

Signed Resolutions – June 1, 2020

- Res. #2020-161 Payment of Vouchers \$ 1,083,762.69
- Res. #2020-162 Approval of a Professional Service Contract with Marcus Karavan as Special Tax Counsel for the Morell & Hanson Tax Appeal Case Without Public Bidding (\$10,000)
- Res. #2020-163 A Resolution Establishing a Five (5) Year Moratorium on the Issuance of Road Opening Permits for the Portions of Roads Resurfaced at Pontaxit Avenue, Pakahake Street, South Kethemeche Street and Mathemek Street Effective the Date of the Completion of the Project
- Res. #2020-164 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (JIF Operational Safety)
- Res. #2020-165 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (JIF Cyber Risk Award)
- Res. #2020-166 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (JIF Safety Incentive)
- Res. #2020-167 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (JIF Wellness)
- Res. #2020-168 Authorization for the Payout of Accumulated Compensatory Time (M.Nuscis \$8,241.86)
- Res. #2020-169 Authorization for the Payout of Accumulated Compensatory Time (S.Flitcroft \$4,452.99)
- Res. #2020-170 Approving a Professional Service Contract with DeBlasio & Associates for the 2019 Road Program – Phase 2 – Section 1; Construction Phase Services (\$19,000)
- Res. #2020-171 Bid Acceptance and Contract Award of 2019 Road Program Phase 2, Section 1 for Arizona Avenue, Capital Lane, Republic Lane, Union Lane and Federal Lane (South State \$396,300.)
- Res. #2020-172 Appointment of a Lower Township Hearing Officer As a Professional Service Contract Without Public Bidding (S.Secare – Not to exceed \$7,500)
- Res. #2020-173 A Resolution Relaxing the Procedures Associated with Site Plan Review and Approval for Existing Restaurants in Relation to Current Social Distancing Restrictions Enacted in Connection With the Ongoing Coronavirus Public Health Emergency
- Res. #2020-174 Authorization for Refund of Taxes (2 properties)
- Res. #2020-175 Capital Budget Amendment
- Res. #2020-176 Authorizing the Payment of Vouchers (Rescue \$35,000)
- Res. #2020-177 A Resolution Authorizing a Grant Application and the Execution of a Grant Agreement with the New Jersey Department of Transportation for Wilson Drive
- Res. #2020-178 Authorization for 2020 Incentive Award for Insurance Waiver



Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00784 CAPE MAY STAR & WAVE	20-01256	05/27/20	5/20/20 LEGAL PUBLICATION	Open	11.16	0.00		
8667 CARDIO PARTNERS	20-01149	05/11/20	2 INFRARED THERM IR300	Open	258.00	0.00		PC1
02137 CHARLES MARANDINO, LLC*	20-00562	02/28/20	SCHELLENGERS LANDING RES 20-52	Open	636,426.37	0.00		
8279 CHRIS KELLAWAY	20-01282	05/28/20	REIMBURSEMENT-SOCCER	Open	25.00	0.00		
04085 CHRISTOPHER WINTER (EMPLOYEE)	20-01194	05/19/20	CONTRACTUAL REIMBURSEMENT M	Open	151.85	0.00		
04097 CINTAS FIRST AID AND SAFETY*	20-01226	05/26/20	DPS - MEDICAL CABINET REFILL	Open	21.14	0.00		
00825 COMCAST*	20-01192	05/19/20	MAY 2020 INTERNET	Open	1,195.82	0.00		
8260 CONSTRUCTION GEAR LLC	20-00732	03/16/20	CORVIN TYVEK SUIT/GOGGLES	Open	506.32	0.00		PC1
00611 COUNTY OF CAPE MAY (FUEL)	20-01263	05/27/20	CAPE MAY COUNTY FUEL 4/1-4/30	Open	6,176.39	0.00		
8666 CYNTHIA ULRICH	20-01140	05/08/20	REFUND REG 18 BEVERLY ROAD	Open	125.00	0.00		
8276 DANA WILLIAMS	20-01279	05/28/20	REIMBURSEMENT-LACROSSE	Open	15.00	0.00		
8282 DANIEL & SUSAN DONNELLY	20-01278	05/28/20	5/20/20 REFUND 2ND QTR TAXES	Open	956.97	0.00		
04054 FAMILY DOLLAR	20-00755	03/18/20	COVID-19 SUPPLIES PD	Open	59.50	0.00		PC1
01590 FORD, SCOTT & ASSOCIATES*	20-00436	02/10/20	NTE \$40K PER RES #2020-07	Open	11,000.00	0.00		B
01649 GARDEN STATE HWY PRODUCTS, INC*	20-00999	04/22/20	SIGNS	Open	1,030.00	0.00		
8281 GEORGE PRENTICE	20-01277	05/28/20	5/18/20 REFUND 2ND QTR TAXES	Open	650.53	0.00		
8197 GREAT AMERICAN FINANCIAL SERV	20-01284	05/28/20	MAY 2020 LEASE	Open	560.00	0.00		
01873 HOME DEPOT*	20-00984	04/22/20	SUPPLIES/MAY	Open	81.50	0.00		

