

Signed Resolutions - June 20, 2016

- Res. #2016-183 Payment of Vouchers \$711,452.38  
Res. #2016-184 Cancellation of Taxes on County Property (per DRBA memorandum of agreement  
\$2,768.69 - 3 properties)  
Res. #2016-185 Authorization for Refund of Taxes ( 7 properties \$11,177.36 )  
Res. #2016-186 Authorization for the Payout of Accumulated Compensatory Time (M.Szemcsak  
\$3,951.06)  
Res. #2016-187 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Alcohol  
Education & Rehabilitation \$1,027.39)  
Res. #2016-188 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (FEMA  
Storm Reimbursement \$6,393.73)  
Res. #2016-189 Annual Renewal of Liquor Licenses for the Year 2016-2017 (final 4 licenses)  
Res. #2016-190 Issuance of 2016 Limousine, Taxi and Operator License (one driver/2 taxi vehicles - Easy  
Rider)  
Res. #2016-191 Certification to the Local Finance Board of Receipt and Review of Audit Sections General  
Comments & Recommendations  
Res. #2016-192 Adoption of 2016 Cape May County Hazard Mitigation Plan (requirement of OEM)  
Res. #2016-193 Authorizing the Payment of Vouchers (L/T Rescue \$10,000 Expenses)

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

**RESOLUTION #2016- 183**

**TITLE: AUTHORIZING THE PAYMENT OF VOUCHERS**

<u>Vendor</u>	<u>PO #</u>	<u>Description</u>	<u>CK</u>	<u>Amount</u>
NJ MOTOR VEHICLES	16-01569	TRANSFER TITLE/PLAN	57500	\$ 60.00
		Total Manual Checks		\$ 60.00
		Total Computer		\$ 711,392.38

**Total Bill List \$ 711,452.38**

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

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 20, 2016.

  
 Julie A Picard, Township Clerk



Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00443	BSN SPORTS INC*							
	16-01296	05/11/16	FOOTBALL EQUIPMENT	Open	1,892.00	0.00		
00445	NJBOA							
	16-01081	04/22/16	MEMBERSHIP GARY & DON	Open	200.00	0.00		
00508	JOAN K. BURNS							
	16-01628	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
00509	CAPE REGIONAL MEDICAL CENTER							
	16-01164	04/28/16	HEPATITIS SHOTS/DPW	Open	120.00	0.00		
00611	COUNTY OF CAPE MAY							
	16-01533	06/07/16	GASOLINE/DIESEL/MARCH	Open	13,658.13	0.00		
00784	CAPE MAY STAR & WAVE							
	16-01505	06/06/16	LEGAL PUBLICATION	Open	29.14	0.00		
	16-01717	06/13/16	LEGAL PUBLICATIONS 6-8-16	Open	131.44	0.00		
					160.58			
00807	CDW-GOVERNMENT INC*							
	16-01260	05/09/16	OFFICE SUPPLIES	Open	100.17	0.00		
00825	COMCAST*							
	16-01728	06/14/16	INTERNET SERVICE	Open	342.99	0.00		
	16-01734	06/14/16	FIRE SAFETY 8499050090215761	Open	125.90	0.00		
					468.89			
01087	ANTHONY J. COSTANZO							
	16-01591	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
01170	VERIZON WIRELESS* F/S							
	16-01537	06/07/16	CELL FIRE 4/27/16-5/26/16	Open	52.45	0.00		
01171	VERIZON WIRELESS - TOWNHALL							
	16-01544	06/08/16	CELL PHONE 05/24/16-6/23/16	Open	503.40	0.00		
	16-01545	06/08/16	IPHONE BILL 5/29/16-6/28/16	Open	922.78	0.00		
					1,426.18			
01200	DELTA DENTAL PLAN OF NJ							
	16-01493	06/02/16	MAY 2016 DENTAL	Open	16,023.60	0.00		
01246	ROCCO SANSONE							
	16-01705	06/13/16	SPRING SOCCER OFFICIAL	Open	285.00	0.00		
01251	BRIAN DICKINSON							
	16-01726	06/14/16	CONTRACTUAL REIMBURSEMENT-M	Open	1,587.81	0.00		
01399	ENFORSYS POLICE SYSTEMS INC*							
	16-01354	05/17/16	ANNUAL MAINT 7/1/2016-06/30/17	open	7,950.00	0.00		
01443	ERMA VOLUNTEER FIRE CO							
	16-01688	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	300.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01490 ROBERT FESSLER	16-01504	06/06/16	TRAINING MEALS	Open	10.89	0.00		
01519 TOM FOLES ELECTRICAL CONTRACTOR*	16-01546	06/08/16	MULLIGAN CONCESSION STAND	Open	250.00	0.00		
01530 FIRE DISTRICT #1	16-00778	03/15/16	2016 FIRE DISTRICT TAXES	Open	126,503.55	0.00		
01532 JACQUELINE U. HENDERSON	16-01612	06/10/16	PRIMARY ELECTION JUNE 7, 2016	Open	200.00	0.00		
01540 FIRE DISTRICT #2	16-00274	01/26/16	2016 FIRE TAXES	Open	186,818.00	0.00		
01550 FIRE DISTRICT #3	16-00779	03/15/16	2016 FD #3 TAXES	Open	169,941.60	0.00		
01581 FIRST ASSEMBLY OF GOD CHURCH	16-01687	06/10/16	PRIMARY ELECTION JUNE 7, 2016	Open	150.00	0.00		
01637 ANN G. HEAP-HELVESTON	16-01586	06/10/16	PRIMARY ELECTION JUNE 7, 2016	Open	225.00	0.00		
01653 GENTILINI FORD*	16-00760	03/14/16	PARTS FOR TRUCKS	Open	321.89	0.00		
01734 CHURCH'S SEASHORE NURSERY, INC*	16-01418	05/25/16	EMERGENCY CALL - MILLMAN CENTER	Open	420.80	0.00		
01767 WILLIAM R. HARTLEY, SR	16-01570	06/10/16	PRIMARY ELECTION JUNE 7, 2016	Open	225.00	0.00		
01768 ROBERT HARTMAN JR	16-01534	06/07/16	TRAINING MEALS	Open	46.44	0.00		
01781 HATCH MOTT MACDONALD, LLC*	16-01506	06/06/16	PROFESSIONAL ENGINEERING	Open	1,488.45	0.00		
	16-01507	06/06/16	PROFESSIONAL ENGINEERING	Open	338.25	0.00		
	16-01508	06/06/16	PROFESSIONAL ENGINEERING	Open	198.00	0.00		
	16-01509	06/06/16	PROFESSIONAL ENGINEERING	Open	749.75	0.00		
					2,774.45			
01791 CINDY S. HARTLEY	16-01572	06/10/16	PRIMARY ELECTION JUNE 7, 2016	Open	225.00	0.00		
01806 ANTHONY J HARVATT, II, ESQ	16-01502	06/06/16	RESOLUTIONS	Open	150.00	0.00		
01968 ITS MAILING SYSTEMS, INC*	16-01037	04/14/16	INK FOR POSTAGE MACHINE	Open	419.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
02025 HUNTER JERSEY PETERBILT*	16-00965	04/08/16	PARTS FOR TRUCKS/MAY	Open	1,059.68	0.00		
02108 KEEN COMPRESSED GAS CO*	16-00733	03/14/16	BOTTLED WATER/APRIL	Open	446.25	0.00		
02134 THOMAS KEYWOOD	16-01497	06/02/16	CONTRACTUAL REIMBURSEMENT-M	Open	602.16	0.00		
02140 KINDLE FORD LINC/MERC., INC.*	16-00739	03/14/16	PARTS FOR POLICE VEHICLES/APRI	Open	1,447.48	0.00		
02175 BRUCE KLAUSING	16-01535	06/07/16	CONTRACTUAL REIMBURSEMENT-V	Open	115.00	0.00		
02208 PENNY BECICA-KRAUS	16-01579	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
02248 LAWMEN SUPPLY*	16-00604	03/03/16	BALLISTIC VESTS	Open	5,341.00	0.00		
	16-00652	03/10/16	BALLISTIC VEST	Open	143.00	0.00		
	16-01229	05/05/16	BALLISTIC VEST ARMOR SKINS	Open	375.00	0.00		
					5,859.00			
02294 MARIE A. LOMONACO	16-01536	06/07/16	CONTRACTUAL REIMBURSEMENT-M	Open	140.90	0.00		
02411 MENEAR'S TREE SERVICE*	16-01385	05/20/16	TREE TRIMMING @ CLEM MULLIGAN	Open	400.00	0.00		
02465 BARBARA MAHON	16-01573	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
02466 ROBERT E. MAHON	16-01577	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
03001 STATE TOXICOLOGY LABORATORY*	16-01355	05/17/16	APPLICANT TESTING	Open	45.00	0.00		
03008 NJ DEPT OF TREASURY/FEES	16-01441	05/26/16	SOLID WASTE REGISTRATION	Open	3,330.00	0.00		
03034 SAFEGUARD DOCUMENT DESTRUCTION	16-00897	03/31/16	LOWER TOWNSHIP SHREDDING DAY	Open	575.00	0.00		
03280 PARAMOUNT SANITARY SUPPLY*	16-01347	05/17/16	TRASH BAGS-VARIOUS LOCATIONS	Open	494.57	0.00		
03284 STEPHEN H. PARKER	16-01704	06/13/16	SPRING SOCCER OFFICIAL	Open	180.00	0.00		
03285 PARA PLUS TRANSLATIONS, INC.*	16-01371	05/18/16	INTERPRETER	Open	183.44	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03288 KATHRYN PATTERSON	16-01594	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
03289 THOMAS W. PATTERSON	16-01674	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
03296 PARISH OF ST. JOHN NEUMANN	16-01689	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	675.00	0.00		
03455 PUBLIC WORKS ASSOCIATION*	16-01317	05/12/16	2016 /ASSOCIATION DUES	Open	100.00	0.00		
03458 JOANN H. RASH	16-01593	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
03466 R & R SPECIALTIES	16-01417	05/25/16	SOCCER SPONSOR PLAQUE	Open	75.00	0.00		
	16-01489	06/01/16	LACROSSE TROPHIES	Open	192.00	0.00		
	16-01539	06/07/16	MEMORIAL PLAQUE-WALKER	Open	270.00	0.00		
					537.00			
03507 JEAN ROBSON	16-01667	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
03512 JEANETTE SMITH-REEVES	16-01574	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
03518 RIGGINS, INC.*	16-01707	06/13/16	OFF HIGHWAY DIESEL	Open	463.79	0.00		
03611 SERVICE TIRE TRUCK CENTERS*	16-00980	04/08/16	TIRES/RDS/SANT/RECY/DPW/MAY	Open	6,324.60	0.00		
03640 MADELINE R. SHOWERS	16-01685	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
03671 SOUTH JERSEY OVERHEAD DOOR, INC	16-01292	05/11/16	PUBLIC SAFETY DOOR	Open	451.02	0.00		
03679 BARBARA SLONIS	16-01587	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
03729 FLORENCE STATKIEWICZ	16-01645	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
03734 STEWART INDUSTRIES, INC.*	16-00914	04/04/16	PRINTER MAIN 3/23/16-6/23/16	Open	2,850.54	0.00		
03805 TOWNBANK VOLUNTEER FIRE CO.	16-01686	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	450.00	0.00		
03820 MUNICIPAL UTIL. AUTH ON CALL	16-01384	05/20/16	ONE CALL MESSAGES	Open	269.38	0.00		

