN HEAP-HELVESTON	18-01545	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
KEEND DOLORES RAMBO	18-01544	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
KINGR RICHARD KING	18-01572	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
KIRSCHN SCOTT KIRSCHNER	18-01562	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
LAMOC CHARLES LAMONTE	18-01555	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
LIPS JOHN LIPSETT	18-01539	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
MCMAST SANDRA MCMASTER	18-01468	05/30/18	LACROSSE OFFICIAL	Open	60.00	0.00		
MORNI CARRISE MORNICK	18-01614	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
MORRIC CRAIG R MORRISON	18-01615	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
NANCY005 NANCY NEWBY	18-01576	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
NOLANM MICHELLE NOLAN	18-01543	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
OSBORN VIRGINIA OSBORN	18-01613	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
PALME WALTER J. PALMER	18-01556	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
PRINCE STEPHEN PRINCE	18-01690	06/11/18	SPRING SOCCER OFFICIAL	Open	90.00	0.00		
RAUD DOROTHY M RAUDENBUSH	18-01569	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
SANTA DENISE SANTAGATA	18-01587	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
SCHI ELAINE SCHIANO	18-01561	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
SHORET SHORE TITLE	18-01728	06/13/18	REFUND OVERPAYMENT	Open	86.53	0.00		
SKOWR CATHERINE SKOWRONSKI	18-01549	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
SOMER ELIZABETH M SOMERS	18-01537	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
STEBL RALPH P STEBLEIN	18-01570	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
WEISSM BEATRICE WEISSMAN	18-01601	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
WEISSMAN WAYNE WEISSMAN	18-01592	06/06/18	PRIMARY ELECTION JUNE 5,2018	Open	200.00	0.00		
YABOR PATRICIA YABOR	18-01538	06/06/18	PRIMARY ELECTION JUNE 5, 2018	Open	225.00	0.00		
Total Purchase Orders:		245	Total P.O. Line Items:	0	Total List Amount:	1,139,401.83	Total Void Amount:	0.00

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

RESOLUTION #2018-204

Title: AUTHORIZING THE PAYMENT OF VOUCHERS

Vendor	Description	CK #	Amount
Blaney & Karavan	Tax Appeals	62410	\$ 6,768.75
Staples	Supplies	62408	\$ 1,110.46
Staples	Supplies	62409	\$ 792.56

TOTAL Manual Checks	\$ 8,671.77
TOTAL Computer Generated	\$ 1,139,401.83
TOTAL Bill List	\$ 1,148,073.60

	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 4, 2018.

Julie A Picard, Township Clerk

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

RESOLUTION #2018-205

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 **\$1,025.25** for an item of revenue in the budget of the year 2018 as follows:

Miscellaneous Revenues –
Revenue Offset with Appropriations - **Alcohol Education and Rehabilitation**
Total with increase to be \$1,025.25

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$1,025.25 be and the same is hereby appropriated under the caption of:

General Appropriations –
Public & Private Programs Offset by Revenues - Alcohol Education and Rehabilitation
State/Federal Share \$ 1,025.25
Non State Share \$
Total with increase to be \$ 1,025.25

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

	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 18, 2018.

Julie A Picard, Township Clerk

GLENN A. GRANT, J.A.D.
Acting Administrative Director of the Courts

www.njcourts.gov • Phone: 609-376-3000 • Fax: 609-376-3002

MEMORANDUM

To: Municipal Treasurer
From: Glenn A. Grant, J.A.D. *GAJ*
Subj: Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund – N.J.S.A. 26:2B-35(b)(3)
Date: May 21, 2018

A municipality is eligible to receive funds from the "Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund" if the number of DWI arrests made in the municipality during 2017 was greater than the number of DWI arrests made in the municipality during the statutorily assigned base year. N.J.S.A. 26:2B-35.

The Administrative Office of the Courts is responsible for collecting these statistics and calculating the amount each municipality receives from the Fund. An analysis of your municipality's base year figure and its 2017 DWI arrests indicate that your municipality qualifies to receive such funds this year. The Department of the Treasury will soon issue a check to your municipality in accordance with the statutory formula in the amount set forth on the attached sheet. We have been advised by Treasury that those checks are to be mailed out to the municipalities during the week of June 11, 2018.

Those municipalities receiving funds should be cognizant that the statute expressly provides that these funds be used solely for the purpose of maintaining the Municipal Courts in their efforts to dispose of DWI cases. This includes "payments to municipal court judges, municipal prosecutors and other municipal court personnel for work performed in addition to regular employment hours." N.J.S.A. 26:2B-35(b). To assist you in budgeting these funds, please refer to the attached August 20, 1985 memorandum from the Division of Local Government Services. That memorandum indicates that "municipalities may budget such funds as they would a categorical grant-in-aid" (see N.J.S.A. 40A:4-67). As with other such grants, "these funds are to be appropriated as an exception to the Cap Law." As noted, however, use of these funds is restricted to the statutorily specified areas, i.e., for the maintenance of the Municipal Courts. The monies are not intended to replace amounts normally budgeted to fund the operation of a Municipal Court, but rather should be viewed as funding only for the court's additional DWI-related work.

Additionally, please keep in mind the policy that I promulgated on May 18, 2009, requiring preapproval of the Assignment Judge before the expenditure of any DWI Fund monies (as well as P.O.A.A. monies). Please do not hesitate to contact your municipal court judge or municipal court administrator if you have any questions regarding the preapproval policy.

Any questions on this subject should be directed to Steven A. Somogyi, Assistant Director, Municipal Court Services Division, at (609) 815-2940 ext. 54850.

Attachments

- c: Chief Justice Stuart Rabner (w/o attachments)
- Assignment Judges (w/o attachments)
- Presiding Judges – Municipal Court (w/attachments)
- Municipal Court Judges (w/attachments)
- Timothy Cunningham, Director, Div. of Local Government Services (w/o attachments)
- Steven D. Bonville, Chief of Staff (w/o attachments)
- Jennifer M. Perez, Director (w/o attachments)
- Steven Somogyi, Assistant Director, MCSD (w/o attachments)
- Trial Court Administrators (w/o attachments)
- Melaney S. Payne, Special Assistant (w/o attachments)
- Anne Marie Fleury, Special Assistant (w/o attachments)
- Jessica Lewis Kelly, Special Assistant (w/o attachments)
- Tina LaLena, Chief, MCSD (w/o attachments)
- Jorge F. Carmona, Municipal Auditor, NJ Div. of Local Government Services (w/o attachments)
- Municipal Division Managers (w/attachments)
- Municipal Court Directors and Administrators (w/attachments)



363 West State Street
CN 803
Trenton, N.J. 08625-0803

STATE OF NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS
DIVISION OF LOCAL GOVERNMENT SERVICES

August 20, 1985

MEMORANDUM

TO: Robert D. Lipscher, Director
Administrative Office of the Courts

FROM: Barry Skokowski, Director
Division of Local Government Services

SUBJECT: Municipal Court Administration Reimbursement Fund
(P.L. 1983 c.531)

This is in response to inquiries from members of your staff as to how municipalities are to budget monies paid from the referenced fund.

Please be advised that municipalities may budget such funds as they would a categorical grant-in-aid. Anticipation of revenues from this source requires prior written consent pursuant to N.J.S. 40A:4-25, or N.J.S. 40A:4-67. Appropriations of this revenue must fall within the areas specified in the law treating the fund - ". . . for the purpose of maintaining [the] municipal court which may include payments to municipal prosecutors and other municipal court personnel for work performed in addition to regular employment hours" (P.L. 1983, c531, section 5.b.(3)).

As is the case with other categorical grants-in-aid, these funds are to be appropriated as an exception to the CAP law (N.J.S. 40A:4-45.1 et seq.).

cc: John Podeszwa, Project Director
N.J. Administrative Office of the Courts

Joseph Scrivo, Bureau Chief
Bureau of Financial Regulation and Assistance



Anticipated Money	Court Code	Municipality	DWI Filings Base Year	2017 DWI Filings	Difference
\$0.00	0417	HADDONFIELD BORO	16.5	13	-3.5
\$2,416.67	0418	HADDON HTS BORO TREAS	13	46	33
\$146.46	0419	HINELLA BORO TREAS	9	11	2
\$0.00	0420	LAUREL SPRINGS BORO	30	5	-25
\$1,537.88	0421	LAWNSIDE BORO	15	36	21
\$0.00	0422	LINDENWOLD BORO	96	32	-64
\$0.00	0423	MAGNOLIA BORO	22	15	-7
\$0.00	0424	MERCHANTVILLE BORO	17	13	-4
\$439.39	0425	MT. EPHRAIM BORO	23	29	6
\$878.79	0426	OAKLYN BORO	13	25	12
\$0.00	0427	PENNSAUKEN BORO	282	278	-4
\$1,171.72	0428	PINE HILL BORO	14	30	16
\$0.00	0430	RUNNEMEDE BORO	23	18	-5
\$0.00	0431	SOMERDALE BORO	122	44	-78
\$4,613.64	0432	STRATFORD BORO	29	92	63
\$1,757.58	0434	VOORHEES TWP	21	45	24
\$2,123.74	0435	WATERFORD TWP	8	37	29
\$3,698.24	0436	WINSLOW TWP	154.5	205	50.5

\$39,911.73

CAMDEN COUNTY TOTAL

CAPE MAY COUNTY

\$0.00	0501	AVALON BORO	21	16	-5
\$0.00	0502	CAPE MAY CITY	22	17	-5
\$1,244.95	0504	DENNIS TWP	49	66	17
\$1,025.25	0505	LOWER TWP	57	71	14
\$1,391.42	0506	MIDDLE TWP	83	102	19
\$0.00	0507	NORTH WILDWOOD CITY	110	54	-56
\$0.00	0508	OCEAN CITY	83	28	-55
\$0.00	0509	SEA ISLE CITY	66.5	30	-36.5
\$0.00	0510	STONE HARBOR BORO	21	8	-13
\$0.00	0511	UPPER TWP	95.5	80	-15.5
\$146.46	0512	WEST CAPE MAY BORO	1	3	2
\$0.00	0513	WEST WILDWOOD BORO	10	4	-6
\$4,393.95	0514	WILDWOOD CITY	50	110	60
\$0.00	0515	WILDWOOD CREST BORO	56	34	-22
\$292.93	0516	WOODBINE BORO	11	15	4

\$8,494.96

CAPE MAY COUNTY TOTAL

CUMBERLAND COUNTY

\$4,760.11	0601	BRIDGETON CITY	84	149	65
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TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2018-206

Title: AUTHORIZATION FOR 2018 INCENTIVE AWARD FOR INSURANCE WAIVER

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to the attached schedule of employees in the amount of **\$57,500.00** is authorized and chargeable to the 2018 Budget account 8-01-23-220-412.

