

Signed Resolutions - February 19, 2020

- Res. #2020-81 A Resolution Confirming the Appointment to Fill the Vacancy of Ward Two (2) Councilmember until the General Election
- Res. #2020-82 Payment of Vouchers \$ 329,604.02
- Res. #2020-83 Recycling Tonnage Grant Certification of Taxes Paid
- Res. #2020-84 Transfer of 2019 Appropriations
- Res. #2020-85 Recycling Tonnage Grant Resolution
- Res. #2020-86 Authorization for Refund of Taxes (6 properties)
- Res. #2020-87 Approval of Contribution to the Coast Guard Community Festival (\$1,000)
- Res. #2020-88 A Resolution Awarding a Contract to Cape Mining and Recycling, LLC for the Removal and Disposal of Wood Chips Located at the Municipal Utilities Authority on an As Needed Basis
- Res. #2020-89 Authorization for the Payout of Accumulated Sick Time (T.Shough & E.Campbell)
- Res. #2020-90 TABLED
- Res. #2020-91 Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. **Attorney/Client Privilege – Contract negotiations**
- Res. #2020-92 Approving Change Order #1 to Resolution #2018-383; A Professional Service Contract with Mott MacDonald for Professional Landscape Architecture and Engineering Services for Clem Mulligan Sports Complex Renovations (\$116,900)
- Res. #2020-93 Resolution Supporting the City of Cape May and Cape May County's Application to the United States Coast Guard for Official Designation of Cape May County as a "Coast Guard Community"

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

RESOLUTION #2020-81

Title: A RESOLUTION CONFIRMING THE APPOINTMENT TO FILL THE VACANCY OF WARD TWO (2) COUNCILMEMBER UNTIL THE GENERAL ELECTION

WHEREAS, on February 3, 2020, Lower Township Ward 2 Councilmember David Perry tendered a letter of resignation to Township Clerk Julie Picard, formally resigning from his elected position as Ward 2 Councilmember of the Township of Lower due to his appointment to serve as Deputy Mayor of the Township of Lower; and

WHEREAS, Deputy Mayor Perry's resignation from his position as Councilmember of Ward 2 has created a vacancy in the seat of Councilmember of Ward 2 of the Township of Lower; and

WHEREAS, the Municipal Vacancy Law, N.J.S.A. 40A:16-1 et seq., sets forth the procedure for filling a vacancy in the membership of a governing body; and

WHEREAS, pursuant to N.J.S.A. 40A:16-4, the Lower Township Council may temporarily fill said vacancy by appointment until the vacancy is filled for its unexpired term at the next general or regular municipal election; and

WHEREAS, pursuant to N.J.S.A. 40A:16-11, in light of the fact that former Ward 2 Councilman David Perry was elected to the office of Councilmember as a nominee of the Republican Party, the Lower Township Regular Republican Organization has presented the names of three (3) qualified nominees to the Lower Township Council for its consideration in order to fill the Ward 2 Councilmember vacancy; and

WHEREAS, after careful consideration, the Lower Township Council has elected to appoint the individual identified below to immediately fill the vacant office of Ward 2 Councilmember and serve until a successor is elected in the 2020 General Election, in order to fulfill the duration of the current Ward 2 term until its expiration of December 31, 2022:

NAME: Kevin Coombs

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that KEVIN COOMBS is hereby appointed as the Councilmember of Ward 2 of the Township of Lower, temporarily filling the vacancy of Councilman David Perry until the upcoming 2020 General Election.

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

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 February 19, 2020.


Julie A Picard, Township Clerk

jpocard

From: Jeff Lindsay <lindsay,jeffrey@yahoo.com>
Sent: Wednesday, February 19, 2020 6:29 PM
To: jpocard
Subject: Ward 2 Council

Julie,

The LTRRO is submitting the following names fo fill the Ward 2 vacancy:

