

January 2, 2013

Resolutions # 2013-01 –# 2013-30

- Res. # 2013-01 Appointment of Municipal Solicitor for the year 2013 Without Public Bidding (Charles Sandman)
- Res. # 2013-02 Appointment of Municipal Auditor for the year 2013 Without Public Bidding (Ford, Scott & Associates, LLC not to exceed \$40,000.)
- Res. # 2013-03 Appointment of Bond Counsel for the year 2013 Without Public Bidding (Parker/McCay)
- Res. # 2013-04 Appointment of Municipal Prosecutor for the Year 2013(Ron Gelzunas \$20,500.)
- Res. # 2013-05 Appointment of Municipal Public Defender for the Year 2013(Victoria Roach \$11,200.)
- Res. # 2013-06 Annual Appointment of Emergency Management Council (annual required appointments)
- Res. # 2013-07 Appointment of Class III Member to the Planning Board (Deputy Mayor Norris Clark)
- Res. # 2013-08 Confirmation of Officials for Joint Insurance Fund and Municipal Excess Liability Fund (annual resolution required by Joint Insurance Fund)
- Res. # 2013-09 Confirmation of Appointment of Gary Douglass, Emergency Management Coordinator and Eileen Kreis, Emergency Management Deputy Coordinator
- Res. # 2013-10 Establishment of Council Meeting Dates and Times (1<sup>st</sup> & 3<sup>rd</sup> Mondays except holidays)
- Res. # 2013-11 Setting the Interest Rate for Delinquent Taxes (Statutorily regulated)
- Res. # 2013-12 Designation of Official Depositories (annual resolution listing authorized depositories & officials for signing)
- Res. # 2013-13 Designation of Official Newspapers for Legal Advertising for the Year 2013 (Star&Wave & Herald)
- Res. # 2013-14 Authorizing Payment of 2013 Debt Service (annual resolution authorizing required debt service payments for 2013)
- Res. # 2013-15 Annual approval of Petty Cash Funds (Police Dept. & Treasurer's Office)
- Res. # 2013-16 Adopting Cash Management Plan (annual required resolution)
- Res. # 2013-17 Resolution to Defer the Regional School Tax (annual resolution)
- Res. # 2013-18 Adopting 2013 Temporary Current Budget (annual resolution authorizing temporary budget to be used until final adopted budget)
- Res. # 2013-19 Approving 2013 Contract with Cape Assist (annual renewal of EAP Program)
- Res. # 2013-20 Authorizing Clerk to Issue Bingo & Raffle Licenses Throughout the Year to Qualified Organizations
- Res. # 2013-21 Designation of Public Agency Compliance Officer for the Township fo Lower (annual resolution)
- Res. # 2013-22 Authorization for Public Bidding (annual resolution for bidding throughout the year)
- Res. # 2013-23 Authorization for Payout of Accumulated Sick Time (annual resolution pursuant to contract for qualifying employees- 31 employees \$30,685.06)
- Res. # 2013-24 Authorizing Pay Out of Terminal Leave (Gayle Crookston \$6,804.77)
- Res. # 2013-25 Authorization for the Payout of Accumulated Compensatory Time (E.Edwards \$2,413.28)
- Res. # 2013-26 Authorization for the Payout of Accumulated Compensatory Time (M.Plenn \$600.06)
- Res. # 2013-27 Transfer of 2012 Appropriations (\$15,920.)
- Res. # 2013-28 Payment of 2012 Vouchers \$ 141,929.02
- Res. # 2013-29 Payment of 2013 Vouchers \$2,928,286.93
- Res. # 2013- 30 Designating the Lower Township Rescue Squad, Inc. as the Provider of Emergency Medical Services in Lower Township (annual resolution - sets contribution amounts and pymt dates)

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

RESOLUTION #2013- 01

**TITLE: APPOINTMENT OF MUNICIPAL SOLICITOR FOR 2013 WITHOUT PUBLIC BIDDING**

WHEREAS, the Township of Lower ("Township") has a need to acquire legal counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

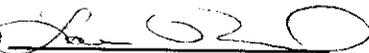
WHEREAS, the Township has determined and certified in writing that the value of the acquisition will exceed \$17,500; and,

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

WHEREAS, Charles W. Sandman, III has submitted a proposal indicating that he will provide the goods or services described hereinabove for a total price not to exceed \$125,000. for the year; and

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

Appropriation # 3-01-20-155-200

Signature 

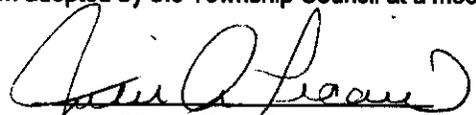
WHEREAS, Charles W. Sandman, III has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the Township of Lower in the previous one year, and that the contract will prohibit him from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

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower hereby appoints Charles W. Sandman, III as Solicitor and approves the contract with Charles W. Sandman, III for the goods and services described above.

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

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

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council at a meeting held on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

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

RESOLUTION #2013-02

TITLE: APPOINTMENT OF MUNICIPAL AUDITOR FOR THE YEAR 2013 WITHOUT PUBLIC BIDDING

WHEREAS, the Township of Lower ("Township") has a need to acquire a municipal auditor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Township has determined and certified in writing that the value of the acquisition will exceed \$17,500, and Ford Scott & Associates, L.L.C. has submitted a proposal indicating that they will provide the goods or services described above for a price not to exceed \$ 40,000.; and

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

Appropriation # 3-01-20-130-299,135;207 Signature [Handwritten Signature]

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

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower hereby approves a contract with Ford Scott & Associates, L.L.C. for the goods and services herein described and that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution and that a notice of Award of Professional Contract for the above appointment shall be published in the Township's Official paper

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council at a meeting held on January 2, 2013.

[Handwritten Signature] Julie A. Picard, Township Clerk

Table with 7 columns: MOTION, SECOND, AYE, NAY, ABSTAIN, ABSENT. Rows include CONRAD, NEVILLE, DOUGLASS, CLARK, and BECK with handwritten checkmarks in the AYE column.

