

Signed Resolutions - November 5, 2018

- Res. #2018-329 Payment of Vouchers \$ 1,154,729.00
- Res. #2018-330 Authorization for Refund of Taxes (8 properties \$4,741.24)
- Res. #2018-331 Transfer of 2018 Appropriations (\$121,010)
- Res. #2018-332 Certification of Lot Clearing Charges to the Tax Collector (111 Fire Lane \$850.)
- Res. #2018-333 Certification of Best Practices Inventory
- Res. #2018-334 Approval for Lower Township Veterans Day Parade (Nov 10, 2018)
- Res. #2018-335 Appointment of Registrar of Vital Statics (per Statute NJSA 26:8-15)
- Res. #2018-336 A Resolution Requesting Release of Performance Guarantee for DiFelice, 1205 Bayshore Road; Block 137, Lot 10;Escrow #Z-17-02-01
- Res. #2018-337 Authorization for the Payout of Accumulated Compensatory Time (J.Anzelone \$2,761.64)
- Res. #2018-338 Authorizing Pay Out of Terminal Leave (E.Greenway \$3,601.25)
- Res. #2018-339 Authorization for the Payout of Accumulated Compensatory Time (W.Kocis \$2,262.36)
- Res. #2018-340 Lower Cape Alliance (7/1/2019-6/30/2020)
- Res. #2018-341 Authorization for the Payout of Accumulated Compensatory Time (M.lames \$1,688.02)
- Res. #2018-342 A Resolution Authorizing the Transfer of Portable Radios No Longer In Use, from the Lower Township Police Department to Lower Cape May Regional and Lower Township Elementary School Districts, to be Used by School Staff and School Security (50 radios)
- Res. #2018-343 Appointment to the Recreation Advisory Board (J.Wareham, Sr)
- Res. #2018-344 Authorizing the Sale of Township of Lower Surplus No Longer Needed for Public Use on GOVDEALS Online Auction Website (ipad and vehicle)
- Res. #2018-345 Approving a Professional Service Contract with DeBlasio & Associates for Professional Engineering Services for the New Public Works Department Administration Building – Concept Phase (\$7,000)
- Res. #2018-346 Payment of Voucher – Lower Twp Rescue (EMS Final) \$35,000
- Res. #2018-347 Authorization for the Payout of Accumulated Compensatory Time (M.Perry \$4,602.74)

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00301 BELMONT AND CRYSTAL SPRINGS* Continued	18-02676	10/12/18	WATER SEPT 2018 FIRE SAFETY	Open	<u>11.13</u> 15.05	0.00		
00346 BERGEY'S TRUCK CENTERS*	18-02073	07/30/18	PARTS FOR RECYCLING/JUNE	Open	378.11	0.00		
00348 BENNETT BATTERIES, LLC*	18-02079	07/30/18	RDS/DPS/DPW/SEPT	Open	587.00	0.00		
00370 BLUE CROSS/BLUE SHIELD OF NJ	18-02755	10/23/18	NOV 2018 MED-D GROUP65-81933	Open	231.46	0.00		
00373 DONNA BLACKLEY	18-02772	10/24/18	CONTRACTUAL REIMBURSEMENT V	Open	365.00	0.00		
00390 BENCHMARK PROFESIONAL SEMINAR*	18-02122	08/01/18	TRAINING OCTOBER 23-24,2018	Open	295.00	0.00		
00455 DALLAS BOHN	18-02749	10/22/18	TRAINING REIMBURSMENT	Open	40.00	0.00		
00480 BURKE CHEVROLET*	18-01209	05/02/18	PART FOR POLICE VEHICLE/JULY	Open	319.91	0.00		
00540 CAM-DEN GLASS OF VILLAS*	18-02600	10/04/18	GLASS FOR TAX ASSESSOR	Open	175.00	0.00		
00611 COUNTY OF CAPE MAY	18-02774	10/24/18	NO LEAD GAS /DIESEL	Open	23,835.87	0.00		
00630 CMC CHAMBER OF COMMERCE	18-02647	10/10/18	ANNUAL INSTALLATION DINNER MTG	Open	640.00	0.00		
00651 MUNICIPAL UTIL AUTH DUMP FEES	18-02707	10/18/18	TIPING FEE/SEPTEMBER ACT#105	Open	68,322.77	0.00		
00775 CAPRIONI PORTABLE TOILETS, INC*	18-02686	10/15/18	MONTHLY SERVICES	Open	461.50	0.00		
	18-02828	10/31/18	MONTHLY SERVICES	Open	<u>100.00</u> 561.50	0.00		
00784 CAPE MAY STAR & WAVE	18-02705	10/16/18	LEGAL PUBLICATION 10/10/18	Open	19.22	0.00		
	18-02753	10/23/18	LEGAL PUBLICATION 10/17/18	Open	42.16	0.00		
	18-02754	10/23/18	LEGAL PUBLICATION 4/11/18	Open	<u>67.58</u> 128.96	0.00		
00801 CELTIC AIR*	18-02423	09/13/18	HVAC UNIT FOR FIRE SFTY	Open	5,140.00	0.00		
01170 VERIZON WIRELESS* F/S	18-02677	10/12/18	CELL SERVICE 8/27/18-9/26/18	Open	52.47	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01200 DELTA DENTAL PLAN OF NJ	18-02791	10/26/18	OCTOBER ADMIN GROUP 9427	Open	1,267.20	0.00		
01220 DRAEGER, INC*	18-02729	10/18/18	ALCHOTEST PARTS	Open	153.50	0.00		
01242 CHARLES J RYAN	17-00775	03/21/17	2017 EQUIP. ALLOWANCE	Open	71.00	0.00		
01340 EAGLE POINT GUN*	18-02730	10/18/18	AMMO	Open	3,018.32	0.00		
01403 ENFORSYS FIRE SYSTEMS, INC*	18-02576	10/03/18	INSPECTION SYSTEM 10/18-9/19	Open	655.00	0.00		
01575 DAVID FISHER	18-02678	10/12/18	CONTRACTUAL REIMBURSEMENT V	Open	155.00	0.00		
01601 ORION SAFETY PRODUCTS*	18-02660	10/10/18	TRAFFIC FLARES	Open	296.40	0.00		
01641 GALL'S INC*	18-02286	08/24/18	PATROL SUPPLIES	Open	3,438.00	0.00		
	18-02606	10/04/18	LOCK OUT KITS	Open	188.00	0.00		
					3,626.00			
01657 GOPHER SPORT*	18-02608	10/04/18	KID-FIT CLASS SUPPLIES	Open	622.85	0.00		
01785 ROBERT HARTMAN SR	18-02756	10/23/18	CONTRACTUAL REIMBURSEMENT M	Open	672.02	0.00		
01860 GNL DOORS & HARDWARE*	18-02421	09/12/18	MOVING OF DOOR	Open	197.00	0.00		
01974 I.A.C.P MEMBERSHIP*	18-00648	03/12/18	TRAINING OCTOBER 6-9,2018	Open	425.00	0.00		
02063 JOHNSTONE SUPPLY*	18-02669	10/11/18	SMOKE DETECTOR	Open	9.00	0.00		
02108 KEEN COMPRESSED GAS CO*	18-01523	06/05/18	BOTTLED WATER /GARAGE/AUG	Open	469.68	0.00		
02140 KINDLE FORD LINC/MERC., INC.*	18-02076	07/30/18	PARTS FOR POLICE VEHICLES/OCT	Open	828.08	0.00		
02223 LANDSMAN UNIFORMS*	18-02082	07/30/18	UNIFORMS	Open	360.00	0.00		
02228 DAVID LASERRE	18-02683	10/15/18	CONTRACTUAL REIMBURSEMENT V	Open	278.00	0.00		

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02247 LAWSON PRODUCTS, INC.*	18-01971	07/18/18	SUPPLIES FOR REYCLING/OCT	Open	699.96	0.00		
02320 LOWER TOWNSHIP BRD OF EDUCATN	18-02438	09/14/18	RECYCLING SCHOOL TRIP	Open	680.10	0.00		
02331 LOWER TOWNSHIP ROTARY CLUB	18-02713	10/18/18	CONTRIBUTION PER RES #2018-320	Open	800.00	0.00		
02441 ERNEST MACOMBER	18-02779	10/25/18	CONTRACTUAL REIMBURSEMENT M	Open	1,156.00	0.00		
02538 MARSH & MCLENNAN AGENCY, LLC*	18-00140	01/16/18	DNE \$26,664 RES 18-43 BROKER	Open	2,222.00	0.00		B
02541 ROBERT D. MARTIN, JR	18-02681	10/15/18	CONTRACTUAL REIMBURSEMENT M	Open	3,216.00	0.00		
02732 LAURA MILBRANDT	18-02766	10/23/18		Open	44.53	0.00		
02811 JAMES MOY	18-02679	10/12/18	CONTRACTUAL REIMBURSEMENT M/V	Open	305.00	0.00		
03026 NJ STATE HEALTH BENEFITS	18-02770	10/24/18	NOV 2018 RETIRE BEN ID# 024700	Open	103,407.41	0.00		
	18-02771	10/24/18	NOV 2018 ACTIVE MED ID#024700	Open	<u>187,128.70</u>	0.00		
					290,536.11			
03086 NJ STATE ASSN CHIEFS OF POL*	18-01116	04/23/18	TRAINING- SEPT 12-14, 2018	Open	700.00	0.00		
03090 NJSACOP - ALUMNI ASSOC	18-02285	08/24/18	TRAINING- 10/18/18	Open	430.00	0.00		
03104 NORTHEAST IND.&MARINE SUPPLY*	18-01214	05/02/18	PARTS /RDS/SANT/RECY/JULY	Open	624.60	0.00		
03158 NYSCA*	18-02494	09/21/18	RENEWAL OF COACHES/SOCCER/CHEE	Open	100.00	0.00		
	18-02708	10/18/18	WRESTLING RE-CERTIFICATIONS	Open	140.00	0.00		
	18-02740	10/19/18	RECERT- BASKETBALL COACHES	Open	<u>380.00</u>	0.00		
					620.00			
03285 PARA PLUS TRANSLATIONS, INC.*	18-02580	10/03/18	SPANISH INTERPRETER 9/18/18	Open	185.51	0.00		
03305 PEDRONI FUEL*	18-02231	08/16/18	NO LEAD GAS	Open	420.62	0.00		
	18-02741	10/19/18	NO LEAD GAS	Open	<u>426.74</u>	0.00		
					847.36			

