

**WORK SESSION AND REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL
FEBRUARY 18, 2026 – 5:00pm**

Opening Announcement
Pledge of Allegiance & Moment of Silence
Roll Call & Determination of Quorum

Work Session

Certificate – Harrison Bitting

Consent Agenda

Approval of Minutes – February 2, 2026

- Res. #2026-92 Authorization for the Payment of Vouchers \$ 526,296.28
- Res. #2026-93 A Resolution Appointing James Craft as Chief Financial Officer for the Township of Lower
- Res. #2026-94 Authorization for Refund of Taxes
- Res. #2026-95 Transfer of 2025 Appropriations
- Res. #2026-96 Identifying Small Cities Fair Housing Officer (Township Manager)
- Res. #2026-97 A Resolution Appointing Robert Osborn as the Qualified Purchasing Agent for the Township of Lower Pursuant to N.J.S.A.40A:11-9
- Res. #2026-98 A Resolution Amending Resolution #2026-35; Authorizing the Qualified Purchasing Agent of the Township of Lower to Award Contracts Exceeding \$17,500 and Under the Current Bid Threshold Establishing Quote Requirements and Confirming Related Purchasing Authority
- Res. #2026-99 A Resolution Amending Resolution #2026-44 to Designate a Public Agency Compliance Officer for the Township of Lower
- Res. #2026-100 Re-appointment to the Recreation Advisory Board (E.Collins)
- Res. #2026-101 Contract Award to RAVE Mobile Safety for Alerts for Public Safety
- Res. #2026-102 Renewal of Trailer Park Licenses for the Year 2026
- Res. #2026-103 Authorizing Payout of Terminal Leave (D.Sherno)
- Res. #2026-104 Appointments to the Zoning Board of Adjustments
- Res. #2026-105 Bid Acceptance and Contract Award for Public Works Building Replacement (Aliano Bros \$3,538,860.00)
- Res. #2026-106 Approving a Professional Service Contract with DeBlasio & Associates for Construction Phase Services of the Lower Township Public Works Building Project (LT-C-048.01)
- Res. #2026-107 Bid Acceptance and Contract Award for Construction and Zoning Building Roof Replacement and HVAC Improvements
- Res. #2026-108 Approving a Professional Service Contract with Remington & Vernick Engineers for the Construction Management Phase of the Roofing Replacement Project at the Township of Lower Construction & Zoning Building
- Res. #2026-109 A Resolution Authorizing a Loan Application to the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank, to Fund Improvements to the Township's Sanitary Sewer System and Roadway Restoration Projects
- Ord #2026-03 Bond Ordinance Providing for Various Sewer Improvements by and in the Township of Lower, in the County of Cape May, State of New Jersey; Appropriating \$2,500,000.00 Therefore and Authorizing the Issuance of \$2,500,000.00 Bonds or Notes of the Township to Finance Part of the Cost thereof.
- Ord #2026-04 An Ordinance Amending Chapter 7, Traffic, of the Code of the Township of Lower to Enact Article IV, Paid Parking Zones/Parking Meters, to Establish Paid Parking Areas and Regulations Governing Operation and Enforcement. This is the first reading of Ordinances 2026-03 and 2026-04. The second reading and public hearing has been scheduled for March 16, 2026

Regular Agenda

Engineer Report

Administrative Reports

Clerk, Construction, Dog, Tax, Vital

Public Comment

Council Comments

Adjourn

COUNCIL MEETING MINUTES – FEBRUARY 2, 2026

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on February 2, 2026 at 5:00 p.m. in the meeting room of Township Hall, 2600 Bayshore Road, Villas, New Jersey.

The Clerk announced that the meeting was being held in compliance with the Open Public Meetings Act and that adequate notice of the meeting had been provided according to law.

The following members of Council were present for roll call taken by the Clerk:

Councilmember Thomas Conrad
Councilmember Joseph Wareham
Councilmember Roland Roy, Jr.
Deputy Mayor Kevin Coombs
Mayor Frank Sippel

Also present: Michael Laffey, Township Manager, Robert Belasco, Township Solicitor and Karen Fournier, Deputy Township Clerk

Work Session

State of the Township Address – Mayor Sippel

Chris South, Cape May County Herald, inquired about Cannabis Tax, Occupancy Tax and Bathrooms at Douglass Park.