Kevin Coombs,
John Rechner, and
Fred DiDonato

Thank you,

Jeffrey Lindsay
Leader, LTRRO

Sent from Yahoo Mail for iPhone

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01171 VERIZON WIRELESS - TOWNHALL								
	20-00401	02/07/20	IPHONE 12/29-1/28/20	Open	979.29	0.00		
	20-00402	02/07/20	12/24-1/23/20 CELL PHONE	Open	499.90	0.00		
					1,479.19			
01200 DELTA DENTAL PLAN OF NJ								
	20-00397	02/07/20	JAN 2020 CLAIMS GR# 9427	Open	9,405.55	0.00		
	20-00398	02/07/20	JAN 2020 ADMIN	Open	1,296.00	0.00		
					10,701.55			
01267 EDWARD DONOHUE								
	20-00399	02/07/20	CONTRACTUAL REIMBURSEMENT M	Open	86.33	0.00		
01483 FRA TECHNOLOGIES*								
	20-00264	01/23/20	2020 MAINTENANCE/UPDATE	Open	1,300.00	0.00		
01590 FORD, SCOTT & ASSOCIATES*								
	20-00436	02/10/20	NTE \$40K PER RES #2020-07	Open	4,000.00	0.00		B
01603 GENERAL CODE PUBLISHERS*								
	20-00367	02/04/20	ecode360 Annual Maintenance	Open	1,195.00	0.00		
01661 GENERAL SALES ADMINISTRATION*								
	19-01811	06/20/19	OUTFITTING PATROL VEHICLES	Open	11,132.58	0.00		
01806 ANTHONY J HARVATT, II, ESQ								
	20-00443	02/10/20	1/16/20 RESOLUTIONS CONCERNING	Open	300.00	0.00		
01873 HOME DEPOT*								
	20-00120	01/09/20	SUPPLIES ACCT#6035322538825229	Open	177.79	0.00		
02066 DEBORAH A. JOHNS								
	20-00460	02/13/20	CONTRACTUAL REIMBURSEMENT V	Open	308.00	0.00		
02200 KOHLER'S AUTO GLASS*								
	20-00271	01/23/20	WINDSHIELDS FOR PD CARS	Open	690.00	0.00		
02223 LANDSMAN UNIFORMS*								
	19-03176	11/15/19	UNIFORMS	Open	2,876.80	0.00		
02294 MARIE A. LOMONACO								
	20-00438	02/10/20	CONTRACTUAL REIMBURSEMENT M	Open	223.86	0.00		B
02411 MENEAR'S TREE SERVICE*								
	20-00414	02/07/20	REMOVE TREE	Open	350.00	0.00		
02714 MITCHELL HUMPHREY*								
	20-00197	01/15/20	FEB 1 THRU JAN 31 2021	Open	4,480.00	0.00		
02800 MURPHY FENCE COMPANY*								
	19-03444	12/17/19	SPLIT RAIL & POSTS FOR BAYFRON	Open	19,539.52	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
02810 MOUNT CONSTRUCTION CO*								
	19-02035	07/16/19	ROSEANN PHASE 3 DNE \$2464865.0	Open	107,027.40	0.00		
03001 STATE TOXICOLOGY LABORATORY*								
	20-00225	01/17/20	RANDOM TESTING	Open	520.00	0.00		
03020 NJ DIVISION OF MOTOR VEHICLES								
	20-00348	01/31/20	PD 2020 FORD EXPLORER VIN#4092	Open	60.00	0.00		
03280 PARAMOUNT SANITARY SUPPLY*								
	20-00274	01/24/20	TOWEL DISPENSERS & SOAP DISPEN	Open	176.38	0.00		
03305 PEDRONI FUEL*								
	20-00391	02/07/20	NO LEAD GAS	Open	236.72	0.00		
03365 LYNN JEFFERIS								
	20-00466	02/13/20	CONTRACTUAL REIMBURSEMENT M	Open	235.08	0.00		
03460 V.E. RALPH & SON, INC.*								
	19-03580	12/31/19	SUPPLIES	Open	999.90	0.00		
03466 R & R SPECIALTIES								
	20-00373	02/04/20	BRNZE PLAQUE TIMOTHY MYERS	Open	270.00	0.00		
03491 RENTAL COUNTRY*								
	20-00066	01/08/20	MOWER PARTS	Open	1,196.58	0.00		
03518 RIGGINS, INC.*								
	20-00393	02/07/20	OFF HIGHWAY DIESEL	Open	292.19	0.00		
	20-00394	02/07/20	OFF HIGHWAY DIESEL	Open	458.61	0.00		
					<u>750.80</u>			
03537 RUTGERS, THE STATE UNIVERSITY*								
	20-00273	01/23/20	RUTGERS PURCHASING CONF	Open	350.00	0.00		
	20-00311	01/28/20	TRAINING CLASS	Open	964.00	0.00		
					<u>1,314.00</u>			
03814 UNIVERSAL COMPUTING SERV., INC*								
	19-03498	12/24/19	MAILERS/DAILY NOTICES	Open	567.32	0.00		
03899 UPS								
	20-00329	01/30/20	SHIPPING - ALCHOTEST	Open	28.81	0.00		
03971 VERIZON WIRELESS MDT POLICE								
	20-00345	01/31/20	VERIZON MDT	Open	843.27	0.00		
03985 VILLAS NAPA AUTO PARTS								
	20-00105	01/09/20	RDS/SANT/RECY/DPW	Open	3,333.20	0.00		
04075 BARBER CONSULTING SERVICES LLC								
	20-00215	01/16/20	CLOUD BACK UP 250GB ONE YEAR	Open	125.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
04080 WINNER FORD*								
	19-01791	06/18/19	2020 PD UTILITY INTERCEPTOR	Open	31,887.00	0.00		
04097 GINTAS FIRST AID AND SAFETY*								
	20-00392	02/07/20	FIRST AID SUPPLIEES	Open	85.38	0.00		
	20-00411	02/07/20	REFILL MEDICAL CABENET	Open	27.30	0.00		
					112.68			
04266 NJ DEPT OF HEALTH&SENIOR SVCS								
	20-00407	02/07/20	DEC 2019 DOG DAMAGE	Open	14.40	0.00		
	20-00408	02/07/20	JAN 2020 DOG DAMAGE	Open	712.80	0.00		
					727.20			
04278 RICHARD SANDMAN, ESQ								
	20-00234	01/22/20	SUB. ZBA SOLICITOR	Open	625.00	0.00		
6071 UNITED UNIFORMS LIMITED LIAB*								
	20-00266	01/23/20	UNIFORMS	Open	31.00	0.00		
7079 SUBURBAN PROPANE L P*								
	20-00446	02/11/20	PROPANE DELIVERY-CLEM MULLIGAN	Open	236.99	0.00		
7098 SHORE VETERINARIAN ANIMAL *								
	20-00382	02/06/20	EMERG ANIMAL 1/2/2020	Open	75.00	0.00		
7119 ENGINEERING DESIGN ASSOC*								
	19-00359	01/30/19	RES 18-326 SCHELLENGERS LNDG	Open	632.50	0.00		B
	19-00360	01/30/19	RES 18-317 RABBIT RUN WATER	Open	552.50	0.00		B
					1,185.00			
7143 VERONICA LUGO								
	20-00427	02/10/20	BASKETBALL OFFICIAL	Open	80.00	0.00		
7354 FLEETPRIDE INC.*								
	19-03512	12/26/19	BRAKES FOR TRUCK 20-24	Open	2,248.42	0.00		
7386 COREY SCHEID								
	20-00374	02/04/20	1/13-1/14/2020 TRAINING MEALS	Open	20.00	0.00		
7387 ERIC DANZE								
	19-00936	03/29/19	2019 EQUIPMENT ALLOWANCE	Open	150.00	0.00		
7475 SUZANNE M SCHEID								
	20-00433	02/10/20	CONTRACTUAL REIMBURSEMNT M	Open	45.00	0.00		
	20-00465	02/13/20	CONTRACTUAL REIMBURSEMENT M/V	Open	612.06	0.00		
					657.06			
7508 BLANEY & KARAVAN PC*								
	19-01518	05/29/19	RES 2019-180 TAX DNE 14K	Open	487.50	0.00		B
	20-00155	01/10/20	RES# 2020-02 LABOR DNE \$40k	Open	3,640.00	0.00		B
					4,127.50			

