

WORK SESSION & REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL

November 16, 2015 - 7:00 P.M.

Meeting called to order.

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

Work Session

Steve Selby, Coalition Coordinator, Lower Township Healthy Youth Coalition/Cape Assist

Consent Agenda

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

Regular Agenda

Res. #2015-335 A Resolution to Memorialize and Clarify the Existing Lease Between the Lower Township Bureau of Fire Safety and the Township of Lower (explaining health benefit budgeting for self- insurance)

Administrative Reports

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

Council Comments

Call to the Public

Adjournment

COUNCIL MEETING MINUTES – November 2, 2015

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on November 2, 2015 at 7:00 p.m. in the meeting room of the Township Hall, 2600 Bayshore Road, Villas, New Jersey.

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

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

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

Also present: James Ridgway, Township Manager, David Stefankiewicz, Township Solicitor and Elizabeth Greenway, Clerk's Office

Consent Agenda

- Approval of Minutes October 19, 2015
- Res. #2015-308 Payment of Vouchers \$ 506,729.89
- Res. #2015-309 Authorizing Payout of Terminal Leave (L.Anzelone \$2,929.93)
- Res. #2015-310 Authorization for the Payout of Accumulated Compensatory Time (S.Lafferty \$1,522.64)
- Res. #2015-311 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Emergency Management Assistance (\$5,000)
- Res. #2015-312 2015 Drive Sober or Get Pulled Over Year End Holiday Crackdown (\$5,000)
- Res. #2015-313 A Resolution Authorizing A Grant Application to the Cape May County Open Space Program for the Acquisition and Restoration of the Nathaniel Foster House
- Res. #2015-314 A Resolution Authorizing the Leasing of Certain Real Property Located in the Township of Lower (Block 703/ Lots1,2 and a portion of 3)
- Res. #2015-315 Transfer of 2015 Appropriations (\$67,000)
- Res. #2015-316 Authorizing the Sale of Township of Lower Surplus No Longer Needed for Public Use on GovDeals Online Auction
- Res. #2015-317 Authorizing the Cancellation of Remainder of Contract with Oliveri, Shousky & Kiss, PA (\$67,650)
- Res. #2015-318 Drunk Driving Enforcement Fund Application \$6,360.67
- Res. #2015-319 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Drunk Driving Enforcement Fund \$6,360.37)

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

Regular Agenda

- Res. #2015-320 Authorizing the Payment of Vouchers \$35,000 – Lower Township Rescue

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

Res. #2015-321

A Resolution Awarding Hatch , Mott, MacDonald As Engineer for the Roseann Avenue/Bayshore Estates Drainage and Stormwater Management Improvements Project

Manager Ridgway informed that Township QPA, Margaret Vitelli, reached out to all pre-qualified engineers to request quotes on the above project. Upon reviewing the quotes received, Manager Ridgway made a recommendation to award the contract to Hatch Mott MacDonald. Both QPA Vitelli and Public Works Director, Gary Douglass, were present to field questions from Council.

Upon the request of Mayor Beck, Mr. Douglass stated the names of the engineering firms and the quotes that were submitted. He also gave a brief explanation of the responses from bidders and how they applied to the scope of service specifications. Council discussion ensued. QPA Vitelli communicated that the disparity between the bids made it difficult to evaluate. Mayor Beck debated the process. Solicitor Stefankiewicz reminded that the requests were for quotes. Discussion continued about the timing and nature of the request. Manager Ridgway recapped the sequence of events. After fielding a series of questions from Deputy Mayor Clark, Mr. Douglass communicated that Hatch Mott MacDonald was the only bidder that submitted a detailed proposal. QPA Vitelli clarified the process and made a suggestion about future special projects. Deputy Mayor Clark thanked QPA Vitelli for her suggestion. Mayor Beck voiced objection to the timing. Council discussion continued.

Kathleen Dynan, Tranquility, suggested that the other engineering firms were not interested in the project.

Jeff VanMourik voiced discontent with his experience with EDA and spoke in favor of Hatch Mott MacDonald.

Helen Thompson, Villas, questioned the decision to send requests to five engineering firms. Mayor Beck explained that it had been a misunderstanding. She voiced discontent with the timing and the process.

George Doherty, Erma, suggested allowing a longer time-frame for future requests for proposals.

Councilman Perry made a motion to award the project to Hatch Mott MacDonald, seconded by Councilman Simonsen.

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

Ordinance #2015-09

An Ordinance of the Township of Lower Amending Chapter 318 of the Code of the Township of Lower – This Ordinance redistricts a parcel of property from Fire District #1 to Fire District #3. This is the second reading and public hearing of this Ordinance (1st reading was Sept 9). This Ordinance has been published, posted and made available to the public.

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

Council Comments

Councilman Conrad congratulated all the volunteers involved with Haunted Trails. He also solicited help for the needy and encouraged everyone to get out and vote.

Councilman Perry thanked Margaret Vitelli and Gary Douglass for their hard work. He expressed eagerness for the residents of Roseann Avenue/ Bayshore Estates to finally get their flooding problems solved.

Councilman Simonsen thanked Margaret Vitelli and Gary Douglass for their diligence. He acknowledged Kevin Maloney and everyone involved with the boat building project and commented on the Haunted High School Event. He also gave kudos to the Recreation Department for the success of their first annual Halloween Dance.

Deputy Mayor Clark also thanked Margaret Vitelli and Gary Douglass.

Mayor Beck announced the Veteran's Day Ceremony at the VFW.

Call to Public

Patty Sparks, NCM, read a letter she had prepared in appreciation to all who showed honor at the passing of her husband, Jack Sparks.

Helen Thompson, Villas, voiced discontent with the LTMUA hydrant flushing.

Marilyn Meikle, 224 Mindy Avenue, thanked the many people involved with the Roseann Avenue Project: Manager Ridgway, Gary Douglass, Margaret Vitelli, Hatch Mott MacDonald and all of Council, particularly Councilman Perry for his work with this long overdue project. She also denied any problems with hydrant flushing.

Tom Frisoli, Villas, agreed with Councilman Simonsen regarding his appreciation for the Recreation Department. He also commented on the LTMUA hydrant flushing and gave an update on annual hydrant flushing notices.

Closed Session

Res. #2015- 322

Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. – **CONTRACT NEGOTIATIONS**

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

Council adjourned to Executive Session at 8:11 p.m.

Council returned to Open Session at 8:31 p.m.

Motion to proceed as discussed in Closed Session moved by Councilmember Conrad, seconded by Deputy Mayor Clark.

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

Adjournment

There being no further business to address, motion to adjourn moved by Councilman Conrad, seconded by Councilman Perry. Motion to adjourn unanimous. Meeting adjourned at 8:35 p.m.

Mayor

Township Clerk

Approved:

