

Signed Resolutions - January 6, 2020

- Res. #2020-01 - Appointment of Municipal Solicitor for the year 2020 as a Professional Service Contract without Public Bidding (Stefankiewicz & Belasco NTE \$150,000)
- Res. #2020-02 - Appointment of Township Labor Attorney for the year 2020 as a Professional Service Contract without Public Bidding (W. Blaney NTE \$40,000)
- Res. #2020-03 - Appointment of Municipal Judge (T. Keywood)
- Res. #2020-04 - Appointment of Township Tax Appeal Attorney for the year 2020 as a Professional Service Contract without Public Bidding (M. Karavan \$10,000)
- Res. #2020-05 - Appointment of Municipal Prosecutor for the Year 2020 (Blaney & Karavan \$40,000)
- Res. #2020-06 - Appointment of Municipal Public Defender for the Year 2020 (S. Fucellaro \$15,000)
- Res. #2020-07 - Appointment of Municipal Auditor for the Year 2020 as a Professional Service Contract without Public Bidding (Ford, Scott \$40,000)
- Res. #2020-08 - Appointment of Bond Counsel for the year 2020 as a Professional Service Contract without Public Bidding (Archer & Griener)
- Res. #2020-09 - Appointment of Public Information Officer for the year 2020 as a Professional Service Contract without Public Bidding (L. Suit \$12,900)
- Res. #2020-10 - Appointment of Joint Insurance Fund Risk Management Consultant (J. Byrne Agency year 3 of 3 year agreement)
- Res. #2020-11 - Approval of Petty Cash Funds – 2020
- Res. #2020-12 - Establishment of Council Meeting Dates and Times for the Year 2020
- Res. #2020-13 - Approval of Annual Contribution to Volunteers in Medicine (\$7,960.)
- Res. #2020-14 - Approving 2020 Contract with Cape Assist (\$3,213)
- Res. #2020-15 - Setting the Interest Rate for Delinquent Taxes (annual)
- Res. #2020-16 - Bid Acceptance and Contract Award for Lower Township Animal Control Services for 2020 With an Option of 2021 & 2022 (Shore Veterinarian Animal Control Services, LLC \$56,000)
- Res. #2020-17 - Bid Acceptance and Contract Award to Supply Fireworks Display Including Barge for Independence Day Event 2020 and 2021 with a 2022 Option (S. Vitale Pyrotechnic Industries, Inc. \$50,000)
- Res. #2020-18 - Designation of Official Newspapers for Legal Advertising for the Year 2020 (annual)
- Res. #2020-19 - Annual Approval of Emergency Management Council
- Res. #2020-20 - Authorizing the Cash Management Plan (annual)
- Res. #2020-21 - Authorizing the Clerk to Issue Bingo & Raffle Licenses Throughout 2020 to Qualified Organizations (annual)
- Res. #2020-22 - Authorization for Public Bidding
- Res. #2020-23 - Designation of Public Agency Compliance Officer for Lower Township (M. Vitelli, QPA)
- Res. #2020-24 - Authorizing the Tax Assessor to file Tax Appeals (annual)
- Res. #2020-25 - Resolution Establishing the Quote Threshold Pursuant to NJSA 40A:11-3a (annual)
- Res. #2020-26 - Appointment of Municipal Engineer for the Year 2020 as a Professional Service Contract without Public Bidding (Mott MacDonald NTE \$450,000)
- Res. #2020-27 - Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission (annual)
- Res. #2020-28 - Resolution Authorizing Contracts with Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12a (annual)
- Res. #2020-29 - Authorizing Payment of 2020 Animal Shelter and Spay/Neuter Fees (annual)
- Res. #2020-30 - Re-Appointment of Class II Member to the Planning Board (J. Dowe, Twp. Assessor)
- Res. #2020-31 - Designation of Official Depositories (annual)
- Res. #2020-32 - A Resolution of the Township of Lower Canceling Certain Taxes per Agreement/Resolution #2013-271 (\$162.89)
- Res. #2020-33 - Authorization for the Refund of Taxes (2 properties)
- Res. #2020-34 - Authorizing the Payout of Terminal Leave (Biersbach \$69,720.18)
- Res. #2020-35 - Authorizing the Payout of Terminal Leave (J.Trexler \$5,918.13)
- Res. #2020-36 - Adopting 2020 Temporary Current Budget (annual)
- Res. #2020-37 - Transfer of 2019 Appropriations
- Res. #2020-38 - Authorizing Payment of 2020 Debt Service (annual)
- Res. #2020-39 - Resolution to Defer the Regional School Tax (annual)
- Res. #2020-40 - Authorizing Payment of 2020 Pension Amounts Due 4/1/2020 (\$638,748 PERS / \$1,142,987 PFRS)
- Res. #2020-41 - Authorizing Payment for 2020 Regional School Taxes (annual)
- Res. #2020-42 - Authorizing Payment to Lower Township Board of Education (annual)
- Res. #2020-43 - Authorization for the Payout of Accumulated Sick Time (\$51,446.16)
- Res. #2020-44 - A Resolution Authorizing and Approving a Shared Service Agreement Between the Township of Lower and the City of Wildwood for Emergency Medical Services (\$5,000)

- Res. #2020-45 - Resolution Designating Captain William Priole as Deputy Custodian of Public Records for the Police Department
- Res. #2020-46 - Payment of Vouchers - 2020 (\$302,295.89)
- Res. #2020-47 - Payment of Vouchers - 2019 (\$606,549.94)
- Res. #2020-48 - Re-Appointment of Class III Member to the Planning Board (R. Roy)
- Res. #2020-49 - Resolution Designating the Lower Township Rescue Squad, Inc. as the Provider of Emergency Medical Services in Lower Township (annual)
- Res. #2020-50 - Payment of Vouchers (D.Perry Contractual Reimb. \$250.45)
- Res. #2020-51 - 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 & Negotiation Update**
- Res. #2020-52 - Bid Acceptance and Contract Award for Schellengers Landing Safety Improvements and Identification Program (Charles Marandino, LLC \$1,240,725)

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

RESOLUTION #2020-01

Title: **APPOINTMENT OF MUNICIPAL SOLICITOR FOR THE YEAR 2020 AS A PROFESSIONAL SERVICE CONTRACT WITHOUT PUBLIC BIDDING**

WHEREAS, the Township Of Lower has the need to acquire legal counsel, and is satisfied with services rendered by the current vendor and desires to authorize this appointment using 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 exceed \$17,500; and,

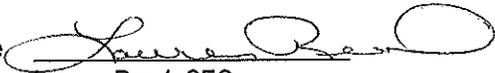
WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, David Stefankiewicz of Stefankiewicz & Belasco has submitted a proposal indicating that he will provide the goods or services described hereinabove at a price of \$34,000 per annum for attendance at meetings plus all other services to be billed at \$175.00 per hour; \$225.00 per hour for two or more attorneys simultaneously required to collaborate; for a total price not to exceed \$150,000 for the year; and

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

Appropriation # 01-20-155-200

CFO Signature


Lauren Read, CFO

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

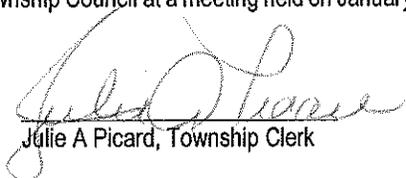
NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey hereby appoints David Stefankiewicz of Stefankiewicz & Belasco as Solicitor and approves the contract with David Stefankiewicz of Stefankiewicz & Belasco for the goods and services described above.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

BE IT FURTHER RESOLVED that a notice of Award of Professional Contract for the above appointment shall be published in the official Township paper.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD		X	X			
PERRY	X		X			
ROY			X			
SIPPEL			X			
SIMONSEN			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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-02

Title: APPOINTMENT OF TOWNSHIP LABOR ATTORNEY FOR THE YEAR 2020 AS A PROFESSIONAL SERVICE CONTRACT WITHOUT PUBLIC BIDDING

WHEREAS, the Township of Lower has a need to acquire a Labor Attorney and is satisfied with services rendered by the current vendor and desires to authorize this appointment using 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 exceed \$17,500, and William G. Blaney of Blaney & Karavan, P.C. has submitted a proposal indicating that he will provide the goods or services described above for a price of \$140.00 per hour not to exceed \$ 40,000; and

WHEREAS, the term of this contract is one year; and the CFO has determined sufficient funds will be available in the current budget as follows:

Appropriation # 01-20-155-287

CFO Signature 
Lauren Read, CFO

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

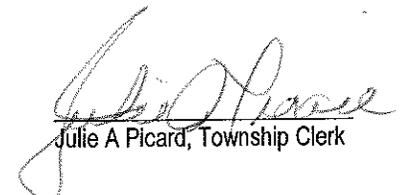
NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey hereby appoints William Blaney Esq. as Labor Attorney and approves the contract with William Blaney, Esq of Blaney & Karavan for the goods and services described above.

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

BE IT FURTHER RESOLVED that a notice of Award of Professional Contract for the above appointment shall be published in the official Township paper.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-03

Title: APPOINTMENT OF MUNICIPAL JUDGE

WHEREAS, pursuant to N.J.S.A. 2B:12-4, the Township Council of the Township of Lower is required to appoint an attorney licensed to practice law in the State of New Jersey to the position of Municipal Court Judge.

NOW, THEREFORE, BE IT RESOLVED that **Thomas D. Keywood, Esquire**, is hereby appointed by the Township Council of the Township of Lower as the Lower Township Municipal Court Judge for a term commencing on the date of this Resolution and continuing until **December 31, 2022**.

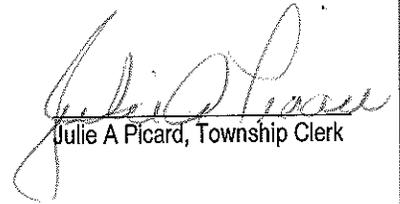
BE IT FURTHER RESOLVED that **Thomas D. Keywood, Esquire** as the Lower Township Municipal Court Judge, shall perform all duties required pursuant to the New Jersey statutes, regulations and Lower Township ordinances including, without limitation, N.J.S.A. 2B:12-4.

BE IT FURTHER RESOLVED that **Thomas D. Keywood, Esquire** as the Lower Township Municipal Court Judge, shall be paid a salary as follows: **2020: \$47,770.85; 2021: \$48,670.85; 2022: \$49,570.85** per year without benefits, payable in bi-weekly installments on the Township's regularly scheduled pay days in each of the years listed.

BE IT FURTHER RESOLVED that any notices 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.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
PERRY			X			
ROY		X	X			
SIPPEL	X		X			
SIMONSEN			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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-04

Title: APPOINTMENT OF TOWNSHIP TAX APPEAL ATTORNEY FOR THE YEAR 2020 AS A PROFESSIONAL SERVICE CONTRACT WITHOUT PUBLIC BIDDING

WHEREAS, the Township of Lower has a need to acquire a Tax Appeal Attorney and is satisfied with services rendered by the current vendor and desires to authorize this appointment using a non-fair and open contract pursuant to the provisions of N.J.S.A. 40A:11-1 et seq. to enter into contracts for "Professional Services" without competitive bidding, when the need arises, so long as the award of such contract is made public by a Resolution of the Governing Body and satisfies the requirements of the New Jersey Pay-to-Play law; and

WHEREAS, Marcus Karavan, Esq. has provided a proposal to serve as Tax Appeal Attorney for the Township of Lower at a rate of \$125.00 per hour not to exceed \$10,000; and

WHEREAS, the Township Council desires to approve the proposal and the CFO has determined sufficient funds will be available in the current budget as follows:

Appropriation #: 01-210-155-289 – Tax Appeals

CFO Signature: [Handwritten Signature]
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a contract without public bidding be awarded to Marcus Karavan of Blaney Karavan as Counsel for Lower Township Tax Appeals at a fee of \$125.00 per hour with a not to exceed amount of \$10,000.

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

Table with 7 columns: MOTION, SECOND, AYE, NAY, ABSTAIN, ABSENT. Rows for CONRAD, PERRY, ROY, SIPPEL, SIMONSEN with handwritten marks.

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 January 6, 2020.

[Handwritten Signature]
Julie A Picard, Township Clerk

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

RESOLUTION #2020-05

Title: APPOINTMENT OF MUNICIPAL PROSECUTOR FOR THE YEAR 2020

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.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Blaney & Karavan Law Firm is hereby appointed as the Lower Township Municipal Prosecutor for the year 2020 for a term commencing on the date of this Resolution and continuing until December 31, 2020.

BE IT FURTHER RESOLVED that the Blaney & Karavan Law Firm as the Lower Township Municipal Prosecutor shall be paid a salary of \$ 40,000 in equal monthly payments without benefits, payable monthly on the first Council meeting of every month and CFO has determined sufficient funds will be available in the current budget as follows:

Appropriation # 01-20-155-285

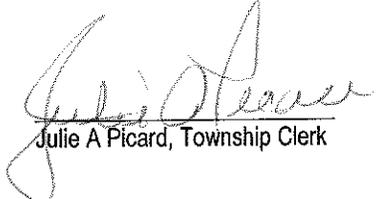
CFO Signature: 
Lauren Read, CFO

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.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		+			
PERRY			+			
ROY			+			
SIPPEL			+			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

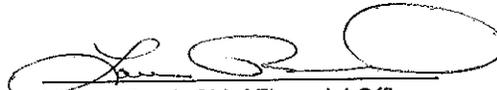
RESOLUTION #2020-06

Title: APPOINTMENT OF MUNICIPAL PUBLIC DEFENDER FOR THE YEAR 2020

WHEREAS, there exists a need for the service of a Municipal Public Defender in the Township of Lower, County of Cape May, State of New Jersey.

NOW, THEREFORE, BE IT RESOLVED that Seth Fuscellaro is hereby appointed by the Township Council of the Township of Lower, County of Cape May, State of New Jersey as the Lower Township Public Defender for a term commencing on the date of this Resolution and continuing until December 31, 2020.

BE IT FURTHER RESOLVED that Seth Fuscellaro, as the Lower Township Public Defender shall be paid a salary of \$15,000.00 without benefits, payable in bi-weekly installments on the Township's regularly scheduled pay days and the funds are available in the current fund as evidenced by the Chief Financial Officer's Certification and Signature:

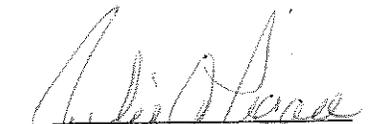


Lauren Read, Chief Financial Officer

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.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.



Julie A. Picard, Township Clerk

20-04p



LAW OFFICE OF
SETH A. FUSCELLARO, P.A.

100 E. RIO GRANDE AVENUE
WILDWOOD, NEW JERSEY 08260

SETH A. FUSCELLARO, ESQUIRE
email: seth@fuscellarolaw.com

Member of New Jersey &
New York Bar Associations

PHONE: (609) 522-6633
FAX: (609) 522-5030
www.fuscellarolaw.com

NJSBA No. 039071998

December 3, 2019

Mrs. Julie Picard
Township Clerk
2600 Bayshore Road
Villas, NJ 08251

**RE: Township of Lower
Municipal Court Public Defender**

Dear Mrs. Picard:

Please accept this correspondence along with the enclosures as a confirmation of my interest in the Township of Lower, Municipal Court Public Defendant position. Enclosed please find my resume listing my qualifications and experience for this position. My office location is as stated above and is fully staffed with the capabilities to handle the position and services to be provided as the Public Defender to the Township of Lower. Enclosed please find my resume which lists my qualifications and experience for this position. In accordance with the Fair and Open Process for Contracts of the Municipality, my proposed salary of \$15,000 does not exceed the \$15,000.00 per year option.

I have confirmed with my Associate, Toni D. Z. Fuscellaro, Esquire of her availability to cover this position for myself should a conflict with my scheduling occur. In addition, I do not foresee any conflicts with my representation of approved clients for a public defender in the Township of Lower.

I thank you for giving me your consideration for the position and hope to serve your community in the future.

Very truly yours,

LAW OFFICE OF SETH A. FUSCELLARO, P.A.

Seth A. Fuscellaro

Enclosure

2020 PUBLIC DEFENDER CONTRACT

THIS AGREEMENT, entered into this 1st day of January, 2020 by and between the **TOWNSHIP OF LOWER** and **SETH A. FUSCELLARO, ESQ.** of the law firm **THE LAW OFFICE OF SETH A. FUSCELLARO, P.A.** ("Firm") a firm of attorneys licensed to practice law in the State of New Jersey.

WITNESSETH:

WHEREAS, the Township of Lower desires to engage this Firm to provide legal services and assistance to indigent defendants in the Municipal court; and

WHEREAS, the Firm desires to undertake to render such services;

NOW, THEREFORE, in consideration of the promises and mutual covenants hereinafter contained, the parties agree as follows:

1. The Township of Lower engages this firm, and the Firm hereby agrees to perform the following services:

- a. Make itself available in order to render all necessary legal services to perform the job of Public Defender for the Municipal Court of the Township of Lower;
- b. Meet with, review and prepare all defenses necessary for those indigent defendants awarded the services of the Public Defender by the Municipal Judge;

2. This Agreement shall remain in full force and effect from January 1, 2020, to December 31, 2020.

3. The fee for the services shall be \$15,000.00 per year payable in monthly installments.

4. It is hereby agreed that the Firm shall furnish legal services as set forth above and the Township of Lower shall make payments of same in accordance with the terms of Paragraphs 1 and 3 hereof.

6. It is hereby agreed that the Firm will not appear before the Lower Planning Board or the Lower Zoning Board of Adjustment on behalf of any private clients while this Contract is in effect.