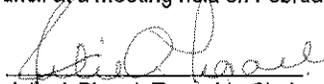
Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7532 HEATHER MCNULTY*								
	20-00375	02/04/20	JAN HIT FIT AND SPROUT SPOT	Open	420.00	0.00		
7555 LORCO PETROLEUM SERVICES*								
	20-00318	01/29/20	USED OIL REMOVAL	Open	22.00	0.00		
7636 MOTT MACDONALD LLC*								
	19-01699	06/07/19	C/O 2 RES 19-205 ROSEANN IMPR	Open	31,503.47	0.00		B
	19-02261	08/12/19	REC BATHROOM CONSDRUCTION PHA	Open	9,492.00	0.00		B
	19-02853	10/24/19	ROSEANNE #15-231 \$19,377.30	Open	4,791.00	0.00		B
					45,786.47			
7772 PIONEER ATHLETICS*								
	19-02824	10/21/19	SPRAY PAINT FOR FIELDS	Open	303.00	0.00		
7792 JPMONZO MUNICIPAL CONSULTING								
	20-00200	01/15/20	WEBINAR/DECONSTRUCTING AUDIT	Open	100.00	0.00		
	20-00212	01/16/20	CEU FOR CCCC AND CRP	Open	50.00	0.00		
					150.00			
7820 DEBLASTO & ASSOCIATES, P.C.*								
	19-02342	08/21/19	2019 ROAD PROGRAM	Open	2,515.00	0.00		B
7929 AMAZON CAPITAL SERVICES, INC								
	20-00278	01/24/20	SUPPLIES	Open	251.15	0.00		
	20-00334	01/31/20	KITCHEN SUPPLIES	Open	169.88	0.00		
	20-00350	02/04/20	LEGAL PADS	Open	21.10	0.00		
	20-00370	02/04/20	PROTECTIVE CASE FOR TC	Open	21.99	0.00		
	20-00378	02/06/20	POLYCOM SOUNDSTATION2 ANALOG	Open	359.00	0.00		
	20-00385	02/06/20	SUPPLIES	Open	484.51	0.00		
	20-00415	02/07/20	OFFICE SUPPLY	Open	29.98	0.00		
	20-00418	02/07/20	GAVEL AND SOUND BLOCK SET	Open	37.98	0.00		
					1,375.59			
8012 FRED LAHM								
	20-00428	02/10/20	BASKETBALL OFFICIAL	Open	100.00	0.00		
8040 UTILITY LINE SERVICES								
	20-00217	01/16/20	RETURN UNUSED ESCROW	Open	3,643.73	0.00		
8063 JOHNNY BUTLES								
	20-00381	02/06/20	WRESTLING OFFICIAL	Open	95.00	0.00		
8064 DON MATOUSCH								
	20-00380	02/06/20	WRESTLING OFFICIAL	Open	144.00	0.00		
8212 MICHAEL CALAFATI ARCHITECT LLC								
	19-01424	05/15/19	RES 19-163 NATHANIEL HOUSE	Open	3,470.00	0.00		
8215 UNITED STATES BRONZE								
	19-03456	12/18/19	BRONZE PLATE FOR BIERSBACH	Open	226.85	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
8229 ASPLUNDH TREE EXPERT LLC	20-00219	01/16/20	RETURN UNUSED ESCROW	Open	7,098.75	0.00		
8230 ATLANTIC CITY ELECTRIC	20-00220	01/16/20	RETURN OF UNUSED ESCROW	Open	352.18	0.00		
8237 KATHERINE SANDERS	20-00395	02/07/20	1ST QTR TAXES REFUND B215 L12	Open	543.00	0.00		
8238 JOSHUA GOLDBERG	20-00396	02/07/20	1ST QTR TAXES REFUND B276 L9	Open	449.50	0.00		
8239 BRENDAN GHEER	20-00389	02/07/20	WRESTLING OFFICIAL	Open	144.00	0.00		
8240 TOM HAAS	20-00390	02/07/20	WRESTLING OFFICIAL	Open	95.00	0.00		
8242 LINDA PICCIONI	20-00435	02/10/20	REFUND 1ST QTR TAXES B84 L7	Open	396.46	0.00		
8243 EILEEN BADAME	20-00439	02/10/20	REFUND 1ST QTR TAX B30 L24	Open	559.59	0.00		
8244 DJA LAND HOLDINGS LLC	20-00458	02/11/20	REFUND 1ST QTR TAX B 496.03 L4	Open	1,708.39	0.00		
BOSNA KAREN MANETTE BOSNA	20-00376	02/04/20	JAN 2020 YOGA	Open	130.00	0.00		
DOUGHERT GEORGIA DOUGHERTY	20-00457	02/11/20	CONTRACTUAL REIMBURSEMENT M	Open	48.00	0.00		
GRIFFI GRIFFIN AUTO-MANUAL SALES, INC*	20-00316	01/29/20	RENEWAL 20220	Open	2,975.00	0.00		
PRESS PRESS OF ATLANTIC CITY	20-00372	02/04/20	2/7/20 NOTICE HEARING FOSTER	Open	83.96	0.00		

Total Purchase Orders: 113 Total P.O. Line Items: 0 Total List Amount: 329,604.02 Total Void Amount: 0.00

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			X				
Coomb's			X				
ROY		X	X				
PERRY	X		X				
SIPPEL			X				

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 February 19, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-83

Title: RECYCLING TONNAGE GRANT CERTIFICATION OF TAXES PAID

WHEREAS, the Recycling Enhancement Act, P.L. 2007, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, there is levied upon the owner or operator of every solid waste facility (with certain exceptions) a recycling tax of \$3.00 per ton on all solid waste accepted for disposal or transfer at the solid waste facility; and

WHEREAS, whenever a municipality operates a municipal service system for solid waste collection, or provides for regular solid waste collection service under a contract awarded pursuant to the "Local Public Contracts Law", the amount of grant monies received by the municipality shall not be less than the annual amount of recycling tax paid by the municipality except that all grant moneys received by the municipality shall be expended only for its recycling program.

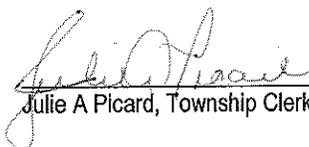
NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the Township hereby certifies a submission of expenditure for taxes paid pursuant to P.L. 2007, chapter 311, in 2019 in the amount of \$33,923.13. Documentation supporting this submission is available at the Municipal Hall located at 2600 Bayshore Road, Villas, NJ 08251 and shall be maintained for no less than five years from this date.

REA Tax certified by:

Name of Official: 
Title of Official: Lauren Read,
Treasurer/CFO
Township of Lower
Date: February 19, 2020

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			+				
Coomb's			+				
ROY		+	+				
PERRY	+		+				
SIPPEL			+				

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 February 19, 2020.


Julie A. Picard, Township Clerk

Joseph V. Rizzuto, Executive Director



George W. Betts, Chairman
Richard Rixey, Vice Chairman
William G. Burns, Jr.
Patricia A. Callinan
Carl H. Groon
Carol A. Heenan
Carol L. Saduk

Cape May County Municipal Utilities Authority

1523 Route 9 North, Cape May Court House, NJ 08210
Telephone: (609) 465-9026 Telefax: (609) 465-9025
www.cmcmua.com email: info@cmcmua.com

February 12, 2020

Ms. Linda Thomas
Recycling Coordinator
TOWNSHIP OF LOWER
2600 Bayshore Road
Villas, NJ 08251

RE: 2019 Recycling Tax/Tax Identification Statement

Dear Ms. Thomas:

The Recycling Enhancement Act (P.L.2007, ch. 311) established a fund for recycling tonnage grants to municipalities. The money deposited in the fund is generated by a tax on solid waste; the recycling tax is collected at solid waste facilities.

During the year 2019, the TOWNSHIP OF LOWER paid \$33,923.13 in recycling tax on solid waste delivered to Cape May County Municipal Utilities Authority Solid Waste Facilities. The submission of the 2019 Recycling Tax amount is optional and must be submitted ONLY if the municipality elects to have the 2019 calculated award compared to the 2019 Recycling Tax paid (receiving the higher of the two).

If you have any questions about the Recycling Tonnage Report, do not hesitate to contact me.

Very truly yours,

CAPE MAY COUNTY
MUNICIPAL UTILITIES AUTHORITY

A handwritten signature in black ink, appearing to read "Linda S. Crumbock", is written over the typed name and title.

Linda S. Crumbock, CRP
County Recycling Coordinator

LSC:pem
cc: Mr. John R. Conturo, P.E.

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

RESOLUTION #2020-84

Title: TRANSFER OF 2019 APPROPRIATIONS

WHEREAS, N.J.S.A. 40A: 4-59 provides for appropriation transfers during the first three months of the succeeding year when it has been determined that any appropriation reserve for the immediately preceding fiscal year is insufficient to pay the claims authorized or incurred during the preceding year, which were chargeable to said appropriation, and there is an excess in any appropriation reserve over and above the amount deemed to be necessary to fulfill its purpose.