	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 18, 2018

Julie A Picard, Township Clerk

Employee	Jun-18	Dec-18
Bailey, Howard III	\$ 2,500.00	\$ 2,500.00
Barcas, William	\$ 2,500.00	\$ 2,500.00
Biersbach, Martin	\$ 2,500.00	\$ 2,500.00
Boyle, Kevin Jr.	\$ 2,500.00	\$ 2,500.00
Brewster, Maria	\$ 2,500.00	\$ 2,500.00
Coombs, Eric	\$ 2,500.00	\$ 2,500.00
Crippen, Colleen	\$ 2,500.00	\$ 2,500.00
Danze, Eric	\$ 2,500.00	\$ 2,500.00
Douglass, Gary	\$ 2,500.00	\$ 2,500.00
Douglass, Scott	\$ 2,500.00	\$ 2,500.00
Greto, Anthony	\$ 2,500.00	\$ 2,500.00
Hansberry, Ryan	\$ 2,500.00	\$ 2,500.00
James, Michael	\$ 2,500.00	\$ 2,500.00
Kelleher, William	0	\$ 2,500.00
Lepor, David	\$ 2,500.00	\$ 2,500.00
Lewis, Kevin	\$ 2,500.00	\$ 2,500.00
Munro, Jonathan	\$ 2,500.00	\$ 2,500.00
Nuscis, Michael	\$ 2,500.00	\$ 2,500.00
Perry, Michael	\$ 2,500.00	\$ 2,500.00
Plenn, Mitchell	\$ 2,500.00	\$ 2,500.00
Rementer, Joseph	\$ 2,500.00	\$ 2,500.00
Ryan, Charles	\$ 2,500.00	\$ 2,500.00
Vanaman, Donald	\$ 2,500.00	\$ 2,500.00
Walker, Kenneth	\$ 2,500.00	\$ 2,500.00
	\$ 57,500.00	\$ 60,000.00

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

RESOLUTION #2018-207

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>
708	31	Core Logic	Paid by Title Co	\$1,717.42
497.11	4	Shore Title Agency	MUA Payment	\$ 86.53

	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 18, 2018.

Julie A Picard, Township Clerk

BLQ: 497.11 4. Tax Year: 2018 to 2018
Owner Name: SMITH, MARYKAY & MARTINEZ, ATAHUALP Property Location: 10 CARRIAGE LANE

Tax Year: 2018	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Total
Original Billed:	916.60	916.60	0.00	0.00	1,833.20
Payments:	916.60	916.60	89.53	0.00	1,922.73
Balance:	0.00	0.00	89.53-	0.00	89.53-

Date	Qtr	Type	Code	Check No	Mthd	Reference	Batch Id	Principal	Interest	2018 Prin Balance
		Description								
		Original Billed						1,833.20		1,833.20
12/31/17	1	Payment	001	3718190464	CK	24543	8 WIPP1231	0.21	0.00	1,832.99
		online payments								
05/23/18	1	Payment	001	198814	CK	25317	10 TOY	916.39	22.81	916.60
05/23/18	2	Payment	001	198814	CK	25317	11 TOY	830.07	6.51	86.53
* 05/23/18	2	Payment	001	198813	CK	25317	12 TOY	86.53	0.00	0.00
05/23/18	3	Payment	001	198814	CK	25317	9 TOY	89.53	0.00	89.53-

Total Principal Balance for Tax Years in Range: 89.53-

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

RESOLUTION #2018-208

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 \$73,775.05 for an item of revenue in the budget of the year 2018 as follows:

Miscellaneous Revenues –
Revenue Offset with Appropriations - Clean Communities
Total with increase to be \$73,775.05

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$73,775.05 be and the same is hereby appropriated under the caption of:

General Appropriations –
Public & Private Programs Offset by Revenues - Clean Communities
State/Federal Share \$ 73,775.05
Non State Share \$
Total with increase to be \$ 73,775.05

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

	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 18, 2018

Julie A Picard, Township Clerk

MUNICIPALITY	COUNTY	FY18	
			DISTRIBUTION
STRATFORD BORO	CAMDEN	\$	13,202.11
VOORHEES TWP	CAMDEN	\$	58,927.75
WATERFORD TWP	CAMDEN	\$	25,451.34
WINSLOW TWP	CAMDEN	\$	80,823.63
WOODLYNNE BORO	CAMDEN	\$	4,229.04
AVALON BORO	CAPE MAY	\$	24,498.25
CAPE MAY CITY	CAPE MAY	\$	18,135.15
CAPE MAY POINT BORO	CAPE MAY	\$	4,000.00
DENNIS TWP	CAPE MAY	\$	21,200.91
LOWER TWP	CAPE MAY	\$	73,775.05
MIDDLE TWP	CAPE MAY	\$	51,583.36
NORTH WILDWOOD CITY	CAPE MAY	\$	34,098.22
OCEAN CITY	CAPE MAY	\$	88,657.98
SEA ISLE CITY	CAPE MAY	\$	26,965.10
STONE HARBOR BORO	CAPE MAY	\$	14,581.08
UPPER TWP	CAPE MAY	\$	36,323.33
WEST CAPE MAY BORO	CAPE MAY	\$	5,120.67
WEST WILDWOOD BORO	CAPE MAY	\$	4,000.00
WILDWOOD CITY	CAPE MAY	\$	27,366.07
WILDWOOD CREST BORO	CAPE MAY	\$	23,477.67
WOODBINE BORO	CAPE MAY	\$	7,637.41
BRIDGETON CITY	CUMBERLAND	\$	30,856.90
COMMERCIAL TWP	CUMBERLAND	\$	16,132.06
DEERFIELD TWP	CUMBERLAND	\$	5,787.17
DOWNE TWP	CUMBERLAND	\$	7,980.08
FAIRFIELD TWP	CUMBERLAND	\$	13,017.07
GREENWICH TWP	CUMBERLAND	\$	4,000.00
HOPEWELL TWP	CUMBERLAND	\$	11,299.75
LAWRENCE TWP	CUMBERLAND	\$	12,271.09
MAURICE RIVER TWP	CUMBERLAND	\$	14,263.38
MILLVILLE CITY	CUMBERLAND	\$	60,341.88
SHILOH BORO	CUMBERLAND	\$	4,000.00
STOW CREEK TWP	CUMBERLAND	\$	4,099.40
UPPER DEERFIELD TWP	CUMBERLAND	\$	16,523.10
VINELAND CITY	CUMBERLAND	\$	123,965.29
BELLEVILLE TWP	ESSEX	\$	55,914.05
BLOOMFIELD TWP	ESSEX	\$	75,964.68
CALDWELL BORO	ESSEX	\$	13,881.78
CEDAR GROVE TWP	ESSEX	\$	21,747.60
EAST ORANGE CITY	ESSEX	\$	103,014.40
ESSEX FELS TWP	ESSEX	\$	5,713.31
FAIRFIELD TWP	ESSEX	\$	17,377.78
GLEN RIDGE BORO	ESSEX	\$	11,737.16
IRVINGTON TWP	ESSEX	\$	82,472.53
LIVINGSTON TWP	ESSEX	\$	55,137.08
MAPLEWOOD TWP	ESSEX	\$	38,205.58
MILLBURN TWP	ESSEX	\$	39,701.10
MONTCLAIR TWP	ESSEX	\$	67,431.69
NEWARK CITY	ESSEX	\$	401,583.41
NORTH CALDWELL BORO	ESSEX	\$	12,971.08
NUTLEY TWP	ESSEX	\$	48,312.89
ORANGE CITY	ESSEX	\$	45,391.59
ROSELAND BORO	ESSEX	\$	10,488.47
SOUTH ORANGE VILLAGE TWP	ESSEX	\$	27,225.53
VERONA TWP	ESSEX	\$	23,853.64

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

RESOLUTION #2018-209

Title: ANNUAL RENEWAL OF LIQUOR LICENSES FOR THE YEAR 2018-2019

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, 2018 through June 30, 2019.

	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 18, 2018.