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03844 GIACOMO TROMBETTA	16-01693	06/13/16	CONTRACTUAL REIMBURSEMENT-M	Open	10.00	0.00		
03852 CATHERINE A. TURNEY	16-01651	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
03910 UNIFORM CONST. CODE OFF. OF SJ*	16-01082	04/22/16	2016 MEMBERSHIP	Open	150.00	0.00		
03960 VECTOR SECURITY*	16-01330	05/13/16	COURT KEYS AND OTHER OFFICES	Open	262.32	0.00		
	16-01394	05/24/16	ANNUAL FIRE INSPECTION	Open	190.00	0.00		
					452.32			
03971 VERIZON WIRELESS MDT POLICE	16-01503	06/06/16	MDT WIRELESS	Open	691.19	0.00		
03985 VILLAS NAPA AUTO PARTS	16-00971	04/08/16	RDS/SANT/RECY/MAY	Open	661.36	0.00		
03992 VAL-U AUTO PARTS LLC*	16-00982	04/08/16	RDS/SANT/RECYC/DPW/MAY	Open	2,001.55	0.00		
04017 WILDWOOD LINEN SUPPLY*	16-01299	05/11/16	CLEANING OF FOOTBALL EQUIPMENT	Open	54.65	0.00		
04085 CHRISTOPHER WINTER (EMPLOYEE)	16-01496	06/02/16	CONTRACTUAL REIMBURSEMENT-M	Open	12.00	0.00		
04097 CINTAS FIRST AID AND SAFETY*	16-01532	06/07/16	FIRST AID SUPPLIES	Open	126.72	0.00		
04176 CHRISTOPHER J WINTER SR*CALEA	16-00655	03/10/16	ACCRED. CONSULTANT- MAY	Open	450.00	0.00		
04235 COLLEEN P GALLAGHER	16-01578	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
04283 CATHERINE JOSAPHOUTCH	16-01677	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
04300 W-B MASON CO INC*	16-01261	05/09/16	OFFICE SUPPLIES	Open	932.56	0.00		
	16-01352	05/17/16	OFFICE SUPPLIES	Open	348.38	0.00		
					1,280.94			
04445 TRICOMM SERVICES CORP*	15-03061	12/09/15	IP500 PHONE SYSTEM RES 15-349	Open	21,431.66	0.00		B
	15-03199	12/28/15	FAX SERVER POLICE DEPARTMENT	Open	1,821.70	0.00		
	16-00217	01/21/16	ANALOG SWITCH FOR RECORDING PD	Open	1,400.00	0.00		
	16-01479	06/01/16	TELEPHONE/NETWORK MOVE POLICE	Open	4,777.50	0.00		
					29,430.86			

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04532 ROBERTA K YOUNG	16-01671	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
6061 AMERIHEALTH ADMINISTRATORS	16-01540	06/07/16	5/31/2016 HEALTH	Open	1,195.66	0.00		
6066 THOMAS E PRICE JR	16-01684	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
6068 WARREN F MCLAUGHLIN	16-01600	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
6074 CAPE ATLANTIC JUNIOR FOOTBALL	16-01300	05/11/16	2016 CAJFL LEAGUE & OFFICIALS	Open	3,960.00	0.00		
6083 GENE DOWE	16-01498	06/02/16	LACROSSE OFFICIAL	Open	28.00	0.00		
7005 JULIE OSBORN	16-01650	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7006 SARA EL-SHOUBARY	16-01648	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7008 RICHARD A PAUL	16-01654	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7022 CAMPBELL & PRUCHNIK LLC*	16-01724	06/13/16	LEGAL SERVICES	Open	62.50	0.00		
7050 DAVID F BRAND	16-01672	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7051 MARIE SCHMINT	16-01655	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7053 ROBERTA A ZAKRZEWSKI	16-01618	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7067 FRANCES GUINAN	16-01602	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7070 MARIE D COLL	16-01642	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7183 BEYER FLEET, LLC*	16-01359	05/17/16	2016 FORD EXPLORER PLANNING	Open	28,181.00	0.00		
7186 PATRICIA CHACE	16-01629	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7188 CHRISTINE CRAIG	16-01644	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		