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00508	JOAN K. BURNS							
	15-02756	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
00611	COUNTY OF CAPE MAY							
	15-02840	11/12/15	GASOLINE/DIESEL SEPTEMBER	Open	16,627.00	0.00		
00784	CAPE MAY STAR & WAVE							
	15-02677	11/06/15	10/21/2015 LEGAL PUBLICATION	Open	84.32	0.00		
00807	CDW-GOVERNMENT INC*							
	15-02282	09/11/15	DISPATCH SUPPLIES	Open	420.58	0.00		
	15-02395	09/24/15	SUPPLIES	Open	82.50	0.00		
	15-02435	09/30/15	INVEST. SUPPLIES	Open	1,051.45	0.00		
	15-02477	10/02/15	DISPATCH SUPPLIES	Open	495.00	0.00		
	15-02480	10/02/15	INK	Open	150.58	0.00		
					<u>2,200.11</u>			
00825	COMCAST*							
	15-02842	11/12/15	INTERNET SERVICE NOVEMBER 2015	Open	305.14	0.00		
00940	COASTAL BROADCASTING*							
	15-02584	10/19/15	COMMERCIALS FOR HAUNTED TRAILS	Open	494.00	0.00		
00991	COLONIAL ELECTRIC SUPPLY*							
	15-02511	10/08/15	SYLVANIA REPLACEMENT BULBS	Open	119.50	0.00		
00997	S.A.COMUNALE, INC.*							
	15-02341	09/17/15	DPS FIRE SPRINKLER REPAIR/CERT	Open	1,060.00	0.00		
01087	ANTHONY J. COSTANZO							
	15-02719	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
01110	COLLEEN CRIPPEN							
	15-02676	11/06/15	CONTRACT REIMB V	Open	238.00	0.00		
01170	VERIZON WIRELESS* F/S							
	15-02821	11/10/15	CELL FIRE 9/27/15-10/26/15	Open	52.35	0.00		
01171	VERIZON WIRELESS - TOWNHALL							
	15-02816	11/10/15	IPHONE BILL 10/29/15-11/28/15	Open	824.68	0.00		
	15-02817	11/10/15	VERIZN CEL SERVICE 10/24-11/23	Open	502.58	0.00		
					<u>1,327.26</u>			
01200	DELTA DENTAL PLAN OF NJ							
	15-02665	11/04/15	DELTA ADMIN FEES NOVEMBER	Open	1,162.80	0.00		
	15-02674	11/06/15	OCTOBER CLAIMS	Open	11,254.20	0.00		
					<u>12,417.00</u>			
01265	BRIAN DONAHUE							
	14-01066	04/25/14	2014 EQUIP. ALLOWANCE	Open	150.00	0.00		B
01269	DISCOUNT HYDRAULICS*							
	15-02577	10/19/15	HYDRAULIC HOSE COUNTY LOADER	Open	225.04	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01365 GARY DOUGLASS	15-02660	10/30/15	CONTRACTUAL REIMBURSEMENT-V	Open	280.00	0.00		
01389 EDDIE'S AUTO BODY*	15-02334	09/17/15	REPAIR PATROL UNIT	Open	2,703.30	0.00		
	15-02486	10/05/15	REPAIR PATROL VEHICLE	Open	3,046.65	0.00		
					5,749.95			
01443 ERMA VOLUNTEER FIRE CO	15-02678	11/06/15	GENERAL ELECTION 11/3/2015	Open	300.00	0.00		
01490 ROBERT FESSLER	14-01068	04/25/14	2014 EQUIP. ALLOWANCE	Open	65.99	0.00		B
	15-01018	04/28/15	2015 EQUIP. ALLOWANCE	Open	114.84	0.00		B
					180.83			
01519 TOM FOLS ELECTRICALCONTRACTOR*	15-02659	10/30/15	NEW BALLAST FOR RESTROOM-TOWNH	Open	350.00	0.00		
01532 JACQUELINE U HENDERSON	15-02735	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
01581 FIRST ASSEMBLY OF GOD CHURCH	15-02682	11/06/15	GENERAL ELECT 11/3/2015	Open	150.00	0.00		
01601 ORION SAFETY PRODUCTS*	15-02492	10/07/15	PATROL SUPPLIES	Open	148.20	0.00		
01602 THOMSON WEST*	15-02823	11/10/15	UPDATES- 4TH 2015 PP	Open	261.00	0.00		
01603 GENERAL CODE PUBLISHERS*	15-02585	10/19/15	SUPP # 25	Open	1,587.43	0.00		
01657 GOPHER SPORT*	15-02471	10/02/15	BASKETBALLS	Open	846.90	0.00		
01660 GENERAL SPRING SERVICE*	15-02639	10/27/15	REBUILD SUSPENSION/R-6	Open	3,723.00	0.00		
01661 GENERAL SALES ADMINISTRATION*	15-02437	09/30/15	NEW VEHICLE OUTFITTING	Open	1,256.63	0.00		
01685 W.W GRAINGER, INC.*	15-02376	09/22/15	SOUND METER/SHELVES FOR SAFE	Open	778.25	0.00		
01751 GRINDER WEAR PARTS, INC	15-02519	10/08/15	CUTTING BITS AND PARTS	Open	2,037.80	0.00		
01767 WILLIAM R. HARTLEY, SR	15-02698	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01781	HATCH MOTT MACDONALD, LLC*								
		15-02345	09/18/15	GEOTECHNICAL INVESTIGATION	Open	5,295.00	0.00		B
		15-02690	11/09/15	PROFESSIONAL ENGINEERING	Open	322.74	0.00		
		15-02691	11/09/15	PROFESSIONAL ENGINEERING	Open	257.90	0.00		
		15-02692	11/09/15	PROFESSIONAL ENGINEERING	Open	780.00	0.00		
						6,655.64			
01782	HEALTH INSURANCE SOLUTIONS INC								
		15-02837	11/12/15	DECEMB 2015 PRESCRIPTION CLAIM	Open	62,575.24	0.00		
01791	CINDY S. HARTLEY								
		15-02700	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
01806	ANTHONY J HARVATT, II, ESQ								
		15-00934	04/24/15	BOARD SOLICITOR SALARY	Open	625.00	0.00		
		15-02693	11/09/15	RESOLUTIONS	Open	300.00	0.00		
						925.00			
01898	HERITAGE BUSINESS SYSTEMS, INC*								
		15-02581	10/19/15	COPIER SERVICE 10/1/15-1/1/16	Open	77.76	0.00		
01951	INNOVATIVE DATA SOLUTIONS*								
		15-02516	10/08/15	IDS-PAPERLESS DIRECTIVE SYSTEM	Open	3,568.00	0.00		
02032	JOHN'S AUTO BODY*								
		15-02583	10/19/15	VEHICLE REPAIR	Open	1,050.85	0.00		
02208	PENNY BECICA-KRAUS								
		15-02707	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
02248	LAWMEN SUPPLY*								
		15-01707	06/26/15	GLOCK 21 GEN4 45 SEMIAUTO	Open	13,795.50	0.00		
		15-02304	09/11/15	BALLISTIC VEST CARRIER	Open	143.55	0.00		
		15-02478	10/02/15	PATROL SUPPLIES	Open	2,526.00	0.00		
		15-02481	10/02/15	PATROL SUPPLIES	Open	2,520.00	0.00		
						18,985.05			
02418	MAJESTIC SEWER AND DRAIN*								
		15-02672	11/06/15	EMERGENCY SERV TOWNHALL 11/6	Open	195.00	0.00		
02465	BARBARA MAHON								
		15-02701	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
02466	ROBERT E. MAHON								
		15-02705	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
02585	WILLIAM MASTRIANA								
		15-02662	11/04/15	10/23/15-10/28/15 TRAVEL REIM	Open	500.00	0.00		
02647	KATHLEEN MCPHERSON								
		15-02673	11/06/15	CONTRACTUAL	Open	242.94	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03202 OMNIS NETWORK*	15-02567	10/16/15	EMAIL - DPS	Open	83.40	0.00		
03288 KATHRYN PATTERSON	15-02722	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
03289 THOMAS W. PATTERSON	15-02800	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
03293 BLAINE PAYNTER	15-02812	11/09/15	CONTRACTUAL REIMBURSEMENT-M	Open	101.00	0.00		
03458 JOANN H. RASH	15-02721	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
03460 V.E. RALPH & SON, INC.*	15-02493	10/07/15	PATROL SUPPLIES	Open	148.92	0.00		
03466 R & R SPECIALTIES	15-02496	10/07/15	TROPHY & MEDALS- HALLOWEEN	Open	58.25	0.00		
	15-02684	11/09/15	MEMORIAL BENCH- NANCY STANLEY	Open	270.00	0.00		
	15-02685	11/09/15	MEMORIAL BENCH-MARK D ADAMS	Open	270.00	0.00		
					598.25			
03491 RENTAL COUNTRY*	15-02357	09/21/15	PARTS FOR ROADS	Open	742.61	0.00		
03507 JEAN ROBSON	15-02720	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
03512 JEANETTE SMITH-REEVES	15-02702	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
03518 RIGGINS, INC.*	15-02657	10/30/15	OFF-HIGHWAY DIESEL	Open	430.17	0.00		
03583 ROBERT SMITH JR	14-01088	04/25/14	2014 EQUIP. ALLOWANCE	Open	150.00	0.00		B
	15-01036	04/28/15	2015 EQUIP. ALLOWANCE	Open	150.00	0.00		B
					300.00			
03611 SERVICE TIRE TRUCK CENTERS*	15-01994	08/04/15	TIRES/RDS/SANT/RECY/DPW/OCT	Open	3,744.72	0.00		
03640 MADELINE R. SHOWERS	15-02807	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
03656 JOHN W. SKOWRONSKI	15-02711	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
03660 SIRCHIE FINGERPRINT LAB. INV.*	15-02479	10/02/15	INVESTIGATIVE SUPPLIES	Open	597.70	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03664 AUDREY L. SMITH	15-02775	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
03679 BARBARA SLONIS	15-02715	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
03706 NICHOLAS C. SMARGIASI	15-02724	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
03722 ST. JOHN OF GOD	15-02681	11/06/15	GENERAL ELECTION 11/3/15	Open	675.00	0.00		
03723 STAPLES, INC.*	15-02605	10/26/15	TIME/DATE RECORDER	Open	194.38	0.00		
	15-02640	10/27/15	FILE CABINETS-TAX ASSESSOR	Open	2,629.93	0.00		
					2,824.31			
03729 FLORENCE STATKIEWICZ	15-02776	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
03805 TOWNBANK VOLUNTEER FIRE CO.	15-02680	11/06/15	GENERAL ELECTION 11/3/15	Open	450.00	0.00		
03810 MUNICIPAL UTIL AUTH USAGE COST	15-02819	11/10/15	WATER BILL- DUE 12/4/15	Open	1,044.71	0.00		
	15-02820	11/10/15	SEWER DUE 12/4/15 POLICE	Open	174.76	0.00		
					1,219.47			
03820 MUNICIPAL UTIL. AUTH ON CALL	15-02576	10/19/15	ONE CALL MESSAGES/HALF BILL	Open	145.13	0.00		
03844 GIACOMO TROMBETTA	15-02675	11/06/15	CONTRACT REIMB	Open	113.00	0.00		
03852 CATHERINE A. TURNEY	15-02779	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
03904 LOWE'S HOME CENTER INC*	15-02619	10/27/15	REPLACE DOORS AT CLEM MULLIGAN	Open	337.05	0.00		
03985 VILLAS NAPA AUTO PARTS	15-02252	09/04/15	RDS/SANT/RECY/OCT	Open	3,347.58	0.00		
04101 SPANKY'S BBQ CATERING*	15-02654	10/30/15	FOOD FOR HALLOWEEN DANCE	Open	250.00	0.00		
04176 CHRISTOPHER J WINTER SR*CALEA	15-01808	07/08/15	ACCRED. CONSULT - OCT	Open	450.00	0.00		
04216 PRIVATE ISLAND EMBROIDERY*	15-02526	10/08/15	UNIFORMS	Open	184.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
04235 COLLEEN P GALLAGHER	15-02743	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
04266 NJ DEPT OF HEALTH&SENIOR SVCS	15-02668	11/06/15	DOG LICENSE FEES OCTOBER 2015	Open	46.80	0.00		
04283 CATHERINE JOSAPHOUITCH	15-02803	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
04300 W B MASON CO INC*	15-02527	10/08/15	OFFICE SUPPLES	Open	388.50	0.00		
04327 SHI INTERNATIONAL CORP*	15-02026	08/05/15	CAT6A WIRES FOR SERVER	Open	410.00	0.00		