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 transfers, totaling \$5,000.00 be made between the 2019 budget appropriation reserves:

LINE ITEM	ACCT. NUMBER	TO	FROM
SOLICITOR	OE 9-01-20-155-200	5,000.00	
GROUP HEALTH INSURANCE	OE 9-01-23-220-400		5,000.00
		5,000.00	5,000.00

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			+				
Coomb's			+				
ROY		+	+				
PERRY	+		+				
SIPPEL			+				

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 February 19, 2020.


Julie A. Picard, Township Clerk

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

RESOLUTION #2020-85

Title: **RECYCLING TONNAGE GRANT RESOLUTION**

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L.1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, It is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, The New Jersey Department of Environmental Protection has promulgated recycling regulations to Implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, The recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, A resolution authorizing Lower Township to apply for the **2019 Recycling Tonnage Grant** will memorialize the commitment of this municipality to recycling and to indicate the assent of Township Council to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

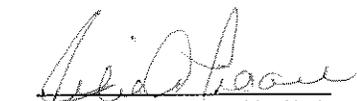
WHEREAS, Such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Township of Lower hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Linda Thomas, CRP, to ensure that the application is properly filed.

BE IT FURTHER RESOLVED that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			+				
Combs			+				
ROY		+	+				
PERRY	+		+				
SIPPEL			+				

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Julie A. Picard, Township Clerk

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

RESOLUTION #2020-86

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>
276	9	Joshua Goldberg 217 Ridgewood Ave	Mortgage Co Responsible	\$ 449.50
215	12	Katherine Sanders 27 Maryland Ave	Mortgage Co Responsible	\$ 543.00
30	24	Eileen Badame 213 E Jacksonville Ave	Paid Twice	\$ 559.59
84	7	Linda Piccioni 14 E Hudson Ave	Mortgage Co Responsible	\$ 396.46
496.03	4	DJA Land Holdings, LLC 207 Fire Lane	Mortgage Co Responsible	\$ 1,708.39
277	11	Susan Kennedy Burgos 123 Ridgewood Ave	Mortgage Co. Responsible	\$ 533.11

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			+				
<i>Coombs</i>			+				
ROY		+	+				
PERRY	+		+				
SIPPEL			+				

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 February 19, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-87

Title: APPROVAL OF CONTRIBUTION TO THE COAST GUARD COMMUNITY FESTIVAL

WHEREAS, Cape May County, has been granted the official designation as a "Coast Guard Community"; and

WHEREAS, Cape May Coast Guard personnel and their families are an integral part of our community, contributing their time and efforts throughout the Township; and

WHEREAS, the annual Coast Guard Community Festival has been scheduled for 2020; and

WHEREAS, Cape May County has requested unanimous support of Cape May County municipalities by contributing towards the cost of sponsoring the festival lunch for the Coast Guard families; and

WHEREAS, the CFO has determined sufficient funds are available in the current budget as follows:

Appropriation # 01-20-110-299

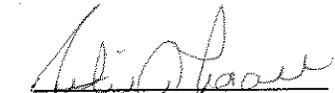
Signature:


Lauren Read, CFO

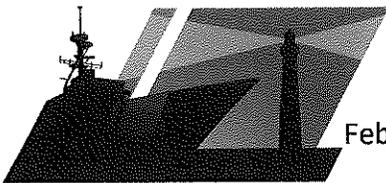
NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey does hereby authorize and approve a contribution of \$1,000.00 as a 2020 Coast Guard Community Festival Contribution.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			X				
Coomb's			X				
ROY		X	X				
PERRY	X		X				
SIPPEL			X				

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 February 19, 2020.


Julie A. Picard, Township Clerk

Mayor/Council/Manager ✓



February 3, 2020

RCVD FEB 5 '20

CAPE MAY COUNTY
COAST GUARD COMMUNITY FOUNDATION
P.O.Box 1365, Rio Grande, NJ 08242
609.888.6120

Township of Lower
Attn: Mayor Sippel
2600 Bayshore Road
Villas, NJ 08251

Board of Trustees

Will Morey, Chair
Cape May County Freeholder

Jeffrey Pierson
Cape May County Freeholder

Vicki Clark
President, Cape May County
Chamber of Commerce

Clarence F. Lear III
Mayor, City of Cape May

Herb Godfrey
Trustee

Nina Ranalli
Trustee

Jay Spork
Trustee

Richard Weiss
Trustee

Linda Wolf
Trustee

Eli Massood
Treasurer

Executive Director

Mike Couch

Festival Director

Lee Anne Tarr

Mayor Sippel,

We are celebrating the 6th annual Cape May County Coast Guard Community Festival with a week-long celebration in 2020. The celebration begins with the **Southern New Jersey Coast Guard Ball on Saturday, April 25th** at the Wildwoods Convention Center and concludes with the **Coast Guard Community Festival at USCG Training Center Cape May on Saturday, May 2nd.**

We are requesting the Township of Lower's continued support of the free lunch voucher program for active duty military personnel who attend the festival. We were able to provide lunch vouchers to over 714 military personnel at last year's event. An invoice based upon your level of support for last year is attached for your convenience.

The week-long celebration includes activities throughout Cape May County which recognize the importance of the Coast Guard in our community:

- Art show at the Mad Batter Restaurant in the City of Cape May
- "Salute to the Coast Guard" event at the MudHen Brewing Company in the City of Wildwood
- Children's art show at the Nature Center in the City of Cape May
- Coast Guard art exhibit at the Museum of Cape May County in Middle Township
- Open House at the Life Saving Station in Ocean City

Please contact me if you have any questions or would like to discuss how your community can participate in the festival week.

Best regards,

Michael Couch
Executive Director

Cape May County, inclusive of sixteen municipalities, is designated as a Coast Guard Community. The Foundation supports the designation by honoring Coast Guard families for their extraordinary service; celebrating and educating regarding the U.S. Coast Guard in Cape May County.



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

RESOLUTION #2020-88

Title: **A RESOLUTION AWARDING A CONTRACT TO CAPE MINING AND RECYCLING LLC FOR THE REMOVAL AND DISPOSAL OF WOOD CHIPS LOCATED AT THE MUNICIPAL UTILITIES AUTHORITY ON AN AS NEEDED BASIS**

WHEREAS, the Township of Lower Public Works Department identified a need to arrange for the removal and disposal of wood chips located at the Municipal Utilities Authority, and the Township has elected to contract for said services with Cape Mining & Recycling, LLC, utilizing a non-fair and open process pursuant to the provisions of N.J.S.A. 40A:11-5; and

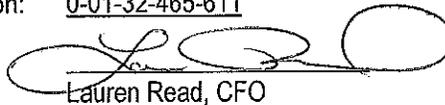
WHEREAS pursuant to N.J.S.A. 40A:11-5(1)(s), "Any contract the amount of which exceeds the bid threshold, may be negotiated and awarded by the governing body without public advertising for bids and bidding therefor and shall be awarded by resolution of the governing body if the subject matter thereof consists of ... the marketing of recyclable materials recovered through a recycling program, or the marketing of any product intentionally produced or derived from solid waste received at a resource recovery facility or recovered through a resource recovery program, including, but not limited to, refuse-derived fuel, compost materials, methane gas, and other similar products;" and

WHEREAS, the Township of Lower's current recycling program includes branch and tree part collection thereby necessitating the need to contract for the removal and disposal of wood chips; and

WHEREAS, Township Council desires to authorize the above contract at the fee listed on the price list attached hereto as Exhibit A; and the CFO has certified the availability of funds as evidenced by her signature:

Appropriation: 0-01-32-465-611

Signature:



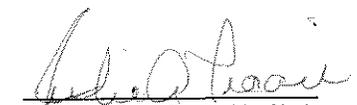
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, in consultation with the Township Director of Public Works and Township Purchasing Agent, that Cape Mining is hereby awarded a contract for the removal and disposal of wood chips located at the Municipal Utilities Authority upon authorization from the Director of Public Works with the approval of the CFO for the availability of funds through December 31, 2020.