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03354 PERNA FINNIGAN, INC*	18-02431	09/13/18	EMERGENCY REPAIR CLUBHOUSE RD	Open	137,547.00	0.00		
03414 WILLIAM PRIOLE	18-02827	10/31/18	TRAINING REIMBURSMENT	Open	35.00	0.00		
03466 R & R SPECIALTIES	18-02477	09/19/18	HALLOWEEN PARADE RIBBONS/TROPH	Open	62.50	0.00		
	18-02553	10/01/18	ETCHED PLAQUES FOR BAYFRONT	Open	<u>2,970.00</u>	0.00		
					3,032.50			
03484 LAUREN M. READ	18-02732	10/18/18	TRAVEL REIMBURSEMENT	Open	57.04	0.00		
03518 RIGGINS, INC.*	18-02680	10/15/18	DIESEL	Open	1,053.84	0.00		
	18-02793	10/29/18	OFF-HIGHWAY DIESEL	Open	<u>495.67</u>	0.00		
					1,549.51			
03611 SERVICE TIRE TRUCK CENTERS*	18-02096	07/31/18	TIRES/RDS/SANT/RECY/DPW/SEP	Open	6,734.99	0.00		
03613 SEA ISLE ICE CO. INC.*	18-02547	10/01/18	ICE FOR DPW	Open	157.50	0.00		
03688 SOUTHERN NJ CHAPTER NIGP*	18-02746	10/19/18	SNIGP MEETING 10-26-18	Open	86.00	0.00		
03733 JAMES D. STRICKLAND	18-02792	10/26/18	CONTRACTUAL REIMBURSEMENT M	Open	2,397.18	0.00		
03844 GIACOMO TROMBETTA	18-02685	10/15/18	CONTRACTUAL REIMBURSEMENT M	Open	99.86	0.00		
03904 LOWE'S HOME CENTER INC*	18-02050	07/26/18	SUP TOWNSHIP/OCT82131310308551	Open	433.12	0.00		
	18-02088	07/30/18	MATERIALS/SUPPLIES/NOV.	Open	<u>277.75</u>	0.00		
					710.87			
03915 TURF EQUIPMENT & SUPPLY CO*	18-01326	05/14/18	TURO MOWER/SEPT	Open	505.23	0.00		
03954 VAN NOTE-HARVEY ASSOCIATES*	17-02751	10/25/17	RES 2017-281 TAX MAP	Open	74,947.50	0.00		B
03969 VERIZON	18-02763	10/23/18	10/13-11/12/18 LAND LINES	Open	245.59	0.00		
03992 VAL-U AUTO PARTS LLC*	18-01527	06/05/18	RDS/SANT/RECY/DPW/AUG	Open	2,852.65	0.00		
04085 CHRISTOPHER WINTER (EMPLOYEE)	18-02832	10/31/18	CONTRATUAL REIMBURSEMENT M	Open	96.00	0.00		

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04204 ZACHARY ZELWAK	18-01101	04/20/18	CONTRACTUAL REIMBURSEMENT-M	Open	151.00	0.00		B
04300 W.B. MASON CO INC*	18-02585	10/03/18	2019 CALENDARS	Open	226.68	0.00		
05064 CAPE ISLAND GRAPHICS*	18-02727	10/18/18	HALLOWEEN SIGNS FOR PARADE	Open	75.00	0.00		
05083 SJSHORE MARKETING LIMITED	18-02656	10/10/18	MESH & VINYL BANNERS FOR SPORT	Open	496.43	0.00		
	18-02716	10/18/18	VETERANS DAY POSTERS/FLYERS	Open	<u>521.79</u>	0.00		
					1,018.22			
5005 THE MASTERS OF MAGIC AND FUN	18-02609	10/04/18	FACE PAINTER & BALLOON ARTIST	Open	1,000.00	0.00		
5053 ANTHONY GRETO	18-02765	10/23/18	CONTRACTUAL REIMBURSEMENT V	Open	80.00	0.00		
6004 LERETA, LLC	18-02841	11/01/18	REFUND DUPLICATE PAYMENT TAX	Open	910.28	0.00		
6059 USABLE LIFE	18-02803	10/29/18	NOVEMBER 2018 #50018426-0001	Open	598.93	0.00		
6071 UNITED UNIFORMS LIMITED LIAB*	18-02329	08/31/18	UNIFORMS	Open	142.98	0.00		
	18-02447	09/17/18	UNIFORMS	Open	512.94	0.00		
	18-02583	10/03/18		Open	<u>2,062.41</u>	0.00		
					2,718.33			
7019 OCEAN VIEW VETERINARY*	18-02722	10/18/18	VET SERVICES 10/10/18	Open	130.00	0.00		
7054 GOOD DAY FOR A RUN	18-02663	10/10/18	RETURN OF UNUSED ESCROW	Open	703.75	0.00		
7098 SHORE VETERINARIAN ANIMAL *	18-00139	01/16/18	ANIMAL CNTRL DNE \$54K RES18-20	Open	4,500.00	0.00		B
7115 LIFELINE TRAINING LP*	18-01870	07/03/18	TRAINING 09-26-18	Open	836.00	0.00		
7181 JENNIFER KELLY, PHD, LLC*	18-02604	10/04/18	PRE-EMPLOYMENT EXAM	Open	400.00	0.00		
7196 LAUREN HUGGINS SUIT*	18-00085	01/10/18	RES 18-09 DNE \$10,400	Open	866.67	0.00		B
7199 STAPLES CREDIT PLAN-INSTORE PU	18-02598	10/04/18	OFFICE SUPPLIES	Open	6.89	0.00		
	18-02641	10/09/18	OFFICE SUPPLIES-COURT	Open	755.39	0.00		

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7199 STAPLES CREDIT PLAN-INSTORE PU Continued								
	18-02648	10/10/18	SUPPLIES-VETERANS DAY PARADE	Open	132.83	0.00		
					895.11			
7225 FARM-RITE, INC*								
	18-02668	10/11/18	COUNTY TRACTOR	Open	260.60	0.00		
7335 MAIL FINANCE/NEOPOST								
	18-02733	10/18/18	POSTAGE MACHINE 8/17-11/16/18	Open	1,890.00	0.00		
7354 FLEETPRIDE INC.*								
	18-02773	10/24/18	CAST ELBOW	Open	156.78	0.00		
	18-02799	10/29/18	TRUCK 20 ROLLOFF	Open	2,296.78	0.00		
					2,453.56			
7408 STEPHEN J. ALEXANDER SR								
	18-02704	10/16/18	CONTRACTUAL REIMBURSEMENT V	Open	258.00	0.00		
7475 SUZANNE M SCHEID								
	18-02684	10/15/18	CONTRACTUAL REIMBURSEMENT M	Open	74.00	0.00		
7508 BLANEY & KARAVAN PC*								
	18-00131	01/11/18	RES# 18-05 PROSECUT DNE 37,500	Open	3,125.00	0.00		B
7576 ROBERT THOMPSON JR.								
	18-02682	10/15/18	CONTRACTUAL REIMBURSEMENT M	Open	315.46	0.00		
7618 MEGONIGAL ELECTRIC LLC*								
	18-02649	10/10/18	INSTALL HIGH VOLTAGE POWER SUP	Open	1,200.00	0.00		
	18-02667	10/11/18	INSTALL SURGE STRIP FOR MODEM	Open	180.00	0.00		
	18-02709	10/18/18	SERVICE CALL-REC.DEPT. & BENNE	Open	150.00	0.00		
	18-02714	10/18/18	LIGHTING FOR STORAGE SHED	Open	948.00	0.00		
					2,478.00			
7636 MOTT MACDONALD LLC*								
	16-02312	08/29/16	ENGINEERING FOR ROSEANN AVE	Open	38,110.08	0.00		B
	17-01015	04/13/17	BEACH DRIVE PED SFTY IMPROVMT	Open	306.00	0.00		B
	18-01691	06/11/18	ROSEANN AVE/BAYSHORE ESTATES	Open	15,063.00	0.00		B
	18-01767	06/20/18	RES 18-214 BEACH ACCESS IMPROV	Open	14,307.00	0.00		B
	18-02192	08/10/18	REC CENTER BATHROOM	Open	16,702.50	0.00		B
	18-02229	08/16/18	USACE PLANS	Open	1,575.00	0.00		B
	18-02439	09/14/18	RESOLUTION 2018-267	Open	1,794.00	0.00		
	18-02467	09/18/18	EMERGENCY REPAIR TO PIPE LINE	Open	10,255.10	0.00		B
	18-02758	10/23/18	PROFESSIONAL ENGINEERING	Open	415.50	0.00		
	18-02759	10/23/18	PROFESSIONAL ENGINEERING	Open	83.10	0.00		
	18-02760	10/23/18	PROFESSIONAL ENGINEERING	Open	41.55	0.00		
	18-02761	10/23/18	PROFESSIONAL ENGINEERING	Open	235.45	0.00		
	18-02762	10/23/18	PROFESSIONAL ENGINEERING	Open	496.65	0.00		
					99,384.93			
7728 SOUTH JERSEY ENERGY								
	18-02790	10/26/18	9/19/18-10/17/18	Open	237.91	0.00		