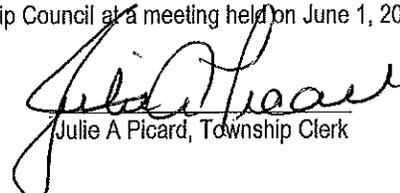
Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01974 I.A.C.P. MEMBERSHIP*	20-00365	02/04/20	IACP 2020 RENEWAL	Open	190.00	0.00		
7792 JPMONZO MUNICIPAL CONSULTING	20-01180	05/14/20	ETHICS WEBINAR 5/20/20	Open	50.00	0.00		
02108 KEEN COMPRESSED GAS CO*	20-00805	03/27/20	BOTTLED GAS/DPW/MARCH	Open	464.08	0.00		
8278 KRISTI BROWN	20-01281	05/28/20	REIMBURSEMENT-SOCCER	Open	20.00	0.00		
02223 LANDSMAN UNIFORMS*	19-02932	10/31/19	UNIFORMS	Open	1,484.07	0.00		
	20-00602	03/03/20	UNIFORMS	Open	597.61	0.00		
	20-00695	03/10/20	UNIFORMS	Open	288.74	0.00		
					<u>2,370.42</u>			
7196 LAUREN HUGGINS SUIT*	20-00158	01/10/20	RES 2020-09 PUBLIC INFORMATION	Open	1,075.00	0.00		B
02358 LCMR SCHOOL DISTRICT	20-01177	05/14/20	FOOTBALL AGREEMENT	Open	3,000.00	0.00		
02538 MARSH & MCLENNAN AGENCY, LLC*	20-00625	03/05/20	DNE \$25K INSURANCE BROKER	Open	2,083.33	0.00		B
02411 MENEAR'S TREE SERVICE*	20-01186	05/18/20	REMOVE TWP TREE ON TULIP AVE	Open	500.00	0.00		
02402 MGL PRINTING SOLUTIONS	20-01142	05/08/20	5/5/20 WINDOW ENVELOPES	Open	212.50	0.00		
7636 NOTT MACDONALD LLC*	19-01269	05/02/19	ROSEANN AVE PHASE 3 RES 19-157	Open	737.00	0.00		B
	19-01699	06/07/19	C/O 2 RES 19-205 ROSEANN IMPR	Open	20,575.90	0.00		B
	20-01002	04/22/20	CHANGE ORDER #3 RES 2020-137	Open	1,100.20	0.00		
	20-01195	05/19/20	PROFESSIONAL ENGINEERING	Open	2,261.03	0.00		
	20-01196	05/19/20	PROFESSIONAL ENGINEERING	Open	568.00	0.00		
	20-01197	05/19/20	PROFESSIONAL ENGINEERING	Open	103.88	0.00		
	20-01198	05/19/20	PROFESSIONAL ENGINEERING	Open	114.75	0.00		
	20-01199	05/19/20	PROFESSIONAL ENGINEERING	Open	2,627.35	0.00		
	20-01200	05/19/20	PROFESSIONAL ENGINEERING	Open	85.44	0.00		
					<u>28,173.55</u>			
00651 MUNICIPAL UTIL AUTH DUMP FEES	20-01231	05/26/20	TIPPING FEE	Open	72,910.41	0.00		
8274 NICOLE DEAN	20-01262	05/27/20	REIMBURSEMENT-LACROSSE	Open	15.00	0.00		
04266 NJ DEPT OF HEALTH&SENIOR SVCS	20-01260	05/27/20	APRIL 2020 DOG DAMAGE	Open	29.40	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03086 NJ STATE ASSN CHIEFS OF POL*	20-01048	04/22/20	ACCREDITATION / RE-ACCRED	Open	1,666.00	0.00		
03026 NJ STATE HEALTH BENEFITS	20-01252	05/27/20	JUNE 2020 HEALTH BENEFITS	Open	68,967.81	0.00		
	20-01253	05/27/20	JUNE 2020 ACTIVE	Open	<u>178,640.64</u>	0.00		
					247,608.45			
03072 NJ STATE LEAGUE OF MUNICIPALIT*	20-01202	05/20/20	NJ LEAGUE MAGAZINE 10/20-6/21	Open	300.00	0.00		
03172 OFFICE BUSINESS SYSTEMS INC*	20-01093	04/28/20	DIGIT VOICE RECORD 7/20-7/2021	Open	4,739.00	0.00		
6080 OMAHA STANDARD, LLC*	20-01134	05/08/20	ROLL RITE PIVOT TUBE	Open	807.09	0.00		
03280 PARAMOUNT SANITARY SUPPLY*	20-00834	03/27/20	TRASH BAGS-ALL BUILDINGS	Open	367.02	0.00		
03305 PEDRONI FUEL*	20-01213	05/26/20	NO LEAD GAS	Open	106.63	0.00		
8036 RAGNASOFT INC	20-01092	04/28/20	PLANIT PD SCHEDULE 12/20-11/21	Open	2,500.00	0.00		
03448 REMINGTON, VERNICK & WALBERG*	20-00908	04/08/20	STAR/CAROLINE /GREENWOOD AVENU	Open	5,450.00	0.00		B
8277 RICHARD DICARLO	20-01280	05/28/20	REIMBURSEMENT-LACROSSE	Open	15.00	0.00		
03518 RIGGINS, INC.*	20-01188	05/18/20	OFF HIGHWAY DIESEL	Open	169.53	0.00		
	20-01222	05/26/20	OFF HIGHWAY DIESEL	Open	<u>387.60</u>	0.00		
					557.13			
01785 ROBERT HARTMAN SR	20-01258	05/27/20	CONTRACTUAL REIMBURSEMENT M	Open	433.80	0.00		
SEAGE SEAGEAR MARINE SUPPLY*	20-01117	05/05/20	SUPPLIES	Open	167.10	0.00		
03611 SERVICE TIRE TRUCK CENTERS*	20-00831	03/27/20	TIRES/RDS/SANT/RECY/DPW/APRIL	Open	5,871.44	0.00		
7098 SHORE VETERINARIAN ANIMAL *	20-00159	01/10/20	RES 2020-16 DNE \$56K ANIMAL CO	Open	4,666.67	0.00		B
03692 SOUTH JERSEY GAS CO*	20-01259	05/27/20	4/14-5/13/20 NATURAL GAS	Open	2,971.81	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7199 STAPLES CREDIT PLAN-INSTORE PU	20-01148	05/08/20	PRINTER M VITELLI	Open	335.96	0.00		
7507 STEFANKIEWICZ & BELASCO LLC	20-00154	01/10/20	RES # 2020-01 DNE \$34K	Open	2,833.33	0.00		
7475 SUZANNE M SCHEID	20-01261	05/27/20	CONTRACTUAL REIMBURSEMENT M	Open	45.00	0.00		
8664 TRANSOURCE SERVICES CORP	20-01090	04/28/20	SAMSUNG TABLETS	Open	1,575.00	0.00		
8263 TRIUMPH SYSTEMS INC.	20-00838	03/30/20	CORVIN 19 N95/ GOWNS/MASKS	Open	4,110.22	0.00		PC1
03914 ULINE INC*	20-00603	03/03/20	DOG WASTE SYSTEM DISPENSERS	Open	671.00	0.00		
	20-00726	03/13/20	PAPER TOWELS	Open	49.62	0.00		
					<u>720.62</u>			
6059 USABLE LIFE	20-01255	05/27/20	JUNE 2020 LIFE INSURANCE	Open	613.80	0.00		
03969 VERIZON	20-01193	05/19/20	5/13-6/12/20 LANDLINES	Open	252.55	0.00		
01170 VERIZON WIRELESS* F/S	20-01201	05/19/20	3/24-4/26/20 FS CELL	Open	52.75	0.00		
04041 WEIGHTS & MEASURES FUND	20-00724	03/13/20	WEIGHTS AND MEASURES	Open	300.00	0.00		
Total Purchase Orders: 90				Total P.O. Line Items: 0	Total List Amount: 1,083,762.69	Total Void Amount: 0.00		

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2020-162

Title: **APPROVAL OF A PROFESSIONAL SERVICE CONTRACT WITH MARCUS KARAVAN AS SPECIAL TAX COUNSEL FOR THE MORRELL & HANSEN TAX APPEAL CASE WITHOUT PUBLIC BIDDING**

**WHEREAS**, the Township of Lower has a need to acquire Special Tax 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. 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 Special Tax Counsel for the Morrell & Hansen Tax Appeal Case 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:

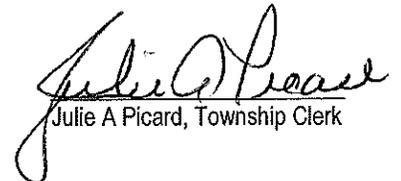
  
Lauren Read, CFO

**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 Special Tax Counsel for Morrell & Hansen Tax Appeal Case Trial 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.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
Julie A. Picard, Township Clerk

# BLANEY KARAVAN

Attorneys at Law - Blaney & Karavan, P.C.

William G. Blaney, Esquire\*  
bill@blaneykaravan.com

Marcus H. Karavan, Esquire\*\*  
marcus@blaneykaravan.com

+ Of Counsel  
\*Also a Member of the Pennsylvania Bar  
\*\*Also a Member of the New York Bar

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Charles E. Schlager, Jr., Esquire\*+  
chuck@blaneykaravan.com

May 12, 2020

Julie A. Picard, Borough Clerk  
Township of Lower  
2600 Bayshore Road  
Villas, NJ 08251

## RE: Special Tax Counsel for Morrell & Hansen Tax Appeal Case Trial

Dear Ms. Picard:

I would like to request that the above referenced line item be added to the budget for Special Tax Counsel.

Enclosed please find an original copy of the law firm of Blaney & Karavan, P.C.'s Proposal to Provide Professional Legal Services for the Township of Lower.

Should you have any questions with regard to our response, please do not hesitate to contact me at the address and telephone number listed below.

Thank you in advance for your consideration in this matter.

Very truly yours,  
Blaney & Karavan, P.C.

Marcus H. Karavan, Esquire

MHK/mam  
Enclosure

2123 Dune Drive – Suite 11  
Avalon, NJ 08202  
Ph. 609-435-5368  
Fx. 609-435-5473

3311 New Jersey Avenue  
P.O. Box 1310  
Wildwood, NJ 08260  
Ph. 609-729-1700  
Fx. 609 729-5372

BlaneyKaravan.com

**AGREEMENT & CONTRACT TO SERVE AS SPECIAL  
TAX COUNSEL TO THE TAX ASSESSOR'S OFFICE FOR  
TAX APPEAL RELATED TRIAL OF MORREL & HANSEN V. LOWER TOWNSHIP**

The within Agreement by and between MARCUS H. KARAVAN, ESQUIRE, of Blaney & Karavan, P.C. and the TOWNSHIP OF LOWER is as follows:

1. The Township of Lower appointed Marcus H. Karavan, Esquire, of Blaney & Karavan, P.C. to serve as TAX APPEAL COUNSEL, for the Township of Lower.
2. Marcus H. Karavan, Esquire, of Blaney & Karavan, P.C. shall provide the Township of Lower with copies of monthly billings with fees calculate at hourly rates as set forth below:

Professional legal services relative to defending matters before the Tax Board, defending matters before the Tax Court and/or related tax work including, but not limited to:

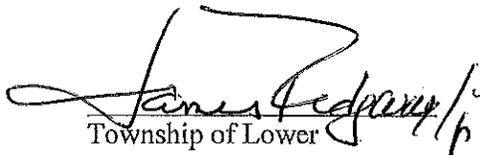
Office conferences, court appearances, research, litigation, etc.

\$125.00 per hour  
Not to exceed \$10,000.00

Additional charges to include postage; courier services; costs of deposition transcripts; cost of any and all court transcripts; cost of filing fees, if applicable.

3. The Township shall be responsible for expert fees, Court costs and filing fees. This agreement shall be effective the 1<sup>st</sup> day of June, 2020 and shall terminate December 31, 2020.
4. As this is a litigated matter and actual time required cannot be predicted, in the event cost to represent the Township in this matter do exceed the above figure in paragraph 2, this proposal shall be revisited by our Law Firm & Lower Township Officials for amendment/change order.