Julie A Picard, Township Clerk

SCHEDULE "A"

<u>Number</u>	<u>Name & Address</u>	<u>Type</u>	<u>Amount</u>
0505-31-023-003	Villas Fishing Club, Inc. 301 Pennsylvania Ave. Villas, NJ 08251 t/a Villas Fishing Club	Club	\$150.00
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
0505-33-012-008	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 #2018-210

Title: RE-APPOINTMENT TO THE PLANNING BOARD

WHEREAS, Daniel Senico 's term on the Planning Board will expire on June 30, 2018, and he has requested re-appointment 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 re-appointment be made:

<u>NAME</u>	<u>TYPE</u>	<u>TERM EXP</u>
Daniel Senico	Class IV Member	June 30, 2022

	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 18, 2018

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 4 '18

NAME Daniel J Senico

CITY AND STATE 10 Hyannis Drive Cape May NJ 08204

YEARS OF RESIDENCY IN TOWNSHIP 60+ OCCUPATION Sales

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.

I been a member for over 35 years.

Date: 6/1/18 Signature: Daniel Senico

(VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

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

RESOLUTION #2018-211

Title: RE-APPOINTMENT TO THE ZONING BOARD OF ADJUSTMENT

WHEREAS, Ernest Utsch, III's term on the Zoning Board of Adjustment will expire on June 30, 2018, and he has requested re-appointment 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 re-appointment be made:

<u>NAME</u>	<u>TYPE</u>	<u>TERM EXP</u>
Ernest Utsch, III	Regular Member	June 30, 2022

	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 18, 2018

Julie A Picard, Township Clerk

FOR TOWNSHIP USE ONLY

Res. # _____

Board/Comm./Auth. _____

Term Exp. _____

Replaced _____ or Reappointed

TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM

NAME Ernest Utsch III

CITY AND STATE LWR Township N.J

YEARS OF RESIDENCY IN TOWNSHIP 60+ OCCUPATION Marina Operation

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.

See Attached

Date: June 6, 2018 Signature: Ernest Utsch III (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

UTSCH'S MARINA

Between Canal and Schellenger's Landing

Slips • Storage • Marine Service • Ships Store

1121 Route 109 • Schellenger's Landing • Cape May, NJ 08204

609/884-2051



June 6th, 2018

Dear Members of Township Council:

I have served as a member of the Lower Township Zoning Board of Adjustment since June, 1988, and am seeking appointment for another term. Having been a resident of Lower Township since my childhood, I possess an in-depth knowledge of the local area, and in particular, the Schellengers' Landing area. My Grandfather had a home built there in 1942 and my family has resided and been in business for most of my life. My expertise of this mixed and special area is second to none on the Board and there are precious few that are my equal, witnessing the many and varied changes over the years. Still after all these decades this enclave has retained its personality.

Having served over 350 meetings I bring an even tempered and analytical service and am the most experienced member. The service has been a labor of love for me, with dedication and commitment to the job at hand. My attendance is over 90% since my initial appointment, a fact of which I am very proud, and Bill and Lisa know that my attendance is something they can almost take for granted.

I work with an innate sense of evenhandedness and fairness, never prejudging any application, but instead listening to the facts and making judgments accordingly. I know what it takes to succeed in business and understand the financial risks that some of the applicants are taking from first hand experience. Extra meeting when the workload requires has never been a problem for me. My service and loyalty to the community are extremely strong, having championed the causes of Lower Township, sometimes for naught. I would consider it an honor to be reappointed and would ask your kind consideration in behalf of my application.

Thank you,

A handwritten signature in cursive script that reads "Ernest Utsch III". The signature is written in dark ink and is positioned above the printed name.

Ernest Utsch III

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

RESOLUTION #2018-212

Title: **AWARD OF PROFESSIONAL SERVICE CONTRACT WITHOUT PUBLIC BIDDING TO WIZARDS FESTIVAL OF FUN FOR VARIOUS EVENTS**

WHEREAS, the Township of Lower is given authority by N.J.S.A 40A:11-5(k) 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, the amount of said contract shall be in accordance with the services set forth on Exhibit A, B & C, which will be paid upon the completion of event; and

WHEREAS, the event and payment is as follows:

HALLOWEEN PARADE \$ 750.00

Date: Saturday, October 20, 2018
Time: 10:30-12:30
Location: Cold Spring Village

FERRY MERRY CHRISTMAS \$5,750.00

Date: Sunday December 16, 2018
Time: 12:00 Noon-3:00
Location: DRBA Ferry Terminal

NEW YEARS EVE GAME SHOW \$2,500.00

Date: Monday December 31, 2018
Time: 6:30-9:00 PM
Location: Recreation Center

WHEREAS the CFO has determined sufficient funds are available in the budget line items:

Appropriations: 8-01-30-420-255/256/258

CFO Signature: _____
Lauren Read, CFO

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

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower hereby approves the attached contracts with Wizards Festival of Fun for the services herein described and that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution and that a notice of Award of Professional Contract for the above 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 18, 2018.

Julie A Picard, Township Clerk

Wizard's Festival of Fun Inc

125 Coles Road
Blackwood, NJ 08012
Phone (609) 206-5244
www.wizardsfestivaloffun.com
e-mail: abelmont@wizardsfestivaloffun.com

May 22, 2018

Mr. Mitchell Plenn, Director of Parks and Recreation
Township of Lower
2600 Bayshore Road
Villas, NJ 08251 (Via Fax (609) 886-7838) recreation@townshipoflower.org
Dear Mr. Plenn:

Thanks for your interest in once again booking the three-piece Firehouse Three Band for your Halloween Parade at Cold Spring Village. These talented musicians will come to your event at Cold Spring Village on Saturday, Oct. 20, 2018. They will be costumed in keeping with your child-oriented Halloween Parade. They will play from 10:30 AM until 12:30 PM. They will play while marching at the front of your parade and then play at your event. Total cost including roundtrip transportation from Philadelphia will be \$ 750.

As the Halloween season is so busy, most performers will not give holds on their services, therefore a prompt reply will be appreciated. Thanks again for your consideration.

Sincerely,

Al Belmont

President/Executive Producer
Wizard's Festival of Fun Inc.
125 Coles Road
Blackwood, NJ 08012
E-mail: abelmont@wizardsfestivaloffun.com

AMB/sp

Wizard's Festival of Fun Inc

125 Coles Road
Blackwood, NJ 08012
Phone (609) 206-5244
www.wizardsfestivaloffun.com
e-mail: abelmont@wizardsfestivaloffun.com

May 22, 2018

Mr. Mitchell Plenn, Ass't Director of Parks and Recreation
Township of Lower
2600 Bayshore Road
Villas, NJ 08251 (Via Fax (609) 886-7838) recreation@townshipoflower.org
Dear Mr. Plenn:

Thanks for your interest in our proposal for your **Ferry Merry Christmas Party**. Our credentials include more than twenty years experience in creating exciting Special Events for government and corporate clients, compliance with all New Jersey regulations, membership in leading trade groups and one-million dollar Liability Insurance including certificate of insurance with our clients named as additional insured.

From Noon until 3 PM on Sunday, Dec 16, 2018, we propose to provide:

Professional Entertainment in Santa's Theater in the Sunset Lounge. Two twenty-five minute programs of Mirth, Magic, and Mystery with the New *2018 Magic Moments Magic Show!*

Crafts in the Gallery. Three Craft Stations with attendants means lots of fun for kids from 3 to 9. Each child will receive 3 craft tickets to use at any of the three stations either *Decorated Christmas Bird Feeder*, *Build Your Own Snow Angel*, and *Decorated Christmas Cookie*.

Face Painting by Lynn. Two accomplished artists using all non-allergenic paints will be a real treat for your young guests with beautiful Christmas Designs.

Gala Treasure Chest Game in the Gallery. With a winner every time, tiny Treasure Hunters will love winning a variety of cuddly medium and small plush prizes.

Meet Chris Mouse, Frosty the Snowman and the one and only Rudolph. Three delightful costume characters manned by your volunteers will mix with your young guests throughout the terminal. It will be advisable to have a volunteer escort for each character if possible.

Join Santa in the Lobby. Our beautifully costumed Santa, seated on a colorful Santa Throne, will personally meet and greet each of your young guests.

Christmas Inflatable. An adorable Christmas Inflatable will mark the entrance to your event.

All of the above will add up to a memorable and fun-filled party. Total cost as outlined above will be \$5,750. At the Christmas season is so busy, most performers will not give holds on their services; therefore a prompt reply will be appreciated. Thanks again for your consideration.

Sincerely,

Al Belmont

President/Executive Producer
Wizard's Festival of Fun Inc.
125 Coles Road
Blackwood, NJ 08012
E-mail: abelmont@wizardsfestivaloffun.com

AMB/sp

Wizard's Festival of Fun Inc

125 Coles Road
Blackwood, NJ 08012
Phone (609) 206-5244
www.wizardsfestivaloffun.com
e-mail: abelmont@wizardsfestivaloffun.com

May 22, 2018

Mr. Mitchell Plenn, Ass't Director of Parks and Recreation
Township of Lower
2600 Bayshore Road
Villas, NJ 08251 (Via Fax (609) 886-7838) recreation@townshipoflower.org
Dear Mr. Plenn:

We propose to provide the same Brain Buster Game Show for your New Years Eve Celebration from 6:30 PM until 9 PM on Monday, December 31, 2018.

Total cost will be \$ 2,500 which includes all costs including travel. You must supply a separate dedicated 20-amp line of 110 volt of electricity for the Game Show. That will take care of the Video Screens, Sound System & Game Consoles. The Sound System will be available for your use and to provide musical background throughout the party.