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7747 KENNETH WALKER	18-02735	10/18/18	CONTRACTUAL REIMBURSEMENT V	Open	75.00	0.00		
7748 JAMES MATHIS	17-00838	03/27/17	2017 EQUIPMENT ALLOWANCE	Open	89.31	0.00		B
7749 WILLIAM KOCIS	18-02833	10/31/18	CONTRACTUAL REIMBURSEMENT V	Open	155.00	0.00		
7811 KYOCERA DOCUMENT SOLUTION AMER	18-02536	09/26/18	POOLED SERVICES 21230/21231	Open	78.00	0.00		B
7820 DEBLASIO & ASSOCIATES, P.C*	18-01007	04/10/18	ENGINEERING ROAD RECONSTRUCT	Open	4,455.00	0.00		B
	18-02168	08/08/18	ENGINEERING 2018 ROAD PROGRAM	Open	<u>11,565.00</u>	0.00		B
					16,020.00			
7833 AARONS MOBILE DETAILING LLC*	18-02605	10/04/18	PATROL UNIT DETAILING	Open	2,400.00	0.00		
7929 AMAZON CAPITAL SERVICES, INC	18-02659	10/10/18	TONER FOR COPIER	Open	98.60	0.00		
	18-02706	10/17/18	BATTERIES/PEN	Open	43.44	0.00		
	18-02715	10/18/18	SUPPLIES	Open	441.30	0.00		
	18-02719	10/18/18		Open	266.46	0.00		
	18-02721	10/18/18	100 CUP STAINLESS STEEL COFFEE	Open	239.90	0.00		
	18-02743	10/19/18	OFFICE SUPPLIES	Open	166.78	0.00		
	18-02767	10/24/18	OFFICE SUPPLIES	Open	<u>98.47</u>	0.00		
					1,354.95			
7933 DITTO INK, LLC*	18-01121	04/23/18	T-SHIRTS TEAMSTERS	Open	194.88	0.00		
7943 ERNEST A & MARCIA H PAULUS	18-02700	10/16/18	REFUND VET B 352.02 L 1	Open	250.00	0.00		
7959 ALL PRO TEAM SPORTS	18-02042	07/25/18	CHIN STRAPS FOR HELMETS	Open	305.00	0.00		
7985 EAW SECURITY	18-02666	10/11/18	CAPE KEY TIP//CLEANING BRUSH	Open	920.74	0.00		
8005 RICHARD JOHN MILLER	18-02545	09/27/18	ARBITRATION TOWNSHIP/AFSCME	Open	1,750.00	0.00		
8006 HOMESTEAD REAL ESTATE	18-02557	10/01/18	REFUND REG 320 E PACIFIC AVE	Open	125.00	0.00		
8007 FORESIGHT ENVIROPROBE INC	18-02664	10/10/18	RETURN OF UNUSED ESCROW	Open	1,681.87	0.00		
8015 INTERVET INC	18-02657	10/10/18	HOME AGAIN CHIP SCANNER	Open	298.00	0.00		

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8016 NANCY SAIGN	18-02690	10/15/18	REFUND FOR NATURE TRAILS PROGR	Open	40.00	0.00		
8017 ROBERT CLAXTON JR	18-02689	10/15/18	REFUND FOR NATURE TRAILS PROGR	Open	40.00	0.00		
8018 ANDREW & JANICE WASNICK	18-02702	10/16/18	REFUND VET B 518 L 58	Open	915.92	0.00		
8019 JOHN J KOLLIN	18-02701	10/16/18	REFUND VET B 496.29 L 32	Open	1,288.32	0.00		
8020 EDWARD A UETZ	18-02703	10/16/18	REFUND VET B 495.06 L 7	Open	784.11	0.00		
8021 BRANDAN WENDLING	18-02750	10/22/18	WRESTLING-COACH	Open	41.41	0.00		
8022 AMBER LAUBACH	18-02764	10/23/18	NATURE TRAILS REFUND	Open	40.00	0.00		
8024 THOMAS CHESTNUT	18-02768	10/24/18	VET REFUND B 537 L 20-2018-330	Open	250.00	0.00		
8025 MEGAN WEATHERBY	18-02804	10/29/18	REF REGISTRATION NATURE TRAIL	Open	40.00	0.00		
DUNKI DUNKIN DONUTS	18-02688	10/15/18	RIBBON CUTTING @DPS BLDG	Open	107.92	0.00		
HARRB BRYCE HARRELL	18-02802	10/29/18	WRESTLING-COACH	Open	56.41	0.00		
KIRSCHN SCOTT KIRSCHNER	18-02769	10/24/18	VET REFUND B 20 L 53 -2018-330	Open	92.61	0.00		
SIXSM LLOYD SIXSMITH*	18-02411	09/11/18	RECREATION AIDE SHIRTS	Open	1,602.00	0.00		
WELLSF WELLS FARGO REAL ESTATE TAX	18-02780	10/25/18	REFUND OVERPAYMENT OF TAXES	Open	250.00	0.00		

Total Purchase Orders: 178 Total P.O. Line Items: 0 Total List Amount: 1,154,596.21 Total Void Amount: 0.00

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

RESOLUTION #2018-329

Title: AUTHORIZING THE PAYMENT OF VOUCHERS

<u>Vendor</u>	<u>Description</u>	<u>CK #</u>	<u>Amount</u>
Karen Fournier	Reimbursement for wellness	63316	\$ 132.79
TOTAL Manual Checks			\$ 132.79
TOTAL Computer Generated			\$ 1,154,596.21
TOTAL Bill List			\$ <u>1,154,729.00</u>

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018


 Julie A Picard, Township Clerk

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

RESOLUTION #2018-330

Title: AUTHORIZATION FOR REFUND OF TAXES

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

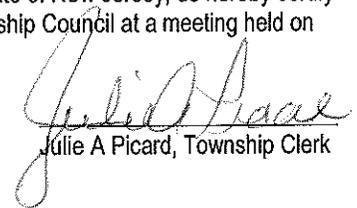
WHEREAS, a refund is due.

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>
352.02	1	Ernest A Paulus	Exempt Vet – Vet Ded	\$ 250.00
495.06	7	Edward A Utez	Exempt Vet – Sr Citz Ded	\$ 250.00
			Exempt Vet – Vet Ded	\$ 250.00
			Exempt Vet – Taxes	\$ 284.11
496.29	32	John J Kollin	Exempt Vet – Taxes	\$ 1,288.32
518	58	Andrew & Janice Wasnick	Exempt Vet – Taxes	\$ 915.92
537	20	Thomas Chestnut	Exempt Vet – Vet Ded	\$ 250.00
677	2	Wells Fargo	Over Pymt of Tax	\$ 250.00
20	53	Kirschner, Scott	Exempt Vet	\$ 92.61
530	25	Seterus c/o Lereta	Dup Pymt	\$ 910.28

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


Julie A Picard, Township Clerk

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

RESOLUTION #2018-331

Title: **TRANSFER OF 2018 APPROPRIATIONS**

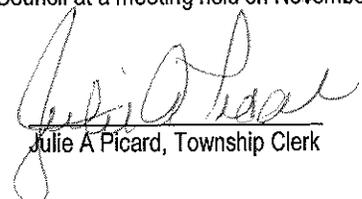
WHEREAS, N.J.S.A. 40A: 4-58 provides for appropriation transfers during the last two months of the current fiscal year when it has been determined that any appropriation is insufficient to pay the claims authorized or incurred during the current year, which are chargeable to said appropriation, and there is an excess in any appropriation over and above the amount deemed to be necessary to fulfill its purpose.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, State of New Jersey that the following transfers totaling \$121,010 be made between the 2018 budget appropriations:

LINE ITEM		ACCT. NUMBER	FROM	TO
B&G	S&W	8-01-20-310-100	5,000.00	
B&G	OE	8-01-20-310-300	10,000.00	
OEM	S&W	8-01-25-252-100	3,010.00	
TIPPING FEES	OE	8-01-32-465-600	100,000.00	
COURT	OE	8-01-43-490-200	3,000.00	
INSURANCE	OE	8-01-23-220-400		121,010.00
			121,010.00	121,010.00

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


Julie A Picard, Township Clerk

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

RESOLUTION #2018-332

Title: CERTIFICATION OF LOT CLEARING CHARGES TO THE TAX COLLECTOR

WHEREAS, Ordinance #99-10 establishes the minimum regulations governing the conditions and maintenance of all property, buildings and structures within the Township of Lower, which is also known as the Property Maintenance Code; and

WHEREAS, according to Section 302, Exterior Property Areas of the Property Maintenance Code, all premises and exterior property shall be maintained in a clean, safe and sanitary condition; and

WHEREAS, the properties listed below contained conditions which violated Section 302 of the Property Maintenance Code; and

WHEREAS, the Township of Lower has abated the conditions pursuant to the requirements of the Property Maintenance Code and desires to place a lien on the properties listed below:

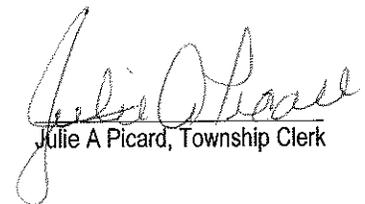
Block	Lot	Name	Property Location	Amount	Admin Fee	Lien Amount
496.02	6	VANDERHOOF, RICHARD & MEGHAN	111 FIRE LANE	\$ 350.00	\$ 500.00	\$ 850.00
					TOTAL	\$ 850.00

WHEREAS, the Code Enforcement Officer of the Township of Lower has certified the costs incurred to abate such conditions to the Township Council, which has examined the certification and has found it to be correct.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the costs and fees set forth above, incurred by the Township of Lower to abate the unlawful conditions on the properties listed above are charged as a lien against such properties, to be added to and become part of the taxes next to be assessed and levied upon such properties, to bear interest at the same rate as taxes, and to be collected and enforced in the same manner as taxes.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


Julie A Picard, Township Clerk

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

RESOLUTION #2018-333

Title: CERTIFICATION OF BEST PRACTICES INVENTORY

WHEREAS, the New Jersey State Appropriations Act (P.L. 2011, c85) requires the Division of Local Government Services (DLGS) to determine the payment amount for each municipality's final share of State Aid based upon the results of the Best Practices Checklist; and