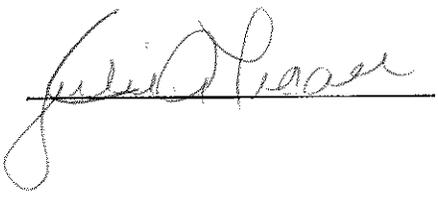
Page Two
Township of Lower, Public Defender Contract

7. In addition to legal fees, in matters falling within the scope of paragraph 5, the Township of Lower will be obligated to pay costs and expenses (when necessary and applicable). By way of example and not by way of limitation such costs and expenses may include:

- a. Expert witness fees
- b. Photocopying costs
- c. Telephone, toll calls and fax charges
- d. Postage, expedited mail service and other necessary expenses
- e. Messenger services

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals as of the day and year first written above.

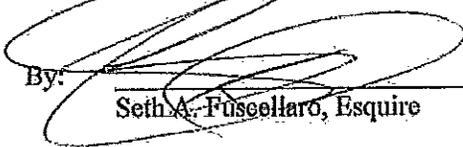
ATTEST:



TOWNSHIP OF LOWER

By: 
_____, Mayor

LAW OFFICE OF
SETH A. FUSCELLARO, P.A.

By: 

Seth A. Fuscellaro, Esquire

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

RESOLUTION #2020-07

Title: APPOINTMENT OF MUNICIPAL AUDITOR FOR THE YEAR 2020 AS A PROFESSIONAL SERVICE CONTRACT WITHOUT PUBLIC BIDDING

WHEREAS, the Township of Lower ("Township") has a need to acquire a municipal auditor and is satisfied with the services rendered by the current vendor and desires to authorize this appointment using 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 exceed \$17,500, and Ford Scott and Associates, LLC has submitted a proposal indicating that they will provide the goods or services described above for a price not to exceed \$ 40,000; and

WHEREAS, the term of this contract is one year; and the CFO has determined sufficient funds will be available in the current budget as follows:

Appropriation: 01-20-130-299,135,207

Signature: 
Lauren Read, CFO

WHEREAS, Ford Scott and Associates, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Ford Scott and Associates, LLC has made reportable contributions to a political or candidate committee in the Township of Lower in the previous one year.

Now, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey hereby approves a contract with Ford Scott and Associates, LLC 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

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
PERRY						
ROY						
SIPPEL						
SIMONSEN						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on January 6, 2020.

Julie A Picard, Township Clerk

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

RESOLUTION #2020-08

Title: APPOINTMENT OF BOND COUNSEL FOR THE YEAR 2020 AS A PROFESSIONAL SERVICE CONTRACT WITHOUT PUBLIC BIDDING

WHEREAS, the Township of Lower ("Township") has a need to acquire bond counsel and is satisfied with the services rendered by the current vendor and desires to authorize this appointment using 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 contract may exceed \$17,500, and Archer & Greiner, P.C. has submitted a proposal indicating that they will provide the goods or services described above; and

WHEREAS, the term of this contract is one year, January 1, 2020 – December 31, 2020 and the CFO has determined sufficient funds will be available in the current budget as follows:

Appropriation: Applicable Bond Ordinances

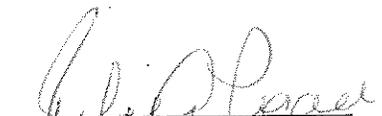
CFO Signature: 
Lauren Read, CFO

WHEREAS, Archer & Greiner has completed and submitted a Business Entity Disclosure Certification which certifies that Archer & Greiner 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 Archer & Greiner 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, County of Cape May, State of New Jersey hereby approves a contract with Archer & Greiner 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.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-09

Title: APPOINTMENT OF PUBLIC INFORMATION OFFICER FOR THE YEAR 2020 AS A PROFESSIONAL SERVICE CONTRACT WITHOUT PUBLIC BIDDING

WHEREAS, the Township of Lower has the need to acquire a Public Information Officer and is satisfied with services rendered by the current vendor and desires to authorize this appointment using 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 Lauren Suit has submitted a proposal indicating that she will provide the goods or services described above for a price not to exceed \$12,900; and

WHEREAS, the term of this contract is January 2, 2020 to December 31, 2020; and the CFO has determined sufficient funds will be available in the current budget as follows:

Appropriation #: 01-20-100-285

CFO Signature:



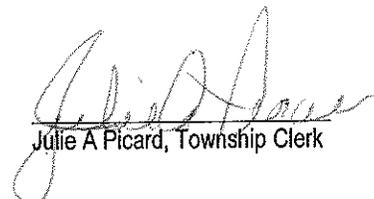
Lauren Read, CFO

WHEREAS, Lauren Suit has completed and submitted a Business Entity Disclosure Certification which certifies that Lauren Suit 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 Lauren Suit 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, County of Cape May, State of New Jersey hereby approves a contract with Lauren Suit 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.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.



Julie A Picard, Township Clerk

20-09



Lauren Suit

ADDRESS: 10 HOLIDAY ROAD, VILLAS, NJ 08251

EMAIL: LAURENSUIT@GMAIL.COM

PHONE: 609-247-6116

COMMUNICATIONS & MARKETING PROFESSIONAL

PUBLIC RELATIONS - MEDIA MANAGEMENT

Professional service contract request for the position of **Public Information Officer**.

Proposed Duties of the Public Information Officer:

1. Creating press releases that are designed to aid economic development, bolster tourism, publicize upcoming special events, and disseminate information to the public.
2. Distributing information to the media as assigned by the Township Manager.
3. Media consulting.
4. Social media management.
5. Event photography and distribution.
6. Attend Lower Township Council meetings to gather information for press releases and news items.
7. Attend Lower Township special events.
8. Consultation with Township Manager or Council when requested.
9. Monitor news stories about the Township and maintain an archive of articles about Lower Township.

2020 BUDGET

\$1,075.00 per month for a period of 12 months, not to exceed a total of \$12,900.00



Lauren Suit

10 HOLIDAY ROAD | VILLAS, NJ | 08251

✉ laurensuit@gmail.com

🌐 [linkedin.com/in/lauren-suit/](https://www.linkedin.com/in/lauren-suit/)

☎ 609-247-6116

SKILLS

- Strategic and Tactical Marketing Plan Manager
- Feature Writer
- Copywriting and Editing
- Photography
- Event Planning
- Social Media Management
- Team Management
- Non-profit grant writing
- Project Management

EDUCATION

Ramapo College of New Jersey

Bachelor of Arts Degree

2000 - 2003 / MAHWAH, NJ

Major: Communication Arts

Concentration: Public Relations and Journalism

Minor: Literature

GPA 3.5 - Cum Laude

ACHIEVEMENTS

Member of the Lower Township Chamber of Commerce Board of Directors

Member of the Lower Township Healthy Youth Coalition

New Jersey Press Association's Better Newspapers Contest Winner: Feature Story, 2011

New Jersey Press Association's Better Newspapers Contest Winner: Feature Story, 2008

EXPERIENCE

Township of Lower | *Public Information Officer*

2014 - PRESENT / LOWER TOWNSHIP, NJ

- Generate and distribute press releases.
- Manage and create multimedia coverage at township events.
- Manage and create township social media postings.

Cape May Magazine | *Feature Writer*

2014 - PRESENT / CAPE MAY, NJ

- Feature content writer for Cape May Magazine.

Greater Wildwoods Tourism Improvement Authority | *Marketing Coordinator*

2019 - PRESENT / WILDWOOD, NJ

- Promotes the Wildwoods as a family vacation destination, overseeing product development, research and planning, marketing, advertising, promotions, and public relations.
- Social Media Management

Allegra Marketing, Print and Mail | *Marketing Specialist and Project Manager*

2016 - 2019 / MARMORA, NJ

- Researched, created and presented tactical and strategic marketing plans.
- Project management and execution of marketing plans.
- Managed client marketing and advertising budgets.
- Created estimates and invoices for client projects.
- Provided leadership for Customer Service Representative and Pre-Press Departments.
- Created public relations materials.
- Media management.

Naval Air Station Wildwood Aviation Museum | *Communications Coordinator and Grants Manager*

2015 - 2016 / LOWER TOWNSHIP, NJ

- Researched, applied and wrote grant applications.
- Coordinated grant projects and oversaw budget.
- Created and presented all grant reports.
- Generated and distributed press releases.
- Planned special public and private events.

hibu | *Editor and Publication Manager*

2013 - 2015 / KING OF PRUSSIA, PA

- Launched seven individual community magazines.
- Managed content for each publication.
- Planned upcoming coverage and themes.
- Assigned stories to freelance writers and photographers.
- Oversaw the editing and layout of each publication.

Catamaran Media | *News and Features Reporter*

2010 - 2013 / SEAVILLE, NJ

- Created municipal coverage for online and print publication.
- Developed an entertainment column.
- News photography.
- Edited copy and pagination.

Herald Newspapers | *General Assignment Reporter*

2005 - 2010 / RIO GRANDE, NJ

- Reported on government, features, business and crime.
- News photography.
- Online publication, video, and podcast interviews.



STATE OF NEW JERSEY
BUSINESS REGISTRATION CERTIFICATE

Taxpayer Name: SUIT, LAUREN HUGGINS
Trade Name:
Address: 10 HOLIDAY RD
VILLAS, NJ 08251
Certificate Number: 1878917
Effective Date: June 04, 2014
Date of Issuance: July 01, 2014

For Office Use Only:

20140701132222108

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq. (P.L. 1975, C. 127)
N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICE AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Except with respect to affectional or sexual orientation and gender identity or expression, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor, where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq., as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personnel testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation, gender identity or expression, disability, nationality or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

Letter of Federal Affirmative Action Plan Approval

Certificate of Employee Information Report

Employee Information Report Form AA302

The contractor and its subcontractors shall furnish such reports or other documents to the Div. of Contract Compliance & BEO as may be requested by the office from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Div. of Contract Compliance & BEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C. 17:27.

Firm Name: _____

Name of Agent: Lauren Suit

Title: Public Information Officer

Date: 1/1/20

BUSINESS ENTITY DISCLOSURE CERTIFICATION
 FOR NON-FAIR AND OPEN CONTRACTS
 Required Pursuant To N.J.S.A. 19:44A-20.8
 TOWNSHIP OF LOWER

Part I B Contractor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the business entity by the name Lauren Suit has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding January 3, 2008 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Township of Lower, defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

Erik Simonsen	Any present or future candidate committee or joint candidate committee or local political party committee formed for the election of members of the Lower Township governing body.
Frank Sippel	
Thomas Conrad	
David Perry	
Rolland Roy	

Part II B Ownership Disclosure Certification

certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- Partnership
 Corporation
 Sole Proprietorship
 Subchapter S Corporation
 Limited Partnership
 Limited Liability Corporation
 Limited Liability Partnership

Name of Stock or Shareholder	Home Address

Part 3 B Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Lauren Suit
 Signed: Lauren Suit Title: Public Information Officer
 Print Name: Lauren Suit Date: 1/1/20

Subscribed and sworn before me this ____ day of _____, 20____.

(Affiant)

My Commission expires: _____
 (Print name & title of affiant) (Corporate Seal)

LOWER TOWNSHIP
2600 BAYSHORE ROAD
VILLAS, NJ 08251
(609) 886-2005

AFFIDAVIT OF PAY-TO-PLAY COMPLIANCE

The Underatgned, being duly sworn, of full age according to law, upon my oath, depose and say:

1. I am a duly authorized representative of (the "Business Entity"), which for the purposes of this Affidavit includes all entities of which the Business Entity owns, directly or indirectly, a more than 50% equity interest.

2. The Business Entity is seeking the award of a Professional Services Contract or Unspecifiable Services Contract pursuant to the exceptions from public bidding under Sections 5(1) of the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.

3. In accordance with Lower Township Ordinance No. 2004-10 (the "Pay-to-Play Ordinance"), I am making this Affidavit under penalties of perjury to represent to the Township of Lower that neither I nor the Business Entity have made any political contributions in violation of Section 96-2 of the Pay-to-Play Ordinance.

4. Also in accordance with the Pay-to-Play Ordinance, I am disclosing that the following represents all of the contributions that were made by the Business Entity and, to the best of my knowledge, all principals owning 10% more of the Business Entity's equity, their respective spouses, and all of the Business Entity's employees and officers and their respective spouses, to all New Jersey State and County political party committees commencing on the later of the effective date of the Pay-to-Play Ordinance (October 4, 2004) or twelve (12) months from date of this Affidavit and ending on the date of this Affidavit:

Date	Name of Organization	Amount

4. I represent and acknowledge that I have received, read and fully understand the Pay-to-Play Ordinance and that my violation of the Pay-to-Play Ordinance will disqualify me and the Business Entity from receiving any additional contract from the Township of Lower for a period of four (4) years and, in the event any statements made in this Affidavit are willfully false, that I and the Business Entity would be subject to criminal prosecution for perjury.



Sworn and Subscribed to before me
this ____ day of _____, 20__.

Notary Public

STATEMENT OF OWNERSHIP DISCLOSURE

N.J.S.A. 52:26-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)

This statement shall be completed, certified to, and included with all bid and proposal submissions. Failure to submit the required information is cause for automatic rejection of the bid or proposal.

Name of Organization: Lauren Suit

Organization Address: 10 Holiday Road Villas NJ 08251

Part I Check the box that represents the type of business organization:

- Sole Proprietorship (skip Parts II and III, execute certification in Part IV)
 Non-Profit Corporation (skip Parts II and III, execute certification in Part IV)
 For-Profit Corporation (any type) Limited Liability Company (LLC)
 Partnership Limited Partnership Limited Liability Partnership (LLP)
 Other (be specific): _____

Part II

- The list below contains the names and addresses of all stockholders in the corporation who own 10 percent or more of its stock, of any class, or of all individual partners in the partnership who own a 10 percent or greater interest therein, or of all members in the limited liability company who own a 10 percent or greater interest therein, as the case may be. (COMPLETE THE LIST BELOW IN THIS SECTION)

OR

- No one stockholder in the corporation owns 10 percent or more of its stock, of any class, or no individual partner in the partnership owns a 10 percent or greater interest therein, or no member in the limited liability company owns a 10 percent or greater interest therein, as the case may be. (SKIP TO PART IV)

(Please attach additional sheets if more space is needed):

Name of Individual or Business Entity	Home Address (for Individuals) or Business Address

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

RESOLUTION #2020-10

Title: APPOINTMENT OF JOINT INSURANCE FUND RISK MANAGEMENT CONSULTANT

WHEREAS, the Governing Body of the Township of Lower is a member of the Atlantic County Municipal Joint Insurance Fund, a self- insurance pooling fund, following a detailed analysis; and

WHEREAS, the Bylaws of said Fund require that each municipality appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws; and

WHEREAS, the Bylaws indicate a fee not to exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required, and was included in the cost considered by the Governing Body; and

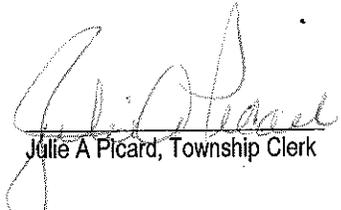
WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey, does hereby appoint J. Byrne Agency as its Risk Management Consultant in accordance with N.J.S.A. 40A:11-5 at a fee of 5% of the combined ACMJIF and MELJIF net assessment amount as per their proposal (year (3) three of a (3) three year proposal) for the period of January 1, 2020 to December 31, 2020.

BE IT FURTHER RESOLVED that the proper officials are hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to N.J.S.A. 40A:11-5 (1), (a), (i).

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2019.


Julie A Picard, Township Clerk

Agreement

Risk Management Consultant Atlantic County Municipal Joint Insurance Fund

1/1/18
This agreement, entered into this 1st day of January, 2018, between the Township of Lower (hereinafter referred to as the municipality) and the J. Byrne Agency, Inc. (Corporation) of the State of New Jersey, having its principal office at 5200 New Jersey Avenue, Wildwood, NJ (hereinafter referred to as the Consultant)

WHEREAS, the Consultant has offered to the Municipality professional risk management consulting services as required in the Bylaws of the Atlantic County Municipal Joint Insurance Fund, and

WHEREAS, the municipality desires these professional services pursuant to the resolution adopted by the Township Council of the Municipality at a meeting held on _____ ;

NOW THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

- 1) The consultant, for and in consideration of the amount stated hereinafter agrees to provide services to the Municipality as follows:
 - A) The Consultant shall assist the Municipality in identifying its insurable exposures and to recommend professional methods to reduce, assume or transfer the risk of loss.
 - B) Assist the Municipality in understanding and selecting the various coverage's available from the Atlantic County Municipal Joint Insurance Fund.
 - C) Review with the Municipality any additional coverage's that the Consultant feels should be carried but are not available from the Fund and subject to the Municipality's authorization place such coverage's outside the Fund.

- D) Assist the Municipality in the preparation of applications, statements of values and similar documents requested by the Fund, it being understood that this agreement does not include any appraisal work by the consultant.
 - E) Review the Municipality's assessment as prepared by the Fund and assist the Municipality in the preparation of its annual insurance budget.
 - F) Review the loss-engineering reports and generally assist the safety committee in its loss containment objectives.
 - G) Assist where needed in the settlement of claims, with the understanding that the scope of the Consultant's involvement does not include the work normally done by a public adjuster.
 - H) Any other services required by the Fund's ByLaws.
- 2) The term of this agreement shall be for three (3) years from the first day of January, 2018, or from the effective date of coverage.
 - 3) The Municipality authorizes the Fund to pay its Consultant as compensation for services rendered an amount equal to five percent (5%) of the Municipality's annual assessment as promulgated by the Fund. Said fee shall be paid within 30 days of the payment of the member's assessment. The consultant shall receive no other compensation or commission for the placement or servicing of any municipal coverage with the Fund.
 - 4) For any coverage's, authorized by the Municipality, to be placed outside of the Fund, the Consultant shall receive as his full compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the Fund's assessment in computing the fee outlined in Item 3 above.

