

WORK SESSION & REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL

January 19, 2011 - 7:00 P.M.

Meeting called to order.

Opening Announcement
Pledge of Allegiance & Moment of Silence
Roll Call & Determination of Quorum
Presentation to Charlotte Beheler, ALS Hope of Cape May County

Work Session

Manager Report to Council
Discussion on Mayor's Advisory Board
Request for continuation of No Passing Zone on Rte. 9, S. of LCMR
Review of Consent & Regular Agenda Items

Consent Agenda

Approval of Minutes January 3, 2011
Res. #2011-06 Appointment of Municipal Prosecutor for the Year 2011 (tabled Jan. 3, 2011)
Res. #2011-30, Payment of Vouchers, \$1,639,562.34
Res. #2011-31, Authorizing Pay Out of Terminal Leave (J. Becht - retiring from Fire Safety Bureau, (\$2783.76)
Res. #2011-32, Cancellation of Tax Sale Certificate (Property in bankruptcy - tax sale fees & interest to be returned to lien holder in the amount of \$3,797.30)
Res. #2011-33, Transfer of Appropriations, \$4,900 (from Phone to Street Lighting)
Res. #2011-34, Approval of Place to Place Transfer - Extension of Premises, License #0505-31-030-001 t/t Greater Cape May Elks Lodge No. 2839 (expanding - adding 31 x 54 unit adjoining existing licensed area)
Res. #2011-35, Authorization for the Payout of Accumulated Compensatory Time (T. Whittington -)
Res. #2011-36, Resolution Approving Project Proposal Between Hatch Mott Macdonald and the Township of Lower for Engineering Services Related to Holmes Avenue Outfall Modifications (Cost for Bid preparation, bid award & construction administration services, \$4,200.)
Res. #2011-37, A Resolution of the township of Lower Approving An Agreement with the County of Cape May for Shared Services (Township will provide Heavy Equipment Fleet Maintenance for County equipment used in the southern end of the county - \$65.00 hour for an estimated 536 hours)
Res. #2011-38, Issuance of a Duplicate Tax Sale Certificate (original lost)
Res. #2011-39, Appointment to Zoning Board (Alternate Member - 2 year term)
Ord. #2011-01 Salary and Benefit Ordinance for the Township of Lower, 1st rdg. (Annual ordinances establishing salary ranges, longevity, reimbursement for use of private cars, benefits etc.)
Ord. #2011-02, An Ordinance of the Township fo Lower Amending Chapter 345, Fire Zones, Lanes and Areas, of the Code of The Township of Lower, 1st rdg. (Increase in for Plan Review by Fire Safety Bureau) 2nd rdg. Feb.7
Ord. #2011-03, An Ordinance of the Township of Lower Amending Chapter 340, Fire Prevention, of the Code of the Township of Lower, 1st rdg. (Increase in fees for fire inspection by Fire Safety Bureau) 2nd rdg. Feb. 7
Ord. #2011-04, An Ordinance of the Township of Lower Amending Chapter 3, Administration of Government, of the Code of the Township of Lower, 1st rdg. (Amendment to Section 3-15 which permits Council to waive requirement that Solicitor maintain an office or residence in the Township)

Continued on Back.....

Regular Agenda

- Res. #2011-40, Resolution Waiving Residency Requirement for the Township Manager (as permitted by Sec. 3-21 of the Code and NJSA 40A:69-92)
- Res. #2011-41, Appointment to the Lower Township MUA (Annual appointment, Regular Member - 5 year term)
- Res. #2011-42, Payment of Vouchers, \$339.00
- Res. #2011-43, Resolution Designating the Lower Township Rescue Squad, Inc as the Provider of Emergency Medical Services in Lower Township (Annual resolution setting forth Township's contribution and requirements)

Administrative Reports

- December Reports Animal Control, Construction (Lower), Construction (West Cape May) Dog Licensing, Engineer, Fire Safety Bureau, Municipal Clerk, Municipal Court, Tax Collector, Vital Statistics
- Miscellaneous Reports Annual Report - Variances Heard by Zoning Board 2010
2010 Report Fire Safety Bureau

Council Comments

Call to the Public

Closed Session

- Res. #2011-44 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." (Labor Relations; Personnel)

Adjournment

Public Information

ANNUAL DOG LICENSES DUE. Any dog over 6 months, must be licensed. Proof of rabies vaccination required. If spayed/neutered, vet certificate required. Fee \$7.20 if not spayed/neutered and \$4.20 if spayed/neutered

YARD SALE LICENSES - Required for all yard, sales, attic sales, garage sales etc. Permit fee \$5.00 for two consecutive days and choice of rain date. Three permits permitted per year to a residence/person.

ALL RENTAL PROPERTIES REQUIRE LICENSE - All rentals, commercial or residential, whether yearly, seasonal or weekly require a mercantile license. R.E. Taxes must be current. Residential rental properties owners may be subject to license revocation for actions of their tenants. Detailed info and applications available in the Clerk's Office or by calling 886-2005.

TOWNSHIP OFFICES CLOSED MONDAY JANUARY 17 IN OBSERVANCE OF MARTIN LUTHER KING DAY

Corino & Dwyer

LOUIS C. DWYER, JR.
DOREEN Y. CORINO
TIMOTHY D. DWYER

COUNSELORS AT LAW
Professional Building, Suite 101
9700 Pacific Avenue
P. O. Box 849
Wildwood, New Jersey 08260

Telephone: 609/729-5572
Facsimile: 609/523-1042
corinoanddwyer@comcast.net

December 8, 2010

Honorable Michael E. Beck
and Lower Township Committee
2600 Bayshore Road
Villas, New Jersey 08251

Re: Cape Island Resort

Dear Mayor Beck and Township Committee:

I represent Bob Lepor/Cape Island Associates, who has for many years owned and operated the Cape Island Resort, which contains 430 campsites. Currently, the New Jersey Department of Transportation (hereinafter "DOT") is engaged in a condemnation action wherein a small portion of land is being taken along Route 9 in front of the aforesaid campground. The campground is large with many patrons and much traffic ingressing and egressing the site seasonally.

The taking by the DOT eliminates an egress lane from the campground onto Route 9. As part of a settlement dialog with the DOT, my client is requesting that the no passing zone, which exists near the high school, be extended north of Cold Spring Village to the campground which would then extend into the no passing zone at the high school. We believe that this would create a much safer situation.

The response that I received from the DOT indicated DOT would need a letter from the Township requesting an investigation by the DOT of the need for the extension of the no passing zone. This letter is requesting that the Township review this matter and if you agree, send the requested letter. I have annexed a highlighted copy of the DOT's letter. If you require myself and my client to appear to further document the reasons for this request, please advise. I look forward to your review and response.

Very truly yours,

CORINO & DWYER

Louis C. Dwyer, Jr., Esquire

LCD/jmm
enc.
cc: Robert Lepor



State of New Jersey
OFFICE OF THE ATTORNEY GENERAL
DEPARTMENT OF LAW AND PUBLIC SAFETY
DIVISION OF LAW
25 MARKET STREET
PO Box 114
TRENTON, NJ 08625-0114

PAULA T. DOW
Attorney General

ROBERT M. HANNA
Director

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

October 21, 2010

Louis C. Dwyer, Jr., Esq.
Corino & Dwyer
9700 Pacific Avenue
P.O. Box 849
Wildwood, New Jersey 08260

Re: State of New Jersey, by the Commissioner of
Transportation v. Cape Island Associates, et al.
Docket No. CPM-L-260-10

Dear Mr. Dwyer:

This letter is sent as a follow-up to my letter dated
October 14, 2010, which responded to your October 12, 2010 letter.

On your client's behalf, you request that the Department
of Transportation ("DOT") extend the no passing zone along Route 9.
According to the construction plans for the project, the area in
front of the parcel acquired from the subject property is already
in a no passing zone. If your clients request a no passing zone
north of the Cold Springs Village area to Cape Island Resorts, that
area is outside the project limits.

Please note that no passing zones are enforceable through
Traffic Regulation Orders, which are generated by municipal
support. As such, the DOT's Traffic Engineering and Safety Unit
requires a letter from the municipality requesting that the DOT



October 21, 2010
Page 2

investigate the potential need for a no passing zone beyond the area currently depicted in the construction plans. I can obtain and provide the specific contact information for the Traffic Engineering and Safety Unit should you require it.

Please contact me should you have any questions.

Thank you for your attention.

Sincerely yours,

PAULA T. DOW
ATTORNEY GENERAL OF NEW JERSEY

By: Wanda Y. Ortiz
Wanda Y. Ortiz
Deputy Attorney General

INBOX Empty Trash Compose Folders Options Search Help Logout

INBOX
Open Folder

Move | Copy This message to

Back to INBOX

INBOX: Traffic - Route 9 near Cape Island (6 of 32)

Delete | Reply | Reply to All | Forward | Redirect | Message Source | Save as | Print

Date: Tue, 28 Dec 2010 13:11:08 -0500

From: Claudia Kammer <ckammer@townshipoflower.org>

To: "Bill Mastriana \\\(E-mail\\)" <mastriana@lowertownshipolice.com>

Reply-to: ckammer@townshipoflower.org

Subject: Traffic - Route 9 near Cape Island

Part(s): 2 OneTouch Dec 28, 2010 (2).PDF application/pdf 115.97 KB

986-9488

Bill,

Attached is correspondence from Lou Dwyer requesting Council consider supporting the continuation of the No Passing Zone from the high school past Cape Island. The documents attached will give you all the details.

Can you take a look and weigh in with your opinion as to whether or not you feel it would be good to continue the NPZ?

Thanks.

Claudia

PS Hope you and the family had a Merry Christmas.

Delete | Reply | Reply to All | Forward | Redirect | Message Source | Save as | Print

Back to INBOX

Move | Copy This message to

LOWER TOWNSHIP POLICE DEPARTMENT**SPECIAL REPORT**

TO: Detective Lieutenant William Mastriana

FROM: Sergeant Martin R. Biersbach

DATE: Jaunuary 07, 2011

SUBJECT: Route 9 Passing lanes near Cape Island Campgroup

Sir,

Today I reviewed the travel and passing lines on Route 9 between Lower Cape May Regional High School and Cold Spring Village to investigate a request by Cape Island Campground to extend the no passing lanes in the area of the High School to the area of the campground as a result of the New Jersey Department of Transportation (DOT) conderning a portion of the land in front of the campground currently used as an egress lane for traffic to exit the campground.

I believe this to be in the best interest of safety for all mororist and would take this one step further to include no passing in both directions all the way from the High School to the entrance of Cold Spring Village. Additionally I believe there should be a section of no passing for North Bound Traffic ONLY approaching the Cold Spring Village entrance. I have enclosed two diagrams for your review with one showing the existing layout of the traffic lanes and another showing the proposed changes.

I have witnessed traffic on this section of roadway for many years and have seen little if any conjestion problems due to the 50 MPH speed limit but feel these changes will make it safer for traffic coming and going from the entrances of both Cape Island Campground and Cold Spring Villag, as well as motorists traveling past these entrances.

Respectfully Submitted,



Martin R. Biersbach
Sergeant Badge 157

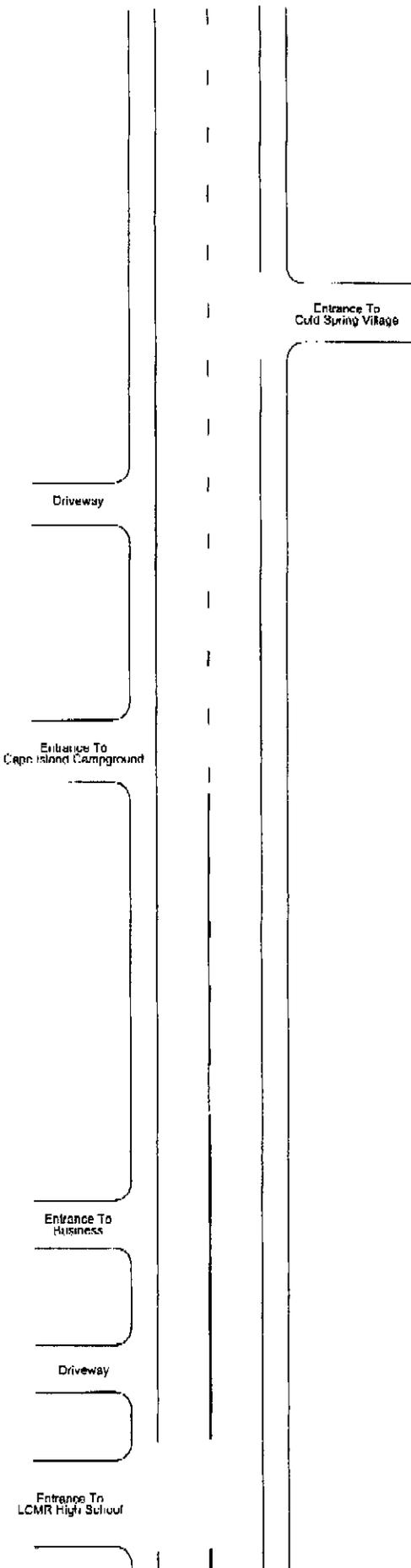


Existing Layout Of Traffic Lanes For Route 9

Passing Both Lanes

Passing Southbound Only

No Passing

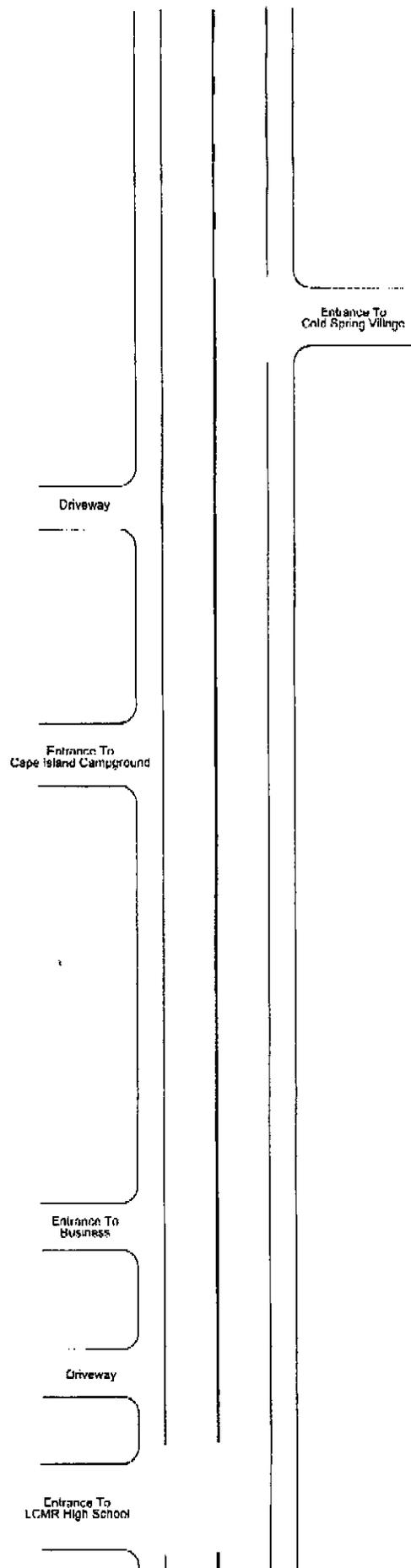




Proposed Changes
To Traffic Lanes
For Route 9

Passing Southbound Only

No Passing



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

RESOLUTION #2011-06

TITLE: APPOINTMENT OF MUNICIPAL PROSECUTOR FOR THE YEAR 2011

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; and

WHEREAS, the maximum amount of the contract is \$18,500.00 plus \$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 & signature _____; and

WHEREAS, the Local Public Contracts Law (N.S.J.A. 40A:11-5 et seq.) requires that the resolution authorizing the award of contracts for Professional Services without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower in the County of Cape May as follows:

The Mayor and Clerk are hereby authorized and directed to execute the attached agreement with Ronald Gelzunas.

This contract is awarded without competitive bidding as a Professional Service in accordance with N.J.S.A. 40A:11-5 (1)(a) of the Local Public Contracts Law as the contract is for a service performed by a person authorized by law to practice a recognized profession that is regulated by law.

A notice of this action shall be printed once in the Township's Official newspaper.