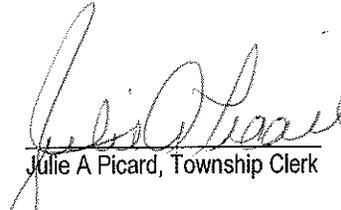
WHEREAS, the purpose of the Best Practices worksheet is to promote and improve financial accountability and transparency by withholding some or all of the final payment of State Aid from municipalities who do not score high enough on the annual worksheet; and

WHEREAS, the attached 2018 Best Practices worksheet for the Township of Lower shows that the Township scores 95%.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the 2018 Best Practices Inventory has been reviewed and can be forwarded to the State of New Jersey Department of Community Affairs.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


Julie A Picard, Township Clerk

Lower Township (Cape May)

Please see Color Key at bottom of sheet for limits on answers

0505	Answer	Question		Comments	
		Core Competencies			
1	Yes	Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year's proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audit; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?			
2	Yes	Has your municipality filed a copy of all current shared service agreements and amendments thereto, for which it provides a shared service, along with the estimated savings for each party, with the Division as required by N.J.S.A. 40A:65-4b (excluding cooperative purchasing agreements governed by the Local Public Contracts Law)?			
3	N/A	If a final judgment has been entered against the municipality in a legal matter such as a tax appeal, tort claim, or contractual dispute, and there is no further adjudication, or if the municipality reached a final settlement of a legal matter in the past year, has your municipality satisfied its obligations under the final judgment or settlement in a timely fashion pursuant to its terms? This question cannot be answered "Yes" if your municipality has satisfied a judgment or settlement but additional interest and/or other penalties have been imposed for noncompliance with its terms. This question does not apply to claims adjudicated or settled by the municipality's JIF or insurance carrier.			
4	Yes	The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Forms. Compliance by local elected officials is particularly important. Have all of your local elected officials filed their Financial Disclosure Form in 2018 that covers the 2017 calendar year?			
5	N/A	If the amount of a final judgment not covered by a JIF or an insurance carrier exceeds the amount of reserves set aside through prudent fiscal planning, has your municipality submitted a timely refunding bond application to the Local Finance Board in order to satisfy the judgment?			
6	Yes	Has your municipality adopted a written vehicle use policy prohibiting personal use of municipal municipally-owned vehicles.			
7	N/A	Having conducted a review of several LOSAP Programs across the State, on June 30, 2015 the Office of the State Comptroller issued a report raising concerns about LOSAP program oversight and contributions not being made in compliance with applicable rules and regulations. Local Finance Notice 2016-3 discusses the report's findings and provides updated guidance on LOSAP administration. If your municipality administers a LOSAP Program, have relevant officials reviewed LFN 2016-3 to ensure compliance with the LOSAP statute and implementing regulations?			
8	Yes	Did your municipality file its Annual Financial Statement (AFS) with DLGS by the statutory deadline (Which may include the extended deadline of February 26, where applicable)?			

		Lower Township (Cape May)	
		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
0505	Answer	Question	Comments
9	N/A	Have all audit findings from the 2017 audit been identified in the corrective action plan? Please list the date the corrective action plan was submitted to DLGS under Comments. Only answer "N/A" if there were no audit findings in the 2017 audit.	
10	N/A	Have all audit findings from the 2016 audit been and addressed such that they are not repeated in the 2017 audit? If not, please list any repeat findings under Comments. Only answer "N/A" if there were no audit findings in the 2017 audit.	
11	Yes	Has your municipality received its completed audit for the preceding fiscal year within the statutory timeframe, and confirmed that its auditor has filed a certified duplicate copy of the audit report with the Division? You may only answer this question "N/A" if the Director expressly granted an extension in response to a governing body resolution petitioning for same.	
12	Yes	Did your municipality file its Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 or July 31, as appropriate?	
13	Yes	Is your municipality fully compliant with all outstanding debt disclosure obligations as contained in Local Finance Notice 2014-09?	
14	N/A	The "Director's Ratio" (the average ratio of assessed to true market value) for each municipality as determined by the Director of the Division of Taxation, in the Table of Equalized Valuations promulgated annually pursuant to N.J.S.A. 54:1-35.1. A Director's Ratio of lower than 85 percent generally reflects inequitable assessments and the need for revaluation. N.J.A.C. 18:12A-1.14. If the ratio of assessed values to market values in your municipality is presently less than 85%, has your municipality retained an assessor, issued an RFP for revaluation services, or voted to conduct a revaluation within the next two years?	
15	N/A	Effective for CY2017/SFY2018 and CY2018/SFY2019 municipal budgets, the annual maximum contribution a municipality can appropriate for use by its volunteer fire companies or board of fire commissioners pursuant to N.J.S.A. 40A:14-34 is \$150,750. In any municipality where there are more than three volunteer fire companies or fire districts, the governing body may appropriate an additional \$50,000 annually for each additional volunteer company or fire district. At least 50% of the municipality's annual appropriation must be used by a volunteer fire company or board of fire commissioners for the purchase of fire equipment, materials and supplies. N.J.S.A. 40A:14-34 requires the volunteer fire company or fire district to provide the municipal governing body, on an annual basis, an accounting of the use of all municipal funds. See Local Finance Notice 2017-6R for further details. Is your municipality obtaining from each volunteer fire company or fire district an accounting of the use of all municipal funds?	
16	Yes	Did your municipality introduce and adopt its current year budget no later than the dates required by law or extended by the Director in Local Finance Notice 2017-26? This question may only be answered N/A if your municipality is under State Supervision or was instructed by the Division to delay budget adoption.	

		Lower Township (Cape May)			
		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
0505	Answer	Question	Comments		
17	Prospective	Revenue earned from construction code enforcement fees must be dedicated to enforcing the UCC. N.J.A.C. 5:23-4.17 and 4.18 and Local Finance Notice 2017-15 establish detailed parameters governing municipal construction code fees. Can your municipality certify that its UCC enforcement fees do not exceed the level necessary?			
18	N/A	Bid Prequalification standards can comprise an anti-competitive practice. To ensure a fair and open process, state law requires the Director of the Division of Local Government Services to approve all prequalification regulations enacted by contracting units subject to the Local Public Contracts Law. Is your municipality compliant with the obligations set forth in N.J.S.A. 40A:11-25, including seeking Director approval prior to implementing and enforcing all prequalification regulations? "N/A" is only applicable where the municipality has not adopted any prequalification regulations.			
19	Yes	Does your municipality publish the required notices regarding professional services contracts to keep the public informed about the cost of professional services?			
20	Yes	N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to contracts@perc.state.nj.us . Has your municipality filed all current contracts with PERC?			
21	Yes	Has your municipality taken measures to prevent employee discrimination and promote equal pay for all groups protected under the Law Against Discrimination (N.J.S.A. 10:5-1 et seq.) in light of the "Diane B. Allen Equal Pay Act" (P.L. 2018, c. 9), which greatly increases municipal liability for the failure to assure such protections?	RES #2018-200		
Additional Best Practices					
22	Yes	Has your municipality explored shared service opportunities with other local governments (including boards of education) within the past year? In the Comments section, please identify all shared service opportunities explored, whether an agreement resulted and, where no agreement was reached, the reason(s) why.	LITBOE - SRO and maintenance; LITWUA - Infrastructure cooperation; CAPE MAY COUNTY - Garage services		
23	N/A	Have sufficient reserves been allocated towards satisfying any potential final judgment or settlement in a legal matter that is presently ongoing. Including toward any deductible requirement imposed by the municipality's JIF or insurance carrier?			
24	Yes	Does your municipality add a fringe benefit value to the gross income reported on the employee's W-2 for employees authorized to use municipal vehicles for commuting to/from work (unless the vehicle meets the "qualified non-personal vehicle" criteria specified by the IRS)? Only answer "N/A" if your municipality does not have any municipally-owned vehicles.			

		Lower Township (Cape May)			
0505		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
	<i>Answer</i>	<i>Question</i>		<i>Comments</i>	
25	Yes	Within the past year, has your municipality's governing body assessed the authority or authorities it has created to ascertain whether they continue to serve the public interest and are more efficient than other means of providing the same services and/or financing public facilities?			
26	Yes	Have the governing body's findings and conclusions from the annual review of its authorities been discussed as a public agenda item at a scheduled governing body meeting?			
27	Yes	Has the governing body's findings and conclusion from the annual review of its authorities been incorporated into the publicly available meeting minutes? (Please identify the meeting date under "Comments.")	11/5/2018		
28	Yes	Payments in Lieu of Taxes (PILOTs) are often used to spur economic development. It is imperative that municipalities monitor PILOT agreements to ensure recipients comply with all agreement terms, including timely payment and reporting. Does your municipality have an appropriate official designated to monitor exemptions granted pursuant to the Long-Term Exemption Law, N.J.S.A. 40A:20-1 et seq., and Five-Year Exemptions/Abatements granted pursuant to N.J.S.A. 40A:21-1 et seq.?			
29	Yes	Does your municipality have a documented process for ensuring compliance with the terms of each PILOT agreement?			
30	Yes	In the past year, has your municipality analyzed whether changes to its master plan and zoning ordinances could improve flood and storm resiliency? For towns that have experienced repeated or extended power outages in the past few years, please note in the comments whether public utilities have improved a) communications and b) performance in responding to those outages.			
31	Yes	If your engineer, planner, or land use board has recommended changes as part of the municipality's review of its master plan and zoning ordinances for flood and storm resiliency, is there a plan to implement the recommended changes? Please answer "No" or "Prospective" if your municipality has not reviewed its master plan and zoning ordinances to analyze whether changes could improve flood and storm resiliency.			
32	Yes	Has your municipality designated at least one staff member or consultant for community and economic development? One example would be a liaison designated to engage with businesses, developers, and investors to solicit redevelopment proposals.			
33	Yes	Does your municipality regularly coordinate planning, zoning, and development review activities (e.g. interdepartmental meetings)?			
34	Yes	Does your municipality actively maintain an inventory of blighted and vacant properties that would benefit from redevelopment?			
35	Prospective	Does your municipality have a current community and/or economic development plan with established metrics?			
36	Prospective	Does your municipality regularly review and measure progress toward the development goals set forth in its community and/or economic development plan?			
37	Yes	Does your municipality's capital improvement program coordinate the replacement of infrastructure to avoid disturbance of recent capital projects and avoid duplicated efforts?			
38	Yes	Is your municipality dedicating sufficient revenues to fund maintenance, repair and replacement of environmental and transportation infrastructure?			