04514 WILLIAM BLANEY*	15-00110	01/09/15	2015 LABOR SOLICITOR DNE 50k	Open	2,087.50	0.00		
04532 ROBERTA K YOUNG	15-02805	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
05071 SHORE SOUND ENTERTAINMENT*	15-02602	10/26/15	PHOTO BOOTH FOR HALLOWEENDANCE	Open	350.00	0.00		
4104 DOUGLASS LANDSCAPING LLC*	15-00622	03/12/15	2015 LANDSCAPING SERV \$45800.	Open	4,580.00	0.00		B
5032 NORTH WILDWOOD \$ CREST SHIRT*	15-02841	11/12/15	TRAVEL BASKETBALL PINNIES	Open	107.40	0.00		
6061 AMERIHEALTH ADMINISTRATORS	15-02664	11/04/15	11/02/2015 HEALTH	Open	20,896.52	0.00		
	15-02811	11/09/15	11/09/2015 HEALTH	Open	18,976.93	0.00		
	15-02835	11/10/15	NOVEMBER ADMIN/STOP LOSS	Open	42,231.44	0.00		
					82,104.89			
6066 THOMAS E PRICE JR	15-02808	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
6068 WARREN F MCLAUGHLIN	15-02728	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7005 JULIE OSBORN	15-02777	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7007 NANCY A NEWBY	15-02789	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7008 RICHARD A PAUL	15-02741	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7050 DAVID F BRAND	15-02797	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7051	MARIE SCHMINT	15-02782	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7053	ROBERTA A ZAKRZEWSKI	15-02754	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7067	FRANCES GUINAN	15-02727	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7069	ROSEMARIE A LUTERI	15-02760	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7070	MARIE D COLL	15-02770	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7142	LINDSAY BECHTLER	15-02686	11/09/15	ZUMBA INSTRUCTOR OCTOBER 2015	Open	60.00	0.00		
7175	JAMES E HARRIS*	15-02455	10/01/15	TRAINING	Open	130.00	0.00		
7186	PATRICIA CHACE	15-02755	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7188	CHRISTINE CRAIG	15-02772	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7189	ANTHONY MONTANARO	15-02787	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7190	STEPHEN W SHEFTZ	15-02765	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7192	ANGEL T MURPHY	15-02761	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7193	FRANCIS W MURPHY	15-02764	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7194	CONSTANCE ARRIVIELLO	15-02801	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7286	PETER H ZEREGA	15-02750	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7287	ANNE GEORGE	15-02729	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7288	DAWN E BUCHER	15-02733	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7289	ANTHONY AMAND	15-02753	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7291	WILLIAM FREDERICKSDART	15-02785	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7292	CHRISTINE D. CLOER	15-02799	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7293	GERALDINE PALMER	15-02810	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7336	DEBRA QUINN	15-02661	10/30/15	CONTRACTUAL REIMBURSEMENT-M	Open	795.55	0.00		
7354	FLEETPRIDE INC.*	15-02044	08/07/15	PARTS FOR COUNTY TRUCK	Open	424.83	0.00		
7400	WATCHGUARD VIDEO	15-02533	10/13/15	BELT CLIPS	Open	57.00	0.00		
7410	MARILYN MIEKLE	15-02766	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7412	EUGENE STROLLE	15-02788	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7413	JOHN WALTER PALMER	15-02809	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7414	DANIELLE MORRISON	15-02699	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
7416	NICHOLAS C RANDAZZO	15-02798	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7443	R. MAXWELL CONSTRUCTION INC*	15-02043	08/07/15	RES#15-225 ADA/PLAYGROUND IMPR	Open	120,001.00	0.00		B
7480	DENISE L JONES	15-02731	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
7481	INA DEGRACIA	15-02815	11/09/15	MILLMAN CENTER REFUND	Open	300.00	0.00		
ADAMC	ROSEMARY ADAMCZYK	15-02739	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
AGHAK	MARYAM AGHAKHANI	15-02781	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
AMAND	BERNICE AMAND	15-02742	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
BAKERF	FRED BAKER	15-02734	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
BECKER	MADLINE BECKER-ANTMAN	15-02749	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
BLAUE	BLAUER ASSOCIATES INC*	15-00280	01/28/15	RES 2015-49 DNE \$16K ADA REC	Open	1,500.00	0.00		B
BOERN	RALPH BOERNER	15-02783	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
BOSNA	KAREN MANETTE-BOSNA	15-02687	11/09/15	YOGA PAYMENT OCTOBER 2015	Open	150.00	0.00		
BUCKD	DIANE E PANNELLI	15-02723	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
BUONO	MARTHA BUONOPANE	15-02763	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
CLEBLANC	CAROLYN LEBLANC	15-02794	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
CZES	MARY LOU CZESCIK	15-02757	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
DOLLARD	MADLINE DOLLARD	15-02778	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
DOLLJ	JAMES T. DOLLARD	15-02784	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
DOUGHE	MARK DOUGHERTY	15-02751	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
DOUGHERT	GEORGIA DOUGHERTY	15-02752	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
FREAS	JEAN FREAS	15-02747	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
G-HOUSEP	HOUSE OF PRINT*	15-02497	10/07/15	Business Cards	Open	140.00	0.00		
		15-02615	10/26/15	BUSINESS CARDS - TOWNHALL	Open	440.00	0.00		
						580.00			
GAFF	PATRICIA A. GAFFNEY	15-02762	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
GASSER	COZETTE GASSER	15-02744	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
GIAIRO	ANN GIAIRO	15-02773	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
GIBBONSA ALAN J. GIBBONS	15-02716	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
HARTLEY CHRISTINE HARTLEY	15-02732	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
HELVE ANN HEAP HELVESTON	15-02714	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
KANEP PATRICIA D. KANE	15-02806	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
KEEND DOLORES RAMBO	15-02713	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
KINGR RICHARD KING	15-02790	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
LAMOC CHARLES LAMONTE	15-02725	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
LETI MARY LETIZIO	15-02786	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
LIPS JOHN LIPSETT	15-02708	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
LIPSM MARGARET LIPSETT	15-02802	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
MANSFIEL JAMES E MANSFIELD	15-02726	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
MARROR ROBERT H MARRO	15-02706	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
MCGR DANIEL MCGRANAGHAN	15-02712	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
MCGRAN CARLIE MCGRANAGHAN	15-02709	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
MCLAUGHB BARBARA K. MC LAUGHLIN	15-02717	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
MILLER PAULA MILLER	15-02748	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
MOORER REBECCA MOORE	15-02804	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
MORNI CARRISE MORNICK	15-02737	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
MORRIC CRAIG R MORRISON	15-02736	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
NOLANM MICHELLE NOLAN	15-02771	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
OBRI PHYLIS O'BRIEN	15-02780	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
OSBORN VIRGINIA OSBORN	15-02738	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
PETERSON PATRICIA PETERSON	15-02793	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
RAUD DOROTHY M RAUDENBUSH	15-02796	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
RODG ROSE MARIE RODGERS	15-02767	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
SANTA DENISE SANTAGATA	15-02774	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
SEAGE SEAGEAR MARINE SUPPLY*	15-02090	08/13/15	UNIFORMS	Open	193.86	0.00		
SHEMAN KAREN A SHEMANSKI	15-02730	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
SKOWR CATHERINE SKOWRONSKI	15-02791	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
SMITHKM KATHLEEN M SMITH	15-02740	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
SOMER ELIZABETH M SOMERS	15-02704	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
STEBL RALPH P STEBLEIN	15-02792	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
TILL TILL PAINT CO CORP*	15-02265	09/08/15	PAINT FOR LINING OF FIELDS	Open	1,290.00	0.00		
TWEED GAIL TWEED	15-02746	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
WEISSM BEATRICE WEISSMAN	15-02768	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
WEISSMAN WAYNE WEISSMAN	15-02769	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
WOLTJ	JOAN WOLTJEN							
	15-02795	11/09/15	GENERAL ELECTION NOV 3,2015	Open	200.00	0.00		
YABOR	PATRICIA YABOR							
	15-02703	11/09/15	GENERAL ELECTION NOV 3,2015	Open	225.00	0.00		
Total Purchase Orders: 226				Total P.O. Line Items: 0	Total List Amount: 457,564.20	Total Void Amount: 0.00		