Consent Agenda

Approval of Minutes – January 21, 2026

Approval of New Jersey State Firefighter's Association Membership – D Brown III, Town Bank Vol. Fire Company

Res. #2026-74 Authorization for the Payment of Vouchers \$667,710.54

Res. #2026-75 Authorization for the Payout of Accumulated Compensatory Time (A. Cushman, \$7,435.12)

Res. #2026-76 Approval of 2026 Rotary Towing Licenses

Res. #2026-77 Public Facilities Grant Application for \$400,000, ADA Accessibility

Res. #2026-78 Authorization for the Payout of Accumulated Compensatory Time (T. Girard, \$5,670.86)

Res. #2026-79 Bid Acceptance and Contract Award for the FY2024 NJDCA Small Cities Program Municipal Pool Building Replacement (LT-C-063)

Res. #2026-80 Adoption of State Model Citizen Participation Plan for DCA Small Cities Program

Res. #2026-81 Identifying Small Cities Fair Housing Officer

Res. #2026-82 Approval of Public Facilities Grant Management Plan

Res. #2026-83 A Resolution Authorizing the Adoption of the 2026 Cape May County Hazard Mitigation Plan Update

Res. #2026-84 A Resolution Amending Confirmation of Officials for Joint Insurance Fund and Municipal Excess Liability Fund

Res. #2026-85 Authorizing Pay Out of Terminal Leave (C. Crippen, \$36,559.94)

Res. #2026-86 Authorizing Pay Out of Terminal Leave (M. Vitelli, \$11,897.68)

Res. #2026-87 Authorizing Pay Out of Terminal Leave (K. Wolf, \$5,603.23)

Res. #2026-88 Approving A Professional Service Contract with Blauer Associates for the Application Submission and Administrative Work for FY2026 Small Cities Project (NTE \$20,000)

Res. #2026-89 Approval of Change Order #1 Authorizing Additional Services for State Contract to Insight Public Sector for the Provisions of OpenGov Software and Related Services for Online Bid Procurement (Contract No. T3121)

Res. #2026-90 A Resolution Approving the Renewal of a Class 5 Cannabis License to Sea & Leaf, LLC

Ord. #2026-02 An Ordinance Amending Chapter 7, Traffic, of the Code of the Township of Lower to Explicitly Prohibit Parking in Front of Public or Private Driveways, Driveway Aprons, Curb Cuts, Or Access Points. This is the first reading of this Ordinance. The second reading and public hearing has been scheduled for March 2, 2026.

On the Consent:

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD		X	X				
WAREHAM	X		X				
ROY			X				
COOMBS			X				
SIPPEL			X				

Public Comment – no comments

Council Comments

Councilmember Conrad commented on the extreme cold temperatures and reminded residents to check on their neighbors.

Councilmember Wareham commended Mayor Sippel and staff on the State of the Township Address.

Councilmember Roy – no comments

Deputy Mayor Coombs – no comments

Mayor Sippel voiced favor on the latest storm preparations and thanked the Department of Public Works for a great job plowing the streets.

Manager Laffey commended Public Works and commented on the positive feedback about plowing the roads.

Closed Session

Res. #2026-91 A Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meeting Act, N.J.S.A. 10:4-12 Attorney-Client Privilege

MOTION TO TABLE

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
WAREHAM			X				
ROY			X				
COOMBS		X	X				
SIPPEL			X				

Adjournment

There being no further business to address, motion to adjourn moved by Councilmember Conrad, seconded by Deputy Mayor Coombs. Motion to adjourn was unanimous. Meeting adjourned at 5:27 p.m.