BE IT FURTHER RESOLVED, that upon approval of this resolution, the fully executed Purchase Order shall serve as the Contract.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			+				
<i>Boombs</i>			+				
ROY		+	+				
PERRY	+		+				
SIPPEL			+				

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 February 19, 2020.



Julie A Picard, Township Clerk

CAPE MINING AND RECYCLING

609-465-5617

Price List 2020

Materials Received Into Facility

Concrete	\$ 8.75 per ton
Concrete with Rebar	\$10.00 per ton
Asphalt	\$ 6.00 per ton
Stumps/Tree Parts	\$30.00 per ton
Fill Received	\$ 6.00 per ton

Materials Picked-up or Delivered

	Picked-up	Delivered South of Rt 83	Delivered North of Rt 83
Common Fill/Sand	\$ 5.00 per ton	\$ 9.50 per ton	\$10.50 per ton
Bankrun	\$ 6.75 per ton	\$11.25 per ton	\$12.25 per ton
I-5 Road Gravel	\$ 9.00 per ton	\$13.50 per ton	\$14.50 per ton
K-4/K-5 Sand	\$ 7.00 per ton	\$11.50 per ton	\$12.50 per ton
Screened Topsoil	\$15.50 per ton	\$19.00 per ton	\$20.00 per ton
I-5 Recycled Concrete	\$11.00 per ton	\$15.50 per ton	\$16.50 per ton
1-3" Recycled Concrete	\$18.00 per ton	\$22.50 per ton	\$23.50 per ton
I-5 Recycled Blend	\$10.00 per ton	\$14.50 per ton	\$15.50 per ton
Mulch	\$12.00 per cy	\$12.00 per cy*	\$12.00 per cy*
Black Mulch	\$15.00 per cy	\$15.00 per cy*	\$15.00 per cy*
Wood Chips	\$12.50 per cy	\$12.50 per cy*	\$12.50 per cy*

***Specified Items have an additional Delivery Charge of \$75.00**

If a partial load is ordered-There may be an additional Delivery Charge

10 ton minimum on deliveries

Minimum Charge of \$10.00 each load of Concrete/Asphalt/Fill received

Minimum Charge of \$10.00 each load picked-up from facility

Minimum Charge of \$20.00 each load of Stumps/Tree Parts received

For Delivery-Please call at least 1 day prior to set-up delivery

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

RESOLUTION # 2020-89

Title: **AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED SICK TIME**

WHEREAS, the employees listed on the attached schedule have accrued sick time due from the Township and per union contract the Township will at the employees request, annually buy back a maximum of five (5) days of unused sick leave in December of any year, from employees who have not used more than the amount of sick days as determined in their union contracts; and

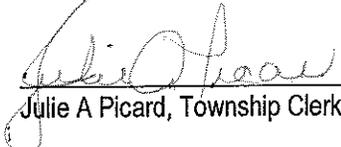
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature  that adequate funding is available for such payment in the 2019 budget for Salaries and Wages

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that payment to the employees listed on the attached schedule not to exceed the amount of \$1,589.48 is authorized and chargeable to the 2019 Budget:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			+			
Coomb's			+			
ROY		+	+			
PERRY	+		+			
SIPPEL			+			

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 February 19, 2020.


Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Mastriana
FROM: Ptlm. Shough #210
DATE: 01/31/2020
SUBJECT: Sick Time Sell back for 2019

I am respectfully requesting to sell back 40 unused sick hours as per the agreement between the Township of Lower and the PBA. I have used less than 40 hours of sick time for the calender year of 2019. Thank you sir for your review of this matter.

Respectfully Submitted,


Thomas Shough
Patrolman Badge 210

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831*476 *+

C File

Date	Officer	Comments
02/01/2020	SGT. Robert Smith #161	
02/03/2020	Lt. Thomas Vannatta #377	FWD TO CPT PRIOR
2-3-2020	Capt. [Signature]	Revd. Fwd. TO Top Hall

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Mastriana
FROM: Ptlm. Campbell
DATE: 01/31/2020
SUBJECT: Sick Time Sell back for 2019

I am respectfully requesting to sell back 40 unused sick hours as per the agreement between the Township of Lower and the PBA. I have used less than 40 hours of sick time for the calender year of 2019. Thank you sir for your review of this matter.

Respectfully Submitted,



Eric Campbell
Patrolman Badge 214

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40° X

18°9501 =

758°004 *+

C File

Date	Officer	Comments
02/01/2020	Sgt. Robert Smith Jr.	OK
02/03/2020	Sgt. Donald Valentin	FWO OPT. PRIOR
2-3-2020	CPT-UB 139	REC'D. FWO TO Twp Hall

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

RESOLUTION # 2020-91

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 or 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. **Contract Negotiation Attorney/Client Privilege**

____(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.

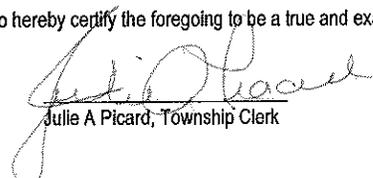
____(9) Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss if a license or permit belonging to the responding party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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, assembled in public session on February 19, 2020 that an Executive Session closed to the public shall be held on this date at approximately 7:40 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.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD		X	X				
Coomas			X				
ROY			X				
PERRY			X				
SIPPEL	X		X				

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 February 19, 2020.


