

Signed Resolutions – October 15, 2018

- Res. #2018-315 Payment of Vouchers \$ 548,153.33
- Res. #2018-316 A Resolution Approving the Release of a Cash Site Plan Performance Guarantee and Replacement of Same with Site Plan Improvement Bond for WAWA, Inc, Block 499.02, Lot 33.01
- Res. #2018-317 Approving a Professional Service Contract with Engineering Design Associates, PA, for Rabbit Run Site Specific Water Quality Management Plan Amendment (Not to exceed \$11,000)
- Res. #2018-318 Approval for 2018 Christmas Parade
- Res. #2018-319 A Resolution Authorizing a Lease Agreement Payment for the Joint Public Safety Facility (\$165,611.26)
- Res. #2018-320 Approval of Contribution to Lower Township Rotary (\$800)
- Res. #2018-321 Authorization for the Payout of Accumulated Compensatory Time (E.Coombs \$9,205.48)
- Res. #2018-322 A Resolution Re-establishing a Green Team
- Res. #2018-323 Authorization for the Payout of Accumulated Compensatory Time (M. Szemcsak \$4,602.74)
- Res. #2018-324 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Bulletproof Vest \$5,587.50)
- Res. #2018-325 A Resolution Authorizing Cape May Limousine to Add an Additional Vehicle to their Limousine License
- Res. #2018-326 Approving a Professional Service Contract with Engineering Design Associates, PA for Schellengers Landing Safety Improvements & Identification Program (Not to exceed \$52,000)
- Res. #2018-327 Payment of Vouchers \$5,000 – Lower Twp Rescue
- Res. #2018-328 Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. **Attorney-Client Privilege; Possible Litigation; Possible Personnel Issue**

| Vendor # Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|---------------------------------------|----------|----------|--------------------------------|--------|-----------|-------------|----------|---------|
| 00784 CAPE MAY STAR & WAVE | | | Continued | | | | | |
| | 18-02614 | 10/05/18 | LEGAL PUBLICATION 10/3/18 | Open | 13.02 | 0.00 | | |
| | | | | | 1,344.16 | | | |
| 00807 CDW-GOVERNMENT INC* | | | | | | | | |
| | 18-02241 | 08/20/18 | MDT DOCKING STATIONS | Open | 1,288.24 | 0.00 | | |
| | 18-02449 | 09/17/18 | HARD DRIVE | Open | 189.46 | 0.00 | | |
| | | | | | 1,477.70 | | | |
| 00825 COMCAST* | | | | | | | | |
| | 18-02575 | 10/03/18 | 9/28-10/27/18 FS INTERNET | Open | 154.27 | 0.00 | | PC1 |
| | 18-02602 | 10/04/18 | AUGUST 2018 INTERNET | Open | 947.36 | 0.00 | | PC1 |
| | 18-02603 | 10/04/18 | SEPTEMBER 2018 INTERNET | Open | 596.33 | 0.00 | | PC1 |
| | | | | | 1,697.96 | | | |
| 01171 VERIZON WIRELESS - TOWNHALL | | | | | | | | |
| | 18-02568 | 10/02/18 | VERIZON ACT#622310837-00001 | Open | 560.65 | 0.00 | | |
| | 18-02640 | 10/09/18 | 8/29-9/28 IPHONE 723051842-000 | Open | 946.63 | 0.00 | | |
| | | | | | 1,507.28 | | | |
| 01200 DELTA DENTAL PLAN OF NJ | | | | | | | | |
| | 18-02592 | 10/03/18 | SEPT 2018 CLAIMS GROUP 9427 | Open | 12,886.30 | 0.00 | | |
| 01220 DRAEGER, INC* | | | | | | | | |
| | 18-02503 | 09/21/18 | ALCHOTEST SOLUTION | Open | 240.00 | 0.00 | | |
| 01239 DIANA L DeNOTE | | | | | | | | |
| | 18-02661 | 10/10/18 | CONTRACTUAL REIMBURSEMENT M | Open | 554.04 | 0.00 | | |
| 01281 JEFFREY DOUGLASS | | | | | | | | |
| | 18-02601 | 10/04/18 | CONTRACTUAL REIMBURSEMENT V | Open | 65.00 | 0.00 | | |
| 01483 FRA TECHNOLOGIES* | | | | | | | | |
| | 18-02441 | 09/14/18 | 2019 MAINTENANCE CONTRACT | Open | 750.00 | 0.00 | | |
| 01530 FIRE DISTRICT #1 | | | | | | | | |
| | 18-00642 | 03/12/18 | 2018 FIRE DISTRCT #1 TAXES | Open | 2,939.04 | 0.00 | | |
| 01540 FIRE DISTRICT #2 | | | | | | | | |
| | 18-00641 | 03/12/18 | 2018 FIRE DISTRICT #2 TAXES | Open | 3,918.72 | 0.00 | | |
| 01550 FIRE DISTRICT #3 | | | | | | | | |
| | 18-00626 | 03/08/18 | 2018 FIRE DISTRICT #3 TAXES | Open | 1,306.24 | 0.00 | | |
| 01603 GENERAL CODE PUBLISHERS* | | | | | | | | |
| | 18-02613 | 10/05/18 | CODE ANALYSIS & SUPPLEMENT #31 | Open | 2,206.24 | 0.00 | | |
| 01649 GARDEN STATE HWY PRODUCTS, INC* | | | | | | | | |
| | 18-02222 | 08/15/18 | SIGNS | Open | 521.00 | 0.00 | | |
| 01685 W W GRAINGER, INC.* | | | | | | | | |
| | 18-02418 | 09/12/18 | PATROL SUPPLIES | Open | 83.86 | 0.00 | | |