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

**RESOLUTION #2013 - 03**

**TITLE: APPOINTMENT OF BOND COUNSEL FOR THE YEAR 2013  
WITHOUT PUBLIC BIDDING**

WHEREAS, the Township of Lower ("Township") has a need to acquire bond counsel as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and,

WHEREAS, the Township has determined and certified in writing that the value of the acquisition will not exceed \$17,500, and Parker McCay has submitted a proposal indicating that they will provide the goods or services described above; and

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

Appropriation- Applicable Bond Ordinances

Signature 

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

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower hereby approves a contract with Parker McCay for the goods and services herein described and that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution and that a notice of Award of Professional Contract for the above appointment shall be published in the Township's Official paper.

I hereby certify the foregoing to be a true copy of a Resolution adopted by the Township Council at a meeting held on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

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

**RESOLUTION #2013 - 04**

**TITLE: APPOINTMENT OF MUNICIPAL PROSECUTOR FOR THE YEAR 2013**

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

**NOW, THEREFORE, BE IT RESOLVED** that Ronald Gelzunas is hereby appointed by the Township Council of the Township of Lower as the Lower Township Municipal Prosecutor for the year 2013 for a term commencing on the date of this Resolution and continuing until December 31, 2013.

**FURTHER RESOLVED** that Ronald Gelzunas as the Lower Township Municipal Prosecutor shall be paid a salary of \$ 20,500.00 without benefits, payable in bi-weekly installments on the Township's regularly scheduled pay days and \$80.00 per hour for Special Court Sessions and funds are available in the current fund entitled Office of the Township Solicitor - Salary & Wages as evidenced by the Chief Financial Officer's Certification and Signature:

  
Lauren Read, Chief Financial Officer

**FURTHER RESOLVED** that any notice of this Resolution that may be required pursuant to the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., be duly published in the Township's official newspaper.

I hereby certify this is the original resolution adopted by the Township Council at the meeting of January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

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

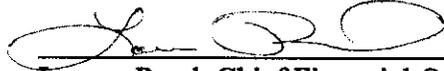
**RESOLUTION #2013- 05**

**TITLE: APPOINTMENT OF MUNICIPAL PUBLIC DEFENDER FOR 2013**

**WHEREAS**, there exists a need for the service of a municipal public defender in the Township of Lower in the County of Cape May, State of New Jersey.

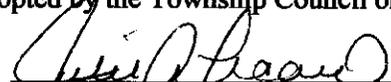
**NOW, THEREFORE, BE IT RESOLVED** that Victoria Roach is hereby appointed by the Township Council of the Township of Lower as the Lower Township Public Defender for a term commencing on the date of this Resolution and continuing until December 31, 2013.

**FURTHER RESOLVED** that Victoria Roach as the Lower Township Public Defender shall be paid a salary of \$11,200.00 without benefits, payable in bi-weekly installments on the Township's regularly scheduled pay days and the funds are available in the current fund as evidenced by the Chief Financial Officer's Certification and Signature:

  
Lauren Read, Chief Financial Officer

**FURTHER RESOLVED** that any notice of this Resolution that may be required pursuant to the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., be duly published in the Township's official Newspaper.

I hereby certify this is the original resolution adopted by the Township Council on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

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

RESOLUTION #2013 - 06

TITLE: ANNUAL APPOINTMENT OF EMERGENCY MANAGEMENT COUNCIL

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council, the governing body thereof, that the following persons are hereby appointed to the Emergency Management Council for 2013.

NAME	CATEGORY	NAME	CATEGORY
Michael Beck	1	Thomas Conrad	1
Michael Voll	1 & 3	Brian Marker	2 & 3
Dave Perry	2 & 4	Eileen Kreis	2 & 4
William Mastriana	2	Gary Douglass	2
Gary Playford	2	Rich Harron, Jr.	2
Art Hayden	2	Lew McGonigal	2
Matt Ecker	5	Kevin Hart	2

BE IT FURTHER RESOLVED the following individuals be appointed as the Deputy OEM Coordinators for 2013

1. Chief Brian Marker
2. Eileen Kreis
3. David Perry

I hereby certify the foregoing to be a Resolution adopted by the Township Council at a meeting held on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			+			
NEVILLE	+		+			
DOUGLASS			+			
CLARK		+	+			
BECK			+			

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

**RESOLUTION #2013- 07**

**TITLE: APPOINTMENT OF CLASS III MEMBER TO THE PLANNING BOARD**

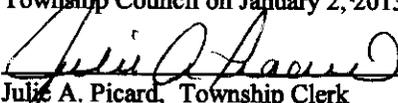
**WHEREAS**, the term of Kevin Lare, Class III Member on the Lower Township Planning Board, expired on Dec. 31, 2012, and

**WHEREAS**, Norris Clark is interested in serving and also holds the Council At Large seat on Council,

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council that the following person is hereby reappointed to the Lower Township Planning Board as follows.

<u>Name</u>	<u>Type/Class</u>	<u>Exp. Date</u>
Norris Clark	Class III	12-31-2013

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

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

**RESOLUTION # 2013 -08**

**TITLE: CONFIRMATION OF OFFICIALS FOR JOINT INSURANCE FUND  
AND MUNICIPAL EXCESS LIABILITY FUND**

**WHEREAS**, it is necessary for the Township to designate certain persons for the receipt of notices and processing of claims for the Joint Insurance Fund, and

**WHEREAS**, the Township is desirous of updating the records of the Atlantic County Municipal Joint Insurance Fund with changes.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council that the following persons are named in the capacity listed for the Joint Insurance Fund for 2013 and shall remain in said positions until changed by resolution:

Fund Commissioner	Julie A. Picard
Alt. Fund Commissioner	Michael Voll
Claims Coordinator	Marie LoMonaco
Safety Coordinator	Jason Dilworth
Township Clerk	Julie A. Picard

I hereby certify the foregoing to be a resolution adopted by the Township Council at a meeting held on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			+			
NEVILLE	+		+			
DOUGLASS			+			
CLARK		+	+			
BECK			+			

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

RESOLUTION #2013 - 09

**TITLE: CONFIRMING THE APPOINTMENT OF GARY DOUGLASS AS EMERGENCY MANAGEMENT COORDINATOR AND EILEEN KREIS AS EMERGENCY MANAGEMENT DEPUTY COORDINATOR**

**WHEREAS**, Lower Township is required to annually appoint a Coordinator and Deputy Coordinator to the Office of Emergency Management; and

**WHEREAS**, Manager Michael Voll has appointed Gary Douglass as the coordinator and Eileen Kreis as the deputy-coordinator.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council, of the Township of Lower that the above appointments are hereby confirmed.