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7190 STEPHEN W SHEFTZ	16-01657	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7194 CONSTANCE ARRIVIELLO	16-01673	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7205 DREAMSCAPES POOLS LLC*	16-01512	06/06/16	REPLACE OR RESET STONES	Open	1,850.00	0.00		
7286 PETER H ZEREGA	16-01603	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7288 DAWN E BUCHER	16-01607	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7289 ANTHONY AMAND	16-01625	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7292 CHRISTINE D. CLOER	16-01681	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7310 CORELOGIC REAL ESTATE TAX SER	16-01694	06/13/16	RES#16-185 REFUND 2016 1ST QRT	Open	1,366.66	0.00		
	16-01695	06/13/16	RES#16-185 REFUND 2016 2ND QRT	Open	1,047.48	0.00		
	16-01696	06/13/16	RES#16-185 REFUND 2016 2ND QRT	Open	656.88	0.00		
					3,071.02			
7335 MAIL FINANCE/NEOPOST	16-01160	04/28/16	2/16-5/16/2016 POSTAGE MACHI	Open	1,890.00	0.00		
7354 FLEETPRIDE INC.*	16-00735	03/14/16	RDS/SANT/RECY/DPW/APRIL	Open	412.70	0.00		
	16-00960	04/08/16	RDS/SANT/RECY/DPW/MAY	Open	507.41	0.00		
					920.11			
7376 RYAN DOW	16-01702	06/13/16	LACROSSE OFFICIAL	Open	56.00	0.00		
7380 GAILE ROCKEY	16-01703	06/13/16	LACROSSE OFFICIAL	Open	120.00	0.00		
7410 MARILYN MIEKLE	16-01638	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7411 MARIAN ANNE CILIBERTI	16-01635	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7412 EUGENE STROLLE	16-01682	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7414 DANIELLE MORRISON	16-01571	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		

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7416 NICHOLAS C RANDAZZO	16-01589	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
7475 SUZANNE M SCHEID	16-01727	06/14/16	CONTRACTUAL REIMBURSEMENT-M	Open	1,128.25	0.00		
7478 WINDSTREAM COMMUNICATION INC*	16-01543	06/08/16	PHONE SERVICE- MILLMAN/PW/TOWN	Open	829.54	0.00		
7480 DENISE L JONES	16-01641	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7483 MATT SCHELLING	16-01722	06/13/16	SPRING SOCCER OFFICIAL	Open	75.00	0.00		
7508 BLANEY & KARAVAN PC*	16-00061	01/07/16	2016-32 LABOR ATTORNEY \$25 DNE	Open	2,637.50	0.00		B
7532 HEATHER MCNULTY*	16-01720	06/13/16	HIFITNESS ACADEMY 12 WEEK SESS	Open	720.00	0.00		
7574 CIRKIEL ACTUARIAL CONSULT LLC*	16-01243	05/06/16	2016 ACTUARIAL SERVICES	Open	4,500.00	0.00		
7575 CAPE MAY COUNTY COAST GUARD	16-01245	05/06/16	CONTRIB - CMC COAST GUARD COMM	Open	1,000.00	0.00		
7576 ROBERT THOMPSON JR.	16-01500	06/02/16	CONTRACTUAL REIMBURSEMENT-M	Open	138.00	0.00		
7581 ASSOC OF STATE FLOODPLAIN	16-01421	05/25/16	CFM Renewal-DOWE	Open	70.00	0.00		
7584 ROBERT A POST	16-01599	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7585 SHARON A TAYLOR	16-01611	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7586 KAREN GRASCH	16-01620	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7587 JOSE SOTO	16-01622	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7588 MAX KLINKOSKI	16-01627	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7589 JUDITH GREENER	16-01631	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7590 STEPHEN D ACKERMAN	16-01640	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		

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7591 SUSAN WIGGINS	16-01658	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7592 PATRICIA RANDAZZO	16-01659	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7593 FRANK SARACCO	16-01661	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7594 JUDITH SARACCO	16-01662	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7595 GLORIA PERROTTA	16-01675	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7596 VINCENT PERROTTA	16-01676	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7597 DIANE BAKER	16-01680	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7598 DIANA MARVA MCNAIR	16-01690	06/13/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
7599 KAREN HOFFMAN	16-01697	06/13/16	RES#16-185 REFUND 2016 1/2 QRT	Open	3,958.76	0.00		
7600 ANDREA WEHMAN	16-01698	06/13/16	RES#16-185 REFUND 2016 1/2 QRT	Open	2,165.52	0.00		
7601 STEVEN & MARGARET LOCKE	16-01699	06/13/16	RES#16-185 REFUND 2016 2ND QRT	Open	751.80	0.00		
7602 ROBERT GRECO	16-01701	06/13/16	LACROSSE OFFICIAL	Open	56.00	0.00		
7604 STEVEN & TASHA WILSON	16-01719	06/13/16	RES#2016-185 REFUND 2ND QRT TA	Open	1,230.26	0.00		
7605 RAY VOZZELLI	16-01732	06/14/16	SPRING SOCCER OFFICIAL	Open	420.00	0.00		
ACME ACME MARKETS INC	16-00891	03/30/16	DRINKS FOR COMMUNITY DAY	Open	75.00	0.00		
ADAMC ROSEMARY ADAMCZYK	16-01613	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
AGHAK MARYAM AGHAKHANI	16-01652	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
AMAND BERNICE AMAND	16-01614	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
<b>BAKERF</b> FRED BAKER								
	16-01606	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>BOERN</b> RALPH BOERNER								
	16-01653	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>BUCKD</b> DIANE E PANNELLI								
	16-01595	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
<b>BUONO</b> MARTHA BUONOPANE								
	16-01636	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>CLEBLANC</b> CAROLYN LEBLANC								
	16-01669	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>CZES</b> MARY LOU CZESCIK								
	16-01630	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>DOUGHE</b> MARK DOUGHERTY								
	16-01624	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
	16-01706	06/13/16	SPRING SOCCER OFFICIAL	Open	90.00	0.00		
					290.00			
<b>DOUGHERT</b> GEORGIA DOUGHERTY								
	16-01623	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>EDWA</b> RITA EDWARDS								
	16-01664	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>FREAS</b> JEAN FREAS								
	16-01619	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>GAFF</b> PATRICIA A. GAFFNEY								
	16-01634	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>GASSER</b> COZETTE GASSER								
	16-01617	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>GIAIRO</b> ANN GIAIRO								
	16-01646	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>GIBBONSA</b> ALAN J. GIBBONS								
	16-01588	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
<b>HARTLEY</b> CHRISTINE HARTLEY								
	16-01608	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<b>KEEND</b> DOLORES RAMBO								
	16-01585	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
<b>KINGR</b> RICHARD KING								
	16-01665	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
KIRSCHN SCOTT KIRSCHNER	16-01678	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
LAMOC CHARLES LAMONTE	16-01598	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	225.00	0.00		
LETT MARY LETIZIO	16-01656	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
LIPS JOHN LIPSETT	16-01580	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	225.00	0.00		
LIPSM MARGARET LIPSETT	16-01679	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
MALMGREN CHRISTINA MALMGREN	16-01637	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
MANSFIEL JAMES E MANSFIELD	16-01601	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
MARROR ROBERT H MARRO	16-01626	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
MCGR DANTEL MCGRANAGHAN	16-01584	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	225.00	0.00		
MCGRAN CARLIE MCGRANAGHAN	16-01581	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	225.00	0.00		
MILLER PAULA MILLER	16-01621	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
MOORER REBECCA MOORE	16-01597	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	225.00	0.00		
MORNI CARRISE MORNICK	16-01605	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
MORRIC CRAIG R MORRISON	16-01609	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
NOLAN MICHELLE NOLAN	16-01643	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
OBRI PHYLLIS O'BRIEN	16-01649	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
OSBORN VIRGINIA OSBORN	16-01610	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		
PALME WALTER J PALMER	16-01683	06/10/16	PRIMARY ELECTION JUNE 7,2016	open	200.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
<del>PETERSON PATRICIA PETERSON</del>								
	16-01668	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<del>RAUD DOROTHY M RAUDENBUSH</del>								
	16-01670	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<del>ROMANOW FRED ROMANOWSKI</del>								
	16-01499	06/02/16	LACROSSE OFFICIAL	Open	38.00	0.00		
<del>SANTA DENISE SANTAGATA</del>								
	16-01647	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<del>SCHI ELAINE SCHIANO</del>								
	16-01660	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<del>SHEMAN KAREN A SHEMANSKI</del>								
	16-01604	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<del>SKOWR CATHERINE SKOWRONSKI</del>								
	16-01666	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<del>SMITHKM KATHLEEN M SMITH</del>								
	16-01615	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<del>SOMER ELIZABETH M SOMERS</del>								
	16-01576	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
<del>STEBL RALPH P STEBLEIN</del>								
	16-01663	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<del>TOWNWATC NATIONAL ASSOC OF TOWN WATCH</del>								
	16-01444	05/26/16	NATW MEMBERSHIP RENEWAL	Open	35.00	0.00		
<del>WEISSM BEATRICE WEISSMAN</del>								
	16-01639	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	200.00	0.00		
<del>WEISSMAN WAYNE WEISSMAN</del>								
	16-01583	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
<del>WOLTJ JOAN WOLTJEN</del>								
	16-01592	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
<del>YABOR PATRICIA YABOR</del>								
	16-01575	06/10/16	PRIMARY ELECTION JUNE 7,2016	Open	225.00	0.00		
Total Purchase Orders: 241				Total P.O. Line Items: 0	Total List Amount: 711,392.38	Total Void Amount: 0.00		