<u>Vendor</u>	<u>PO #</u>	<u>Description</u>	<u>CK</u>	<u>Amount</u>
South Jersey Gas	15-02472	September Gas	56080	\$1,438.10
South Jersey Gas	15-02683	October Gas	56081	\$1,625.60
Total Manual Checks				\$ 3,063.70
Total Computer				\$ 457,564.20
Total Bill List				\$ 460,627.90

I hereby certify the foregoing to be a resolution adopted by the Township Council at a meeting held on November 16, 2015

Julie Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-324

TITLE: A RESOLUTION AUTHORIZING THE TAX ASSESSOR TO FILE CROSS APPEALS AND/OR MUNICIPAL APPEALS ON BEHALF OF THE TOWNSHIP OF LOWER FOR THE TAX YEAR 2015

WHEREAS, N.J.A.C. 18-12a 1.6 authorizes the filing of petitions of appeal and cross petitions of appeal and otherwise prescribes the procedure and time periods related to the filing of the same; and

WHEREAS, the Tax Assessor seeks authorization from the Township relative to the filing of municipal appeals as well as cross-petitions of appeal as the circumstances may dictate.

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

1. The allegations of the preamble are incorporated herein by this reference.
2. The Assessor is hereby authorized in his/her sound discretion to file such appeals and cross-petitions for appeal as the circumstances may otherwise warrant and dictate for the year 2015.
3. The Township Clerk is instructed to submit a certified copy of this resolution to the Tax Assessor, Tax Collector and Cape May County Board of Taxation.

I hereby certify the foregoing to be the original resolution adopted by Township Council at a meeting held on November 16, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-325

TITLE: A RESOLUTION CANCELLING THE CONTRACT WITH IHC INSURANCE COMPANY FOR STOP LOSS COVERAGE INSURANCE

WHEREAS, Resolution #2015-166 awarded IHC Insurance Company a contract for Stop Loss coverage on the medical insurance plan beginning June 1, 2015 as an Extraordinary, Unspecifiable Service; and

WHEREAS, the Township has selected to enter into the New Jersey State Health Benefits Program (SHBP) effective February 1, 2016.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the contract with IHC Insurance Company for Stop Loss Coverage Insurance is cancelled as of January 31, 2016.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 16, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-326

TITLE: A RESOLUTION CANCELLING THE CONTRACT WITH AMERIHEALTH FOR MEDICAL INSURANCE

WHEREAS, Resolution #2015-167 awarded Amerihealth Insurance Company a contract for Medical Insurance beginning June 1, 2015 as an Extraordinary, Unspecifiable Service; and

WHEREAS, the Township has selected to enter into the New Jersey State Health Benefits Program (SHBP) effective February 1, 2016.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the contract with Amerihealth for Medical Insurance is cancelled as of January 31, 2016.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 16, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-327

TITLE: A RESOLUTION CANCELLING THE CONTRACT WITH HEALTH INSURANCE SOLUTIONS INC (HISI) FOR PRESCRIPTION INSURANCE

WHEREAS, Resolution #2015-168 awarded Health Insurance Solutions Inc. (HISI) a contract for Prescription Insurance beginning July 1, 2015 as an Extraordinary, Unspecifiable Service; and

WHEREAS, the Township has selected to enter into the New Jersey State Health Benefits Program (SHBP) effective February 1, 2016.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the contract with Health Insurance Solutions Inc (HISI) for Prescription Insurance is cancelled as of January 31, 2016.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 16, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-328

TITLE: A RESOLUTION APPOINTING LINDEMON, WINCKELMANN, DUEPREE, MARTIN, RUSSELL & ASSOCIATES AS A PROFESSIONAL SERVICE CONTRACT; ARCHITECT TO PREPARE A GENERAL SCOPE OF WORK FOR THE NATHANIEL FOSTER HOUSE

WHEREAS, the Township of Lower ("Township") has a need to acquire an Architect as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township has determined and certified in writing that the value of the acquisition will not exceed \$17,500, and LWDMR submitted a proposal indicating that they will provide the goods or services described above for a price not to exceed \$750.00; and

WHEREAS, Lower Township CFO has determined sufficient funds will be available in the current budget as follows:

Appropriation # 5-01-20-130-205

Signature _____

WHEREAS, LWDMR has completed and submitted a Business Entity Disclosure Certification which certifies that LWDMR 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 LWDMR from making any reportable contributions through the term of the contract.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower hereby approves a contract with LWDMR for the goods and services herein described and that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution and that a notice of Award of Professional Contract for the above appointment shall be published in the Township's Official paper

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 16, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						



224 North High Street
Millville NJ 08332
856 293 9554 / 1571 fax

140 Bay Street Suite 4
Jersey City NJ 07302
201 333 5017 / 5309 fax

lwdmr.com

November 11, 2015

Ms. Colleen Crippen
Coordinator of Federal & State Aid
Assistant Treasurer / Grants Administrator
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

Re: Proposal - General Scope of Work for the Nathaniel Foster House

Dear Ms. Crippen,

Please receive the following proposal to develop a general Scope of Work (SOW) and a Cost Estimate to implement the required SOW at the Nathaniel Foster House located at 1649 Bayshore Road, Villas, NJ 08251.

The proposal is as follows :

- a. Photograph the house and two (2) out buildings.
- b. Incorporate all existing drawings, if available and photos into the grant narrative.
- c. Develop a sequence of construction activities required to preserve and restore the house and out buildings.
- d. Define a "period of significance" to which the house will be restored.
- e. Prepare a detailed description of each building related work item.
- f. Prepare a detailed cost of each building related work item.
- g. Prepare a detailed description of each of the "soft requirements" ... item to include :
 - Contractors general conditions
 - Contractors overhead
 - Contractors profit
 - Architectural and engineering fees
 - Agency administration costs
 - Project contingency
- h. Prepare a detailed summary of the required "soft cost" items described in item g. above

All of the above work will be accomplished for a base fee of six hundred dollars (\$600.00).

Reimbursables will be thirty dollars (\$30.00) for each copy of the above Scope of Work and Cost Estimate.

Excluded will be :

- a. Drawings.
- b. Presentation Plan per SHPO or NJHT standards
- c. Construction documents
- d. Construction administration
- e. Survey
- f. Grant Applications

If this is acceptable to all parties, please sign and return at your earliest convenience and this will serve as authorization to proceed.

Professionally submitted,



James N. Lindemon, RA

cc: File

Accepted By :

Colleen Crippen

and / or

Michael Beck, Mayor

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

RESOLUTION #2015-329

TITLE: RESOLUTION APPROVING CONTRACT WITH DELTA DENTAL AS EXTRAORDINARY UNSPECIFIABLE SERVICES

WHEREAS, there exists a need for a group dental plan beginning January 1, 2016 thru December 31, 2016; and

WHEREAS, the maximum amount of the contract is based on approximately 162 employees with an estimated annualized commission to Marsh & McLennan of \$1,555.00 and funds have been certified by the Chief Financial Officer as evidenced by her signature below:

CFO Signature

Budget Account Number

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11B1 et seq.) requires that the resolution authorizing the award of contracts for "Extraordinary, Unspecifiable Services" without competitive bids and the contract itself must be available for public inspection, and

WHEREAS, the Chief Financial Officer has certified that this meets the statute and regulations governing the award of said contracts.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council as follows:

- 1. The Township Manager is hereby authorized and directed to execute the agreement as follows:
 - A. Group Dental Plan – Delta Dental pursuant to the rates set forth on Schedule A attached. Effective date January 1, 2016 thru December 31, 2016.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 16, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-330

**TITLE: RESOLUTION APPROVING HORIZON BLUE CROSS BLUE SHIELD OF NEW JERSEY
MEDICARE PART D RENEWAL AS EXTRAORDINARY UNSPECIFIABLE SERVICES**

WHEREAS, there exists a need for a Medicare Part D insurance plan beginning January 1, 2016; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11B1 et seq.) requires that the resolution authorizing the award of contracts for "Extraordinary, Unspecifiable Services" without competitive bids and the contract itself must be available for public inspection, and

WHEREAS, the Chief Financial Officer has certified that this meets the statute and regulations governing the award of said contracts.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council as follows:

1. The Township Manager is hereby authorized and directed to execute the agreement as follows:

- A. Horizon Blue Cross and Blue Shield of New Jersey – Medicare Part D Insurance effective date January 1, 2016

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 16, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

November 4, 2015

Re: **Township of Lower** – Horizon Medicare Blue Group Rx (PDP)
2016 Renewal - Group # **65- 81933**

Dear Benefit Administrator:

Horizon Healthcare of New Jersey, Inc. would like to thank you for your membership and provide you with your 2016 Horizon Medicare Part D renewal benefit changes and rates. We will continue our commitment to beneficiaries by providing prescription coverage to retirees nationwide. We look forward to offering our comprehensive benefit package to you in 2016.