I hereby certify the foregoing to be a Resolution adopted by the Township Council at a meeting held on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS					X	
CLARK		X	X			
BECK			X			

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

RESOLUTION # 2013 -10

ESTABLISHMENT OF COUNCIL MEETING DATES AND TIMES

WHEREAS, the Reorganization Meeting of the Township Council of the Township of Lower was held on January 2, 2013 at which time it was necessary to establish the official Council Meeting dates and times.

NOW, THEREFORE, BE IT RESOLVED that Council Meetings be held in the Meeting Room of Township Hall beginning at 6:00 p.m. prevailing time on the first and third Monday of each month with the exception of the holiday dates designated below when the meeting will be held on the date listed. The annual schedule of Council meetings shall be posted on the official Township bulletin board at the Township Hall. Unless otherwise provided by law, all of the above described meetings shall be open to the public.

Meeting of January 21 shall be changed to January 23  
Meeting of February 18 shall be changed to February 20  
Meeting of September 2 shall be changed to September 4

I hereby certify this is the original resolution adopted by the Township Council at the meeting of January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			



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

**RESOLUTION #2013 -12**

**TITLE: DESIGNATION OF OFFICIAL DEPOSITORIES**

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

**BE IT FURTHER RESOLVED** that all disbursements by check require two signatures unless noted otherwise and shall be signed by the following officials:

ACCOUNT

AUTHORIZED OFFICIALS

Municipal Court Account – General  
(One signature required)

CFO, Asst. Treasurer, Judge, Court  
Administrator, Deputy Court Administrator

Municipal Court Account – Bail  
(One signature required)

CFO, Asst. Treasurer, Judge, Court  
Administrator, Deputy Court Administrator

Payroll Account  
(One signature required)

CFO, Asst. Treasurer, Township Clerk,  
or Asst. Twp. Clerk

Payroll-Flexible Spending Account  
(One signature required)

CFO, Asst. Treasurer, Township Clerk,  
Asst. Twp. Clerk or AFLAC representative

Tax Redemption Account

Tax Collector, Asst. Tax Collector,  
CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

Tax Premium Account

Tax Collector, Asst. Tax Collector,  
CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

Council Checking Account

Mayor, Deputy Mayor, Twp. Clerk, Asst. Twp.  
Clerk, CFO, Asst. Treasurer

Dog Damage Account

CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

Trust Account

CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

Unemployment Account

CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

Grants Account

CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

Revitalization Savings Account (transfers)

CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

Economic Development Account (transfers)

CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

Historic Commission Trust Account

CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

Joint Housing Trust Account

CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

Police Investigative Trust Account	Police Chief, Police Captain(s), CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Police Forfeiture Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Community Police Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Developer's Escrow Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
Harbortown (Escrow Savings)	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
MBIA-Current Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
MBIA-Capital Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk
NJ Cash Management Fund – Capital Account	CFO, Asst. Treasurer, Twp. Clerk, Asst. Twp. Clerk

**BE IT FURTHER RESOLVED** that the use of electronic signatures for the signatures of the Mayor, Township Clerk and Chief Financial Officer is hereby authorized.

I hereby certify the foregoing to be a resolution adopted by the Township Council at a meeting held on January 2, 2013.

  
 Julie A. Picard, RMC, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			+			
NEVILLE	+		+			
DOUGLASS			+			
CLARK		+	+			
BECK			+			

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

**RESOLUTION #2013-13**

**TITLE: DESIGNATION OF OFFICIAL NEWSPAPERS FOR LEGAL  
ADVERTISING FOR THE YEAR 2013**

**WHEREAS**, the Reorganization Meeting of the Township Council of the Township of Lower, the governing body thereof, was duly held on January 2, 2013 at the Township Hall, Villas, New Jersey; and,

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

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

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

**NOW, THEREFORE, BE IT RESOLVED** by the Township of Lower, the governing body thereof, that the official newspaper for all Township advertising, including notices of public meetings, shall be the Cape May Star & Wave.

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

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 2, 2013

  
Julie A. Picard, Township Clerk

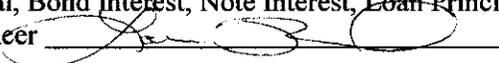
	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

**TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY  
RESOLUTION #2013-14**

**Title: AUTHORIZING PAYMENT OF 2013 DEBT SERVICE**

**WHEREAS**, the amounts listed below are owed for debt service in the current year 2012 and are due on the dates noted and it is necessary to receive authorization for the payment of bills which affect the budget, and

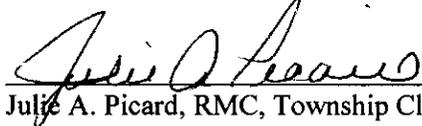
**WHEREAS**, it is the recommendation of the Chief Financial Officer that authorization for debt service payments be made through one annual resolution so that such payments are made in a timely and efficient manner, and

**WHEREAS**, funds for debt service are available in the 2013 budget appropriations for Bond Principal, Bond Interest, Note Interest, Loan Principal and Loan Interest as certified by the Chief Financial Officer .