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

RESOLUTION #2016-184

**TITLE: CANCELLATION OF TAXES ON COUNTY PROPERTY**

**WHEREAS**, the Township of Lower passed Resolution #2013-271 to enter into a memorandum of agreement with the County of Cape May and the Delaware River and Bay Authority; and

**WHEREAS**, the memorandum of agreement states that when a tenant vacates the property the Township will remove the property from the tax rolls; and

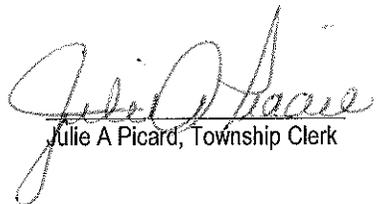
**WHEREAS**, the following properties were vacant for the years and quarters listed below.

**NOW, THEREFORE BE IT RESOLVED**, the following list of taxes and interest be canceled by the tax collector and the interest on the balance of 2014, 2015 and first 2 quarters of 2016 be waived if paid within 60 days.

<u>Block</u>	<u>Lot</u>	<u>2014 1<sup>st</sup> &amp; 2<sup>nd</sup></u>	<u>2015 4<sup>th</sup></u>	<u>2016 1<sup>st</sup> &amp; 2<sup>ND</sup></u>
410.01	36.10			445.47
410.01	36.16		220.32	445.47
410.01	36.18	1,657.43		

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

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 20, 2016.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2016-185

**TITLE: AUTHORIZATION FOR REFUND OF TAXES**

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

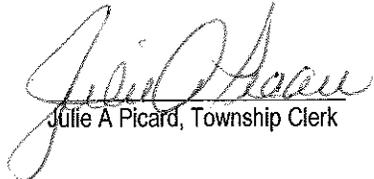
**WHEREAS**, a refund is due.

**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>
499.15	6	Corelogic	Paid twice	656.88
499.20	15	Corelogic	Paid twice	1,047.48
724	9 C-116	Corelogic	Paid twice	1,366.66
500.01	46.07	Steve & Tasha Wilson	Paid twice	1,230.26
512.38	9	Andrea Wehman	Disabled veteran	2,165.52
535	36.02	Steven & Margaret Locke	Paid twice	751.80
823.01	3 C0310	Karen Hoffman	Paid twice	3,958.76

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

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 20, 2016.

  
Julie A Picard, Township Clerk

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

RESOLUTION # 2016-186

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 Governing Body of the Township of Lower that payment to Michael Szemcsak in the amount of \$3,951.06 is authorized and chargeable to the 2016 Budget account 6-01-25-240-122.

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

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 20, 2016.

  
Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief William Mastriana  
FROM: Ptlm. Michael Szemcsak  
DATE: 06/01/2016  
SUBJECT: Compensation time, cash out.

To whom it may concern,

I am respectfully requesting to sell back my accrued compensation time, totaling 89.63.  
. Thank you in advance for  
your consideration in this matter.

Respectfully Submitted,

Signature  
Goes here



Michael Szemcsak  
Patrolman Badge 180

0 \* \*

89.63 x  
44.0819 =  
3,951.06 \*

C File

Date

Officer

Comments

6/1/2016 Chief W. Mastriana  
for processing

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

RESOLUTION #2016-187

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 \$1,027.39 for an item of revenue in the budget of the year 2016 as follows:

Miscellaneous Revenues –  
 Revenue Offset with Appropriations - Alcohol Education and Rehabilitation  
 Total with increase to be \$ 1,027.39

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$1,027.39 be and the same is hereby appropriated under the caption of:

General Appropriations –  
 Public & Private Programs Offset by Revenues - Alcohol Education and Rehabilitation  
 State/Federal Share \$ 1,027.39  
 Non State Share \$  
 Total with increase to be \$ 1,027.39

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

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

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 20, 2016.

  
 Julie A Picard, Township Clerk

		2015 DWI DISBURSEMENTS				
		JANUARY 1 - DECEMBER 31, 2015				
		NJSA 26:2B-35		FILINGS	FILINGS	
		MUNICIPALITY	Court Code	BASE YR.	2015	2015
						BASE YR.
\$9,971.18	0432	STRATFORD BORO	0432	29	194	165
\$1,329.49	0434	VOORHEES TWP	0434	21	43	22
\$1,873.37	0435	WATERFORD TWP	0435	8	39	31
\$302.16	0437	WOODLYNNE BORO	0437	4	9	5
\$56,140.25		COUNTY TOTAL				
<b>CAPE MAY COUNTY</b>						
\$60.43	0503	CAPE MAY POINT BORO	0503	0	1	1
\$1,450.43	0504	DENNIS TWP	0504	49	73	24
\$1,027.39	0505	LOWER TWP	0505	57	74	17
\$1,148.26	0506	MIDDLE TWP	0506	83	102	19
\$423.04	0512	WEST CAPE MAY BORO	0512	1	8	7
\$5,197.38	0514	WILDWOOD CITY	0514	50	136	86
\$9,306.93		COUNTY TOTAL				
<b>CUMBERLAND COUNTY</b>						
\$4,411.73	0601	BRIDGETON CITY	0601	84	157	73
\$543.91	0603	DEERFIELD TWP	0603	80	89	9
\$181.29	0611	SHILOH TWP	0611	0	3	3
\$10,515.07	0614	VINELAND CITY	0614	105	279	174
\$15,652.00		COUNTY TOTAL				
<b>ESSEX COUNTY</b>						
\$1,148.20	0701	BELLEVILLE TOWN	0701	28	47	19
\$2,900.71	0702	BLOOMFIELD TOWN	0702	183	231	48
\$1,933.81	0703	CALDWELL BORO	0703	18	50	32
\$1,148.20	0707	ESSEX FELS	0707	3	22	19
\$3,746.75	0704	FAIRFIELD TWP	0704	55	117	62
\$362.59	0708	GLEN RIDGE TWP	0708	12	18	6
\$181.29	0712	MILLBURN TWP	0712	20	23	3
\$1,148.20	0713	MONTCLAIR TWP	0713	25	44	19
\$966.90	0715	N CALDWELL BORO	0715	6	22	16
\$543.88	0716	NUTLEY TOWN	0716	37	46	9
\$302.16	0717	ORANGE CITY	0717	29	34	5
\$423.02	0719	SOUTH ORANGE VILLAGE	0719	16	23	7
\$604.31	0720	VERONA BORO	0720	42	52	10
\$15,410.02		COUNTY TOTAL				
<b>GLOUCESTER COUNTY</b>						
\$2,296.39	0802	DEPTFORD TWP	0802	169	207	38
\$10,877.65	0806	GLASSBORO BORO	0806	24	204	180
\$423.02	0807	GREENWICH TWP	0807	9	16	7
\$423.02	0808	HARRISON TWP	0808	29	36	7
\$785.61	0815	PITMAN BORO	0815	13	26	13
\$120.86	0816	SOUTH HARRISON	0816	2	4	2

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

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www.njcourts.com • Phone: 609-984-0275 • Fax: 609-984-6968

**MEMORANDUM TO:** Municipal Treasurer  
**FROM:** Glenn A. Grant, J.A.D.   
**SUBJECT:** N.J.S.A. 26:2B-35(b)(3) – Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund  
**DATE:** May 31, 2016

A municipality is eligible to receive funds from the "Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund" if the number of DWI arrests made in the municipality during 2015 was greater than the number of DWI arrests made in the municipality during the statutorily assigned base year. N.J.S.A. 26:2B-35.