If you accept our proposal, we will provide everything specified above for the price and under the terms and conditions specified above. Any additions or changes to this proposal that you request will be provided at extra cost to you. Due to the high demand for New Years Eve activities, we cannot give holds on services. We must continue to solicit business for the items above until you approve and accept our proposal. No dates or services will be reserved and Wizard's will have no obligation to provide the above until we have received your purchase order accepting the proposal as outlined above and we acknowledge and accept your purchase order. Therefore, please respond as soon as possible.

Thank you for your consideration.

Sincerely,

Al Belmont

President/Executive Producer
Wizard's Festival of Fun Inc.
125 Coles Road
Blackwood, NJ 08012
E-mail: abelmont@wizardsfestivaloffun.com

AMB/sp

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

RESOLUTION #2018-213

Title: **APPROVING A PROFESSIONAL SERVICE CONTRACT WITH ENGINEERING DESIGN ASSOCIATES, PA FOR PROFESSIONAL ENGINEERING SERVICES FOR SCHELLENGER LANDING SAFETY IMPROVEMENTS & IDENTIFICATION PROGRAM**

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

WHEREAS, Engineering Design Associates, P.A. has provided a proposal for professional engineering services for the Schellenger Landing Safety Improvements & Identification Program NJSH Route 109 between 1st Avenue and 5th Avenue in the amount of \$5,500.00 ; 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: Ordinance 12-19 C-04-55-413-910

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 is awarded as follows:

1. The Project Proposal between Engineering Design Associates, P.A., in the form attached hereto as EXHIBIT A, for an amount of \$5,500.00 is hereby approved.

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 18, 2018.

Julie A Picard, Township Clerk



May 30, 2018 Revised June 6, 2018

Via E-mail (manager@townshipoflower.org) & Regular Mail

Township of Lower
2600 Bayshore Road
Villas, NJ 08251

ATTN: Jim Ridgeway, Township Manager

Re: Schellenger Landing Safety Improvements & Identification Program
NJSH Route 109 between 1st Avenue & 5th Avenue
Lower Township, Cape May County, NJ
Proposal # 18-63

Dear Mr. Ridgeway:

Thank you for the opportunity to work with Lower Township to analyze the section of NJSH Route 109 between 1st Avenue and 5th Avenue for the possibility of providing improved pedestrian access and circulation and the installation of a Lower Township Identification Sign. We shall work with the Township to provide mapping, research NJDOT information and permitting requirements to determine possible alternatives. As such, Engineering Design Associates is pleased to offer the following proposal:

SCOPE OF SERVICES

ESTIMATED FEE(S)

- I. Prepare maps, overlays and Right-of-Way plots along with research of available information from the NJDOT and research of the NJDOT permitting requirements to provide an improved pedestrian circulation along NJSH Route 109 between 1st Avenue and 5th Avenue and the installation of a Lower Township Identification Sign.

\$ 5,500.00

NOTE: THESE FEES DO NOT INCLUDE REIMBURSABLE EXPENSES SUCH AS APPLICATION FEES, PRINTING COSTS NOR POSTAGE CHARGES FOR CERTIFIED MAILINGS.

FEE

The not to exceed cost for the above items is \$5,500.00 for the Engineering Services and does not include the cost of Surveying Services. These amounts are Engineering Design Associates' best estimate of professional fees required to complete the project as defined. Except as provided for in the General Conditions below, the project scope will not be altered without written notice.

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

FEE (Continued)

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

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

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

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

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

GENERAL CONDITIONS

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

The scope of work does not include any items not specifically mentioned. If the scope of work is modified substantially by the requirements of the Client, or any other reviewing agency, the fees within the agreement shall be subject to negotiation.

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

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

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

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

GENERAL CONDITIONS (Continued)

The proposed fees constitute Engineering Design Associates' best estimate of the charges and time required to complete the project. The project scope will not be altered without written mutual agreement. Engineering Design Associates shall inform the client of such situations so that a renegotiation can be accomplished.

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

This proposal is valid for a period of thirty (30) days. Upon expiration of the period of time, Engineering Design Associates reserves the right to review the proposed basis of payment and fees, to allow for changing costs, as well as to adjust the time of performance to conform to workloads. In the event that this agreement is entirely terminated or the work is abandoned in whole or in part with or without cause, Engineering Design Associates shall be paid such part of the fee as earned to the date of termination. Notice of termination shall be given in writing by Certified Mail.

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

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

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

No work shall be commenced until we are in receipt of this signed proposal. Receipt of same shall be considered authorization to proceed with the work described within this proposal. Please indicate your

Acceptance of this proposal by signing in the space provided below and return one (1) copy to our office along with a completed contact information sheet.

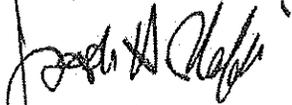
Township of Lower
May 30, 2018
Proposal #18-63

Page 4 of 4

GENERAL CONDITIONS (Continued)

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

Respectfully submitted,



Joseph H. Maffei, P.E., C.M.E., P.P.
For **ENGINEERING DESIGN ASSOCIATES**

JHM/km
Enclosure

AUTHORIZED BY

DATE



ENGINEERING DESIGN ASSOCIATES
MUNICIPAL RATE SCHEDULE

JANUARY 2018

Hourly Rates:

Table with 2 columns: Job Title and Hourly Rate. Includes roles like Principal Engineer/Planner (\$130.00), Project Engineer (\$105.00), and Clerical (\$40.00).

Reimbursable Expenses:

- Reimbursable expenses will be invoiced using direct costs for all products.
There shall be no mileage costs.

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

RESOLUTION #2018-214

Title: APPROVING A PROFESSIONAL SERVICE CONTRACT WITH MOTT MACDONALD FOR PROFESSIONAL ENGINEERING SERVICES FOR THE BEACH ACCESS IMPROVEMENTS PROJECT

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

WHEREAS, Mott MacDonald has provided a proposal for professional engineering services for the Beach Access Improvements Project in an amount of \$28,700 broken down as follows:

Task 1 – CAFRA Application Preparation & Submission	\$ 13,700
Task 2 – Topographic Survey & Permit Plans	\$ 13,500
Task 3 – Reimbursable Services & Direct Expenses	\$ 1,500
TOTAL Professional Service	<u>\$ 28,700</u>

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: Ordinance 17-10 C-04-55-420-920

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 is awarded as follows:

1. The Project Proposal between Mott MacDonald and the Township of Lower, in the form attached hereto as EXHIBIT A, for an amount of \$ 28,700 is hereby approved.

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 18, 2018.

Julie A Picard, Township Clerk



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

Via email at manager@townshipoflower.org

Your Reference
Beach Access Improvements

**Professional Engineering Services Proposal
Beach Access Improvements
Township of Lower, Cape May County, New Jersey**

Our Reference
399094

June 13, 2018

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

Dear Mr. Ridgway:

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

Mott MacDonald, LLC is pleased to submit this proposal to provide professional engineering & environmental permitting services for the above referenced project.

1. It is Mott MacDonald's understanding that the Township wants to make additional improvements to its previously approved existing bay front beach access paths. The existing paths consist of varied widths (4-foot, 5-foot and 6-foot). Following completion of the initial path improvement project, the public has complained that the 4-foot and 5-foot wide paths are too narrow for beachgoers to pass while traveling in opposite directions. The Township has asked that all the paths authorized under NJDEP permit No. 0505-04-0031.3 CAF160001 be widened to a consistent width of six (6) feet (except for Atlantic and Emerson, identified to provide emergency access, which will be widened to twelve (12) feet) and be constructed with the previously approved cross section of six (6) inches of type I-5 soil aggregate base. Additionally the post & rail fences would be relocated to accommodate the new width of the paths. This would include the following beach access paths:

Franklin Avenue
Roslyn Avenue
Washington Boulevard
Scott Avenue
Browning Avenue
Wildwood Avenue
Spruce Avenue
Walnut Avenue
Oak Avenue
Woodland Avenue
Greenwood Avenue

Pinetree Drive
Ridgewood Avenue
New York Avenue
Bates Avenue
Atlantic Avenue (12' Wide)
Delaware Parkway
Pacific Avenue
Hudson Avenue
Bay Avenue
Ocean Avenue
Emerson Avenue (12' Wide)

2. The Township would also like to have the same beach access path upgrades (six (6) foot wide) completed at the following additional locations within the Villas section of the Township:

Shadeland Avenue
 Cloverdale Avenue¹
 Wilde Avenue¹
 Frances Avenue¹
 Ohio Avenue

New Jersey Avenue¹
 Pennsylvania Avenue¹
 Tampa Avenue¹
 St. Johns Avenue¹
 Jacksonville Avenue¹

(¹) Private Property - It is assumed that prior to Mott MacDonald entering and surveying the access paths that are located on privately owned property the Township will acquire permission from the applicable landowners.