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

<u>DATE</u>	<u>TOTAL</u>	<u>PRIN</u>	<u>INT</u>	
1/15/2013	33,925.00		33,925.00	BOND
2/9/2013	24,873.26	19,013.22	5,860.04	LOAN
2/15/2013	9,327.48	6,716.75	2,610.73	LOAN
3/7/2013	27,982.44	20,968.42	7,014.02	LOAN
4/1/2013	1,111,125.00	1,000,000.00	111,125.00	BOND
6/15/2013	35,937.50		35,937.50	BOND
7/15/2013	708,925.00	675,000.00	33,925.00	BOND
8/9/2013	24,873.28	19,203.36	5,669.92	LOAN
8/10/2013	50,000.00		50,000.00	NOTE
8/15/2013	9,327.48	6,783.91	2,543.57	LOAN
9/7/2013	27,982.43	21,178.10	6,804.33	LOAN
10/1/2013	96,125.00		96,125.00	BOND
12/15/2013	535,937.50	500,000.00	35,937.50	BOND
<b>TOTAL</b>	<b>2,696,341.37</b>	<b>2,268,863.76</b>	<b>427,477.61</b>	

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 2, 2013.

  
Julie A. Picard, RMC, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

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

**RESOLUTION #2013 - 15**

**TITLE: ANNUAL APPROVAL OF PETTY CASH FUNDS**

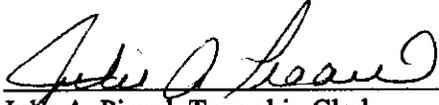
**WHEREAS, N.J.S.A. 40A: 5-21** authorizes the establishment of a Petty Cash fund; and

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

<u>Location</u>	<u>Amount</u>	<u>Custodian</u>
Treasurer's Office	\$100.00	Lauren Read, CFO Colleen Crippen, Asst. Treas.
Police Department	\$250.00	Chief Brian Marker Captain William Mastriana

**NOW, THEREFORE BE IT RESOLVED** that the Township Council of the Township of Lower, County of Cape May hereby approves the use of petty cash funds as defined by N.J.S.A. 40A: 5-21.

I hereby certify the foregoing to be a resolution adopted by the Township Council at a meeting held on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

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

**RESOLUTION #2013 -16**

**TITLE: ADOPTING THE CASH MANAGEMENT PLAN**

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

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

**NOW, THEREFORE BE IT RESOLVED**, the following shall constitute the Cash Management Plan for the Township of Lower and the Treasurer shall deposit and manage its funds pursuant to this plan:

Definitions

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

Designation of Depositories

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

Audit Requirement

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

Authority to Invest

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

Investment Instruments

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

Records and Reports

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

At a minimum the Treasurer shall:

- Keep a record of all investments.

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

Cash Flow

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

Schedule of Statutory Payments

1. Fire Districts are to be paid in accordance with N.J.S.A. 40A: 14-79. Statutory tax payments are made to each district as follows:
  - 21.25% on or before April 1
  - 22.50% on or before July 1
  - 25.00% on or before October 1
  - 31.25% on or before December 31

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

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

Annual Allowance Amounts

The Township of Lower has authorized participation in a flexible spending account for the employees. The flexible spending account allows a portion of the employee's salary to be redirected to provide reimbursement for allowable medical expenses. At the beginning of each plan year, a specific dollar amount must be elected. For 2013, the allowable amount is \$1,500.00.

Banking Policies

Periodically, the Treasurer will utilize the competitive contracting process to request proposals from local banking institutions to provide banking services for the Township. This is to assure that banking services being provided to the Township are based on a competitive "bidding" process. The Township will have the option to extend the contract if it is in the best interest of the Township to do

so. At least once every year the Treasurer will evaluate current banking services to assure compliance with the specifications contained in the contract and any new services that may become available in the banking industry. A detailed banking policy will be kept in the Office of the Treasurer detailing the Township's specific banking requirements.

I hereby certify the foregoing to be a resolution adopted by the Township Council at a meeting held on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

**TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY  
RESOLUTION #2013-17**

**TITLE: RESOLUTION TO DEFER THE REGIONAL SCHOOL TAX**

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

**WHEREAS**, the 2012 Regional School Levy was \$11,166,683.83 and not more than 50% is \$5,583,341.92.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Lower, the governing body thereof, that it desires to defer regional school taxes to the year 2013 in the amount of \$5,583,341.92.

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 2, 2013

  
\_\_\_\_\_  
Julie A. Picard, RMC, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			+			
NEVILLE	+		+			
DOUGLASS			+			
CLARK		+	+			
BECK			+			

**TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY  
RESOLUTION #2013-18**

**TITLE:           ADOPTING 2013 TEMPORARY CURRENT BUDGET**

**WHEREAS**, N.J.S.A. 40A: 4-19 provides that where any contracts, commitments or payments are to be made prior to the final adoption of the 2013 Budget, temporary appropriations should be made by resolution prior to January 30<sup>th</sup> of the fiscal year; and

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

**WHEREAS**, the total appropriations of the 2012 Budget, exclusive of any appropriations for interest and debt redemption charges and capital improvement fund is \$21,880,251.26; and

**WHEREAS**, 26.25% of the total appropriations in the 2012 Budget, exclusive of any appropriations made for interest and debt redemption charges and capital improvement fund, is \$5,743,565.96.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the 2013 Temporary Current Budget is set in an amount not to exceed \$5,743,565.96.

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 2, 2013.

  
Julie A. Picard, RMC, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			+			
NEVILLE	+		+			
DOUGLASS			+			
CLARK		+	+			
BECK			+			

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

**RESOLUTION #2013 -19**

**TITLE: APPROVING 2013 CONTRACT WITH CAPE ASSIST**

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

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

**WHEREAS**, the contract amount for 2013 is Twenty-One Dollars (\$21) per employee currently based on 153 employees for a total of Three Thousand Two Hundred Thirteen Dollars (\$3213.00) and funds are available in the current fund entitled Group Health 01-23-220-408 as evidenced by the Treasurer's signature below:



Lauren Read, CFO

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Clerk are hereby authorized to sign the contract agreement for the year 2013.