Frank Sippel, Mayor

Township Clerk

Approved:

Resolution # 2026-92

Lower Township
Bill List By Vendor Id

Ranges		Item Status	Purchase Types	Misc					
<i>Range: First to Last</i>		<i>Open: N</i>	<i>Bid: Y</i>	<i>P.O. Type: All</i>					
<i>Rcvd Batch Id Range: First to Last</i>		<i>Void: N</i>	<i>State: Y</i>	<i>Include Project Line Yes</i>					
		<i>Paid: N</i>	<i>Other: Y</i>	<i>Items:</i>					
		<i>Held: Y</i>	<i>Exempt: Y</i>	<i>Format: Condensed</i>					
		<i>Aprv: N</i>		<i>Include Non-Budgeted: Y</i>					
		<i>Rcvd: Y</i>		<i>Vendors: All</i>					
Vendor #	P.O. #	PO Date	Name	Description	Status	Amount	Void Amount	Contract	PO Type
00153			ATLANTIC CITY ELECTRIC*						
26-00364		02/11/26	JANUARY 2026 ST. LIGHTS		Open	\$49,482.31	\$0.00		
26-00368		02/11/26	ATLANTIC CITY ELECTRIC JAN 26		Open	\$17,175.62	\$0.00		
			Vendor Total:			\$66,657.93			
00419			RICHARD M BRASLOW, ESQ						
26-00257		01/28/26	FS legal 2.9 hr		Open	\$797.50	\$0.00		
00432			MICHAEL BROGAN						
26-00354		02/10/26	MEDICAL CLAIMS		Open	\$254.00	\$0.00		
00784			CAPE MAY STAR & WAVE						
26-00271		01/28/26	Online Legal Ad 1/21/2026		Open	\$100.00	\$0.00		
26-00335		02/09/26	Legals - 1/28		Open	\$241.00	\$0.00		
			Vendor Total:			\$341.00			
00818			CENTER LINE SERVICES, LLC						
26-00313		02/05/26	1/25/26 SNOW REMOVAL SERVICES		Open	\$3,300.00	\$0.00		
01075			COPIERS PLUS*						
26-00161		01/21/26	INK FOR DUPLICATOR		Open	\$85.00	\$0.00		
01171			VERIZON WIRELESS - TOWNHALL						
26-00321		02/06/26	VERIZON IPHONE #723051842-0001		Open	\$1,331.09	\$0.00		
01196			H A DEHART & SON*						
26-00127		01/15/26	PARTS FOR VEHICLES/DPW		Open	\$1,340.07	\$0.00		
01224			DKC CONTRACTORS LLC						
26-00311		02/05/26	1/25/26 SNOW REMOVAL SERVICES		Open	\$15,250.00	\$0.00		
01389			EDDIE'S AUTO BODY						
25-02958		11/12/25	INSURANCE DEDUCTIBLE		Open	\$1,000.00	\$0.00		
01585			ALBERT FLITCROFT						
26-00365		02/11/26	MEDICAL CLAIMS		Open	\$1,595.21	\$0.00		
01643			WILLIAM GALESTOK						
26-00332		02/09/26	EQUIPMENT ALLOWANCE		Open	\$118.99	\$0.00		
01730			GTBM INC.*						
26-00189		01/21/26	ICOP BACKTRACE ANNUAL RENEWAL		Open	\$2,016.00	\$0.00		
01741			GENTILINI CHEVROLET, LLC ~						
26-00142		01/21/26	PARTS FOR TRUCKS/DPW		Open	\$509.27	\$0.00		
26-00334		02/09/26	TRUCK 15/DPW		Open	\$89.51	\$0.00		
			Vendor Total:			\$598.78			