Julie A. Picard, Township Clerk

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

RESOLUTION #2020-92

Title: **APPROVING CHANGE ORDER #1 TO RESOLUTION #2018-383; A PROFESSIONAL SERVICE CONTRACT WITH MOTT MACDONALD FOR PROFESSIONAL LANDSCAPE ARCHITECTURE AND ENGINEERING SERVICES FOR CLEM MULLIGAN SPORTS COMPLEX RENOVATIONS**

WHEREAS, Mott MacDonald was approved by Resolution #2018-383 on December 17, 2018, a Professional Landscape Architecture and Engineering Services for the Mulligan Field Renovations Project in the amount of \$34,150.00; and

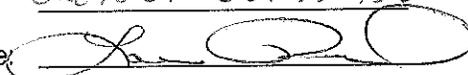
WHEREAS, Mott MacDonald has provide a proposal for additional engineering services for Design Development, Permitting, Construction Documents and Bid Phase Services in the amount of \$116,900 (broken down in tasks as listed below) and the purchase order sign-off will be under the direction of the Recreation Director; and

- Task 1 Design Development \$ 94,700
- Task 2 Permitting \$ 3,300
- Task 3 Construction Documents – Phase 1 \$ 13,600
- Task 4 Bidding Services - Phase 1 \$ 5,300

TOTAL PROPOSAL \$116,900

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

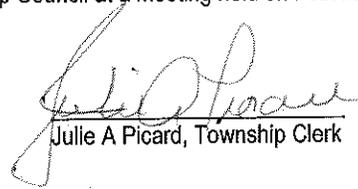
Appropriation: *028th 07 604-55-400-660*

CFO Signature: 

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Change Order #1 in the form attached hereto in the amount of \$116,900 to Mott MacDonald is hereby approved, increasing the contract total to \$151,050.00.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			+				
<i>COOMAS</i>			+				
ROY	+		+				
PERRY		+	+				
SIPPEL			+				

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 February 19, 2020.


Julie A Picard, Township Clerk



Mr. Mitchell Plenn
Superintendent of Parks and Recreation
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

Via email at recreation@townshipoflower.org

Your Reference
Clem Mulligan Sports
Complex Renovations

**Professional Landscape Architecture and Engineering Services Proposal
Clem Mulligan Sports Complex Renovations
Township of Lower, Cape May County, New Jersey**

Our Reference
402390

December 10, 2019

211 Bayberry Drive
Suite 1A
Cape May Court House NJ
08210

Dear Mr. Plenn:

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

Mott MacDonald is pleased to provide herewith this formal proposal for Landscape Architecture and Engineering Services for the preparation of plans and specifications and for bidding services (Phase 1) for the proposed renovations to the Clem Mulligan Sports Complex. It is our understanding that the completion of all work will need to be phased so the current CDBG grant allotment for ADA related improvements can be utilized before December 2020. This proposal includes preparing 90% design documents for all (Phase 1 & Phase 2) site improvements, permitting services for Phase 1, preparing final construction documents for Phase 1, and providing bidding services for Phase 1.

Preparation of final construction documents and permitting for Phase 2 along with construction inspection services for both Phase 1 and Phase 2 will be addressed in future proposals. In addition, this proposal does not include services related to Cape May County Open Space Program funding. If the Township elects to pursue funding through this program, Mott MacDonald is available to assist the Township, as requested.

The Master Plan -- developed by Mott MacDonald through a collaborative effort with the Township of Lower -- will be used as the basis for the final design. Based upon the approved Master Plan, the proposed program for the project has been determined to be as follows:

- Phase 1 – ADA Grant Improvements
 - ADA access and pathways
 - ADA playground and associated improvements
 - Site Lighting/Electrical for ADA pathway
 - ADA parking improvements and reconfiguration to parallel parking
- Phase 2 Improvements
 - Relocated Hockey Rink
 - Multi-purpose natural turf field

1.2 Site Lighting

The Mott MacDonald Team will design proposed site lighting using modeling software to develop light fixture scenarios, lighting efficiency, and off-site spillage. This software and staff capabilities allows for the development of multiple schemes that allow for greater efficiency in lighting the site. Mott MacDonald will design pedestrian lighting to comply with the recommendations of the latest version of the IESNA and Township of Lower ordinances. Lighting branch circuits and controls are included in the electrical design.

It is assumed that sports lighting for the proposed hockey rink will utilize a Sports Lighting System (Musco or equal). Our proposal does not include lighting design for Sports Lighting, but includes coordination with the Sports Lighting manufacturer for their design of the system. Power for the sports lighting system and branch circuits is included in the electrical design.

1.3 Grading and Drainage Design

Appropriate grading of a project is critical to project success from aesthetic, functional, and project economic stand points. Efforts will be made to balance all cuts and fills to minimize the import/export costs. Grading design will be performed by Mott MacDonald's landscape architects and the proposed grading will incorporate the stormwater management system to be designed as part of this task. The Mott MacDonald Team will provide cut and fill calculations/estimates that will be used to develop the project construction cost estimate.

Mott MacDonald will perform a hydrologic and hydraulic analysis and study for existing and proposed conditions at the site for the purpose of developing a stormwater management plan. We will delineate the drainage areas to the project site and determine the existing and proposed condition runoff volumes and rates. The stormwater management system must be designed so as to not increase the post improvement rate and volume of runoff and provide an improvement to stormwater quality. We will provide/design a stormwater management plan that will meet the requirements of the Stormwater Management rules (N.J.A.C. 7:8) with regards to stormwater quantity, quality, and groundwater recharge and we will prepare a Drainage Report presenting design calculations for the proposed system.

1.4 Landscape Design

Mott MacDonald's landscape architects will develop a landscape design that supports the master plan and the spatial configuration of the proposed improvements, provides visual and aesthetic interest, enhances the environment, provides habitat for birds and other wildlife, restores degraded landscape areas, and incorporates native noninvasive plant species. This will be accomplished through a full range of vegetation including shade trees, ornamental flowering trees, native shrubs, and a variety of ground covers, flowering perennials and ornamental grasses to make up the planting palette.

1.5 Irrigation Well Design

Mott MacDonald will review data on the existing well at the Park for depth, yield, controls, etc., as well as the recommendations of irrigation specialist(s) regarding

required capacity and conditions of service. This data will be utilized to set the design parameters for the well, pumping and auxiliary equipment. Selected parameters will also be included in the irrigation system performance specification.

Mott MacDonald will prepare a well construction detail of the well, submersible pump, pitless adapter, meter pit, check valve and supply piping. Piping from the well will extend approx. five feet past the meter pit, where it will connect to the system piping to be designed by the irrigation subcontractor. Specification sections for the well drilling process and materials will be prepared for incorporation into the overall bid package.

1.6 Utilities Design

Based upon the proposed scope of improvements it is anticipated that the Mott MacDonald Team will be responsible for the design of the following utilities:

1.6.1 Electrical

It is assumed that an upgraded electric service will be required for the pre-fab multipurpose building, sports lighting/site lighting systems. We will coordinate with Atlantic City Electric to design the new service. Mott MacDonald will provide load information and complete the required Atlantic City Electric forms to apply for the new electrical service. The electrical distribution and branch circuit design for the restroom/concession building, pathway lighting, and hockey rink lighting will be prepared by Mott MacDonald. In addition, Mott MacDonald will design a security camera system to replace the security cameras that currently exist throughout the site.

1.6.2 Potable Water and Sanitary Sewer

It is assumed that the existing potable water supply to the existing restroom/concession building will be utilized for the pre-fab building.

It is assumed that the existing sanitary sewer connections will be utilized for the replacement of the existing concession/restroom building as the proposed building should not increase the sewer load beyond the existing condition.

Mott MacDonald will provide design/detailing for the reconnection of these utilities and coordinate the design/work with the Lower Township Municipal Utilities Authority.