The Administrative Office of the Courts is responsible for collecting these statistics and calculating the amount each municipality receives from the fund. An analysis of your municipality's base year figure and its 2015 DWI arrests indicate that your municipality qualifies to receive such funds this year. The Department of the Treasury will soon issue a check to your municipality in accordance with the statutory formula in the amount set forth on the attached sheet.

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

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

Any questions on this subject should be directed to Steven Somogyi, Assistant Director, Municipal Court Services Division, at (609) 984-8241.

*Attachments*

- c: Chief Justice Stuart Rabner (w/o attachments)
- Assignment Judges (w/o attachments)
- Presiding Judges – Municipal Court (w/attachments)

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- Municipal Court Judges (w/attachments)
- Timothy Cunningham, Director, Div. of Local Government Services (w/o attachments)
- Steven D. Bonville, Chief of Staff (w/o attachments)
- Jennifer M. Perez, Director (w/o attachments)
- Steven Somogyi, Assistant Director, MCSD (w/o attachments)
- Melaney Payne, Special Assistant (w/o attachments)
- Ann Marie Fleury, Special Assistant (w/o attachments)
- Trial Court Administrators (w/o attachments)
- Jorge F. Carmona, Municipal Auditor, NJ Div. of Local Government Services (w/o attachments)
- Municipal Division Managers (w/attachments)
- Municipal Court Directors and Administrators (w/attachments)



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

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

August 20, 1985

MEMORANDUM

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

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FROM: Barry Skokowski, Director  
Division of Local Government Services

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

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

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

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

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

Joseph Scrivo, Bureau Chief  
Bureau of Financial Regulation and Assistance



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

RESOLUTION #2016-188

**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 \$6,393.73 for an item of revenue in the budget of the year 2016 as follows:

Miscellaneous Revenues –  
 Revenue Offset with Appropriations - FEMA Storm Reimbursement  
 Total with increase to be \$ 6,393.73

SECTION 2.

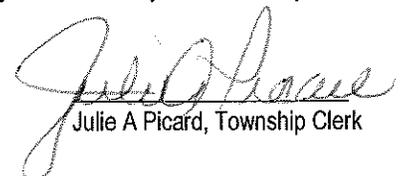
**BE IT FURTHER RESOLVED** that a like sum of \$6,393.73 be and the same is hereby appropriated under the caption of:

General Appropriations –  
 Public & Private Programs Offset by Revenues - FEMA Storm Reimbursement  
 State/Federal Share \$ 6,393.73  
 Non State Share \$  
 Total with increase to be \$ 6,393.73

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

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

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 20, 2016.

  
 Julie A Picard, Township Clerk

TOWNSHIP OF LOWER

CASH MANAGEMENT ACCOUNT 455000505

DESCRIPTION	DEBITS	CREDITS	DATE	BALANCE
DEPOSIT		70,206.69	05/09/16	14277,962.92
DEPOSIT		84,863.52	05/09/16	14362,826.44
DEPOSIT		148,856.44	05/09/16	14511,682.88
EFT PAYMT ST OF NEW JERSEY NTE*PA4086PW990-FEMA-Sandy\		6,393.73	05/09/16	14518,076.61
Online Tax April Interest		15.91	05/09/16	14518,092.52
Transfer April online tax receipt less nsf		141,288.56	05/09/16	14659,381.08
RETURNED DEPOSIT ITEMS	1,218.84		05/09/16	14658,162.24
CHECK # 57105	20.00		05/09/16	14658,142.24
CHECK # 57283	60.00		05/09/16	14658,082.24
CHECK # 57286	108.12		05/09/16	14657,974.12
CHECK # 57254	650.00		05/09/16	14657,324.12
CHECK # 57272	745.95		05/09/16	14656,578.17
CHECK # 57261	1,842.06		05/09/16	14654,736.11
CHECK # 57245	3,225.93		05/09/16	14651,510.18
CHECK # 57225	7,500.00		05/09/16	14644,010.18
DEPOSIT		10.00	05/10/16	14644,020.18
DEPOSIT		25.00	05/10/16	14644,045.18
DEPOSIT		76.00	05/10/16	14644,121.18
DEPOSIT		1,435.00	05/10/16	14645,556.18
DEPOSIT		4,945.00	05/10/16	14650,501.18
DEPOSIT		65,274.41	05/10/16	14715,775.59
DEPOSIT		72,575.81	05/10/16	14788,351.40
DEPOSIT		97,672.10	05/10/16	14886,023.50
DEPOSIT		106,875.41	05/10/16	14992,898.91
DEPOSIT		120,955.10	05/10/16	15113,854.01
Reimburse Feb 2016 storm expenses		1,262.18	05/10/16	15115,116.19
Transfer FEMA funds into storm reserve		6,393.73	05/10/16	15108,722.46
CHECK # 57216	57.80		05/10/16	15108,664.66
CHECK # 57258	60.00		05/10/16	15108,604.66
CHECK # 57263	60.00		05/10/16	15108,544.66
CHECK # 57275	60.00		05/10/16	15108,484.66
CHECK # 57271	69.20		05/10/16	15108,415.46
CHECK # 57208	119.73		05/10/16	15108,295.73
CHECK # 57252	120.00		05/10/16	15108,175.73
CHECK # 57270	132.14		05/10/16	15108,043.59
CHECK # 57233	176.54		05/10/16	15107,867.05
CHECK # 57273	210.00		05/10/16	15107,657.05
CHECK # 57279	215.00		05/10/16	15107,442.05
CHECK # 57241	333.04		05/10/16	15107,109.01
CHECK # 57207	382.68		05/10/16	15106,726.33
CHECK # 57264	528.00		05/10/16	15106,198.33
CHECK # 57202	539.86		05/10/16	15105,658.47
CHECK # 57235	625.15		05/10/16	15105,033.32

\* \* \* C O N T I N U E D \* \* \*

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

RESOLUTION #2016-189

TITLE: ANNUAL RENEWAL OF LIQUOR LICENSES FOR THE YEAR 2016-2017

**WHEREAS**, applications have been made by the persons, firms, and/or corporations hereinafter named for renewal of Plenary Retail Consumption Licenses, Plenary Retail Distributions Licenses and/or Club Licenses, heretofore granted by this issuing authority; and

**WHEREAS**, all requirements of the applicants have been met, including the payment of the required fees and all laws and regulations for the control of alcoholic beverages; and

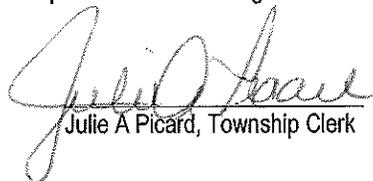
**WHEREAS**, no written objections to the renewals have been received; and

**WHEREAS**, this governing body is of the opinion that said applications should be granted and licenses issued.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council, the Municipal Issuing Authority, that the licenses be issued to the person, firms and/or corporations named on the attached Schedule "A" for the period of one year commencing July 1, 2015 through June 30, 2016.

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

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 20, 2016.