I hereby certify this is the original resolution adopted by the Township Council at the meeting of Jan. 19, 2011.

Claudia R. Kammer, Township Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
MOTION					
SECOND					
AYE					
NAY					
ABSTAIN					
ABSENT					

RONALD J. GELZUNAS

ATTORNEY AT LAW

January 5, 2011

Michael Beck, Mayor
Kevin Lare, Deputy Mayor
Thomas Conrad, Councilman
Erik Simonsen, Councilman
Glenn Douglass, Councilman
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

Dear Mayor, Deputy Mayor and Councilmen:

It was a pleasure meeting and speaking with each of you last night at the Cape May County annual reorganization meeting concerning my interest in the Lower Township Municipal Prosecutor position. I would like to take this opportunity to further express my interest and to familiarize you with my background and experience in the area of municipal law and prosecution.

My experience in municipal government and law enforcement is wide ranging and began with service as a seasonal police officer for five years in North Wildwood. I attended Rutgers Law School and during that time interned in the Camden County Prosecutor's Office and the United States Attorney's Office in Philadelphia. After graduating I was employed by the City of Atlantic City as an assistant solicitor where I served as the legal advisor to the police department and worked exclusively on police disciplinary matters. I was then employed by the City of Camden as a municipal prosecutor where I prosecuted cases for nine law enforcement agencies operating in the city. Upon returning to Cape May County, I worked for the firm of Monzo Catanese for five years where I focused on Lower Township and Cape May City matters. I have been the municipal prosecutor for the City of North Wildwood since 2003. This background has provided me with the opportunity to experience the interaction and relationship between law enforcement, the community and municipal government and how to balance the interests of each.

I have attached my resume for your review. If you would like to discuss further my interest in serving the Township, my views on law enforcement, my background, or any other issue I look forward to the opportunity.

Sincerely,



RONALD J. GELZUNAS

RJG aad:

RESUME OF
RONALD J. GELZUNAS
102 West 12th Avenue
North Wildwood, New Jersey 08260
609-889-1411
RonGelzunas@comcast.net

LEGAL EXPERIENCE

Ronald J. Gelzunas, LLC, P.O. Box 1288, 102 West 12th Avenue, North Wildwood, New Jersey
Solo Law Practice
2008 - Present

General practice law firm specializing in municipal government, business law, land use and real estate

Board Attorney - Washington Street Mall Management Company, Inc.
2009 - Present

Washington Street Mall Business Improvement District Board Attorney

City of North Wildwood Municipal Prosecutor
901 Atlantic Avenue, North Wildwood, New Jersey
2004 - Present

Borough of Woodbine Municipal Prosecutor
Municipal Complex, 501 Washington Avenue, Woodbine, New Jersey 08270
2008 - 2010

Borough of West Wildwood, Municipal Prosecutor
701 W. Glenwood Avenue, P.O. Box 644, West Wildwood, New Jersey 08260
2008 - Present

Monzo Catanese, P.C., Associate
Schoolhouse Office Park, 211 South Main Street, Suite 104
Cape May Court House, New Jersey 08210
2003 - 2007

General practice focusing in municipal law, administrative law, commercial transactions and employer and employee relations; representation of Lower Township and City of Cape May

City of Camden, Municipal Prosecutor
City Hall, Suite 329 A P.O. Box 95120, Camden, New Jersey 08101
2002 - 2003

Prosecution of applicable municipal codes and state statutes; oversight of police liaison/officers coordination of and discovery from nine law enforcement agencies

RESUME OF RONALD J. GELZUNAS

Page 2

City of Atlantic City, Assistant City Solicitor
1301 Bacharach Boulevard, Atlantic City, New Jersey 08401
2001 – 2002

Oversight of Internal Affairs Investigations, police officer disciplinary actions and general legal adviser to Police Department

United States Attorney's Office - Eastern District of Pennsylvania
Legal Intern Criminal Division
615 Chestnut Street, Philadelphia, Pennsylvania
1999 – 2000

Legal research and preparation of briefs.

Camden County Prosecutor's Office, Legal Intern
25 North Fifth Street, Camden, New Jersey
1998 – 1999

Brief preparation for probable cause hearings and Megan's Law offender classifications

North Wildwood Police Department, Class II Police Officer
901 Atlantic Avenue, North Wildwood, New Jersey
1994 – 1998

EDUCATION

Rutgers University School of Law at Camden, New Jersey
Juris-Doctor Degree
May 2000

Rutgers University Camden College of Arts and Sciences, New Jersey
Bachelor's of Arts Degree in Political Science;
January 1997

Recipient of the J.M. Weiner Scholarship in Political Science;
Member of the Pi Sigma Alpha Honor Society and
Athenaeum Honor Society

Atlantic-Cape Community College, Mays Landing, New Jersey
Associate in Science - Business Administration
May 1994

LICENSES / ASSOCIATIONS

Admitted to New Jersey and Pennsylvania Bars
United States District Court for the District of New Jersey
Cape May County Bar Association
New Jersey Municipal Prosecutor's Association

ATTORNEYS AT LAW

MONZO CATANESE

A Professional Corporation

Phone (609) 463-4601

Fax (609) 463-4606

MEMORANDUM

TO: Mayor, Council, Manager, and Clerk

FROM: Anthony P. Monzo, Esquire *APM/kdp*

DATE: December 28, 2010

RE: Prosecutor Compensation

FILE NO. 1002-001

Claudia has assembled a summary of the Prosecutors' salaries in various municipalities in Cape May County. A copy is enclosed. Based on this summary, I believe the compensation in Lower Township at \$17,000.00 per year is significantly lower than other municipalities. It is probably more comparable to Middle Township, however, it will be a significant increase from the current compensation. You may wish to consider increasing it to either \$20,000.00 or \$22,000.00 at this time. If any of you have questions, please contact me by cell phone at 408-8866.

Thank you.

Tony
Dictated But Not Read

APM:kdp
Enclosure

01/13/11
14:27:11

Lower Township
Bill List By Vendor Id

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00739	CAPE MAY VETERINARY HOSPITAL							
	11-00036	01/06/11	TNR PROGRAM	Open	120.00	0.00		
	11-00056	01/07/11	TNR PROGRAM	Open	40.00	0.00		

					160.00			
00741	CMC CHIEF'S OF POLICE ASSOC.							
	10-03106	12/06/10	2010 LAW ENF TRAINING NETWORK	Open	2,010.00	0.00		
00784	CAPE MAY STAR & WAVE							
	10-03249	12/20/10	LEGAL AD - FIRE SAFETY	Open	11.78	0.00		
	10-03367	01/05/11	LEGALS - NOTICE OF ADOPTION	Open	12.40	0.00		

					24.18			
00818	CENTER LINE SERVICES, LLC							
	10-03323	12/29/10	SNOW PLOWING 12/26&27/2010	Open	4,687.50	0.00		
00820	COMCAST OF WILDWOOD* DPW							
	10-03372	01/05/11	DEC, 2010 INTERNET	Open	95.13	0.00		
	11-00074	01/07/11	INTERNET PROVIDER/JAN 2011	Open	95.13	0.00		

					190.26			
00825	COMCAST*							
	11-00020	01/05/11	INTERNET ACCESS - FIRE SAFETY	Open	100.10	0.00		
00852	CHERRY VALLEY TRACTOR CO.*							
	10-03175	12/13/10	PARTS FOR RDS/DPW	Open	733.16	0.00		
01016	TONY GENARO							
	10-03070	11/30/10	DJ FOR NEW YEAR'S EVE PARTY	Open	250.00	0.00		
01130	GAYLE HADLEY							
	11-00019	01/05/11	ZUMBA INSTRUCTOR	Open	65.00	0.00		
01170	VERIZON WIRELESS* F/S							
	11-00100	01/11/11	CELL SVC - FIRE SAF DEC,2010	Open	78.89	0.00		
01171	VERIZON WIRELESS - TOWNHALL							
	10-03366	01/05/11	CELL SERVICE 11/24-12/23/10	Open	1,171.68	0.00		
01241	BRIAN MCEWING							
	10-01762	07/06/10	2010 EQUIP ALLOW	Open	74.15	0.00		
01389	EDDIE'S AUTO BODY*							
	10-03324	12/29/10	REPAIR DAMAGED VEHICLE	Open	629.10	0.00		
01416	BRUSH WORKS PAINTING INC*							
	10-03109	12/06/10	RECREATION PAINTING OF HALLS	Open	2,500.00	0.00		
01519	TOM FOLS ELECTRICALCONTRACTOR*							

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
11-00134	01/12/11	SECURITY LIGHT ISSUES	Open	350.00	0.00			
01603	GENERAL CODE PUBLISHERS*							
10-03143	12/08/10	ZONING ORDINANCES	Open	217.00	0.00			
01641	GALL'S INC*							
10-03159	12/10/10	SIREN/SPEAKERS	Open	924.00	0.00			
01653	GENTILINI FORD*							
10-03203	12/14/10	PARTS FOR RDS/DUMPTRUCK	Open	1,365.41	0.00			
01681	GENERAL CODE							
10-03285	12/27/10	ECODE ANNUAL MAINTENANCE	Open	1,195.00	0.00			
01684	G & H SERVICE INC*							
10-03368	01/05/11	UNIFORM RENTALS	Open	751.33	0.00			
01690	GRANTURK EQUIPMENT CO*							
10-03176	12/13/10	PARTS FOR TRASH TRUCK/DPW	Open	349.32	0.00			
01703	HARBOR SALES COMPANY*							
10-03160	12/10/10	REFLECTIVES PER QUOTE #667710	Open	181.24	0.00			
01771	HD SUPPLY WATERWORKS LTD*							
10-02639	10/19/10	PIPE AND PIPE SUPPLIES/DPW	Open	99,046.00	0.00			
01772	MARTIN PILING AND LUMBER CO*							
10-02640	10/19/10	NUTS,BOLTS,LUMBER/DPW	Open	21,297.84	0.00			
01781	HATCH MOTT MACDONALD, LLC*							
10-00906	04/22/10	STORM DAMAGE @ HOLMS AVE	Open	445.50	0.00			B
10-02407	09/23/10	OUTFALL PROJECT/DEL. BAY	Open	5,761.50	0.00			B
11-00058	01/07/11	ESCROW BILLING	Open	1,951.00	0.00			

					8,158.00			
01785	ROBERT HARTMAN SR							
10-03377	01/07/11	CONTRACTUAL REIMBURSEMENT	Open	394.23	0.00			
01797	GROVE SUPPLY INC*							
10-03236	12/17/10	MISC. PARTS FOR WATER COOLER	Open	3,427.45	0.00			
01806	ANTHONY J HARVATT, II, ESQ							
11-00057	01/07/11	ESCROW RESOLUTIONS	Open	450.00	0.00			
01834	RICHARD HOOYMAN							
10-03373	01/05/11	CONTRACTUAL REIMBURSEMENT	Open	57.00	0.00			
01951	INNOVATIVE DATA SOLUTIONS*							
10-03098	12/01/10	POWER DMS ANNUAL POLICY	Open	1,504.00	0.00			
02006	MEDIA PASSPORT*							
10-03282	12/27/10	ON SITE SERVICE/REMOTE SUPPORT	Open	997.50	0.00			

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
	10-03117	12/06/10	NYS CA COACHING RENEWALS	Open	200.00	0.00		
	10-03126	12/08/10	COACHING CERTIFICATION	Open	20.00	0.00		

					220.00			
03226	OLD DOMINION BRUSH CO.*							
	10-03066	11/30/10	PARTS FOR LEAF TRUCK/DPW	Open	390.30	0.00		
03279	PARDO'S TRUCK PARTS WHSE*							
	10-03212	12/14/10	PARTS FOR RDS/SANT/REYC/DPW	Open	89.15	0.00		
03284	STEPHEN H. PARKER(REF FEES)							
	11-00047	01/07/11	ALS BASKETBALL GAME OFFICIAL	Open	90.00	0.00		
03293	BLAINE PAYNTER							
	10-03376	01/06/11	CONTRACTUAL REIMBURSEMENT	Open	30.00	0.00		
03305	PEDRONI FUEL*							
	10-03330	12/30/10	FUEL ANNEX BUILDING	Open	698.63	0.00		
	10-03369	01/05/11	NO LEAD GAS 12/10/10	Open	674.07	0.00		

					1,372.70			
03466	R & R SPECIALTIES							
	10-03317	12/29/10	Desk wedge - ward 2 Council	Open	23.00	0.00		
	11-00059	01/07/11	DESK WEDGE (CONRAD/VOLL)	Open	46.00	0.00		

					69.00			
03481	RDJ SPECIALTIES, INC.*							
	10-03228	12/17/10	PENICLS	Open	419.70	0.00		
03484	LAUREN M. READ							
	11-00086	01/08/11	MEDICAL REIMBURSEMENT	Open	25.00	0.00		
03518	RIGGINS, INC.*							
	10-03371	01/05/11	OFF HIGHWAY DIESEL	Open	1,778.45	0.00		
03554	RUTGERS, ENVIRONMENTAL SCIENCE							
	10-03158	12/10/10	12/15/10 COURSE @ RUTGERS	Open	410.00	0.00		
03608	SEAWAVE CORPORATION*							
	10-03225	12/17/10	LEGAL NOTICE - FIRE BUREAU	Open	12.15	0.00		
	11-00096	01/10/11	LEGALS - RE ORG MEETING NOTICE	Open	7.29	0.00		

					19.44			
03611	SERVICE TIRE TRUCK CENTERS*							
	10-03173	12/13/10	TIRES FOR RDS/POLICE/DPW	Open	5,472.98	0.00		
03652	FRANK SIPPLE							
	11-00049	01/07/11	ALS BASKETBALL GAME OFFICIAL	Open	240.00	0.00		
	11-00054	01/07/11	BASKETBALL REF	Open	80.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
	10-03204	12/14/10	PARTS FOR RDS/SANT/RECY/DPS	Open	929.18	0.00		
03992 VAL-U AUTO PARTS LLC*								
	10-03174	12/13/10	PARTS FOR TRASH/RDS/POLICE	Open	3,162.10	0.00		
	10-03206	12/14/10	PARTS FOR RDS/SANT/RECY	Open	613.81	0.00		

					3,775.91			
03995 VITAL COMMUNICATIONS, INC.*								
	10-03318	12/29/10	MOD TV PRELIMINARY UPDATES	Open	100.00	0.00		
04059 THOMAS WILL								
	10-03375	01/06/11	CONTRACTUAL REIMBURSEMENT	Open	136.00	0.00		
04075 BARBER CONSULTING SERVICES LLC								
	11-00015	01/05/11	WEBSITE UPDATE - JAN, 2011	Open	300.00	0.00		
04082 USA MOBILITY WIRELESS INC*								
	11-00125	01/12/11	PAGER FOR DPW	Open	6.24	0.00		
04085 CHRISTOPHER WINTER								
	10-03365	01/05/11	CONTRACTUAL REIMBURSEMENTS	Open	23.00	0.00		
04089 WIZARD'S FESTIVAL OF FUN, INC*								
	10-03069	11/30/10	RIDES,GAMES,AND ATTENDANTS	Open	1,500.00	0.00		
04097 CINTAS FIRST AID AND SAFETY*								
	11-00088	01/10/11	FIRST AID SUPPLIES - TOWNHALL	Open	102.00	0.00		
04101 SPANKY'S BBQ CATERING*								
	10-03170	12/13/10	MISC. SUPPLIES FOR NEW YEAR'S	Open	400.00	0.00		
04225 PRINK ME*								
	11-00035	01/06/11	BANNERS FOR BASKETBALL TOURN	Open	602.00	0.00		
04266 NJ DEPT OF HEALTH&SENIOR SVCS								
	10-03358	01/03/11	STATE DOG LIC FEES - DEC,2010	Open	24.60	0.00		
04278 RICHARD SANDMAN, ESQ								
	10-03354	12/30/10	CONFLICT PUBLIC DEFENDER	Open	200.00	0.00		
04300 W B MASON CO INC*								
	10-03127	12/08/10	LEGAL SIZE PAPER	Open	53.98	0.00		
04320 PREMIER OFFICE SUPPLY*								
	10-03191	12/14/10	OFFICE SUPPLIES - FIRESAFETY	Open	188.65	0.00		
ALUNN FRANK CLUNN								
	11-00045	01/07/11	ALS BASKETBALL GAME OFFICIAL	Open	150.00	0.00		
AMENH TOM AMENHAUSER								
	11-00044	01/07/11	ALS BASKETBALL GAME OFFICIAL	Open	90.00	0.00		