3. The Cape May Beach Property Owners Association has requested (in correspondence dated April 30, 2018 to Gary Douglass) that the Township improve thirteen (13) of its existing beach paths located between Englewood Road and Avalon Road. It is our understanding that these paths will be constructed to a consistent width of six (6) feet using the I-5 soil aggregate base with post & rail fence. The privately owned beach access paths that will be upgraded include:

Englewood Avenue
 Delford Avenue
 Town Bank Road
 Cliffside Road
 Beverly Road
 Adelpia Road
 Race Track Drive

Folsom Road
 Elwood Road
 Delair Road
 Cedarbrook Road
 Brookdale Road
 Avalon Road

4. The Township has received a commitment of Cape May County Open Space funding for the completed "Beach Drive Pedestrian Safety Improvement Project". The completed project includes a 1.5-mile long, six feet wide concrete path along the landward edge of the Delaware Bayfront dunes. The County Open Space Program has requested that additional recreation amenities be added to the project such as benches, low profile seasonal shade structures, bicycle racks, and informational signage to enhance the user's experiences. The Township is committed to replacing the old benches along the Bay-walk under the current CAFRA permit. The Township is also proposing to add one (1) permanent shade structure and a water fountain at Lincoln Boulevard. Bike racks are also proposed at several locations to be determined during the permit application process.
5. As requested by the Township the replacement of the existing outfall at Elwood Road along with proposed conduit outlet protection consistent with the protection that was constructed at various outfalls during the Beach Drive project will be included in the NJDEP CAFRA permit application.

This proposal includes the preparation of the necessary permit plans and CAFRA Individual permit application for the proposed beach front improvements for regulatory approval by the NJDEP. The scope of work does not include construction plans or bid specifications.

Based on the above project understanding and assumptions we offer the following scope of work for the project:

Mott MacDonald will provide the following services under Task 1:

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

- Research existing site conditions to obtain necessary information in support of the preparation of a CAFRA permit application to the NJDEP;
- Assemble documents and prepare materials required for the preparation of a Coastal Zone Management (CZM) rules Compliance Statement and CAFRA application submission.
- Preliminary review indicates that potential Endangered or Threatened Wildlife or Plant Species on or abutting the project site. Therefore an Endangered or Threatened Wildlife or Plant Species Habitat Impact Assessment will be prepared in accordance with N.J.A.C. 7:7- 11.2 to demonstrate that identified species habitat would not be adversely affected by the proposed project.
- This Task includes the preparation of a request for an updated determination by the permitting agency identifying what sections or portions of the Township's beaches shall be subject to seasonal restrictions for the protection of T/E species, and the timeframe for any such restriction;
- Request a certified Adjoining Property Owners list from the municipality and prepare public notifications to governmental agencies, newspaper and adjacent property owners as required;
- Communication, coordination and review of information to be submitted to the NJDEP with the Client;
- Submittal of the application and tracking of the NJDEP review process through to the agencies permit decision; and
- Review of permit conditions relative to potential impacts on the Client/Project.

We propose to complete the scope of work outlined above (**Task 1**) for the lump sum amount of **\$13,700**. This lump sum cost is based on the following:

1. The Owner and/or Client is responsible for the permit application fees required for the project.
2. The Owner and/or Client is responsible for acquiring signatures on the NJDEP- DLUR application form from any co-applicants or owners of real property subject to the proposed improvements in the application, if not the Township.

3. The client is responsible for providing Mott MacDonald with any easements, if required, for any improvements subject to the application on land not owned by the Township.
4. The lump sum cost for Task 1 is for Mott MacDonald to prepare and submit a technically complete application for the NJDEP to assign an agency project number, accept the application and notify the applicant that the application is complete for public hearing or public comment period based on our initial submittal application package.

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

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

Task 2 **Topographic Survey & Permit Plans**

Mott MacDonald will provide the following services under Task 2:

- Establish survey control for the site. The Horizontal Datum will be NAD83 and the Vertical Datum will be NAVD88. A conversion to the NGVD29 vertical datum will be provided;
- Perform limited topographic survey of the pre-selected (and not previously approved) existing beach access paths for the purposes of establishing existing alignments and grades;
- Establish the spring high water and mean high water lines in proximity to each path location;
- Perform limited topographic survey of the existing outfall at Elwood Road as required to permit the proposed pipe replacement and conduit outlet protection at this location;
- Provide a cross-sectional typical detail of the proposed beach paths;
- Prepare a plan detailing the proposed centerlines of beach access paths; and
- Prepare permit plan set to accompany NJDEP CAFRA permit application.

We propose to complete the scope of work outlined above (**Task 2**) for the lump sum amount of **\$13,500**. This lump sum cost is based on installing new gravel pathways in the existing beach path alignments. This proposal does not include evaluating alternative beach path alignments which, while improving (minimizing)

the longitudinal slope of existing beach paths, would involve the modification of dunes and dune planting areas outside of the current alignments.

Task 3 Reimbursable Direct Expenses

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

- Travel & Postage
- Reproduction of Plans

For budgeting purposes we estimate that direct expenses will total approximately **\$1,500**. We propose to perform the work under Task 3 based upon a reimbursable method of compensation in accordance with our authorized rate schedule.

FEE SUMMARY

<u>Scope of Work</u>	<u>Description</u>	<u>Payment Method</u>	<u>Cost</u>
Task 1	CAFRA Application Preparation & Submission	Lump Sum	\$13,700
Task 2	Topographic Survey & Permit Plans	Lump Sum	\$13,500
Task 3	Reimbursable Services and Direct Expenses	Reimbursable (not to exceed)	\$1,500
TOTAL			\$28,700

The following is a summary of project tasks that have been excluded from Mott MacDonald's scope of design services. These tasks, if required, are assumed to be the owner's responsibility or can be performed by Mott MacDonald if requested and authorized under a separate proposal:

- Geotechnical investigations, soil borings or percolation tests
- Landscaping & Lighting Designs
- Preparation of permit application forms, other than included above
- Legal noticing and project notifications, other than listed above
- Land title work/surveys, Land easement/acquisition or legal services
- Property / Right of Way Line Determinations
- Application Fees, Certification Fees, Permit Fees (to be paid by Township)
- Off-tract improvements, studies and investigations
- Other NJDEP permitting including reports, applications, etc. other than listed above
- Any other Local, County or State Permit acquisition unless specifically noted herein.
- Surveys and Existing conditions outside the project area
- Threatened or Endangered Species studies
- Wetlands Mitigation Plans
- Utility Service Design
- Design of structural foundations, construction plans or specifications
- Attendance/Presentation at a Public Meeting, NJDEP or CMBPOA meeting
- Designs for improvements on the street side of Beach Path locations



Contract: Mott MacDonald will perform this work under our 2018 "Agreement for Professional Engineering Services" with the Township of Lower.

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

Compensation for Task 3 of this project shall be based upon a reimbursable method of compensation for direct expenses in accordance with our current rate schedule.

We thank you for the opportunity to provide this Scope of Work for the proposed Beach Access Improvements. Should you have any questions regarding the above information or should you wish to discuss this proposal in more detail, please do not hesitate to contact this office.

Very truly yours,

Mott MacDonald, LLC

A handwritten signature in black ink, appearing to read 'Mark R. Sray'. The signature is written in a cursive, flowing style.

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

cc: Julie Picard, Township Clerk (via email)
Mitch Plenn, Super. Of Parks and Recreation (via email)
Gary Douglass, Public Works Super. (via email)
Steven C. Morey, CEP, Mott MacDonald (via email)
James K. Walz, PLS, Mott MacDonald (via email)

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

RESOLUTION #2018-215

Title: A RESOLUTION AUTHORIZING AND DIRECTING THE LOWER TOWNSHIP PLANNING BOARD TO REVIEW AND REPORT ON THE CAPE MAY AIRPORT TECH VILLAGE REDEVELOPMENT PLAN (BLOCK 410.01, LOT 36) PURSUANT TO THE LOCAL REDEVELOPMENT AND HOUSING LAW, N.J.S.A. 40A:12A-1, ET SEQ.

WHEREAS, the County of Cape May (the "County") is the owner of the Cape May County Airport, Block 410.01, Lot 36 (the "Airport") which, among other uses, hosts a multiuse commercial and industrial park; and

WHEREAS, on July 5, 2017 the Township found and declared that a portion of the Airport property known as the Everlon site is an Area in Need of Redevelopment; and

WHEREAS, the Township desires to facilitate redevelopment of areas in need within the Township and more specifically areas within the bounds of the Cape May County Airport; and

WHEREAS, the Cape May County Airport Tech Village Redevelopment Plan, (Plan), has been prepared for consideration by the Council and prior to adopting a redevelopment plan the Township must act in accordance with the New Jersey Local Redevelopment and Housing Law (the "LRHL"), N.J.S.A. 40A:12A-1 et seq., which requires, among other things, that prior to adoption of the Plan, Council shall refer the Plan to the Planning Board which shall review said plan and report its findings to Council.

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 Planning Board is hereby directed and required to:

1. Review the Cape May Airport Tech Village Redevelopment Plan in accordance with the requirements of the Local Redevelopment and Housing Law (N.J.S.A. 40A:12A-1 et seq) and the Planning Board shall make findings and recommendations to the Township Council as required by the LRHL; and

BE IT FURTHER RESOLVED, that the Township directs all requisite Township offices to assist the Planning Board in the preparation of its report.

BE IT FURTHER RESOLVED, that a duly executed copy of this resolution will be delivered to the Planning Board and filed in the office of the Township Clerk.

	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 18, 2018.

Julie A Picard, Township Clerk

Cape May County Airport Tech Village

Project Summary:

In 1992, the State of New Jersey empowered local municipalities to address conditions of deterioration and lack of proper use of lands by adopting the Local Redevelopment and Housing Law (N.J.S.A. 40A:12A-1 et. seq. and alternately referred to herein as the "Redevelopment Statute" or "Statute"). The purpose of the Redevelopment Statute is to provide municipalities with the tools and powers needed to plan or replan decayed, undeveloped and underdeveloped portions of a municipality and to actively redevelop said areas into productive assets for the community.