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
01741		GENTILINI CHEVROLET, LLC ~					<i>Account Continued</i>
01785 26-00353	02/10/26	ROBERT HARTMAN SR MEDICARE SUPPLEMENT	Open	\$1,541.65	\$0.00		
01806 26-00075 26-00329	01/13/26 02/09/26	ANTHONY J HARVATT, II, ESQ ZBA DNE 12,500.00 2026 ZBA RESOLUTION VOUCHER	Open Open	\$2,083.00 \$200.00	\$0.00 \$0.00		B
		Vendor Total:		\$2,283.00			
02027 26-00158	01/21/26	JESCO INC~ PARTS FOR BACK HOE/DPW	Open	\$1,467.24	\$0.00		
02108 26-00307	02/05/26	KEEN COMPRESSED GAS CO* BOTTLED GAS/DPW	Open	\$144.33	\$0.00		
02402 26-00174	01/21/26	MGL PRINTING SOLUTIONS ~ TWP OF LOWER STAMPS	Open	\$191.00	\$0.00		
02502 26-00356	02/10/26	JOANNE BUDD VISION REIMBURSEMENT	Open	\$754.99	\$0.00		
02655 26-00366	02/11/26	WILLIAM MCPHERSON MEDICAL CLAIMS	Open	\$355.08	\$0.00		
02725 26-00342	02/09/26	THOMAS MILLS 02/03 & 02/05 ELEC INSP	Open	\$183.50	\$0.00		
03021 26-00347	02/10/26	NJ MOTOR VEHICLE COMMISSION INITIAL REGS VIN 2663 & 0786	Open	\$120.00	\$0.00		PC1
03072 26-00330	02/09/26	NJ STATE LEAGUE OF MUNICIPALI* 2026 Membership dues	Open	\$1,863.00	\$0.00		
03179 26-00324	02/09/26	OFF-SHORE GETTY STATION* TOW POLICE VEHICLE/DPW	Open	\$150.00	\$0.00		
03365 26-00357	02/10/26	LYNN JEFFERIS MEDICAL CLAIMS	Open	\$422.99	\$0.00		
03460 26-00191	01/21/26	V.E. RALPH & SON, INC. ~ DEFIBTECH BATTERY PACKS	Open	\$1,509.60	\$0.00		
03518 26-00282 26-00327	02/03/26 02/09/26	RIGGINS, INC.* OFF HIGHWAY DIESEL/DPW OFF IGHWAY DIESEL/DPW	Open Open	\$333.17 \$314.54	\$0.00 \$0.00		
		Vendor Total:		\$647.71			
03544 26-00187	01/21/26	PORTER LEE CORP* BEAST EVIDENCE SYSTEM ANNUAL	Open	\$1,185.00	\$0.00		
03608		SEAWAVE CORPORATION*					

Lower Township
Bill List By Vendor Id

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
03608		SEAWAVE CORPORATION*					
							<i>Account Continued</i>
26-00270	01/28/26	PB MEETING DATES LEGAL AD	Open	\$41.12	\$0.00		
03611		SERVICE TIRE TRUCK CENTERS ~					
25-03453	12/31/25	RDS/SAN/RECY/ DPW	Open	\$5,661.63	\$0.00		
03692		SOUTH JERSEY GAS CO*					
26-00367	02/11/26	SOUTH JERSEY GAS DEC-JAN USAGE	Open	\$9,160.24	\$0.00		
03727		EDWARD STRING					
26-00304	02/05/26	RETIRED MEDICARE SUPPLEMENT	Open	\$1,788.00	\$0.00		
03764		TCTANJ					
26-00276	02/02/26	BROWN/FRITSCH	Open	\$250.00	\$0.00		
03810		MUNICIPAL UTIL AUTH USAGE COST					
26-00086	01/14/26	1/1- 12/31/26 MUA SEWER	Open	\$6,027.00	\$0.00		
03904		LOWE'S HOME CENTER INC*					
26-00280	02/03/26	HEATERS/DPW	Open	\$286.21	\$0.00		
03971		VERIZON WIRELESS MDT POLICE					
25-03223	12/04/25	VERIZON MDTs DEC ENCUMBER	Open	\$1,238.29	\$0.00		
03985		VILLAS NAPA AUTO PARTS ~					
26-00109	01/15/26	RDS/SANT/RECY/DPW	Open	\$3,621.21	\$0.00		
04059		THOMAS WILL					
26-00355	02/10/26	MEDICAL REIMBURSEMENT	Open	\$830.00	\$0.00		
04097		CINTAS FIRST AID AND SAFETY*					
26-00157	01/21/26	FIRST AID SUPPLIES/DPW	Open	\$40.33	\$0.00		
26-00243	01/27/26	COURT CABINET SERVICE 1/2026	Open	\$34.52	\$0.00		
26-00274	01/30/26	1/28/26 TOWNAHLL RESTOCK	Open	\$93.14	\$0.00		
26-00341	02/09/26	BOCA OFFICE SUPPLIES	Open	\$30.32	\$0.00		
		Vendor Total:		\$198.31			
04301		SEASHORE ASPHALT CORPORATION*					
25-01217	05/13/25	ASPHALT FOR ROADWAYS	Open	\$600.60	\$0.00		
05083		ALLEGRA MARKETING,PRINT & MAIL					
26-00281	02/03/26	Newsletter 2026 Winter	Open	\$415.00	\$0.00		
2023		ATLANTIC TACTICAL INC*					
25-03458	12/31/25	GLOCK WEAPON HOLSTERS	Open	\$1,200.00	\$0.00		
5022		INSTITUTE FOR FORENSIC PSYCHO*					
26-00185	01/21/26	FITNESS FOR DUTY PSYCH EVAL	Open	\$1,300.00	\$0.00		
7098		SHORE VETERINARIAN ANIMAL					
26-00065	01/13/26	RES 26-47 26-27-28 DNE 64,800	Open	\$5,400.00	\$0.00		B