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type

BASILE FRANK BASILE							
	11-00053	01/07/11	ALS BASKETBALL GAME OFFICIAL	Open	30.00	0.00	
	11-00055	01/07/11	BASKETBALL REF	Open	80.00	0.00	
					110.00		
BOSNA KAREN MANETTE BOSNA							
	11-00034	01/06/11	YOGA INSTRUCTOR	Open	60.00	0.00	
BRITB BRUCE BRITTON							
	11-00050	01/07/11	ALS BASKETBALL GAME OFFICIAL	Open	90.00	0.00	
CARTYW WALLACE CARTY							
	11-00048	01/07/11	ALS BASKETBALL GAME OFFICIAL	Open	180.00	0.00	
CLARKS CLARK'S AUTO & TOWING, LLC							
	10-03235	12/17/10	TOWING	Open	200.00	0.00	
FAIR JOHN FAIR							
	11-00052	01/07/11	ALS BASKETBALL GAME OFFICIAL	Open	240.00	0.00	
HALLK KERRY HALL							
	11-00043	01/07/11	ALS BASKETBALL GAME OFFICIAL	Open	60.00	0.00	
HAVENHSE HAVEN HOUSE AT ST JOHN OF GOD							
	11-00098	01/11/11	REIMB DUP PYMT 4/1/10-6/30/10	Open	8,297.93	0.00	
HOLDEN AMBER HOLDEN							
	11-00031	01/05/11	2010 BASKETBALL TOURNAMENT	Open	192.00	0.00	
HOPE HOPE OF CAPE MAY COUNTY (ALS)							
	11-00140	01/13/11	DONATION FROM ALS TOURNAMENT	Open	1,100.00	0.00	
JANEEN JANEEN LINDSAY							
	10-03067	11/30/10	FACE PAINTING FOR NEW YEAR'S	Open	250.00	0.00	
KLINEM MILES KLINE							
	11-00032	01/05/11	BASKETBALL TOURN TIMEKEEPER	Open	64.00	0.00	
ROSSIS STEVEN ROSSI							
	11-00046	01/07/11	ALS BASKETBALL GAME OFFICIAL	Open	150.00	0.00	
RUTHERF WILLIAM RUTHERFORD							
	11-00051	01/07/11	ALS BASKETBALL GAME OFFICIAL	Open	150.00	0.00	
WALDIE JAMES & LISA WALDIE							
	11-00018	01/05/11	RETURN UNUSED ESCROW	Open	4.00	0.00	

Total Purchase Orders:	144	Total P.O. Line Items:	295	Total List Amount:	1,692,562.34	Total Void Amount:	0.00

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

RESOLUTION # 2011-31

Title: AUTHORIZING PAY OUT OF TERMINAL LEAVE

WHEREAS, the employee listed below has been laid off from the Bureau of Fire Safety 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 [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 Joseph Becht in the amount of \$ 2,783.76 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 19, 2011.

Claudia R. Kammer, RMC, Township Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
INTRODUCED					
SECONDED					
AYE					
NAY					
ABSTAIN					

C: PAYROLL
CFO



BUREAU OF FIRE SAFETY - TOWNSHIP OF LOWER

Public Safety Building
1389 Langley Road
Cape May County Airport
Phone: (609) 889-0404
Fax: (609) 889-8876

Mailing Address:
407 Breakwater Road
Erma, NJ 08204

January 4, 2011

Mr. Michael Voll
Township of Lower
2600 Bayshore Road
Villas, New Jersey 08251

RE: Accrued sick/vacation time
Joseph Becht

Dear Mr. Voll:

The Board of Commissions for the Bureau of Fire Safety of the Township of Lower hereby approves payment of all unused sick and vacation time accrued by Mr. Joseph Becht prior to his last date of employment, December 30, 2010. This shall be paid in accordance with the guidelines established by the union/bargaining unit (AFSCME) contract of the employees of the Township of Lower.

The total amount due Mr. Becht, as confirmed by the Township CFO, is \$2,783.76. Attached is documentation supporting this sum.

Should you have any questions please do not hesitate to contact us.

Sincerely,

Lewis H. Conley, Jr.
Board Chairman
Lower Township Bureau of Fire Safety

LHC:sdb
Enc.

TOWNSHIP OF LOWER
LAY OFF PAYOUT ANALYSIS
12/30/2010

EMPLOYEE: Joseph Becht
DATE OF LAY OFF: 12/30/2010
DATE OF PAYMENT: _____
_____ 2010- _____

Annual Salary:	\$40,050.89	
Longevity	\$1,200.00	
Hourly Rate:	\$22.01	(C11/1820)

SALARY:	weeks	
Salary due to	12/30/2010	\$40,050.89
Longevity Due	12/30/2010	\$1,050.00
Salary paid through	12/30/2010	-\$41,100.89
Balance due	12/16/2010	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	0.00	22.01	0.00
Personal	0.00	22.01	0.00
Sick	46.50	22.01	1,023.28
Vacation	80.00	22.01	1,760.48
Holiday	0.00		0.00
Terminal Leave Payout			\$2,783.76
Final pay			\$2,783.76

	(A)	(B)	(C)	(B * C)	(E)	A + D - E
	Carryover	Annual	52 weeks / 52 weeks	Prorated Time Due	Time Used	Hours to be paid
Comp				0.00		0.00
Personal	7.00	28.00	1.00	28.00	35.00	0.00
Sick	409.00	105.00	1.00	105.00	421.00	93.00
Vacation	80.00	133.00	1.00	133.00	133.00	80.00
Holiday						0.00
Total	496.00	266.00		266.00	589.00	173.00

Max sick
46.5

Accrual and time used are current to 12/30/10 subject to change if time is used or not currently reported.

Employee Signature: _____
Date: _____

Treasurer's Signature: _____
Date: _____

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

RESOLUTION #2011-32

TITLE: CANCELLATION OF TAX SALE CERTIFICATE 10-00044

WHEREAS, Block 368.02 lot 8, assessed to Raymond & Dawn Kettenring was placed in the tax sale October 4, 2010 for delinquent tax and sewer charges: and

WHEREAS, Raymond Kettenring filed bankruptcy August 10, 2010, which imposes an automatic stay: and

WHEREAS, the Tax Collector was not made aware of the bankruptcy until January 6, 2011.

NOW, THEREFORE, BE IT RESOLVED that the amount of \$3,797.30, which includes principal, interest at the lawful rate of 1.5% and recording fees be refunded to N or D Remick Trustees and Tax Sale Certificate 10-00044 be canceled.

I hereby certify the foregoing resolution was adopted by the governing body at a Council meeting held on January 19, 2011.

Claudia R. Kammer, Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
MOTION					
SECOND					
AYE					
NAY					
ABSTAIN					
ABSENT					

Memo

Date: 1/13/2011
To: Manager, Mayor & Council
From: Susan Jackson, Tax Collector
RE: Resolution 2011-32

According to N.J.S.A. 54:5-10, only a court order may stay a tax sale with respect to a specific piece of property. The automatic stay that results from a bankruptcy is an example of a valid court order staying the enforcement of a municipal lien through holding a tax sale. The bankruptcy was filed 8/10/2010, the tax sale was 10/04/2010 and the tax office was notified of the bankruptcy 1/07/2011. According to N.J.S.J. 54:5-43 if the sale is set aside, the tax is refunded to the purchaser with lawful interest.

368.02/g

United States Bankruptcy Court
Southern District of New York

Notice of Bankruptcy Case Filing

A bankruptcy case concerning the debtor(s) listed below was filed under Chapter 13 of the United States Bankruptcy Code, entered on 08/10/2010 at 08:37 AM and filed on 08/10/2010.

Raymond W. Kettenring
41 Blooms Country Road
Warwick, NY 10990
SSN / ITIN: xxx-xx-2206



The case was filed by the debtor's attorney: The bankruptcy trustee is:

Warren Greher
Greher Law Offices, P.C.
1161 Little Britain Road
Suite B
New Windsor, NY 12553
845-567-1002

Jeffrey L. Sapir-13
As Chapter 13 and 12 Trustee

399 Knollwood Road
Suite 102
White Plains, NY 10603
(914) 328-6333

The case was assigned case number 10-37394-cgm to Judge Cecelia G. Morris.

In most instances, the filing of the bankruptcy case automatically stays certain collection and other actions against the debtor and the debtor's property. Under certain circumstances, the stay may be limited to 30 days or not exist at all, although the debtor can request the court to extend or impose a stay. If you attempt to collect a debt or take other action in violation of the Bankruptcy Code, you may be penalized. Consult a lawyer to determine your rights in this case.

If you would like to view the bankruptcy petition and other documents filed by the debtor, they are available at our *Internet* home page <http://ecf.nysb.uscourts.gov> or at the Clerk's Office, 355 Main Street, Poughkeepsie, NY 12601.

You may be a creditor of the debtor. If so, you will receive an additional notice from the court setting forth important deadlines.

Vito Genna
Clerk, U.S. Bankruptcy

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

RESOLUTION #2011-33

Title: TRANSFER OF 2010 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 \$4,900.00 be made between the 2010 budget appropriation reserves.

<u>LINE ITEM</u>		<u>ACCT. NUMBER</u>	<u>TO</u>	<u>FROM</u>
STREET LIGHTING	OE	0-01-31-435-299	4,900.00	
PHONE	OE	0-01-31-440-271		4,900.00
			<u>4,900.00</u>	<u>4,900.00</u>

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 19, 2011.

Claudia R. Kammer, Township Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
MOTION					
SECOND					
AYES					
NAYS					
ABSTAIN					
ABSENT					

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

RESOLUTION #2011-34

TITLE: APPROVAL OF PLACE TO PLACE TRANSFER - EXTENSION OF PREMISES, LICENSE #0505-31-030-001, T/A GREATER CAPE MAY ELKS LODGE NO. 2839

WHEREAS, an application has been filed for a place to place transfer of Plenary Retail License 0505-31-030-001 , for the purpose of adding additional space recently leased to the premises under license wherein the sale, service and storage of alcoholic beverages are authorized; and

WHEREAS, the application has been reviewed, all required fees paid and no objections have been filed.

NOW, THEREFORE, BE IT RESOLVED that the Lower Township Council does hereby approve, effective January 20, 2011, the expansion of the aforesaid Plenary Retail License premises License #0505-31-030-001 located at 901 Bayshore Road, Villas to place under license the area delineated in the application form and the sketch of the licensed premises attached thereto.

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 19, 2011.

Claudia R. Kammer, Township Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
MOTION					
SECOND					
AYE					
NAY					
ABSTAIN					
ABSENT					

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

RESOLUTION # 2011-35

**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 current years budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to Timothy Whittington in the amount of **\$4,150.81** is authorized and chargeable to the 2011 Budget account 1-01-25-240-123.

**I hereby certify the foregoing to be a resolution adopted by the
Township Council on January 19, 2011.**

Claudia R. Kammer, RMC, Township Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
INTRODUCED					
SECONDED					
AYE					
NAY					
ABSTAIN					

1/4/10

To whom it may concern:

I am requesting to cash out 100 hours comp time. I will be going away in February and requesting to cash out this time to use on this vacation. Thank you for your time,

Shaun Whittington 149

Shaun Whittington 149

* APPROVED Same

✓ Chief
Donohue

1-4-2011

ok *hew*

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

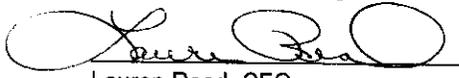
RESOLUTION #2011-36

TITLE: RESOLUTION APPROVING PROJECT PROPOSAL BETWEEN HATCH MOTT MACDONALD AND THE TOWNSHIP OF LOWER FOR ENGINEERING SERVICES RELATED TO HOLMES AVENUE OUTFALL MODIFICATION

WHEREAS, Hatch Mott MacDonald is currently serving as the Municipal Engineer (the "Engineer") based upon a Contract For Services which sets forth their standard hourly rates as approved by the Township Council and executed by the Mayor and Clerk (the "Engineer's Contract");

WHEREAS, the Engineer has provided a separate fee proposal for engineering services related to the Holmes Avenue Outfall Modifications which is set forth on EXHIBIT A attached hereto (the "Project Proposal"); and the Township Council desires to approve the Project Proposal, and

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


Lauren Read, CFO

C-04-55-384-106 Ord #05-13
Account

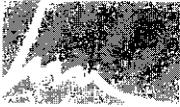
NOW, THEREFORE, BE IT RESOLVED, by the Township of Lower, County of Cape May, State of New Jersey, that:

1. The Project Proposal between Hatch Mott MacDonald and the Township of Lower, in the form attached hereto as EXHIBIT A, for a total amount of \$4,200.00, is hereby approved.
2. That the Mayor and Clerk are hereby authorized and directed to execute the Project Proposal on behalf of the Township of Lower, and to take any and all other actions necessary to effectuate the purposes thereof.
3. All of the terms and conditions of the Engineer's Contract except for the specific terms and conditions of the Project Proposal shall continue in full force and effect and the Project Proposal shall be deemed a supplement thereto.

I hereby certify the foregoing to be an original resolution adopted by the Township Council of the Township of Lower at a meeting held on January 19, 2011.

Claudia R. Kammer, Township Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
MOTION					
SECOND					
AYE					
NAY					
ABSTAIN					
ABSENT					



**Hatch Mott
MacDonald**

Hatch Mott MacDonald
833 Rt 9 North
PO Box 373
Cape May Court House, NJ 08210
T 609.465.9377 www.hatchmott.com

January 7, 2011
Via email: gdouglasslowertownship@comcast.net

Mr. Gary Douglass, CPWM, Public Works Superintendent
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

**RE: Professional Engineering Services Proposal
Holmes Avenue Outfall Modifications
Township of Lower, Cape May County, New Jersey**

Dear Mr. Douglass:

Please find enclosed herewith our proposal to prepare the bid documents for the public bidding of the Holmes Avenue Outfall modifications and for bid, award and construction administration phase services.

Task 1	Bid Document Preparation
---------------	---------------------------------

Under Task 1, HMM will prepare an updated specification for bidding of the project. The design and construction plan for Holmes Avenue was previously prepared and will be incorporated into the new bid document.

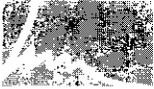
We propose to complete the scope of work outlined above (**Task 1**) for the lump sum amount of **\$1,200**.

Task 2	Bid, Award and Construction Administration Services
---------------	--

HMM will provide the following services under Task 2:

- Respond to potential questions and requests for additional information from Contractors bidding on the project;
- Issue Clarifications and Addendums, if required;
- Review bids and prepare a bid review letter;
- Attend pre-construction meeting and prepare meeting minutes;
- Review shop drawings; and
- Review Contractor's applications for payment.

We propose to complete the scope of work outlined above (**Task 2**) for the lump sum amount of **\$3,000**.



Hatch Mott
MacDonald

FEE SUMMARY			
<u>Scope Of Work</u>	<u>Description</u>	<u>Payment Method</u>	<u>Cost/Budget</u>
Task 1	Bid Document Preparation	Lump Sum	\$1,200
Task 2	Bid, Award and Construction Administration Services	Lump Sum	\$3,000
TOTAL			\$4,200

We thank you for the opportunity to provide this Scope of Work for the Holmes Avenue Outfall Modifications. Should you have any questions regarding the above information or should you wish to discuss this proposal in more detail, please do not hesitate to contact this office.