ATTEST: *[Signature]*
Alie Tward, Clerk

DATED: 1-3-2018

Township of Lower

By: *[Signature]*
Eric Simpson, Mayor

ATTEST: *[Signature]*

DATED: 1/9/18

J. BYRNE AGENCY

By: *[Signature]*
 Thomas M. Byrne, AIA
 President

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

RESOLUTION #2020-11

Title: **APPROVAL OF PETTY CASH FUNDS - 2020**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash fund; and

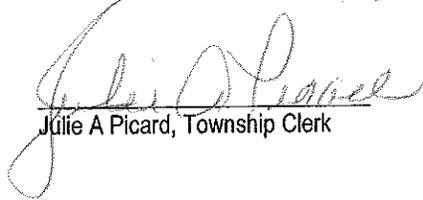
WHEREAS, it is the desire of the Lower Township Council to approve the following petty cash funds:

<u>Location</u>	<u>Amount</u>	<u>Custodian</u>
Treasurer's Office	\$100.00	Lauren Read, CFO Colleen Crippen, Asst. Treas.
Police Department	\$550.00	Chief William Mastriana Captain William Priole

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the aforementioned funds are hereby approved for the use as petty cash as defined by N.J.S.A. 40A:5-21.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


 Julie A Picard, Township Clerk

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

RESOLUTION #2020-12

Title: ESTABLISHMENT OF COUNCIL MEETING DATES AND TIMES FOR THE YEAR 2020

WHEREAS, the Reorganization Meeting of the Township Council of the Township of Lower scheduled for January 6, 2019, at which time it is necessary to establish the official Council Meeting dates and times.

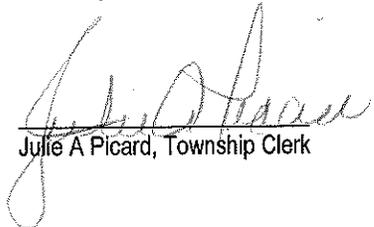
NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that Council Meetings be held in the Meeting Room of Township Hall beginning at 7:00 p.m. prevailing time on the first and third Monday of each month with the exception of the holiday dates designated below when the meeting will be held on the date listed; and with the exception of the meeting dates designated below when the starting time will be changed to 5:00pm. The annual schedule of Council meetings shall be posted on the official Township bulletin board at Township Hall. Unless otherwise provided by law, all of the above described meetings shall be open to the public and action may be taken.

Meeting of January 20 shall be changed to Wednesday, January 22
Meeting of February 17 shall be changed to Wednesday, February 19
Meeting of September 7 shall be changed to September 9

Meeting of July 6 shall begin at 5:00 pm
Meeting of July 20 shall begin at 5:00 pm
Meeting of August 3 shall begin at 5:00 pm
Meeting of August 17 shall begin at 5:00 pm

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

TOWNSHIP OF LOWER CLERK'S OFFICE
2600 BAYSHORE ROAD
VILLAS, NJ 08251
609-886-2005 x113

IN COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT

In compliance with Chapter 231 of the Laws of New Jersey, 1975, the following constitutes the 2020 schedule of **Lower Township Work Sessions and Regular Meetings** to be held the first and third Mondays of each month, unless otherwise noted, beginning at 7:00 p.m. prevailing time.

Re-Org Monday – January 6, 2020*
Wednesday – January 22, 2020*
Monday - February 3, 2020
Wednesday - February 19, 2020*
Monday - March 2, 2020
Monday - March 16, 2020
Monday - APRIL 6, 2020
Monday - April 20, 2020
Monday - May 4, 2020
Monday - May 18, 2020
Monday - June 1, 2020
Monday - June 15, 2020

Monday - July 6, 2020 **** 5:00 pm**
Monday - July 20, 2020 **** 5:00 pm**
Monday - August 3, 2020 ****5:00 pm**
Monday - August 17, 2020 ****5:00 pm**
Wednesday - September 9, 2020*
Monday - September 21, 2020
Monday - October 5, 2020
Monday - October 19, 2020
Monday - November 2, 2020
Monday - November 16, 2020
Monday - December 7, 2020
Monday - December 21, 2020

*Indicates a change due to holiday

Indicates a **TIME Change

Unless otherwise noted, all meetings will be open to the public and action may be taken. Meetings will be held in the Meeting Room of Township Hall, 2600 Bayshore Road, Villas, New Jersey.

Julie A. Picard, RMC
Township Clerk

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

RESOLUTION #2020-13

Title: APPROVAL OF ANNUAL CONTRIBUTION TO VOLUNTEERS IN MEDICINE

WHEREAS, Volunteer in medicine of Cape May County's primary mission is to understand and serve the health and wellness needs of the medically uninsured or under-served population living or working in Cape May County; and

WHEREAS, VIM has begun a Municipal Partners Program to create a permanent symbolic relationship between the VIM clinic and the sixteen municipalities; and

WHEREAS, VIM has requested each municipality donate fifty cents (\$0.50) for each taxable line to the program to help with specialized services for eye care, pediatrics and podiatry in addition to the primary care being offered.

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 \$7,960. for the year 2020.

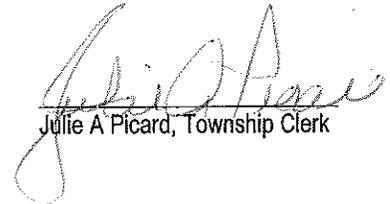
BE IT FURTHER RESOLVED that the CFO, Lauren Read is hereby authorized to issue a check to Volunteers in Medicine for \$7,690 chargeable to budget line Council Special Projects 01-20-110-281 where sufficient funds are available as evidenced by her signature.



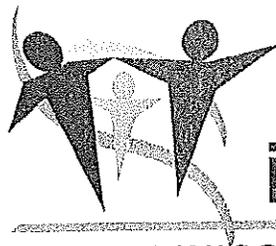
Lauren Read, CFO

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.



Julie A Picard, Township Clerk



Volunteers in Medicine

FREE CLINICS OF SOUTH JERSEY

www.vimsj.org • 609-463-2846

Honorable Erik Simonsen and Council
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

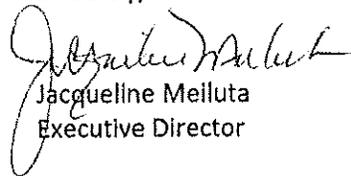
Dear Mayor Simonsen and Council,

Volunteers in Medicine (VIM) was organized as a 501c(3) in 2001 to understand and serve the health and wellness needs of the uninsured and underserved living and working in South Jersey. VIM's Cape May County clinic has been in continuous operation since 2002, the Atlantic County clinic opened in March of 2017. More than 600 people consider the VIM clinics their primary care doctor and medical home.

We could not have done it without the generous support of our Municipal Partners. VIM receives no Federal or State funds. We rely on the local community and our Municipal Partners to maintain clinic operations. As VIM continues to provide health services to the needy residents of your community, we ask that your annual budget include a partnership donation of \$7,960 to Volunteers in Medicine.

VIM believes that a measure of any society or community is how its citizen's care for those in need; Cape May County and Lower Township, in particular, is a shining example of neighbors caring for neighbors. Thank you for your continued support and leadership on this very important issue.

Sincerely,



Jacqueline Meiluta
Executive Director

CC: Township Manager – Jim Ridgway

*VIM Board of Trustees: Susan N. Adams • Joanne Carrocino, FACHE • Katherine Custer • Craig DeGenova •
Rev. Joanne Drane, PhD • Meghan Fortmann • Micki Goldberg • Rev. Dr. Julia Hankerson • Carol Harris •
Joseph Iudica • Trina McSorley • Daniel P. Nugent • Dolly Paramanathan • Carolyn Peterson •
Matthew Piskun, PharmD, MBA • Rev. David Yun*

423 North Route 9, Cape May Court House, NJ 08210
3073 English Creek Road, Egg Harbor Twp, NJ 08234

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

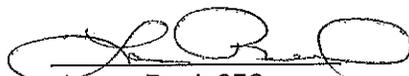
RESOLUTION #2020-14

Title: APPROVING 2020 CONTRACT WITH CAPE ASSIST

WHEREAS, N.J.S.A. 40A:11-3 authorizes the award of any contract without competitive bidding for any purchase, work or service that does not exceed in the fiscal year the total sum of Seventeen Thousand Five Hundred (\$17,500) Dollars; and

WHEREAS, the Township is desirous of renewing its contract with Cape May County Council on Alcoholism and Drug Abuse, Inc. administered by Cape Assist for the Employee Assistance Program; and

WHEREAS, the contract amount for 2020 is Twenty-One Dollars (\$21) per employee currently based on 153 employees for a total of Three Thousand Two Hundred Thirteen Dollars (\$3,213.00) and funds are available in the current fund entitled Group Health 01-23-220-402 as evidenced by the Treasurer's signature below:


Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Mayor and Clerk are hereby authorized to sign the attached contract agreement for the year 2020.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk



AGREEMENT

EMPLOYEE ASSISTANCE PROGRAM

This is an agreement between the CAPE MAY COUNTY COUNCIL ON ALCOHOLISM AND DRUG ABUSE, INC., a New Jersey non-profit corporation (hereafter "Cape Assist") and Municipality of Lower Township (hereafter "Employer") to establish an EMPLOYEE ASSISTANCE PROGRAM (hereafter "EAP") to commence on 1/1/2020 and terminate on 12/31/2020.

WHEREAS, the Employer recognizes the need for an EAP for its employees and desires to retain Cape Assist to establish, administer, and provide personnel for an EAP, it is hereby agreed that

CAPE ASSIST WILL:

- * Meet and confer with appropriate personnel of the Employer to develop the policies that will define the scope of the program, and, the procedures and the activities of the program that will most effectively meet the needs of the Employer to be referred to as the "EAP Policies and Procedures."
- * Conduct a training program for the Employer's administrative and supervisory Personnel on EAP Policies and Procedures.
- * Conduct an initial orientation and educational seminar on EAP Policies and Procedures, for all employees who are eligible to participate in the EAP.
- * Provide assessment, evaluation, intervention, referral and case management Services for employees referred to the EAP.

THE EMPLOYER WILL:

- **Designate specific members of its administrative staff to assist Cape Assist's representatives in the development of EAP Policies and Procedures.**
- * **Designate and set aside an appropriate meeting place for the initial orientation seminar on EAP Policies and Procedures for all employees who are eligible for the EAP and for any additional education or training program that the parties agree are necessary to facilitate the EAP.**
- * **Provide a private, confidential meeting place where the Employer's can meet with Cape Assist Staff when they wish to be counseled at their work site consistent with EAP Policies and Procedures, if requested.**

BOTH PARTIES AGREE:

- **To strictly adhere to the confidential regulations that are defined in Federal Law 42 CFR Part 2 and pertains to the confidentiality of patient/client records.**
- **To abide by the EAP Policies and Procedures.**
- **To review and update the Policies and Procedures annually or on an as needed basis, when the need to do so is identified by either the Employer or Cape Assist.**

In Consideration for the EAP services to be provided by Cape Assist, the Employer agrees to pay:

A flat rate of \$3,213.00 for 153 employees for twelve (12) months beginning January 1, 2020 and ending December 31, 2020. Annual cost per employee is \$21.00. Full payment to be received within thirty (30) days of formal acceptance of Agreement. Increases or decreases in personnel of 10% or more shall be reported to Cape Assist and will result in Agreement modification.

INDEMNITY AND HOLD HARMLESS AGREEMENT PROVISION

Cape May County Council on Alcoholism and Drug Abuse, Inc. agrees to indemnify and hold harmless the Employer and their agents, servants and employees, from and against all claims, damages, losses, and expenses, including reasonable attorney's fees in case of the work herein, which 1) for personal or bodily injury, illness or death, or for property damage, including loss of use, and 2) caused in whole or part by Cape May County Council on Alcoholism and Drug Abuse, Inc.'s negligent act or omission or that of a subcontractor may be liable. This indemnification and agreement shall apply in all instances whether the Employer is subsequently made a party to the action by third-party in-pleading or is made a party to a collateral action arising, in whole or in part, from any of the issues emanating from the original cause of the action or claim.

The employer agrees to indemnify and hold harmless Cape May County Council on Alcoholism and Drug Abuse, Inc. and their agents, servants, and employees, from and against all claims, damages, losses, and expenses, including reasonable attorney's fees in case it shall be necessary to file an action, arising out of performance of the work herein, which is 1) for personal or bodily injury, illness or death for property damage, including loss of use, and 2) caused in whole or part by the Employer's negligent act or omission or that of a subcontractor, or that of anyone employed by them or for whose acts contractors or subcontractor may be liable. This indemnification and agreement shall apply in all instances whether Cape May County Council on Alcoholism and Drug Abuse, Inc. is made a party to the action or claim or is subsequently made a party to the action by third-party in-pleading or is made a party to a collateral action arising, in whole or in part, from any of the issues emanating from the original cause of the action or claim.

Nothing herein shall constitute a waiver of or otherwise limit any right either the Employer or Cape Assist may claim for immunity pursuant to N.S.S.A. 2a:53Aa-7, et seq. or, any other law of this State.

CAPE MAY COUNTY COUNCIL ON ALCOHOLISM AND DRUG ABUSE, INC., a New Jersey non-profit corporation.

by _____
Executive Director Date

Witness _____
Name Date

Municipality of Lower Township:

by _____
Name
Erik Johnson, Mayor Title Date 01/06/2022

by _____
Title
John A. Reed Date 01/06/2022

Witness _____
Name Date

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

RESOLUTION #2020-15

Title: **SETTING THE INTEREST RATE FOR DELINQUENT TAXES**

WHEREAS, the Reorganization Meeting of the Township Council of the Township of Lower, the governing body thereof, was duly held on January 6, 2020 at the Township Hall, Villas, New Jersey; and

WHEREAS, R.S. 54:4-67 as amended authorizes municipalities to fix a rate of interest to be charged for the non-payment of taxes or assessments on or before the date when they would become delinquent. Delinquency is to be calculated on the sum of all taxes from year to year and not be calculated on an individual year basis, and N.J.S.A. 40A:5-17.1 provides that a municipality may authorize the cancellation of tax delinquencies of less than Ten (\$10.00) Dollars.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that interest be charged for the non-payment of taxes or assessments on or before the date when they would become delinquent in accordance with R.S. 54:4-67 and that the rate of interest shall be eight percent (8%) based on a 365 day year on the first \$1,500.00 of delinquency and eighteen per cent (18%) based on a 365 day a year on any amount in excess of \$1,500.00 to be calculated from the date the tax was payable until the date of actual payment. Interest will stay at eighteen per cent (18%) until taxes are completely current. No interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which the same become payable.

BE IT FURTHER RESOLVED that a penalty of 6% shall be levied against a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year. This 6% penalty shall also apply to delinquency in excess of \$10,000.00 to third party lien holders and that an additional penalty shall be levied against tax sale certificates as follows:

When the taxes, interest and cost shall exceed the sum of \$200.00, such additional sum shall be equal to 2% of such amount paid.

When the taxes, interest and costs shall exceed the sum of \$5,000.00, such additional sum shall be equal to 4% of such amount paid; and when that sum exceeds \$10,000, such additional sum shall be equal to 6% of such amount paid. This section is retroactive only as to existing municipally held certificates but acts prospectively with regard to certificates held by third parties as of March 28, 1991.

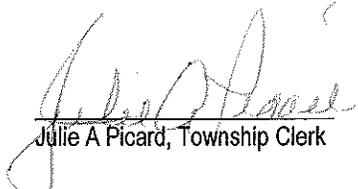
BE IT FURTHER RESOLVED that the Tax Collector be and hereby is directed to collect interest on delinquents at the aforesaid rate.

BE IT FURTHER RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Tax Collector is hereby authorized to process, without further action on the part of the Township Council, the cancellation of any property tax delinquency of less than Ten (\$10.00) Dollars.

BE IT FURTHER RESOLVED that a Certified Copy of this Resolution be provided by the Municipal Clerk to the Tax Collector and the Chief Financial Officer.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-16

Title **BID ACCEPTANCE AND CONTRACT AWARD FOR LOWER TOWNSHIP ANIMAL CONTROL SERVICES FOR 2020 WITH AN OPTION OF 2021 & 2022**

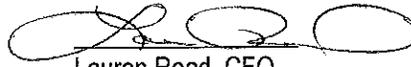
WHEREAS, the Notice to Bidders for the Animal Control Services for 2020 with an option for 2021 & 2022, was advertised on October 9, 2019 and accepted on October 29, 2019 at 11:00 a.m. prevailing time; and

WHEREAS, One (1) sealed bid was submitted from Shore Veterinarian Animal Control Services LLC for 2020: \$56,000 2021: \$56,000 and 2022: \$57,000 was reviewed by the QPA and the Police Department; and

WHEREAS, Shore Veterinarian Animal Control Services, LLC complied with all the specifications and required bid documents and the CFO has certified the availability of funds as evidenced by her signature below:

Appropriation # 0-01-27-340-299

Signature:


Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following contract is hereby awarded for the 2020 year; each subsequent year will be approved upon Council's discretion annually by Resolution for 2021 and 2022:

AWARD TO: SHORE VETERINARIAN ANIMAL CONTROL SERVICES LLC

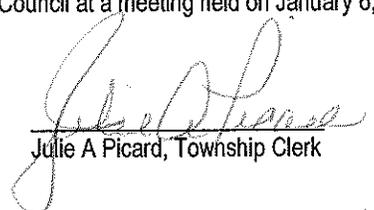
ANNUAL TOTAL: \$56,000.00
\$75.00 Per Emergency Call after 5:00 p.m. and Sundays
(verified and required by the Lower Township Police Department)

TERM: January 6, 2020 – December 31, 2020

BE IT FURTHER RESOLVED, upon approval of the resolution, the fully executed Purchase Order together with the official bid documents shall serve as the Contract for the award of the bid.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk



Shore Animal Control Services LLC

Linda Gentile, ACO, Owner
Holly Gavrilow, ACO, ACI
Alexis Condo, ACO
Wendy Siffel, Dispatch

Pam Jessie, ACO, Office Manager
Rob Beach, ACO
Chelsea Lippincott, HELO ACO
Jay Jessie, ACO

"We Serve the Community with Pride and Dedication"

EXCEPTION AFTER HOUR CHARGE

After 5:00 PM and Sundays: \$75 per emergency call out verified and required by Lower Township Police Department.