Lower Township (Cape May)

Please see Color Key at bottom of sheet for limits on answers

0505	Answer	Question	Comments
39	Yes	Municipalities are encouraged to investigate all available grant opportunities; however, certain grants require commitment of matching funds, staffing levels, etc. For each grant accepted within the past year, have each grant's benefits exceeded or are they expected to exceed the actual and/or potential costs of the grant.	
40	Yes	While the issuance and renewal of bond anticipation notes can be a reasonable and prudent financing mechanism, failing to take advantage of low interest rates on permanent financing can cause municipalities to incur unnecessary carrying and issuing costs. Has your municipality evaluated its outstanding bond anticipation notes and developed a strategy to move toward permanent financing?	
41	Yes	Local Finance Notice 2018-13 discusses the Local Finance Board's recent adoption of regulations permitting all local units, county colleges, and school district boards of education/boards of trustees to use standard electronic funds transfer (EFT) technologies for payments. Has your municipality's chief financial officer and head procurement official reviewed this Notice with the governing body to determine where the use of electronic payment methods could benefit the municipality?	
42	Yes	Has your municipality assessed whether the Local Finance Board's adopted EFT regulations require changes in the municipality's current claims payment procedures as pertain to electronic payment methods?	
43	Yes	Does your municipality have a professional or professional's capable of evaluating and recommending PILOTS assess the utility and value of a PILOT before formalizing negotiations and entering into a PILOT agreement?	
44	Prospective	Other states such as California and Florida have enacted Property Assessed Clean Energy (PACE) legislation that authorizes municipalities to establish programs for public or private financing of energy, water and storm resilience projects through the use of voluntary special assessments for certain property owners. There is currently a bill pending before the New Jersey Legislature, S-1611, that would authorize these PACE programs in New Jersey. Is this something that your municipality would take advantage of?	
45	Yes	Does your municipality have a professional planner on staff?	
46	Yes	The New Jersey Infrastructure Bank (NJIB, formerly NJETI) offers low-cost financing to local governments to reduce the cost of transportation and environmental infrastructure projects. If your municipality will require financing for such projects, will it consider financing through NJIB?	
47	Yes	Have you evaluated the SALT Charitable Contribution Law (P.L. 2018, c.8) and considered its implementation?	
48	No	Does your municipality buy hybrid vehicles in all cases except where no hybrid is available that meets the municipality's needs? You may respond "N/A" only if the municipality does not own any vehicles.	
49	No	Does your municipality own any electric vehicles?	
50	Yes	Is your municipality adhering to the mandatory, proven emergency procurement standards to ensure a process that minimizes costs to the municipality?	
51	Yes	Has your municipality adopted and implemented a more restrictive pay-to-play ordinance than the state's pay-to-play laws?	Ord #2004-10

		Lower Township (Cape May)	
		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
0505	Answer	Question	Comments
52	Yes	Does your municipality only provide health care benefits for full time employees and officials (ie: >30 hours per week)? Only answer "yes" if no part-time elected or appointed officials receive health benefits. If your municipality has part-time elected or appointed officials who elect to take State Health Benefits Program (SHBP) health benefits (or receive a waiver for not doing so) by virtue of serving in their position continuously since May 21, 2010, you must answer "No".	
53	Yes	Does your municipality have a policy that fixes the reimbursement rate for full-time employees who waive benefits at the lesser of 25% or \$5,000, after deducting the employee's required contribution from the premium cost?	
54	No	The Fair Labor Standards Act (FLSA) is a federal law that establishes minimum wage, overtime pay, recordkeeping, and child labor standards affecting full-time and part-time workers in the private sector and in Federal, State, and local governments. The law requires that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (you should consult with labor counsel for more detailed guidance). Does your municipality refrain from paying overtime to employees who are classified as exempt under the FLSA?	
55	Yes	Does your municipality ensure that employees complete and file standardized forms to verify all employee time worked (e.g. time cards, electronic time keeping)?	
56	Yes	Does your municipality maintain centralized records accounting for all employee leave time earned and used?	
57	Yes	Are all employee time and attendance documentation reviewed and independently verified before payroll/processing?	
58	Yes	Has your governing body reviewed the municipality's policies on the use of criminal history when making personnel decisions, to ensure that it does not violate Title VII in light of the 2017 amendments to the Local Budget Law (P.L. 2017, c. 183)?	Resolution #2018-199
59	Yes	Does your municipality have an established, documented process requiring department heads to submit notice of outside employment to the municipality prior to undertaking that employment?	
60	Yes	Upon receiving a notice of outside employment from a department head, does your municipality's human resources office or equivalent assess whether a conflict of interest exists?	
61	Yes	Employee personnel manuals serve as a valuable tool to convey a municipality's policies, procedures and benefits. Many insurance carriers encourage the adoption of such a document and offer discounted rates for their use. These publications should review employees' rights and obligations in areas ranging from discrimination, safety, violence, and harassment to vacation and sick days, holidays, use of municipal vehicles, smoking and political activity, among others. Has your municipality adopted or updated an employee personnel manual by resolution or ordinance within the last five years? If yes, please provide in the Comments section the date of the meeting during which the personnel manual was adopted.	8/15/2016

		Lower Township (Cape May)		
0305	Answer	Question	Comments	
		Please see Color Key at bottom of sheet for limits on answers		
		Opportunity Zones Survey		
		If your municipality is on the list found in Column K, also answer the questions below. If not, please ignore and proceed to row 223:		
		The Opportunity Zones program was enacted as part of the 2017 Federal Tax Cuts and Jobs Act and is designed to drive long-term capital investments into low-income rural and urban communities. This federal program provides opportunities for private investors to support investments in distressed communities through participation in Qualified Opportunity Funds.		
		This survey is intended to gauge the needs, priorities, and capacities of municipalities with designated Opportunity Zones, to aid the State in helping these communities attract locally-appropriate businesses, investment, and development and make the most of their Opportunity Zone designations.		
		For more information about Opportunity Zones, click the following link: https://www.sarbo.nj.us/ocaj/visions/develop_zones.html		
		For an interactive map of New Jersey Opportunity Zones, click the following link: https://data.mars.acris.com/apps/View/index.html?appid=2c779524e6d450931c30a5f28a315992		
62	Yes	Has your municipality developed a strategy around attracting businesses and investment to its Opportunity Zones?		
63	N/A	If "No", would you like help developing a strategy?		
64	Yes	Does your municipality employ a professional or professionals that engage with developers, investors, or businesses and thoroughly review proposed projects?		
65	Yes	Has your municipality been approached by developers, investors, or businesses interested in making Opportunity Zone investments (i.e. business development/expansion, property development) within your municipality?		
66		If "Yes", who were you specifically approached by (check all that apply)?		
	Yes	<input type="checkbox"/> Local Business Owner		
	Yes	<input checked="" type="checkbox"/> Other Business Owner		
	Yes	<input type="checkbox"/> Local Investor		
	Yes	<input checked="" type="checkbox"/> Other Investor		
	Yes	<input type="checkbox"/> Local Developer		
	Yes	<input checked="" type="checkbox"/> Other Developer		

Lower Township (Cape May)

		Please see Color Key at bottom of sheet for limits on answers	
	Answer	Question	Comments
67	Yes	<p><i>If approached by a developer or business owner, which category would they fall into?</i></p> <input checked="" type="checkbox"/> Residential developer, real estate development, or property management company <input type="checkbox"/> Retail <input type="checkbox"/> Light Industrial <input type="checkbox"/> Heavy Industrial <input type="checkbox"/> Restaurant, entertainment or hospitality <input type="checkbox"/> Professional services <input type="checkbox"/> Information technology <input type="checkbox"/> Other (please describe in column B)	
68		<p><i>What information were they seeking from your municipality (if applicable)?</i></p> <input checked="" type="checkbox"/> Info on zoning, permitting, and approval process <input checked="" type="checkbox"/> Info on local tax incentives and subsidies such as tax abatements, PILOTs, & Redevelopment Area Bonds <input type="checkbox"/> Info on vacant land and available properties <input checked="" type="checkbox"/> Info on redevelopment areas <input type="checkbox"/> Info on existing development activity <input type="checkbox"/> Other (please describe in column B)	
69	Yes	<p><i>If your municipality has one or more Areas in Need of Redevelopment, has it reviewed and updated them within the past three years?</i></p>	
70	Commercial -Industrial	<p><i>In terms of real estate and economic development, which area (if any) is your top priority?</i></p>	
71	Redevelopment of existing structures	<p><i>Which is more important, development of vacant sites and land or redevelopment of existing structures?</i></p>	
72	Sidewalks	<p><i>What type of capital improvement does your municipality see as its top priority?</i></p>	