In Witness whereof, we sealed the day and year above first written agreement.

  
Township of Lower

Blaney & Karavan, P.C.

  
\_\_\_\_\_  
Marcus H. Karavan, Esquire

Dated: 6/1/2020

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

RESOLUTION # 2020-163

Title: A RESOLUTION ESTABLISHING A FIVE (5) YEAR MORATORIUM ON THE ISSUANCE OF ROAD OPENING PERMITS FOR THE PORTIONS OF ROADS RESURFACED AT PONTAXIT AVENUE, PAKAHAKE STREET, SOUTH KETHEMECHE STREET AND MATHEMEK STREET EFFECTIVE THE DATE OF THE COMPLETION OF THE PROJECT

WHEREAS, there existed the need for the Township of Lower to address the current situation in the area that encompasses Pontaxit Avenue, Pakahake Street, South Kethemeche Street and Mathemek Street; and

WHEREAS, the Township of Lower has gone through great expenses to perform this project including Bond Ordinances, bidding procedures and the grant application process; and

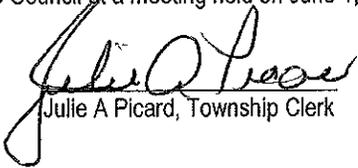
WHEREAS, issuing street opening permits within five (5) years of a resurfacing project adversely affects the viability of these roads, which can shorten their useful life; and

WHEREAS, if an emergency exists, the Superintendent of Public Works, at his sole discretion, will have the ability to declare if a street opening permit is in fact an emergency, and shall have the ability to issue a street opening permit on a case-by-case basis stating the emergency and issuing an emergency permit.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a five (5) year moratorium is hereby established on the issuance of road opening permits for the portion of roads listed above from the date of the completion of the project.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2020-164

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

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

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

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$2,000.00 for an item of revenue in the budget of the year 2020 as follows:

Miscellaneous Revenues –  
 Revenue Offset with Appropriations - Atlantic County JIF Optional Safety Award  
 Total with increase to be \$2,000.00

SECTION 2.

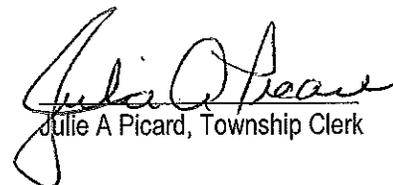
BE IT FURTHER RESOLVED that a like sum of \$2,000.00 be and the same is hereby appropriated under the caption of:

General Appropriations –  
 Public & Private Programs Offset by Revenues - Atlantic County JIF Optional Safety Award  
 State/Federal Share \$ 2,000.00  
 Non State Share \$  
 Total with increase to be \$ 2,000.00

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

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
 Julie A Picard, Township Clerk

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

RESOLUTION #2020-165

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

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

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

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$750.00 for an item of revenue in the budget of the year 2020 as follows:

Miscellaneous Revenues –  
 Revenue Offset with Appropriations - Atlantic County JIF Cyber Risk Award  
 Total with increase to be \$ 750.00

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$750.00 be and the same is hereby appropriated under the caption of:

General Appropriations –  
 Public & Private Programs Offset by Revenues - Atlantic County JIF Cyber Risk Award  
 State/Federal Share \$ 750.00  
 Non State Share \$  
 Total with increase to be \$ 750.00

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

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
 Julie A Picard, Township Clerk

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

RESOLUTION #2020-166

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

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

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

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$2,750.00 for an item of revenue in the budget of the year 2020 as follows:

Miscellaneous Revenues –  
 Revenue Offset with Appropriations - Atlantic County JIF Safety Incentive Award  
 Total with increase to be \$ 2,750.00

SECTION 2.

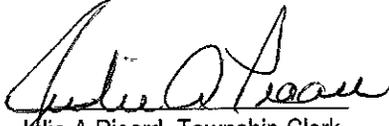
BE IT FURTHER RESOLVED that a like sum of \$2,750.00 be and the same is hereby appropriated under the caption of:

General Appropriations –  
 Public & Private Programs Offset by Revenues - Atlantic County JIF Safety Incentive Award  
 State/Federal Share \$ 2,750.00  
 Non State Share \$  
 Total with increase to be \$ 2,750.00

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

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	✓		✓			
COOMBS			✓			
ROY		✓	✓			
PERRY			✓			
SIPPEL			✓			

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
 Julie A Picard, Township Clerk

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

RESOLUTION #2020-167

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

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

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

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$1,000.00 for an item of revenue in the budget of the year 2020 as follows:

Miscellaneous Revenues –  
 Revenue Offset with Appropriations - Atlantic County JIF Wellness Incentive Award  
 Total with increase to be \$ 1,000.00

SECTION 2.

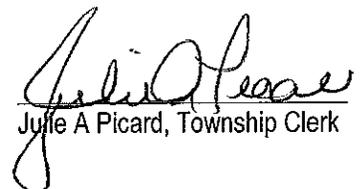
BE IT FURTHER RESOLVED that a like sum of \$1,000.00 be and the same is hereby appropriated under the caption of:

General Appropriations –  
 Public & Private Programs Offset by Revenues - Atlantic County JIF Wellness Incentive Award  
 State/Federal Share \$ 1,000.00  
 Non State Share \$  
 Total with increase to be \$ 1,000.00

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

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
 Julie A Picard, Township Clerk



**Date:** February 21, 2020  
**Attention:** Fund Commissioner and Safety Coordinator  
**Member:** Lower Township  
**From:** Sheila Ortiz, Account Representative  
**Subject:** 2020 OSB, Wellness, and EPL/ Cyber Money

---

Below, please find your 2020 allocation for the above referenced ACM JIF Reimbursement Programs. In addition to the amount of your allocation, we have also included information pertaining to expenses that meet each Program's criteria, instructions and deadlines for seeking reimbursement, as well as contact information for Fund Professionals that can answer your questions about each Program.

### **Optional Safety Budget: \$2,000.00**

#### ***Purpose***

The Optional Safety Budget Program is designed to assist members in meeting their own safety objectives by providing financial reimbursement for safety related items or safety training programs purchased by the member municipality.

#### **Safety Item Suggestions**

- Safety Signs & Posters
- AEDs, Eyewash Stations, Vaccinations
- Safety Equipment, Crossing Guard Equipment
- Trench Box, Lift Gates, SCBA Equipment, Bullet Proof Vests

#### **Safety Training Suggestions**

- Subscriptions for Tool Box Topics
- Monthly Newsletters
- Safety Manuals
- Supplemental Training – not covered by the MSI
- Purchased Safety Videos/DVD's

#### ***Inadmissible Reimbursements***

Batteries, office supplies, office equipment, or janitorial supplies.

Any questions regarding ideas on how to spend your Optional Safety Budget funds should be directed to Robert Holwitt at [rholtwitt@jamontgomery.com](mailto:rholtwitt@jamontgomery.com) or 856-552-4624. Questions regarding what is an allowable expense should be directed to Sheila Ortiz at 856-446-9137 or at [Sheila\\_Ortiz@riskprogramadministrators.com](mailto:Sheila_Ortiz@riskprogramadministrators.com) or Tracy Forlenza at 856-446-9143 or [Tracy\\_Forlenza@riskprogramadministrators.com](mailto:Tracy_Forlenza@riskprogramadministrators.com).

### **Wellness Incentive Program Budget: \$1,000.00**

#### ***Purpose***

The *Wellness Incentive Program* is designed to assist members in meeting their own Wellness objectives by providing financial reimbursement for wellness and health related items or programs purchased by your municipality.

Examples of Wellness related expenses include:

- Fitness Trackers & Exercise Equipment
- Employee Challenge Incentives, Awards, & Door Prizes
- Wellness Promotional Items
- Health Fairs , Flu Clinics, & Biometric Screenings
- Guest Speakers, Nutritionists, & Demonstrations (educational topics, cooking demos, etc.)
- Healthy Food (vegetables, fruit, nuts, etc.)
- Stress Management (chair massages, yoga sessions, quiet rooms, puzzles, etc.)

### ***Inadmissible Reimbursements***

Non-healthy foods, microwaves, refrigerators, supermarket & restaurant gift cards.

Any questions regarding what is an allowable expense, or if you are seeking ideas for the use of these funds, should be directed to Jordan Simone at [jsimonewellness@gmail.com](mailto:jsimonewellness@gmail.com) or 609-435-0708

### **EPL & Technology Liability Risk Management Budget: \$725.00**

#### ***Purpose***

The *EPL & Technology Liability Risk Management Budget Program* is designed to assist members by reimbursing eligible costs associated with employment related matters and the risk associated with the use of technology by municipalities.