| Vendor # Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|--------------------------------------|----------|----------|--------------------------------|--------|-------------------|-------------|----------|---------|
| 01806 ANTHONY J HARVATT, II, ESQ | | | | | | | | |
| | 18-00759 | 03/21/18 | ZBA SOLICITOR SALARY | Open | 625.00 | 0.00 | | |
| | 18-02631 | 10/09/18 | PREPARATION OF RESOLUTION 9/6 | Open | 600.00 | 0.00 | | |
| | | | | | <u>1,225.00</u> | | | |
| 02025 HUNTER JERSEY PETERBILT* | | | | | | | | |
| | 18-01223 | 05/02/18 | PARTS FOR TRUCKS/JULY | Open | 625.90 | 0.00 | | |
| 02292 DONALD LOMBARDO | | | | | | | | |
| | 18-02552 | 10/01/18 | JULY -SEPT CONTRACTUAL REIMB | Open | 1,277.64 | 0.00 | | |
| 02585 WILLIAM MASTRIANA | | | | | | | | |
| | 18-02670 | 10/11/18 | CONFERENCE REIMBURSEMENT FL | Open | 1,197.76 | 0.00 | | |
| 02677 KAREN F. WOLF | | | | | | | | |
| | 18-02653 | 10/10/18 | CONTRACTUAL REIMBURSEMENT M | Open | 23.13 | 0.00 | | |
| 02725 THOMAS MILLS | | | | | | | | |
| | 18-02572 | 10/03/18 | INSPECTION FOR DAVE PERRY 9/28 | Open | 28.23 | 0.00 | | |
| 03026 NJ STATE HEALTH BENEFITS | | | | | | | | |
| | 18-02532 | 09/26/18 | OCT 2018 RETIRES ID 024700 | Open | 103,407.41 | 0.00 | | |
| | 18-02533 | 09/26/18 | OCT 2018 ACTIVE ID 024700 | Open | 186,138.84 | 0.00 | | |
| | | | | | <u>289,546.25</u> | | | |
| 03052 NATIONAL FIRE PROTECTION ASSN* | | | | | | | | |
| | 18-02430 | 09/13/18 | NFPA SUBSCRIPTION SERVICE | Open | 1,345.50 | 0.00 | | |
| 03280 PARAMOUNT SANITARY SUPPLY* | | | | | | | | |
| | 18-02488 | 09/20/18 | TRASH BAGS THROUGHOUT TWP | Open | 189.56 | 0.00 | | |
| 03305 PEDRONI FUEL* | | | | | | | | |
| | 18-02548 | 10/01/18 | NO LEAD GAS | Open | 311.07 | 0.00 | | |
| 03453 QUILL CORPORATION* | | | | | | | | |
| | 18-02234 | 08/16/18 | SUPPLIES 8/16/18 | Open | 59.44 | 0.00 | | |
| 03692 SOUTH JERSEY GAS CO* | | | | | | | | |
| | 18-02551 | 10/01/18 | S.J. GAS BILL 8/16-9/18 | Open | 483.28 | 0.00 | | |
| 03785 TOM THALER SIGNS* | | | | | | | | |
| | 18-01516 | 06/05/18 | | Open | 2,550.00 | 0.00 | | |
| 03844 GIACOMO TROMBETTA | | | | | | | | |
| | 18-02537 | 09/26/18 | CONTRACTUAL REIMBURSEMENT M/V | Open | 291.37 | 0.00 | | |
| 03863 TREASURER, STATE OF NEW JERSEY | | | | | | | | |
| | 18-02617 | 10/05/18 | THIRD QTR STATE SURCHARGE LT | Open | 7,736.00 | 0.00 | | |
| | 18-02618 | 10/05/18 | 3RD QTR STATE SURCHARGE WCM | Open | 606.00 | 0.00 | | |
| | | | | | <u>8,342.00</u> | | | |
| 03917 STATE OF NJ DEPT OF CHILD/FAML | | | | | | | | |
| | 18-02574 | 10/03/18 | OTR 2018 MARRIAGE LICENSE FEES | Open | 475.00 | 0.00 | | |

| Vendor # Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|--------------------------------------|----------|----------|-------------------------------|--------|----------|-------------|----------|---------|
| 03971 VERIZON WIRELESS MDT POLICE | 18-02590 | 10/03/18 | VERIZON MDT | Open | 843.61 | 0.00 | | |
| 03985 VILLAS NAPA AUTO PARTS | 18-02100 | 07/31/18 | RDS/SANT/RECY/SEPT | Open | 4,141.44 | 0.00 | | |
| 03995 VITAL COMMUNICATIONS, INC.* | 18-02415 | 09/12/18 | 2018 ADDED ASSESSMENT TAPE | Open | 100.00 | 0.00 | | |
| 04075 BARBER CONSULTING SERVICES LLC | 18-02451 | 09/17/18 | MALWARE BYTES FOR GOVT | Open | 191.94 | 0.00 | | |
| | 18-02655 | 10/10/18 | COMPUTER SERVICES | Open | 600.00 | 0.00 | | |
| | | | | | 791.94 | | | |
| 04097 CINTAS FIRST AID AND SAFETY* | 18-02645 | 10/09/18 | FIRST AID SUPPLIES | Open | 102.00 | 0.00 | | |
| 04266 NJ DEPT OF HEALTH&SENIOR SVCS | 18-02573 | 10/03/18 | SEPTEMBER 2018 DOG FEES | Open | 67.80 | 0.00 | | |
| 04300 W B MASON CO INC* | 18-02412 | 09/11/18 | 2019 DESK/WALL CALENDARS | Open | 467.65 | 0.00 | | |
| 04504 MEDIA FIVE LTD* | 18-02514 | 09/24/18 | BAND FOR AUTUMN FEST | Open | 700.00 | 0.00 | | |
| 04510 LEADER PRINTERS* | 18-02371 | 09/06/18 | STATIONARY | Open | 524.58 | 0.00 | | |
| 05083 SJSHORE MARKETING LIMITED | 18-02495 | 09/21/18 | FALL FESTIVAL FLYER & DESIGN | Open | 482.39 | 0.00 | | |
| 7119 ENGINEERING DESIGN ASSOC* | 18-02599 | 10/04/18 | PROFESSIONAL ENGINEERING | Open | 5,493.96 | 0.00 | | |
| 7177 WESLEY OCHS | 18-02546 | 10/01/18 | MUSIC DUO FOR AUTUMN FEST | Open | 500.00 | 0.00 | | |
| 7327 RUTGERS/OFFICE OF CONTINUING P | 18-02384 | 09/07/18 | CLEAN COUMMUNITIES CEU | Open | 75.00 | 0.00 | | |
| 7354 FLEETPRIDE INC.* | 18-02630 | 10/09/18 | TARP SIDE ARM/COUNTY | Open | 182.96 | 0.00 | | |
| 7400 WATCHGUARD VIDEO | 18-02419 | 09/12/18 | CHARGERS | Open | 205.00 | 0.00 | | |
| 7475 SUZANNE M SCHEID | 18-02611 | 10/04/18 | CONTRACTUAL REIMBURSEMENT M/V | Open | 81.13 | 0.00 | | |
| 7478 WINDSTREAM COMMUNICATION INC* | 18-02578 | 10/03/18 | 9/29/18 PHONE SERVICE | Open | 2,491.70 | 0.00 | | |