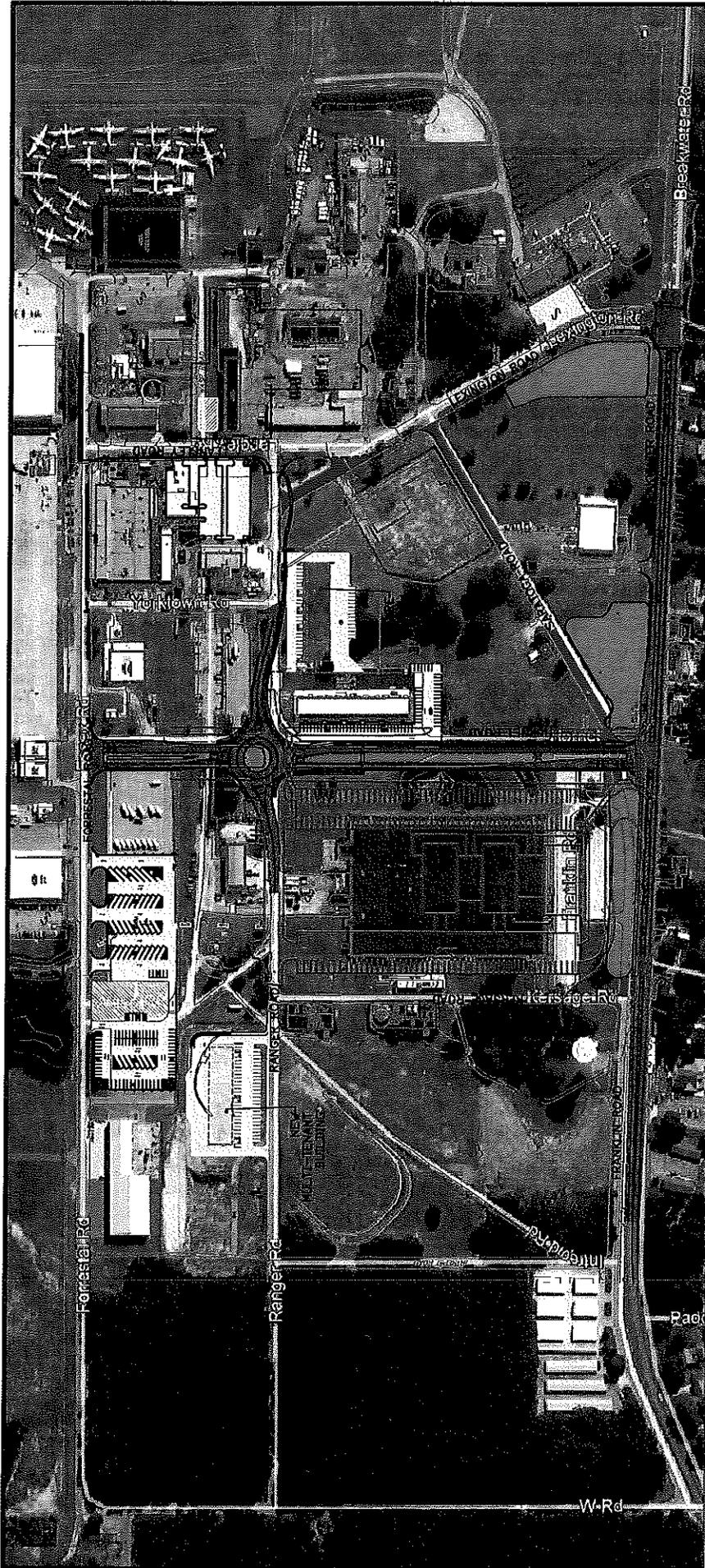
The Lower Township Council adopted Resolution #2017-199 on July 5, 2017 to declare a portion of the Cape May County Airport property as an Area in Need of Redevelopment (ANR). The area is identified as Block 410.10 parts of Lot 36 and generally bounded by Breakwater, Hornet and Ranger Roads and including the accessory structures located within a line approximately 100' west of Kersarge Road.

The area is approximately 14 acres and generally consists of the lands formerly the site of the 'Everlon' building and surrounding lands and outlined on the aerial photograph below. The area contained an abandoned industrial structure and other adjoining buildings and adjacent lands.

The Tech Village Redevelopment Plan proposes the initial construction of a 20,000 s.f. building with attendant parking and site improvements. The overall plan anticipates additional structures totaling 90,000 s.f. to provide for high tech industry facilities. The Plan provides permitted land uses and building requirements that are consistent with the Township Master Plan and the current zoning on the site, as well as design guidelines that reflect on the historic heritage of the Airport.

Redevelopment of the Everlon property is consistent with the Master Plan by providing for the development of uses that are compliant with those permitted by zoning and as recommended in the Re-examination Report. The redevelopment of the property is in conjunction with the site improvements accomplished by Cape May County to the access roads and utility infrastructure. Redevelopment of the Everlon site will occur on lands that were the site of an obsolete and non-functional industrial structure and will provide for replacement uses that are consistent with the goals and objectives of the Lower Township Master Plan.

The Tech Village Redevelopment Project is a project of the County of Cape May on lands that it owns and controls. The County has entered into a shared services agreement with the Atlantic County Improvement Authority (ACIA) to be the project developer, and in that capacity the ACIA shall be designated as the "Redevelopment Entity" in the capacity to implement this Redevelopment Plan.



<p>LEGEND:</p> <ul style="list-style-type: none"> EXISTING ROADWAY TO BE REMOVED/ FUTURE BUILDING PROPOSED ROADWAY PROPOSED GRASS AREA PROPOSED STORMWATER MANAGEMENT BASIN PROPOSED SIDEWALK PROPOSED PARKING LOT 		<p>ROADWAY AND INFRASTRUCTURE IMPROVEMENTS AT THE CAPE MAY COUNTY AIRPORT</p> <p>LOWER TOWNSHIP, CAPE MAY COUNTY</p>		<p>OVERALL MAP</p>				<p>COUNTY OF CAPE MAY OFFICE OF THE COUNTY ENGINEER</p> <p>APPROVED: <u>RONALD LOTRECCHIO, P.E.</u></p>	
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TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2018-216

Title: APPROVAL OF CHANGE ORDER #1 FOR MARCUS KARAVAN , ESQ –
AMENDING SCOPE OF SERVICE

WHEREAS, on January 3, 2018 Township Council, by Resolution #2018-10, appointed Marcus Karavan Esq as Special Counsel to the Tax Assessor's Office for Tax Appeals; and on May 21, 2018 Township Council by Resolution 2018-184 approved Marcus Karavan Esq to provide additional services for Tax Related and Land Use Matters; and

WHEREAS, Resolution #2018-184 needs to be corrected to establish the additional scope of work as Change Order #1; and

WHEREAS, any additional specialized legal work other than Tax Appeals are subject to the approval of the Township Solicitor prior to services being rendered, not to exceed the total contract amount (Resolutions #10 & 184) of \$20,000.00.

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 be approved and the corrected scope of service include specialized legal work subject to the approval of the Township Solicitor not to exceed a total of \$20,000.00.

	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 18, 2018.

Julie A Picard, Township Clerk

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

ORDINANCE #2018-08

Title: **AMENDING CHAPTER 583 – STREETS AND SIDEWALKS – OF THE CODE OF THE TOWNSHIP OF LOWER; ARTICLE I, SUBSECTION 583-4 EXCAVATION; RESTORATION AND REFILLING OF ROADS, STREETS AND ALLEYS; PARAGRAPH (8) STREET RESTORATION; ADDING NEW SECTIONS (g) (h) & (i) - FIVE (5) YEAR MORATORIUM**

WHEREAS, Chapter 583; Streets and Sidewalks of the Code of the Township of Lower governs the general provisions regarding the Streets and sidewalks located within the Township; and

WHEREAS, Lower Township Council wishes to amend the Code adding a section (g) regulating Moratoriums on repaved/re-constructed roads within the Township.

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

Section 1. Chapter 583, Subsection 583-4 (8) entitled **Street Restoration** shall have the following sections added:

583-4(8)(g) Any Capital Improvement/Re-Paving/Reconstruction on any Street or Roadway within The Township of Lower shall be the subject of a five (5) year road/street opening MORATORIUM after the completion of said construction, reconstruction, resurfacing, repaving or overlay has lapsed, except in the event of an emergency or hardship as described below. It is understood the five-year period as described herein shall commence on December 31st of the year in which said road was constructed, reconstructed, resurfaced, repaved or overlaid and run for a period of five (5) years thereafter.

583-4(8)(h) **EMERGENCY OPENING**

(A) In emergency situations during normal business hours, the applicant shall notify the Director of Public Works and the Police Department of the emergency prior to the opening of the street. Application must be made as soon as possible thereafter with the payment of the required fees. During nonbusiness hours, weekends and holidays, the applicant shall notify the Police Department of the emergency prior to excavating the street. On the next business day the applicant shall make application for the emergency street opening, explaining the reason for the emergency, and pay the appropriate fees.

(B) In the event that an entity shall be required to open a street as a result of an emergency, said emergency opening shall be reviewed by the Director of Public Works and if the Director shall determine that no such emergency existed, then the entity so opening the street shall have a fine imposed upon such entity in the amount of \$2,500 for the first nonemergency opening, a \$5,000 fine for a second nonemergency opening, and a \$10,000 fine for a third nonemergency opening.