Examples of eligible EPL related expenses include:

- Attorney fees for employment related legal advice
- Attorney fees for the updating of employment policies & procedures
- Employee training not available through the JIF or MSI
- Fees associated with arbitration/mediation and other mitigation processes

Examples of eligible Technology Risk related expenses include:

- Security enhancing software & hardware
- Employee cyber hygiene training not available through the JIF or MSI
- IT training related to network security
- Network security testing
- Development of technology risk related policies & procedures

### ***Inadmissible Reimbursements***

- Non-EPL related legal expenses, travel expenses, etc.
- Computers and other non-security related computer hardware & software



April 14, 2020

Kathleen Brown, Safety Coordinator  
Lower Township  
2600 Bayshore Road  
Villas, NJ 08402

**RE: Safety Awards**

Dear Kathleen:

It is our pleasure to report that Lower Township has earned **\$2,750.00** as a result of your outstanding performance in the 2019 ACM JIF Safety Incentive Program. The incentive program is designed to foster a safety attitude among the ACM JIF members and to promote the safety objectives of the Fund. The awards were announced at the Safety Coordinator's and Claims Coordinator's Regional that was held on March 3, 2020 in conjunction with the Annual Safety Breakfast.

Also, a letter was sent to your Mayor and Council congratulating your town on your achievement.

**Claiming Your Award Monies:**

The purpose of this award is to recognize your employees for their contribution to your safety efforts. Some ways that these Funds can be used to reward your employees include the purchase of special employee recognition items or to pay for employee morale building events. Employee recognition items that have been purchased in the past include windbreaker jackets or other attire with the JIF Safety Logo. Morale building events include an employee Safety Luncheon, Safety Bar-B-Que or Dinner, Safety Carnivals, etc. The JIF Safety Director's office can help you if you need additional ideas.

In addition, the Executive Safety Committee is also allowing these award monies to be used to offset costs associated with Wellness Programs. Over the past several years, many municipalities have implemented wellness programs with their employees. These programs include walking clubs, health coaches, and weight reduction clubs. Employers recognize that these programs can have a positive impact on employee morale, physical fitness, and health benefit costs. The JIF believes that improved employee morale and physical fitness will have a positive impact on worker compensation claims.

You can elect to claim your awards either by check or through a reimbursement process. If you choose to claim the full amount of your safety awards by check, please complete a voucher and return it to us by May 1, 2020. A check, payable to your municipality, will be mailed to you once it is approved at the next JIF meeting.

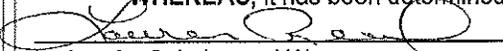
TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2020-168

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

WHEREAS, the employee listed below has accrued compensatory time due from the Township and has requested payment for this time; and

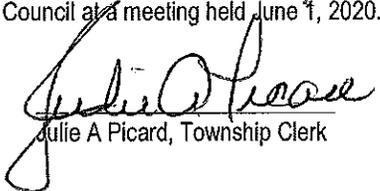
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that payment to Michael Nuscis in the amount of \$8,241.86 is authorized and chargeable to the 2020 Budget account 0-01-25-240-124.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held June 1, 2020.

  
Julie A Picard, Township Clerk

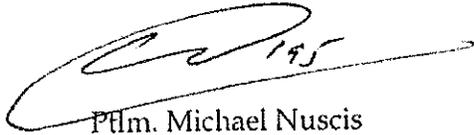
LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Mastriana  
FROM: Ptlm. Michael Nuscis  
DATE: May 25, 2020  
SUBJECT: Comp Time Sell Back

I am writing this special requesting to sell back 275 hours of comp time that I have accumulated.

Respectfully Submitted,



Ptlm. Michael Nuscis  
Patrolman Badge 195

C	File	Date	Officer	Comments
		5/25/20	Michael Nuscis	forward to Mastriana for approval

11: 2  
275: X  
5/25/20 :  
0,000-000-00

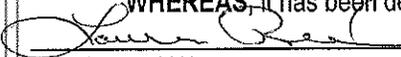
TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2020-169

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

WHEREAS, the employee listed below has accrued compensatory time due from the Township and has requested payment for this time; and

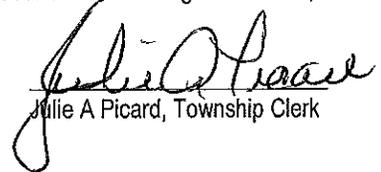
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that payment to Stephen Flitcroft in the amount of \$4,452.99 is authorized and chargeable to the 2020 Budget account 0-01-25-240-123.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held June 1, 2020.

  
Julie A. Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

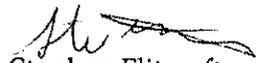
SPECIAL REPORT

TO: Chief Mastriana  
FROM: Ptlm. Flitcroft  
DATE: 05/26/2020  
SUBJECT: Compensation time, cash out.

Sir,

I am respectfully requesting to sell back accrued compensation time, totaling 140 hrs.  
Thank you in advance for your consideration in this matter.

Respectfully Submitted,

 189  
Stephen Flitcroft  
Patrolman Badge 189

C	File	Date	Officer	Comments
		5/26/20	CJR 184	
		5/26/20	D LEWIS 181	FORWARDED TO CH/189
		5/27/20	CAPT. WG 189	AND TO Twp Hall

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

RESOLUTION #2020-170

Title: **APPROVING A PROFESSIONAL SERVICE CONTRACT WITH DeBLASIO & ASSOCIATES FOR THE 2019 ROAD PROGRAM – PHASE 2- SECTION 1 CONSTRUCTION PHASE SERVICES**

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

WHEREAS, DeBlasio & Associates have provided a proposal for the 2019 Road Program – Phase 2 – Section 1 – Construction Phase Services at the fee of \$19,000 including Arizona Avenue, Capital Lane, Republic Lane, Union Lane and Federal Lane Contract Administration, Shop Drawing and Submittal Review and Periodic Construction Observation; and

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

Appropriation: C-04-55-418-910

Signature:   
Lauren Read, CFO

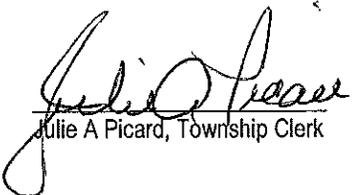
NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a Professional Service Contract without public bidding is awarded as follows:

1. The Proposal between DeBlasio & Associates and the Township of Lower, in the form attached hereto as EXHIBIT A, for an amount of \$19,000.00 is hereby approved.

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

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
Julie A. Picard, Township Clerk

# DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

May 13, 2020

VIA EMAIL & REGULAR MAIL

Gary Douglass, Superintendent  
Township of Lower Public Works Department  
2600 Bayshore Road  
Villas, NJ 08251

Re: Township of Lower, Cape May County, NJ  
2019 Road Program-Phase 2-Section 1: Construction Phase Services  
D&A File #: LT-C-012

Dear Mr. Douglass:

DeBlasio & Associates, P.C. is pleased to provide this proposal to provide our professional services for the **2019 Road Program-Phase 2-Section 1: Construction Phase Services**. As a follow up to our conversations and meetings, it is our understanding that the **2019 Road Program-Phase 2-Section 1** shall consist of the following roadways:

**A. Phase 2**

1. Arizona Avenue – Union Lane to end
2. Capital Lane– Arizona Avenue to end
3. Republic Lane – Arizona Avenue to end
4. Union Lane – Arizona Avenue to end
5. Federal Lane – Arizona Avenue to end

➤ <b>Construction Phase Cost:</b>	<b>\$19,000.00</b>
• Contract Administration	
• Shop Drawing and Submittal Review	
• Periodic Construction Observation	

**Total Professional Service Fee      \$19,000.00**

Enclosed please find one (1) copy of the project location map for your reference.

Upon your authorization, we are prepared to begin work immediately on the Township's **2019 Road Program-Phase 2-Section 1: Construction Phase Services**. Should you have any questions or require any additional information, please do not hesitate to contact me at our office. Thank you for the opportunity to submit this proposal.