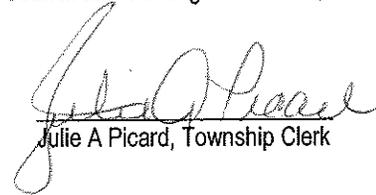
| Vendor # Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|---|----------|----------|---------------------------------|--------|------------------|-------------|----------|---------|
| 7508 BLANEY & KARAVAN PC* | | | | | | | | |
| | 18-00129 | 01/11/18 | LABOR ATTORNEY DNE \$25K R 18-2 | Open | 1,475.00 | 0.00 | | B |
| | 18-02471 | 09/18/18 | RES18-303 TAX APPEAL DNE \$30K | Open | 5,828.75 | 0.00 | | B |
| | | | | | <u>7,303.75</u> | | | |
| 7532 HEATHER MCNULTY* | | | | | | | | |
| | 18-02554 | 10/01/18 | SEPTEMBER 2018 HIFITNESS | Open | 430.00 | 0.00 | | |
| 7557 COASTAL DIGITAL SOLUTIONS,LLC* | | | | | | | | |
| | 17-02479 | 09/21/17 | 4 VIDEO TOWNSHIP OF LOWER | Open | 600.00 | 0.00 | | |
| 7618 MEGONIGAL ELECTRIC LLC* | | | | | | | | |
| | 18-02475 | 09/19/18 | SERVICE CALL POWER LOSS | Open | 100.00 | 0.00 | | |
| 7636 MOTT MACDONALD LLC* | | | | | | | | |
| | 18-02435 | 09/14/18 | ADA IMPROVEMENTS - MULLIGAN | Open | 3,800.00 | 0.00 | | |
| | 18-02439 | 09/14/18 | RESOLUTION 2018-267 | Open | 806.00 | 0.00 | | B |
| | 18-02632 | 10/09/18 | PROFESSIONAL ENGINEERING | Open | 744.89 | 0.00 | | |
| | 18-02633 | 10/09/18 | PROFESSIONAL ENGINEERING | Open | 703.50 | 0.00 | | |
| | 18-02634 | 10/09/18 | PROFESSIONAL ENGINEERING | Open | 138.50 | 0.00 | | |
| | 18-02635 | 10/09/18 | PROFESSIONAL ENGINEERING | Open | 144.00 | 0.00 | | |
| | 18-02636 | 10/09/18 | PROFESSIONAL ENGINEERING | Open | 168.25 | 0.00 | | |
| | 18-02637 | 10/09/18 | PROFESSIONAL ENGINEERING | Open | 1,556.24 | 0.00 | | |
| | | | | | <u>8,061.38</u> | | | |
| 7728 SOUTH JERSEY ENERGY | | | | | | | | |
| | 18-02550 | 10/01/18 | SJ. ENERGY GAS BILL 8/16-9/18 | Open | 130.19 | 0.00 | | |
| 7734 SUSAN WILSON | | | | | | | | |
| | 18-02594 | 10/03/18 | TRAINING MEALS | Open | 19.59 | 0.00 | | |
| 7793 JACKRABBIT CONSULTING* | | | | | | | | |
| | 18-02395 | 09/11/18 | WELLNESS CLASS 10/19/2018 | Open | 1,000.00 | 0.00 | | |
| 7797 THIRSTY WILSON BAND | | | | | | | | |
| | 18-02086 | 07/30/18 | BAND FOR NATIONAL NIGHT OUT | Open | 700.00 | 0.00 | | |
| 7820 DEBLASIO & ASSOCIATES, P.C* | | | | | | | | |
| | 17-03248 | 12/12/17 | RES17-327 ENG DOUGLASS DNE 55K | Open | 255.00 | 0.00 | | |
| 7929 AMAZON CAPITAL SERVICES, INC | | | | | | | | |
| | 18-02492 | 09/21/18 | DEHUMIDIFIER | Open | 447.99 | 0.00 | | |
| | 18-02505 | 09/21/18 | NITRILE GLOVES | Open | 10.15 | 0.00 | | |
| | 18-02579 | 10/03/18 | OFFICE SUPPLIES | Open | 236.10 | 0.00 | | |
| | 18-02581 | 10/03/18 | AVAYA 9508 DIGITAL PHONE | Open | 240.46 | 0.00 | | |
| | 18-02607 | 10/04/18 | SUPPLIES | Open | 169.99 | 0.00 | | |
| | | | | | <u>1,104.69</u> | | | |
| 7985 EAW SECURITY | | | | | | | | |
| | 18-01976 | 07/18/18 | CYBERLOCK SECURITY SYS TOWNHAL | Open | 13,801.37 | 0.00 | | |
| | 18-02282 | 08/23/18 | 8 ADDL CK-RXD2 KEYS | Open | 827.42 | 0.00 | | |
| | | | | | <u>14,628.79</u> | | | |

| Vendor # Name | PO # | PO Date | Description | Status | Amount | Void Amount | Contract | PO Type |
|--|----------|----------|--------------------------------|--------------------------|-------------------------------|-------------------------|----------|---------|
| 8003 COURT HOUSE TOWING | 18-02450 | 09/17/18 | TOW PATROL VEHICLE | Open | 292.00 | 0.00 | | |
| 8007 FORESIGHT ENVIROPROBE INC | 18-02555 | 10/01/18 | REFUND MAINT BOND 2018-135 | Open | 700.00 | 0.00 | | |
| 8009 MICHAEL NELSON | 18-02591 | 10/03/18 | REIMBURSEMENT -SOCCER | Open | 56.41 | 0.00 | | |
| 8010 THOMAS HIGGINS | 18-02597 | 10/04/18 | REIMBURSEMENT-FOOTBALL COACH | Open | 41.41 | 0.00 | | |
| 8011 SCOTT WHITE | 18-02596 | 10/04/18 | REIMBURSEMENT-COACH | Open | 61.41 | 0.00 | | |
| 8012 FRED LAHM | 18-02610 | 10/04/18 | REFEREE-FOOTBALL GAME"B" | Open | 50.00 | 0.00 | | |
| 8014 SAMANTHA HANDLOVSKY | 18-02662 | 10/10/18 | CHEER COACH | Open | 41.41 | 0.00 | | |
| ALPHACAR ALPHA CARD SYSTEMS* | 18-02478 | 09/19/18 | CARDS AND RIBBON | Open | 225.34 | 0.00 | | |
| BLAUE BLAUER ASSOCIATES INC* | 15-01940 | 07/22/15 | RES#2015-214 2016 SMALL CITIES | Open | 750.00 | 0.00 | | B |
| BOSNA KAREN MANETTE BOSNA | 18-02534 | 09/26/18 | SEPTEMBER 2018 YOGA | Open | 85.00 | 0.00 | | |
| DOUGHERT GEORGIA DOUGHERTY | 18-02556 | 10/01/18 | CONTRACTUAL REIMBURSEMENT | Open | 82.35 | 0.00 | | |
| G-MUA LTMUA | 18-02558 | 10/01/18 | MUA CHARGES COL IN TAX OFFICE | Open | 54,976.64 | 0.00 | | |
| NJAFM NJ ASSOC FOR FLOODPLAIN MANAGE | 18-02443 | 09/17/18 | ANNUAL CONF 10/23-25 JEN DOWE | Open | 375.00 | 0.00 | | |
| STATENJ TREASURER, STATE OF NEW JERSEY | 18-02480 | 09/19/18 | ROSEANNE AVENUE | Open | 450.00 | 0.00 | | |
| WAWA WAWA, INC. | 18-02616 | 10/05/18 | RELEASE CASH BOND 2018-316 | Open | 5,000.00 | 0.00 | | |
| Total Purchase Orders: 116 | | | | Total P.O. Line Items: 0 | Total List Amount: 548,153.33 | Total Void Amount: 0.00 | | |

Resolution #2018-315

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018.


Julie A Picard, Township Clerk

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

RESOLUTION #2018-316

Title: **A RESOLUTION APPROVING THE RELEASE OF A CASH SITE PLAN PERFORMANCE GUARANTEE AND REPLACEMENT OF SAME WITH SITE PLAN IMPROVEMENT BOND FOR WAWA, INC., BLOCK 499.02, LOT 33.01**

WHEREAS, Wawa, Inc., posted a \$5,000.00 cash Site Plan Performance Guarantee with the Township of Lower on September 17, 2018; and

WHEREAS, Wawa, Inc., has requested said cash bond be replaced with a Surety Bond issued by Travelers Casualty and Surety Company of America; and

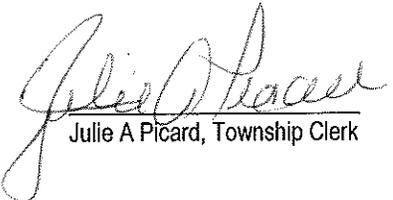
WHEREAS, the Inspection Escrow Fee in the amount of \$2,319.53 shall be retained for future inspection fees; and

WHEREAS, the Lower Township Solicitor has reviewed the documents provided by Wawa, Inc. and approved the original surety bond.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that approval is hereby given for the release of cash Site Plan Performance Guarantee in the amount of \$5,000.00; and acceptance of the signed Travelers Casualty and Surety Company of America, Surety Performance Bond is hereby approved.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018.