		Lower Township (Cape May)	
		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
ID	Answer	Question	Comments
0505			
73		<p>After people, what are your municipality's distinctive assets?</p> <p><input checked="" type="checkbox"/> Education</p> <p><input checked="" type="checkbox"/> Tourism</p> <p><input checked="" type="checkbox"/> Affordable Housing</p> <p><input type="checkbox"/> Transit Access</p> <p><input type="checkbox"/> Industrial Hub</p> <p><input checked="" type="checkbox"/> Transportation Hub</p> <p><input checked="" type="checkbox"/> Business Hub</p> <p><input checked="" type="checkbox"/> Cultural Center</p> <p><input checked="" type="checkbox"/> Entertainment Venue</p> <p><input type="checkbox"/> Other (please describe in column E)</p>	
74		<p>What are the major challenges to development in your municipality?</p> <p><input checked="" type="checkbox"/> Lack of employment opportunities</p> <p><input checked="" type="checkbox"/> Limited range of housing options</p> <p><input type="checkbox"/> Lack of developable sites</p> <p><input type="checkbox"/> Preserving existing community character</p> <p><input type="checkbox"/> Limited access to public services</p> <p><input type="checkbox"/> Poor public infrastructure</p> <p><input type="checkbox"/> Poor access to transportation</p> <p><input type="checkbox"/> Access to essential services reachable within 10 min. by foot or other mode of transport</p> <p><input type="checkbox"/> Below average math and language arts proficiency scores</p> <p><input checked="" type="checkbox"/> Lack of child care facilities</p> <p><input type="checkbox"/> Stranded assets</p> <p><input checked="" type="checkbox"/> Lack of high speed internet connectivity</p> <p><input type="checkbox"/> Environmental contamination</p> <p><input checked="" type="checkbox"/> Lack of interest from developers and investors</p>	

		Lower Township (Cape May)			
		<i>Please see Color Key at bottom of sheet for limits on answers</i>			
0505	Answer	Question	Comments		
75		What type of economic development is your municipality actively pursuing? <input checked="" type="checkbox"/> Retail <input checked="" type="checkbox"/> Light Industrial <input checked="" type="checkbox"/> Heavy Industrial <input type="checkbox"/> Transportation/logistics <input checked="" type="checkbox"/> Tourism <input checked="" type="checkbox"/> Transit <input checked="" type="checkbox"/> Restaurants/entertainment/leisure activity <input checked="" type="checkbox"/> Office space <input checked="" type="checkbox"/> Tech <input type="checkbox"/> Higher Ed <input type="checkbox"/> Energy <input type="checkbox"/> Not pursuing economic development			
		Do you have an up-to-date list of:			
76	No	<i>Distinctive community assets</i>			
77	Yes	<i>Abandoned and blighted properties</i>			
78	Yes	<i>Foreclosed properties</i>			
79	No	<i>Commercial projects planned to begin within 1 year</i>			
80	Yes	<i>Municipal projects planned to begin within 1 year</i>			
81	No	<i>Planned business expansions</i>			
82	Yes	<i>The 10 largest private employers in your municipality</i>			
83	No	<i>Sitiated projects due to funding gaps</i>			
84		If "Yes", provide the name of each project, the full address, a short description that includes the primary developer (if applicable), the estimated value of the development (i.e. total permitted value), and the reason for lack of progress.			
85	Yes	Does your municipality have any other known, upcoming development projects within its Opportunity Zone(s)? (See DCA Interactive map for zone boundaries): http://idea.maps.arcgis.com/apps/MapIndex.html?appid=2272634cedd45cd91c6ca52ae3f9989			
86		If "Yes", provide the name of each project, the full address, a short description that includes the primary developer (if applicable), the estimated value of the development (i.e. total permitted value), and its status (if known)			

		Lower Township (Cape May)			
		Please see Color Key at bottom of sheet for limits on answers			
0505	Answer	Question	Comments	Estimated Value	Status
1	Tech Village	Cape May County Airport Breakwater Road, North Cape May 08204	Cape May County	TBD	Approved By Muni.
2	20 Unit Housing Development	115 Breakwater Road, North Cape May 08204	IMMC Construction	TBD	In Progress
3					Select
4					Select
5					Select
6					Select
7					Select
	0	Select			
	45	Yes			
	3	No			
	9	N/A			
	4	Prospective			
	64	Total Answered:			
	58	Score (Yes + N/A + Prospective)			
	95%	Score %			
	0%	Percent Withheld			

		Lower Township (Cape May)	
		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
0565	Answer	Question	Comments
		Chief Administrative Officer's Certification	
		I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.	Certification #(s)
		Name & Title	Date
		James Ridgway, Township Manager	11/5/2018
		Chief Financial Officer's Certification	
		I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.	Certification #(s)
		Name	NO423, T1501
		Lauren Read	Date
		Municipal Clerk's Certification	11/5/2018
		I hereby certify that the Governing Body of the Township of Lower in the County of Cape May discussed/will discuss the CY 2018/SFY 2019 Best Practice Inventory as completed herein at a public meeting on 11/5/18, with the Inventory results, and the certification thereof by the Chief Administrative and Chief Financial Officers, respectively, to be stated in the minutes of said public meeting.	Certification #(s)
		Name	1673
		<i>Julie A. Picard</i>	Date
			11/5/2018
		Red = Repeat Question; Prospective answers not permitted	
		Blue = Questions where neither "not applicable" nor "N/A" answers are permitted	
		Green = Questions where neither "Prospective" nor "Not Applicable" are permitted	
		No Color = "Yes", "No", "Prospective" and "Not Applicable" are all permissible answers	
		Score	
		Aid withheld	
		46-61 No aid withholding	
		36-45 25% of final aid payment withheld	
		26-35 50% of final aid payment withheld	
		0-25 100% of final aid payment withheld	

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

RESOLUTION #2018-334

Title: APPROVAL FOR LOWER TOWNSHIP VETERANS DAY PARADE

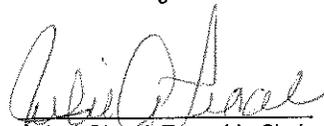
WHEREAS, Veterans are a vital part of our Community, and in honor of our Veterans, Lower Township will be hosting a Parade on Saturday, November 10, 2018; and

WHEREAS, Lower Township has received approval from the Cape May County Board of Chosen Freeholders to close a portion of Bayshore Road (County Road No. 603) from the Villas Fire House to the Lower Township Municipal Hall from 10:30 am until the conclusion of the parade, approximately 12:30 pm.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that permission is hereby granted for the above stated event to take place.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


Julie A. Picard, Township Clerk

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

RESOLUTION #2018-335

Title: APPOINTMENT OF AMY BELASCO AS REGISTRAR OF VITAL STATISTICS

WHEREAS, per statute N.J.S.A. 26:8-15; any vacancy in the position of Local Registrar must be filled within ten (10) days; and

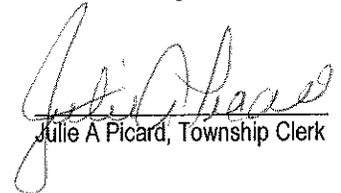
WHEREAS, the new appointee must obtain the CMR Certification within six (6) months of appointment; and

WHEREAS, Amy Belasco will be enrolled in the first available CMR Initial training.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Amy Belasco is hereby appointed as Lower Township's Registrar of Vital Statistics.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


Julie A. Picard, Township Clerk

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

RESOLUTION #2018-336

Title: A RESOLUTION REQUESTING RELEASE OF PERFORMANCE GUARANTEE FOR DIFELICE,
1205 BAYSHORE ROAD; BLOCK 137, LOT 10; ESCROW #Z17-02-01

WHEREAS, Rino's Pizza posted a Performance Guarantee with the Township of Lower, in the amount of \$3,150.00; and

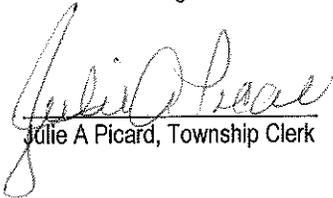
WHEREAS, the Township Engineer has recommended the improvements having a total value of \$3,500.00 were bonded.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the Performance Guarantee be and hereby is released.

BE IT FURTHER RESOLVED that the Township Treasurer is granted permission to issue a check in the amount of \$3,150.00 plus any accrued interest for payment of the above released Guarantee.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


Julie A. Picard, Township Clerk

MEMORANDUM

TO: Mayor Erik Simonsen &
Council members

FROM: William J. Galestok, PP,AICP
Director of Planning

DATE: October 29, 2018

RE: DiFelice
1205 Bayshore Road
Villas, NJ 08251
Block 137, Lot 10
Resolution # 2018-336

The Land Development Ordinance of the Township of Lower, Chapter, XVI, Subsection 400-81E, requires that, "The governing body shall by resolution, release or declare in default each Performance Guarantee".

Pursuant to the above referenced Subsection 400-81E, Resolution # 2018-336 is required to release the Performance Guarantee held in trust by the Township of Lower for Rino's Pizza/DiFelice, Block 137, Lot 10. The required final inspection report, certifying completion, compliance and condition of the work, has been received from the Township Engineer, Mott MacDonald Engineers.

The Township Engineer recommends release of the retained \$3,150.00.

The inspection and construction costs of the bonded improvements have been paid for by the developer.

att:1

cc: financial file



Mr. William J. Galestok, PP, AICP
Lower Township Planning Director
2600 Bayshore Road
Villas, NJ 08251

Via E-mail

Your Reference
Twp. No. Z17-02-01

Our Reference
MM No. 380640ZB03

211 Bayberry Drive
Suite 1A
Cape May Court House NJ
08210
United States of America

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

**Maurice DiFelice Block 137, Lots 10, 25, 26, 27, 28 & 29 Minor Subdivision
Township of Lower, Cape May County**

October 29, 2018

Dear Mr. Galestok:

The applicant has requested release of the performance guarantee for the above referenced project. Based on the revisions to the Municipal Land Use Law related to performance and maintenance guarantee posting, it is recommended that the performance guarantee be released. The regulations no longer require a performance guarantee be posted for the proposed improvements associated with this project. Please note however that removal of 5' wide asphalt strip, driveway paving, final grading, and topsoil and seeding still remain to be complete.

Should you have any questions regarding the above information or should you require additional information, please do not hesitate to contact our office.