(C) A full width curb-to-curb restoration will be required on all streets constructed, reconstructed, resurfaced, repaved or overlaid by the Township within the previous five years of an opening necessitated by emergency or moratorium waiver opening. The restoration shall consist of six-inch thick dense graded aggregate base course and a six-inch thick bituminous stabilized base course, Mix 1-2, or equivalent as determined by the Director, brought flush with existing grade, within the excavated area. A full width, curb-to-curb, milling two inches in depth to extend 50 feet beyond the limit of excavations shall be performed after proper settlement in the trench area. The allowable time for trench settlement shall be 45 days unless directed otherwise by the Director. The final surface course shall be a two-inch thick bituminous concrete surface course, Mix 1-5, or equivalent as determined by the Director of Public Works.

(D) Trench restoration may be permitted under extraordinary circumstances and at the sole discretion of the Township of Lower and the Director of Public Works for openings having minimum impact on the integrity, longevity and serviceability of the street in question.

583-4(8)(i) **MORATORIUM WAIVER**

In the event a property owner experiences a hardship condition which requires a street opening permit to be issued contrary to the sections contained in this article, the Township of Lower may grant relief if and only if the following conditions are satisfied:

A. The property owner shall submit a letter to the Township Clerk detailing the hardship necessity to open the street in lieu of waiting the prescribed period of time.

B. Upon receipt of the letter, a public meeting date will be set for the Township Council to review the situation and justification presented for formal action.

C. The letter detailing the pertinent information necessary to review the request, such as property street address, block and lot, reason for the request, and type and size of street opening proposed.

D. The Township shall consider the request at a public meeting and review all objections, if any. Approval or denial of the request shall be through formal adoption of a resolution.

E. If Council grants a moratorium waiver request authorizing excavation of a roadway under moratorium necessitated by utility main improvements, final restoration will require a minimum of full cart-way width extending intersection to intersection. The applicant will be required to mill the existing roadway to a depth of two inches extending from intersection to intersection for the full width of the roadway (curb-line to curb-line) and install a two-inch thick lift of bituminous concrete surface course, Mix 1-5, for the entire length. All edges shall be coated with an asphalt tack coat prior to a two-inch lift of bituminous concrete surface course being placed on the roadway.

F. Authorized street excavations for utility main improvements on any roadway deemed to be in good condition, as determined by the Director of Public Works, may require resurfacing the entire roadway as described in this section and as directed by the Director.

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

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

Section 4. This Ordinance shall become effective 20 days after final passage and publication according to law.

First Reading: June 4, 2018

Adopted:

Attest: _____
Julie A Picard, Township Clerk

Thomas Conrad, Councilmember

David Perry, Councilmember

Roland Roy, Jr., Councilmember

Frank Sippel, Deputy Mayor

Erik Simonsen, Mayor

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

ORDINANCE #2018-10

AN ORDINANCE AMENDING CHAPTER 7 ENTITLED "TRAFFIC" OF
THE GENERAL ORDINANCES OF THE TOWNSHIP OF LOWER; ADDING SECTION 7-3.5 (a)
NO PARKING / NO STOPPING / NO STANDING

BE IT ORDAINED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Chapter 7; Traffic; of the General Ordinances of the Township of Lower is hereby amended and supplemented as follows:

SECTION 1. Add a new section 7-3.5 (a) - NO PARKING/NO STOPPING/NO STANDING

Parking, Stopping, Standing of a vehicle is prohibited at all times on certain streets. No person shall park/stop or stand a vehicle at any time upon any street or parts of streets described in Section III(a) attached hereto and made part of this chapter.

Location

West side of Beach Drive and Shore Drive – Lincoln Boulevard to Pinewood Road

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

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

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

Thomas Conrad, Councilmember

First Reading: June 4, 2018

David Perry, Councilmember

Adopted:

Roland Roy, Councilmember

Attest: _____
Julie A Picard, Township Clerk

Frank Sippel, Deputy Mayor

Erik Simonsen, Mayor

Schedule III (a)

NO PARKING / NO STOPPING / NO STANDING

In accordance with the provisions of Subsection 7-3.5(a), no person shall park, stop or stand a vehicle upon any of the following described streets or parts thereof

Name of Street	Side	Hours	Location
Beach Dr and Shore Dr	West	All	Lincoln Blvd to Pinewood Rd

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

ORDINANCE #2018-11

Title: **AMENDING CHAPTER 7 – TRAFFIC – OF THE CODE OF THE TOWNSHIP OF LOWER; ADDING ARTICLE II, REGULATING THE USE AND OPERATION OF BICYCLES WITHIN THE TOWNSHIP OF LOWER**

WHEREAS, Chapter 7, Traffic, of the Code of the Township of Lower outlines the regulations relating to Traffic throughout the Township of Lower; and

WHEREAS, Lower Township Council wishes to amend Chapter 7 of the Township Code in order to add Article II, Bicycle Regulations, in order to regulate the use and operation of bicycles on repaved/re-constructed roads and sidewalks/curbs located within the Township.

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

Section 1. Chapter 7, shall have the following Article and sections added:

ARTICLE II – BICYCLE REGULATIONS

7-16 SCOPE

The provisions of this section shall apply whenever a bicycle is operated upon any street or upon any public right of way within the Township of Lower, subject only to those exceptions set forth herein.

7-17 DEFINITIONS

All words and phrases set forth herein shall be afforded their ordinary meaning as defined and outlined within N.J.S.A. 39:1-1.

7-18 MOTOR VEHICLE TRAFFIC REGULATIONS

Any person operating, using and/or riding a bicycle upon a street, roadway or highway located within the Township of Lower shall be granted all rights and shall be subject to all laws and regulations as outlined within N.J.S.A. 39:4-1 et. seq. and Chapter 7 of the Township Code regulating traffic.

7-19 OPERATION/USE OF BICYCLES

Any person operating and/or riding a bicycle shall:

- A. Comply with any and all traffic regulations, traffic signals, traffic control signs and any other device, mechanism and/or sign which applies to vehicles operated within the Township of Lower, unless otherwise directed by a police officer or unless specifically exempted herein.
- B. Obey all rules and regulations applicable to the operators/drivers of motor vehicles unless specifically exempted or inappropriate.
- C. Travel in the same direction, and on the same side of the roadway as motor vehicle traffic.
- D. Ride in single file when two (2) or more bicycles are being operated by two (2) or more individuals within a group.

- E. Stop for all pedestrians in crosswalks.
- F. Utilize marked bicycled lanes whenever and wherever said lanes have been established, and shall ride in the same direction as the normal flow of motor vehicle traffic.
- G. Not operate and/or ride said bicycle on the sidewalks located within the Township of Lower in the following locations:
 - a. Beach Drive and Shore Drive – Lincoln Boulevard to Pinewood Road.

7-20

PENALTIES

Any individual who violates the terms and provisions of this Article shall be subject to a fine of \$100 for a first offense and a fine of \$200 for a second and/or subsequent violation.

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

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

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

Thomas Conrad, Councilmember

David Perry, Councilmember

Roland Roy, Jr., Councilmember

Frank Sippel, Deputy Mayor

Erik Simonsen, Mayor

First Reading: June 4, 2018

Adopted:

Attest: _____
Julie A Picard, Township Clerk

Clerk's Report-May 2018 - Last month

5/1/2018 through 5/31/2018

6/5/2018

Date	Account	Num	Description	Memo	Category	Tag	Clr	Amount
	INCOME							59,297.00
	Uncategorized							17,980.00
	Buisness Merc							5,247.00
	Business Mercantile 2010-2011							1,155.00
	Licenses & Permits							45.00
	Liquor Licenses							31,900.00
	Rental Merc							225.00
	Scrapper							10.00
	Taxi & Limo							25.00
	VACANT PROPERTY REGISTRATION							2,500.00
	Yard Sales							210.00
	EXPENSES							825.00
	Business Mercantile 2017-2018							825.00
	TRANSFERS							-60,122.00
	Council Checking							-60,122.00
	OVERALL TOTAL							0.00

\$ 4572^e

Ret'd CK - Business Merc

- 6750

Total \$ 59,447.^e

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

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 05/01/2018 To 05/31/2018

June 12, 2018 11:09:54AM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$772,615.00	Cubic Footage:	124004 Cu.ft	Permit Issued:	111
Cost Of Alteration:	\$2,042,754.00	Square Footage:	10709 Sq.ft	Updates Issued:	22
Cost Of Demolition:	\$2,300,000.00			All Fees Waived:	5
Total Cost:	\$5,115,369.00			Municipal Fees Waived:	0

<u>PERMIT FEES</u>		<u>ADMIN FEES</u>		<u>WAIVED FEES</u>		<u>TOTAL FEES</u>	
Building:	\$58,538.00	Building:	\$0.00	Building:	\$42,055.00	Building Fees:	\$16,483.00
Electrical:	\$10,436.00	Electrical:	\$0.00	Electrical:	\$110.00	Electrical Fees:	\$10,326.00
Fire :	\$2,126.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$2,126.00
Plumbing:	\$3,541.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$3,541.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$1,590.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$1,590.00
				Total Waived:	\$42,165.00	Technical Fees:	\$34,066.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$459.00	\$0.00	\$459.00
Alteration Training Fee:	\$3,880.00	\$2,596.00	\$1,284.00
DCA Minimum Fee:	\$22.00	\$0.00	\$22.00
Sub total Training Fee:	\$4,361.00	\$2,596.00	\$1,765.00