Julie A. Picard, Township Clerk

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

RESOLUTION #2018-317

Title: APPROVING A PROFESSIONAL SERVICE CONTRACT WITH ENGINEERING DESIGN ASSOCIATES, PA FOR RABBIT RUN SITE SPECIFIC WATER QUALITY MANAGEMENT PLAN AMENDMENT

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, Engineering Design Associates, P.A. has provided a proposal for professional engineering services for the Rabbit Run Site Specific Water Quality Management Plan Amendment in an amount of \$8,500.00 plus reimbursable expenses for a Not To Exceed Total of \$11,000.00 ; 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: [Handwritten Signature]
Lauren Read, CFO

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

- 1. The Project Proposal between Engineering Design Associates, P.A., in the form attached hereto as EXHIBIT A, for an amount of \$8,500.00 plus reimbursable expenses for a Not to Exceed Total of \$11,000.00 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.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018.

[Handwritten Signature]
Julie A Picard, Township Clerk

NTE \$11,000

October 8, 2018

Via E-mail (manager@townshipoflower.org) & Regular Mail

Township of Lower
2600 Bayshore Road
Villas, NJ 08251

ATTN: Jim Ridgeway, Township Manager

**Re: Rabbit Run Site Specific Water Quality Management Plan Amendment
Lower Township, Cape May County, NJ
Proposal # 18-134**

Dear Mr. Ridgeway:

Thank you for the opportunity to assist Lower Township in applying for a Site Specific Water Quality Management Plan Amendment (WQMP). The Township is seeking approval for the residents of the Rabbit Run development on Fishing Creek Road, as well as any additional residents or properties as may be feasible along the sanitary sewer route.

As such, Engineering Design Associates is pleased to offer the following proposal:

SCOPE OF SERVICES

- I. Prepare and submit a Site Specific Water Quality Management Plan (WQMP) for the properties within the Rabbit Run Development, and any additional feasible properties along the route, to the New Jersey Department of Environmental Protection (NJDEP).

COST TO PERFORM ABOVE SERVICES

- **Site Specific WQMP Amendment** **\$ 8,500.00 + Expenses**

NOTE: THESE FEES DO NOT INCLUDE REIMBURSABLE EXPENSES SUCH AS APPLICATION FEES, PRINTING COSTS NOR POSTAGE CHARGES FOR CERTIFIED MAILINGS.

FEE

The not to exceed cost for the above items is **\$ 8,500.00** for the Engineering Services and Surveying Services. These amounts are Engineering Design Associates' best estimate of professional fees required to complete the project as defined. Except as provided for in the General Conditions below, the project scope will not be altered without written notice.

FEE (Continued)

You will be billed monthly, which will be directly related to the hours spent on the project multiplied by our current billing rates.

All photocopying and blueprints shall be a reimbursable expense as noted on the attached Fee Schedule and are not included in the estimated cost.

All application fees or escrow accounts required by any reviewing agency or their consultants shall be the sole responsibility of the client and are not included as part of this proposal.

Any payment due for services and expenses outstanding for a period of thirty (30) days or more shall include a charge at a rate of 1½% per month from said thirtieth day. Should it be necessary to enforce collection of any part of the fee for services rendered, the undersigned agrees that they shall be liable for cost of collection without exception. Take notice, this agreement is personally guaranteed by the individuals executing this agreement on behalf of any corporation.

Any account delinquent past sixty (60) days may necessitate the stopping of all work.

Payment of our fees for professional services rendered is in no way contingent upon approval of our plans or documentation by any agency reviewing the same.

GENERAL CONDITIONS

Engineering Design Associates will prepare plans, maps, calculations and reports in accordance with established professional practices and applicable rules and regulations governing the project. The preparation of the above, does not imply or guarantee approval of same by any reviewing agency.

The scope of work does not include any items not specifically mentioned. If the scope of work is modified substantially by the requirements of the Client, or any other reviewing agency, the fees within the agreement shall be subject to negotiation.

The consultant is authorized to subcontract any portion of the work to be performed without the written consent of the Client.

It is understood that copies of the original drawings and reports shall become the property of the client when all outstanding invoices, billings and charges have been paid. All original plans and other documents as instruments of services shall remain the property of Engineering Design Associates.

The client shall not assign his interest in the contract or project without the consultant's written consent.

Items of work not scheduled above and/or performed more than once, will be considered extra work and invoiced at current hourly rates.

GENERAL CONDITIONS (Continued)

- a. Where the method of payment is "Lump Sum," Client agrees that the final invoice will be based on the percentage of work completed to the effective date of cancellation, plus an equitable reasonable adjustment to provide for costs Engineering Design Associates incurs for commitments made firm before cancellation.
- b. Where the method of payment is time and materials, Client agrees that the final invoice will include all services and direct expenses up to the effective date of cancellation, plus an equitable reasonable adjustment to provide for costs Engineering Design Associates incurs for commitments made firm before cancellation.

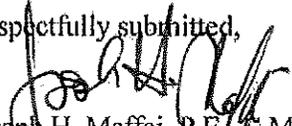
Engineering Design Associates will prepare all work in accordance with generally accepted professional practices. It is not the intention of Engineering Design Associates to provide services inconsistent with or contrary to such practices, or to make any warranty or guarantee, expressed or implied, nor to have any agreement or contract for services subject to the provisions of the Uniform Commercial or Specialty Code. Engineering Design Associates does not imply or guarantee the approval or issuance of permits by any individual or agency.

No work shall be commenced until we are in receipt of this signed proposal. Receipt of same shall be considered authorization to proceed with the work described within this proposal. Please indicate your

Acceptance of this proposal by signing in the space provided below and return one (1) copy to our office along with a completed contact information sheet.

Thank you for giving Engineering Design Associates this opportunity to offer our services. If you have any questions or would like to discuss any aspect of this proposal, please do not hesitate to contact our office.

Respectfully submitted,


Joseph H. Maffei, P.E., C.M.E., P.P.
For **ENGINEERING DESIGN ASSOCIATES**

JHM/km
Enclosure

cc: William J. Galestok, PP, AICP, *via email*

AUTHORIZED BY


Erik Smozer, Mayor

DATE

10/13/2018

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

RESOLUTION #2018-318

Title: APPROVAL FOR 2018 CHRISTMAS PARADE

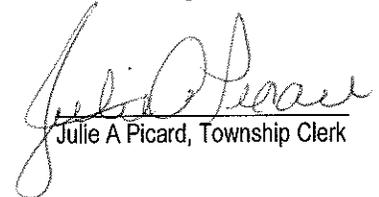
WHEREAS, Lower Township Rotary Club, has been hosting the Lower Township Parade for a number of years and has requested permission to host the parade on Saturday, December 8, 2018; and

WHEREAS, Lower Township Rotary has provided proof of the proper insurance and the attached permission required from the Cape May County Board of Chosen Freeholders to close a portion of Breakwater Road (County Road No. 613) from Fishing Creek Road (County Road No. 639) to Bayshore (County Road No. 603) from approximately 4:30 to 6:00pm and Breakwater Road (County Road 613) to Rosehill Parkway from approximately 6:00 pm until the conclusion of the parade.