**

Our normal contract business hours for all other townships are Monday-Friday 9-5PM.

For Lower Township, we have added Saturday as a normal business day because of the increased weekend visitors to Lower Township year round.

We have added Saturday as a normal business day with a fulltime officer working who lives in Lower Township Alexis Condo.

This was not required of our past 6 years, however, we felt the township needs an officer in town on Saturdays. It is often the busiest day of the week with lost dogs from visitors.

We feel the township should require this in all future bids as the weekends, especially during the season are busier with lost animals than the regular weekdays. Most of the year, a weekend officer is essential to provide quality and prompt service.

PO BOX 597, TUCKAHOE, NJ, 08250
PHONE: 1-800-351-1822 FAX: 1-800-351-1822
Manager@ShoreAnimalControl.com
www.ShoreAnimalControl.com

26-16

Original -

C- Police McEwing
QPA
Clerk



Shore Animal Control Services LLC.

Linda Gentile, ACO, Owner
Holly Gavrilow, ACO, ACI
Alexis Condo , ACO
Wendy Siffel, Dispatch

Pam Jessie, ACO, Office Manager
Rob Beach, ACO
Chelsea Lippincott, HELO ACO
Jay Jessie, ACO

"We Serve the Community with Pride and Dedication"

October 15, 2019

Margaret Vitelli
Purchasing Agent
2600 Bayshore Rd
Villas, NJ,

Please accept this proposal to provide animal control services for Township of Lower.

SAC was founded in 2008 by **Dr. Nick Holland**, owner of **Shore Veterinarians**. He started this company because he felt there was a lack of animal control companies to properly service the many municipalities in South Jersey. SAC quickly developed a reputation of providing quality services in both Atlantic and Cape May County.

We look forward to the opportunity to service your municipality should our company be awarded the contract. 3 Copies of all the following are included in this package.

- a) Shore Animal Control Services, LLC, 90 Dennisville Petersburg Rd, UT, 08270
Mailing Address: PO Box 597, Tuckahoe, New Jersey, 08250
- b) 8 Licensed ACO's currently on staff . 1 ACI, and 1 HLEO
- c) Attached License certifications
- d) See attached list of staff members
- e) See attached list of qualifications along with degrees of our staff.
- f) Experience with Lower Township: We have serviced the township of Lower for the past 6 years and are extremely familiar with the territory, residents, the "frequent flier" dogs at large, cat colony caretakers, neglect situations, and wildlife issues. We have 2 officers that live in Lower Township and 2 beach patrol officers that also live in Lower Township. Please see the detailed bio/resume of on our primary officers that will be in the township to provide prompt service.
- g) We have officers and a vehicle in the township 24/7 that will be able to respond to all calls within the response time frame of quicker in many cases with a new officer now residing in the township. We have 4 vehicles that will be in service

in 2020 and one Fully Marked Vehicle will remain in Lower Township 24/7 to provide visibility and quick response. If this vehicle is ever in need of service, we swap out our other identical van temporarily which is usually in Upper Township.

- h) Complete
- i) Contracts currently serviced.

We service many municipalities in Cape May County primarily and have had long term professional services contracts with many of these entities. Below are the contracts that we currently service.

Upper Township: 2010-PRESENT
Woodbine: 2013-PRESENT
Wildwood: 2014-PRESENT
Wildwood Crest: 2015-PRESENT
North Wildwood: 2015-PRESENT
Stone Harbor: 2015-PRESENT
Sea Isle City: 2017-PRESENT
Lower Township: 2013-PRESENT

Buena Borough: 2011-PRESENT
Buena Vista: 2015-PRESENT
Estell Manor: 2015-2017, 2019-PRESENT
Corbin City: 2018-PRESENT

Fairfield Township: 2019-PRESENT
Upper Deerfield: 2019-PRESENT

- j) Member of the New Jersey Animal Control Officers Association, Additional on attached employee credentials.
- k) Business Registration (see attached) since 2009
- l) Exhibit A attached and Employee Info Form.
- m) References Attached
- n) 2020 Rate Schedule attached.

BID PROPOSAL FORM

2019-22 Animal Control

Proposal and Contract Agreement:

The Township of Lower reserves the right to reject any or all bids if it deems it in the best public interest to do so.

The undersigned, having read the Scope of Service and specifications attached hereto, hereby agrees to provide the services, as outlined as follows:

*List any exemptions and/or additional fees on a separate sheet.

Animal Control Service 2020:

Fifty Six Thousand In Words \$56,000 In Numbers

Animal Control Service 2021:

Fifty Six Thousand In Words \$56,000 In Numbers

Animal Control Service 2022:

Fifty Seven Thousand In Words \$57,000 In Numbers

SAC Company Name

27-0738129 Federal I.D. # or Social Security #

90 RT 610, Petersburg, NJ 08270 Address

[Signature] Signature of Authorized Agent

LINDA GENTILE Type or Print Name

Title: OWNER

(609) 402-8325 Telephone Number

10/28/19 Date

*Upon final approval by Resolution this will be the official contract along with the executed purchase order to enter into the agreement for Animal Control Services for the Township of Lower.

[Signature] Township of Lower Mayor

[Signature] Municipal Clerk, Julie Picard

Resolution # 2021-14

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

RESOLUTION #2020-17

Title: **BID ACCEPTANCE AND CONTRACT AWARD TO SUPPLY FIREWORKS DISPLAY INCLUDING BARGE FOR INDEPENDENCE DAY EVENT 2020 AND 2021 WITH A 2022 OPTION**

WHEREAS, the Notice to Bidders to Supply Fireworks Display Including Barge for Independence Day Event 2020 and 2021 with a 2022 option was advertised on October 16, 2019 and accepted on October 31, 2019 at 11:00 a.m. prevailing time; and

WHEREAS, One (1) sealed bid was submitted from S. Vitale Pyrotechnic Industries Inc. to provide Fireworks for 2020: \$50,000; 2021: \$51,000 and 2022: \$53,100 was reviewed by the QPA and the Township Manager; and

WHEREAS, S. Vitale Pyrotechnic Industries Inc. complied with all the specifications and required bid documents and the CFO has certified the availability of funds as evidenced by her signature below:

Appropriation # 0-01-30-420-299

Signature:



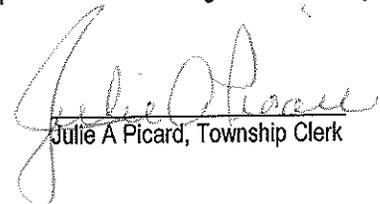
NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following contract is hereby awarded for the 2020 year; each subsequent year will be approved upon Council's discretion annually by Resolution for 2021 and 2022:

AWARD TO: S. Vitale Pyrotechnic Industries Inc.
AMOUNT: 2020 - \$50,000.00 w/Rain Delay terms of \$7,185.00 plus Incurred Barge Fees
 2021 - \$51,000.00 w/Rain Delay terms of \$7,435.00 plus Incurred Barge Fees
 2022 - \$53,100.00 w/Rain Delay terms of \$7,685.00 plus Incurred Barge Fees

BE IT FURTHER RESOLVED, upon approval of the resolution, the fully executed Purchase Order together with the official bid documents shall serve as the Contract for the award of the bid.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.



Julie A Picard, Township Clerk

PLEASE EXECUTE THIS FORM & SUBMIT WITH THE BID PACKAGE

Bid# 2019-21 PROPOSAL FORM

**Fireworks Display Including Barge for Independence Day Event
2020 and 2021 with a 2022 option**

In accordance with the Bid Proposal, General Instructions, Conditions and Specifications, we wish to bid the following; **Supply & perform a minimum Twenty Three (23) minute Independence Day Pyro theatrical performance of a fireworks show on July 3 @ 9:00 PM EDT with a rain date of July 5.**

***A copy of the proposed program for the aerial display shall be provided with the submittal of the bid proposal. Failure to supply the required program with the proposal shall be considered just cause for the Township's rejection of the bid. Barge Show Must be Electronically Fired.**

1.	2020 Independence Day Firework Show Bid Price	\$ <u>50,000.00</u>
		2020
2.	2021 Independence Day Firework Show Bid Price	\$ <u>51,000.00</u>
		2021
3.	2022 Independence Day Firework Option Price	\$ <u>53,100.00</u>
		2022

RATE FOR WEATHER/RAIN DELAY/POSTPONEMENT

Weather/Rain Delay/Postponement Date/Time: If required this date shall be determined by the Township at the time of the postponement of the originally scheduled show.

Note: This fee shall only be paid by the Township, if the weather/rain delay/postponement is evoked by the Township and if **less** than twenty-four (24) hours of notice is given to the contractor.

2020 = \$7,185.00 + Incurred Barge Fees
2021 = \$7,435.00 + Incurred Barge Fees
2022 = \$7,685.00 + Incurred Barge Fees
\$ _____
2020/2021/2022

****Detailed Description of type and amount of shells per "Show" must accompany the proposal.**

Submitted by: Pyrotecnico Fireworks, Inc.
(Name of Firm)

Name: Ken Furstoss
(Please Type or Print)

Signature: 

Title: Show Producer

Dated: 10 / 28 / 2019

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

RESOLUTION #2020-18

Title: DESIGNATION OF OFFICIAL NEWSPAPERS FOR LEGAL ADVERTISING
FOR THE YEAR 2020

WHEREAS, the Reorganization Meeting of the Township Council of the Township of Lower, the governing body thereof, was scheduled for January 6, 2020 at the Township Hall, Villas, New Jersey; and

WHEREAS, it has been deemed necessary to select a newspaper to serve as the official publication of all Township advertising; and

WHEREAS, it has been deemed necessary to designate a second newspaper for the publication of all meeting notices required under the Open Public Meetings Law; and

WHEREAS, it has been deemed necessary to establish a fee to cover the cost of providing notice of all public meetings to any persons requiring such notices.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of Township of Lower, County of Cape May, State of New Jersey that the official newspaper for all Township legal notices & advertising, including notices of public meetings, shall be the Cape May Star and Wave.

BE IT FURTHER RESOLVED that the second newspaper to be utilized for publication of notices of public meetings as required by the Open Public Meetings Law shall be the Cape May County Herald.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-19

Title: ANNUAL APPROVAL OF EMERGENCY MANAGEMENT COUNCIL

WHEREAS, the Township Mayor is required to annually appoint the Emergency Management Council.

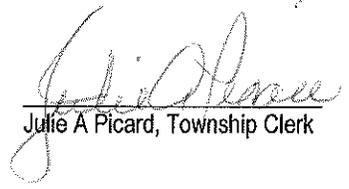
NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following persons appointed by Mayor Erik Simonsen are hereby approved as the Emergency Management Council for 2020.

<u>NAME</u>	<u>CATEGORY</u>	<u>NAME</u>	<u>CATEGORY</u>
Erik Simonsen	1	David Perry	1
James Ridgway	2	William Mastriana	2 & 7
Gary Douglass	2 & 8	Eileen Kreis	2
Ed Donohue	2	Donna Blackley	4
Gary Playford	2 & 5	Craig Loper	5
Kevin Lewis	7	Kevin Hart	3
Bryan Harron	4 & 9	Lewis Magonigal	4 & 9
David Lepor	4, 8 & 9	Joseph Castalucci	2

BE IT FURTHER RESOLVED that Lower Township Mayor appointed Ed Donohue as OEM Coordinator and Gary Douglass as Deputy OEM Coordinator for a three year term January 1, 2019 thru December 31, 2021.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2019.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-20

Title: **AUTHORIZING THE CASH MANAGEMENT PLAN**

WHEREAS, it is in the best interest of the Township of Lower to earn additional revenue through the investment and prudent management of its cash receipts; and

WHEREAS, P.L. 1983, Chapter 8, approved January 18, 1983 is an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A: 5-2 and N.J.S.A. 40A5-14

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 shall constitute the Cash Management Plan for the Township of Lower and the Treasurer shall deposit and manage its funds pursuant to this plan:

Definitions

1. Treasurer shall mean the Treasurer of the Township of Lower
2. Fiscal Year shall mean the twelve-month period ending December 31.
3. Cash Management Plan shall mean that plan as approved by resolution.

Designation of Depositories

At least once each fiscal year the governing body shall by resolution designate the depositories for the Township of Lower in accordance with N.J.S.A. 40A: 5-14. In addition to the designation, the Township of Lower may make deposits with the State of New Jersey Cash Management Fund in accordance with N.J.S.A. 40A: 5-14.

Audit Requirement

1. The cash Management Plan shall be subject to the annual audit conducted pursuant to N.J.S.A. 40A: 5-4.

Authority to Invest

1. The governing body shall pass a resolution at its first meeting of the fiscal year designating the Township of Lower officials who shall make and be responsible for municipal deposits and investments.

Investment Instruments

1. The Treasurer shall invest at his/her discretion in any investment instrument as approved by the State of New Jersey in accordance with N.J.S.A. 40A: 5-15.1.

Records and Reports

1. The Treasurer shall report all investments in accordance with N.J.S.A. 40:5-15.2.

At a minimum the Treasurer shall:

- Keep a record of all investments.
- Keep cash position records that reveal, on a daily basis, the status of the cash in its bank accounts.
- Confirm investments with the governing body at the next regularly scheduled meeting.
- Report monthly to the governing body as to the status of cash balances in bank accounts, revenue collection, interest rates and interest earned.

Cash Flow

1. The Treasurer shall ensure that the accounting system provides regular information concerning the cash position and investment performance.
2. All moneys shall be turned over to the Treasurer and deposited in accordance with N.J.S.A. 40A: 5-15.
3. The Treasurer is authorized and directed to invest surplus funds of the Township of Lower as the availability of the funds permit. In addition, it shall be the responsibility of the Treasurer to minimize the possibility of idle cash by depositing the moneys in interest bearing accounts wherever practical and in the best interest of the Township of Lower.
4. The Treasurer shall ensure that funds are borrowed for Capital Projects in a timely fashion.

Schedule of Statutory Payments

1. Fire Districts are to be paid in accordance with N.J.S.A. 40A: 14-79. Statutory tax payments are made to each district as follows:

- 21.25% on or before April 1
- 22.50% on or before July 1
- 25.00% on or before October 1
- 31.25% on or before December 31

Lower Township Fire District No. 2 has requested that their payments be made in the following increments:

- 40% due April 1
- 30% due July 1
- 20% due October 1
- 10% due on or before December 31

Annual Allowance Amounts

The Township of Lower has authorized participation in a flexible spending account for the employees. The flexible spending account allows a portion of the employee's salary to be redirected to provide reimbursement for allowable medical expenses and/or eligible dependent care services. At the beginning of each plan year, a specific dollar amount must be elected. For 2020, the allowable amount is \$2,500.00 for medical and \$5,000.00 for dependent care reimbursements.

Banking Policies

Periodically, the Treasurer will utilize the competitive contracting process to request proposals from local banking institutions to provide banking services for the Township. This is to assure that banking services being provided to the Township are based on a competitive "bidding" process. The Township will have the option to extend the contract if it is in the best interest of the Township to do so. At least once every year the Treasurer will evaluate current banking services to assure compliance with the specifications contained in the contract and any new services that may become available in the banking industry. A detailed banking policy will be kept in the Office of the Treasurer detailing the Township's specific banking requirements.

Fund Balance Policy

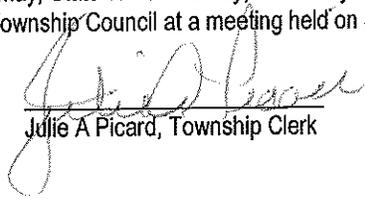
It is in the best interest of the Township to establish a fund balance policy to assure adequate funds are available to mitigate current and future risk, ensure stable tax and utility rates and strengthen the Township's credit worthiness. Regarding the current fund balance, it is the policy of the Township to maintain fund balance at a level of no less than 10% (post utilization in subsequent year budget) to 20% (pre utilization in subsequent year budget) of the current fund budget with an optimal balance equaling two months of current fund expenditures.

Electronic Receipts Policy NEW

It is in the best interest of the Township to provide more and improved access for residents to pay their property taxes. To that end the Township accepts online tax payments in the form of ACH withdrawal, credit cards and debit cards. In addition the Township will also allow the usage of in-person credit card tax payments.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-21

Title: **AUTHORIZING THE CLERK TO ISSUE BINGO & RAFFLE LICENSES THROUGHOUT 2020 TO QUALIFIED ORGANIZATIONS**

WHEREAS, the Township Clerk receives applications throughout the year from various organizations to conduct bingo and/or raffle games within the Township of Lower; and

WHEREAS, the below listed applicants have obtained their state registrations from NJ Legalized Games of Chance and have been in good standing with the Township for many years; and

WHEREAS, there appears to be no reason to deny said licenses for 2020 providing all paperwork is completed and required fees have been paid.