Mandatory benefit changes taking place as of 1/1/2016 are as follows:

- Part D (Rx) catastrophic level copay changes from \$2.65 to \$2.95 for Generic drugs and from \$6.60 to \$7.40 for Brand drugs. The catastrophic level begins once/if a member reaches \$4,850 out of pocket maximum. (this out of pocket maximum changed from the 2015 amount of \$4,700) - CMS Mandated Changes
- Specialty drugs can be filled only at specialty or retail stores in 2016 (not at a mail order facility) for only 30 days.
- Rx will be changing from a 3 tier to a 5 tier structure but amounts paid by the member will remain the same as in 2015. (i.e. \$7/\$15/\$25 to Retail: \$7/\$7/\$15/\$25/\$25.). The 5 tiers are now generic, preferred generic, brand, non-preferred brand and specialty)

Based on your current plan design for the period of January 1, 2015 through December 31, 2015, along with the change listed above, the 2016 renewal rate will be **\$127.56/pmpm**. (*The current 2015 premium is \$129.47*)

The Center for Medicare and Medicaid Services mandates that Horizon BCBSNJ sends out an Annual Notice of Change (ANOC) letter addressing Federal Medicare changes, Horizon Medicare Advantage plan changes of benefits, along with a current Summary of Benefits to each enrolled member 15 days prior to the first day of their open enrollment period.

Please review and respond to this email within 30 calendar days confirming your renewal by completing the “Renewal Confirmation Request” form attached. **If we do not receive your Renewal Confirmation Form within 30 calendar days, please be advised that all members will be terminated effective 1/1/2016.** The member’s termination notice will include information about individual plan options they may choose and how to request enrollment.

If you have any questions or concerns, please do not hesitate to contact me at (973) 466-6068 or Heide_Rivera@horizonblue.com. I look forward to discussing this renewal with you and continuing to meet your group’s health benefit needs.

Sincerely,

Heide Rivera

Heide Rivera

Horizon Medicare Advantage Account Manager

STATE OF NEW JERSEY — DEPARTMENT OF THE TREASURY
DIVISION OF PENSIONS AND BENEFITS
STATE HEALTH BENEFITS PROGRAM
SCHOOL EMPLOYEES' HEALTH BENEFITS PROGRAM
PO BOX 299 TRENTON, NEW JERSEY 08625-0299

RESOLUTION #2015-331

A RESOLUTION to authorize participation in the State Health Benefits Program and/or School Employees' Health Benefits Program of the State of New Jersey.

BE IT RESOLVED:

1. The Township of Lower 21-6005700
CORPORATE NAME OF EMPLOYER STATE SOCIAL SECURITY I.D. NUMBER
 hereby elects to participate in the Health Program provided by the New Jersey State Health Benefits Act of the State of New Jersey (N.J.S.A. 52:14-17.26 and N.J.S.A. 52:14-17.46.2) and to authorize coverage for all the employees and their dependents thereunder in accordance with the statute and regulations adopted by the State Health Benefits Commission and/or School Employees' Health Benefits Commission.
2. A. We elect to participate in the Employee Prescription Drug Plan defined by N.J.S.A. 52:14-17.25 et seq. and authorize coverage for all employees and their dependents in accordance with the statute and regulations adopted by the State Health Benefits Commission and/or School Employees' Health Benefits Commission.
 B. We will be maintaining _____ as our prescription drug plan.¹ This plan is comparable in design to the State Employee Prescription Drug Plan.
NAME OF PLAN
 C. We will not have a stand-alone prescription drug plan and understand that prescription drug coverage will be provided based on the medical plan chosen by the subscriber.
3. A. We elect to participate in the Employee Dental Plans defined by N.J.S.A. 52:14-17.25 et seq. and authorize coverage for all employees and their dependents in accordance with the statute and regulations adopted by the State Health Benefits Commission.
 B. We will be maintaining Delta Dental as our dental plan.¹
NAME OF PLAN
 C. We will not have a dental plan.
4. We elect 35² hours per week (average) as the minimum requirement for full time status in accordance with N.J.A.C. 17:9-4.6.
5. As a participating employer we will remit to the State Treasury all charges due on account of employee and dependent coverage and periodic charges in accordance with the requirements of the statute and the rules and regulations duly promulgated thereunder.
6. We hereby appoint Lauren Read Chief Financial Officer to act as
NAME/TITLE
 Certifying Officer in the administration of this program.
7. This resolution shall take effect immediately and coverage shall be effective as of 2/01/2016
DATE
 or as soon thereafter as it may be effectuated pursuant to the statutes and regulations (can be no less than 75 or 90 days pursuant to the provisions of N.J.S.A. 17:9-1.4).

NOTE: AN INDIVIDUAL IS PERMITTED COVERAGE AS AN EMPLOYEE, RETIREE, OR DEPENDENT. MULTIPLE COVERAGE UNDER THE SHBP OR SEHBP IS PROHIBITED.

¹ If not electing prescription drug coverage and/or dental plan participation through the State Health Benefits Program or School Employees' Health Benefits Program, attach copies of the current prescription drug and dental plan contracts.
² As of 6/1/2010, may not be less than 25 hours per week for employees, or 35 hours per week for elected or appointed officials.

I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the:

<p><u>Township of Lower</u> <small>CORPORATE NAME OF EMPLOYER</small></p> <p>on the _____ day of _____, 20____.</p> <p>_____ <small>SIGNATURE</small></p> <p>_____ <small>OFFICIAL TITLE</small></p>	<p>_____ <small>NUMBER OF EMPLOYEES</small></p> <p><u>2600 Bayshore Road</u> <small>STREET ADDRESS</small></p> <p><u>Villas</u> <u>NJ</u> <u>08251</u> <small>CITY STATE ZIP CODE</small></p> <p><u>609-886-2005</u> <small>AREA CODE TELEPHONE</small></p> <p><u>21-6005700</u> <small>EMPLOYER'S STATE SOCIAL SECURITY IDENTIFICATION NUMBER</small></p>
---	---

RESOLUTION # 2015-331

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 16, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

RESOLUTION # 2015-332

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 16, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION #2015-333

TITLE: RESOLUTION AUTHORIZING THE DONATION OF BLEACHERS NO LONGER NEEDED FOR PUBLIC USE TO THE DAVID C DOUGLASS MEMORIAL SCHOOL

WHEREAS, Superintendent Mitchel Plenn of the Lower Township Recreation Department currently has four (4) sets of bleachers no longer needed for public use and which are of minimal monetary value; and

WHEREAS, the David C Douglass Memorial School has requested the bleachers for the use of the children.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the bleachers are hereby authorized to be donated to the David C Douglass Memorial School to be used for the children.

BE IT FURTHER RESOLVED that fixed asset numbers 280,281,291 and 292 shall be removed from the Township's fixed assets list.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 16, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

Sandman Consolidated School
838 Seashore Road
Cape May, NJ 08204
Telephone: (609) 884-9410
Fax: (609) 884-9412

LOWER TOWNSHIP ELEMENTARY SCHOOL DISTRICT

834 SEASHORE ROAD
CAPE MAY, NEW JERSEY 08204

TELEPHONE: (609) 884-9400
FAX: (609) 884-1821
www.lowertwpschools.com

Maud Abrams School
714 Town Bank Road
Cape May, NJ 08204
Telephone: (609) 884-9420
Fax: (609) 884-9421

Memorial School
2600 Bayshore Road
Villas, NJ 08251
Telephone: (609) 884-9430
Fax: (609) 886-0515

Carl T. Mitnick School
905 Seashore Road
Cape May, NJ 08204
Telephone: (609) 884-9470
Fax: (609) 898-9481

November 9, 2015

Mr. Mitchell Plenn, Director
Lower Township Department of Parks & Recreation
2600 Bayshore Road
Villa NJ 08251

Dear Mitch,

On behalf of Memorial School students and staff I want to extend a sincere thank you to you and the Lower Township Recreation Department for your donation of the portable bleachers. As you well know, in the past, Memorial students have enjoyed many fun-filled assemblies on these very same bleachers. It will be so convenient now for us to have them in our building!

Thank you again for your thoughtful generosity!

Sincerely,



Sherry A. Bosch, Principal
Memorial School

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

RESOLUTION #2015-334

Title: RESOLUTION AMENDING RESOLUTION #2015-247; APPOINTMENT OF MUNICIPAL PROSECUTOR FOR THE YEAR 2015

WHEREAS, there exists a need for the service of a Municipal Prosecutor in the Township of Lower, County of Cape May, State of New Jersey; and

WHEREAS, Resolution #2015-247 appointed Frank Guaracini, Esquire of the Blaney & Donohue Law Firm as the Municipal Prosecutor as a professional service contract to a firm which will provide the Township with a Municipal Prosecutor on an as-needed basis; and

WHEREAS, the Blaney & Donohue Law Firm is now the Blaney & Karavan Lawfirm.