TECHNICAL ISSUES

Building Technical:	58
Electrical Technical:	100
Fire Protection Technical:	15
Plumbing Technical:	30
Elevator Technical:	
Mechanical Technical:	20

CERTIFICATE ISSUES

Certificate of Occupancy:	5
Certificate of Approval:	43
Certificate of Continued Occupancy:	0

Certificate of Occupancy Fee:	\$1,412.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$1,412.00

PERMIT FEES:	\$34,066.00
DCA FEES:	\$1,765.00
CERTIFICATE FEES:	\$1,412.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$37,243.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$50.00
GRAND TOTAL FEES:	\$37,293.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 05/01/2018 To 05/31/2018

June 12, 2018 11:32:27AM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$919.00	\$36,374.00	\$0.00	\$37,293.00
HOMEOWNER LICENSE	Sub Totals:	\$50.00	\$0.00	\$0.00	\$50.00
DUMPSTER	Sub Totals:	\$0.00	\$10.00	\$0.00	\$10.00
LICENSE FEES	Sub Totals:	\$0.00	\$1,750.00	\$0.00	\$1,750.00
GRAND TOTALS:		\$969.00	\$38,134.00	\$0.00	\$39,103.00

Construction Permit Activity Report

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$661,940.00	Cubic Footage:	146002 Cu.ft	Permit Issued:	13
Cost Of Alteration:	\$77,038.00	Square Footage:	13058 Sq.ft	Updates Issued:	3
Cost Of Demolition:	\$7,000.00			All Fees Waived:	0
Total Cost:	\$745,978.00			Municipal Fees Waived:	0

<u>PERMIT FEES</u>		<u>ADMIN FEES</u>		<u>WAIVED FEES</u>		<u>TOTAL FEES</u>	
Building:	\$6,645.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$6,645.00
Electrical:	\$2,387.00	Electrical:	\$0.00	Electrical:	\$0.00	Electrical Fees:	\$2,387.00
Fire :	\$2,145.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$2,145.00
Plumbing:	\$3,231.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$3,231.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$210.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$210.00
				Total Waived:	\$0.00	Technical Fees:	\$14,618.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$540.00	\$0.00	\$540.00
Alteration Training Fee:	\$149.00	\$0.00	\$149.00
DCA Minimum Fee:	\$0.00	\$0.00	\$0.00
Sub total Training Fee:	\$689.00	\$0.00	\$689.00

TECHNICAL ISSUES

Building Technical:	9
Electrical Technical:	11
Fire Protection Technical:	7
Plumbing Technical:	8
Elevator Technical:	
Mechanical Technical:	2

CERTIFICATE ISSUES

Certificate of Occupancy:	3
Certificate of Approval:	1
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$14,618.00
FEES:	\$689.00
CERTIFICATE FEES:	\$2,032.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$17,339.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$17,339.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 05/01/2018 To 05/31/2018

June 12, 2018 4:21:19PM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$190.00	\$17,149.00	\$0.00	\$17,339.00
	GRAND TOTALS:	\$190.00	\$17,149.00	\$0.00	\$17,339.00



Lower Township Police Department Monthly Activity Report

2018

	May	Total:
General Complaints and Service Calls (Total Events)	4216	16385
Aggravated Assaults	4	9
Animal Control Complaints	25	83
Arson	0	0
Assaults	9	30
Assaults on Police Officers (UCR Report Return "A")	0	0
Bias Incidents	0	0
Burglaries	2	21
Community Policing Services	478	2218
Criminal Mischief Complaints	16	48
Death Investigations	3	17
Disorderly Conduct Complaints / Harassment	145	531
Domestic Violence Complaints	33	123
Emergency Medical Calls with L. T. Rescue	17	120
Fire Calls & Alarms Police Response (Total)	61	262
Local Ordinance Complaints	1	2
Motor Vehicle Accidents	45	166
Motor Vehicle Stops	573	1871
Narcotics	13	48
Property Checks	2514	9615
Residential and Commercial Alarm Calls	183	757
Robbery	0	1
Thefts	17	57
Traffic Summons Issued	189	572
Traffic Warnings Issued	3	45
Weapons Offenses	0	1
Adult Arrests (UCR Report Return "A")	42	155
Juvenile Arrests (UCR Report Return "A")	1	7
D.W.I. Arrests (UCR Report JV & Adult Arrests Combined)	0	16
Drug Possession Arrests (UCR Report JV & Adult Arrests Combined)	10	28
Investigation Reports Completed	72	269
Supplemental Investigation Reports Completed	20	101
Total Value Property Stolen (UCR Report Return "A")	\$ 16,246.00	\$ 57,756.00
Total Value Property Recovered (UCR Report Return "A")	\$ 3,500.00	\$ 54,520.00



**Lower Township Police Department
Monthly Activity Report**

2018

	May	Total:
Man Power Loss in Hours		
Union	0	0
Suspended	0	24
(V) Vacation	539	3213
(P) Personal	60	336
(C) Used Comp Hours	765.5	1960.5
(S) Sick Hours	128	1386
(WC) Injury Hours	0	389
(T) Training Hours	588	2288
(M) Military Training	271	1061
Police Department Overtime in Hours		
(K= Patrol) Operations Overtime	196.5	805.5
(CE = Patrol) Operations Comp Time	123	1300.76
(K = Detective) Investigation Division Overtime	80	385
(CE= Detective) Investigation Division Comp Time	30	236.25
(COT) Court Overtime	6	72
(CCE) Court Comp Time	45	58.5
(H) Holiday Overtime	0	392.5
(HCE) Holiday Comp Time	0	176
Government/Grant Funding Overtime in Hours		
(CIOT) Click It or Ticket	40	40
(COPS) Cops n Shops	8	8
	JV Curfew	0
(DDEF / DSGP) DWI Grants	12	83
	Other	0
Private Funding Overtime in Hours		
(OSC) Special Detail	0	100.5

Prepared By:

Chief William Mastriana

Date: 6/11/2018

**2018 CASH RECEIPTS
MAY**

Township of Lower
Office of the Tax Collector

YEAR TO DATE

Receipts

Current year taxes (2018)	5,259,539.23	27,495,685.1
Prior year taxes (2017)	43,977.27	600,793.6
Prior year taxes (2016)	1.48	251.48
Previously exempt property		1,135.80
State Audit Pay Back		1,000.00
Municipal Lien		0.00
Recording		0.00
Bankruptcy		0.00
6% Penalty		2,715.35
Municipal Service Fees	2,670.00	47,390.00
Tax Search Fees		0.00
Interest	11,980.54	65,024.77
Lot clearing	720.00	3,470.00
Returned Check Fees	80.00	220.00
Duplicate Bills	65.00	550.00
Trash	3,780.00	21,893.25

TOTAL DEPOSITS	5,322,813.52	28,240,129.35
DEPOSITED TO COUNCIL CHECK	4,889,374.86	26,612,383.64
DEPOSITED TO WIPP ACCOUNT	433,438.66	1,628,184.71
Transferred to BOCA		-439.00
TOTAL DEPOSITS	5,322,813.52	27,066,685.64
NSF Reversals	12,104.53	43,921.19
WIPP NSF Reversals	15,950.88	27,083.91
TOTAL	5,294,758.11	26,995,680.54

Prepared by Kathy Brown

**2018 MAY
VITAL STATISTICS**

Marriages,Civil Unions	14
Domestic Partners	0
Certified Copies	192
Certified Copies EDRS	0
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	\$1,920.00
Certified Copies EDRS	\$0.00
Total:	\$2,312.00

PERSONNEL ACTIONS

Report for Council Meeting of 05/21/2018

<u>Department</u>	<u>Name</u>	<u>Eff. Date</u>	<u>Replaces</u>	<u>Action</u>	<u>Title</u>	<u>Budgeted Item</u>
Public Safety	Armbruster, John	06/10/2018	Vanaman, D.	Promotion	Police Sgt.	Yes
Recreation	Seitzinger, Michael	06/15/2018		Seasonal	Lifeguard	Yes
Recreation	Hettenbach, Joshua	06/13/2018		Seasonal	Lifeguard	Yes
Recreation	Graham, Rosemary	06/13/2018		Seasonal	Lifeguard	Yes
Recreation	Gardner, Alexa	06/13/2018		Seasonal	Lifeguard	Yes
Recreation	Simiatis, John	06/13/2018		Seasonal	Ticket Taker	Yes
Recreation	McGaffney, John	06/13/2018		Seasonal	Park Ranger	Yes
DPW	Yacabell, Gregory	06/05/2018		Seasonal	Rec. Prgrm Aide	Yes
DPW	Jefferis, Timothy	06/07/2018		Temp	Laborer	Yes

Date of report: 06/13/2018

c: Manager
Clerk
Payroll
Asst. Treasurer
Bulletin Board

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

RESOLUTION # 2018-217

Title:

A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12

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

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

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

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

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

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

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

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township council of the Township of Lower, assembled in public session on June 18, 2018 that an Executive Session closed to the public shall be held on this date at approximately _____ P.M. in the Conference Room of the Township Hall, 2600 Bayshore Road, Villas for the discussion of matters relating to the specific items designated above.

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

Table with 7 columns: MOTION, SECOND, AYE, NAY, ABSTAIN, ABSENT and rows for 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 18, 2018.

Julie A Picard, Township Clerk