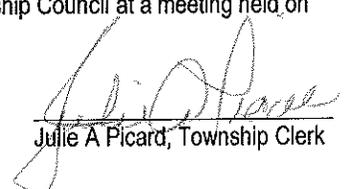
NOW THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the Township Clerk is authorized to issue bingo/raffle licenses for 2020 to the following organizations as applicable throughout the year.

- | | |
|---|---|
| Atlantic Cape Community College | Senior Citizens of North Cape May |
| Animal Alliance of Cape May County | Lower Township Elementary School |
| Cape May Stage | Make a Wish Foundation |
| Cape Regional Medical Center Aux. | St. Barnabas By the Bay |
| Christ Child of CMC | St. John Neumann – St. Raymond’s Holy Name Society |
| Erma Volunteer Fire Company | St. John Neumann – St. Raymond’s Catholic Church |
| Friends of Historic Cold Spring Village | St. John Neumann – St. John of God Alter Rosary Society |
| Greater Cape May Elks Lodge #2839 | St. John Neumann – St. John of God Catholic Church |
| Knights of Columbus | Townbank Volunteer Fire Company |
| Kiwanis Club of Cape May | VFW Post 5343 Lt. Charles Buddy Lewis |
| Lower Cape May Little League | Vietnam Vets of America – Chapter #602 |
| Lower Cape Hockey Association | Villas Volunteer Fire Company |
| Lower Township Optimist Club | Wildwood Catholic |
| Soroptimist International | Women’s Community Club of Cape May |

BE IT FURTHER RESOLVED, the Township Clerk may issue additional Bingo & Raffle Licenses to organizations not listed above upon a valid LGCC ID certificate and all appropriate paperwork and fees.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-22

Title: AUTHORIZATION FOR PUBLIC BIDDING

WHEREAS, the Township Of Lower is required to publicly bid certain items during the course of the year in accordance with the Local Public Contracts Law; and

WHEREAS, the Township may also desire to obtain public bids on certain other items that may become necessary during the course of the year but which are not required to be publicly bid.

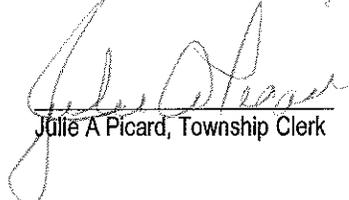
NOW, THEREFORE, BE IT RESOLVED:

That Margaret Vitelli, Lower Township's Qualified Purchasing Agent is hereby authorized to obtain public bids as necessary for items or services in 2020 as they become necessary in accordance with the Local Public Contract Law.

BE IT FURTHER RESOLVED that all contracts awarded through public bidding be made a Resolution of the Township Council with the required Chief Financial Officer's certification as to the availability of funds for the items/services to be procured.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-23

Title: DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER FOR LOWER TOWNSHIP

WHEREAS, in accordance with N.J.A.C. 17:27-3.2, each public agency shall designate an individual to serve as its Public Agency Compliance Officer (P.A.C.O.); and

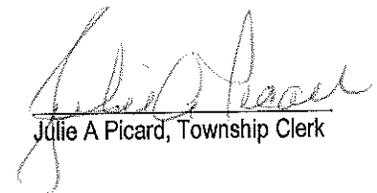
WHEREAS, the Public Agency Compliance Officer is the liaison between Lower Township and the Division of Public Contracts Equal Employment Opportunity Compliance for all matters concerning implementation and administration of the statute; and

WHEREAS, the Public Agency Compliance Officer is responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the Public Agency and the service providers. The P.A.C.O. must have the authority to recommend changes to effectively support the implementation of the statute and its regulations.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Margaret Vitelli be appointed the Public Agency Compliance Officer for the Township of Lower.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-24

Title: AUTHORIZING THE TAX ASSESSOR TO FILE TAX APPEALS

WHEREAS, by a directive from the Cape May County Board of Taxation pursuant to N.J.A.C. 18:12A-1(c), all tax appeals submitted to the Cape May County Board of Taxation by the Tax Assessor on behalf of the Township of Lower must be authorized by Resolution of the Township Council for the Tax Year 2020.

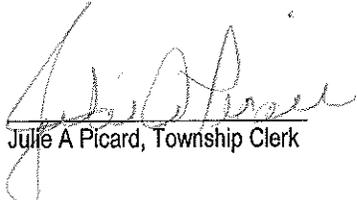
NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey as follows:

Township Council hereby authorizes the Tax Assessor to file Tax Appeals on behalf of the Township of Lower. The Tax Assessor shall have the right to terminate and/or settle by stipulation or otherwise, any such Tax Appeal that she/he shall institute.

BE IT FURTHER RESOLVED that the Township Clerk is hereby directed to forward a certified copy of this Resolution to the Cape May County Board of Taxation and to furnish copies of same to the Township Assessor and Township Solicitor.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-25

Title: RESOLUTION ESTABLISHING THE QUOTE THRESHOLD PURSUANT TO NJSA 40A:11-3a

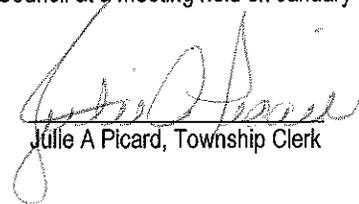
WHEREAS, pursuant to N.J.S.A. 40A: 11-3a, the current legal threshold for quotes for Lower Township is \$6,000.00 or 15% of the Qualified Purchasing Agents bid threshold of \$40,000.00; and

WHEREAS, the Township Council hereby establishes a quote limit which will not require multiple quotes from the using departments for any purchase under \$4,000.00 and the Township Manager is hereby authorized to allow exceptions up to the legal limit of \$6,000.00, if it is determined to be in the best interest of the Township.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a quote threshold of \$4,000 is hereby established and any purchase under \$4,000.00 will not require multiple quotes from the using departments, and the Township Manager may allow exceptions up to the legal quote limit of \$6,000.00, if it is determined to be in the best interest of the Township.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-26

Title: APPOINTMENT OF MUNICIPAL ENGINEER FOR THE YEAR 2020 AS A PROFESSIONAL SERVICE CONTRACT WITHOUT PUBLIC BIDDING

WHEREAS, the Township has a need to acquire a Municipal Engineer and is satisfied with services rendered by the current vendor and desires to authorize this appointment using 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 exceed \$17,500, and Mott MacDonald, LLC has submitted a proposal indicating that they will provide the goods or services described above for a price not to exceed \$450,000; and

WHEREAS, the Township Manager is granted authority to approve engineering proposals costing \$10,000 or less with a valid purchase order; availability of funds authorized by the CFO and signatures of the appropriate officials; and

WHEREAS, the anticipated term of this contract is one year, January 1, 2020 thru December 31, 2020; and

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

Appropriation: Various Capital Ordinances

CFO Signature: [Handwritten Signature]
Lauren Read, CFO

WHEREAS, Mott MacDonald, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Mott MacDonald, LLC 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 Mott Macdonald, LLC 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, County of Cape May, State of New Jersey hereby approves a contract with Mott MacDonald, LLC 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.

Table with 7 columns: MOTION, SECOND, AYE, NAY, ABSTAIN, ABSENT. Rows for CONRAD, PERRY, ROY, SIPPEL, SIMONSEN with handwritten marks.

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 January 6, 2020.

[Handwritten Signature]
Julie A Picard, Township Clerk

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

RESOLUTION #2020-27

GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions
Under Title VII of the Civil Rights Act of 1964"

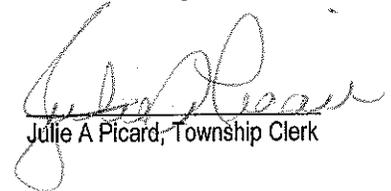
WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," as amended, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the Township Council of the Township of Lower, County of Cape May, State of New Jersey, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

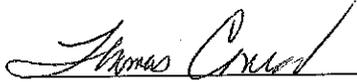
GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment
Decisions Under Title VII of the Civil Rights Act of 1964"

GROUP AFFIDAVIT FORM

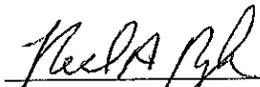
STATE OF NEW JERSEY
COUNTY OF CAPE MAY

We, members of the governing body of the TOWNSHIP OF LOWER being duly sworn according to law,
upon our oath depose and say:

1. We are duly elected members of the MAYOR AND COUNCIL of the Township of Lower in the
county of Cape May;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United
States Equal Employment Opportunity Commission's "Enforcement Guidance on the
Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the
Civil Rights Act of 1964," as amended, 42 U.S.C. § 2000e et seq., (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an
individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement
guidance.


Thomas Conrad, Council Ward 1


David Perry, Council Ward 2

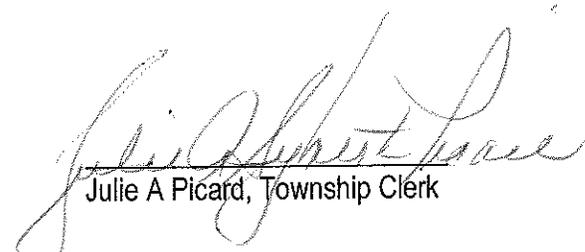

Rolland Roy, Jr., Council Ward 3


Frank Sippel, Deputy Mayor


Erik Simonsen, Mayor

Sworn to and subscribed before me this
6th day of January, 2020
Julie A Sylvester-Picard
Notary Public of New Jersey

JULIE A SYLVESTER-PICARD
NOTARY PUBLIC
STATE OF NEW JERSEY
MY COMMISSION EXPIRES AUG. 26, 2021


Julie A Picard, Township Clerk

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

RESOLUTION # 2020-28

Title: RESOLUTION AUTHORIZING CONTRACTS WITH APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A:11-12a

WHEREAS, the Township of Lower, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Township of Lower has the need on a timely basis to purchase goods or services utilizing State contracts; and

WHEREAS, the Township of Lower intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts.

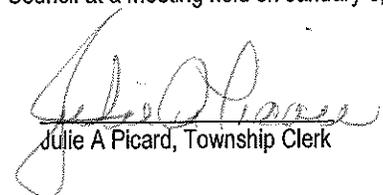
NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, State of New Jersey that the Purchasing Agent is hereby authorized to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list, pursuant to all conditions of the individual State contracts.

BE IT FURTHER RESOLVED, pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds shall certify the full maximum amount against the budget at the time the contract is awarded. No contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer.

BE IT FURTHER RESOLVED, the duration of the contracts between the Township of Lower and the Referenced State Contract Vendors shall be from January 1, 2020 to December 31, 2020.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A. Picard, Township Clerk

2020

Exhibit A

<u>Vendor</u>	<u>State Contract #</u>
Advanced Electronic Design d/b/a Patrol PC	A-81300
Atlantic Tactical	A-82102
Beyer Fleet LLC	A-40813
CDW Government	A-89849
Celebrity Chrysler Jeep	A-40803
Chapman Ford Sales Inc.	A-40811
Chas S. Winner Ford	A-88728
Day Chevrolet	A-89938
Dell Marketing Co	A-81247
Eagle Point Gun	A-81319
Edmunds & Associates	A-81201
Garden State Highway Products	A-65133
General Sales Administration/Major Police	A-81330
General Spring Service	A 40981
GTBM /Gold Type Business Machines	A-81341
Hertrich Fleet Services	A-88729
HON Company	A-81641
Insight Public Sector	A-89853
KML Technology Inc	A-83903
Kyocera Document Solution	A-40465
Lawnmen Supply	A-81309
Liberty Parks and Playgrounds	A-81432
Lilliston Ford	A-79598
Lilliston Chrysler	A-40809
Malouf Ford Inc	A-79154
Mohawk Resources LTD	A-80129
Morphotrak Inc	A-81520
Motorola Solutions Inc.	A-83909
Neopost	A-75256
Office Business Systems Inc	A-69830
Pedroni	A-81391
R & R Radar Inc.	A-08868
Richard E. Pierson Materials	A-87741
Riggins	A-81390
Rubbercycle LLC	A-81417
Service Tire Truck Center	A-71687
SHI International	A-89849
Suburban Propane	A-79926
Taser International	A-81321
Ted Kingston	A-83927
Tricomm Service	A-80802
Valu-Auto Parts	A-57706
Verizon Wireless	A-82583
W.B Mason	A-88839
Watchguard Video	A-23307
Winner Ford	A-45069

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

RESOLUTION #2020-29

Title: AUTHORIZING PAYMENT OF 2020 ANIMAL SHELTER AND SPAY/NEUTER FEES

WHEREAS, the amounts listed below are due to Cape May County and it is necessary to receive authorization for the payment of bills, and

WHEREAS, payment of County fees may be remitted through electronic payment (EFT); and

WHEREAS, it is the recommendation of the Chief Financial Officer that authorization for electronic payments be made through a resolution so that such payments are made in a timely and efficient manner, and

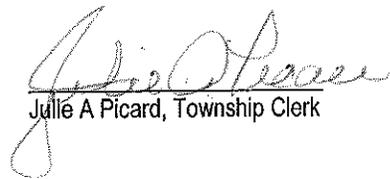
WHEREAS, Animal shelter payments are charged to appropriation 01-27-340-200 and as certified by the Chief Financial Officer  payable as follows:

- \$ 17,828.00 due 2/01/2020 Annual Spay/Neuter fees
- \$ 29,026.00 due 2/15/2020 1st Qtr Shelter fees
- \$ 29,026.00 due 5/15/2020 2nd Qtr Shelter fees
- \$ 29,026.00 due 8/15/2020 3rd Qtr Shelter fees
- \$ 29,026.00 due 11/15/2020 4th Qtr Shelter fees

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the aforementioned payments to Cape May County are hereby authorized.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A. Picard, Township Clerk

Schedule A
LOWER TOWNSHIP

Schedule A establishes the financial requirements for municipal and County participation. Each increment is based upon a full 12 months at each step, beginning on January 1st and ending on December 31st of each year. Payment of Operating Contract Costs shall be made quarterly on the same schedule as tax disbursement to the County. The contribution to the County Spay and Neuter fund shall be made in a lump sum on or before February 1st of each year.

Year	Annual Spay/Neuter Fund Contribution	Operating Contract Payment 1	Operating Contract Payment 2	Operating Contract Payment 3	Operating Contract Payment 4	Operating Contract Total
2016	\$ 17,828.00	\$ 26,742.25	\$ 26,742.25	\$ 26,742.25	\$ 26,742.25	\$ 106,969.00
2017	\$ 17,828.00	\$ 27,296.25	\$ 27,296.25	\$ 27,296.25	\$ 27,296.25	\$ 109,185.00
2018	\$ 17,828.00	\$ 27,861.50	\$ 27,861.50	\$ 27,861.50	\$ 27,861.50	\$ 111,446.00
2019	\$ 17,828.00	\$ 28,438.00	\$ 28,438.00	\$ 28,438.00	\$ 28,438.00	\$ 113,752.00
2020	\$ 17,828.00	\$ 29,026.00	\$ 29,026.00	\$ 29,026.00	\$ 29,026.00	\$ 116,104.00

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

RESOLUTION #2020-30

Title: RE-APPOINTMENT OF CLASS II MEMBER TO THE PLANNING BOARD

WHEREAS, Jennifer Dowe holds the Class II position on the Lower Township Planning Board, and her appointment expired December 31, 2019; and

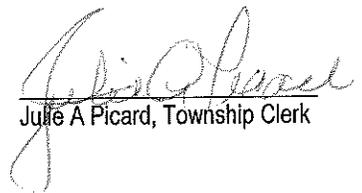
WHEREAS, a Class II member is a requirement on the Planning Board.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following re-appointment to the Lower Township Planning Board is hereby confirmed.

<u>Name</u>	<u>Type/Class</u>	<u>Exp. Date</u>
Jennifer Dowe	Class II	December 31, 2020

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-31

Title: DESIGNATION OF OFFICIAL DEPOSITORIES

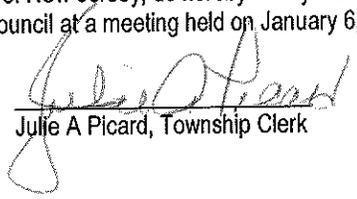
NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey the official depositories for the Township funds shall be: OceanFirst Bank, Sturdy Savings & Loan, Crest Savings, Bank of America, PNC and NJ Cash Management Fund;

BE IT FURTHER RESOLVED that all disbursements by check require two signatures:

<u>ACCOUNT</u>	<u>AUTHORIZED OFFICIALS</u>
Municipal Court Account – General	CFO, Asst. Treasurer, Judge, Court Administrator, Deputy Court Administrator
Municipal Court Account – Bail	CFO, Asst. Treasurer, Judge, Court Administrator, Deputy Court Administrator
Payroll Account	CFO, Asst. Treasurer, Township Clerk, Asst. Twp. Clerk
Tax Redemption Account	Tax Collector, Asst. Tax Collector, CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Tax Premium Account	Tax Collector, Asst. Tax Collector, CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Council Checking Account	Mayor, Deputy Mayor, Twp. Clerk, Asst. Twp. Clerk, CFO, Asst. Treasurer
Dog Damage Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Trust Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Unemployment Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Grants Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Revitalization Savings Account (transfers)	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Economic Development Account (transfers)	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Historic Commission Trust Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Police Forfeiture Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Community Police Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Developer's Escrow Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Harbortown (Escrow Savings)	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Council Online Payment Account (transfers)	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Capital Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


 Julie A Picard, Township Clerk

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

RESOLUTION #2020-32

Title: A RESOLUTION OF THE TOWNSHIP OF LOWER CANCELING CERTAIN TAXES
PER AGREEMENT/RESOLUTION #2013-271

WHEREAS, the tax status of the DRBA is governed by the Delaware-New Jersey Compact, as set forth in N.J.S.A. 32:11E-1; and

WHEREAS, the Compact provides that one essential governmental function of the DRBA is to promote economic development; and

WHEREAS, by attempting to lease the Property to tenants the DRBA is promoting economic development; and

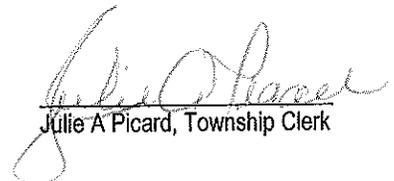
WHEREAS, certain taxes became due on the properties listed below after the DRBA began attempting to lease the Property to tenants, and per Agreement and Resolution #2013-271, the DRBA is not responsible for said tax.