1.7 Geotechnical Investigations

Mott MacDonald is proposing to advance three geotechnical borings on site; two borings to 50 feet BGS for the new sport lights and one boring to 25 feet BGS for the concession stand and restroom facility. The subsurface information collected during our investigation will be used to support foundation design.

Mott MacDonald will retain a licensed drilling subcontractor to advance the soil borings using the Standard Penetration Test (SPT) in accordance with ASTM D1586. All borings will be advanced using a track or ATV mounted drill rig. Samples will be obtained continuously up to 15 feet, and then at 5-foot interval to borehole termination depth. Based on our experience and knowledge of local geology, it is

anticipated that sand with silt and clay of the Cape May Formation will be encountered at the site. Upon completion, all borings will be backfilled with cuttings and bentonite hole plugs.

All drilling activities will be logged and overseen by a Mott MacDonald geotechnical representative under the direction of a Professional Engineer licensed in the State of New Jersey. Boring logs for each boring will be maintained by recording soil stratification, classification, SPT blow counts, color, moisture content, density/consistency, penetrometer readings, groundwater levels, and other related notes and information. Groundwater levels will be estimated based on observed moisture conditions during soil sampling and water levels measured during drilling operations. Installation of wells have not been included within this scope of work. It is assumed all soils and water encountered within our investigation are non-impacted.

The drilling subcontractor will be responsible for submitting One-Call utility markouts one week prior to mobilizing to the site. The drilling subcontractor will hand clear up to 6 feet to avoid encountered unmarked buried utilities or obstructions if necessary. All field activities will be conducted within one mobilization, and separate mobilizations will be billed at direct as-incurred additional mobilization cost. Mott MacDonald assumes access to the project site for the borings will be coordinated and provided by the Client. The estimated cost does not include professional surveying services for locating the proposed borings; therefore, Mott MacDonald will locate the borings using a hand-held GPS unit. It should be noted that some surficial disturbance may occur during soil boring activities. Good housekeeping practices will be employed during the course of our program; however, restoration of disturbances is not included as part of our proposal.

Following the subsurface investigation, representative soil samples will be sent to an accredited geotechnical testing laboratory for testing of material index and strength properties in accordance with their applicable ASTM standards. Although a testing program will not be developed until samples are collected, tests including Particle Size Analyses (ASTM D422), Atterberg Limits (ASTM D4318), and Moisture Content (ASTM D2216) are anticipated for a geotechnical understanding of the site. Based on our review of surficial soil mapping available from the Natural Resource Conservation Service (NRCS) Web Soil Survey application, the native soil units within the project vicinity generally present a medium to high risk of corrosion to concrete and steel. Thus, additional soil will be collected from two to three feet below grade within one of the 50-foot borings for laboratory corrosivity testing. Utilizing the results of our investigation program, supplemented by laboratory testing data, Mott MacDonald will provide Geotechnical Recommendation Report encompassing the results of our subsurface investigation, and foundation and construction recommendations. The report will also include a Boring Location Plan, typed boring logs, and as-received lab test results.

For the purposes of our proposal, it is anticipated that the subsurface investigation will be completed within two (2) uninterrupted 8-hour work days.

1.8 Structural Design

This project requires input from the structural team in a number of areas. The major design items include analysis of the proposed pre-fabricated restroom/concession building for design and sizing the foundation. Additional areas

of design and analysis will include the foundation design for the site lighting system, hockey rink sports lighting, and the shade structure proposed at the playground.

All structural elements will be designed in accordance with the 2015 International Building Code (IBC) – New Jersey Edition utilizing elements from American Society of Civil Engineers – Minimum Design Loads for Buildings and Other Structures (ASCE-7) for the determination of the design loads as well as the American Concrete Institute – Building Code Requirements for Structural Concrete (ACI 318) for the concrete design. All steel structures will be designed in accordance with American Institute of Steel Construction (AISC) 14th Edition of the steel design manual and all timber construction will be in accordance with the National Design Specification for Wood Construction (NDS). Foundation and geotechnical parameters will be coordinated with the recommendations of the Geotechnical Report and will be incorporated into the design to support the needs of the project. Coordination between structural and the other disciplines will take place on a continual basis to ensure that each disciplines requirements are addressed and incorporated into the final deliverable.

1.9 Cost Estimate

During Task 1 Mott MacDonald will revise the approved Order of Magnitude cost estimate developed during the Master Plan task to a Construction Cost Estimate level. This estimate will refine the budget costs developed under Task 1 including detailed demolition/removal, repairs, site improvements, site utility improvements, grading/drainage, etc.

We propose to complete the scope of work outlined above (**Task 1**) for the lump sum amount of **\$94,700**.

Task 2 Permitting

The project will require a Soil Erosion Sediment Control Permit (SESC), and local (municipal) building permits. If during the course of performing our preliminary project tasks – site visits, topographic survey, or conceptual design, it is determined that NJDEP permits are required Mott MacDonald will prepare a separate scope of work and fee proposal to address the potential additional permitting requirements. We assume the Township of Lower will be responsible for all permit application fees. Mott MacDonald will prepare complete permit applications but Mott MacDonald cannot guarantee that the regulatory agencies will issue permits for the project. Modifications or requests for additional work to permit applications that are required by the regulatory agencies, which are not the result of an error or omission on Mott MacDonald's part, will be considered an extra to the Scope of Work and the costs for the additional work are in addition to the cost estimate provided herein. The following is a summary of the work required for the permit applications.

Soil Erosion And Sediment Control (SESC) Permit

Mott MacDonald will prepare a Soil Erosion and Sediment Control (SESC) Plan Certification Application for submission to the Cape-Atlantic Soil Conservation District. The application will include details on the control devices, temporary, and permanent seeding requirements, standard soil erosion control notes, etc.

The SESC Plan Certification is required when there is a disturbance of land greater than 5,000 square feet. It is required for the purpose of ensuring that there is no off-site migration of soil due to an increase in surface runoff as a result of construction, mud tracking by vehicles, or blown dust. The following must be submitted for a Soil Erosion and Sediment Control Plan:

- Standard SCD application form,
- Project plans, soil erosion and sediment control plan,
- Soil mapping, hydraulic calculations,
- USGS location map,
- Application fee.

We anticipate this project also requiring an NJDEP Stormwater Discharge 5G3 Construction Activities Permit. This is required by the Soil Conservation District on projects that exceed one (1) acre of construction disturbance. This permit is applied for online following the issuance of the SESC Permit. Mott MacDonald will assist the Township in applying for this online permit.

Local Building Permits

The construction contractor will be responsible for obtaining any local building permits required for the installation of the proposed project. Mott MacDonald will assist in obtaining these permits by providing the contractor pertinent information concerning the design and by providing signed and sealed copies of the plans and specifications. The contractor will be responsible for preparing copies of the application for building permit approvals for the project and forwarding them to the Building Department for review and approval. The contractor will be responsible for all permit fees. It is assumed that the Township of Lower will assist the contractor through the building permit process and will work with the contractor on the scheduling of inspections and other approvals.