Very truly yours,  
**DeBlasio & Associates, P.C.**



Marc DeBlasio, P.E., P.P., C.M.E.  
President  
T: 609-854-3311  
Marc@deblasioassoc.com

cc: Jim Ridgway, Manager (via email)  
Margaret Vitelli, QPA (via email)  
Julie Picard, Clerk (via email)

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

RESOLUTION #2020-171

Title: **BID ACCEPTANCE AND CONTRACT AWARD OF 2019 ROAD PROGRAM PHASE 2 - SECTION 1 FOR ARIZONA AVENUE, CAPITAL LANE, REPUBLIC LANE, UNION LANE AND FEDERAL LANE**

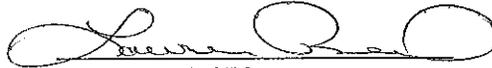
**WHEREAS**, the Notice to Bidders for the 2019 Road Program Phase 2, Section 1 for Arizona Avenue, Capital Lane, Republic Lane, Union Lane and Federal Lane was advertised on May 13, 2020 and accepted on May 27, 2020 at 11:00 a.m. prevailing time; and

**WHEREAS**, Two (2) sealed bids were submitted and reviewed by the Township Engineer, QPA and Superintendent of Public Works Gary Douglass; and

**WHEREAS**, South State Inc. was the lowest qualified bidder, 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: C-04-55-413-1000 \$ 194,465.76 Ord #2012-19  
C-04-55-424-100 \$ 201,834.24 Ord #2019-05

Signature



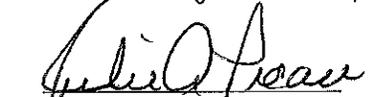
Lauren Read, CFO

**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:

**AWARD TO: SOUTH STATE INC.**  
**TOTAL: \$396,300.00**

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.



Julie A. Picard, Township Clerk

# DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

May 27, 2020

VIA EMAIL

Julie Picard, Clerk  
Township of Lower  
2600 Bayshore Road  
Villas, NJ 08251

**Re: Township of Lower, Cape May County, NJ  
2019 Road Program-Phase 2-Section 1  
D&A File #: LT-C-012**

Dear Ms. Picard:

We have tabulated the two (2) bids received on May 27, 2020 for the above referenced project. As such, we have determined that the lowest responsible bidder appears to be South State, Inc., P.O. Box 68, Bridgeton, NJ 08302 in the amount of \$396,300.00. Enclosed please find one (1) copy of the bid tabulation for your files.

In accordance with N.J.S.A. 40A:11-1 et seq., the award should be made to the lowest responsible bidder which appears to be South State, Inc., P.O. Box 68, Bridgeton, NJ 08302 in the amount of \$274,580.00. The contractual award should be made contingent upon approval from the Township Purchasing Agent, Chief Financial Officer and Solicitor.

Should you have any questions or require any additional information, please do not hesitate to contact me at our office.

Very truly yours,  
DeBlasio & Associates, P.C.

  
Marc DeBlasio, P.E., P.P., C.M.E.

President

T: 609-854-3311

Marc@deblasioassoc.com

cc: Jim Ridgway, Manager (via email w/encl.)  
Margaret Vitelli, Qualified Purchasing Agent (via email w/encl.)  
Gary Douglass, Public Works Superintendent (via email w/encl.)  
David Stefankiewicz, Solicitor (via email w/encl.)

[WWW.DEBLASIOASSOC.COM](http://WWW.DEBLASIOASSOC.COM)

**BID TABULATION**

Project Name: 2019 Road Program Phase 2 Section 1  
D&A Project #: LT-C-012  
Client: Township of Lower  
Bid Opening Date: 05/27/2020

South State, Inc.  
P.O. Box 68  
Bridgeton, NJ 08302

Landberg Construction, LLC  
82 Tuckahoe Road  
Dorothy, NJ 08317

Item #	DESCRIPTION	QUANTITY & UNITS		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
		LUMP SUM	LUMP SUM				
1	TRAFFIC CONTROL	LUMP SUM	LUMP SUM	\$20,000.00	\$20,000.00	\$3,500.00	\$3,500.00
2	CLEARING SITE	LUMP SUM	LUMP SUM	\$15,000.00	\$15,000.00	\$20,000.00	\$20,000.00
3	FUEL PRICE ADJUSTMENTS	700	DOLLAR	\$1.00	\$700.00	\$1.00	\$700.00
4	ASPHALT PRICE ADJUSTMENTS	2,000	DOLLAR	\$1.00	\$2,000.00	\$1.00	\$2,000.00
5	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 2" THICK	120	S.Y.	\$150.00	\$18,000.00	\$150.00	\$18,000.00
6	HMA PROFILE MILLING, 0-3" DEPTH	2,100	TON	\$9.00	\$18,900.00	\$18.00	\$37,800.00
7	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5M64, 3" THICK	1,850	#REFI	\$85.00	\$157,250.00	\$86.00	\$159,100.00
8	INLET FILTERS, TYPE 1	270	S.F.	\$1.00	\$270.00	\$0.01	\$2.70
9	TRAFFIC MARKINGS, LINES, LONG-LIFE, THERMOPLASTIC - 12" WIDE	90	L.F.	\$17.00	\$1,530.00	\$23.50	\$2,115.00
10	TURF REPAIR STRIP	4,000	L.F.	\$0.20	\$800.00	\$4.00	\$16,000.00
11	HOT MIX ASPHALT DRIVEWAY, 2" THICK	50	S.Y.	\$40.00	\$2,000.00	\$30.00	\$1,500.00
12	CONCRETE DRIVEWAY, 6" THICK	160	S.Y.	\$120.00	\$19,200.00	\$105.00	\$16,800.00
13	RESET EXISTING STONE	50	S.Y.	\$10.00	\$500.00	\$15.88	\$794.00
14	NO ITEM	0	UNIT	\$0.00	\$0.00	\$0.00	\$0.00
15	RESET EXISTING MANHOLE CASTINGS	10	UNIT	\$450.00	\$4,500.00	\$400.00	\$4,000.00
16	RESET WATER VALVE BOXES	12	UNIT	\$20.00	\$240.00	\$0.01	\$0.12
17	INLET, TYPE "A"	18	UNIT	\$4,500.00	\$81,000.00	\$3,000.00	\$54,000.00
18	SELECT FILL	1,000	0	\$0.01	\$10.00	\$17.00	\$17,000.00
19	HMA MILLING, 5" DEPTH	425	0	\$8.00	\$3,400.00	\$9.00	\$3,825.00
20	12" HIGH DENSITY POLYETHYLENE CULVERT PIPE	450	0	\$90.00	\$40,500.00	\$140.00	\$63,000.00
21	TEST PITS	12	0	\$400.00	\$4,800.00	\$250.00	\$3,000.00
22	DENSE AGGREGATE BASE COURSE, 6" THICK	600	0	\$0.50	\$300.00	\$5.00	\$3,000.00
23	8" DUCTILE IRON CULVERT PIPE, CLASS 52 (IF AND WHERE DIRECTED)	60	0	\$90.00	\$5,400.00	\$100.00	\$6,000.00
<b>TOTAL AMOUNT BID BASED ON ESTIMATED QUANTITIES FOR BID ITEMS 1 - 23</b>					<b>\$396,300.00</b>	<b>\$432,136.82</b>	

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

RESOLUTION #2020-172

Title: **APPOINTMENT OF LOWER TOWNSHIP HEARING OFFICER AS A PROFESSIONAL SERVICE CONTRACT WITHOUT PUBLIC BIDDING**

WHEREAS, the Township of Lower has a need to acquire a conflict Hearing Officer 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, Steven Secare, Esq. of the Secare & Hensel Law Firm has provided a proposal to serve as a Hearing Officer for the Township of Lower at a rate of \$140.00 per hour not to exceed \$7,500; 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 #: 0-01-20-155-200

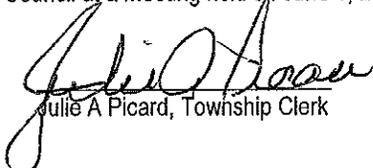
CFO Signature:   
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a contract without public bidding be awarded to Steven Secare, Esq. to serve as Lower Township Hearing Officer on an as-needed basis at a fee of \$150.00 per hour with a not to exceed amount of \$7,500.

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.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
Julie A. Picard, Township Clerk

## AGREEMENT FOR PROFESSIONAL SERVICES

THIS AGREEMENT, dated the 15<sup>th</sup> day of June, 2020

BETWEEN: **Lower Township,**  
401 Breakwater Rd  
Cape May, NJ 08204  
(hereinafter referred to as LT);

AND: **STEVEN SECARE, ESQ.**  
Secare & Hensel  
16 Madison Avenue  
Toms River, NJ 08753  
(hereinafter referred to as ATTORNEY).

WHEREAS, pursuant to law, the parties hereto wish to enter into an agreement for professional services.

NOW, THEREFORE, the parties hereunder do agree as follows:

1. The Attorney is hereby retained to serve in the capacity as Hearing Officer for such term as is provided for by this contract and statute.
2. The Attorney shall provide all general legal services required as Hearing Officer.
3. The Attorney shall be paid at a rate of \$140.00 per hour not to exceed \$7,500.00
4. The Attorney shall perform all normal legal services as determined and authorized by LT or other authorized officials in accordance with the terms of this Agreement which shall be provided for by separate agreements with such Attorney, as may

be determined.