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 property tax be cancelled and the Tax Collector is hereby directed to cancel the following tax:

<u>Block</u>	<u>Lot</u>	<u>Reason</u>	<u>Amount</u>
410.01	36.26	Cancel Tax per DRBA Agreement Tenant moved out 10/31/2019	\$ 162.89

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-33

Title: AUTHORIZATION FOR REFUND OF TAXES

WHEREAS, the Township Tax Collector has certified an overpayment due to the reasons listed below;
and

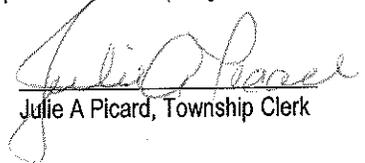
WHEREAS, a refund is due.

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>
416	1.02	William O Everly 137 Fishing Creek Road	Exempt Veteran as of 10/23/19	\$ 736.16
753.19	7.2	William Martin Sr. 2 Admirals Court	Exempt Veteran as of 9/1/19	\$ 2,051.15

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-34

Title: AUTHORIZING THE PAYOUT OF TERMINAL LEAVE

WHEREAS, the employee listed below is deceased and his estate is entitled to payment for accumulated vacation, personal and sick time; and

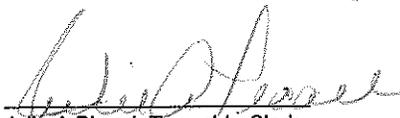
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature  that adequate funding is available for accumulated time in the dedicated line item "Reserved for Accumulated Absences".

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a payment due to Martin R. Biersbach in the amount of \$ 69,720.18 is authorized and chargeable to the Reserve for Accumulated Absences.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A. Picard, Township Clerk

0 *
 722,000 +
 316,000 +
 1,038,000 X
 67,1678 =
 69,720,176 *+

Employee Maintenance - General Data

Employee Id: BIER01 Middle Init: Last Name: BIERBACH Suffix: Notes Ext

Main Classification: Dates Salary/Rates Hrs/Days Pension Emergency Demographics ACA Notes

Accusal/Carryover Id: SUPERIOR SUPERIOR OFFICERS

	Last Used	Carryover	YTD Accrued	YTD Used	Available	Max Allowed	Hours Used	Payroll YTD	Hrs Worked Counter
Sick (Hours)	06/03/2016	594.00	128.00	00	722.00	00	00	00	00
Vacation (Hours)	11/29/2019	238.00	312.00	234.00	316.00	00	00	00	00
Admin (Hours)	10/31/2019	00	48.00	48.00	00	00	00	00	00
Comp (Hours)	04/11/2019	1.75	8.00	9.75	00	00	00	00	00
Other (Hours)	06/02/2005	00	00	00	00	00	00	00	00

Note: This tab reflects time up to and including 12/31/19.

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

RESOLUTION #2020-35

Title: AUTHORIZING THE PAYOUT OF TERMINAL LEAVE

WHEREAS, the employee listed below has retired from the Township and is entitled to payment for accumulated vacation, sick and compensatory and personal time; and

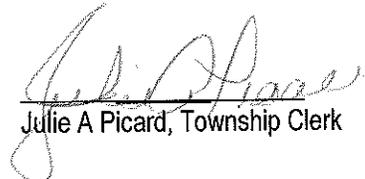
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature  that adequate funding is available for accumulated time in the dedicated line item "Reserved for Accumulated Absences".

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a payment due to James Trexler in the amount of \$ 5,918.13 is authorized and chargeable to the Reserve for Accumulated Absences.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

Employee Maintenance - General Data

Employee Id:

 Go To:

First Name:
 Middle Init:
 Last Name:
 Suffix:
 Notes Exist:

Main Classification:
 Dates:
 Salary/Rates:
 Hrs/Days:
 Pension:
 Emergency:
 Demographics:
 ACA:
 Notes:

Accrual/Carryover Id:

	Last Used	Carryover	YTD Accrued	YTD Used	Available	Max Allowed	Payroll YTD Hours Used	Hrs Worked Counter
Sick (Hours)	01/13/2017	87.00	50.00	.00	147.00	.00	.00	.00
Vacation (Hours)	09/06/2019	24.00	64.00	52.00	36.00	.00	.00	.00
Admin (Hours)	10/11/2019	14.50	16.00	8.00	22.50	.00	.00	.00
Comp (Hours)		.00	.00	.00	.00	.00	.00	.00
Other (Hours)		.00	.00	.00	.00	.00	.00	.00

Note: This tab reflects time up to and including 12/31/19.

147.000 +
 36.000 +
 22.500 +
 205.500 X
 28.7987 =
 5,910.133 *+

C *

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

RESOLUTION #2020-36

Title: ADOPTING 2020 TEMPORARY CURRENT BUDGET

WHEREAS, N.J.S.A. 40A: 4-19 provides that where any contracts, commitments or payments are to be made prior to the final adoption of the 2020 Budget, temporary appropriations should be made by resolution prior to January 30th of the fiscal year; and

WHEREAS, the total of the appropriations so made shall not exceed 26.25% of the total of the appropriations made for all purposes in the budget for the preceding fiscal year, excluding appropriations made for interest and debt redemption charges and capital improvement fund; and

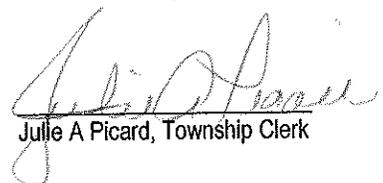
WHEREAS, the total appropriations of the 2019 Budget, exclusive of any appropriations for interest and debt redemption charges and capital improvement fund is \$27,065,439.13; and

WHEREAS, 26.25% of the total appropriations in the 2019 Budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund, is \$7,104,677.77.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the 2020 Temporary Current Budget is set in an amount not to exceed \$7,104,677.77.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-37

Title: TRANSFER OF 2019 APPROPRIATIONS

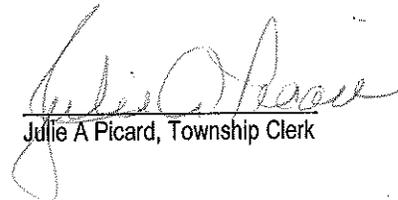
WHEREAS, N.J.S.A. 40A: 4-59 provides for appropriation transfers during the first three months of the succeeding year when it has been determined that any appropriation reserve for the immediately preceding fiscal year is insufficient to pay the claims authorized or incurred during the preceding year, 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, State of New Jersey that the following transfers, and totaling \$1,000.00 be made between the 2019 budget appropriation reserves:

LINE ITEM		ACCT. NUMBER	TO	FROM
PLANNING	S&W	9-01-20-170-100	4,000.00	
MUNICIPAL CLERK	S&W	9-01-20-120-100	1,000.00	
GROUP HEALTH INSURANCE	OE	9-01-23-220-400		5,000.00
			5,000.00	5,000.00

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


 Julie A Picard, Township Clerk

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

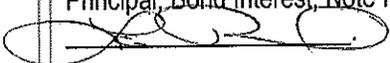
RESOLUTION #2020-38

Title: **AUTHORIZING PAYMENT OF 2020 DEBT SERVICE**

WHEREAS, the amounts listed below are owed for debt service in the current year 2020 and are due on the dates noted and it is necessary to receive authorization for the payment of bills which affect the budget; and

WHEREAS, it is the recommendation of the Chief Financial Officer that authorization for debt service payments be made through one annual resolution so that such payments are made in a timely and efficient manner; and

WHEREAS, funds for debt service are available in the 2020 budget appropriations for Bond Principal, Bond Interest, Note Interest, Loan Principal and Loan Interest as certified by the Chief Financial Officer

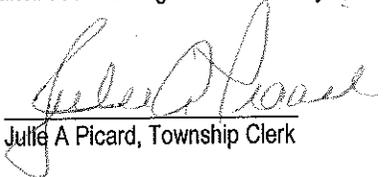


NOW, THEREFORE, BE IT RESOLVED by the Township Council that the following debt service payments are hereby authorized:

<u>DATE</u>	<u>TOTAL</u>	<u>PRIN</u>	<u>INT</u>	
1/15/2020	301,025.00		301,025.00	BOND
2/9/2020	24,873.28	21,855.22	3,018.06	LOAN
2/15/2020	9,327.48	7,720.73	1,606.75	LOAN
2/15/2020	120,125.00		120,125.00	BOND
3/7/2020	27,982.44	24,102.66	3,879.78	LOAN
7/15/2020	2,151,025.00	1,850,000.00	301,025.00	BOND
8/9/2020	24,873.26	22,073.76	2,799.50	LOAN
8/15/2020	9,327.47	7,797.93	1,529.54	LOAN
8/15/2020	500,125.00	380,000.00	120,125.00	BOND
9/7/2020	27,982.43	24,343.68	3,638.75	LOAN
TOTALS	3,196,666.36	2,337,893.98	858,772.38	0.00

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.



Julie A. Picard, Township Clerk

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

RESOLUTION #2020-39

Title: RESOLUTION TO DEFER THE REGIONAL SCHOOL TAX

WHEREAS, by statute, when a municipality raises school taxes on a school year basis, an amount of not more than 50% of the school levy may be deferred to the following year, and

WHEREAS, the 2019 Regional School Levy was \$13,381,884 and not more than 50% is \$6,690,942.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that it desires to defer regional school taxes to the year 2020 in the amount of \$6,690,942.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-40

Title: AUTHORIZING PAYMENT OF 2020 PENSION AMOUNTS DUE 4/1/20

WHEREAS, the amounts listed below are due to NJ Pensions and it is necessary to receive authorization for the payment of bills; and

WHEREAS, payment of Employer share of PERS and PFRS fees may be remitted through electronic payment (EFT); and

WHEREAS, it is the recommendation of the Chief Financial Officer that authorization for electronic payments be made through a resolution so that such payments are made in a timely and efficient manner; and

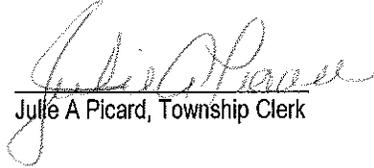
WHEREAS, PERS Pension contributions and PFRS Pension contributions are budgeted and sufficient funds available as follows as certified by the Chief Financial Officer  payable as follows:

\$ 638,748 to 0-01-36-471-500 PERS PENSION due 4/1/2020
\$1,142,987 to 0-01-36-475-500 PFRS PENSION due 4/1/2020

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the aforementioned payments to NJ Pensions are hereby authorized.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A. Picard, Township Clerk

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

RESOLUTION #2020-41

Title: AUTHORIZING PAYMENT FOR 2020 REGIONAL SCHOOL TAXES

WHEREAS, the amounts listed below are owed to Lower Cape May Regional for current year 2020 taxes on the dates noted and it is necessary to receive authorization for the payment of bills which affect the budget; and

WHEREAS, it is the recommendation of the Chief Financial Officer that authorization for statutory tax payments be made through resolution so that such payments are made in a timely and efficient manner; and

WHEREAS, tax payments made to Lower Cape May Regional are charged to a non-budget appropriation #0-01-55-910-019 and sufficient funds are available from quarterly property tax payments as certified by the Chief Financial Officer [Signature].

SCHOOL TAXES DUE 1/15/20	\$ 1,338,188.40
SCHOOL TAXES DUE 2/15/20	\$ 1,338,188.40
SCHOOL TAXES DUE 3/15/20	\$ 1,338,188.40
SCHOOL TAXES DUE 4/15/20	\$ 1,338,188.40
SCHOOL TAXES DUE 5/15/20	\$ 1,338,188.40
TOTAL PAYMENT DUE 1/1/20 - 6/30/20	\$ 6,690,942.00

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the above tax payments are hereby authorized.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.

[Signature]
Julie A Picard, Township Clerk

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

RESOLUTION #2020-42

Title: AUTHORIZING PAYMENT TO LOWER TOWNSHIP BOARD OF EDUCATION

WHEREAS, the amounts listed below are owed to Lower Township Board of Education for current year 2020 taxes on the dates noted and it is necessary to receive authorization for the payment of bills which affect the budget; and

WHEREAS, it is the recommendation of the Chief Financial Officer that authorization for statutory tax payments be made through one annual resolution so that such payments are made in a timely and efficient manner; and

WHEREAS, tax payments made to Lower Township Board of Education are charged to a non-budget appropriation #0-01-55-910-017 and sufficient funds are available from quarterly property tax payments as certified by the Chief Financial Officer 

SCHOOL TAXES DUE 1/1/20	\$ 1,784,077.20
SCHOOL TAXES DUE 2/1/20	\$ 1,784,077.20
SCHOOL TAXES DUE 3/1/20	\$ 1,784,077.20
SCHOOL TAXES DUE 4/1/20	\$ 1,784,077.20
SCHOOL TAXES DUE 5/1/20	\$ 1,784,077.20
TOTAL PAYMENT DUE 1/1/20 - 6/30/20	\$ 8,920,386.00

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the above tax payments are hereby authorized:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		+			
PERRY			+			
ROY			+			
SIPPEL			+			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION # 2020-43

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 contracts 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 contract; and

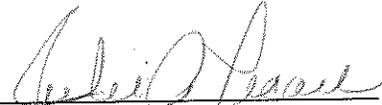
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance, and

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, Council of Cape May, State of New Jersey that payment to the employees listed on the attached schedule not to exceed the amount of \$51,446.16 is authorized and chargeable to the 2019 Budget:

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

Employee	Budget Distribution	Hours	Hourly Rate	Total
Eileen Kreis	9-01-20-100-101	35	32.48	\$1,136.80
Jim Ridgway	9-01-20-100-101	40	60.34	\$2,413.60
Karen Fournier	9-01-20-120-101	35	30.44	\$1,065.40
Julie Picard	9-01-20-120-101	35	53.32	\$1,866.20
Colleen Crippen	9-01-20-130-101	35	48.37	\$1,692.95
Lauren Read	9-01-20-130-101	35	58.16	\$2,035.60
Maria Brewster	9-01-20-145-101	35	26.9	\$941.50
Kathy Brown	9-01-20-145-101	35	40.91	\$1,431.85
Sheila Smith	9-01-20-145-101	35	23.71	\$829.85
Jen Dowe	9-01-20-150-101	35	51.13	\$1,789.55
Bill Galestok	9-01-20-170-101	35	53.87	\$1,885.45
Lisa Schubert	9-01-20-170-101	35	32.35	\$1,132.25
Mark Dougherty	9-01-20-310-101	40	18.86	\$754.40
Don Douglass	9-01-20-310-101	40	26.77	\$1,070.80
Keith Palek	9-01-20-310-101	40	25.45	\$1,018.00
Don Arndt	9-01-22-195-101	35	31.32	\$1,096.20
Rose Moore	9-01-22-195-101	35	29.64	\$1,037.40
Gary Playford	9-01-22-195-101	35	45.69	\$1,599.15
Bruce Fournier	9-01-28-370-101	22	25.26	\$555.72
Phyllis Muldoon	9-01-28-370-101	35	19.95	\$698.25
Mitch Plenn	9-01-28-370-101	35	41.47	\$1,451.45
Ryan Devine	9-01-28-370-111	12	13.52	\$162.24
Vernon Kline	9-01-28-370-111	40	13.83	\$553.20
Michael Nelson	9-01-28-370-111	23	11.35	\$261.05
Rocco Sansone	9-01-28-370-111	40	13.32	\$532.80
Matthew Schelling	9-01-28-370-111	40	11.85	\$474.00
John Simaitis	9-01-28-370-111	40	11.35	\$454.00
Gloria Thomas	9-01-28-370-111	40	11.35	\$454.00
Brian McEwing	9-01-25-240-125	40	50.6	\$2,024.00
Stephen Flitcroft	9-01-25-240-125	40	31.81	\$1,272.40
Karen Wolf		35	28.14	\$984.90
John MacCarter	9-01-26-305-101	40	25.7	\$1,028.00
Kathryn Crecca	9-01-26-305-175	35	24.48	\$856.80
Linda Thomas	9-01-26-305-175	35	27.84	\$974.40
Gary Douglass	9-01-26-305-175	40	47.64	\$1,905.60

Dave Lepor	9-01-26-305-175	40	41.15	\$1,646.00
Tim Fairman	9-01-26-305-127	40	27.23	\$1,089.20
Gerry Finnegan	9-01-26-305-155	40	34.75	\$1,390.00
Robert Bailey, Jr	9-01-26-305-155	40	31.23	\$1,249.20
Robert Thomas III	9-01-26-305-155	40	32.06	\$1,282.40
Nick Jasinski	9-01-26-305-134	40	17.32	\$692.80
Andrew West	9-01-26-305-134	40	17.32	\$692.80
Allen Magnavita	9-01-26-305-134	40	26.57	\$1,062.80
Joe Rementer	9-01-26-305-134	40	28.06	\$1,122.40
Ray Small	9-01-26-305-134	40	26.57	\$1,062.80
Alec Vanderlinden	9-01-26-305-134	40	17.9	\$716.00
		1682		
			Grand Total	\$51,446.16

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

RESOLUTION #2020-44

Title: **A RESOLUTION AUTHORIZING AND APPROVING A SHARED SERVICE AGREEMENT BETWEEN THE TOWNSHIP OF LOWER AND THE CITY OF WILDWOOD FOR EMERGENCY MEDICAL SERVICES**

WHEREAS, the Township of Lower desires to enter into a Shared Service Agreement with the City of Wildwood to permit Wildwood to provide all of the usual and ordinary Emergency Medical Services for the area known as "Schooner Island" in the Township of Lower; and

WHEREAS, N.J.S.A. 40A:65-1 et seq. authorizes any local government to enter into a contract with any other local government unit to provide and receive any service that each unit is empowered to provide and receive within its own jurisdiction; and

WHEREAS, this Shared Service Agreement is in the best interest for the safety of the residents and visitors of the Township of Lower; and

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

Appropriation: 01-25-252-299

Signature:

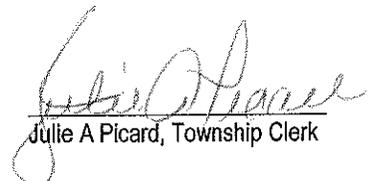


NOW THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, in the County of Cape May, State of New Jersey, that the shared services agreement between the Township of Lower and the City of Wildwood be and is hereby authorized and accepted and that the proper officials of the Township of Lower are authorized to execute said contract.