Very truly yours,

Mott MacDonald, LLC

Shawn A. Carr, PE, CME
Senior Project Engineer
T 609.465.9377 F 609.465.5270
Shawn.carr@mottmac.com

SAC

cc: Lisa Schubert, Board Secretary (via email)
Mark R. Sray, PE, CME, Mott MacDonald (via email)

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

RESOLUTION # 2018-337

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

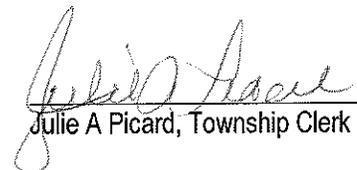
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

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 Jennifer Anzelone in the amount of \$2,761.64 is authorized and chargeable to the 2018 Budget account 8-01-25-240-123.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held November 5, 2018.


Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Mastriana
FROM: Ptl. Jennifer Anzelone
DATE: October 23, 2018
SUBJECT: Comp Time Sell Back

Chief Mastriana,
I am respectfully requesting to cash out 60 hours of comp time
Thank you in advance for your consideration in this matter.

Respectfully Submitted,

Cpl JAM 179
Jennifer Anzelone
Patrolman Badge 179

C	File	Officer	Comments
Date			
10/23/18		JAM	Forwarded to Chief Mastriana

0 * *

60 * x

46 * 0274 =

2,761 * 644 * +

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

RESOLUTION # 2018-338

Title: AUTHORIZING PAY OUT OF TERMINAL LEAVE

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

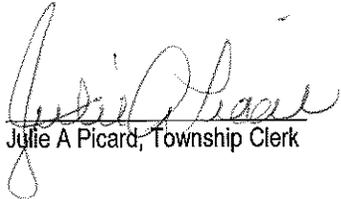
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a payment due to Elizabeth Greenway in the amount of \$ 3,601.25 is authorized and chargeable to the Reserve for Accumulated Absences.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


Julie A Picard, Township Clerk

TOWNSHIP OF LOWER
 RETIREMENT PAYOUT ANALYSIS
 DATE:

EMPLOYEE: Greenway, Elizabeth
 DATE OF RESIGNATION 10/22/2018
 DATE OF PAYMENT: _____
 RESOLUTION #: _____

Annual Salary:	\$41,049.37
Hourly Rate:	\$22.55
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	11.00	22.55	248.10
Personal	33.19	22.55	748.64
Sick	0.00	22.55	0.00
Vacation	115.48	22.55	2,604.51
	159.67		
Terminal Leave Payout			\$3,601.25

	(A)	(B)	(C)	(B * C) (D)	(E)	A + D - E (F)	
	Carryover	Annual	31 weeks / 52 weeks	Prorated Time Due	Time Used	Hours to be paid	
Comp	11.00			0.00		11.00	
Personal	23.50	28.00	0.60	16.69	7.00	33.19	contract max 840 hours
Sick							
Vacation	77.75	110.25	0.60	65.73	28.00	115.48	
Total	112.25	138.25	1.19	82.42	35.00	159.67	

Accrual and time used are current to 02/28/18 subject to change if time is used or not currently reported.

Employee Signature: _____

Date: _____

Treasurer's Signature: _____

Date: _____

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

RESOLUTION # 2018-339

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

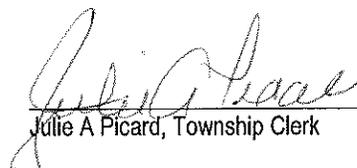
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

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 William Kocis in the amount of \$2,262.36 is authorized and chargeable to the 2018 Budget account 8-01-25-240-122.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held November 5, 2018.


Julie A. Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief William Mastriana
THRU: Sgt. Edwards
FROM: Patrolman William Kocis #207
DATE: 10/28/2018
SUBJECT: Comp Time Buy Out

Chief,

I am asking to submit this letter to payroll requesting a buy out of 100 hours accrued comp time. Thank you in advance for your attention to this request.

Respectfully Submitted,



William Kocis
Patrolman Badge 207

100 • x
22 • 6236 =
2,262 • 360 *+

C	File	Date	Officer	Comments
		10/28/18		FORWARDED TO CHIEF MASTRIANA

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

RESOLUTION #2018-340

Title: LOWER CAPE ALLIANCE, (July 1, 2019 to June 30, 2020)

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, The Township Council of the Township of Lower, County of Cape May, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, the Township Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and

WHEREAS, the Township Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Cape May.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Lower Township hereby recognizes the following:

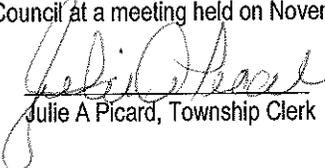
1. The Township Council does hereby authorize submission of a strategic plan for the Lower Cape Municipal Alliance grant for fiscal year 2019 (July 1, 2018 to June 30, 2019) in the amount of:
 DEDR \$31,409
 Cash Match \$ 7,852
 In-Kind \$23,557

The Township of Lower Cash Match portion will be \$5,576

2. The Township Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


 Julie A Picard, Township Clerk

FORM 1A

FOR COUNTY USE ONLY
Approved: _____ YES _____ NO
Date: _____

STRATEGIC PLAN FOR FUNDING MUNICIPAL ALLIANCES

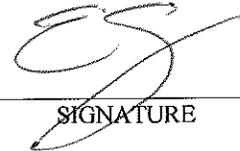
Grant Year: FY 2020 (July 1, 2019 to June 30, 2020)

APPLICANT MUNICIPALITY/IES: Lower Township, West Cape May, Cape May, Cape May Point	COUNTY: Cape May
ALLIANCE NAME: Lower Cape Municipal Alliance	ALLIANCE WEBSITE:
ALLIANCE STREET ADDRESS: 2600 Bayshore Road TOWN: Villas STATE: NJ ZIP: 08251	
TELEPHONE: (609) 886-2005 x134	FAX: (609) 263-2142
ALLIANCE CHAIRPERSON: Carolann McDonald STREET ADDRESS: 1040 Idaho Avenue TOWN: Cape May STATE: NJ ZIP: 08204 EMAIL: cmcdonald@wwschools.org	ALLIANCE COORDINATOR: Colleen Crippen STREET ADDRESS: 2600 Bayshore Road. TOWN: Villas STATE: NJ ZIP: 08251 EMAIL: ccrippen@townshipoflower.org
DATE OF RESOLUTION AUTHORIZING THE STRATEGIC PLAN (MM/DD/YYYY): / /	

A) Alliance DEDR Allocation	\$ 31,409
B) Cash Match (must be 25% of DEDR Allocation)	\$ 7,852
C) In-Kind Match (must be 75% of the DEDR Allocation)	\$ 23,557
TOTAL ALLIANCE BUDGET (add A+ B+C)	\$ 62,818

Lower Township

Erik Simonsen



*MUNICIPALITY

NAME/ MAYOR

SIGNATURE

*MUNICIPALITY

NAME/TITLE OF GOVERNING
BODY REPRESENTATIVE

SIGNATURE

*MUNICIPALITY

NAME/TITLE OF GOVERNING
BODY REPRESENTATIVE

SIGNATURE

Carolann McDonald

ALLIANCE CHAIRPERSON

SIGNATURE

DATE

*** If a municipality is part of a consortium, a signature and resolution is required from all participating municipalities entering into the agreement. Signatures hereby accept all components of this grant including membership terms, Statement of Assurances and Fiscal Requirements.**

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

RESOLUTION # 2018-341

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

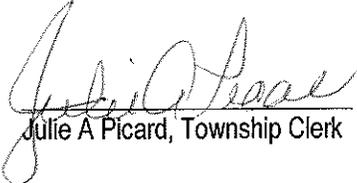
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

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 James, Jr. in the amount of \$1,688.02 is authorized and chargeable to the 2018 Budget account 8-01-25-240-125.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held November 5, 2018.


Julie A Picard, Township Clerk



LOWER TOWNSHIP POLICE DEPARTMENT

William Mastriana
Chief of Police

CAPTAIN MARTIN BIERSBACH
Executive Officer

LT. WILLIAM PRIOLE
Administrative Lieutenant

LT. JOHN CHEW
Administrative Lieutenant

LT. DONALD VANAMAN
Operations Lieutenant

HEADQUARTERS
Cape May County Airport
405 Breakwater Road
Erma, NJ 08204

Office: (609) 886-1619
Fax: (609) 886-5289

Date: October 26, 2018

To: Chief William Mastriana

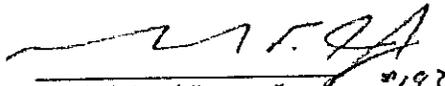
From: Det Michael James Jr.

Subject: Compensatory Time

Sir,

I am writing to request to sell back sixty (60) hours of accrued compensatory time.