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 | | X | | | |
| ROY | | | X | | | |
| SIPPEL | | | X | | | |
| SIMONSEN | | | X | | | |

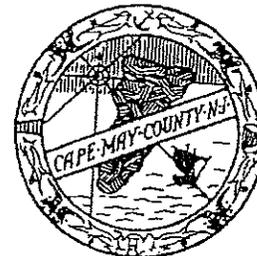
I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018.


Julie A. Picard, Township Clerk

WILL MOREY
Freeholder
NANCY MAURO, P.E.
Administrator
ROBERT CHURCH, P.E.
County Engineer
KENT SCHELLINGER, P.E.
Assistant County Engineer
TIMOTHY DONOHUE
Road Department Supervisor

CAPE MAY COUNTY
DEPARTMENT OF PUBLIC WORKS
Office of the COUNTY ENGINEER

4 Moore Road
Cape May Court House, N.J. 08210-1601
(609) 465-1035 Fax: (609) 465-1418
Website: www.capemaycountynj.gov
Cape May County is an Equal Opportunity Employer



September 27, 2018

RCVD OCT 2 '18

Claudia R. Kammer
Lower Township Rotary
638 Seashore Road
Cape May, NJ 08204

**Re: Permission to Lower Township Rotary to close a portion of
Bayshore Road (CR 603) for their Christmas Parade**

Dear Ms. Kammer:

Enclosed please find a copy of Resolution No. 745-18, which was adopted by the Cape May County Board of Chosen Freeholders on September 25, 2018, granting permission for the above referenced parade and one (1) fully executed copy of the Promise of Indemnification Agreement.

Very truly yours,

Robert G. Church, PE
County Engineer

RGC/amc

enc.

cc: Township of Lower
Lower Township Police Department
Road Department

**BOARD OF CHOSEN FREEHOLDERS
CAPE MAY COUNTY, NEW JERSEY
RESOLUTION**

No. 745-18

**RESOLUTION GRANTING PERMISSION TO THE LOWER TOWNSHIP
ROTARY CLUB TO CLOSE A PORTION OF BREAKWATER ROAD (CR613)
IN THE TOWNSHIP OF LOWER ON DECEMBER 8, 2018
FOR THEIR ANNUAL CHRISTMAS PARADE**

WHEREAS, a Christmas parade will be held by the Lower Township Rotary Club on Saturday, December 8, 2018; and

WHEREAS, a request has been made to close a portion of Breakwater Road (County Road No. 613) from Fishing Creek Road (County Road No. 639) to Bayshore Road (County Road No. 603) from approximately 4:30 p.m. to 6:00 p.m. and Breakwater Road (County Road No. 613) to Rosehill Parkway from approximately 6:00 p.m. until the conclusion of the parade.

NOW, THEREFORE, BE IT RESOLVED by the Cape May County Board of Chosen Freeholders that permission is hereby granted to the Lower Township Rotary Club to close a portion of Breakwater Road (CR613), from Fishing Creek Road (CR639) to Bayshore Road (CR603) and in the Township of Lower beginning at 6:00 p.m. and continuing until the conclusion of the parade; and

BE IT FURTHER RESOLVED that permission was conditional for the Lower Township Rotary Club, on December 8, 2018, and provided to the County:

1. A duly executed Promise of Indemnification in a form acceptable to County Counsel.
2. A Certificate of Insurance naming the County of Cape May, their officers and employees as additional insured for the scheduled event.
3. A letter from Township of Lower and the Lower Township Police Department indicating that they are aware of the event and have approved the traffic control plan for the event.

BE IT FURTHER RESOLVED that the Police Department of the Township of Lower is notified of the proposed road closing.

STATEMENT

This Resolution gives permission to the Lower Township Rotary Club to close portions of Breakwater Road (CR633) for their Annual Christmas Parade on December 8, 2018.

cc: County Engineer Lower Township
Lower Township Rotary Club Lower Township Police Department
Road Department
File: Events

STATE OF NEW JERSEY } ss.:
COUNTY OF CAPE MAY }

I, Elizabeth Bozzelli, Clerk of the Board of Chosen Freeholders of the County of Cape May, State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Board at a meeting duly held on the _____ 25th day of _____

September 20 18

Signed, _____

Elizabeth Bozzelli
Clerk of the Board (ic)

| RECORD OF VOTE | | | | | | |
|----------------|------|------|---------|--------|-------|--------|
| Freeholders | Ayes | Nays | Abstain | Absent | Moved | Second |
| Mr. Desiderio | ✓ | | | | | |
| Ms. Hayes | ✓ | | | | ✓ | |
| Mr. Morey | ✓ | | | | | ✓ |
| Mr. Pierson | ✓ | | | | | |
| Mr. Thornton | ✓ | | | | | |

V - Indicates Vote Moved-Resolution Offered Second-Resolution Seconded

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

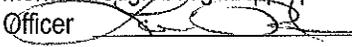
RESOLUTION #2018-319

Title: A RESOLUTION AUTHORIZING A LEASE AGREEMENT PAYMENT FOR THE JOINT PUBLIC SAFETY FACILITY

WHEREAS, the amount listed below is due to Cape May County for payment of a lease agreement per Resolution #2018-141, and it is necessary to receive authorization for the payment of bills; and

WHEREAS, payment to Cape May County may be remitted through electronic payment (EFT); and

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

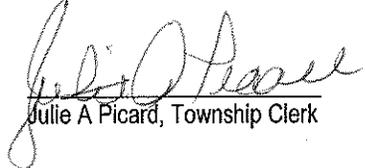
WHEREAS, sufficient funds are available for such payments through budget appropriation: County Interlocal 8-01-25-245-270 as certified by Lauren Read, Chief Financial Officer  payable as follows:

\$165,611.26 due 11/15/18

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

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018.


Julie A. Picard, Township Clerk

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

RESOLUTION # 2018-320

Title: APPROVAL OF CONTRIBUTION TO LOWER TOWNSHIP ROTARY

WHEREAS, The Lower Township Rotary Club, with the financial help and support of the Township of Lower, has been hosting the Lower Township Christmas Parade for the past 36 years; and

WHEREAS, the Lower Township Rotary Club has also been hosting the Lower Township Annual Tree Lighting/Veterans Ceremony for well over ten (10) years; and

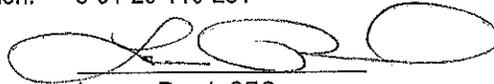
WHEREAS, the Lower Township Rotary Club partners with the Township of Lower to host these events as part of their "Service above Self" commitment.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey does hereby authorize and approve a contribution of \$800 towards the Christmas Parade and Annual Tree Lighting/Veterans Ceremony.