Very truly yours,

Hatch Mott MacDonald

Mark R. Sray, PE, CME
Senior Associate
T 609.465.9377 F 609.465.5270
mark.sray@hatchmott.com

Steve C. Morey, CEP
Associate
T 609.465.9377 F 609.465.5270
steven.morey@hatchmott.com

cc: Robert C. Mainberger, PE, CME, Hatch Mott MacDonald
File: 287118CM10-III-3

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

RESOLUTION #2011-37

**TITLE: A RESOLUTION OF THE TOWNSHIP OF LOWER
APPROVING AGREEMENT WITH THE COUNTY OF CAPE
MAY FOR SHARED SERVICES**

WHEREAS, pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. (the "Interlocal Services Act"), any local government unit may enter into a contract with any other local government unit to provide and receive any service that each unit is empowered to provide and receive within its own jurisdiction; and

WHEREAS, the County of Cape May County ("County") desires to enter into a Shared Services Agreement with the Township of Lower ("Township") and permit the Township to provide Heavy Equipment Fleet Maintenance as outlined in the attached agreement, and

WHEREAS, the Township of Lower desires to enter into a Shared Services Agreement with the County of Cape May to provide Heavy Equipment Fleet Maintenance, and

NOW, THEREFORE, BE IT RESOLVED, by the Township of Lower, County of Cape May, State of New Jersey is hereby authorized and empowered to enter into a Shared Services Agreement with the "County", a copy of which is attached hereto as EXHIBIT A, providing that, pursuant to the provisions of Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq. the Township shall provide Heavy Equipment Fleet Maintenance to the County as described in EXHIBIT A.

I hereby certify the foregoing to be an original resolution adopted by the Township of Lower Council at a meeting held on January 19, 2011.

Claudia R Kammer, Township Clerk

	Conrad	Simonsen	Douglass	Lare	Beck
Motion					
Second					
Aye					
Nay					
Abstain					
Absent					

HEAVY EQUIPMENT FLEET MAINTENANCE

SHARED SERVICES AGREEMENT

THIS AGREEMENT, made this ___ day of _____, 2011, between the COUNTY OF CAPE MAY, a body politic and corporate of the State of New Jersey (hereinafter referred to as "County"), whose address is 4 Moore Road, Cape May Court House, New Jersey 08210, and the TOWNSHIP OF LOWER (hereinafter referred to as "the Municipality"), whose address is 2600 Bayshore Road, Villas, New Jersey 08251.

WITNESSETH

WHEREAS, the County Department of Public Works ("Public Works") owns various equipment and employs a variety of personnel to provide general fleet maintenance and related services for all County-owned heavy equipment; and

WHEREAS, the County, in the face of a new 2% state mandated budget cap and a reduction in the value of the ratable base, and in the interest of reducing costs and maintaining critical services; is desirous of entering into an agreement with the Municipality for heavy equipment fleet maintenance; and

WHEREAS, the Municipality is desirous of providing the service to the County for a fee as outlined in Schedule A and pursuant to this Shared Services Agreement; and

WHEREAS, the Uniform Shared Services Act (N.J.S.A. 40A:65-1, et seq.) authorizes and empowers the County and the Municipality to enter into this Agreement.

NOW, THEREFORE, it is agreed, stipulated and understood between the parties, in consideration of the mutual promises contained herein, as follows.

1. Scope of Services

- A. Heavy equipment shop related vehicles may be large trucks, loaders, tractors, mowers, street sweepers, vacuum trucks, trailers, etc... A listing of vehicles is provided in Schedule B attached.
- B. The County will transport County Heavy Equipment Shop related vehicles to the Municipality for service. Service may include typical routine preventative maintenance, may be in response to a fault found during a pre-trip inspection, or may involve more in depth service as may be necessary and as the Municipality may be capable of providing.

- C. The County will be responsible for mounting plows and spreaders to the vehicles. The Municipality will then perform an inspection and service of the vehicles with mounted components.
- D. The County will provide to the Municipality mounted tires and miscellaneous parts as are currently stocked by the County. Any mounted tires or parts not used during the course of this agreement shall be returned to the County upon termination of this agreement.
- E. The Municipality will additionally provide a yearly vehicle safety inspection of each vehicle listed in Schedule B. The vehicle safety inspection shall be performed to USDOT Federal Motor Carrier Safety Administration standards of the periodic inspection also known as: Appendix G to Subchapter B—Minimum periodic inspection standards: 49 CFR Subtitle B Chapter III Subchapter B Appendix G. The completed inspection will be forwarded to the County with the monthly billing statement. A form will be provided by the County to the Municipality. This inspection is considered to be preventive maintenance.
- F. The County anticipates and expects that our equipment will be maintained in a manner and timeframe comparable to industry best practices and standards, and comparable to that which the Municipality provides for its own vehicles.
- G. The Municipality will provide emergency road service to County heavy equipment vehicles as needed within or near the boundaries of their normal service area. If this service occurs after hours, the County will be billed at the multiplier recognized by the Municipalities Labor Contract as applied to the hourly rate in Schedule A.
- H. The Municipality will provide a mechanic on a stand-by basis at the request of the County. The stand-by mechanic shall provide priority repairs to County equipment during off-hours. If this service occurs after hours, the County will be billed at the multiplier recognized by the Municipalities Labor Contract as applied to the hourly rate in Schedule A.
- I. The Municipality will have the authority to remove a County vehicle from service if, as a result of a safety inspection, critical faults are found which lead the Municipality to believe the vehicle poses a potential hazard to the driver or to the public. The vehicle will be considered removed

from service until such time as the necessary repairs can be made or the County authorizes the release in writing. An email or fax represents the acceptable form of written authorization.

- J. The County and the Municipality, in performing the services under this contract, shall have full power and authority to undertake any ancillary operation reasonably necessary or convenient to carry out its duties, responsibilities, and obligations under the contract. Any repair estimated to exceed \$1,000.00 requires prior approval by the County Public Works Supervisor or designee.
- K. The principle managing parties of this agreement will meet as needed, but minimally every quarter during the first year, to discuss the effectiveness of this agreement. Any service changes recommended as a result of these meetings will be incorporated into this agreement as appendices by mutual approval of the County and the Municipality.

2. Term

This Agreement shall extend from March 25, 2011 to March 24, 2012. The term shall be extendable for an additional six years (through March 24, 2018) upon resolution of both parties. Either party may cancel this Agreement upon 60 days' written notice to the other.

3. Billing and Compensation

The County will pay the Municipality a Shop Impact Incentive Payment, fund an escrow account, and pay an hourly rate for service provided above the anticipated preventive maintenance service hours as indicated on the fee schedule attached as "Schedule A". The County will pay cost on any parts necessary for repair of County vehicles or the parts vendor can bill the County directly. The Municipality will provide an itemized bill to the County along with a signed voucher on a monthly basis. For ease of record keeping and billing, daily communication between the Municipality and County regarding work completed may be necessary. The County agrees to promptly process the Municipality's vouchers for payment and to pay all bills within 45 days of submission by the Municipality to the County. The bill sent by the Municipality to the County will include a detailed description of work performed and parts used, listed by the County's vehicle service center (SC) identification number. It will also include any parts warranties as appropriate.

Shop Impact Incentive Payment: Payable by the County to the Municipality in annual installments in March of each year and refundable in a weekly pro-rated fashion if either party cancels the agreement prior to the end of the term. This payment is based on the anticipated preventive maintenance hours listed in Schedule A, but buys the County that amount of billable hours indicated with indifference to the type of maintenance work being performed.

Advance Payment Escrow: Payable by the County to the Municipality in annual installments in April of each year and any unused portion fully refundable if either party cancels the agreement prior to the end of the term. The escrow is to be applied to the March payment and is meant to give the municipality working capital to provide this service.

Hourly Rate: Payable by the County to the Municipality based on actual hours worked by municipal workers on County vehicles. This rate is to be applied to any billable hours beyond the number of hours purchased through the Shop Impact Incentive Payment. The billable rate will be broken into quarter hours.

Parts Rate: Payable by the County to the Municipality and based on the actual price of the vehicle part. Purchase receipts and warranties will be included with billing documentation submitted to the County for payment.

4. **Contact Person**

The Contact person for the County will be the Supervisor of the Road Department or designee.

- a. Road Department Supervisor: Joe Versaggi
 - i. Phone Number: 886-4805
 - ii. Fax Number: 889-9780
 - iii. Email: jversaggi@co.cape-may.nj.us
- b. Secondary Contact: Lisa D'Amico
 - i. Phone Number: 886-4805
 - ii. Fax Number: 889-9780

iii. Email: ldamico@co.cape-may.nj.us

The Municipality agrees to assign a person to serve as the "Fleet Maintenance Contact Person" hereinafter referred to as the "Contact Person" between the County and the Municipality in order to support and facilitate the orderly and efficient implementation of this Agreement, including the distribution of service requests and related relevant information. The Municipality's Contact Person will be:

- a. Primary Contact Name: Robert Bailey
- i. Phone Number: 884-0898 x16 or 780-6052
- ii. Fax Number: 884-7578
- iii. Email: bobbaileylowertownship@comcast.net
- b. Secondary Contact Name: Gary Douglass
- i. Phone Number: 884-0898 x12 or 780-6049
- ii. Fax Number: 884-7578
- iii. Email: gdouglasslowertownship@comcast.net

The parties shall immediately notify each other in the event of any change in their respective designated Contact Person.

5. Effective Date

This Agreement shall become effective as of March 25, 2011 upon passage of an authorizing Resolution by the Municipality and Resolution by the County as required by the Uniform Shared Services Act (N.J.S.A. 40A:65-1, et seq.). The effective date may need to be adjusted as initialization of the shared service is dependent upon approval from Civil Service of the County's Layoff Plan and Employee Reconciliation Plan. Should either of these Plans not receive Civil Service approval, this agreement will be null and void. The municipality will receive immediate notice if such actions become necessary.

6. Level of Service

The County and the Municipality agree to provide all services in a professional and workmanlike manner in accordance with applicable regulations, industry standards, and best practices.

8. Other Agreements

The County and the Municipality reserve the right to enter into any other contract with other public or private entities for the performance of any service or services which may be included within the scope of services provided in this Agreement.

9. Indemnification

No party shall be liable for any negligent, reckless or intentional acts or omissions of any other(s) and each shall indemnify, defend and hold the other(s) harmless from all losses, injuries or damages caused by the negligent, reckless or intentional acts or omissions of itself or any of its respective employees or independent contractors in rendering the services set forth in this Agreement. Such indemnification shall include payment of reasonable attorneys' fees and costs in the defense of any claim made by a third person incident to such negligent, reckless or intentional acts or omissions. The terms and conditions of this paragraph shall survive the execution, delivery, and performance of this Agreement and any succeeding documents, shall be binding upon the heirs, successors, administrators and assigns of each of the parties hereto. No party to this Agreement waives any immunity to which it may be entitled pursuant to the New Jersey Tort Claims Act, N.J.S.A. 59:1-1 et seq.

10. Insurance

It is recognized and understood that the County is currently insured through St. Paul/Travelers Insurance Company, and the Municipality is currently insured through the Municipal Joint Insurance Fund. The Municipality agrees that it will name the County as an additional insured on any insurance policies it separately maintains. These policies shall include, without limitation, comprehensive general liability, garage liability, automobile liability, errors and omissions and workers compensation with limits and deductibles as mutually agreed upon. Each party shall provide the others with certificates of insurance setting forth the above coverage and naming the other as additional insured promptly upon the execution of this Agreement, and providing that said policies cannot be cancelled except upon sixty (60) days notice to the County. In the event either party ceases to participate in its insurance program as is in effect on the date of this Agreement, such party shall provide alternative insurance comparable to the coverage in effect on the date of this Agreement subject to the approval of the other parties, which

approval shall not be unreasonably withheld, conditioned or delayed.

11. Miscellaneous

This Agreement may only be modified in writing, duly authorized and signed by the parties' authorized representatives. All notices, statements or other documents required by this Agreement shall be hand-delivered or mailed to the following addresses:

For the Municipality:

For the County:

County of Cape May
Department of Public Works
Joe Versaggi, Supervisor
4 Moore Road
Cape May Court House, NJ 08210

with a copy to:

County of Cape May
Stephen O'Connor
Clerk/Administrator
4 Moore Road, DN-104
Cape May Court House, N.J. 08210

13. Authorization

Each party represents and warrants to the other that all municipal or county action necessary to enter into and perform all obligations required by this Agreement has been validly taken and that the undersigned are authorized to execute this Agreement.

14. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey.

15. No Assignments

One party without the written consent of the other may not assign this Agreement.

16. Entire Agreement

This Agreement sets forth the entire understanding of the parties hereto with respect to the transactions contemplated herein. No change or modification of this Agreement shall be valid unless the same shall be in writing and signed by all the parties hereto.

17. Severability

If any clause, sentence, paragraph, section or part of this Agreement shall be adjudged to be invalid by any court of competent jurisdiction, such judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section, or part thereof, directly involved in the controversy in which such judgment shall have been rendered.

IN WITNESS WHEREOF, the parties affix their signatures to this Agreement, intending to be legally bound. If a party is a corporation, this Agreement is signed by its proper corporate officers and its corporate seal is affixed.

COUNTY OF CAPE MAY

_____ By: _____
Date Daniel Beyel
Director, Board of Chosen Freeholders

ATTEST: _____
Stephen O'Connor
County Administrator

Approved as to Form and Legality:

Barbara Bakley-Marino, Esquire
Cape May County Counsel

MUNICIPALITY

_____ By: _____
Date Mayor

ATTEST: _____
Clerk

Approved as to Form and Legality:

City Solicitor

SCHEDULE "A" FEES

Effective January 1, 2011

Shop Impact Incentive Payment = \$42,205

Anticipated Preventive Maintenance Hours = 536

Advance Payment Escrow = \$5,000

Hourly Rate = \$65.00

Parts = Cost

SCHEDULE "B" VEHICLES

Township of Lower
Preventive Maintenance Responsibility for the County of Cape May
Equipment / Vehicles at Airport Yard

Equipment SC#	Year	Equipment Description	Class Description	No. Services	Hours	Total
926	1978	FLAT TA612				
628	1989	FORD LTS9000	12-14 CY Dump	4	4	16
1588	2005	FORD F-450	3-5 CY Dump	4	4	16
1973	2009	FORD F450	3-5 CY Dump	4	4	16
2033	2011	FORD F-450	3-5 CY Dump	4	4	16
1148	1999	GMC C8500 TOPKICK	8-9 CY Dump	4	4	16
1309	2002	GMC TC7H042	8-9 CY Dump	4	4	16
1518	2004	GMC TC8	8-9 CY Dump	4	4	16
1546	2005	INTERNATIONAL 7400 SFA	8-9 CY Dump	4	4	16
1693	2007	INTERNATIONAL 7400 SBA 4X2	8-9 CY Dump	4	4	16
1971	2009	CHEVROLET CC8C042	8-9 CY Dump	4	4	16
465	1988	INTERNATIONAL 1754/TM420-200B	Asphalt Patching	4	4	16
704	1991	JOHN DEERE 310D	Backhoe	2	4	8
1603	2005	NEW HOLLAND LB75CD	Backhoe	2	4	8
1425	2003	CHEVROLET CW4SO42	Bucket Truck	2	4	8
1480	1991	EZ GO EZ GO GOLF	Cart	1	2	2
1527	2004	TORO 07253	Cart	1	2	2
1407	2003	BRUSH BANDIT 150-S	Chipper	3	2	6
2022	2010	Baldor UD	Em. Generator	1	2	2
2028		Baldor UD	Em. Generator	1	2	2
2029	2010	Baldor UD	Em. Generator	1	2	2
	2008	Onan DGCB-5691.649/T	Em. Generator	1	2	2
1728	2007	MAZDA H60FT	Forklift	2	2	4
340	1978	KUBOTA L185	Loader	2	4	8
1107	1998	JOHN DEERE TC54H / 544H	Loader	2	4	8
423	1987	TORO GROUNDMASTER	Mower	3	4	12
735	1990	FORD 7710	Mower	3	4	12
1121	1999	TORO GROUNDMASTER	Mower	3	4	12
1274	2001	N/H FORD TN55B2	Mower	3	4	12
1396	2002	TORO 345-30789	Mower	3	4	12
1793	2007	SCAG STWC61V-25KALC	Mower	3	4	12
2014	1983	CASE 1190	Mower	3	4	12
1208	2001	DODGE BR2500	Pickup	4	4	16
1210	2001	DODGE RAM 2500 P/K	Pickup	4	4	16
1531	2005	GMC TC6C042	Stake Body	4	4	16
1638	2006	CHEVROLET CC8C042	Stake Body	4	4	16
1452	2004	FREIGHTLINER FC 80 CARGO	Sweeper	4	4	16
1595	2006	PETERBILT VACTOR	Sweeper / Vac	4	4	16
1105	1999	INTERNATIONAL 47004X2	Towing	4	4	16
395	1987	GMC C60	Towing Rollback	4	4	16
466	1988	INTERNATIONAL F2574	Tractor	3	4	12

744	1992	WHITEGMC WG64T	Tractor	3	4	12
872	1994	FORD CF-8000	Traffic Line Marker	4	4	16
1128	1999	NATIONAL SIGNAL 2001	Trailer	1	2	2
1572	2004	DOT DH1000	Trailer	1	2	2
1573	2004	DOT SIGN DH1000	Trailer	1	2	2
1281	2001	STERLING It7500	Vac Truck	4	4	16
1340	2002	DODGE RAM 2500	Van	4	3	12
1599	2005	FORD F350	Van	4	3	12
49	Equipment Count				Total	536

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

RESOLUTION #2011-38

TITLE: ISSUANCE OF A DUPLICATE TAX SALE CERTIFICATE

WHEREAS, the Tax Collector of the Township of Lower has previously issued tax sale certificate 10-00053 to U S Bank Custodian CCTS Capital, LLC, which is dated October 4, 2010, covering premises commonly known as 202 Marshall Avenue and referred to as Lot 24 in Block 414 on the municipal tax map: and

WHEREAS, the purchaser of the aforesaid tax sale certificate has indicated to the Tax Collector that they have lost the original tax sale certificate and have duly filed the appropriate Affidavit of Loss with the Tax Collector, a copy of which is attached hereto.