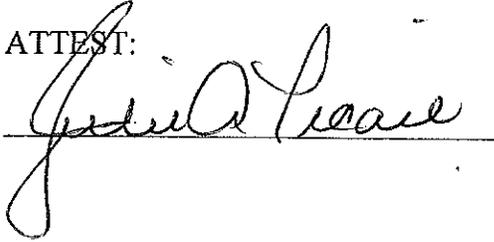
5. The Attorney shall bill the LT for all services rendered. This includes telephone calls (minimum charge of .2 of an hour), dictating letters (minimum charge of .3 of an hour) and reviewing letters (minimum charge of .2 of an hour).

6. The Attorney shall execute the Affirmative Action Agreement, Exhibit A attached hereto, which shall be incorporated herein by reference.

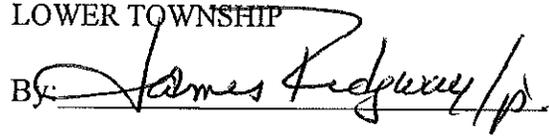
7. Political Contribution Disclosure. This contract has been awarded in a non-open and fair process as a professional service contract.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

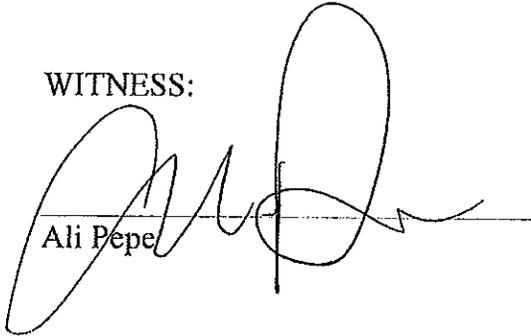
ATTEST:

  
\_\_\_\_\_

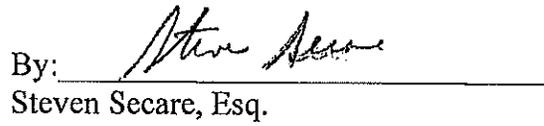
LOWER TOWNSHIP

By:   
\_\_\_\_\_

WITNESS:

  
\_\_\_\_\_

SECARE & HENSEL

By:   
\_\_\_\_\_

Steven Secare, Esq.

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

RESOLUTION #2020-173

Title: **A RESOLUTION RELAXING THE PROCEDURES ASSOCIATED WITH SITE PLAN REVIEW AND APPROVAL FOR EXISTING RESTAURANTS, BREWERIES, WINERIES AND DISTILLERIES IN RELATION TO CURRENT SOCIAL DISTANCING RESTRICTIONS ENACTED IN CONNECTION WITH THE ONGOING CORONAVIRUS PUBLIC HEALTH EMERGENCY**

**WHEREAS**, in or about December of 2019, the emergence of the novel Coronavirus (Covid-19) was first discovered in the City of Wuhan, Hubei Province, People's Republic of China, and it was recognized to be a severe, potentially fatal, highly infectious respiratory illness that was suspected of human-to-human transmission; and

**WHEREAS**, on January 30, 2020, the World Health Organization declared the outbreak of the novel Coronavirus (Covid-19) to be a Public Health Emergency of International Concern as human-to-human transmission of the Coronavirus was confirmed, and outbreaks of the Coronavirus began to spread to numerous other countries throughout the world; and

**WHEREAS**, on January 31, 2020, the United States Department of Health and Human Services Secretary declared the novel Coronavirus to be a United States Public Health Emergency; and

**WHEREAS**, on February 3, 2020, New Jersey's Governor, Philip D. Murphy, issued Executive Order 102 establishing the New Jersey Coronavirus Task Force in an effort to monitor the spread of the Coronavirus within the State of New Jersey, the United States of America, and the entire world in order to facilitate necessary and appropriate action to ensure the safety and security of the residents of the State of New Jersey; and

**WHEREAS**, on March 4, 2020, the State of New Jersey reported the first confirmed positive case of Coronavirus throughout the State; and

**WHEREAS**, on March 9, 2020, Governor Murphy issued Executive Order 103 declaring a State of Emergency and a Public Health Emergency in response to the outbreak of the novel Coronavirus within the State of New Jersey; and

**WHEREAS**, on March 13, 2020, the President of the United States of America formally declared the outbreak of the novel Coronavirus to constitute a National Emergency pursuant to the National Emergencies Act (50 U.S.C. § 1601, et seq.); and

**WHEREAS**, on March 16, 2020, Governor Murphy issued Executive Order 104 enacting several "social distancing" regulations, including but not limited to, limiting public gatherings to no more 50 people, closing educational facilities, closing various recreation and entertainment based businesses, imposed restrictions on scope of service and hours of operation for other non-essential retail, recreational, restaurant/bars and entertainment businesses; and

**WHEREAS**, on March 21, 2020, Governor Murphy issued Executive Order 107 which expanded the social distancing regulations set forth within Executive Order 104, including but not limited to, directing all New Jersey residents to remain in their home or place of residence with specific limited exceptions, prohibited gatherings of any size, closed all non-essential retail businesses and identified essential businesses permitted to continue to operate subject to specific limitations, and reiterated and strengthened social distancing requirements when in public; and

**WHEREAS**, on March 21, 2020, Governor Murphy also issued Executive Order 108 which specifically voided and precluded County and Municipal Governments from imposing or enforcing any restrictions/regulations that in any way would or might conflict with any of the provisions of Executive Order 107, with the exception of regulating online marketplaces for arranging or offering lodging, municipal or county parks, and beaches and boardwalks; and

**WHEREAS**, Executive Order 107 specifically regulates the continued operation of Bars/Restaurants and provides, in part, that "All restaurants, cafeterias, dining establishments, and food courts, with or without a liquor license, all bars, and all other holders of a liquor license with retail consumption privileges, are permitted to operate their normal business hours, but are limited to offering only food delivery and/or take-out services in accordance with their existing liquor licenses;" and

**WHEREAS**, in the anticipation that the regulations, prohibitions, and social distancing requirements within the Governor's Executive Orders may be relaxed and/or modified in the coming weeks or months, potentially permitting these establishments to operate at reduced capacities, the Township Council of the Township of Lower finds it to be appropriate to temporarily relax the procedures associated with site plan review and approval in order to permit said establishments to locate tables out-of-doors, in the Township right-of-way and/or in other locations on site, subject to the requirements and restrictions set forth herein, until the State of New Jersey rescinds Executive Order 107 and/or eliminates social distancing requirements;

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

1. All of the statements of the Preamble are repeated and are incorporated herein by this reference thereto and are made a part hereof as if each and every statement were set forth fully herein.
2. Effective immediately, pending further resolution, and contingent upon the State of New Jersey relaxing the provisions of Executive Order 107, specifically the provisions pertaining to the operation of RESTAURANTS, BARS, BREWERIES, WINERIES AND DISTILLERIES in relation to social distancing requirements, the Zoning Officer of the Township of Lower is hereby granted the authority and discretion to waive the requirements of sections §400-77 and §400-78 of the Township Code, in order to approve temporary site plan applications pertaining to existing Restaurants, Bars, Breweries, Wineries and Distilleries subject to the review and approval of the Chief of Police, to permit the temporary relocation of existing tables/seating to the Township right-of-way and/or other locations on site, subject to the following requirements, conditions, and restrictions:
  - a. Application. A restaurant, bar, brewery, winery and/or distillery owner or operator, with consent of the property owner, seeking approval to relocate existing tables/seating to the Township right-of-way and/or other locations on site, shall be required to submit a site plan application, which shall include but not be limited to:
    - i. A site drawing depicting the existing and proposed layout and locations of tables/seating and any other furnishings to be utilized in said locations. The site drawing shall also include but not be limited to a depiction of all aisles, routes of ingress and egress, clearances/distances between tables and between the seating area and the curbline.
    - ii. An illustration, rendering, and/or photograph of all proposed furniture, umbrellas, and trash receptacles. Proposed tables/chairs, furniture, umbrellas, trash receptacles, etc. must be of like nature and appearance to what is currently utilized on site.
    - iii. Applicants must submit a brief written narrative describing the proposed method of serving food and beverages in the newly proposed areas.
    - iv. Applicants must submit a Litter Control Plan, which shall include a general description of the number and location of trash receptacles proposed to service the outdoor dining area, and the frequency with which the outdoor dining area will be policed for litter in order to control the accumulation of trash/recycling.
    - v. Any other information/documentation deemed necessary and/or required by the Zoning Officer, and/or other appropriate Township official.
    - vi. Application packets will be initially distributed to the Township Manager, the Lower Township Chief of Police, and the Township Construction Official in order to conduct a preliminary review of the submitted documents to ensure receipt of completed application packets, to conduct an initial site safety inspection, and to ensure that the site complies with applicable ADA requirements. Thereafter, a report will be issued to the Township Zoning Official, and the Township Zoning Official will review the submitted application packets and approve or deny the submitted temporary site plan application.