BE IT FURTHER RESOLVED that the CFO, Lauren Read is hereby authorized to issue the above check chargeable to the following line item where sufficient funds are available as evidenced by her signature

Appropriation: 8-01-20-110-281

Signature:



Lauren Read, CFO

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018



Julie A Picard, Township Clerk



LOWER TOWNSHIP ROTARY

Parade Committee
638 Seashore Road
Cape May, NJ 08204

RCVD SEP 20 '18

September 19, 2018

Mayor & Council
2600 Bayshore Road
Villas, NJ 08251

Re: Tree Lighting/Veteran's Ceremony and
37th Annual Christmas Parade

Dear Mayor and Councilmembers:

I am writing to request the support of the Township, once again, for the annual Tree Lighting & Veteran's Ceremony, and the Annual Christmas Parade. We appreciate the financial contribution of the Township for these events over the years. It helps us continue this annual tradition, and we enjoy organizing these community events as part of our "Service above Self" commitment.

The Tree Lighting & Veteran's Ceremony will be Tuesday, November 27 at 7 p.m. beginning at the Recreation Center. The Annual Christmas Parade will be Saturday, December 8, beginning at 6:00 p.m., and hopefully, no snow or rain this year. We have filed a request for the Coast Guard Band and Color Guard to join us this year, but have not heard anything definitive yet. I have included our Certificate of Insurance with the copy of this to the Township Clerk. I will also complete the required Use of Facilities Form for the Tree Lighting.

Our official request to the County Freeholders will be delivered tomorrow, to start the road closing approval process, and the Police Chief has been copied on that letter.

I have copied the Police Chief on this letter so he can reach out to us whenever he would like to set up a meeting to go over plans for the Tree Lighting and/or Parade.

We appreciate your continued support for this community event and look forward to having you join us in these upcoming holiday celebrations. Please contact me if you have any questions. Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Claudia".

Claudia Kammer, President
Lower Township Rotary Club

C. James Ridgeway, Manager
William Mastriana, Police Chief
Julie Picard, Township Clerk w/COI

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

RESOLUTION # 2018-321

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

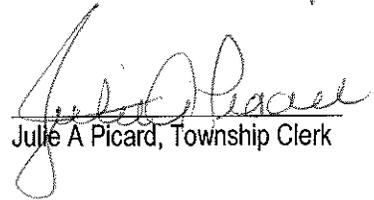
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

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 Eric Coombs in the amount of \$9,205.48 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 | | X | | | |
| ROY | | | X | | | |
| SIPPEL | | | X | | | |
| SIMONSEN | | | X | | | |

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held October 15, 2018.


Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief William Mastriana

FROM: Ptlm. Eric S. Coombs

DATE: October 1, 2018

SUBJECT: Compensatory Time

Sir,

I am writing this letter to express my desire to sell back 200 hours of accumulated compensatory time. I Thank you for your time.

Respectfully Submitted,



Eric S. Coombs
Patrolman Badge 177

0. *

200. x

46.0274 =

9,205.480. *+

C File

Date

Officer

Comments

| C File | Date | Officer | Comments |
|--------|-----------|-------------|-----------------------|
| | 10/1/2018 | [Signature] | Requested to purchase |
| | | | |
| | | | |
| | | | |

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

RESOLUTION #2018-322

Title: A RESOLUTION RE-ESTABLISHING A GREEN TEAM

WHEREAS, the Township of Lower established a Green Team Advisory Committee on August 3, 2009; and

WHEREAS, the Mission of the Green Team continues to be to advise the Township Council on ways to improve municipal operations with "green" initiatives which are economically and environmentally sound through research and evaluation; and

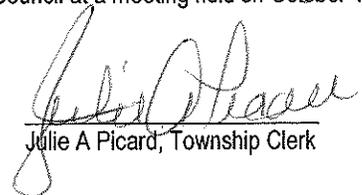
WHEREAS, the Goals and Objectives of the Green Team continue to be to attain Sustainable Jersey Certification, to collaborate with employees, service providers and other governmental agencies to share resource information and ideas consistent with the Mission of the Green Team; to research and analyze green initiatives which make practical environmental and financial sense; to develop strategies for sustainable green initiatives in municipal operations; to apply for and receive grants to help with the costs associated with this initiative.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following persons are hereby appointed to the Lower Township Green Team for a term expiring December 31, 2019:

- Roland Roy, Jr. Council Representative
- William Galestok, Director of Planning
- Bruce Fournier, Assistant Superintendent of Recreation
- Michael Chapman, Executive Director, MUA
- Colleen Crippen, Grants Coordinator/Assistant Treasurer
- Margaret Vitelli, Qualified Purchasing Agent
- Gary Playford, Construction Official
- Linda Thomas, Clean Communities Coordinator
- Eileen Kreis, Managers Secretary

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018.



Julie A. Picard, Township Clerk

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

RESOLUTION # 2018-323

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 Szemcsak in the amount of \$4,602.74 is authorized and chargeable to the 2018 Budget account 8-01-25-240-124.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held October 15, 2018.


Julie A. Picard, Township Clerk

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

RESOLUTION #2018-324

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 by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Township of Lower hereby requests the Director of the Division of Local Government Services to approve the increase of \$5,587.50 for an item of revenue in the budget of the year 2018 as follows:

Miscellaneous Revenues –
 Revenue Offset with Appropriations - Bulletproof Vest Partnership
 Total with increase to be \$ 5,587.50

SECTION 2.

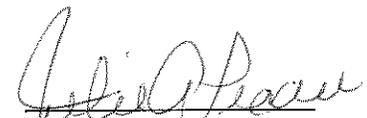
BE IT FURTHER RESOLVED that a like sum of \$5,587.50 be and the same is hereby appropriated under the caption of:

General Appropriations –
 Public & Private Programs Offset by Revenues - Bulletproof Vest Partnership
 State/Federal Share \$ 5,587.50
 Non State Share \$
 Total with increase to be \$ 5,587.50

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 | | X | X | | | |
| PERRY | X | | X | | | |
| ROY | | | X | | | |
| SIPPEL | | | X | | | |
| SIMONSEN | | | X | | | |

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018.


 Julie A Picard, Township Clerk

ccrippen

From: Chief William Mastriana <mastriana@lowertownshipolice.com>
Sent: Thursday, October 4, 2018 9:23 AM
To: lread; ccrippen
Subject: FW: Bulletproof Vest Partnership 2018 Awards

From: BVP Email Account <ojp@public.govdelivery.com>
Sent: Wednesday, October 03, 2018 12:00 PM
To: Chief William Mastriana <mastriana@lowertownshipolice.com>
Subject: Bulletproof Vest Partnership 2018 Awards

Dear BVP applicant,

The Bureau of Justice Assistance (BJA) is pleased to inform you that your agency will receive an award under the Fiscal Year (FY) 2018 Bulletproof Vest Partnership (BVP) solicitation. These funds have been posted to your account in the BVP System. A complete list of FY 2018 BVP awards is available at: <https://ojp.gov/bvpbasi/>.

The FY 2018 award may be used for National Institute of Justice (NIJ) compliant armored vests which were ordered after April 1, 2018. The deadline to request payments from the FY 2018 award is August 31, 2020, or until all available funds have been requested. Awards will not be extended past that date, and any unused funds will be forfeited.