NOW, THEREFORE, BE IT RESOLVED that Frank Guaracini, Esquire of the Blaney & Karavan Law Firm is hereby appointed by the Township Council of the Township of Lower as the Lower Township Municipal Prosecutor for the term of December 1, 2015 continuing until December 31, 2015.

BE IT FURTHER RESOLVED that Blaney & Karavan have completed and submitted a Business Entity Disclosure Certification which certifies that Blaney & Karavan have 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 Blaney & Karavan from making any reportable contributions through the term of the appointment.

BE IT FURTHER RESOLVED that any notice of this Resolution that may be required pursuant to the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., be duly published in the Township's official newspaper.

I hereby certify the foregoing to be the original resolution adopted by the Township Council at a meeting held on November 16, 2015.

Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

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

RESOLUTION # 2015-335

TITLE: A RESOLUTION TO MEMORIALIZE AND CLARIFY THE EXISTING LEASE BETWEEN THE LOWER TOWNSHIP BUREAU OF FIRE SAFETY AND THE TOWNSHIP OF LOWER.

WHEREAS, the Lower Township Council seek to acknowledge the lessor-lessee relationship between the Township and the Lower Township Bureau of Fire Safety; and

WHEREAS, the Lower Township Bureau of Fire Safety currently uses space provided by the Township at the Lower Township Public Safety Building located at 1389 Langley Road, Erma NJ 08204, and the Bureau's use of the Public Safety Building is for operation of day to day functions; and

WHEREAS, the Bureau of Fire Safety has occupied space at the Public Safety Building since 1995 and during this use the Bureau of Fire Safety has paid for its phone bills; internet and/or cable bills; property insurance; and all other operational costs specific to the Bureau of Fire Safety, except the gas and electric supplied to the Public Safety Building; and

WHEREAS, the Lower Township Bureau of Fire Safety has been provided health insurance through the Township of Lower's insurance plan, and the parties having both expressed a desire to memorialize this agreement in writing and are hereby seeking to amend Resolution #2008-96. It should be noted that while the members of the Lower Township Bureau of Fire Safety are not employees of the Township of Lower they are included in the Township's group health insurance plan and benefit from all savings associated therewith. Furthermore, the Township of Lower has agreed to provide the Lower Township Bureau of Fire Safety with updates regarding the status of health insurance claims on a quarterly basis and will fully disclose any potential insurance plan changes to the Lower Township Bureau of Fire Safety as they occur. The Township of Lower and the Lower Township Bureau of Fire Safety have agreed to the following budgetary and reimbursement procedures based upon the following health insurance plan scenarios:

Self-Insurance Plan: In the event that the Township of Lower provides health insurance in the form of a self-insurance based health plan the Township of Lower will provide the Lower Township Bureau of Fire Safety with a yearly estimate as to its projected health insurance costs, and said estimate will be accounted for in the Lower Township Bureau of Fire Safety's annual budget. In the event of a deficit regarding the Lower Township Bureau of Fire Safety's budgeted health insurance costs, the Lower Township Bureau of Fire Safety will draw said deficit from its Reserve Account and reimburse the Township in that deficit amount at year end. In the event there should be a surplus with regards the Lower Township Bureau of Fire Safety's budgeted health insurance costs said surplus will be deposited directly into the Lower Township Bureau of Fire Safety's Reserve Account.

Premium-Based Plan: In the event that the Township of Lower provides health insurance in the form of a premium-based health insurance plan, the Township of Lower will provide the Lower Township Bureau of Fire Safety the amount of premium attributed to it. The Lower Township Bureau of Fire Safety's health insurance costs will reflect that annual quote based upon said premiums in its annual budget.

WHEREAS, Council recognizes and appreciates the benefit to the Lower Township community that results from the hard work and dedication of the Bureau of Fire Safety; and

WHEREAS, the Council seeks to memorialize a lease with the Lower Township Bureau of Fire Safety, consideration being one dollar (\$1.00) for use of space at the Public Safety Building located at 1389 Langley Road, Erma NJ 08204. The term of the lease shall be for 99 years from the date of execution on the lease attached hereto. However, the lease shall terminate if the Bureau of Fire Safety disbands or ceases to provide services to the public.

NOW, THEREFORE, BE IT RESOLVED by the Lower Township Council that the Township of Lower shall continue to provide the Bureau of Fire Safety a space for the operation of day to day activities at 1389 Langley Road, Erma NJ 08204; for a term of 99 years from the date of execution of the lease, subject to automatic termination upon the Bureau of Fire Safety disbanding or ceasing to provide public services; for consideration of one dollar (\$1.00), the receipt and sufficiency of which is hereby acknowledged; and in accordance with the applicable lease authorized and attached hereto

BE IT FURTHER RESOLVED that all costs of operation specific to the Bureau of Fire Safety including but not limited to; phone bills; internet and/or cable bills; and insurance coverage policies shall be borne by the Bureau of Fire Safety. It is specifically agreed that the Township shall continue to pay the costs of gas and electric supplied to the entire Public Safety Building.

I hereby certify the foregoing to be the original resolution adopted by the Lower Township Council at a meeting held on November 16, 2015.

Julie A Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
SIMONSEN						
CLARK						
BECK						

Rec'd
Fire Bureau
Contractor
CFD
11/97

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

RESOLUTION # 2008- 96

TITLE: A RESOLUTION TO MEMORIALIZE THE EXISTING LEASE BETWEEN THE LOWER TOWNSHIP BUREAU OF FIRE SAFETY AND THE TOWNSHIP OF LOWER.

WHEREAS, the Lower Township Council seek to acknowledge the lessor-lessee relationship between the Township and the Lower Township Bureau of Fire Safety;

WHEREAS, the Lower Township Bureau of Fire Safety currently uses space provided by the Township at the Lower Township Public Safety Building located at 1389 Langley Road, Erma NJ 08204, and the Bureau's use of the Public Safety Building is for operation of day to day functions;

WHEREAS, the Bureau of Fire Safety has occupied space at the Public Safety Building since 1995 and during this use the Bureau of Fire Safety has paid for its phone bills; internet and/or cable bills; property insurance; and all other operational costs specific to the Bureau of Fire Safety, except the gas and electric supplied to the Public Safety Building;

WHEREAS, Council recognizes and appreciates the benefit to the Lower Township community that results from the hard work and dedication of the Bureau of Fire Safety;

WHEREAS, the Council seeks to memorialize a lease with the Lower Township Bureau of Fire Safety, consideration being one dollar (\$1.00) for use of space at the Public Safety Building located at 1389 Langley Road, Erma NJ 08204. The term of the lease shall be for 99 years from the date of execution on the lease attached hereto. However, the lease shall terminate if the Bureau of Fire Safety disbands or ceases to provide services to the public.

NOW, THEREFORE, BE IT RESOLVED by the Lower Township Council that the Township of Lower shall continue to provide the Bureau of Fire Safety a space for the operation of day to day activities at 1389 Langley Road, Erma NJ 08204; for a term of 99 years from the date of execution of the lease, subject to automatic termination upon the Bureau of Fire Safety disbanding or ceasing to provide public services; for consideration of one dollar (\$1.00), the receipt and sufficiency of which is hereby acknowledged; and in accordance with the applicable lease authorized and attached hereto.

BE IT FURTHER RESOLVED that all costs of operation specific to the Bureau of Fire Safety including but not limited to; phone bills; internet and/or cable bills; and insurance coverage policies shall be borne by the Bureau of Fire Safety. It is specifically agreed that the Township shall continue to pay the costs of gas and electric supplied to the entire Public Safety Building.

I HEREBY CERTIFY THAT the foregoing resolution was duly adopted by the Council of Lower Township, New Jersey, at the regular meeting of said Council, held on April 7, 2008.

Claudia R. Kammer

Claudia R. Kammer, Township Clerk

	CONRAD	MAZUREK	DOUGLASS	NOLAN	CRAIG
MOTION				✓	
SECOND		✓			
AYE	✓	✓	✓	✓	✓
NAY					
ABSTAIN					
ABSENT					

Res. #2008-96

**LEASE BETWEEN LOWER TOWNSHIP AND THE
LOWER TOWNSHIP BUREAU OF FIRE SAFETY**

THIS LEASE ("Lease") is entered into on this 8th day of April, 2008, by and between the Township of Lower (the "Landlord") and the Lower Township Bureau of Fire Safety (the "Tenant").

LANDLORD is the owner of land and improvements located at 1389 Langley Road, Erma NJ 08204. Landlord makes available for lease, space in the building located at 1389 Langley Road, Erma NJ 08204 (the "Leased Premises"). Landlord desires to lease the Leased Premises to Tenant, and Tenant desires to lease the Leased Premises from Landlord as per the terms set forth herein.