- b. Conditions and Restrictions. The approval of any temporary site plan in relation to this Resolution shall be subject to the following conditions and restrictions:
- i. All applications are subject to the review and approval of the Township's Zoning Officer.
  - ii. No increase in the total number of tables/seats will be permitted. Any newly approved exterior tables/seats, when added to existing table/seats, cannot exceed the total number of tables/seats approved prior to the issuance of any temporary site plan approval pursuant to this Resolution.
  - iii. Tables/seats shall be permitted to be located in the Township right-of-way and/or on the Applicant's property provided a minimum 5ft. pedestrian walkway is maintained and provided for the general public, subject to applicable ADA requirements.
  - iv. Any approved exterior tables/seats shall be permitted to be utilized between the hours of 7am and 11pm.
    - a) Tables/seats approved to be located within the Township right-of-way must be removed from the right-of-way and stored on site on a daily basis by 11pm.
  - v. No tables/seats and/or other temporary structures shall hinder any sight triangles or otherwise cause unsafe driving conditions for vehicles or pedestrians within the public rights-of-way.
  - vi. Outside cooking of food and food preparation of any kind is prohibited. Food services shall be provided from inside the dining establishment.
  - vii. Applicants requesting to utilize areas of the Township right-of-way shall enter into a temporary license agreement with the Township, in a form to be determined by the Township, in the Township's sole discretion. Any license agreement extended in connection with this Resolution shall be temporary, and shall automatically terminate upon the repeal of this Resolution.
  - viii. The sale/service of alcoholic beverages in these locations shall be permitted, subject to compliance with any and all applicable ABC regulations/statutes, including but not limited to an extension of premises application, and subject to the review and approval of the Township Clerk and Chief of Police. The approval of any extension of premises application to permit the sale/consumption of alcoholic beverages in outdoor dining areas shall be temporary and shall automatically terminate upon the State of New Jersey rescinding Executive Order 107 and/or the elimination of all social distancing regulations.
  - ix. Applicants proposing to relocate existing tables/seats to the Township right-of-way shall indemnify and hold harmless the Township of Lower, its employees, agents, and/or officers from all claims, losses, liens, expenses, suits and attorney's fees arising out of the placement, operation, and maintenance of the Outdoor Dining Area. Applicants must name the Township of Lower as an additional insured under the Applicant's General Liability including Products & Completed Operations Insurance with a minimum combined single limit of liability per occurrence for bodily injury and property damage of *one million (\$1,000,000) dollars*, with a minimum annual aggregate of *two million (\$2,000,000) dollars*, Liquor Liability with a minimum limit of liability per occurrence of *one million (\$1,000,000.00) dollars*, with a minimum annual aggregate of *two million (\$2,000,000.00) dollars* (if applicable). The Applicant must provide the Township with an endorsement to the policy evidencing the foregoing.

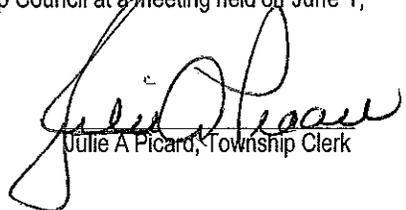
3. The Township of Lower reserves the right to amend, terminate, or repeal this resolution, and accordingly no property rights are granted to any person(s) or entities by virtue of this resolution. All person(s)

and/or entities electing to pursue temporary relief in accordance with the provisions of this resolution are hereby given notice that the expenditure of any funds, or the incurrence of any costs, in reliance upon the provisions of this resolution shall be at their sole and exclusive expense. All persons and/or entities are hereby given notice that the risk of loss for any expenditure and/or costs incurred shall be their sole and exclusive responsibility.

4. With the exception of the temporary relief set forth herein, Applicant's must comply with any and all other federal, state, county, and local laws and regulations, including any and all other existing zoning ordinances and/or general ordinances governing the operation of bars/restaurants
5. In the event the Zoning Officer determines that an Applicant is in violation of the conditions of any temporary site plan approved in relation to this Resolution, the Zoning Officer is hereby authorized to immediately revoke the temporary site plan approval received in relation to this Resolution.
6. In order to avoid injustice, the possible abuse of discretion and to correct the possibility of error in judgment, any Applicant who's temporary site plan application is denied by the Zoning Officer has the right to appeal to the governing body by filing a notice of appeal with the Township Clerk within thirty (30) days of the denial of said application. Upon receipt of any such notice of appeal, the governing body will hear the appeal at its regular meeting, at which time the owner and any other persons appearing in the matter will be heard or afforded the opportunity to be heard. At the conclusion of said hearing, the governing body will consider the matter, determine whether to uphold or overturn the Zoning Officer's decision, and thereafter notify the owner of its decision.
7. This Resolution shall take effect immediately, subject to the State of New Jersey relaxing the provisions of Executive Order 107, specifically the provisions pertaining to the operation of restaurants and bars in relation to social distancing requirements. In the event Executive Order 107 or this Resolution are rescinded, or should social distancing requirements be eliminated, any temporary approval afforded by the Zoning Officer in accordance with the terms and conditions of this resolution shall be deemed void, and Applicants shall be required to immediately return tables/seats to their previously approved locations.
8. Upon adoption of this Resolution the Township Clerk shall forward copies, electronically or otherwise, to the following officials: New Jersey Governor, New Jersey Lieutenant Governor, New Jersey Attorney General, New Jersey Senate and Assembly Majority and Minority Leaders, Cape May County Board of Chosen Freeholders, Cape May County Clerk and the Municipal Clerks of each Cape May County Municipality.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
Julie A. Picard, Township Clerk

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

RESOLUTION #2020-174

Title: AUTHORIZATION FOR REFUND OF TAXES

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

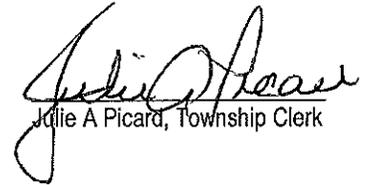
WHEREAS, a refund is due.

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.

Block	Lot	Refund To	Reason	Tax
494.07	1	George T Prentice 101 Bayridge Road	Home Owner Paid Erroneously	\$ 650.53
141	6	Daniel & Susan Donnelly 143 Pennsylvania Avenue	Home Owner Paid Erroneously	\$ 956.97

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
Julie A. Picard, Township Clerk

**TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY  
RESOLUTION #2020-175**

**CAPITAL BUDGET AMENDMENT**

WHEREAS, the local capital budget for the year 2020 was adopted on the 6th day of April, 2020, and

WHEREAS, it is desired to amend said adopted capital budget section,

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower that the following amendments to the adopted capital budget section be made:

<u>RECORDED VOTE</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Frank Sippel	<del>X</del>			
David Perry	<del>X</del>			
Roland Roy	<del>X</del>			
Thomas Conrad	<del>X</del>			ABSENT
Kevin Coombs	<del>X</del>			

**FROM  
CAPITAL BUDGET (Current Year Action)  
2020**

Planned Funding Services for  
Current Year 2020

<u>Project</u>	Estimated Total Cost	Amounts Reserved in Prior Years	Capital Improvement Fund	Capital Surplus	Grants and Other Funds	Debt Authorized	To Be Funded in Future Years
Equipment	5,854,500.00		28,225.00			536,275.00	5,290,000.00
Recreation Facilities	15,950,000.00		80,000.00			1,520,000.00	14,350,000.00
Police Equipment	309,000.00		2,450.00			46,550.00	260,000.00
Municipal Buildings	859,400.00		42,970.00			816,430.00	0.00
Vehicles	855,000.00		17,750.00			337,250.00	500,000.00
Road Program/Infrastructure	900,000.00		0.00			0.00	900,000.00
<b>Total All Projects</b>	<b>24,727,900.00</b>	<b>0.00</b>	<b>171,395.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,256,505.00</b>	<b>21,300,000.00</b>