I hereby certify that the foregoing resolution was adopted by the Township Council at a meeting held on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

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

**RESOLUTION #2013 -20**

**TITLE: A RESOLUTION OF THE TOWNSHIP OF LOWER AUTHORIZING THE CLERK TO ISSUE BINGO & RAFFLE LICENSES THROUGHOUT THE YEAR TO QUALIFIED ORGANIZATIONS**

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

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

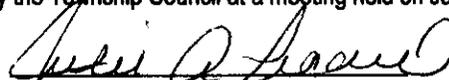
**WHEREAS**, there appears to be no reason to deny said licenses for 2013 providing all paperwork is completed and required fees have been paid.

**NOW THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Lower, the governing body thereof, that the Township Clerk is authorized to issue bingo/raffle licenses for 2013 to the following organizations as applicable throughout the year.

- |   |   |
|---|---|
| Animal Alliance of Cape May County      | Lower Township Elementary School                        |
| Cape May Stage                          | Make a Wish Foundation                                  |
| Cape Regional Medical Center Aux.       | National Quilters Assoc of CMC #279                     |
| Christ Child of CMC                     | St. John Neumann – St. Raymond’s Holy Name Society      |
| Erma Volunteer Fire Company             | St. John Neumann – St. Raymond’s Catholic Church        |
| Friends of Historic Cold Spring Village | St. John Neumann – St. John of God Alter Rosary Society |
| Greater Cape May Elks Lodge             | St. John Neumann – St. John of God Catholic Church      |
| Knights of Columbus                     | Townbank Volunteer Fire Company                         |
| Kiwanis Club of Cape May                | VFW Post 5343 Lt. Charles Buddy Lewis                   |
| Lower Cape May Little League            | Vietnam Vets of America – Chapter #602                  |
| Lower Cape Hockey Association           | Villas Volunteer Fire Company                           |
| Lower Township Optimist Club            |   |

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

I hereby certify the foregoing to be a Resolution adopted by the Township Council at a meeting held on January 2, 2013.

  
 Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

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

RESOLUTION # 2013 -21

TITLE: DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER FOR LOWER TOWNSHIP

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

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

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

NOW, THEREFORE, BE IT RESOLVED that Margaret Vitelli be appointed the Public Agency Compliance Officer for the Township of Lower.

I hereby certify the foregoing to be a resolution adopted by the Township Council at a meeting held on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

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

**RESOLUTION #2013-22**

**TITLE: AUTHORIZATION FOR PUBLIC BIDDING**

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

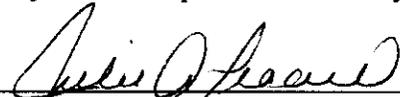
**WHEREAS**, the Township may also desire to obtain public bids on certain other items that may become necessary during the course of the year but which are not required to be publicly bid.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The Qualified Purchasing Agent is hereby authorized to obtain public bids as necessary for items or services in 2013 as they become necessary in accordance with the Local Public Contract Law.
2. The Township Engineer's Office is also hereby authorized to obtain public bids for engineering projects required by the Township during the course of the year.

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

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 2, 2013

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

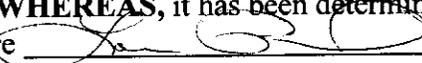
**TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY**

**RESOLUTION # 2013-23**

**Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED SICK TIME**

**WHEREAS**, the employees listed on the attached schedule have accrued sick time due from the Township and per union contract the Township will at the employees request, annually buy back a maximum of five (5) days of unused sick leave in December of any year, from employees who have not used more than the amount of sick days as determined in their union contracts.

**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 signature  that adequate funding is available for such payment in the 2012 budget for Salaries and Wages

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Township of Lower that payment to the employees listed on the attached schedule not to exceed the amount of \$30,685.06 is authorized and chargeable to the 2012 Budget:

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

## 2012 Sick Buy Back

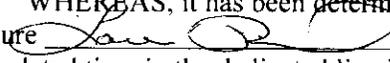
Sick Time Buy Back 2012								
Last Name	First Name	Dept.	Union	Hours	Rate	Tot. Check	Submitted	Qualifies
Douglass	Don	B & G	Afscme	40	23.3078	932.31	12/13/12	Y
Moore	Rose	BOCA	Afscme	35	24.5594	859.58	11/28/12	Y
Playford	Gary	BOCA	Supervisors	35	39.39	1378.65	12/3/12	Y
Byrne	Elizabeth	Courts	Supervisors	35	41.44	1450.40	11/28/12	Y
Bailey	Howard A.	DPW	Teamsters	40	30.258	1210.32	12/17/2012	Y
Bailey Sr.	Robert	DPW	Supervisors	40	33.99	1359.60	12/17/2012	Y
Barger	George	DPW	Teamsters	40	24.913	996.52	12/17/2012	Y
Douglass	Gary	DPW	Supervisors	40	40.35	1614.00	12/17/12	Y
Fairman	Timothy	DPW	Teamsters	40	23.7089	948.36	12/17/12	Y
Finnegan	Gerald	DPW	Teamsters	40	26.0651	1042.60	12/17/12	Y
LaSerre	David	DPW	Teamsters	40	23.7089	948.36	12/17/12	Y
Lepor	David	DPW	Supervisors	40	33.99	1359.60	12/17/12	Y
MacCarter	John F.	DPW	Teamsters	40	22.3724	894.90	12/17/12	Y
Magnavita	Allen	DPW	Teamsters	40	23.132	925.28	12/17/12	Y
McCloskey	Arthur	DPW	Teamsters	40	26.4347	1057.39	12/17/12	Y
Palek	Keith	DPW	Teamsters	40	20.85	834.00	12/6/12	Y
Small	Raymond	DPW	Teamsters	40	23.132	925.28	12/17/12	Y
Solenski	Thomas	DPW	Teamsters	40	24.675	987.00	12/17/12	Y
Thomas	Linda	DPW	Teamsters	40	24.1892	967.57	12/17/12	Y
Thompson Jr	Robert	DPW	Teamsters	40	27.7787	1111.15	12/17/12	Y
Read	Lauren	Finance	Non Union	35	47.92	1677.20	11/29/12	Y
Crippen	Colleen	Finance	Supervisors	35	37.99	1329.65	12/5/12	Y
Kreis	Eileen	Manager	Non Union	35	24.74	865.90	12/4/12	Y
Galestok	Willaim	Planning	Supervisors	35	44.75	1566.25	11/28/12	Y
Schubert	Lisa	Planning	Afscme	35	25.1746	881.11	12/3/12	Y
Johns	Willaim	Recreation	Afscme II	40	11.2736	450.94	12/10/12	Y
Kline	Vernon	Recreation	Afscme II	40	10.7712	430.85	11/28/12	Y
Maloney	Rachal	Recreation	Afscme II	23	10.56	242.88	12/13/12	Y
Muldoon	Phyllis	Recreation	Afscme II	40	10.56	422.40	12/11/12	Y
Ridgway	James	Recreation	Supervisors	25	25.5	637.50	12/26/12	Y
Sansone	Rocco	Recreation	Afscme II	35.75	10.56	377.52	12/13/12	Y
					<b>Total</b>	<b>\$30,685.06</b>		

**TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY  
RESOLUTION # 2013-24**

**Title: Authorizing Pay Out of Terminal Leave**

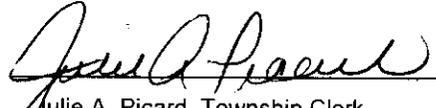
WHEREAS, the employee listed below has retired from the Township and is entitled to payment for accumulated vacation, sick and compensatory and personal time, and

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

WHEREAS, it has been determined by the Township Treasurer as evidenced by 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 Governing Body of the Township of Lower that a revised payment due to Gayle Crookston in the amount of \$ 6,804.77 is authorized and chargeable to the Reserve for Accumulated Absences.

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

TOWNSHIP OF LOWER  
 RETIREMENT PAYOUT ANALYSIS  
 DATE:

EMPLOYEE: Crookston, Gayle  
 DATE OF RESIGNATION: 12/31/2012  
 DATE OF PAYMENT:  
 RESOLUTION #: 2013-24

Annual Salary:	
Hourly Rate:	\$23.71
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	0.00	23.71	0.00
Personal	0.00	23.71	0.00
Sick	(13.00)	23.71	(308.23)
Vacation	300.00	23.71	7,113.00
	287.00		
<b>Terminal Leave Payout</b>			<b>\$6,804.77</b>

	(A)	(B)	(C)	(B * C) (D)	(E)	A + D - E (F)	
	Carryover	Annual	26 weeks / 52 weeks	Prorated Time Due	Time Used	Hours to be paid	
Comp				0.00		0.00	
Personal		32.00	0.50	16.00	16.00	0.00	contract max
Sick	924.00	120.00	0.50	60.00	997.00	(13.00)	960 hours
Vacation	200.00	200.00	0.50	100.00		300.00	
<b>Total</b>	1,124.00	352.00	1.50	176.00	1,013.00	287.00	

Accrual and time used are current to \_\_\_\_\_ subject to change if time is used or not currently reported.

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Treasurer's Signature:  \_\_\_\_\_

Date: 12/27/12

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

**RESOLUTION # 2013-25**

**Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED  
COMPENSATORY TIME**

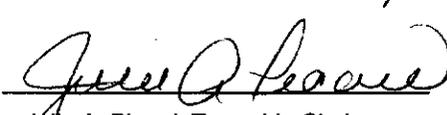
**WHEREAS**, the employee listed below has accrued compensatory time due from the Township and has requested payment for this time, and

**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 signature  that adequate funding is available for such payment in the prior year's budget for Salaries and Wages.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Township of Lower that payment to Edward Edwards in the amount of \$2,413.28 is authorized and chargeable to the 2012 Budget account 2-01-25-240-122.

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

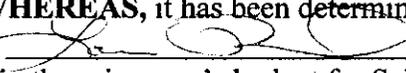
**TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY**

**RESOLUTION # 2013-26**

**Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED  
COMPENSATORY TIME**

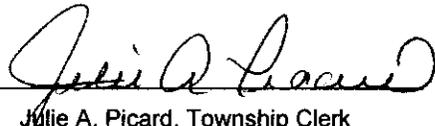
**WHEREAS**, the employee listed below has accrued compensatory time due from the Township and has requested payment for this time, and

**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 signature  that adequate funding is available for such payment in the prior year's budget for Salaries and Wages.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Township of Lower that payment to Mitchell Plenn in the amount of \$600.06 is authorized and chargeable to the 2012 Budget account 2-01-28-370-101.

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

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

**RESOLUTION #2013-27**

**Title: TRANSFER OF 2012 APPROPRIATIONS**

**WHEREAS**, N.J.S.A. 40A: 4-59 provides for appropriation transfers during the first three months of the succeeding year when it has been determined that any appropriation reserve for the immediately preceding fiscal year is insufficient to pay the claims authorized or incurred during the preceding year, which were chargeable to said appropriation, and there is an excess in any appropriation reserve over and above the amount deemed to be necessary to fulfill its purpose.

**NOW, THEREFORE BE IT RESOLVED** by the Township Council of the Township of Lower, State of New Jersey that the following transfers, and totaling \$15,920.00 be made between the 2011 budget appropriation reserves.

<u>LINE ITEM</u>		<u>ACCT. NUMBER</u>	<u>TO</u>	<u>FROM</u>
BUILDINGS AND GROUNDS	S&W	2-01-20-310-100	4,100.00	
FIRE SAFETY	S&W	2-01-25-265-100	320.00	
BOCA	S&W	2-01-22-195-100	4,000.00	
PLANNING	S&W	2-01-20-170-100	3,500.00	
TAX COLLECTOR	S&W	2-01-20-145-100	1,000.00	
TELEPHONE	OE	2-01-31-440-270	3,000.00	
FIRE SAFETY	OE	2-01-25-265-200		320.00
ELECTRIC	OE	2-01-31-430-200		15,600.00
			<u>15,920.00</u>	<u>15,920.00</u>

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 2, 2013.