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
7228		SOUTH STATE INC.*					
25-02015	07/25/25	RES 2025-259 LTC062 CARDINAL	Open	\$219,826.20	\$0.00		B
25-02647	10/08/25	RES 2025-339 LTC-062 BAYBERRY	Open	\$62.48	\$0.00		B
		Vendor Total:		\$219,888.68			
7555		LORCO PETROLEUM SERVICES*					
26-00350	02/10/26	USED OIL/ANTIFREEZE REMOVE/DPW	Open	\$400.00	\$0.00		
7618		MEGONIGAL ELECTRIC LLC					
26-00310	02/05/26	REPAIRED CONNECTIONS/DPW	Open	\$775.00	\$0.00		
7687		ENHANCED WEB SERVICES*					
26-00272	01/30/26	BOB OSBORN QPA SIGNATURE FONT	Open	\$29.95	\$0.00		
7689		GOVERNMENT FORMS AND SUPPLIES*					
26-00198	01/21/26	Business Cards -Council/Coombs	Open	\$55.00	\$0.00		
7711		LORETTA MURPHY					
26-00275	02/02/26	REIMBURSEMENT-COACH	Open	\$85.73	\$0.00		
7820		DEBLASIO & ASSOCIATES, P.C					
26-00328	02/09/26	ZBA BOARD ENGINEER VOUCHER	Open	\$154.56	\$0.00		
7869		WILDWOOD CREST RECREATION					
25-03029	11/14/25	SCOOP TAYLOR TOURNAMENT	Open	\$500.00	\$0.00		
7929		AMAZON CAPITAL SERVICES, INC ~					
25-03235	12/04/25	OFFICE SUPPLIES	Open	\$454.74	\$0.00		
25-03452	12/31/25	VARIOUS SUUUUPPLIES	Open	\$818.44	\$0.00		B
26-00175	01/21/26	DOGIPOT BAGS & CHAIR MATS	Open	\$371.04	\$0.00		
26-00256	01/28/26	FS office supplies	Open	\$258.85	\$0.00		
26-00262	01/28/26	OFFICIAL JERSEYS/REFEREES	Open	\$71.96	\$0.00		
26-00285	02/03/26	FS amazon order 02.02.26	Open	\$70.35	\$0.00		
26-00320	02/05/26	OFFICE SUPPLIES	Open	\$230.00	\$0.00		
		Vendor Total:		\$2,275.38			
8046		SAMPLE MEDIA INC					
26-00343	02/09/26	FS mail in ballots	Open	\$612.00	\$0.00		
8197		GREAT AMERICAN FINANCIAL SERV					
26-00264	01/28/26	LEASE MAIL MACHINE 1/26-12/26	Open	\$1,300.00	\$0.00		B
8211		CONFIRE FIRE PROT SERV LLC*					
26-00314	02/05/26	FIRE ALARM SYSTEM /DPW	Open	\$724.00	\$0.00		
26-00315	02/05/26	FIRE ALARM MONITORING TOWNHALL	Open	\$720.00	\$0.00		
26-00316	02/05/26	FIRE ALARM MONITORING MILLMAN	Open	\$720.00	\$0.00		
26-00317	02/05/26	FIRE ALARM MONITORING FC	Open	\$720.00	\$0.00		
26-00318	02/05/26	FIRE ALARM MONITORING REC CNTR	Open	\$720.00	\$0.00		
		Vendor Total:		\$3,604.00			
8217		SARAH VAN SEETERS					