  
Julie A Picard, Township Clerk

Schedule A

0505-33-012-008	JEL Liquor LLC. 5101 Shawcrest Road, Lower Township Wildwood, NJ 08260 t/a The Bay Club	PRC	\$2,000.00
0505-33-011-005	Five P's Inc. 8100 Bayview Drive, Lower Twp. Wildwood Crest, NJ 08260 t/a Bayview Inn Annual Renewal	PRC	\$2,000.00
0505-33-005-005	Cape May Pub Inc Rt. 9 Florence Avenue Cape May, NJ 08204 t/a Cape May National Golf Club	PRC	\$2,000.00
0505-33-003-007	Buttonwood Manor Inc. 3832 Bayshore Road N. Cape May, NJ 08204 t/a The Bayshore Inn Red Brick Ale House	PRC	\$2,000.00

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

RESOLUTION #2016-190

Title: ISSUANCE OF 2016 LIMOUSINE, TAXI AND OPERATOR LICENSES

WHEREAS, an application has been submitted by Easy Ride pursuant to Ord. #2000-4 for Taxi, Limo and Operator Licenses; and

WHEREAS, the applicant has submitted the appropriate fees, provided the required documentation, and the Police have reviewed and approved the application packet.

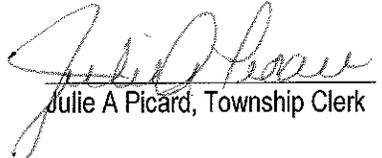
NOW, THEREFORE BE IT RESOLVED, the Clerk is hereby authorized to issue the following:

Easy Ride

<u>License Type</u>	<u>Description</u>
Taxi	2009 Dodge Caravan Vin #2D8HN541X9R658630
Taxi	2005 Chrysler Town car Vin #2C4GP44R55R152010
Operator	Alexey Ryabechkov

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

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 20, 2016.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2016-191

**TITLE: CERTIFICATION TO LOCAL FINANCE BOARD OF RECEIPT AND REVIEW OF AUDIT SECTIONS GENERAL COMMENTS & RECOMMENDATIONS**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

**WHEREAS**, the Annual Report of Audit for the year 2015 has been filed by a Registered Municipal Accountant with the Township Clerk as per the requirements of N.J.S. 40A:5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, the Local Finance Board of the State of new Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-34; and

**WHEREAS**, the Local Finance Board has promulgated a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled:

*GENERAL COMMENTS  
RECOMMENDATIONS*

**WHEREAS**, the members of the governing body have personally reviewed at a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled:

*GENERAL COMMENTS  
RECOMMENDATIONS*

as evidenced by the group affidavit form of the governing body; and

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, as per the regulations of the Local Finance Board; and

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

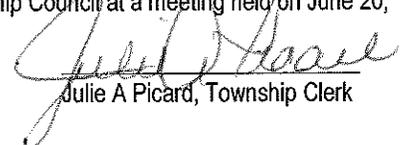
**WHEREAS**, failure to comply with the promulgations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 to wit:

*R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director, under the provisions of this Article, Shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000) or imprisoned for not more than one year, or both, in addition shall forfeit his office."*

**NOW, THEREFORE BE IT RESOLVED** that the Township Council governing body of the Township of Lower hereby states that it has complied with the promulgation of the Local Finance Board of the State of New Jersey dated July 30, 1968 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
PERRY	X		X			
SIMONSEN		X	X			
CLARK			X			
BECK			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 20, 2016.

  
Julie A Picard, Township Clerk

# TOWNSHIP OF LOWER

2600 Bayshore Road  
Villas, New Jersey 08251



Incorporated 1798

(609) 886-2005

**TOWNSHIP OF LOWER  
COUNTY OF CAPE MAY  
CORRECTIVE ACTION PLAN: 2015 AUDIT RECOMMENDATIONS**

**Prior Year Audit Findings (2014)**

**THERE WERE NO AUDIT RECOMMENDATIONS IN 2014.**

# TOWNSHIP OF LOWER

2600 Bayshore Road  
Villas, New Jersey 08251



Incorporated 1798

\_\_\_\_\_  
(609) 886-2005

**TOWNSHIP OF LOWER  
COUNTY OF CAPE MAY  
CORRECTIVE ACTION PLAN:           2015 AUDIT RECOMMENDATIONS**

**Current Year Audit Findings (2015)**

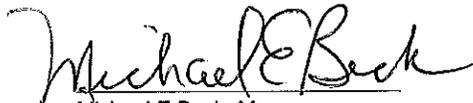
**THERE WERE NO AUDIT RECOMMENDATIONS IN 2015.**

**CERTIFICAION OF THE GOVERNING BODY OF THE ANNUAL AUDIT  
GROUP AFFIDAVIT FORM**

STATE OF NEW JERSEY  
COUNTY OF CAPE MAY

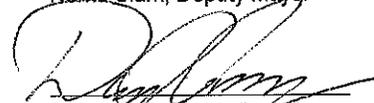
We, the members of the governing body of the Township of Lower, County of Cape May, being dully sworn according to law, upon our oath depose and say:

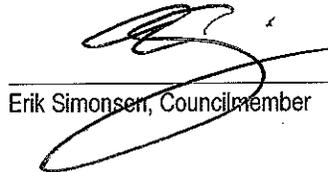
1. We are duly elected members of the Township Council of the Township of Lower in the County of Cape May
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2015
3. We certify that we have personally reviewed and are familiar with, at a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations"

  
Michael E Beck, Mayor

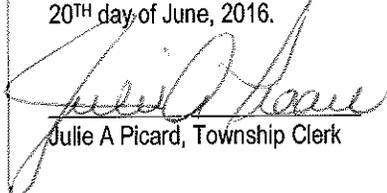
  
Norris Clark, Deputy Mayor

  
Thomas Conrad, Councilmember

  
David Perry, Councilmember

  
Erik Simonsen, Councilmember

Sworn and subscribed before me this  
20<sup>TH</sup> day of June, 2016.

  
Julie A Picard, Township Clerk

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

RESOLUTION # 2016-192

Title: **ADOPTION OF THE 2016 CAPE MAY COUNTY HAZARD MITIGATION PLAN**

**WHEREAS** the Township of Lower, NJ, has experienced natural hazards that result in public safety hazards and damage to private and public property; and

**WHEREAS** the hazard mitigation planning process set forth by the State of New Jersey and the Federal Emergency Management Agency offers the opportunity to consider natural hazards and risks, and to identify mitigation actions to reduce future risk; and

**WHEREAS** the New Jersey Office of Emergency Management is providing federal mitigation funds to support development of the mitigation plan; and

**WHEREAS** a *Hazard Mitigation Plan* has been developed by the Mitigation Planning Committee; and

**WHEREAS** the *Cape May County Multi-Jurisdictional All Hazards Mitigation Plan Update (May 2016)* includes a prioritized list of mitigation actions including activities that, over time, will help minimize and reduce safety threats and damage to private and public property, and

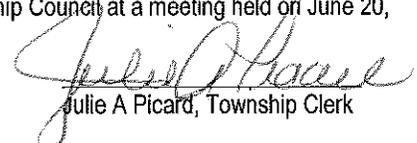
**WHEREAS** the draft plan was provided to each participating jurisdiction and was posted on the County Hazard Mitigation Plan Update website so as to introduce the planning concept and to solicit questions and comments; and to present the Plan and request comments, as required by law.

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

1. The *Cape May County Multi-Jurisdictional All Hazards Mitigation Plan Update (May 2016)*, as submitted to the New Jersey Office of Emergency Management and the Federal Emergency Management Agency on June 7, 2016 by Cape May County is hereby adopted as an official plan of the Township of Lower; minor revisions recommended by the Federal Emergency Management Agency and/or the New Jersey Office of Emergency Management may be incorporated without further action.
2. The Lower Township departments identified in the Plan are hereby directed to pursue implementation of the recommended high priority activities that are assigned to their departments.
3. Any action proposed by the Plan shall be subject to and contingent upon budget approval, if required, which shall be at the discretion of the Lower Township Council, and this resolution shall not be interpreted so as to mandate any such appropriations.
4. The Emergency Management Coordinator is designated to coordinate with other offices and shall periodically report on the activities, accomplishments, and progress, and shall prepare an annual progress report to be submitted to the Cape May County Office of Emergency Management. The status reports shall be submitted on a yearly basis by a predetermined date as agreed upon by all stakeholders.