  
 Julie A. Picard, RMC, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			x			
NEVILLE	x		x			
DOUGLASS			x			
CLARK		x	x			
BECK			x			



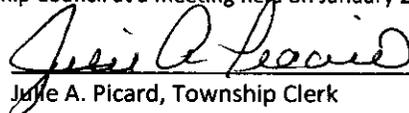
Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01519 TOM FOLS ELECTRICALCONTRACTOR* Continued								
	12-03411	12/18/12	CENTER CIRCLE ELECTRICAL	Open	<u>750.00</u>	0.00		
					2,700.00			
01713 PATRICK GREENE								
	11-01370	05/16/11	2011 EQUIP. ALLOWANCE	Open	150.00	0.00		
01781 HATCH MOTT MACDONALD, LLC*								
	12-01983	07/18/12	BEACH DRIVE PEDESTRIAN ACCESS	Open	1,010.00	0.00		B
	12-03403	12/18/12	ENGINEERING PROJ#284564CM10	Open	138.50	0.00		
	12-03404	12/18/12	ENGINEERING PROJ#316169CM10	Open	1,521.20	0.00		
	12-03405	12/18/12	ENGINEERING PROJ#317066CM10	Open	<u>294.60</u>	0.00		
					2,964.30			
01837 ROBERT HODSDEN								
	12-03381	12/13/12	CONTRACTUAL REIMBURSEMENT	Open	723.07	0.00		
01859 HESS CORPORATION								
	12-03435	12/26/12	ELECTRICITY 11/19/12-12/19/12	Open	7,642.54	0.00		
02175 BRUCE KLAUSING								
	12-03440	12/26/12	CONTRACTUAL REIMBURSEMENT	Open	20.00	0.00		
02220 LIFESAVERS INC*								
	12-02658	10/04/12	AED UNITS	Open	3,472.00	0.00		
02517 BRIAN MARKER								
	12-03391	12/17/12	REIMBURSEMENT FOR MEETINGS	Open	40.00	0.00		
02541 ROBERT D. MARTIN, JR								
	12-03380	12/13/12	CONTRACTUAL REIMBURSEMENT	Open	27.00	0.00		
02647 KATHLEEN MCPHERSON								
	12-03436	12/26/12	CONTRACTUAL REIMBURSEMENT	Open	134.11	0.00		
02677 KAREN F. WOLF								
	12-03448	12/27/12	CONTRACTUAL REIMBURSEMENT-V	Open	113.00	0.00		
02728 MIDDLE TOWNSHIP RECREATION DPT								
	12-03295	12/05/12	TRAVEL TEAM LEAGUE FEES	Open	300.00	0.00		
02986 NEVCO SCOREBOARD CO.*								
	12-03281	12/04/12	SCOREBOARD	Open	903.15	0.00		
03021 NJ MOTOR VEHICLE COMMISSION								
	12-03401	12/17/12	ON LINE ABSTRACT	Open	150.00	0.00		
03158 NYSCA*								
	12-03249	11/29/12	COACHING CERTS FOR BASKETBALL	Open	300.00	0.00		
03280 PARAMOUNT SANITARY SUPPLY*								
	12-03224	11/27/12	CLEAR TRASH BAGS	Open	173.40	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03280 PARAMOUNT SANITARY SUPPLY*				Continued				
	12-03282	12/04/12	CLEANING SUPPLIES	Open	<u>224.00</u>	0.00		
					397.40			
03366 AMERI-GAS*								
	12-03410	12/18/12	FUEL FOR BENNETTS	Open	281.07	0.00		
	12-03451	12/27/12	FUEL FOR BENNETTS	Open	<u>171.77</u>	0.00		
					452.84			
03377 JULIE PICARD								
	12-03398	12/17/12	REIMB FOR 12/17 MEETING ITEMS	Open	59.37	0.00		
03387 POGUE INC. *								
	12-03328	12/10/12	PRE EMPLOYMENT TESTING	Open	133.00	0.00		
03554 RUTGERS, ENVIRONMENTAL SCIENCE								
	12-03274	12/03/12	TRAINING RECERT.	Open	210.00	0.00		
03608 SEAWAVE CORPORATION*								
	12-03321	12/07/12	2013 MEETING SCHEDULE AD	Open	12.15	0.00		
03678 SMELTZER & SONS INC.*								
	12-03383	12/13/12	FENCE FOR OUTFALL PROJECT	Open	524.70	0.00		
03703 SAMUEL STANGO								
	12-03400	12/17/12	CONTRACTUAL REIMBURSEMENT-V	Open	114.00	0.00		
03734 STEWART INDUSTRIES, INC.*								
	12-03423	12/20/12	COPIER MAINT 12/23/12-3/23/13	Open	1,336.00	0.00		
03753 SYSTEM WAREHOUSE								
	12-01974	07/18/12	ASSET LABELS	Open	196.47	0.00		
03935 STAPLES BUSINESS ADVANTAGE*								
	12-03136	11/14/12	STAMPERS FOR TOWNSHIP CLERK	Open	58.00	0.00		
03969 VERIZON								
	12-03426	12/21/12	TELEPHONES 11/20/12-12/19/12	Open	6,300.04	0.00		
04075 BARBER CONSULTING SERVICES LLC								
	12-03385	12/14/12	NETWORK LINES FOR BOCA MOVE	Open	1,575.00	0.00		
04105 PITNEY BOWES GLOBAL FINANCIAL								
	12-00131	01/12/12	2012 POSTAGE LEASE	Open	451.00	0.00		
04123 TAMMY DECKER								
	12-03452	12/27/12	PAYMENT TO INSTRUCTOR-PILATES	Open	50.00	0.00		
04158 HUFFMAN'S FLOOR COVERING*								
	12-03254	11/29/12	FLOORING FOR REC CENTER	Open	6,064.15	0.00		
04300 W B MASON CO INC*								
	12-03169	11/19/12	SUPPLIES	Open	139.83	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
04445 TRICOMM SERVICES CORP*								
	12-03308	12/06/12	PHONE REPAIR	Open	318.75	0.00		
	12-03344	12/11/12	TELEPHONE/FAX REPAIR TOWNHALL	Open	<u>191.25</u>	0.00		
					510.00			
05072 SOUTH JERSEY CONT ED CENTER								
	12-02926	11/08/12	TAX COLLECTOR REFRESHER	Open	160.00	0.00		
05074 KG MARINE CONTRACTING INC*								
	12-02673	10/09/12	RES 2012-236 OUTFALL PIPES M-7	Open	73,744.68	0.00		B
05075 BYLER BUILDERS, LLC*								
	12-02727	10/11/12	STONE BASE	Open	9,510.00	0.00		
5055 MATTHEW GAMBLE								
	12-01314	05/17/12	2012 EQUIP. ALLOWANCE	Open	77.45	0.00		B
ALPHACAR ALPHA CARD SYSTEMS*								
	12-03331	12/10/12	INK CARTRIDGE FOR ALPHA CARD	Open	188.70	0.00		
BARB BARBARAS SEA SHELL FLORIST*								
	12-00396	02/08/12	DOUGLASS MEMORIAL WREATH	Open	49.00	0.00		
BOSNA KAREN MANETTE BOSNA								
	12-03453	12/27/12	PAYMENT TO INSTRUCTOR-YOGA	Open	55.00	0.00		
G-DB DB ELECTRONICS								
	12-03255	11/29/12	SOUND SYSTEM FOR REC DEPT	Open	4,300.00	0.00		
KWISE KELSIE WISE								
	12-03454	12/27/12	PAYMENT TO INSTRUCTOR-ZUMBA	Open	65.00	0.00		
NOTARY TREASURER STATE OF NJ NOTARY								
	12-03450	12/27/12	NOTARY SHIELA SMITH	Open	25.00	0.00		
SANTIAG CESAR SANTIAGO								
	12-03409	12/18/12	REFUND FOR BASKETBALL (COACH)	Open	15.00	0.00		