We propose to complete the scope of work outlined above (**Task 2**) for the lump sum amount of **\$3,300**. We assume the Township of Lower will be responsible for the permit application fees associated with the SESC Permit and 5G3 RFA, and we anticipate these fees to be approximately \$2,000.

Task 3 Construction Documents – Phase 1

Mott MacDonald will complete the final design and prepare the final Bid Documents (100% Plans and Specifications) incorporating any comments received during the 90% review for the Phase 1 improvements to be funded through the CDBG grant for ADA Improvements. These documents will be used for competitive public bidding and project construction.

3.1 Contract Specifications

Complete specifications will be prepared for the proposed improvements. The technical specifications will provide the contractor with the technical information required to construct the project. The specification language from the various disciplines of engineers and architects will also be included into the technical section of the specifications. The specifications will follow the three-part Construction Specification Institute (CSI) format.

3.2 Contract Plans

The final contract documents will include at a minimum the following:

- Cover sheet
- Key plan with site plan notes
- Standard notes and abbreviations
- Temporary facilities plans (contractor access, staging and storage area requirements); maintenance of public pedestrian traffic; project phasing/construction schedule
- Site Demolition Plan
- Site Layout Plan
- Site Grading and Drainage Plan
- Soil Erosion and Sediment Control Plan
- Electrical Plan(s)
- Landscaping Plan
- Construction Detail Plans
- 100% complete specifications (plus manufacturer's information for any special products proposed for the project)
- 100% engineers estimate of quantities and final cost estimate

The final project deliverables will include:

- One (1) set of regular reproducible plans on 24"x 36". Drawings prepared on CADD will be compatible with AutoCAD Systems and also submitted on CD-ROM.
- Up to fifteen (15) sets of signed and sealed plans on 24" X 36" sheets.
- Up to fifteen (15) sets of signed and sealed Final Specifications on 8 1/2" x 11" sheets. Specifications shall also be submitted in Microsoft Word format on CD-ROM.
- One (1) set of Engineer's Cost Estimates.
- Two (2) design packages, signed and sealed, containing all pertinent design data, criteria and calculations

We propose to complete the scope of work outlined above (**Task 3**) for the lump sum amount of **\$13,600**.

Task 4 Bidding Services – Phase 1

Mott MacDonald will assist the Township of Lower with the bidding process for the Phase 1 package. During the bid phase Mott MacDonald will provide the following services.

- Answer technical questions from prospective bidders;
- Coordinate and attend a pre-bid meeting (if required);
- Prepare addenda or clarifications resulting from bidders' inquiries during the bidding phase;
- Report to the Township when clarifications and interpretations of the Contract Documents are needed and transmit to the prospective bidders clarifications and interpretations;
- Attend the bid opening;



- Review the bids received and evaluate the completeness and accuracy of bid forms (it is assumed the Township will perform a legal review of the bidders documents – bonds, technical completeness, compliance with public bidding laws, etc.);
- Furnish a Bid Report that summarizes the information in the bids received and provide recommendations for the award of the Contract based upon input received from references and review of bid forms; and
- Following Bid and Award Mott MacDonald will revise the contract bid documents (plans, contract documents and specifications) to incorporate all clarifications and addendum details issued during the bidding process.

Mott MacDonald's proposal is based upon one round of bidding. If for any reason, other than an error on the part of Mott MacDonald, additional round(s) of bidding are required, those additional services will be considered beyond our original scope of services.

We propose to complete the scope of work outlined above (**Task 4**) for the lump sum amount of **\$5,300**.

Cost Proposal

The following table provides a summary of our proposal fees for the above tasks:

Task	Description	Cost	Payment Method
1	Design Development (90% Design)	\$94,700	Lump Sum
2	Permitting	\$3,300	Lump Sum
3	Construction Documents – Phase 1	\$13,600	Lump Sum
4	Bidding Services – Phase 1	\$5,300	Lump Sum
Total		\$116,900	

PRELIMINARY PROJECT SCHEDULE

Please see the below project schedule, which is started from the date of official authorization to proceed by the Township:

Project Activity	Days to Complete	Days from Authorization
Project Award to Mott MacDonald	-	-
Design Development (90% Design)	90	90
Construction Documents/Permitting	60	150
Bid Services – Phase 1	45	195



We trust that the above scope of services and method of reimbursement meet with your approval and look forward to your authorization on this project.

Contract: Mott MacDonald will perform this work under our 2019 "Agreement for Professional Engineering Services" with the Township of Lower.

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

We thank you for the opportunity to provide this Scope of Work for the Clem Mulligan Field Sports Complex Renovations. 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 that reads "Cathleen Marcelli".

Cathleen Marcelli, PE, CME
Senior Vice President
T 732.780.6565
cathleen.marcelli@mottmac.com

A handwritten signature in black ink that reads "Shawn A. Carr".

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Associate
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cc: Jim Ridgway, Township Manager (via email)
Julie Picard, Township Clerk (via email)
Margaret Vitelli, RPPS, QPA (via email)
Colleen Crippen, Township Grants Coordinator (via email)
Jason Harkins, LLA, RLA, Mott MacDonald (via email)
Jeffrey Betz, PE, CME, Mott MacDonald (via email)

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

RESOLUTION # 2020-93

Title: RESOLUTION SUPPORTING THE CITY OF CAPE MAY AND CAPE MAY COUNTY'S APPLICATION TO THE UNITED STATES COAST GUARD FOR OFFICIAL DESIGNATION OF CAPE MAY COUNTY AS "A COAST GUARD COMMUNITY"

WHEREAS, the United States Congress, through federal legislation, has enabled the United States Coast Guard to designate a community having a special relationship with the Coast Guard as a "Coast Guard Community"; and

WHEREAS, local Coast Guard Command is empowered to recommend that the "Coast Guard Community" designation be awarded to a surrounding city, county or other juridical entity that meets rigorous application standards, with only 14 communities across the nation having received such designation; and

WHEREAS, the residents of Lower Township, Cape May City and Cape May County have enjoyed a unique relationship with Coast Guard personnel and their families for nearly a century, by virtue of, among other things, the Coast Guard's ownership and maintenance of properties in Lower Township; and

WHEREAS, most notably, since as early as 1917 the Coast Guard has had a presence at what has grown in to the 352 acre site in Cape May City now known as the Training Center Cape May; and

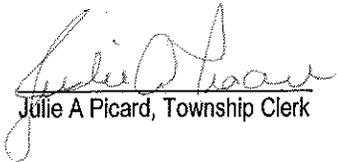
WHEREAS, Coast Guard Personnel and their families reside both in on-base housing in Cape May City and in private housing in Lower Township as well as throughout Cape May County; and

WHEREAS, Coast Guard families and non-Coast Guard families interact with and support one another on a daily basis in all aspects of community living.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Township of Lower does hereby support the efforts of the City of Cape May and Cape May County in obtaining the official designation as "A Coast Guard Community" and pledge to continue Lower Township's unwavering support for Coast Guard Personnel and their families.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			+				
Coomb's			+				
ROY		+	+				
PERRY	+		+				
SIPPEL			+				

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 February 19, 2020.


Julie A Picard, Township Clerk