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
8217		SARAH VAN SEETERS					
							<i>Account Continued</i>
26-00326	02/09/26	COURT WEBSITE RENEWAL	Open	\$321.86	\$0.00		
8465		NATIONAL AUTO FLEET GROUP *					
25-02017	07/25/25	RES 2025-262 (3) F350 (1)F450	Open	\$28,526.00	\$0.00		B
8655		DOLLAR GENERAL					
26-00254	01/28/26	DRINKS REC WARMING CENTER/DPW	Open	\$22.00	\$0.00		PC1
8672		LOGMEIN INC.					
26-00048	01/08/26	2026 GO TO MEETING /LOG ME IN	Open	\$19.00	\$0.00		PC1
8721		BLANEY, DONOHUE, & CURIO, PC					
26-00080	01/13/26	RES 26-02 LABOR DNE 40K	Open	\$2,448.00	\$0.00		B
26-00081	01/13/26	RES 26-03 PROSECUTOR DNE 45000	Open	\$7,500.00	\$0.00		B
26-00082	01/13/26	RES 26-03 PROSECUTOR WWC 10000	Open	\$1,666.66	\$0.00		B
		Vendor Total:		\$11,614.66			
8723		HOFFMAN INTERNATIONAL INC*					
26-00279	02/03/26	COOLER	Open	\$1,418.54	\$0.00		
8732		DEJANA TRUCK & UTILITY					
26-00246	01/27/26	SNOW PLOW PARTS	Open	\$1,867.94	\$0.00		
8735		SURENIAN EDWARDS & NOLAN LLC					
25-00482	02/13/25	AFF HOUSING RES #2025-15	Open	\$60.00	\$0.00		
8848		COMFORT NOW LLC					
26-00283	02/03/26	NO HEAT/CONSTRUCTION /DPW	Open	\$410.25	\$0.00		
8859		SHERWOOD LOCK & KEY					
26-00325	02/09/26	KEYS FOR MEETING RM DOOR	Open	\$16.00	\$0.00		
8861		WITMER PUBLIC SAFETY GROUP INC					
25-01492	06/06/25	65 GLOCK G45 WEAPON RES 25-220	Open	\$23,369.45	\$0.00		
8999		ECOS SYSTEMS INC ~					
26-00188	01/21/26	ECOS KEY SYSTEM ANNUAL RENEWA	Open	\$830.00	\$0.00		
9026		STARR SEPTIC LLC ~					
26-00087	01/14/26	PORTA-POT - FREEMAN DOUGLASS	Open	\$100.00	\$0.00		
26-00312	02/05/26	LUXURY BATHROOM/DPW	Open	\$948.00	\$0.00		
		Vendor Total:		\$1,048.00			
9134		ASCENDANCE TRUCK EASTERN PA					
26-00245	01/27/26	MATERIAL GARAGE/DPW	Open	\$277.44	\$0.00		
9166		REMINGTON & VERNICK ENG II INC					
25-00269	01/27/25	RES 2025-79 ROOFING TOWNHALL	Open	\$3,255.00	\$0.00		
25-01210	05/13/25	RES#2025-177 CHG ORD 1 HVAC TH	Open	\$26,000.00	\$0.00		B
		Vendor Total:		\$29,255.00			