Total Purchase Orders: 68 Total P.O. Line Items: 161 Total List Amount: 141,929.02 Total Void Amount: 0.00

I hereby certify the foregoing Resolution was adopted by the Township Council at a meeting held on January 2, 2013.

  
Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
NEVILLE	X		X			
DOUGLASS			X			
CLARK		X	X			
BECK			X			

**Township of Lower, County of Cape May, State of New Jersey**

**RESOLUTION # 2013-29**

**PAYMENT OF 2013 VOUCHERS**

VENDOR		AMOUNT
Lower Board of Education Tax	Due 1/1/2013	\$1,495,251.40
Lower Cape May Regional Tax	Due 1/15/2013	\$1,122,541.53
Blue Cross Blue Shield	Due 1/1/2013	\$244,109.58
Blue Cross Blue Shield Med	Due 1/1/2013	\$2,625.93
Horizon Dental	Due 1/1/2013	\$15,863.49
Barber Consulting	Due 1/1/2013	\$5,000.00
Edmunds and Associates	Due 1/1/2013	\$19,425.00
Lower MUA	Due 1/1/2013	\$1,160.00
Global Connect	Rev 911	\$5,650.00
Advance Video Camera Maint	Maint Cameras	\$1,044.00
Marsh McLennan	Liability Insurance	\$12,053.00
Colleen Crippen Custodian	Petty Cash	\$100.00
Chief Brian Marker Custodian	Petty Cash	\$250.00
Cape Assist	2013	\$3,213.00

<b>TOTAL BILL LIST</b>	<b>\$2,928,286.93</b>
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I hereby certify the foregoing Resolution was adopted by the Township Council at a meeting held on January 2, 2013.

  
 Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
<b>CONRAD</b>			+			
<b>NEVILLE</b>	+		+			
<b>DOUGLASS</b>			+			
<b>CLARK</b>		+	+			
<b>BECK</b>			+			

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

**RESOLUTION NO. 2013-30**

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

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

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

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

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

1. Pursuant to N.J.S.A. 40:5-2, The Township will take all formal steps necessary to voluntarily contribute the sum of SEVENTY THOUSAND (\$70,000.00) DOLLARS per annum to the Rescue Squad retroactive to the beginning of the year 2013, which payment shall be in two (2) installments: one in the amount of THIRTY-FIVE THOUSAND (\$35,000.00) DOLLARS due on or before June 3, 2013 and the second in the amount of THIRTY-FIVE THOUSAND (\$35,000.00) DOLLARS due on or before November 4, 2013. In the event the Township designates and recognizes the Rescue Squad as the provider of Emergency Services in the Township beyond one (1) year from the effective date of this Resolution, the payments will continue on or about the same days of the following year(s).

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

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

4. The Rescue Squad shall operate as an entity separate and apart from the Township. Except for the voluntary contribution referred to in Paragraph 1 above and the other in-kind contributions as set forth below, the Rescue Squad shall be responsible for all other financial and administrative matters regarding its operations including, without limitation, fund-raising, billing, training, bookkeeping, and management, which such matters shall not be the responsibility of the Township. Furthermore, the Rescue Squad shall maintain title to and ownership of all vehicles, as well as title to any other property and/or facilities it currently owns, or should hereafter acquire.

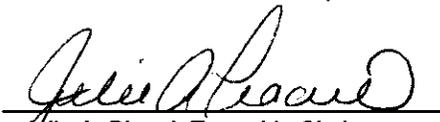
5. The Rescue Squad shall further provide the Township, the Lower Township Board of Education and any other agencies within the Township, upon the Township's request, with standby ambulance services at Township or other governmental functions such as parades, school sporting events, and the like, to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

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

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

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

I hereby certify the foregoing resolution was adopted by the Township Council at a meeting held on January 2, 2013.

  
 Julie A. Picard, Township Clerk

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD					X	
NEVILLE		X	X			
DOUGLASS	X		X			
CLARK			X			
BECK			X			