NOW, THEREFORE, BE IT RESOLVED that the Tax Collector of the Township of Lower is hereby authorized to issue an appropriate duplicate tax sale certificate to the said purchaser covering the certificate lost as previously described all in accordance with the requirements of Chapter 99 of Public Laws of 1997.

BE IT FURTHER RESOLVED that a copy of this Resolution and the Loss Affidavit be attached to the duplicate certificate and that said duplicate certificate shall be stamped or otherwise imprinted upon it the word "Duplicate" as required by law.

I hereby certify the foregoing resolution was adopted by the governing body at a Council meeting held on January 19, 2011.

Claudia R. Kammer, Clerk

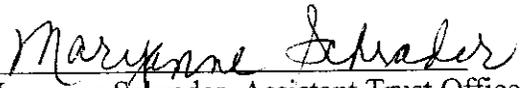
	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
MOTION					
SECOND					
AYE					
NAY					
ABSTAIN					
ABSENT					

AFFIDAVIT OF LOST TAX SALE CERTIFICATE
PURSUANT TO CHAPTER 99 OF PUBLIC LAWS OF 1997

This is to certify that the following tax sale certificate issued to the undersigned U S Bank Custodian for CCTS Capital, LLC by the Collector of Taxes of the **Township of Lower**, in the **County of Cape May**, and the State of New Jersey, on lands known as Tax Maps and Tax Duplicate of said municipality as **Block 414, & Lot 24**, also known as **202 Marshall Rd.** and assessed thereon Schauer, John W & Jones, Leona, is lost and has not been transferred or otherwise assigned. I make this affidavit to induce the municipality to authorize the issuance of a Duplicate Tax Sale Certificate.

Date of Sale	Cert. No.	Amount Sale	Date Recorded	Book & Page
10/04/2010	10-00053	971.70	Not recorded	

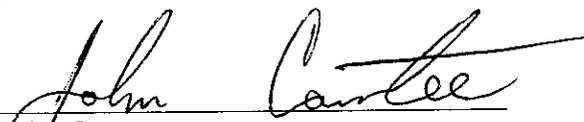
In witness whereof, the said U.S. Bank Custodian for CCTS Capital, LLC, has here unto set her hand and seal this 11, day of January, 2011.

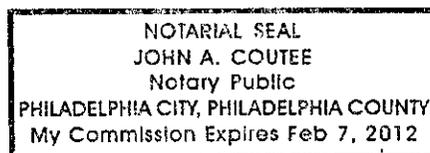

Maryanne Schrader, Assistant Trust Officer
U.S. Bank Cust for CCTS Capital, LLC

Commonwealth of Pennsylvania

County of Philadelphia:

Be it remembered that on this 11, day of January, 2011, before me the subscriber, a Notary Public of Pennsylvania, personally appeared Maryanne Schrader, who I am satisfied, is the person named in and who executed the within Instrument, and thereupon she acknowledged, that she signed, sealed and delivered the same as her act and deed, for the uses and purpose therein expressed.


John Coutee
A Notary Public of Pennsylvania



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

RESOLUTION #2011-39

TITLE: APPOINTMENT TO THE ZONING BOARD OF ADJUSTMENT

WHEREAS, Kristine Truisak Regular Member of the Zoning Board term expired on December 31,2010, and

WHEREAS, Kristine Truisak has reapplied for reappointment to the Zoning Board; and

NOW, THEREFORE, BE IT RESOLVED after review of the applications on file the following individual was selected for appointment to the Zoning Board as noted below:

<u>Name</u>	<u>Type</u>	<u>Term Exp.</u>
	Alternate Member	Dec. 31, 2012

I hereby certify the foregoing to be a resolution adopted by the Township Council at a meeting held on January 19, 2011.

Claudia R. Kammer, Township Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
MOTION					
SECOND					
AYE					
NAY					
ABSTAIN					
ABSENT					

Resolution #2011-39

ZONING BOARD ATTENDANCE

	2010	1/4	2/4	3/4	4/1	5/6	6/3	7/8	8/5	9/2	10/1	11/4	12/4							
Hanson, James	/	/	/	E	/	/	/	E	/	/	/	/	/							
Armbruster, John	/	/	/	E	E	/	/	/	/	/	/	/	E							
Brand, David	/	/	E	E	/	E	/	/	/	E	/	/	E							
DiStefano, Michael	/	/	/	/	/	/	/	/	/	/	/	/	/							
Utsch, Ernie	/	/	/	/	/	/	/	/	/	/	/	/	/							
Waterman, Bruce	E	/	E	E	/	/	/	/	/	/	/	/	/							
Sweeten, Robert	/	/	/	/	E	E	/	/	/	E	/	/	/							
Kobik, Christopher	/	/	E	E	/	/	/	/	E	E	/	/	/							
Kelly, Dianne	/	/	/	/	/	/	/	E	/	E	/	/	E							
Truslak, Kristine	/	/	/	/	E	E	E	E	/	E	E	/	E							
Komar, Stephen	/	E	/	/	E	E	E	E	E	E	A	/	/							

— = no meeting

FOR TOWNSHIP USE ONLY

Res. # _____

Board/Comm./Auth. _____

Term Exp. _____

Replaced _____ or Reappointed

RECEIVED
6-30-10

TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM

NAME MICHAEL ROSENBERG

CITY AND STATE VILLAS, NEW JERSEY

YEARS OF RESIDENCY IN TOWNSHIP 11 OCCUPATION ABLE SEAMAN
CAPE MAY - LEWES FERRY

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

- _____ Cable Television Advisory Board
- _____ Environmental Commission
- _____ Historic Preservation Commission
- _____ Mayor' Advisory Board

- _____ Municipal Utilities Authority
- _____ Planning Board
- 2 Recreation Advisory Board
- 1 Zoning Board of Adjustment

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

① KNOWLEDGE OF TAX MAPS, FILE PLANS AND SUB-DIVISIONS
EXPERIENCED TITLE SEARCHER, ABLE TO PLOT DISCRPTIONS
IN DEEDS.

② 10 YEARS EXPERIENCE AS SUPERVISOR AT NORTH WILDWOOD REC
CENTER (PASSED CIVIL SERVICE EXAM FOR RECREATION LEADER)
WORKED 1 YEAR AT WILDWOOD REC AS PROGRAM DIRECTOR.

Date: 6-29-10 Signature: Michael Rosenberg (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

FOR TOWNSHIP USE ONLY

Res. # _____

Board/Comm./Auth. _____

Term Exp. _____

Replaced _____ or Reappointed _____

RECEIVED
11-17-10

TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM

NAME Kristine Trusiak

CITY AND STATE Villas, NJ

YEARS OF RESIDENCY IN TOWNSHIP 33 OCCUPATION office mgr

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

- Cable Television Advisory Board
- Environmental Commission
- Historic Preservation Commission
- Mayor' Advisory Board

- Municipal Utilities Authority
- Planning Board
- Recreation Advisory Board
- Zoning Board of Adjustment

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

2+ years as alt. on zoning board

Date: 11/16 Signature: Kristine Trusiak (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

***PERSONAL INFORMATION NOT SUBJECT TO PUBLIC DISCLOSURE**

Address of Residence _____ Email _____

Primary Phone Number _____ Work Phone Number _____

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

FOR TOWNSHIP USE ONLY

Res. # _____ Board/Comm./Auth. _____

Term Exp. _____ Replaced _____ or Reappointed

TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM

NAME John Lunderback

CITY AND STATE _____

YEARS OF RESIDENCY IN TOWNSHIP 27 OCCUPATION Business Owner

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

- | | |
|---|--|
| <input type="checkbox"/> Cable Television Advisory Board | <input type="checkbox"/> Municipal Utilities Authority |
| <input type="checkbox"/> Environmental Commission | <input checked="" type="checkbox"/> Planning Board |
| <input type="checkbox"/> Historic Preservation Commission | <input type="checkbox"/> Recreation Advisory Board |
| <input type="checkbox"/> Mayor' Advisory Board | <input checked="" type="checkbox"/> Zoning Board of Adjustment |

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

See Attached Application.

Date: 3-29-10 Signature: [Signature] (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

I have 20 years experience in the retail business. I know how to deal with the public and always endeavor to understand their expectations. My daily interaction with the public gives me a keen insight to some of the issues of concern for the people of Lower Township. As a home and business owner in the township, I am very interested in better neighborhoods and continuing business growth township-wide.

From 1980 to 1990, I worked for The Atlantic County Engineer's Office under the auspices of the Atlantic County Department of Planning. This has given me experience in creating and reading plans, a familiarity with basic terminology and the general process, as well as an interest in the interaction between the public and private sectors.

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

ORDINANCE #2011-01

SALARY AND BENEFIT ORDINANCE FOR THE TOWNSHIP OF LOWER

Be It Ordained by the Township Council, the governing body of the Township, County of Cape May, State of New Jersey that the following ranges and rates of pay are established as follows, exclusive of longevity:

TOWNSHIP COUNCIL

Mayor	15,000.00	to	15,500.00
Councilmembers	12,000.00	to	12,500.00

NON-UNION ADMINISTRATIVE/MANAGEMENT PERSONNEL

Township Manager	85,000.00	to	120,000.00
Township Clerk	74,000.00	to	85,000.00
Chief Financial Officer	77,000.00	to	85,000.00
Assistant Township Clerk	46,000.00	to	53,000.00
Director of Personnel	70,000.00	to	90,000.00

NON-UNION POLICE PERSONNEL

Chief of Police	107,584.00	to	120,000.00
-----------------	------------	----	------------

SUPERIOR OFFICERS - POLICE

Police Captain	100,034.00	to	107,886.00
Police Lieutenant	94,000.00	to	101,393.00

SUPERVISORS UNION

Tax Assessor	75,590.00	to	81,288.00
Tax Collector	74,402.00	to	80,010.00
Construction Official	64,610.00	to	69,481.00
Supt. Recreation Parks	66,456.00	to	71,465.00
Supt. Of Public Works	74,476.00	to	80,090.00
Planning Director	71,631.00	to	77,030.00
Court Administrator	66,642.00	to	71,666.00
Coordinator Fed. & State Aid	54,000.00	to	58,200.00
Deputy Court Administrator	42,134.00	to	45,311.00
Supervisor of Garage Services	63,111.00	to	67,868.00
Supervisor Building, Grounds	60,358.00	to	64,908.00
Qualified Purchasing Agent	54,000.00	to	58,200.00
Purchasing Agent	54,000.00	to	58,200.00

AFSCME

Cashier	26,966.00	to	38,000.00
Clerk Typist	26,966.00	to	38,000.00
Clerk	26,966.00	to	38,000.00
Assessing Clerk	26,966.00	to	38,000.00
Assessing Clerk Typist	26,966.00	to	38,000.00
Tax Clerk	26,966.00	to	38,000.00
Building Maintenance Worker	26,966.00	to	38,000.00
Building Service Worker	26,966.00	to	38,000.00
Account Clerk-Typing	26,966.00	to	38,000.00
Computer Operator	26,966.00	to	38,000.00
Senior Tax Clerk	30,567.00	to	41,000.00
Senior Police Records Clerk	30,567.00	to	41,000.00

Senior Account Clerk	30,567.00	to	41,000.00
Senior Assessing Clerk	30,567.00	to	41,000.00
Senior Clerk Typist	30,567.00	to	41,000.00
Senior Clerk Stenographer	30,567.00	to	41,000.00
Senior Telephone Operator/Receptionist	30,567.00	to	41,000.00
Senior Computer Operator	30,567.00	to	41,000.00
Code Enforcement Officer	30,567.00	to	41,000.00
Registrar of Vital Statistics	30,567.00	to	41,000.00
Assessing Aide	34,168.00	to	52,000.00
Senior Code Enforcement Officer	34,168.00	to	52,000.00
Principal Clerk	34,168.00	to	52,000.00
Principal Account Clerk	34,168.00	to	52,000.00
Principal Assessing Clerk	34,168.00	to	52,000.00
Principal Clerk Stenographer	34,168.00	to	52,000.00
Principal Clerk Typist	34,168.00	to	52,000.00
Supervising Computer Operator	34,168.00	to	52,000.00
Building Inspector	37,769.00	to	52,000.00
Building Subcode Official	37,769.00	to	52,000.00
Plumbing Subcode Official	37,769.00	to	52,000.00
Electrical Subcode Official	37,769.00	to	52,000.00
Assistant Zoning Officer	37,769.00	to	52,000.00
Assistant Tax Collector	37,769.00	to	52,000.00
Assistant Treasurer (FT)	37,769.00	to	52,000.00
Assistant Superintendent of Recreation	37,769.00	to	52,000.00
Public Safety Telecommunicator or Trainee	35,853.00	to	50,000.00
Relief Public Safety Telecommunicator or Trainee	16.74 hr.	to	17.33 hr.
Violations Clerk	30,567.00	to	41,000.00

POLICE PERSONNEL

Police Sergeant	86,051.00	to	92,627.00
Police Officer	44,140.00	to	85,523.00
Special Law Enforcement Officer (Class I)	7.25 hr.	to	10.00 hr.
Special Law Enforcement Officer (Class II)	11.00 hr.	to	16.00 hr.
Special Law Enforcement Officer - without Police Academy Certification	Applicable Minimum Wage Established by Department of Labor		

PUBLIC WORKS PERSONNEL

Equipment Operator	22.96	to	23.81 hr.
Supervising Equipment Operator	24.90	to	25.82 hr.
Motor Broom Driver	21.78	to	22.58 hr.
Mechanic	25.55	to	26.50 hr.
Mechanics Helper	23.28	to	24.14 hr.
Senior Mechanic/Diesel	27.24	to	28.25 hr.
Maintenance Repairer	22.24	to	23.06 hr.
Laborer	19.13	to	21.83 hr.
Supervising Laborer	22.99	to	23.84 hr.
Rec. Parks Maintenance Worker/Groundskeeper	16.80	to	17.42 hr.
Electrician	21.83	to	22.64 hr.
Sign Maker/Wood & Metal	21.38	to	22.17 hr.
Senior Groundskeeper	18.35	to	19.03 hr.
Temporary Laborers	14.85	to	15.40 hr.
Animal Control Officer	21.05	to	21.83 hr.

OTHER EMPLOYEES

Deputy Manager	2,600.00	to	3,500.00
Court Attendant	8,000.00	to	8,500.00
Township Prosecutor	18,500.00	to	20,500.00
Municipal Judge	40,000.00	to	45,000.00
Public Defender	11,000.00	to	12,000.00
Recording Secretary Planning/Zoning Board	3,500.00	to	4,000.00
Fire Subcode Official	12,000.00	to	15,000.00
Safety Coordinator	3,000.00	to	4,000.00
District Recycling Coordinator	250.00	to	500.00
Emergency Management Coordinator	6,900.00	to	8,000.00
Dep. Emergency Management Coordinator	2,000.00	to	3,000.00
Code Enforcement Officer Trainee	9.00 hr.	to	12.00 hr.
Assistant Treasurer (PT)	6,900.00	to	8,000.00
Tax Search Officer	3,000.00	to	3,500.00
Terminal Agency Coordinator	1,500.00	to	1,500.00
Animal Control (PT)	4,000.00	to	10,000.00

HOURLY EMPLOYEES

Lifeguard/Swimming Instructor	10.00	to	13.00 hr.
Recreation Aide	9.76	to	12.95 hr.
Senior Citizen Program Aide	9.76	to	12.95 hr.
Ticket Taker	7.25	to	10.00 hr.