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

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 20, 2016.

  
Julie A. Picard, Township Clerk

# LOCAL MITIGATION PLAN REVIEW

## For Cape May County, NJ

---

The *Local Mitigation Plan Review Tool* demonstrates how the Local Mitigation Plan meets the regulation in 44 CFR §201.6 and offers States and FEMA Mitigation Planners an opportunity to provide feedback to the community.

- Section 1: The Regulation Checklist provides a summary of FEMA's evaluation of whether the Plan has addressed all requirements. It may also note where modifications are required to comply with federal regulations.
- The Plan Assessment has two parts
  - Part A identified the plan's strengths and recommends areas for future improvement.
  - Part B identifies potential resources for implementing your plan.

<b>Jurisdiction:</b> Cape May County, New Jersey	<b>Title of Plan:</b> Cape May County Multi-Jurisdictional All-Hazards Mitigation Plan	<b>Date of Plan:</b> May 2016
<b>Local Point of Contact:</b> Scott Morgan	<b>Address:</b> Cape May County Office of Emergency Management 30 W. Mechanic Street Cape May Court House, NJ 08210	
<b>Title:</b> Deputy Director		
<b>Agency:</b> Cape May County Office of Emergency Management		
<b>Phone Number:</b> 609-463-6570	<b>E-Mail:</b> scott.morgan@co.cape-may.nj.us	

<b>State Reviewer:</b>	<b>Title:</b>	<b>Date</b>
------------------------	---------------	-------------

<b>FEMA Reviewer:</b> Sarah Bowen (CERC) Taryn Murray (CERC) Gary Monitz, FEMA QA/QC	<b>Title:</b> Hazard Mitigation Planner Hazard Mitigation Planner Hazard Mitigation Planner	<b>Date:</b> June 3, 2016  June 7, 2016
<b>Date Received</b>		
<b>Plan Not Approved</b>		
<b>Plan Approvable Pending Adoption</b>	6/07/2016	
<b>Plan Approved</b>		

## REGULATION CHECKLIST

<b>1. REGULATION CHECKLIST</b>		<b>Location in Plan</b> (section and/or page number)	<b>Met</b>	<b>Not Met</b>
<b>Regulation (44 CFR 201.6 Local Mitigation Plans)</b>				
<b>ELEMENT A. PLANNING PROCESS</b>				
A1. Does the Plan document the planning process, including how it was prepared and who was involved in the process for each jurisdiction? (Requirement §201.6(c)(1))	Section 3; Appendices B, C and D	X		
A2. Does the Plan document an opportunity for neighboring communities, local and regional agencies involved in hazard mitigation activities, agencies that have the authority to regulate development as well as other interests to be involved in the planning process? (Requirement §201.6(b)(2))	Section 3; Section 9; Appendices B, C, and D	X		
A3. Does the Plan document how the public was involved in the planning process during the drafting stage? (Requirement §201.6(b)(1))	Section 3; Appendices B and D	X		
A4. Does the Plan describe the review and incorporation of existing plans, studies, reports, and technical information? (Requirement §201.6(b)(3))	Section 3.5	X		
A5. Is there discussion of how the community(ies) will continue public participation in the plan maintenance process? (Requirement §201.6(c)(4)(iii))	Section 3.7; Section 7	X		
A6. Is there a description of the method and schedule for keeping the plan current (monitoring, evaluating and updating the mitigation plan within a 5-year cycle)? (Requirement §201.6(c)(4)(i))	Section 7	X		
<b>ELEMENT A: REQUIRED REVISIONS</b>				
All requirements have been met. Please see Opportunities for Improvement, below.				

<b>ELEMENT B. HAZARD IDENTIFICATION AND RISK ASSESSMENT</b>				
B1. Does the Plan include a description of the type, location, and extent of all natural hazards that can affect each jurisdiction(s)? (Requirement §201.6(c)(2)(I))	Section 5.4, each hazard profile includes description, location and extent sections	X		
B2. Does the Plan include information on previous occurrences of hazard events and on the probability of future hazard events for each jurisdiction? (Requirement §201.6(c)(2)(I))	Section 5.4, each hazard profile includes past and future occurrence sections; Appendix G	X		
B3. Is there a description of each identified hazard's impact on the community as well as an overall summary of the community's vulnerability for each jurisdiction? (Requirement §201.6(c)(2)(ii))	Section 5.4, each hazard profile in vulnerability assessment; Section 9 for each jurisdiction	X		
B4. Does the Plan address NFIP insured structures within the jurisdiction that have been repetitively damaged by floods? (Requirement §201.6(c)(2)(ii))	Section 5.4.3; Section 9 for each jurisdiction	X		

**ELEMENT B: REQUIRED REVISIONS**

All requirements have been met. Please see Opportunities for Improvement, below.

**ELEMENT C. MITIGATION STRATEGY**

C1. Does the plan document each jurisdiction's existing authorities, policies, programs and resources and its ability to expand on and improve these existing policies and programs? (Requirement §201.6(c)(3))	Section 6.5; Section 9 for each jurisdiction	X	
C2. Does the Plan address each jurisdiction's participation in the NFIP and continued compliance with NFIP requirements, as appropriate? (Requirement §201.6(c)(3)(ii))	Section 6.2; Section 6.5.1; Section 9 for each jurisdiction	X	
C3. Does the Plan include goals to reduce/avoid long-term vulnerabilities to the identified hazards? (Requirement §201.6(c)(3)(i))	Section 6.4	X	
C4. Does the Plan identify and analyze a comprehensive range of specific mitigation actions and projects for each jurisdiction being considered to reduce the effects of hazards, with emphasis on new and existing buildings and infrastructure? (Requirement §201.6(c)(3)(ii))	Section 6; Section 9 for each jurisdiction	X	
C5. Does the Plan contain an action plan that describes how the actions identified will be prioritized (including cost benefit review), implemented, and administered by each jurisdiction? (Requirement §201.6(c)(3)(iv)); (Requirement §201.6(c)(3)(iii))	Section 6.6.4; Section 9 for each jurisdiction	X	
C6. Does the Plan describe a process by which local governments will integrate the requirements of the mitigation plan into other planning mechanisms, such as comprehensive or capital improvement plans, when appropriate? (Requirement §201.6(c)(4)(ii))	Section 1.1.3; Section 6.5; Section 7.2; Section 9 for each jurisdiction	X	

**ELEMENT C: REQUIRED REVISIONS**

All requirements have been met. Please see Opportunities for Improvement, below.

**ELEMENT D. PLAN REVIEW, EVALUATION AND IMPLEMENTATION (applicable to updates only)**

D1. Was the plan revised to reflect changes in development? (Requirement §201.6(d)(3))	Section 4; Section 9 for each jurisdiction	X	
D2. Was the plan revised to reflect progress in local mitigation efforts? (Requirement §201.6(d)(3))	Section 6.2; Section 6.6; Section 9 for each jurisdiction	X	
D3. Was the plan revised to reflect changes in priorities? (Requirement §201.6(d)(3))	Section 5.2 Section 6.4; Section 9 for each jurisdiction	X	

**ELEMENT D: REQUIRED REVISIONS**

All requirements have been met. Please see Opportunities for Improvement, below.

**ELEMENT E. PLAN ADOPTION**

E1. Does the Plan include documentation that the plan has been formally adopted by the governing body of the jurisdiction requesting approval? (Requirement §201.6(c)(5))	Resolution drafted in Appendix A		NA
E2. For multi-jurisdictional plans, has each jurisdiction requesting approval of the plan documented formal plan adoption? (Requirement §201.6(c)(5))	To be completed		NA
<b>ELEMENT E: REQUIRED REVISIONS</b> Pending adoption by local governing body.			