THEREFORE, IN CONSIDERATION of the mutual covenants contained herein, the Landlord and Tenant hereby agree as follows:

**ARTICLE I
TERM AND RENT**

- 1.1 **Term.** The Term of this Lease is for a period of ninety-nine (99) years and shall begin on the 8th day of Apr, 2008, and end on the 6th day of Apr 3007-2107.
- 1.2 **Rent.** In consideration for use of building space located at 1389 Langley Road, Erma NJ 08204 the Tenant shall pay to Landlord the sum of one dollar (\$1.00).
- 1.3 **Space Leased.** It is agreed that the Lower Township Bureau of Fire Safety will continue to use room 200 of the Lower Township Public Safety Building currently occupied by the Bureau of Fire Safety, located at 1389 Langley Road, Erma NJ 08204. It is further agreed that the Lower Township Bureau of Fire and Safety shall also continue its current use of the Police Archives Room for the term of this lease and this portion of the Police Archives Room shall considered a part of the space leased by the Lower Township Bureau of Fire Safety. However, it is understood and agreed that these leased locations may change to another area of the Lower Township Public Safety Building in the event such change is agreed upon by both Landlord and Tenant.

- 1.4 **Interpretation.** The terms of this Lease shall be interpreted as consistent with the Interlocal Services Agreement and the Lower Township Ordinance #85-31, which are attached hereto.

ARTICLE II USES

- 2.1 **Permitted Use.** Permitted Use means the operation of day to day functions by the Bureau of Fire Safety that are necessary to provide services to benefit of the Lower Township community and ancillary uses related thereto.
- 2.2 **Use of Leased Premises.** Tenant shall use the Leased Premises only for the Permitted Use and shall not use or permit to be used the Leased Premises or any part thereof for any other purpose or business or by any persons other than the Tenant.
- 2.3 **Prohibited Uses.** Tenant, and any and all agents, employees, and/or servants of Tenant shall not use the Leased Premises as a residential unit. Tenant shall not commit, cause, or permit any nuisance, waste, or injury to or in or about the Leased Premises, or to any of the leasehold improvements, merchandise, or fixtures therein, or conduct any use or manner of use causing annoyance to any person. Without limiting the generality of the foregoing, Tenant shall not use or permit the use of any portion of the Leased Premises for any dangerous, illegal, noxious, odorous or offensive trade, business or occurrence or other use contrary to the provisions of this Lease. Tenant shall keep the Leased Premises free of debris or anything of a dangerous, noxious, odorous, or offensive nature or which could create an environmental or fire hazard (through undue load on electrical circuits or otherwise) or undue vibration, heat, or noise.
- 2.4 **Waste, Nuisance; or Illegal Uses.** Tenant shall not use the premises or permit them to be used in any manner that results in waste of the premises or constitutes a nuisance. Tenant shall not use the premises or permit them to be used for any illegal purpose. Tenant will comply, and will cause its officers, employees, agents, and invitees to comply, with all applicable laws and ordinances, and with all applicable rules and regulations of governmental agencies concerning the use of the premises.

**ARTICLE III
ASSIGNMENTS AND SUBLETTING**

- 3.1 Assignments and Subletting by Tenant.** Tenant shall not assign this Lease or sublet any portion of the Leased Premises without prior written consent of Landlord, which shall not be unreasonably withheld. Any such assignment or subletting without consent shall be void and, at the option of Landlord, may terminate this Lease.

**ARTICLE IV
LANDLORD'S RIGHTS AND RESPONSIBILITIES**

- 4.1 Termination of Lease.** Landlord shall retain the right to automatically terminate this lease in the event the Lower Township Bureau of Fire Safety disbands or ceases to provide public services to the Lower Township community.
- 4.2.1 Repairs.** During the Lease term, Landlord shall make all necessary repairs to the Leased Premises, upon request of Tenant, to the Lower Township Department of Public Works, or other appropriate Township official(s). Repairs shall include structural maintenance to the building.

**ARTICLE V
TENANT'S RIGHTS AND RESPONSIBILITIES**

- 5.1 Utilities.** Tenant shall be liable for charges as they become due, including but not limited to costs for telephone, internet connection, cable and any other services individually supplied to or consumed by Tenant on the Leased Premises. It is specifically agreed that the Township shall continue to pay the costs of gas and electric supplied to the entire Public Safety Building.
- 5.2 Liens.** Tenant shall promptly pay when due all costs for work done or caused to be done by Tenant in the Leased Premises that could result in any lien or encumbrance on Landlord's interest in the property. Tenant shall keep the title to the property and every part thereof free and clear of any lien or encumbrance.

- 5.3 Indemnification and Hold Harmless for Liens and Other Claims.** Tenant shall also indemnify and hold harmless Landlord against any claim, loss, cost, demand, and legal or other expense, whether in respect of any lien or otherwise, arising out of the supply of materials, services, or labor.
- 5.4 Notify Landlord.** Tenant shall immediately notify Landlord of any accidents or defects in the Leased Premises or any systems thereof, and also of any matter or condition which Tenant may reasonably believe likely to cause injury or damage to the Leased Premises or any person or property located therein.
- 5.5 Fire Hazards/Inspection.** Tenant, and any and all agents, employees, and/or servants of Tenant shall not use, or permit to be used, any items that may be considered a fire hazard on the Leased Premise, including but not limited to cigarettes, portable heaters, string lights, and the like. Tenant agrees to produce and test its fire extinguisher when required for inspection and recharge. Tenant agrees to test, and/or allow regular testing of, smoke and carbon monoxide detectors located on the Leased Premises. Tenant agrees to allow and effectuate inspection of any fire safety device on the Leased Premises.
- 5.6 Insurance and Other Costs.** In addition to utility costs, Tenant shall pay all other costs associated with the Tenant's operation and functions including, but not limited to insurance coverage for Tenant's personal property.

ARTICLE VI INSURANCE

- 6.1 Fire and Extended Coverage.** Landlord shall maintain fire and extended insurance coverage for the real property on Leased Premises in such amount as Landlord shall deem appropriate.
- 6.2 Comprehensive General Liability.** Landlord shall maintain a policy of comprehensive general liability insurance with respect to the particular activities in the building with the premiums thereon fully paid on or before due date.
- 6.3 Increase in Insurance.** Tenant shall not do, omit to do, or permit to be done, anything which will cause or shall have the effect of causing the costs of Landlord's insurance of

the Leased Premises to be increased at any time during the term of any insurance policy relating to the Leased Premises. If any policy of insurance in respect of the Leased Premises is cancelled or becomes subject to cancellation by reason of anything done or omitted to be done by Tenant, Landlord may without prior notice terminate this Lease and re-enter the Leased Premises.

ARTICLE VII

DEFAULT

- 7.1 **Default by Failure to Provide Public Services.** In the event Tenant does not provide public services to the Township of Lower, Landlord may immediately terminate this Lease.
- 7.2 **Waiver.** No waiver of any default by Tenant shall be implied from any omission to take any action on account of such default. If Landlord shall overlook, excuse, condone, or suffer any default, breach, or non-observance by Tenant of any obligation hereunder, this shall not operate as a waiver of the obligation in respect of any continuing or subsequent default, breach, or non-observance and no such waiver shall be implied but shall only be effective if expressed in writing.

ARTICLE VIII

INDEMNITY

- 8.1 **Indemnity.** Tenant shall indemnify and hold harmless Landlord and its agents and employees from any and all liabilities, damages, costs, claims, suits, or actions growing or arising out of:
- a. any breach, violation, or non-performance of any covenant, condition, or agreement in this Lease to be performed, observed, kept, or fulfilled by Tenant;
 - b. any damage to property while the property is in or about the Leased Premises; and

- c. any injury to officers and other volunteers of the Bureau of Fire Safety, including death occurring on or about the Leased Premises.
 - d. any claim, loss, cost, demand, and legal or other expense, whether in respect of any lien or otherwise, arising out of the supply of materials, services, or labor for work.
- 8.2 Survival of Obligations and Indemnities.** All obligations of Tenant that arise during the term of this Lease that have not been satisfied, including indemnities and other obligations of Tenant contained in this Lease, shall survive the expiration or other termination of this Lease.

ARTICLE IX LAWS, REGULATIONS, AND RULES

- 9.1 Compliance with Laws.** Tenant shall comply with present and future laws, regulations, and orders relating to the occupation or use of the Leased Premises; the condition of the leasehold improvements; equipment, and other property of Tenant therein; the making by Tenant of any repair, changes, or improvements; and the conduct of business in the Leased Premises.
- 9.2 Rules and Regulations.** Landlord shall be entitled from time to time to make reasonable rules and regulations for the Lower Township Bureau of Fire Safety's operation, maintenance, safety, and use of the Leased Premises. Tenant shall comply with such rules and regulations and shall cause its volunteers, servants, agents, employees, customers, invitees, and licensees, to comply with such rules and regulations.

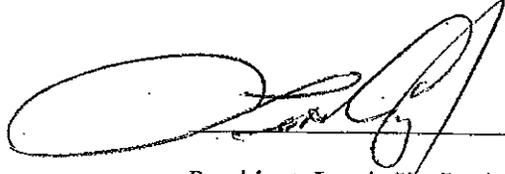
ARTICLE X MISCELLANEOUS

- 10.1 Prior Agreements Superseded.** This agreement constitutes the sole and only agreement of the parties and this agreement supersedes any prior understandings or written or oral agreements between the parties respecting the subject matter of this agreement.