Please see the following websites for a list of NIJ compliant vests:

Ballistic Vests: <https://nij.gov/topics/technology/body-armor/pages/compliant-ballistic-armor.aspx>

Stab Resistant Vests: <https://nij.gov/topics/technology/body-armor/pages/compliant-stab-armor.aspx>

As a reminder, all jurisdictions that applied for FY 2018 BVP funding certified that a mandatory wear policy was in place for their jurisdiction. BJA will be conducting reviews of the mandatory wear policies as funds are requested from the BVP System. For more information on the BVP mandatory wear policy, please see the BVP Frequently Asked Questions document: <https://ojp.gov/bvpbasi/docs/FAQsBVPMandatoryWearPolicy.pdf>

Finally, please visit the following page for checklists and guides for each step of the BVP process: <https://ojp.gov/bvpbasi/bvpprogramresources.htm>.

For questions regarding the BVP Program or your award, please do not hesitate to contact the BVP Help Desk at vests@usdoj.gov or 1-877-758-3787.

Thank you

BVP Program Support Team
Bureau of Justice Assistance

This email was sent to mastriana@lowertownshipolice.com using GovDelivery Communications Cloud on

| | | |
|----|-------------------------------|-------------|
| NJ | HIGH BRIDGE BOROUGH | \$2,404.25 |
| NJ | HIGHTSTOWN BOROUGH | \$1,713.90 |
| NJ | HILLSBOROUGH TOWNSHIP | \$2,865.00 |
| NJ | HILLSDALE BOROUGH | \$870.00 |
| NJ | HOBOKEN CITY | \$12,803.00 |
| NJ | HOLMDEL TOWNSHIP | \$3,198.60 |
| NJ | HOPATCONG BOROUGH | \$7,305.00 |
| NJ | HOWELL TOWNSHIP | \$11,688.60 |
| NJ | HIGHLAND PARK | \$1,089.00 |
| NJ | IRVINGTON TOWNSHIP | \$6,194.81 |
| NJ | JACKSON TOWNSHIP | \$7,222.60 |
| NJ | JEFFERSON TOWNSHIP | \$4,432.50 |
| NJ | KEARNY TOWN | \$11,437.50 |
| NJ | KENILWORTH BOROUGH | \$2,655.00 |
| NJ | LACEY TOWNSHIP | \$9,394.24 |
| NJ | LAUREL SPRINGS BOROUGH | \$391.50 |
| NJ | LAWRENCE TOWNSHIP | \$4,000.00 |
| NJ | LEONIA BOROUGH | \$1,770.00 |
| NJ | LINDENWOLD BOROUGH | \$880.00 |
| NJ | LITTLE FERRY BOROUGH | \$3,200.00 |
| NJ | LIVINGSTON TOWNSHIP | \$13,712.50 |
| NJ | LODI BOROUGH | \$16,062.75 |
| NJ | LOGAN TOWNSHIP | \$1,996.00 |
| NJ | LONG BEACH TOWNSHIP | \$2,044.20 |
| NJ | LONG BRANCH CITY | \$9,256.50 |
| NJ | LONG HILL TOWNSHIP | \$2,000.00 |
| NJ | LONGPORT BOROUGH | \$2,137.50 |
| NJ | LOWER ALLOWAYS CREEK TOWNSHIP | \$1,710.00 |
| NJ | LOWER TOWNSHIP | \$5,587.50 |
| NJ | LUMBERTON TOWNSHIP | \$1,425.09 |
| NJ | LYNDHURST TOWNSHIP | \$5,088.60 |
| NJ | MADISON BOROUGH | \$3,068.00 |
| NJ | MAGNOLIA BOROUGH | \$1,320.00 |
| NJ | MANALAPAN TOWNSHIP | \$5,456.00 |
| NJ | MANCHESTER TOWNSHIP | \$7,872.00 |
| NJ | MANSFIELD TOWNSHIP | \$2,000.10 |
| NJ | MANTUA TOWNSHIP | \$1,930.00 |
| NJ | MAPLE SHADE TOWNSHIP | \$5,445.00 |
| NJ | MAPLEWOOD TOWNSHIP | \$2,277.00 |
| NJ | MARLBORO TOWNSHIP | \$12,825.00 |
| NJ | MAYWOOD BOROUGH | \$3,500.00 |
| NJ | MEDFORD LAKES BOROUGH | \$1,488.00 |
| NJ | MEDFORD TOWNSHIP | \$3,901.60 |
| NJ | MENDHAM TOWNSHIP | \$893.00 |
| NJ | MERCHANTVILLE BOROUGH | \$2,178.00 |
| NJ | MIDDLE TOWNSHIP | \$4,680.00 |
| NJ | MIDDLESEX BOROUGH | \$2,400.00 |

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

RESOLUTION #2018-325

Title: A RESOLUTION AUTHORIZING CAPE MAY LIMOUSINE TO ADD AN ADDITIONAL VEHICLE TO THEIR LIMOUSINE LICENSE

WHEREAS, Cape May Limousine applied for and received limousine licenses for the year 2018; and

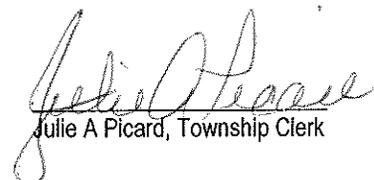
WHEREAS, Cape May Limousine is requesting to add an additional (new) vehicle to their license: 2013 Toyota, Vin #4T1BD1EB4DU004575; and

WHEREAS, Cape May Limousine has paid the required fifty dollar (\$50) transfer fee and provided the required insurance certificate showing the new vehicle.

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the above additional limousine license is hereby approved.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018.


Julie A Picard, Township Clerk

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

RESOLUTION #2018-326

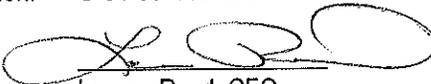
Title: **APPROVING A PROFESSIONAL SERVICE CONTRACT WITH ENGINEERING DESIGN ASSOCIATES, PA FOR SCHELLENGERS LANDING SAFETY IMPROVEMENTS & IDENTIFICATION PROGRAM**

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, Engineering Design Associates, P.A. has provided a proposal for professional engineering services for the Schellenger Landing Safety Improvements & Identification Program NJSH Route 109 from Wilson Drive to Wissahickon Avenue in an amount of \$49,500.00 plus reimbursable expenses for a Not to Exceed Total of \$52,000.00 ; 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-04-55-415-930

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 Engineering Design Associates, P.A., in the form attached hereto as EXHIBIT A, for an amount of \$49,500.00 plus reimbursable expenses for a Not to Exceed Total of \$52,000.00 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 | | X | | | |
| ROY | | | X | | | |
| SIPPEL | | | X | | | |
| SIMONSEN | | | X | | | |

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018.


Julie A. Picard, Township Clerk



September 10, 2018

Via E-mail (manager@townshipoflower.org) & Regular Mail

Township of Lower
2600 Bayshore Road
Villas, NJ 08251

ATTN: Jim Ridgeway, Township Manager

**Re: Schellengers Landing Safety Improvements & Identification Program
NJSH Route 109 from Wilson Drive to Wissahickon Avenue
Lower Township, Cape May County, NJ
Proposal # 18-119**

Dear Mr. Ridgeway:

Thank you for the opportunity to work with Lower Township to provide sidewalks and various other pedestrian safety measures along NJSH Route 109 from Wilson Drive to Wissahickon Avenue, and also the installation of a Lower Township Identification Sign.