BUREAU OF FIRE SAFETY

Fire Official	72,000.00	to	76,000.00
Fire Inspector	30,000.00	to	42,000.00
Fire Prevention Specialist (FT)	30,000.00	to	42,000.00
Fire Inspector (PT)	4,000.00	to	30,000.00
Fire Prevention Specialist (PT)	8.00	to	12.00 hr.
Fire Safety Board Members	1,000.000	Annually	

Section 2. Township employees shall receive longevity pay as follows in accordance with their years of service and pursuant to negotiated contracts. Permanent employees not included in any bargaining unit shall also receive longevity pursuant to established policy.

Section 3. Owners of private automobiles that are used for travel in connection with Township business shall be reimbursed for the use of said automobiles in accordance with the business use mileage rate established by the Internal Revenue Service in the year in which the travel occurred. All employees who do use their personal cars for Township business must furnish the Department of Revenue & Finance with a Certificate of Insurance supplied by the employees insurance agent.

Section 4. Whenever a salary range is provided in this ordinance, the Township Council pursuant to the Lower Township Administrative Code and pursuant to contract shall determine the salary of the employees involved in the range, such determination to be made on the basis of time holding the position, experience, ability and performance. The Township shall not be obligated with respect to any employee to grant an increase in any year, except as may be provided by contract.

A. The Township Clerk shall be granted the same salary increase as shall be agreed for the Township Chief Financial Officer/Treasurer, Township Tax Assessor and Township Tax Collector pursuant to contract and New Jersey State Statute.

B. Permanent managerial/confidential employees not part of any bargaining unit by nature of their position shall continue to be governed by and receive the same benefits pursuant to the union contract which governs their annual increase.

C. All other non-union personnel shall be granted such salary increases as approved by the Township Council.

Section 5. The Chief Executive Official is hereby authorized to adopt a group hospitalization plan and other insurance plans pursuant to contract and to provide that such premiums be paid the Township of Lower.

Section 6. The Township Council is hereby authorized to award overtime pay at the rate of one and one half of the regular rate, in accordance with the Federal Labor Standards Act applicable thereto, pursuant to contract for all employees.

Section 7. This ordinance shall take effect immediately upon final passage and publication according to law, retroactive to January 1, 2011.

Section 8. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed to the extent of such conflict or inconsistency.

Thomas Conrad, Councilmember

Erik Simonsen, Councilmember

Glenn Douglass, Councilmember

Kevin Lare, Deputy Mayor

Michael E. Beck, Mayor

Adopted: _____

Attest: _____
Claudia R. Kammer, Township Clerk

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

ORDINANCE # 2011-02

AN ORDINANCE OF THE TOWNSHIP OF LOWER AMENDING CHAPTER 345, FIRE ZONES, LANES AND AREAS, OF THE CODE OF THE TOWNSHIP OF LOWER,

BE IT ORDAINED by the Township Council of the Township of Lower, in the County of Cape May, and the State of New Jersey that Chapter 345 entitled Fire Zones, Lanes and Areas shall be amended as follows:

SECTION 1. Section 345-2 (C) shall be deleted in its entirety and replaced with the following:

PLAN REVIEW

The fees shall be as follows:

- (1) For any minor site plan \$95.00.
- (2) For any major site plan \$150.00
- (3) For any minor subdivision \$45.00.
- (4) For any major subdivision \$200.00.
- (5) For any resubmission and review, only after the initial application and one review of same has been undertaken \$60.00.

SECTION 2. Repeal. All other ordinances or sections of ordinances in conflict or inconsistent with this ordinance are hereby repealed to the extent of such conflict or inconsistency.

SECTION 3. Severability. In the event any section, paragraph, sentence, clause or phrase of this ordinance shall be declared unconstitutional or invalid for any reason, the remaining portions of the ordinance shall not be affected thereby and shall remain in full force and effect and, to this end, the provisions of this ordinance are hereby declared to be severable.

SECTION 4. Effective date. This ordinance shall become effective immediately upon final passage and publication, according to law.

Thomas Conrad, Councilmember

Erik Simonsen, Councilmember

Glenn Douglass, Councilmember

Kevin Lare, Deputy Mayor

Michael Beck, Mayor

Attest: _____
Claudia R. Kammer, Township Clerk

Adopted: _____

ORDINANCE # 2011-03

AN ORDINANCE OF THE TOWNSHIP OF LOWER AMENDING CHAPTER 340, FIRE PREVENTION, OF THE CODE OF THE TOWNSHIP OF LOWER

BE IT ORDAINED by the Township Council of the Township of Lower, in the County of Cape May, and the State of New Jersey that Chapter 340, entitled Fire Prevention, shall be amended as follows:

SECTION 1. Any and all references previously made in this Chapter to N.J.A.C. 5:18 shall be amended to reference N.J.A.C. 5:70.

SECTION 2. Section 340-13 (B) Uses, 9 through 15 shall be deleted in its entirety and replaced with the following:

9. Where more than one additional use exists under one ownership at a given location, the highest use shall be registered at full fee and subsequent use at three-fourths of the scheduled fee.

Total Gross Floor Area Including Basement (square feet)	Fees
0 to 1,000	\$95.00
1,001 to 2,000	\$105.00
2,001 to 3,000	\$110.00
3,001 to 4,000	\$120.00
4,001 to 5,000	\$125.00
5,001 to 6,000	\$135.00
6,001 to 7,000	\$140.00
7,001 to 7,500	\$155.00
7,501 to 8,000	\$185.00
8,001 to 9,000	\$210.00
9,001 to 9,500	\$230.00
9,501 to 10,500	\$260.00
10,501 to 11,500	\$290.00
11,501 to 12,000	\$295.00

For each additional 1,000 square feet or more, the registration fee is an additional \$25.00.

10. Eating and drinking establishments/assembly uses with less than 50 occupants, the fee shall be one hundred (\$100.00) dollars.
11. Hotels and motels with 100 rooms or less and not defined as life hazard uses, the fee shall be one hundred fifty (\$150.00) dollars.
12. Buildings for the purpose of amusement, entertainment, recreation, strip malls, shopping centers, and health spas, which are not defined as a life hazard use, the fee shall be one hundred sixty (\$160.00) dollars.
13. The fee for multi-dwelling units with three (3) dwelling units or more shall be seventy (\$70.00) dollars, and twenty (\$20.00) dollars for each additional dwelling unit.
14. For the sale of properties, the fee shall be one hundred ten (\$110.00) dollars. This one hundred ten dollar fee shall include only the sale of property inspection applications received in the Fire Bureau office more than 10 working days from the settlement date. All sale of property inspection applications received in the Fire Bureau office with less than 10 working days to settlement, the fee shall be two hundred twenty (\$220.00) dollars. For rental properties, the fee shall be one hundred ten (\$110.00) dollars per unit. This one hundred ten (\$110.00) dollar fee shall include only the rental of property inspection applications received in the Fire Bureau office more than 10 working days from the occupancy date. All rental property inspection applications received in the Fire Bureau office with less than 10 working days to occupancy, the fee shall be two hundred twenty (\$220.00) dollars. This shall also include campground and mobile home park rental units such as, but not limited to, houses, cabins and trailers that are used for dwelling purposes. R-3 uses shall be inspected upon sale of property, and rental properties on change of tenant for yearly rentals, and prior to June 1 for seasonal rentals. The seasonal rental period shall be from June 1 through September 30 of any given year. There shall be a penalty of not less than \$250.00 and not more than \$1,200.00 for any rental property not registered and inspected as required by this ordinance. The Bureau of Fire Safety shall, upon the sale of property and occupancy of a rental property including one and two-family dwelling, conduct a fire inspection prior to settlement and/or occupancy for the purpose of:
 - (a) Establishing that the occupancy has not been changed unless the structure has been upgraded to the new use as required under the New Jersey Administrative Code 5:23-2.6(b), change of use group.
 - (b) Ensuring that the property is in compliance with the New Jersey Uniform Fire Code N.J.A.C. 5:70-4.19 and other Fire Safety requirements.
 - (c) Ensuring that the required fire extinguisher is properly located within the property and is maintained as per National Fire Protection Association standard #10.
 - (d) Ensuring that any heat-producing device is inspected and certified safe by a professional prior to the Fire Bureau inspection.
 - (e) Ensuring that hood protection is being provided under combustible cabinets that are installed directly over cooking appliances.

SECTION 3. Repeal. All other ordinances or sections of ordinances in conflict or inconsistent with this ordinance are hereby repealed to the extent of such conflict or inconsistency.

SECTION 4. Severability. In the event any section, paragraph, sentence, clause or phrase of this ordinance shall be declared unconstitutional or invalid for any reason, the remaining portions of the ordinance shall not be affected thereby and shall remain in full force and effect and, to this end, the provisions of this ordinance are hereby declared to be severable.

SECTION 5. Effective date. This ordinance shall become effective immediately upon final passage and publication, according to law.

Thomas Conrad, Councilmember

Erik Simonsen, Councilmember

Glenn Douglass, Councilmember

Kevin Lare, Deputy Mayor

Michael Beck, Mayor

Attest: _____
Claudia R. Kammer, Township Clerk

Adopted: _____

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

ORDINANCE # 2011-04

AN ORDINANCE OF THE TOWNSHIP OF LOWER AMENDING CHAPTER 3,
ADMINISTRATION OF GOVERNMENT OF THE CODE OF THE TOWNSHIP OF LOWER,

BE IT ORDAINED by the Township Council of the Township of Lower, in the County of Cape May, and the State of New Jersey that Chapter 3, Administration of Government shall be amended as follows:

SECTION 1. Article V, Office of the Township Solicitor, 3-15, Residency, shall be amended with the addition of the following at the end of the sentence "*The Township Solicitor shall maintain his or her domicile or main office in the Township of Lower.*"

"however, Council may by resolution, at any time waive such residency requirement."

SECTION 2. Repeal. All other ordinances or sections of ordinances in conflict or inconsistent with this ordinance are hereby repealed to the extent of such conflict or inconsistency.

SECTION 3. Severability. In the event any section, paragraph, sentence, clause or phrase of this ordinance shall be declared unconstitutional or invalid for any reason, the remaining portions of the ordinance shall not be affected thereby and shall remain in full force and effect and, to this end, the provisions of this ordinance are hereby declared to be severable.

SECTION 4. Effective date. This ordinance shall become effective immediately upon final passage and publication, according to law.

Thomas Conrad, Councilmember

Erik Simonsen, Councilmember

Glenn Douglass, Councilmember

Kevin Lare, Deputy Mayor

Michael Beck, Mayor

Attest: _____
Claudia R. Kammer, Township Clerk

Adopted: _____

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

RESOLUTION #2011-40

TITLE: RESOLUTION WAIVING RESIDENCY REQUIREMENT FOR THE TOWNSHIP MANAGER

WHEREAS, Section 3-21 (B)of the Code of the Township of Lower permits the Council to waive the residency requirement for the Township Manager as permitted by N.J.S.A 40:69A-92.

NOW, THEREFORE, BE IT RESOLVED pursuant to Section 3-21(B) the Township Council does hereby waive the residency requirements for the Township Manager, Michael J. Voll, as permitted by N.J.S.A.40:69A-92.

I hereby certify the foregoing to be a resolution adopted by the Township Council at a meeting held on January 19, 2011.

Claudia R. Kammer, Township Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
MOTION					
SECOND					
AYE					
NAY					
ABSTAIN					
ABSENT					

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

RESOLUTION #2011-41

TITLE: APPOINTMENT TO THE LOWER TOWNSHIP MUA

WHEREAS, the term of Harrison Bitting, Regular Member of the LTMUA expires on February 1, 2011,
and

WHEREAS, Council has reviewed the applications on file with the Municipal Clerk.

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Lower that the following appointment is hereby made:

<u>Name</u>	<u>Type</u>	<u>Term Expires</u>
	Regular Member	Feb. 1, 2016

I hereby certify the foregoing resolution was adopted by the Township Council on January 19, 2011.

Claudia R. Kammer, Twp. Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
MOTION					
SECOND					
AYE					
NAY					
ABSTAIN					
ABSENT					

FOR TOWNSHIP USE ONLY

Res. # _____ Board/Comm./Auth. _____

Term Exp. _____ Replaced _____ or Reappointed _____

TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM

RECEIVED
10/12/10

NAME EDWARD BUTLER

CITY AND STATE VILLAS, N.J.

YEARS OF RESIDENCY IN TOWNSHIP 12 OCCUPATION RETIRED

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

- Cable Television Advisory Board
- Environmental Commission
- Historic Preservation Commission
- Mayor' Advisory Board

- Municipal Utilities Authority
- Planning Board
- Recreation Advisory Board
- Zoning Board of Adjustment

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

I have served on the Lower Township Planning board for approx. 2 years and also on the MUA Board.
Also attended the N.J. state test for planning board members. My attendance record at the bi-monthly planning board and monthly meetings has been consistent with a few excused absences. I also served on the sub committee for the Rural Sustainability Plan for the Township. In my working years I was a partner of a Home remodeling Business

Date: 5-11-10 Signature: Edward Butler (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

***PERSONAL INFORMATION NOT SUBJECT TO PUBLIC DISCLOSURE**

Address of Residence _____ Email _____

Primary Phone Number _____ Work Phone Number _____

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

RECEIVED
12-7-2010

December 7, 2010

Honorable Mayor Michael Beck
Members of Council
2600 Bayshore Road
Villas, NJ 08251

Dear Mayor Beck and Members of Council:

I am requesting your consideration for reappointment to the Lower Township Municipal Utilities Authority Board.

I have served on the MUA Board since February 2001. During my time as a Member of the Board, including three years as Chairman, I have participated in many improvements to the sewer and water systems.

Some of the accomplishments I am proud to have been involved with are:

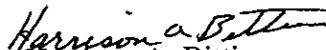
- Construction of two water tanks
- Rehabilitation of two wells
- Water main installations in the Villas section
- Construction of a vehicle garage, administration addition and improvements
- Purchase of new vehicles and equipment
- Two USDA Grants/Loans

One of the USDA Grants/Loans was awarded to the MUA recently and is for water main installations in the Townbank section.

I would very much like to remain a Member of the MUA Board in order to participate in the completion of the Townbank project.

I appreciate the time I have been given to promote the safety and welfare of the members of our community and respectfully request your support in allowing me to serve another term.

Very truly yours,


Harrison A. Bitting

FOR TOWNSHIP USE ONLY

Res. # _____ Board/Comm./Auth. _____

Term Exp. _____ Replaced _____ or Reappointed _____

TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM

RECEIVED
BY 12-17-10

NAME Robert S. Rizzo

CITY AND STATE _____

YEARS OF RESIDENCY IN TOWNSHIP 9 OCCUPATION Retired teacher

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

- Cable Television Advisory Board
- Environmental Commission
- Historic Preservation Commission
- Mayor' Advisory Board
- Municipal Utilities Authority
- Planning Board
- Recreation Advisory Board
- Zoning Board of Adjustment

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

I have been a resident of CMC for 24 years: 15 yrs. in W.C.M. & 9 yrs in L.T. I am a retired B.O.E. member in W.C.M. and am now Pres. of the Michel's Run land, owners Assoc. representing 114 homes in the Trp. Over the years I have religiously attended MUA + Township meetings, and feel I am well qualified to represent the people in these meetings.