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY  
 RESOLUTION #2020-175

CAPITAL BUDGET AMENDMENT

6 YEAR CAPITAL PROGRAM 2020 - 2025  
 Anticipated Project Schedule and Funding Requirement

Project	Estimated Total Costs	6 YEAR CAPITAL PROGRAM 2020 - 2025 Anticipated Project Schedule and Funding Requirement					
		2020	2021	2022	2023	2024	2025
Equipment	5,854,500.00	564,500.00	2,580,200.00	1,420,200.00	216,200.00	782,200.00	291,200.00
Recreation Facilities	15,950,000.00	1,600,000.00	0.00	14,350,000.00	0.00	0.00	0.00
Police Equipment	309,000.00	49,000.00	55,000.00	55,000.00	55,000.00	55,000.00	40,000.00
Municipal Buildings	859,400.00	859,400.00	0.00	0.00	0.00	0.00	0.00
Vehicles	855,000.00	355,000.00	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
Road Program/Infrastructure	900,000.00	0.00	300,000.00	0.00	300,000.00	300,000.00	300,000.00
<b>Total All Projects</b>	<b>24,727,900.00</b>	<b>3,427,900.00</b>	<b>3,035,200.00</b>	<b>15,925,200.00</b>	<b>671,200.00</b>	<b>937,200.00</b>	<b>731,200.00</b>

6 YEAR CAPITAL PROGRAM 2020 - 2025  
 Summary of Anticipated Funding Sources and Amounts

Project	Estimated Total Costs	6 YEAR CAPITAL PROGRAM 2020 - 2025 Summary of Anticipated Funding Sources and Amounts			
		Capital Improvement Fund	Capital Surplus	Grants and Other Funds	General Debt Authorized
Equipment	5,854,500.00	295,894.38			5,558,605.62
Recreation Facilities	15,950,000.00	890,805.49			15,059,194.51
Police Equipment	309,000.00	16,106.10			292,893.90
Municipal Buildings	859,400.00	16,106.10			843,293.90
Vehicles	855,000.00	46,939.28			808,060.72
Road Program/Infrastructure	900,000.00	31,223.47			868,776.53
<b>Total All Projects</b>	<b>24,727,900.00</b>	<b>1,297,074.82</b>	<b>0.00</b>	<b>0.00</b>	<b>23,430,825.18</b>

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY  
 RESOLUTION #2020-175

CAPITAL BUDGET AMENDMENT  
 TO  
 CAPITAL BUDGET (Current Year Action)  
 2020

Planned Funding Services for  
 Current Year 2020

Project	Estimated Total Cost	Amounts Reserved in Prior Years	Capital Improvement Fund	Capital Surplus	Grants and Other Funds	Debt Authorized	To Be Funded in Future Years
Equipment	6,022,790.26		37,441.84			695,348.42	5,290,000.00
Recreation Facilities	16,340,000.00		100,000.00		400,000.00	1,490,000.00	14,350,000.00
Police Equipment	313,971.60		2,757.67			51,213.93	260,000.00
Municipal Buildings	948,329.25		48,454.78			899,874.47	0.00
Vehicles	819,908.89		16,345.71			303,563.18	500,000.00
Road Program/Infrastructure	4,085,000.00		160,000.00		185,000.00	2,840,000.00	900,000.00
Total All Projects	28,530,000.00	0.00	365,000.00	0.00	585,000.00	6,280,000.00	21,300,000.00

**6 YEAR CAPITAL PROGRAM 2020 - 2025**  
 Anticipated Project Schedule and Funding Requirement

Project	Estimated Total Costs	2020-2025					
		2020	2021	2022	2023	2024	2025
Equipment	6,022,790.26	732,790.26	2,580,200.00	1,420,200.00	216,200.00	782,200.00	291,200.00
Recreation Facilities	16,340,000.00	1,990,000.00	0.00	14,350,000.00	0.00	0.00	0.00
Police Equipment	313,971.60	53,971.60	55,000.00	55,000.00	55,000.00	55,000.00	40,000.00
Municipal Buildings	948,329.25	948,329.25	0.00	0.00	0.00	0.00	0.00
Vehicles	819,908.89	319,908.89	100,000.00	100,000.00	100,000.00	100,000.00	100,000.00
Road Program/Infrastructure	4,085,000.00	3,185,000.00	300,000.00	0.00	300,000.00	0.00	300,000.00
Total All Projects	28,530,000.00	7,230,000.00	3,035,200.00	15,925,200.00	671,200.00	937,200.00	731,200.00

TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY  
 RESOLUTION #2020-175

CAPITAL BUDGET AMENDMENT

6 YEAR CAPITAL PROGRAM 2020 - 2025  
 Summary of Anticipated Funding Sources and Amounts

Project	Estimated Total Costs	Capital		Grants and Other Funds	General Debt Authorized
		Improvement Fund	Capital Surplus		
Equipment	6,022,790.26	301,941.84			5,720,848.42
Recreation Facilities	16,340,000.00	817,500.00		400,000.00	15,122,500.00
Police Equipment	313,971.60	15,757.67			298,213.93
Municipal Buildings	948,329.25	48,454.78			899,874.47
Vehicles	819,908.89	41,345.70			778,563.19
Road Program/Infrastructure	4,085,000.00	205,000.00		185,000.00	3,695,000.00
Total All Projects	28,530,000.00	1,430,000.00	0.00	585,000.00	26,515,000.00

BE IT FURTHER RESOLVED that two certified copies of this resolution be filed forthwith in the Office of the Director of Local Government Services.

It is hereby certified that this is a true copy of a resolution amending the capital budget section adopted by the governing body on the 6th day of April, 2020.

Certified by me:

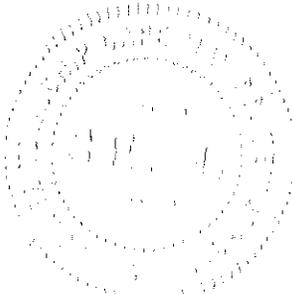
Jane L. Reed  
 Date

Trenton, New Jersey

Approved \_\_\_\_\_ 2020

Jane L. Reed  
 Township Clerk

\_\_\_\_\_  
 Director of Local Government Services



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

RESOLUTION #2020-176

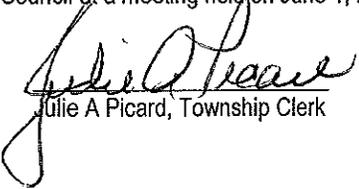
Title: AUTHORIZING THE PAYMENT OF VOUCHERS

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Lower Township Rescue Squad	EMS Contribution	\$ 35,000

TOTAL Bill List \$ 35,000

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2020-177

Title: A RESOLUTION AUTHORIZING A GRANT APPLICATION AND THE EXECUTION OF A GRANT AGREEMENT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR WILSON DRIVE

WHEREAS, the Council of the Township of Lower has determined that Wilson Drive is in need of reconstruction for roadway preservation; and

WHEREAS, funds for such reconstruction may be available to the Township of Lower under the New Jersey Transportation Trust Fund Authority Act; and

WHEREAS, an application must be filed with the Department of Transportation to apply for such funds.

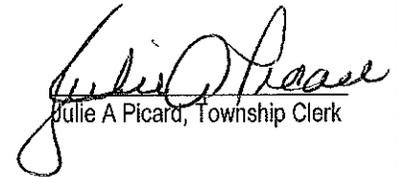
NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey, formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-Lower Township-00184 to the New Jersey Department of Transportation on behalf of Lower Township.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Lower Township and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
Julie A. Picard, Township Clerk

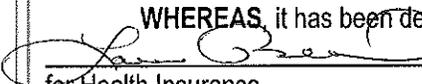
TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2020-178

Title: AUTHORIZATION FOR 2020 INCENTIVE AWARD FOR INSURANCE WAIVER

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

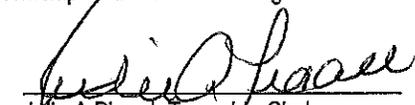
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that payment to the attached schedule of employees in the amount of \$47,083.33 is authorized and chargeable to the 2020 Budget account 0-01-23-220-412.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on June 1, 2020.

  
Julie A. Picard, Township Clerk

<b>Employee</b>	<b>Jun-20</b>
Bailey, Howard III	\$ 416.67
Barcas, William	\$ 2,500.00
Boyle, Kevin Jr.	\$ 2,500.00
Brewster, Maria	\$ 2,500.00
Crippen, Colleen	\$ 2,500.00
Douglass, Gary	\$ 2,500.00
Douglass, Scott	\$ 2,500.00
Greto, Anthony	\$ 2,500.00
Hansberry, Ryan	\$ 2,500.00
Kelleher, William	\$ 2,500.00
Lepor, David	\$ 2,500.00
Lewis, Kevin	\$ 2,500.00
Nuscis, Michael	\$ 2,500.00
Omrod, William	\$ 2,500.00
Perry, Michael	\$ 2,500.00
Plenn, Mitchell	\$ 2,500.00
Rementer, Joseph	\$ 2,500.00
Ryan, Charles	\$ 2,500.00
Vanaman, Donald	\$ 2,500.00
Walker, Kenneth	\$ 1,666.67
	\$ 47,083.33