**SECTION 2:  
PLAN ASSESSMENT**

**A. Plan Strengths and Opportunities for Improvement**

**General**

***Strengths:***

The participation of varied stakeholders from planning, emergency management, schools, and the Jacques Cousteau National Estuarine Research Reserve led to a very comprehensive plan that addresses multiple planning mechanisms and opportunities for mitigation.

The documentation of varied jurisdictional risk, capability, and mitigation strategies is strong.

Excellent use of mapping throughout the plan.

Long list and wide range of specific mitigation projects.

***Opportunities for Improvement:***

Slightly more organized planning process documentation will help prepare for maintenance and the next plan update.

**Element A: Planning Process**

***Strengths:***

The enhanced outreach and RL/SRL Property Owner informational mitigation workshops are a strong example of implementing mitigation outreach in the HMP update process.

The survey reached out to and gained input from citizens and varied stakeholders.

***Opportunities for Improvement:***

Stakeholder outreach should be better documented in one location with names, titles and organizations. It is difficult to ascertain exact participation from plan text and sifting through sign-in sheets. Appendix C only includes Cape May County and Cape May municipalities. The requirement to invite neighboring communities is weakly met through a statement at the top of page 3-9 and attendance at the Atlantic-Cape May Coastal Coalition Meeting. More documentation of Atlantic and Cumberland Counties' invitation and participation would make the planning process description more clear. Completing something similar to Appendix C for other stakeholders would better document stakeholder participation. A table or description of individuals and/or organizations that were sent invitations to meetings or input opportunities would also be helpful.

**Element B: Hazard Identification and Risk Assessment**

***Strengths:***

The Climate Change and Sea Level Rise profile is strong and forward looking for a coastal, flood-prone county like Cape May.

The mapping throughout the HIRA analysis is strong and clear, enabling viewers to see differentiated risk between jurisdictions.

***Opportunities for Improvement:***

The introduction to each vulnerability assessment states that it will include, “Impacts on: (1) life, health and safety of residents, (2) general building stock, (3) critical facilities, (4) economy, (5) environment and (6) future growth and development”, yet the assessments merged or skipped some of these categories. Descriptions and actual section should match and explain why impacts were described differently by hazard.

In Section 5.3, Tables 5.3-4, 5 and 6, reconsider ranking for climate change and sea level rise and its differing effect on mainland vs beach resort communities

**Element C: Mitigation Strategy**

***Strengths:***

Strong descriptions of Past Mitigation Initiative Status for each jurisdiction.

Varied mitigation strategies address mitigation through multiple paths and show jurisdictional interest and preferences in varied actions.

***Opportunities for Improvement:***

- The mitigation strategy in the base plan could better explain what changed in the update of goals and objections and provide an overall summary of how actions changed.
- Municipal Annexes – Past Mitigation Initiative Status table: “Description of Status” column is inconsistent between annexes. In some annexes this column just says “Status”, while in other annexes it asks for more specific information (1. % complete, 2. Obstacles, 3. Funding). This should be consistent across the board.
- Prioritization Table: Most jurisdictions did not quantify prioritization criteria for all actions. All actions are prioritized but only some have numerical rankings for STAPLEE.
- Section 9.2 Borough of Avalon municipal annex, Table 9.2-12 Proposed Hazard Mitigation Initiatives: This numbering scheme is confusing and inconsistent with the other municipalities
- Section 9.13 Borough of West Cape May municipal annex: West Cape May does not include any new actions, only carryover actions from the previous plan.

**Element D: Plan Update, Evaluation, and Implementation (*Plan Updates Only*)**

***Strengths:***

The plan review and evaluation process has been well documented from how hazards were reviewed to how mitigation actions were evaluated and prioritized.

The annual plan review/plan maintenance process has been nicely detailed and outlined for the Cape May County Hazard Mitigation Planning Partnership.

***Opportunities for Improvement:***

Documentation of annual plan review meetings should be included in next plan update.

**TECHNICAL REVISIONS AND CORRECTIONS**

- General note: All tables should carry over table identification and numbering onto all subsequent pages
- Page 1.4, Table 1-2 “FEMA Local Mitigation Plan Review Crosswalk”. Change “Crosswalk” to “Plan Review Tool”
- Based on CIS and the rest of the plan the statement on page 3-5 is incorrect or misleading: “It is noted that all but one of the participating municipalities actively participate in the National Flood Insurance Program (NFIP).” All communities are participating.
- P.4.7, Table 4-1: North Wildwood missing from resort list. Since the plan separates the mainland communities from the resorts in the profile, the information in the rest of the plan should also follow suit – impact of climate change and sea level being the prime examples.
- Page 5.2-3, Table 5.2-1: Remove last bullet “The Steering and Planning Committees did not identify earthquake as a hazard of concern for Cape May County” which is a duplicate comment from the earthquake hazard.
- Page 5.4.9-9 references flood instead of wildfire in the wildfire profile under Previous Occurrences and Losses. “For this 2016 Plan update, flood events were summarized from 2009 to 2016.”
- The statement that 10 out of 16 communities participate in CRS on page 6-1 is unclear as written. Page 6-10 indicates that 9 out of 16 participate, and one (West Wildwood Borough) is working on getting re-instated.
- Section 9.13, p.9.13-4, Table 9.13-6 “Planning and Regulatory Tools”: Stormwater Management Plan and Open Space plan have text highlighted in blue saying “please verify”. This should not be left this way in the final version. In future updates, FEMA will not accept draft submissions that are not complete.

**INSTRUCTIONS:** For multi-jurisdictional plans, a Multi-jurisdiction Summary Spreadsheet may be completed by listing each participating jurisdiction, which required Elements for each jurisdiction were 'Met' or 'Not Met,' and when the adoption resolutions were received. This Summary Sheet does not imply that a mini-plan be developed for each jurisdiction; it should be used as an optional worksheet to ensure that each jurisdiction participating in the Plan has been documented and has met the requirements for those Elements (A through E).

MULTI-JURISDICTION SUMMARY SHEET													
#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Telephone	Requirements Met (Y/N)						
							A. Planning Process	B. Hazard Identification and Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation, and Implementation	E. Local website to promote LHMP		
1	Cape May County						9/10/2015		YES				YES
2	Avalon Borough						9/10/2015		YES				NO
3	Cape May City						9/17/2015		YES				NO
4	Cape May Point Borough						9/17/2015		YES				NO
5	Dennis Township						9/17/2015		YES				NO
6	Lower Township						9/17/2015		YES				NO
7	Middle Township						9/17/2015		YES				NO
8	North Wildwood City						9/17/2015		YES				NO

**MULTI-JURISDICTION SUMMARY SHEET**

#	Jurisdiction Name	Jurisdiction Type (city/borough/ township/ village, etc.)	Plan POC	Mailing Address	Email	Telephone	Requirements Met (Y/N)					
							A. Planning Process	B. Hazard Identification and Risk Assessment	C. Mitigation Strategy	D. Plan Review, Evaluation, and Implementation	E. Local website to promote LHMP	
9	Ocean City						9/10/2015		YES			NO
10	Sea Isle City						9/10/2015		YES			NO
11	Stone Harbor Borough						9/17/2015		YES			NO
12	Upper Township						9/10/2015		YES			NO
13	West Cape May Borough						9/17/2015		YES (see comment above)			NO
14	West Wildwood Borough						9/17/2015		YES			NO
15	Wildwood City						9/17/2015		YES			NO
16	Wildwood Crest Borough						9/17/2015		YES			NO
17	Woodbine Borough						2/17/2016		YES			NO

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

RESOLUTION #2016- 193

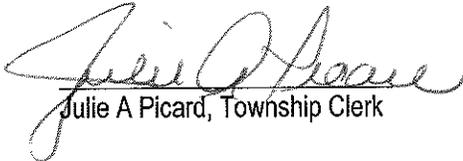
TITLE: AUTHORIZING THE PAYMENT OF VOUCHERS

Vendor LOWER TWP RESCUE      PO # 16-00070      Description EXPENSES      CK      Amount \$10,000.00

Total Bill List \$ 10,000.00

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

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 20, 2016.

  
Julie A Picard, Township Clerk