As you are aware, we presented a Concept Plan to the Lower Township Council on August 20, 2018. Based on the positive feedback, the next step is to prepare design plans for the improvements.

As such, Engineering Design Associates is pleased to offer the following proposal:

SCOPE OF SERVICES

- I.** Survey the project limits along NJSH Route 109 from Wilson Drive to Wissahickon Avenue to locate all existing features, property lines, right-of-way (ROW) lines, utility poles, elevations, curbs, signs, etc. to provide a Base Map for design.
- II.** Prepare a complete set of design plans and specifications in accordance with the New Jersey Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and the New Jersey Department of Transportation (NJDOT) Standard Specifications for Road and Bridge Construction.
- III.** Coordinate with Atlantic City Electric for possible utility poles relocations.
- IV.** Prepare and submit an NJDOT Application for the Road Opening Permit to allow the proposed improvements.
- V.** Prepare and submit a request to the NJDOT to lower the speed limit within the project limits.
- VI.** Receive construction bids, tabulate bid results and provide a Bid Award Recommendation letter to the Township Council.

SCOPE OF SERVICES

VII. Provide construction management and inspections including:

- Contract preparation;
- Pre-construction meeting;
- Inspection of Contractor's work progress;
- Process Contractor's Payment Requests; and
- Evaluate and process Contractor's Change Order Requests (if required)

TOTAL TO PERFORM ABOVE SERVICES

\$49,500.00

NOTE: THESE FEES DO NOT INCLUDE REIMBURSABLE EXPENSES SUCH AS APPLICATION FEES, PRINTING COSTS NOR POSTAGE CHARGES FOR CERTIFIED MAILINGS.

FEE

The not to exceed cost for the above items is **\$49,500.00** for the Engineering Services and Surveying Services. These amounts are Engineering Design Associates' best estimate of professional fees required to complete the project as defined. Except as provided for in the General Conditions below, the project scope will not be altered without written notice.

You will be billed monthly, which will be directly related to the hours spent on the project multiplied by our current billing rates.

All photocopying and blueprints shall be a reimbursable expense as noted on the attached Fee Schedule and are not included in the estimated cost.

All application fees or escrow accounts required by any reviewing agency or their consultants shall be the sole responsibility of the client and are not included as part of this proposal.

Any payment due for services and expenses outstanding for a period of thirty (30) days or more shall include a charge at a rate of 1½% per month from said thirtieth day. Should it be necessary to enforce collection of any part of the fee for services rendered, the undersigned agrees that they shall be liable for cost of collection without exception. Take notice, this agreement is personally guaranteed by the individuals executing this agreement on behalf of any corporation.

Any account delinquent past sixty (60) days may necessitate the stopping of all work.

Payment of our fees for professional services rendered is in no way contingent upon approval of our plans or documentation by any agency reviewing the same.

GENERAL CONDITIONS

Engineering Design Associates will prepare plans, maps, calculations and reports in accordance with established professional practices and applicable rules and regulations governing the project. The preparation of the above, does not imply or guarantee approval of same by any reviewing agency.

The scope of work does not include any items not specifically mentioned. If the scope of work is modified substantially by the requirements of the Client, or any other reviewing agency, the fees within the agreement shall be subject to negotiation.

The consultant is authorized to subcontract any portion of the work to be performed without the written consent of the Client.

It is understood that copies of the original drawings and reports shall become the property of the client when all outstanding invoices, billings and charges have been paid. All original plans and other documents as instruments of services shall remain the property of Engineering Design Associates.

The client shall not assign his interest in the contract or project without the consultant's written consent.

Items of work not scheduled above and/or performed more than once, will be considered extra work and invoiced at current hourly rates.

The proposed fees constitute Engineering Design Associates' best estimate of the charges and time required to complete the project. The project scope will not be altered without written mutual agreement. Engineering Design Associates shall inform the client of such situations so that a renegotiation can be accomplished.

Fee and schedule commitments will be subject to renegotiation for delays caused by Client's failure to provide specified facilities or information, or for delays caused by unpredictable occurrences of force majeure, such as fire, floods, riots, strikes, unavailability of labor or materials or services, process shutdown, acts of God or of the public enemy, or acts or regulations of any governmental agency.

This proposal is valid for a period of thirty (30) days. Upon expiration of the period of time, Engineering Design Associates reserves the right to review the proposed basis of payment and fees, to allow for changing costs, as well as to adjust the time of performance to conform to workloads. In the event that this agreement is entirely terminated or the work is abandoned in whole or in part with or without cause, Engineering Design Associates shall be paid such part of the fee as earned to the date of termination. Notice of termination shall be given in writing by Certified Mail.

No cancellation of this project by the client will be effective unless seven (7) days written notice thereof, together with the reasons and details therefore, has been received by Engineering Design Associates. A final invoice, calculated on the first or fifteenth of the month (whichever comes first) following receipt of such cancellation notice and the elapse of the seven (7) day cancellation period (the effective date of cancellation).



ENGINEERING DESIGN ASSOCIATES
MUNICIPAL RATE SCHEDULE

JANUARY 2018

Hourly Rates:

Table with 2 columns: Job Title and Hourly Rate. Includes roles like Principal Engineer/Planner (\$130.00), Project Engineer (\$105.00), and Clerical (\$40.00).

Reimbursable Expenses:

- Reimbursable expenses will be invoiced using direct costs for all products.
There shall be no mileage costs.

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

RESOLUTION #2018 - 327

Title: AUTHORIZING THE PAYMENT OF VOUCHERS

| | | |
|-----------------------------|-------------------------|---------------|
| <u>Vendor</u> | <u>Description</u> | <u>Amount</u> |
| Lower Township Rescue Squad | Expense – Final Payment | \$ 5,000.00 |

TOTAL Bill List \$ 5,000.00

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018.


 Julie A Picard, Township Clerk

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

RESOLUTION # 2018-328

Title: **A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12**

WHEREAS, the Township Council of the Township of Lower is subject to certain requirements of the Open Public Meetings Act, N.J.S.A 10:4-6, et seq.; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Council of the Township of Lower to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

_____ (1) Matters Required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

_____ (2) Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

_____ (3) Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information, relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

_____ (4) Matters Relating to Collective Bargaining Agreement: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

_____ (5) Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

_____ (6) Matters relating to Public Safety and Property: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.

 X (7) Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege: any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer. **Attorney-Client Privilege; Possible Litigation**

 X (8) Matters Relating to the Employment Relationship: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting. **Possible Personnel**

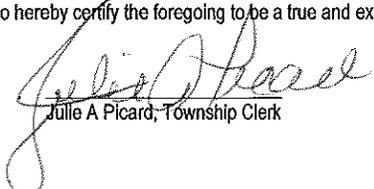
_____ (9) Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss if a license or permit belonging to the responding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

NOW, THEREFORE, BE IT RESOLVED by the Township council of the Township of Lower, assembled in public session on October 15, 2018 that an Executive Session closed to the public shall be held on this date at approximately 7:47 P.M. in the Conference Room of the Township Hall, 2600 Bayshore Road, Villas for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Council that the public interest will no longer be served by such confidentiality.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on October 15, 2018


Julie A. Picard, Township Clerk