Respectfully Submitted,


Det Michael James Jr. *193

0 * *

60 x

28.1337 =

1,688.022 *+

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

RESOLUTION #2018-342

Title: A RESOLUTION AUTHORIZING THE TRANSFER OF PORTABLE RADIOS NO LONGER IN USE FROM THE LOWER TOWNSHIP POLICE DEPARTMENT TO LOWER CAPE MAY REGIONAL AND LOWER TOWNSHIP ELEMENTARY SCHOOL DISTRICTS TO BE USED BY SCHOOL STAFF AND SCHOOL SECURITY

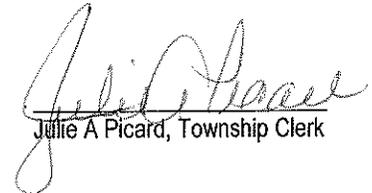
WHEREAS, the Lower Township Police Department currently has upgraded their Portable Radios for the Lower Township Police Department; and would like to transfer/donate 50 Portable Radios that are no longer in use; and

WHEREAS, the Chief of Police received a request from Lower Township Regional and Lower Township Elementary School Resource Officer to transfer our excess portable radios the Police no longer utilizes. The Schools will be using these radios for School Staff and Security to communicate to better assist their security efforts in the Schools.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that permission is hereby granted to transfer the aforementioned Portable Radios as listed on Exhibit A, attached hereto, to the Lower Township Regional and Elementary School District.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


Julie A Picard, Township Clerk

Resolution #2018-

	VHF Portable	Asset Tag #	Damaged
1	672HEG8601	1909	knob
2	672TNCU752	3031	
3	749HEN6097	2070	antenna
4	672HDNH079	1880	
5	672HEG8594	2066	
6	749HFQF037	NONE	knob
7	672HEG8585	2075	
8	672TNCU694	3034	
9	672TNCU698	3025	
10	672HEGM842	NONE	
11	672HDN205	1889	knob
12	672HDNE802	1897	
13	672TNCU696	3027	
14	672HDNG851	1908	
15	672TLWW574	NONE	
16	672TNCU762	3029	
17	672HDAC240	1894	
18	672HEG68595	1910	
19	672TNCU736	3033	
20	672HEGM832	1896	knob
21	672HDCAC230	1886	
22	672TNU1100	2664	
23	672TNCU738	3028	
24	672HEGM819	2067	knob
25	672HEG8606	1893	knob
26	672TNU1066	2665	
27	672TNCU737	3032	
28	672TNCU761	3030	
29	672HEG8584	2073	
30	749HEN6095	1872	knob
31	672HDAC231	1870	
32	672HEG8611	1907	
33	672TNU1104	2663	
34	672HDAC217	2072	
35	672TLWW592	NONE	
36	672HEG8573	1900	
37	672HEGM812	1903	
38	672TNU0907	2662	
39	672HEG8600	1890	
40	672HEG8588	1901	
41	672HDNH036	1888	
42	672HEG8574	1911	
43	672HDAC233	1895	
44	672HEG1203	1892	
45	672HEG8583	1883	
46	672HDAC220	1885	
47	672HEG8586	2074	
48	672HEGM806	1905	
49	749HEN6070	1878	
50	103TFU334	NONE	

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

RESOLUTIUN #2018-343

Title: APPOINTMENT TO THE RECREATION ADVISORY BOARD

WHEREAS, Mark DiDonato tenured his resignation to the Recreation Advisory Board leaving a vacancy on the Board; and

WHEREAS, Joseph Wareham Sr. has requested to be appointed to the Recreation Advisory Board and has filled out the proper application; and

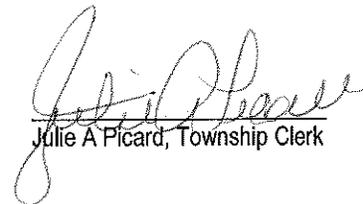
WHEREAS, Lower Township Mayor and Council have reviewed all applications currently on file in the Clerk's office.

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 appointment be made to fill the un-expired term of Mark DiDonato:

<u>NAME</u>	<u>TYPE</u>	<u>TERM EXP</u>
Joseph Wareham Sr.	Regular Member	December 31, 2020

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018


Julie A Picard, Township Clerk

Res. # _____

Board/Comm./Auth. _____

Term Exp. _____

Replaced _____ or Reappointed _____

TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM

NAME Joseph Wareham Sr.

CITY AND STATE _____

YEARS OF RESIDENCY IN TOWNSHIP 30 OCCUPATION Correctional Sergeant for Cape May County Sheriff's

Please number in order of preference which ones you wish to be considered for.

_____ Cable Television Advisory Board

_____ Environmental Commission

_____ Historic Preservation Commission

_____ Citizen Advisory Board

_____ Municipal Utilities Authority

_____ Planning Board

Recreation Advisory Board

_____ Zoning Board of Adjustment

I hereby apply to perform public service on the following municipal authority, boards or commissions. List any education, prior volunteer experience or work related experience, or other civic involvement which could be of use to the authority, board or commission you have listed above.

Chairman for Board of Fire Commissioners of Fire District #1 of Lower Township 2012-20
Vice Chairman of Board of Fire Commission of Fire District #1 of Lower Township 2010-
Crisis Negotiation Team 2012 - present, Republican Committeeman 2012 - present
Fraternal Order of Police Representative 2010 - 2014, Cape May County
Correctional Sergeant 2010 - present, Citizen Advisory Board 2013 - 2014,
Volunteer Youth Basketball Coach for Recreation Department, AAU Basketball
and Lower Township Travel Basketball, Certified in Incident Command,
Certified Police Academy Instructor.

Date: 10/22/18 Signature: Joseph Wareham Sr. (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

Return to: Clerk's Office, 2600 Bayshore Road, Villas, NJ 08251

*PERSONAL INFORMATION NOT SUBJECT TO PUBLIC DISCLOSURE

Address of Residence _____ Email _____

Primary Phone Number _____ Work Phone Number _____

*The information in this section is considered personal information, and is therefore deemed confidential for the purpose of P.L. 1963, c.73 (C.47:1A-1 et seq.) and P.L. 2001, c.404 (C.47:1A-5 et al.).

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

RESOLUTION # 2018-344

Title: AUTHORIZING THE SALE OF TOWNSHIP OF LOWER SURPLUS NO LONGER NEEDED FOR PUBLIC USE ON GOVDEALS ONLINE AUCTION WEBSITE

WHEREAS, the Township of Lower has determined that the property described on Schedule A attached hereto is no longer needed for public use; and

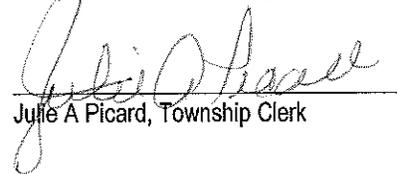
WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

WHEREAS, the Township of Lower intends to utilize the online auction services of GovDeals located at www.govdeals.com; and sell the Township surplus property.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the Township of Lower is hereby authorized to utilize the online auction services of GovDeals located at www.govdeals.com; and sell the surplus property as indicated on Schedule A on an online auction website.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X	.	X			
PERRY			X			
ROY		X	X			
SIPPLE			X			
SIMONSEN			X			

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


Julie A Picard, Township Clerk

GOV DEALS

YEAR	MODEL	FIXED ASSET #	LOCATION	VIN #
2012	APPLE IPAD	2652	GRANT OFFICE	
2002	CHEVY IMPALA	1528	TOWNHALL	2GIWF52E229327564

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

RESOLUTION #2018-345

Title: **APPROVING A PROFESSIONAL SERVICE CONTRACT WITH DEBLASIO & ASSOCIATES FOR PROFESSIONAL ENGINEERING SERVICES FOR THE NEW PUBLIC WORKS DEPARTMENT ADMINISTRATION BUILDING CONCEPT PHASE**

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 professional engineering services for the New Public Works Department Administration Building – Concept Phase in the amount of \$7,000.00 ; 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-04-55-415-910

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 Project Proposal between DeBlasio & Associates in the form attached hereto as EXHIBIT A, for an amount of \$7,000.00 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	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY		X	X			
SIPPEL			X			
SIMONSEN			X			

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018.


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

October 31, 2018

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
New Public Works Department Administration Building-Concept Phase
D&A File #: LT-C-007**

Dear Mr. Douglass:

DeBlasio & Associates, P.C. is pleased to provide this proposal to provide our professional services for the **New Public Works Department Administration Building-Concept Phase**. Based on our conversations, it is our understanding that the Township wants to remove the existing administration building from the current block wall foundation and construct a new, wood framed building on the existing block wall foundation in the same footprint.

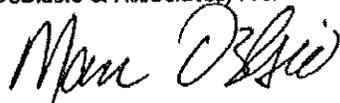
As such, our scope of work includes the following items:

1. Provide a survey base plan prepared by a New Jersey Professional Land Surveyor that depicts the site's existing conditions and topography pertaining to the adjacent area of the new building construction.
2. Provide a schematic floor plan prepared by a New Jersey Registered Architect that meets the Township's programming needs. We will also provide a building elevation, section and exterior rendering that depicts the schematic design.
3. Meetings with Township officials as necessary.

Our fee to complete the above scope of work is \$7,000.00.

Upon your authorization, we are prepared to begin work immediately on the Township's **New Public Works Department Administration Building-Concept Phase**. 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 #2018 -346

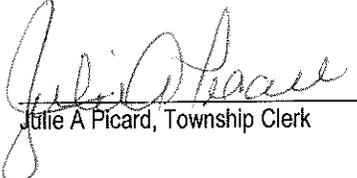
Title: AUTHORIZING THE PAYMENT OF VOUCHERS

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

TOTAL Bill List \$ 35,000

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 5, 2018. .


 Julie A Picard, Township Clerk

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

RESOLUTION # 2018-347

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

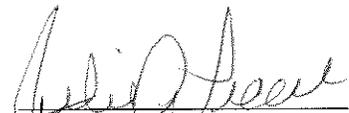
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

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 Perry in the amount of \$4,602.74 is authorized and chargeable to the 2018 Budget account 8-01-25-240-125.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held November 5, 2018.


Julie A. Picard, Township Clerk



LOWER TOWNSHIP POLICE DEPARTMENT

William Mastriana
Chief of Police

CAPTAIN MARTIN BIERBACH
Executive Officer

LT. WILLIAM PRIOLE
Administrative Lieutenant

LT. JOHN CHEW
Administrative Lieutenant

LT. DONALD VANAMAN
Operations Lieutenant

HEADQUARTERS
Cape May County Airport
405 Breakwater Road
Erma, NJ 08204

Office: (609) 886-1619
Fax: (609) 886-5289

Date: October 29, 2018

To: Chief William Mastriana

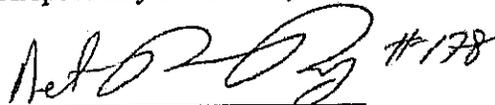
From: Detective Michael Perry

Subject: Comp. Time Pay Out

Sir,

This is a formal request to cash in one hundred (100) hours of accrued comp. time.
Thank you for your consideration in this matter.

Respectfully Submitted,


Detective Michael Perry #178

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