BE IT FURTHER RESOLVED, that the contract shall take effect on January 1, 2020 and shall terminate on December 31, 2022 in accordance with N.J.S.A. 40A:65-1 et seq.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-45

Title: RESOLUTION DESIGNATING CAPTAIN WILLIAM PRIOLE AS DEPUTY CUSTODIAN OF PUBLIC RECORDS FOR THE POLICE DEPARTMENT

BE IT RESOLVED by the Mayor and Council of the Township of Lower, County of Cape May, State of New Jersey that Captain William Priole be designated as a Deputy Custodian of Public Records to assist the Custodian of Records in the performance of duties related to P.L. 2001, c404, for all Open Public Records Act requests for records on file and/or maintained by the Lower Township Police Department.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A Picard, Township Clerk

RESOLUTION #2020-46

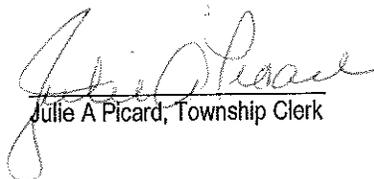
2020 Payments for Reorganization Meeting January 6, 2020

Advanced Video and Sound		\$	2,400.00
Barber and Associates		\$	14,500.00
Blue Cross Blue Shield Med D	Due Jan 1	\$	78.84
Cape Mediation		\$	3,201.24
Chief Bill Mastriana	Petty Cash	\$	550.00
Colleen Crippen	Petty Cash	\$	100.00
Edmunds Assoc	Due Jan 1	\$	20,025.00
J. Byrne Insurance Recreation Policy	Due Jan 1	\$	5,890.00
State Health Benefits Active	Due Jan 1	\$	183,657.92
State Health Benefits Retired	Due Jan 1	\$	63,343.29
US Able Life	Due Jan 1	\$	589.60
Volunteers of Medicine	Due Jan 1	\$	7,960.00

2020 Bill List Total \$ 302,295.89

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 January 6, 2020.


Julie A. Picard, Township Clerk

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00807 CDW-GOVERNMENT INC*	19-03188	11/19/19	CAMERAS	Open	1,023.60	0.00		
00825 COMCAST*	19-03458	12/19/19	DEC 2019 INTERNET	Open	1,004.02	0.00		PC1
	19-03503	12/24/19	COMCAST ACCT 2954 12/1-12/31	Open	166.72	0.00		PC1
	19-03574	12/31/19	DEC 19 INTERNET FIRE SAFETY	Open	143.26	0.00		
					<u>1,314.00</u>			
01171 VERIZON WIRELESS - TOWNHALL	19-03573	12/31/19	11/24-12/23/19 CELL PHONE	Open	501.62	0.00		
01200 DELTA DENTAL PLAN OF NJ	19-03481	12/23/19	DEC 2019 ADMIN GP#9427	Open	1,303.20	0.00		
01239 DIANA L DeNOTE	19-03536	12/30/19	CONTRACT REIMB	Open	651.00	0.00		
01365 GARY DOUGLASS	19-03556	12/31/19	REIMBURSEMENT PER CONTRACT	Open	75.00	0.00		
01603 GENERAL CODE PUBLISHERS*	19-03326	12/09/19	SUP # 33	Open	1,030.97	0.00		
01657 GOPHER SPORT*	19-03292	12/03/19	PORTABLE ALUMINUM BENCH 15'	Open	1,144.26	0.00		
	19-03415	12/13/19	BASKETBALLS	Open	498.06	0.00		
					<u>1,642.32</u>			
01837 ROBERT HODSDEN	19-03466	12/19/19	CONTRACTUAL REIMBURSEMENT M	Open	280.64	0.00		
02134 THOMAS KEYWOOD	19-03483	12/23/19	CONTRACTUAL REIMBURSEMENT M	Open	757.20	0.00		
02175 BRUCE KLAUSING	19-03436	12/17/19	CONTRACTUAL REIMBURSEMENT M	Open	1,626.00	0.00		
02200 KOHLER'S AUTO GLASS*	19-03393	12/11/19	INSTALL WINDSHIELD ON LOADER	Open	225.00	0.00		
02292 DONALD LOMBARDO	19-03553	12/31/19	CONTRACT REIMB	Open	1,526.63	0.00		
02402 MGL PRINTING SOLUTIONS	19-03387	12/11/19	ENVELOPES, PD 5 FORMS	Open	917.00	0.00		
02411 MENEAR'S TREE SERVICE*	19-03394	12/11/19	REMOVE TREES	Open	800.00	0.00		
02461 JOHN MAHER	19-03550	12/31/19	CONTRACT REIMB	Open	2,986.90	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	70,222.15	0.00		
02968 PATTI'S PARTY WORLD*	19-03528	12/30/19	NEW YEAR'S EVE DECORATIONS	Open	250.00	0.00		
03008 NJ DEPT OF TREASURY/FEES	19-03316	12/04/19	VEHICLE REGISTRATION/DECAL	Open	94.00	0.00		
03021 NJ MOTOR VEHICLE COMMISSION	19-03441	12/17/19	2020 ANNUAL ADMINISTRATIVE FEE	Open	150.00	0.00		
03086 NJ STATE ASSN CHIEFS OF POL*	19-01733	06/10/19	TRAINING 8-14-19 THRU 11-20-19	Open	2,400.00	0.00		
03104 NORTHEAST IND.&MARINE SUPPLY*	19-00821	03/21/19	SUPPLIES/MATERIALS/APIL	Open	1,079.04	0.00		
03158 NYSCA*	19-03276	11/27/19	RENEW COACHES CERTS/BASKETBALL	Open	200.00	0.00		
03226 OLD DOMINION BRUSH CO.*	19-03209	11/21/19	HOSE/ LEAF TRUCK	Open	1,015.98	0.00		
03305 PEDRONI FUEL*	19-03522	12/30/19	NO LEAD GAS	Open	332.89	0.00		
03387 POGUE INC. *	19-03362	12/10/19	SAFETRY AND HEALTH	Open	133.00	0.00		
03465 R&R ELECTRONICS, INC.*	19-03157	11/15/19	RADAR BRACKET	Open	240.00	0.00		
03466 R & R SPECIALTIES	19-03467	12/19/19	CHRISTMAS TOURNAMENT TROPHIES	Open	153.00	0.00		
03518 RIGGINS, INC.*	19-03414	12/13/19	OFF HIGHWAY DIESEL	Open	389.97	0.00		
	19-03438	12/17/19	OFF HIGHWAY DIESEL	Open	296.37	0.00		
	19-03521	12/30/19	OFF HIGHWAY DIESEL	Open	<u>863.93</u>	0.00		
					1,550.27			
03522 TSI INC	19-03241	11/25/19	CALIBRATION OF FIT TESTING	Open	742.89	0.00		
03608 SEAWAVE CORPORATION*	19-03243	11/25/19	SALUTE TO VETS PARADE AD	Open	400.00	0.00		
	19-03388	12/11/19		Open	<u>150.00</u>	0.00		
					550.00			
03619 THOMAS SOLENSKI	19-03417	12/13/19	CONTRACTUAL REIMBURSEMENT V	Open	184.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03692 SOUTH JERSEY GAS CO*	19-03519	12/26/19	11/15-12/13/19 NATURAL GAS	Open	4,584.67	0.00		
03820 MUNICIPAL UTIL. AUTH ON CALL	19-03413	12/13/19	ONE CALL MESSAGE	Open	231.33	0.00		
03844 GIACOMO TROMBETTA	19-03462	12/19/19	CONTRACTUAL REIMBURSEMENT M	Open	63.00	0.00		
	19-03482	12/23/19	CONTRACTUAL REIMBURSEMENT M	Open	13.94	0.00		
					76.94			
03863 TREASURER, STATE OF NEW JERSEY	19-03579	12/30/19	JAN-MARCH QTRLY STATE PERMIT	Open	10,450.00	0.00		
03914 ULINE INC*	19-03277	11/27/19	DOGI POT BAGS AND LINERS	Open	562.56	0.00		
03954 VAN NOTE-HARVEY ASSOCIATES*	17-02751	10/25/17	RES 2017-281 TAX MAP	Open	16,835.00	0.00		B
03960 VECTOR SECURITY*	19-03214	11/22/19	CLERKS OFFICE KEY MASTER	Open	245.00	0.00		
03969 VERIZON	19-03457	12/19/19	12/13-1/12/19 LANDLINES	Open	258.61	0.00		
03995 VITAL COMMUNICATIONS, INC.*	19-02855	10/24/19	NOTICE OF ASSESSMENT POSTCARDS	Open	5,372.15	0.00		
04075 BARBER CONSULTING SERVICES LLC	19-03295	12/03/19	10/11/19 & 11/8/19 MIS	Open	187.50	0.00		
	19-03500	12/24/19	WIRELESS ACCESS POINT	Open	249.98	0.00		
					437.48			
04085 CHRISTOPHER WINTER (EMPLOYEE)	19-03465	12/19/19	CONTRACTUAL REIMBURSEMENT M	Open	337.50	0.00		
04089 WIZARD'S FESTIVAL OF FUN, INC*	19-02525	09/17/19	NEW YEARS EVE GAME SHOW	Open	2,500.00	0.00		
04101 GREGORY HOUSER SR (SPANKY'S)	19-03459	12/19/19	HOT DOGS & WATER - NYEVE PARTY	Open	560.00	0.00		
04300 W B MASON CO INC*	19-02928	10/30/19	SUPPLIES	Open	236.10	0.00		
04445 TRICOMM SERVICES CORP*	19-03311	12/04/19	TELEPHONE FIRE SAFETY	Open	777.50	0.00		
05066 MICHAEL REEB	19-03484	12/23/19	DJ FOR CHRISTMAS PARADE 12/14	Open	150.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
5016 BROOKAIRE COMPANY	19-03403	12/12/19	FILTERS	Open	628.33	0.00		
5053 ANTHONY GRETO	18-00816	03/27/18	2018 EQUIP. ALLOWANCE	Open	30.01	0.00		
	19-00941	03/29/19	2019 EQUIPMENT ALLOWANCE	Open	<u>44.98</u>	0.00		B
					74.99			
5055 MATTHEW GAMBLE	18-00815	03/27/18	2018 EQUIP. ALLOWANCE	Open	32.93	0.00		
6028 JAMES RIDGEWAY	19-03473	12/20/19	CONTRACTUAL REIMBURSEMENT V	Open	234.00	0.00		
6074 CAPE ATLANTIC JUNIOR FOOTBALL	18-02238	08/20/18	2018 LEAGUE FEES - MEMBERSHIP	Open	1,000.00	0.00		
6079 KATLIN BLACK	19-00930	03/29/19	2019 EQUIPMENT ALLOWANCE	Open	150.00	0.00		
7062 LOUIS BARTLESON	18-00803	03/27/18	2018 EQUIP. ALLOWANCE	Open	150.00	0.00		
7079 SUBURBAN PROPANE L P*	19-03559	12/31/19	PROPANE-FREEMAN & CLEM	Open	365.02	0.00		
7199 STAPLES CREDIT PLAN-INSTORE PU	19-03183	11/18/19	COLOR PAPER FOR FLIERS	Open	129.90	0.00		
	19-03392	12/11/19	OFFICE SUPPLIES	Open	<u>118.58</u>	0.00		
					248.48			
7251 REIT LUBRICANTS CO*	19-03272	11/27/19	HD32 HYDRAULIC OIL	Open	1,389.13	0.00		
7354 FLEETPRIDE INC.*	19-03517	12/26/19	SPRING BRAKE AND FREIGHT	Open	289.34	0.00		
	19-03524	12/30/19	WHEEL END KIT	Open	<u>1,733.96</u>	0.00		
					2,023.30			
7359 ANTHONY MICCICHE	18-00827	03/27/18	2018 EQUIP. ALLOWANCE	Open	19.97	0.00		
	19-00953	03/29/19	2019 EQUIPMENT ALLOWANCE	Open	<u>43.99</u>	0.00		B
					63.96			
7385 JASON FELSING	18-00812	03/27/18	2018 EQUIP. ALLOWANCE	Open	150.00	0.00		
7475 SUZANNE M SCHEID	19-03516	12/26/19	CONTRACTUAL REIMBURSEMENT M	Open	128.98	0.00		
7478 WINDSTREAM COMMUNICATION INC*	19-03532	12/30/19	DECEMBER ENCUMBERANCE	Open	5,570.68	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7502 SMARTPROCURE INC*								
	19-02949	11/01/19	12/19-12/20 GOVSPEND	Open	2,000.00	0.00		
7508 BLANEY & KARAVAN PC*								
	19-01518	05/29/19	RES 2019-180 DNE 14K	Open	187.50	0.00		B
7535 KYLE BOYLE								
	18-00808	03/27/18	2018 EQUIP. ALLOWANCE	Open	150.00	0.00		
7618 MEGONIGAL ELECTRIC LLC*								
	19-03204	11/21/19		Open	200.00	0.00		
	19-03287	12/03/19	POOL ELECTRIC SERVICE	Open	1,600.00	0.00		
	19-03453	12/18/19	Install recepticals-C Chambers	Open	750.00	0.00		
					<u>2,550.00</u>			
7622 USA FOOTBALL								
	19-02783	10/11/19	2019 YOUTH TACKLE COACH CERTS.	Open	100.00	0.00		
7636 MOTT MACDONALD LLC*								
	19-01699	06/07/19	C/O 2 RES 19-205 ROSEANN IMPR	Open	33,063.44	0.00		B
	19-02098	07/23/19	SURVEY/LAYOUT SERV SHADELAND	Open	3,300.00	0.00		
	19-02853	10/24/19	ROSEANNE #15-231 \$19,377.30	Open	7,841.50	0.00		B
	19-03419	12/13/19	PROFESSIONAL ENGINEERING	Open	692.88	0.00		
	19-03420	12/13/19	PROFESSIONAL ENGINEERING	Open	69.25	0.00		
	19-03421	12/13/19	PROFESSIONAL ENGINEERING	Open	280.63	0.00		
	19-03422	12/13/19	PROFESSIONAL ENGINEERING	Open	38.25	0.00		
	19-03423	12/13/19	PROFESSIONAL ENGINEERING	Open	349.88	0.00		
	19-03424	12/13/19	PROFESSIONAL ENGINEERING	Open	72.62	0.00		
	19-03425	12/13/19	PROFESSIONAL ENGINEERING	Open	484.76	0.00		
	19-03426	12/13/19	PROFESSIONAL ENGINEERING	Open	187.19	0.00		
	19-03427	12/13/19	PROFESSIONAL ENGINEERING	Open	834.88	0.00		
	19-03428	12/13/19	PROFESSIONAL ENGINEERING	Open	199.65	0.00		
	19-03429	12/13/19	PROFESSIONAL ENGINEERING	Open	107.50	0.00		
	19-03430	12/13/19	PROFESSIONAL ENGINEERING	Open	803.02	0.00		
	19-03431	12/13/19	PROFESSIONAL ENGINEERING	Open	184.00	0.00		
	19-03432	12/13/19	PROFESSIONAL ENGINEERING	Open	3,990.75	0.00		
					<u>52,500.20</u>			
7650 JUMPIN' JOES LLC*								
	19-03408	12/12/19	NEW YEAR'S EVE EVENT	Open	1,850.00	0.00		
7689 GOVERNMENT FORMS AND SUPPLIES*								
	18-03083	11/20/18	BUISINESS CARDS - REGISTRAR	Open	55.00	0.00		
7696 UPPER TOWNSHIP WRESTLING ASSOC								
	19-03558	12/31/19	WRESTLING OFFICIAL	Open	160.00	0.00		
7734 SUSAN WILSON								
	19-03451	12/18/19	TRAINING MEALS	Open	10.00	0.00		
7765 SCHUTT RECONDITION*								
	18-01426	05/23/18	RECON OF HELMETS,PADS,SHOULDER	Open	3,511.40	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7782 TRUCK VAULT, INC. *								
	19-03114	11/12/19	TRUCK VAIULT	Open	1,676.00	0.00		
	19-03186	11/19/19	TRUCK VAIULT	Open	<u>152.00</u>	0.00		
					1,828.00			
7792 JPMONZO MUNICIPAL CONSULTING								
	19-03101	11/08/19	WEBINAR 2.0 ceu ETHICS	Open	150.00	0.00		
7826 CASANI CANDY CO. INC*								
	19-02711	10/03/19	HALLOWEEN CANDY-TRUNK OR TREAT	Open	766.80	0.00		
7879 SNAP BOLT*								
	19-03270	11/27/19	FERRY MERRY - PHOTO BOOTH	Open	450.00	0.00		
7929 AMAZON CAPITAL SERVICES, INC								
	19-03364	12/10/19	SUPPLIES	Open	136.33	0.00		
	19-03401	12/12/19	SUPPLIES	Open	208.52	0.00		
	19-03410	12/12/19	12/12/19 SUPPLIES FIRE SAFETY	Open	142.13	0.00		
	19-03411	12/12/19	OFFICE SUPPLIES	Open	57.65	0.00		
	19-03440	12/17/19	OFFICE SUPPLIES	Open	176.07	0.00		
	19-03470	12/20/19	MANAGER PRINTER HPM148DW	Open	168.90	0.00		
	19-03506	12/24/19	2020 WALL CALENDAR	Open	<u>13.49</u>	0.00		
					903.09			
7951 SEASHORE HOME SUPPLY INC								
	19-03317	12/04/19	PLAQUE FOR HPC - HAWTHORNE	Open	88.50	0.00		
7959 ALL PRO TEAM SPORTS								
	19-02920	10/30/19	BASKETBALL UNIFORM SETS	Open	1,680.00	0.00		
	19-02921	10/30/19	LACROSSE JERSEYS	Open	<u>626.25</u>	0.00		
					2,306.25			
8035 LANGUAGE LINE SERVICES INC								
	19-03370	12/10/19	PHONE INTERPRETATION	Open	11.94	0.00		
8037 GINA BRONSON								
	19-03416	12/13/19	10/9-12/12/19 FILM CLUB	Open	1,250.00	0.00		
8038 LISA JUREWICZ								
	19-03439	12/17/19	10/9-12/12/19 FALL MUSIC PROG	Open	2,500.00	0.00		
8117 ADAPT PHARMA INC								
	19-03291	12/03/19	NALOXONE	Open	1,800.00	0.00		
8194 S & Y TRADING CORP								
	19-03268	11/27/19	FLOOR SCRUBBER	Open	2,419.39	0.00		
8197 GREAT AMERICAN FINANCIAL SERV								
	19-03518	12/26/19	DEC 2019 LEASE PAYMENT	Open	560.00	0.00		
8198 JSYWL								
	19-03328	12/09/19	YOUTH WRESTLING LEAGUE FEES	Open	300.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
8200 MICHAEL'S STORE	19-03464	12/19/19	12/19/19 MEMORIAL FLAG	Open	265.49	0.00		PC1
8216 BRENDA MATOS	19-03480	12/23/19	REIMBURSEMENT FOR BASKETBALL	Open	10.00	0.00		
8217 SARAH VAN SEETERS	19-03501	12/24/19	REIMBURSEMENT FOR CATERING	Open	139.58	0.00		
8218 RYAN OSMUNDSEN	19-03533	12/30/19	REFUND FOR BASKETBALL	Open	15.00	0.00		
8219 WILLIAM O. EVERLY	19-03534	12/30/19	REFUND TAXES VETERANS DED	Open	738.16	0.00		
8220 BRIANNA TURNER	19-03557	12/31/19	REIMBURSEMENT FOR BASKETBALL	Open	59.05	0.00		
8221 WILLIAM H. MARTIN SR	19-03576	12/31/19	12/17 REFUND 2019 TAXES	Open	2,051.15	0.00		
ANZE JENNIFER ELWELL	18-00800	03/27/18	2018 EQUIP. ALLOWANCE	Open	73.96	0.00		
	19-00925	03/29/19	2019 EQUIPMENT ALLOWANCE	Open	28.04	0.00		B
					102.00			
FOURNIER KAREN FOURNIER	19-03563	12/31/19	REIMB TRAINING	Open	128.36	0.00		
Total Purchase Orders: 154				Total P.O. Line Items:	0	Total List Amount:	602,839.35	Total Void Amount: 0.00