Date: 12/15/10 Signature: Robert S. Rizzo (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

FOR TOWNSHIP USE ONLY

Res. # _____ Board/Comm./Auth. _____

Term Exp. _____ Replaced _____ or Reappointed _____

TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM

RECEIVED
1-7-11

NAME Edith (Eddie) Kopsitz

CITY AND STATE North CAPE MAY, NJ 08204

YEARS OF RESIDENCY IN TOWNSHIP 20 OCCUPATION Secretary City of CAPE MAY

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

- Cable Television Advisory Board
- Environmental Commission
- Historic Preservation Commission
- Mayor' Advisory Board

- Municipal Utilities Authority
- Planning Board
- Recreation Advisory Board
- Zoning Board of Adjustment

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

Proficient in the daily operations of a construction office, knowledgeable in the process of Boards and Commissions, financial operations of a Real Estate Office and Developers pertaining to new construction and a resident of the Township of Lower.

Date: 1/7/11 Signature: Edith Kopsitz (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

*PERSONAL INFORMATION NOT SUBJECT TO PUBLIC DISCLOSURE	
Address of Residence _____	Email _____
Primary Phone Number _____	Work Phone Number _____

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

FOR TOWNSHIP USE ONLY

Res. # _____ Board/Comm./Auth. _____
Term Exp. _____ Replaced _____ or Reappointed _____

TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM

RECEIVED
NOV 15 7 11

NAME Michael P. Kennedy

CITY AND STATE NCM. NJ. 102 Appleblossom Dr.

YEARS OF RESIDENCY IN TOWNSHIP 37 OCCUPATION Registrar of Election Board

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

- Cable Television Advisory Board
- Environmental Commission
- Historic Preservation Commission
- Mayor' Advisory Board

- Municipal Utilities Authority
- Planning Board
- Recreation Advisory Board
- Zoning Board of Adjustment

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

I would like to serve again on the Lower Twp MUA Board.

I served for 10 years in the past and would like to again.

Thank you

Michael Kennedy

Date: 1/2/11 Signature: [Signature] (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

FOR TOWNSHIP USE ONLY

Res. # _____

Board/Comm./Auth. _____

RECEIVED
1-13-2011

Term Exp. _____

Replaced _____ or Reappointed

TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM

NAME STEPHEN W. SHEFTZ

CITY AND STATE TOWNSHIP OF LOWER, NEW JERSEY

YEARS OF RESIDENCY IN TOWNSHIP 46* OCCUPATION PROFESSIONAL ENGINEER
*23 YEARS AS A PERMANENT RESIDENT

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

- Cable Television Advisory Board
- Environmental Commission
- Historic Preservation Commission
- Mayor' Advisory Board

- Municipal Utilities Authority
- Planning Board
- Recreation Advisory Board
- Zoning Board of Adjustment

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

Attached please find a copy of my "SHORT FORM RESUME"
AS WELL AS JUST A FEW ATTACHMENTS!
I BELIEVE THEY REFLECT MY HAVING THE
PROFESSIONAL, EDUCATIONAL, CORPORATE, BUSINESS,
CIVIC AND COMMUNITY BACKGROUND AND EXPERIENCE
TO WELL SERVE THE PEOPLE OF LOWER TOWNSHIP
AS A MEMBER OF THE BOARD OF THE LOWER TOWNSHIP
M.U.A.

Date: 1/12/2011 Signature: Stephen W. Sheftz (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

***PERSONAL INFORMATION NOT SUBJECT TO PUBLIC DISCLOSURE**

Address of Residence _____ Email _____

Primary Phone Number _____ Work Phone Number _____

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

Resume (Short Form)
Stephen W. Sheftz, PE

122 Town Bank Road
North Cape May, New Jersey 08204-2246

Education: -BSEE from Pennsylvania Military College (Widener University)

- Penn State- Professional Engineering Review Course
- University City Science Center- Executive Development
- Temple University-Computer Concepts
- Bell System/A.T. &T., Completed thirty courses (Management, Development and Technical)

Professional Licenses: Registered Professional Engineer-Pennsylvania (#9739-E).
Registered Professional Engineer- New Jersey (Lic.#35003).

Experience: -Lower Township M.U.A.- Chairman 1998-2001; Member 2001-2002.
-Killam Associates-Provided construction management services on various water, sewerage and improvement projects in South Jersey.
-Cape May County- Economic Development Director
-Bell of Pa./A.T.&T. Started in the Interdepartmental Development Program following college and progressed through a variety of jobs with increasing responsibility and accountability during a successful thirty year career in the communications business.
-Drexel University- Taught various Engineering courses. at the evening college.

Organizations: (Partial List).

- Coalition of Civic Associations of Cape May County-(C.O.C.A.) – Past President (1997-1999).
- Veterans of Foreign Wars- Post#5343, Villas, N.J. – *Life Member*.
- American Legion –Post #190, Wildwood, N.J.
- Men of Malvern – Associate Captain.
- Federation of Sr. Citizens of Lower Twp.- Trustee
- Cape May Beech Property Owners – *Life Member*.
- Telephone Pioneers of America – *Life Member*.
- Lower Township Civic Groups Coordinator.

Awards: (Partial List).

- A.T.& T. Manager's Award
- A.T.& T. **Eagle Award-Outstanding Performance**
- Americus Council K of C.- Outstanding Community Leadership

Military Service: U.S. Navy June 1948 – December 1952- Korean War Veteran.

STATE-WIDE
PROGRAM

NEW
JERSEY
WATER
LOAN
PROGRAM
FOR "TOTAL WATER HOOKUP"
0% INTEREST, 1% SVC. FEE.
10 YR. PAYBACK, UP TO \$10,000

**Water loan program can help to
connect in Lower Township**

VILLAS — Steve Sheftz said that the state Housing Mortgage Finance Agency's water loan program, a loan to cover the cost of water installation, got its start when he came across a crying young woman carrying a baby in Villas while he was surveying an area where water pipes were being installed. Sheftz said that the young woman was told by the baby's doctor not to give the baby water from their well and refrain from bathing

the baby in tap water.

She told Sheftz that she and her husband were working hard to buy their home, but could not afford to connect to the municipal water system. Lower Township residents are required to connect to municipal water if facilities exist in the streets in front of their residences. Moved by the young woman's story, Sheftz met with former Assemblyman Jack Gibson and a bill was initiated for the

water loan program. The program is offered to every single-family homeowner in Lower Township for 10 years at 0 percent interest and a 1 percent annual service fee. Loans are up to \$10,000 to cover all costs associated with the water installation, according to Sheftz. Applications for the loans are available at the Lower Township Municipal Utilities Authority, 2900 Bayshore Road. The MUA's number is 886-7146.

GAZETTE

MAY 20, 2010



REGIONAL

STATE OF NEW JERSEY
OFFICE OF THE GOVERNOR
CN-001
TRENTON
08625

JIM FLORIO
GOVERNOR

January 10, 1991

Mr. Stephen Sheftz
Cape May Terminal Building
Rio Grande, NJ 08242

Dear Mr. Sheftz:

I want to thank you for taking time out of your busy schedule to join me yesterday in Atlantic City. I was very glad that you could be with me on the occasion of such an important announcement.

As a leader in South Jersey, you know that the expansion of the Atlantic City Airport is an integral part of the plan to develop the region's economy. A world-class airport in South Jersey will provide us with the added incentive needed to attract more quality businesses and jobs to the region.

As the planning process for developing the region moves forward, I want to encourage your active participation. As someone who is extremely familiar with South Jersey's economy, your involvement in the planning process will help insure that the decisions we make will be the ones that best address the needs of the region.

I hope that we will have the opportunity to get together again soon to further discuss some of these important issues. In the meantime, please do not hesitate to contact me regarding this or any other matter.

Very truly yours,

J. Florio
JIM FLORIO
Governor

JJF:jd

EXECUTIVE DIRECTOR
RECEIVED
JAN 16 1991
AIRPORT & ECO. DEV. COMM.

Stephen W. Sheftz.
122 Town Bank Road
North Cape May, New Jersey 08204

June 19, 2007

Virginia Dempsey, State Commander
Disabled American Veterans
Department of New Jersey
135 W. Hanover Street, 4th Floor
Trenton, New Jersey 08618

Dear State Commander Dempsey:

Some time ago, numerous veterans groups throughout Southern New Jersey were made aware of the philanthropic contribution by the DAV for the acquisition of Vans to accommodate the transportation needs of Veterans from all areas to VA Hospitals, etc.

There is no greater need for such a vehicle anywhere in the State than Southern New Jersey. Among the very many reasons include:

- * This area's permanent population consists of the highest percentage of seniors in the entire State. Most of whom are retired and a **very great number are Veterans.**
- * Southern New Jersey Counties are among the poorest in the state. Cape May, Salem and Cumberland are among the **lowest** in "**Per Capita Income**". We have a lot of **poor people.**
- * Our State is 190 miles in length. For needed services, our Veterans have to travel over **half** that distance **each way** and **out of STATE** to get to our serving **VA Hospitals.** One of which is located in **Philadelphia, Pa. and the other in Wilmington, Delaware.**
- * Public transportation to such facilities **does not exist!!!!**

2.

*A great number of our Veterans are not able to drive due to age or infirmity, therefore, relying on someone else to drive them or foregoing desperately needed help.

*There are a host of additional reasons why the need for a VAN is essential for the Veterans in our area.

We understand there are people waiting in the wings, and more are expected to join in, to get behind the wheel of a DAV VAN to help transport our people to obtain the Health Services they need and so richly deserve.

We believe there would be no greater opportunity for you to announce the assignment of a DAV VAN for our area than at a meeting we are in the process of setting up VERY SHORTLY.

From the attached correspondence, you will see Colonel Mike Linnington, a member of VFW Post 5343, Villas, New Jersey, will be promoted to Brigadier General in the near future and has already agreed to speak to the Veteran's in our area. He is currently serving as "Deputy Commanding General" at Fort Benning, Georgia.

Though initial plans were that Mike speak to members of a few groups, the interest in his coming to the area, where he grew up, is such that a number of Veterans organizations in south Jersey have asked to be included. As a result, I have asked Dennis Flynn, Commander, (U.S. Navy-Retired) to interface with the Veterans Groups, Posts, etc., so that I might better plan facilities, etc. to accommodate this meeting. A copy of some of the "Veteran's Organization Leaders" is also attached for you.

We are kindly requesting you to be included in the program and believe it would present the premier opportunity for you to announce that a "DAV VAN" is being assigned for the use of our Veterans in South Jersey.

I have requested Commander Flynn to keep you advised as we go forward with our plans.

If you have any questions, etc., please don't hesitate to call.

Sincerely,





CAPE MAY County

State of New Jersey

DEPARTMENT OF TRANSPORTATION
P.O.Box 600
Trenton, New Jersey 08625-0600

JAMES E. MCGREEVEY
Governor

JAMES P. FOX
Commissioner

May 21, 2002

Stephen W. Sheftz, PE
Municipal Utilities Authority
2900 Bayshore Road
Villas, NJ 08251

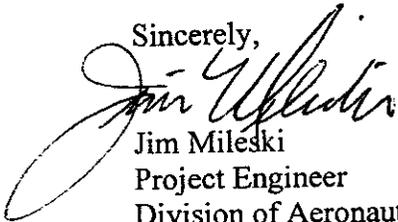
Re: Cape May County Airport
Airport Master Plan Update

Dear Dr. Sheftz:

The Final Report for the Airport Master Plan Update and the Airport Layout Plan Set for Cape May County Airport have been completed. Enclosed, please find a copy of the Final Report for your files. I would also like to thank you for participating in this planning study and for being a member of the Airport Advisory Committee.

If you should have any questions regarding this matter, please do not hesitate to contact me at 609-530-4080.

Sincerely,



Jim Mileski
Project Engineer
Division of Aeronautics

c: W. Smith



20 Sep 2007

Dear Mr. Sheftz,

Thank you for arranging such a fantastic series of events last evening. The dinner at the Lobster House, the gathering of Veterans, civic leaders, and families at Lower Cape May Regional High School, and the presentations in my honor were truly memorable! It is a day that my family and I will cherish for a very long time, and I am extremely grateful.

You and the Veterans of Charles "Buddy" Lewis Post of the VFW (Post #5343) are true patriots and real American heroes. Your support of Veterans, current day service men and women, and our community is truly remarkable. Your success in attaining the DAV van in support of Veterans of South Jersey is just one measure of the great work you do. Thank you.

Brenda and I are looking forward to our next visit, and if there is anything I can ever do for you or any of the Veterans of South Jersey, please do not hesitate to call.

Follow me!

Michael S. Linnington

Sincerely,

Michael S. Linnington

Michael S. Linnington
Brigadier General, USA

Mr. Stephen Scheftz
122 Town Bank Road
North Cape May, NJ 08204



Community

CIVIC

The Press of Atlantic City
February 7, 2010

One of my answers to solving one of their
"Solving One of The World's Problems
In Twenty-five Words or Less"
Questions.

25 Words or Less
A.C. PRESS

2-7-2010

Readers heated
over question of
unemployment

25 Words or Less contestants tackled a tough task this week, the question facing leaders at all levels: What can be done to create jobs?

Plenty of good ideas were submitted, as well as some wacky ones, and probably each one has a drawback. That's the difficult situation we're in.

Lee Webster offers an intriguing set of tax and regulation breaks to new businesses, but existing businesses might not find that fair.

Stephen Sheftz's plan would take time but boost the sector that usually leads us out of recessions: small business. He wins this week's 25 Words or Less cup.

Next, we join the new governor in wondering whether the annual cap on increases to local budgets actually encourages municipalities to always increase their budgets the allowed amount. That question is below.

Kevin Post, business editor

What should be done
to lower unemployment?

Establish incubators for entrepreneurs to get started in business. Success would result in occupying readily available business properties while improving our residential quality of life.

Stephen Sheftz, Lower Township

RESOLUTION #2011-42

**Lower Township
Bill List II
01/19/2011**

<u>Vendor</u>	<u>PO #</u>	<u>Description</u>	<u>Amount</u>
NJ State League of Municipalities	10-03177	Legal Ad - Twp Manager	90.00
Seawave Corp/Herald Newspaper		Legal Ad - Twp Manager	225.00
Cape May Star & Wave		Legal Ad - Twp Manager	24.00
TOTAL BILL LIST			<u>\$ 339.00</u>

I certify the foregoing to be a Resolution adopted by the Township Council on January 19, 2011.

Claudia R. Kammer, RMC, Township Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
MOTION					
SECOND					
AYES					
NAYS					
ABSTAIN					
ABSENT					

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

RESOLUTION NO. 2011-43

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 2011, 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, 2011 and the second in the amount of THIRTY-FIVE THOUSAND (\$35,000.00) DOLLARS due on or before November 4, 2011. 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 19, 2011.