- 10.2 Notice.** Any notice required or permitted under this Lease shall be deemed sufficiently given or served if sent by United States mail, postage prepaid, to Tenant at the Leased Premises and to Landlord at 2600 Bayshore Road, Villas NJ 08251, Attn: Township Clerk.
- 10.3 Relationship of Parties.** Nothing contained in this Lease shall create any relationship between the parties hereto other than that of Landlord and Tenant.
- 10.4 Headings.** The headings used in this Lease are for convenience of the parties only and shall not be considered in interpreting the meaning of any provision of this Lease.
- 10.5 Governing Law.** This lease shall be construed and enforced in accordance with, and the rights of the parties shall be governed by, the laws of the State of New Jersey.
- 10.6 Severability.** All of the provisions of this Lease are to be construed as covenants and agreements. If any provision of this Lease is illegal or unenforceable, it shall be considered separate and severable from the remaining provisions of this Lease, which shall remain in full force and be binding as though the provision had never been included.
- 10.7 Interpretation.** Whenever necessary or appropriate in this Lease, the plural shall be interpreted as the singular, the masculine gender as feminine or neuter, and vice versa and when there are two or more parties bound by Tenant's covenants herein contained their obligations shall be joint and several.
- 10.8 Entire Agreement.** The foregoing constitutes the entire agreement between the two parties and may be modified only in a writing signed by both parties.

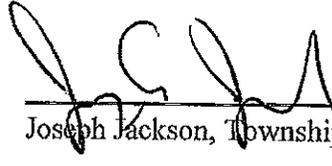
IN WITNESS THEREOF, the parties have executed this Lease as of the day and year first written above.

Tenant - Lower Township Bureau of Fire Safety



President, Lewis H. Conley Jr.

Landlord - Township of Lower



Joseph Jackson, Township Manager

CLERK -
Register Report - Last month
10/1/2015 through 10/31/2015

11/2/2015

Page 1

Account	Description	Memo	Category	Amount
INCOME				2,973.50
	Campgrounds & Trailers			88.00
	Opra Request			10.00
	Rental Merc 2014-2015			2,510.50
	Street Openings			250.00
	Yard Sales			115.00
TRANSFERS				-2,973.50
	Council Checking			-2,973.50
			<u>OVERALL TOTAL</u>	<u>0.00</u>

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

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 10/01/2015 To 10/31/2015

November 06, 2015 3:10:14PM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$682,881.00	Cubic Footage:	129622 Cu.ft	Permit Issued:	154
Cost Of Alteration:	\$2,156,992.00	Square Footage:	11593 Sq.ft	Updates Issued:	22
Cost Of Demolition:	\$3,350.00			All Fees Waived:	0
Total Cost:	\$2,843,223.00			Municipal Fees Waived:	2

<u>PERMIT FEES</u>	<u>ADMIN FEES</u>	<u>WAIVED FEES</u>	<u>TOTAL FEES</u>
Building: \$22,684.00	Building: \$0.00	Building: \$2,425.00	Building Fees: \$20,259.00
Electrical: \$18,341.00	Electrical: \$0.00	Electrical: \$273.00	Electrical Fees: \$18,068.00
Fire : \$4,864.00	Fire : \$0.00	Fire : \$156.00	Fire Fees: \$4,708.00
Plumbing: \$6,864.00	Plumbing: \$0.00	Plumbing: \$309.00	Plumbing Fees: \$6,555.00
Elevator: \$0.00	Elevator: \$0.00	Elevator: \$0.00	Elevator Fees: \$0.00
Mechanical: \$0.00	Mechanical: \$0.00	Mechanical: \$0.00	Mechanical Fees: \$0.00
		Total Waived: \$3,163.00	Technical Fees: \$49,590.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$481.00	\$0.00	\$481.00
Alteration Training Fee:	\$4,103.00	\$0.00	\$4,103.00
DCA Minimum Fee:	\$21.00	\$0.00	\$21.00
Sub total Training Fee:	\$4,605.00	\$0.00	\$4,605.00

TECHNICAL ISSUES

Building Technical:	98
Electrical Technical:	135
Fire Protection Technical:	40
Plumbing Technical:	65
Elevator Technical:	
Mechanical Technical:	

Certificate of Occupancy Fee:	\$1,294.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$1,294.00

CERTIFICATE ISSUES

Certificate of Occupancy:	5
Certificate of Approval:	42
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$49,590.00
DCA FEES:	\$4,605.00
CERTIFICATE FEES:	\$1,294.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$55,489.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$55,489.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 10/01/2015 To 10/31/2015

November 6, 2015 3:10:49PM

ACCOUNT:	Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES Sub Totals:	\$1,301.00	\$54,188.00	\$0.00	\$55,489.00
DUMPSTER Sub Totals:	\$0.00	\$10.00	\$0.00	\$10.00
GRAND TOTALS:	\$1,301.00	\$54,198.00	\$0.00	\$55,499.00

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 10/01/2015 To 10/31/2015

November 06 , 2015 3:11:22PM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$973,800.00	Cubic Footage:	113418 Cu.ft	Permit Issued:	19
Cost Of Alteration:	\$236,418.00	Square Footage:	8233 Sq.ft	Updates Issued:	1
Cost Of Demolition:	\$0.00			All Fees Waived:	0
Total Cost:	\$1,210,218.00			Municipal Fees Waived:	0

PERMIT FEES

ADMIN FEES

WAIVED FEES

TOTAL FEES

Building:	\$8,630.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$8,630.00
Electrical:	\$1,795.00	Electrical:	\$0.00	Electrical:	\$0.00	Electrical Fees:	\$1,795.00
Fire :	\$1,436.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$1,436.00
Plumbing:	\$2,902.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$2,902.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$0.00
				Total Waived:	\$0.00	Technical Fees:	\$14,763.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$421.00	\$0.00	\$421.00
Alteration Training Fee:	\$451.00	\$0.00	\$451.00
DCA Minimum Fee:	\$2.00	\$0.00	\$2.00
Sub total Training Fee:	\$874.00	\$0.00	\$874.00

TECHNICAL ISSUES

Building Technical:	13
Electrical Technical:	17
Fire Protection Technical:	6
Plumbing Technical:	11
Elevator Technical:	
Mechanical Technical:	

Certificate of Occupancy Fee:	\$786.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$786.00

CERTIFICATE ISSUES

Certificate of Occupancy:	1
Certificate of Approval:	5
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$14,763.00
FEES:	\$874.00
CERTIFICATE FEES:	\$786.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$16,423.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$50.00
GRAND TOTAL FEES:	\$16,473.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 10/01/2015 To 10/31/2015

November 6, 2015 3:11:49PM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$127.00	\$16,346.00	\$0.00	\$16,473.00
COPIES	Sub Totals:	\$20.00	\$0.00	\$0.00	\$20.00
GRAND TOTALS:		\$147.00	\$16,346.00	\$0.00	\$16,493.00



BUREAU OF FIRE SAFETY - TOWNSHIP OF LOWER

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

Mailing Address:
407 Breakwater Road
Erma, NJ 08204

For the month of OCTOBER 2015, the Lower Township Bureau of Fire Safety made deposits of \$10,370.00 in the Lower Township Tax office.

Sincerely,

**Donna Blackley
Fire Official**

cc: file

**Board Members
Lauren Read
James Ridgway**

**2015 OCTOBER
VITAL STATISTICS**

Marriages,Civil Unions	15
Domestic Partners	0
Certified Copies	167
Certified Copies EDRS	0
Burial Permits	1

Marriages, Civil Unions State	\$375.00
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$45.00
Domestic Partners Twp	\$0.00
Certified Copies	\$1,670.00
Certified Copies EDRS	\$0.00
Burial Permits State	\$10.00
Burial Permits Twp	20

TOTAL	\$2,120.00
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**2015 CASH RECEIPTS
OCTOBER**

Township of Lower
Office of the Tax Collector

	MONTH TO DATE	YEAR TO DATE
Receipts		
Preliminary taxes (2016)	63,054.22	704,149.88
Current year taxes (2015)	5,096,490.08	47,607,072.86
Prior year taxes (2014)	3,347.50	920,152.60
Arrears (2013)	3,578.23	4,578.23
Municipal lien	2,265.72	3,479.15
Recording	20.00	80.00
Bankruptcy		0.00
6% Penalty		2,824.61
Tax Search Fees		40.00
Interest	7,865.79	122,622.68
Lot clearing	1,720.00	10,584.25
Returned Check Fees	40.00	540.00
Duplicate Bills	75.00	855.00
Municipal Service Fees		56,700.00
Trash	2,653.75	52,411.00
Tax Sale Costs		20,875.58
Sewer		105,392.26
Water		71,961.05
Connection Fees		62,860.80
Premium		511,400.00
TOTAL DEPOSITS	5,181,110.29	50,258,579.95
DEPOSITED TO COUNCIL CHECK	5,015,690.25	47,977,540.05
DEPOSITED TO WIPP ACCOUNT	165,420.04	1,769,639.90
PREMIUM ACCOUNT		511,400.00
TOTAL DEPOSITS	5,181,110.29	50,258,579.95
NSF Reversals	750.00	45,564.48
TOTAL	5,180,360.29	50,213,015.47

Prepared by Susan Jackson