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

RESOLUTION #2020-47

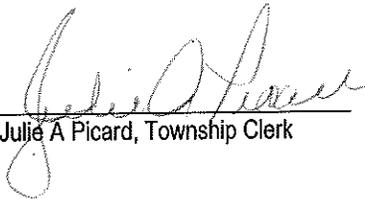
Title:

AUTHORIZING THE PAYMENT OF VOUCHERS

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
SEASHORE COMMUNITY CHURCH	SHARED WARMING CENTER	\$3000.00
HEART TO HEART	FUNERAL FLOWERS	\$710.00
	TOTAL Manual Checks	\$3710.00
	TOTAL Computer Generated	\$602,839.35
	TOTAL BILL LIST	\$606,549.94

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY			X			
SIPPEL			X			
SIMONSEN		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 JAN 06, 2020.


 Julie A Picard, Township Clerk

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

RESOLUTION #2020-48

Title: APPOINTMENT OF CLASS III MEMBER TO THE PLANNING BOARD

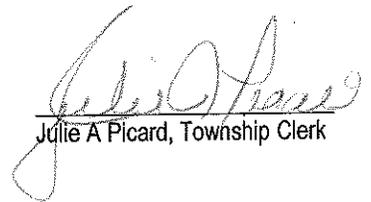
WHEREAS, the term of Councilman Roland Roy, Jr., Class III Member on the Lower Township Planning Board, expired on Dec. 31, 2019.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following re-appointment to the Lower Township Planning Board is hereby confirmed.

<u>Name</u>	<u>Type/Class</u>	<u>Exp. Date</u>
Roland Roy, Jr.	Class III	12-31-2020

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD		X	X			
PERRY	X		X			
ROY					X	
SIPPEL			X			
SIMONSEN			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 January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020-49

Title: RESOLUTION DESIGNATING THE LOWER TOWNSHIP RESCUE SQUAD, INC. AS THE PROVIDER OF EMERGENCY MEDICAL SERVICES IN LOWER TOWNSHIP

WHEREAS, the Lower Township Rescue Squad ("Rescue Squad"), since its inception in 1950, had the purpose of providing high quality rescue and emergency medical services to the residents of and visitors to the Township of Lower ("Township"); and

WHEREAS, the Rescue Squad has provided these services for the Township and the Township desires to continue its relationship with the Rescue Squad and to look to the Rescue Squad for the provision of all of its ambulance, rescue and emergency medical services ("Emergency Services"), except as otherwise set forth herein; and

WHEREAS, the Township desires to formalize and clarify its relationship with the Rescue Squad to insure that it is conducted pursuant to all applicable laws, and to establish clear lines of responsibility and division of authority between the Township and the Rescue Squad, as well as to make clear that the Rescue Squad is an entity separate and apart from the Township.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Township of Lower, in the County of Cape May, State of New Jersey, that the Township hereby recognizes and designates the Rescue Squad as the primary provider of Emergency Services for the Township subject to the following terms and conditions:

1. Pursuant to N.J.S.A. 40:5-2, The Township will take all formal steps necessary to voluntarily contribute the sum of SEVENTY THOUSAND (\$70,000.00) DOLLARS per annum to the Rescue Squad retroactive to the beginning of the year 2020, which payment shall be in two (2) installments: one in the amount of THIRTY-FIVE THOUSAND (\$35,000.00) DOLLARS due on or before June 1, 2020 and the second in the amount of THIRTY-FIVE THOUSAND (\$35,000.00) DOLLARS due on or before November 2, 2020. In the event the Township designates and recognizes the Rescue Squad as the provider of Emergency Services in the Township beyond one (1) year from the effective date of this Resolution, the payments will continue on or about the same days of the following year(s).

2. In addition to the financial contributions referenced in paragraph 1 above, the Township shall further provide gasoline and supplies for equipping the Rescue Squad's ambulance vehicles and facility in an amount not to exceed an additional THIRTY-FIVE THOUSAND (\$35,000.00) DOLLARS for each calendar year thereafter, subject to approval by Council at the beginning of each such year. Such amount will be paid from time to time over the course of the fiscal year based upon the submission of vouchers for either reimbursement to the Rescue Squad or payments directly to third party vendors, in accordance with the purchasing guidelines of the Township and subject to all other applicable laws.

Appropriation # 01-25-260-272

CFO Signature:


Lauren Read, CFO

3. Each year the Rescue Squad shall provide the Chief Financial Officer of the Township an audit performed by a certified public accountant or registered municipal accountant of the Rescue Squad's financial records which audit shall certify to the Governing Body of the Township that such records are being maintained in accordance with sound accounting principles, as also required by N.J.S.A. 40:5-2.

4. The Rescue Squad shall operate as an entity separate and apart from the Township. Except for the voluntary contribution referred to in Paragraph 1 above and the other in-kind contributions as set forth below,

the Rescue Squad shall be responsible for all other financial and administrative matters regarding its operations including, without limitation, fund-raising, billing, training, bookkeeping, and management, which such matters shall not be the responsibility of the Township. Furthermore, the Rescue Squad shall maintain title to and ownership of all vehicles, as well as title to any other property and/or facilities it currently owns, or should hereafter acquire.

5. The Rescue Squad shall further provide the Township, the Lower Township Board of Education and any other agencies within the Township, upon the Township's request, with standby ambulance services at Township or other governmental functions such as parades, school sporting events, and the like, to the extent available.

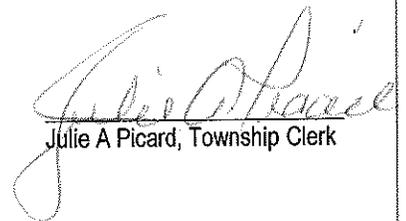
6. It is the intention of this Resolution to express the parties' belief that the relationship between the Rescue Squad and Township continue in such a fashion that the relationship will provide the citizens of the Township with the highest quality of Emergency Services in the manner most efficient and most economical to the Township, and in the best interest of the public health, safety and welfare of the Township's citizens.

7. The Rescue Squad shall, at all times, conduct its business and provide the Emergency Services and other services hereunder in strict accordance with all applicable federal, state and local laws including, without limitation, Medicare, Medicaid and other applicable health and welfare laws.

8. The Rescue Squad must, at all times, maintain adequate insurance in such amounts and with such types of coverage as required by the State and/or Township pursuant to Chapter 115 of the Code of Lower Township and shall name the Township as an additional insured on all such policies, and shall provide proof of such insurance to the Township.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on January 6, 2020.


Julie A Picard, Township Clerk

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

RESOLUTION #2020- 50

Title: **AUTHORIZING THE PAYMENT OF VOUCHERS**

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
DAVID PERRY	CONTRACTUAL REIMBURSEMENT	\$112.00
DAVID PERRY	CONTRACTUAL REIMBURSEMENT	\$138.45
TOTAL BILL LIST		\$250.45

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
PERRY					X	
ROY			X			
SIPPEL		X	X			
SIMONSEN	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 JAN, 06, 2020


 Julie A Picard, Township Clerk

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

RESOLUTION #2020-51

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 Negotiations/Possible Litigation 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.

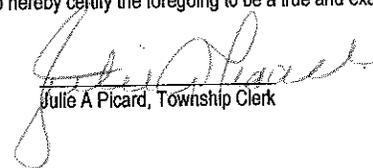
_____ (9) Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss if a license or permit belonging to the responding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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, assembled in public session on January 6, 2020 that an Executive Session closed to the public shall be held on this date at approximately 7:00 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	ABSTAIN	ABSENT
CONRAD			X			
PERRY	X		X			
ROY		X	X			
SIPPEL			X			
SIMONSEN			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 January 6, 2020


Julie A. Picard, Township Clerk

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

RESOLUTION #2020-52

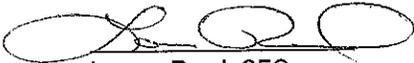
Title: **BID ACCEPTANCE AND CONTRACT AWARD FOR SCHELLENGERS LANDING SAFETY IMPROVEMENTS AND IDENTIFICATION PROGRAM**

WHEREAS, the Notice to Bidders for Schellengers Landing Safety Improvements and Identification Program was advertised on October 9, 2019 and accepted on November 13, 2019 at 11:00 a.m. prevailing time; and

WHEREAS, Two (2) sealed bid were submitted and reviewed by the engineer and QPA; and

WHEREAS, Charles Marandino, LLC was the lowest qualified bidder; including base and alternate, complied with the specifications, supplied all required bid documents and the CFO has certified the availability of funds as evidenced by her signature below:

Appropriation: Bid # 19-16 C-04-55-427-000

Signature: 
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the above stated contract is hereby awarded to:

AWARD TO: Charles Marandino, LLC
TOTAL: \$1,240,725.00

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
PERRY			X			
ROY			X			
SIPPEL		X	X			
SIMONSEN	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 January 6, 2020.


Julie A Picard, Township Clerk



December 16, 2019

VIA E-MAIL (CLERK@TOWNSHIPOFLOWER.ORG) & REGULAR MAIL

Lower Township
 2600 Bayshore Road
 Villas, NJ 08251

ATTN: Julie Picard, Township Clerk

Re: **Schellengers Landing Safety Improvements
 and Identification Program
 State Highway 109
 Lower Township, Cape May County, NJ
 EDA #8326**

Dear Julie:

Sealed construction bids were received by Lower Township on Wednesday, November 13, 2019 at 11:00 am, for the above referenced project. The bids were publicly opened and read aloud on the same day.

Based on our review of the submitted bids, a summary of the bidders is as follows:

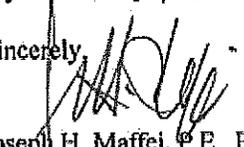
<u>BIDDER</u>	<u>BASE BID</u>	<u>ALTERNATE BID #1</u>	<u>TOTAL</u>
Charles Marandino, LLC	\$1,187,425.00	\$53,300.00	\$1,240,725.00
Lexa Concrete	\$1,177,860.00	\$81,900.00	\$1,259,760.00

We recommend the project be awarded to the apparent responsible, lowest bidder, Charles Marandino, LLC, for the Base Bid plus Alternate Bid #1 in the amount of \$1,240,725.00, pending certification of available funds.

A copy of the bid tabulation is enclosed for your review.

If you have any questions, please don't hesitate to contact our office.

Sincerely,



Joseph H. Maffei, P.E., P.P.

JHM/km
 Enclosure

cc: Mayor & Council
 Margaret Vitelli, QPA
 Jim Ridgway, Township Manager
 Bill Galestok, PP, AICP, Planning Director
 All Bidders



BID TABULATION
SHELLENGERS LANDING SAFETY IMPROVEMENTS AND IDENTIFICATION PROGRAM DESIGN PLANS
 Township of Lower, Cape May County, New Jersey
 EDA #8326
 Bid Opening Date : November 13, 2019

Charles Marandino LLC
 P.O. Box 20
 Millmay, NJ 08340

Loxa Concrete
 11 Commerce Way Drive
 Hammonton, NJ 08037

ITEM NO.	DESCRIPTION	UNITS	QUANTITY	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	Site Clearing	LS	1	\$300,000.00	\$300,000.00	\$15,000.00	\$15,000.00
2	Brick Paver Sidewalk w/ 4" Concrete Base	SF	8,900	\$34.00	\$302,600.00	\$40.00	\$356,000.00
3	Brick Paver Street Crosswalk w/ 6" Concrete Base	SF	6,400	\$36.00	\$230,400.00	\$50.00	\$320,000.00
4	Concrete Driveway Restoration	SF	360	\$6.00	\$2,160.00	\$15.00	\$5,400.00
5	Concrete Vertical Curb	LF	1,200	\$40.00	\$48,000.00	\$70.00	\$84,000.00
6	Concrete Flush Curb	LF	220	\$40.00	\$8,800.00	\$70.00	\$15,400.00
7	Concrete Depressed Curb	LF	275	\$40.00	\$11,000.00	\$70.00	\$19,250.00
8	Detectable Warning Surface	SF	350	\$20.00	\$7,000.00	\$40.00	\$14,000.00
9	Pole Mounted Light Complete	EA	1	\$3,360.00	\$3,360.00	\$10,000.00	\$10,000.00
10	Business Sign Relocation	LS	1	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00
11	Traffic Sign Replacement	LS	1	\$10,000.00	\$10,000.00	\$8,000.00	\$8,000.00
12	Topsoil & Seed	SF	125	\$1.00	\$125.00	\$10.00	\$1,250.00
13	Asphalt Driveway Restoration	SF	430	\$6.00	\$2,580.00	\$10.00	\$4,300.00
14	Relocate Fire Hydrant	UNIT	2	\$5,000.00	\$10,000.00	\$8,500.00	\$17,000.00
15	Pavement Markings	LS	1	\$450.00	\$450.00	\$4,000.00	\$4,000.00
16	No Item						
17	Rumble Strips	LS	1	\$2,760.00	\$2,760.00	\$3,600.00	\$3,600.00
18	Maintenance & Protection of Traffic	LS	1	\$150,000.00	\$150,000.00	\$155,000.00	\$155,000.00
19	2" Sch. 80 PVC Electrical Conduit	LF	320	\$31.00	\$9,920.00	\$33.00	\$10,560.00
20	2" Sch. 40 PVC Electrical Conduit	LF	2000	\$23.00	\$46,000.00	\$20.00	\$40,000.00
21	Lightpole Foundation	EA	14	\$1,150.00	\$16,100.00	\$2,150.00	\$30,100.00
22	Remove & Replace Light Service Conduit & Wires	LS	1	\$16,150.00	\$16,150.00	\$80,000.00	\$80,000.00

TOTAL BASE BID AMOUNT **\$1,187,425.00** **\$1,177,880.00**

ALTERNATE BID A

A-1	Street Light Complete	EA	13	\$4,100.00	\$53,300.00	\$6,300.00	\$81,900.00
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