 Claudia R. Kammer, Township Clerk

	CONRAD	SIMONSEN	DOUGLASS	LARE	BECK
MOTION					
SECOND					
AYE					
NAY					
ABSTAIN					
ABSENT					

ANIMAL CONTROL REPORT

MONTH OF Dec, 2010

ACO Donald R Montgomery

DATE: Jun 1 2011

	DOGS	CATS	OTHER*
TOTAL	156	15	6 Snakes
PICKED-UP	10	10	10 Raccoons
TO SHELTER	4	10	5 Possums
RETURNED	6	0	4 Found dog's
TO VET	3	4	4 Sea Gull's
DOA		5	15 Barking dog's
WARNINGS	25	5	3 Missing dog's
TICKETS	20	6	2 Abandonment ^{Cats}
BITES	0	0	Seized - 1 dog
QUARANTINES	0	0	Seized - 1 cat

*OTHER includes snakes, squirrels, raccoons, opossums, birds and other wildlife

Additional Comments:

Kathy was strik in the face by a cat
her left eyelid was injuring she received 6 stitches
2- summoned for Failure - Vet care - unlicense dog
2- Potentially Dangerous dog

ANIMAL CONTROL REPORT

MONTH OF DEC, 2010

ACO STEPHEN PARKER

DATE: 12/28/10

	DOG\$ CALLS	CATS CALLS	OTHER*
TOTAL	9	1	
PICKED-UP	1	0	
TO SHELTER	1	0	
RETURNED	1	0	
TO VET	0	0	
DOA	0	1	
WARNINGS	0	0	
TICKETS	0	0	
BITES	0	0	
QUARANTINES	0	0	

*OTHER includes snakes, squirrels, raccoons, opossums, birds and other wildlife

Additional Comments

TOTAL CALLS for 2010 (374)
CALLS
 (AC-2)

(TOTAL CALLS 10)
 RESPECTFULLY SUBMITTED
 S. PARKER - LTACO

AC-2

Township of Lower
 2600 Bayshore Road
 Villas NJ,08251
 609-886-1455

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 12/01/2010 To 12/31/2010

January 07 , 2011 8:47:23AM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$597,274.00	Cubic Footage:	156414 Cu.ft	Permit Issued:	103
Cost Of Alteration:	\$663,789.00	Square Footage:	12201 Sq.ft	Updates Issued:	7
Cost Of Demolition:	\$200.00			All Fees Waived:	1
Total Cost:	\$1,261,263.00			Municipal Fees Waived:	0

PERMIT FEES

ADMIN FEES

WAIVED FEES

TOTAL FEES

Building:	\$19,594.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$19,594.00
Electrical:	\$4,995.00	Electrical:	\$0.00	Electrical:	\$45.00	Electrical Fees:	\$4,950.00
Fire :	\$2,949.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$2,949.00
Plumbing:	\$4,474.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$4,474.00
Elevator:	\$214.00	Elevator:	\$53.00	Elevator:	\$0.00	Elevator Fees:	\$267.00
Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$0.00
				Total Waived:	\$45.00	Technical Fees:	\$32,234.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$521.00	\$0.00	\$521.00
Alteration Training Fee:	\$1,134.00	\$0.00	\$1,134.00
DCA Minimum Fee:	\$7.00	\$1.00	\$6.00
Sub total Training Fee:	\$1,662.00	\$1.00	\$1,661.00

TECHNICAL ISSUES

Building Technical:	61
Electrical Technical:	60
Fire Protection Technical:	38
Plumbing Technical:	46
Elevator Technical:	1
Mechanical Technical:	

Certificate of Occupancy Fee:	\$1,504.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$1,504.00

CERTIFICATE ISSUES

Certificate of Occupancy:	7
Certificate of Approval:	3
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$32,234.00
DCA FEES:	\$1,661.00
CERTIFICATE FEES:	\$1,504.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$35,399.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$35,399.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 12/01/2010 To 12/31/2010

January 7, 2011 8:47:49AM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$1,047.00	\$34,352.00	\$0.00	\$35,399.00
DUMPSTER	Sub Totals:	\$10.00	\$0.00	\$0.00	\$10.00
LICENSE FEES	Sub Totals:	\$0.00	\$100.00	\$0.00	\$100.00
GRAND TOTALS:		\$1,057.00	\$34,452.00	\$0.00	\$35,509.00

OFFICE OF CONSTRUCTION OFFICIAL

2600 Bayshore Road

Villas NJ,08251

609-886-1455

Construction Permit Activity Report

RANGE: 12/01/2010 To 12/31/2010

January 10, 2011 9:35:46AM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$119,000.00	Cubic Footage:	11364 Cu.ft	Permit Issued:	2
Cost Of Alteration:	\$30,000.00	Square Footage:	1004 Sq.ft	Updates Issued:	0
Cost Of Demolition:	\$6,500.00			All Fees Waived:	0
Total Cost:	\$155,500.00			Municipal Fees Waived:	0

PERMIT FEES

ADMIN FEES

WAIVED FEES

TOTAL FEES

Building:	\$1,386.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$1,386.00
Electrical:	\$85.00	Electrical:	\$0.00	Electrical:	\$0.00	Electrical Fees:	\$85.00
Fire :	\$45.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$45.00
Plumbing:	\$401.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$401.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$0.00
				Total Waived:	\$0.00	Technical Fees:	\$1,917.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$38.00	\$0.00	\$38.00
Alteration Training Fee:	\$51.00	\$0.00	\$51.00
DCA Minimum Fee:	\$0.00	\$0.00	\$0.00
Sub total Training Fee:	\$89.00	\$0.00	\$89.00

TECHNICAL ISSUES

Building Technical:	2
Electrical Technical:	1
Fire Protection Technical:	1
Plumbing Technical:	1
Elevator Technical:	
Mechanical Technical:	

Certificate of Occupancy Fee:	\$182.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$182.00

CERTIFICATE ISSUES

Certificate of Occupancy:	2
Certificate of Approval:	0
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$1,917.00
FEES:	\$89.00
CERTIFICATE FEES:	\$182.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$2,188.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$2,188.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 12/01/2010 To 12/31/2010

January 10, 2011 9:34:01AM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$0.00	\$2,188.00	\$0.00	\$2,188.00
GRAND TOTALS:		\$0.00	\$2,188.00	\$0.00	\$2,188.00

TOWNSHIP OF LOWER

Engineer's Report

Meeting Date: January 19, 2010

➤ Holmes Avenue Stormwater Outfall (HMM No. 275001)

The NJDEP CAFRA/WFD permit was issued on November 29th. The NJ Tidelands License review was complete on December 8th. The USACE permit was issued on December 15th. HMM is coordinating with the Township to publicly bid this work this month.

➤ Fall 2010 Outfall Extension Project (HMM No. 281710/281711)

The contractor has completed construction of the outfalls. HMM is currently processing the payment application and closeout documents for the project.

➤ Municipal Parking Lot Improvements – Phase 2 (HMM No. 283071)

HMM is in the process of completing the design work on Station Road and the Municipal Parking Lot Improvements. Prior to advertising the construction project the plans must be approved by the County Engineer's office and the NJ Department of Transportation.

➤ Lower Township Recreation Center Roof Replacement (HMM No. 287118)

HMM met with Recreation staff and performed an onsite investigation of the existing roof on December 22nd and is working on the roof replacement design. HMM plans to meet with the Township Manager and Recreation Director the week of January 17th to discuss the concept plans and an anticipated schedule for bidding and construction.



BUREAU OF FIRE SAFETY - TOWNSHIP OF LOWER

Public Safety Building
1389 Langley Road
Cape May County Airport
Phone: (609) 889-0404
Fax: (609) 889-8876

Mailing Address:
407 Breakwater Road
Erma, NJ 08204

**For the month of December 2010, the Lower Township
Bureau of Fire Safety made deposits of \$21,220.46 in the
Lower Township Tax office.**

Sincerely,

**David P. Perry
Fire Official**

**cc: file
Board Members
Lauren Read
Township Manager**

Municipal Clerk
Register Report

12/1/2010 Through 12/31/2010

1/3/2011

Page 1

Account	Description	Memo	Category	Amount
INCOME				
	TOTAL Bingo & Raffle			1,010.00
	TOTAL Business Mercantile			290.00
	TOTAL Campgrounds & Trailers			328.00
	TOTAL Ice Cream License			1,200.00
	TOTAL Liquor Licenses			15.00
	TOTAL Rental Merc. 2010-2011			2,125.00
	TOTAL Searches			20.00
	TOTAL Street Openings			160.00
	TOTAL Taxi & Limo			1,570.00
	TOTAL Towing			400.00
	TOTAL Yard Sales			15.00
	TOTAL INCOME			7,133.00
TRANSFERS				
	TOTAL Council Checking			-7,133.00
	TOTAL TRANSFERS			-7,133.00
			OVERALL TOTAL	0.00

LOWER TOWNSHIP MUNICIPAL COURT

MONTHLY DISBURSEMENTS

TRAFFIC (All fines split w/ County)	\$ 1,190.50
TRAFFIC COSTS (We receive all costs)	\$ 104.50
CRIMINAL FINES (We receive both Criminal & Local Ordinance fines)	\$ 1,154.50
CRIMINAL COSTS	\$ 183.00
REINSTATED BAILS	\$ -
LOCAL PARKING	\$ 50.00
CONTEMPT CHARGES	\$ 144.50
PUBLIC DEFENDER FEES	
MISCELLANEOUS FEES (Spinal & Overpayments)	\$ 5.86
DWI SURCHARGE	\$ 209.98

DECEMBER 2010 DISBURSEMENTS

DECEMBER 2010 COMPLAINTS ISSUED	CRIMINAL IND.	CRIMINAL DP	TRAFFIC	DUI	TOTAL
	12	44	64	7	127
TOTAL RECEIPTS \$11,418.10	TOWNSHIP SHARE \$4,642.84				

COMPLAINTS IN WARRANT STATUS	CRIMINAL	TRAFFIC	TOTAL
	188	135	323

	2011	2010	2009	BANKRUPTCY	TOWNSHIP LIENS	LOT CLEARINGS	DEMOLITIONS
BALANCE PRIOR MONTH	26,816,729.28	2,274,117.70	19,483.17	9,725.69	106,871.81	6,230.00	9,085.50
CASH RECEIPTS	-183,976.94	-1,085,238.89	-250.00		-3,057.52		
6% PENALTY		6,683.79					
<u>DEBITS</u>							
PRELIMINARY BILLING							
FINAL BILLING							
ADDED/OMITTED							
NJ BELL							
SENIOR DISALLOWED		281.51					
DISABLED DISALLOWED		62.33					
VET DISALLOWED							
WIDOW DISALLOWED							
REFUND		7,972.17					
TRANSFER TO BANKRUPTCY							
NSF		2,230.77					
TRANSFER OVERPAYMENT		1,966.23					
TOTAL DEBITS	0.00	12,513.01	0.00	0.00	0.00		
<u>CREDITS</u>							
SENIOR ALLOWED		-750.00					
VET ALLOWED		-1,750.00					
DISABLED ALLOWED		-250.00					
WIDOW ALLOWED		-250.00					
CANCELLED		-6.00					
LOT CLEARINGS							
DEMOLITIONS							
APPEALS		-342.98					
TRANSFER OVERPAYMENTS	-1,966.23						
TOTALLY DISABLED VET							
PRELIMINARY ADJUSTMENTS	-228.66						
TRANSFER MUNICIPAL LIEN		-20,310.56			20,310.56		
COUNTY BOARD							
TAX SALE MUNICIPAL LIEN							
TOTAL CREDITS	-2,194.89	-23,659.54	0.00		20,310.56	0.00	0.00
BALANCE 12/31/2010	26,630,557.45	1,184,416.07	19,233.17	9,725.69	124,124.85	6,230.00	9,085.50

VITAL STATISTICS
DECEMBER DEPOSIT
2010

Marriage License Total	10
C.U. Lic. Total	0
D.P. Lic. Total	0
Total Burial Permits	2

State Marriage Fee	\$ 250.00
Twp. Marriage Fee	\$ 30.00
State C.U. Fee	\$ -
Twp. C.U. Fee	\$ -
State D.P. Fee	\$ -
Twp. D.P. Fee	\$ -
State Burial Permit Fee	\$ 10.00
Twp. Cert. Copy Fee	\$ 1,910.00

TOTAL	\$ 2,200.00
--------------	--------------------

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798

(609) 886-2005

January 7, 2011

Mayor Michael Beck &
Council Members
2600 Bayshore Road
Villas, NJ 08251

RE: MLUL 40:55D-70.1; Annual report
on variances heard by Zoning Board;
Year 2010

Dear Mayor Beck & Council Members:

Please find attached the approving resolution and variance report of the Township of Lower Zoning Board for the Year 2010.

The Zoning Board carefully examined the report at their January 6, 2011 regular meeting and does not recommend any zoning ordinance changes at this time.

If you have any questions, please call at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read "WJG", is written over the typed name.

William J. Galestok, PP, AICP
Director of Planning
Board Secretary

WJG:las

enc.1

cc: Township Manager, w/enc.
Township Clerk, w/enc.
Zoning Board Solicitor, w/o enc.
Zoning Board Chairman, w/o enc.
Planning Board Chairman, w/o enc.

RESOLUTION NO.11-8-ZBA

BOARD OF ADJUSTMENT OF THE TOWNSHIP OF LOWER

ON THIS 6th day of January, 2011, the Zoning Board of Adjustment of the Township of Lower, having been presented with and having reviewed the Annual Report of Variances approved by the Zoning Board of Adjustment of the Township of Lower as submitted to said Board by William J. Galestok, PP,AICP, Director of Planning, and having determined that the same is accurate and complete and by affirmative vote, does hereby approve the same and authorize the same to be kept as an official record of the Township of Lower.



William J. Galestok, Secretary
Lower Township Board of Adjustment

DATED: January 6, 2011

2010 ZONING BOARD VARIANCE REPORT

<u>ZONE</u>	<u>APPLICANT</u>	<u>SITE PLAN</u>	<u>SUBDIVISION</u>	<u>USE VARIANCE</u>	<u>HARDSHIP</u>	<u>OTHER</u>
R-1	Macko-Fister				CA - area, depth, front & side yards building coverage	
R-2 (U)	Donahue <i>Waide</i> Collins Sims				CA - side yard & building coverage <i>D - side yard</i> CA - fence height CA - area, frontage, width, side yards & building coverage	
	<i>Amusement Partnership</i>	CA		CA	CA - sign area & fence height	
R-3 (U)	Polis <i>Dera</i> Ranalli				CA - area CA - area & depth CA - rear yard	
R-3(W)	Dera <i>Raimondi</i> Boerner Dera				CA - area, frontage & width CA - building coverage CA - rear yard CA - area, frontage, width, side yards & building coverage	
	<i>LDTD Developers</i> Quigley <i>Moreinis & Perza</i> English Brewster <i>Helbig</i> Polivo		CA	CA	CA - area, frontage & width CA - area, frontage & width <i>D - front yard</i> CA - area, frontage & width CA - front yard CA - area, frontage, width & depth CA - accessory use taller than principal	

2010 ZONING BOARD VARIANCE REPORT

ZONE	APPLICANT	SITE PLAN	SUBDIVISION	USE VARIANCE	HARDSHIP	OTHER
R-3(W)	Waters				CA - building coverage	
	Jurvic				CA - area, frontage & width	
	Dera Smith <i>3103 Route 9 South, LLC</i>				CA - front & side yards CA - Area, frontage, width, front & side yards	
R-4	Brown				CA - rear yard	
GB	Dera		CA	CA		
	Herker		CA	CA	CA - area, frontage & width	
	Hemingway	CA		CA		
M-H	Ewing/Jersey Cape Motel, Inc.		CA	CA	CA - frontage, width, side & rear yards	
RB	Albelli	W		W		Abandon use
I	Park Properties, LLC		CA	CA	CA - area, frontage, width, depth, front, side & rear yard buffer	
	Spirito	CA		CA		
MGB	Armen Associates, LLC			CA		
GB & R-4	9510 Associates, Inc.	CA		CA	CA - front yard & buffer encroachment	

2010 ZONING BOARD VARIANCE REPORT

<u>ZONE</u>	<u>APPLICANT</u>	<u>SITE PLAN</u>	<u>SUBDIVISION</u>	<u>USE VARIANCE</u>	<u>HARDSHIP</u>	<u>OTHER</u>
TOTALS		4 - CA 1 - W	6 - CA	11 - CA 1 - W	27 - CA 2 - D	1

CA = Conditionally approved

A = Approved

D = Denied

(S) = Sewered

(U) = Unsewered

- 14 = Area
- 12 = Frontage
- 12 = Width
- 4 = Depth
- 6 = Front yard
- 8 = Side yard
- 4 = Rear yard
- 6 = Building coverage
- 2 = Fence height
- 1 = Accessory use taller than principal
- 1 = Sign Area
- 1 - Rear yard buffer
- 1 = Buffer encroachment
- 1 - Abandon use



BUREAU OF FIRE SAFETY - TOWNSHIP OF LOWER

Public Safety Building
1389 Langley Road
Cape May County Airport
Phone: (609) 889-0404
Fax: (609) 889-8876

Mailing Address:
407 Breakwater Road
Erma, NJ 08204

**For the Year 2010, the Lower Township Bureau of Fire
Safety made deposits of \$224,936.77 in the Lower Township
Tax office.**

Sincerely,

**David P. Perry
Fire Official**

**cc: file
Board Members
Lauren Read
Township Manager**

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

RESOLUTION # 2011-44

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. (Labor Relations - Unions)
- (5) Matters Relating to the Purchase, Lease of 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.
- (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.

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 of promotion 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. (Personnel - M. Vitelli & DPW)

 (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 of 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 January 19, 2011 that an Executive Session closed to the public shall be held on this date at approximately _____ 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.

I hereby certify the foregoing to be a resolution adopted by the Township Council on January 19, 2011.

 Claudia R. Kammer, Township Clerk

	Conrad	Simonsen	Douglass	Lare	Beck
Motion					
Second					
Aye					
Nay					
Abstain					
Absent					