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
9169 26-00277	02/02/26	EB EMPLOYEE SOLUTIONS LLC JANUARY/FEB 26 DIFF CARD ADMIN	Open	\$7,814.25	\$0.00		
9270 25-03450	12/31/25	ATLANTIC SALT INC ROADWAY SALT/COUNTY CO OP	Open	\$13,476.48	\$0.00		
9272 26-00284	02/03/26	HICKEY OVERHEAD DOOR COMPANY GATE SENSORS	Open	\$300.00	\$0.00		
9279 25-03115 25-03425	11/21/25 12/30/25	MUNICIPAL EMERGENCY SERVICES BALLISTIC VEST - M. VALENCIA VEST VELCRO NAME TAPE - O'NEAL	Open Open	\$1,588.00 \$16.00	\$0.00 \$0.00		
		Vendor Total:		\$1,604.00			
9316 25-00021 26-00062	01/03/25 01/12/26	THE BELASCO LAW FIRM LLC RES#2025-01 DNE\$150K EXPENSES RES 26-01 DNE \$140K	Open Open	\$11,931.79 \$10,780.00	\$0.00 \$0.00		B
		Vendor Total:		\$22,711.79			
9317 26-00340	02/09/26	VERIZON CONNECT FLEET USA LLC PAST DUE BALANCE	Open	\$27.00	\$0.00		
9391 26-00337	02/09/26	IRON MOUNTAIN INCORPORATED 12/20- 1/27/26 OFFSITE SHRED	Open	\$261.27	\$0.00		
9445 26-00336	02/09/26	TWIN ROCKS WATER 1/29/26 TOWNHALL RESTOCK	Open	\$119.88	\$0.00		
9453 26-00253 26-00269	01/28/26 01/28/26	CAPITAL ONE TRADE CREDIT JANUARY '26 - MONTHLY ICE MELT- NOT TO EXCEED	Open Open	\$529.44 \$268.97	\$0.00 \$0.00		
		Vendor Total:		\$798.41			
9510 26-00252	01/28/26	JAMES MORRIS REIMBURSEMENT-COACH	Open	\$45.73	\$0.00		
9511 26-00266	01/28/26	REAGEN POWELL LIFEGUARD CERTIFICATION	Open	\$250.00	\$0.00		
9512 26-00278	02/03/26	VINELAND ENVIRONMENTAL LAB WELL WATER TESTING	Open	\$155.25	\$0.00		
9513 26-00305	02/05/26	VITAL RECORDS HOLDINGS, LLC OCT. 2025 TOWNSHIP SHRED DAY	Open	\$875.00	\$0.00		
BIRCH 25-03457	12/31/25	BIRCH'S COMMUNICATIONS LLC* ESTIMATE #4018 LIGHTS FOR F250	Open	\$2,042.25	\$0.00		
CARROT 26-00177	01/21/26	FREEDOM AND GLORY FLAGS FOR TOWNSHIP	Open	\$1,331.27	\$0.00		

Vendor #	Name	Status	Amount	Void Amount	Contract	PO Type
P.O. #	PO Date Description					
SEAGE	SEAGEAR MARINE SUPPLY*					
26-00309	02/05/26 R. Occhipinti uniforms	Open	\$224.99	\$0.00		

Total Purchase Orders: 114 Total P.O. Line Items: 0 Total List Amount: \$526,296.28 Total Void Amount: \$0.00

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

Julie A. Picard, Township Clerk

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

RESOLUTION #2026-93

Title: A RESOLUTION APPOINTING JAMES CRAFT AS CHIEF FINANCIAL OFFICER FOR THE TOWNSHIP OF LOWER

WHEREAS, a vacancy in the office of Chief Financial Officer of the Township of Lower occurred effective October 10, 2025, due to the resignation of the Township's former Chief Financial Officer, Lauren Read; and

WHEREAS, N.J.S.A. 40A:9-140.10(a) requires each municipality in the State of New Jersey to appoint a Chief Financial Officer; and

WHEREAS, James Craft holds a current and valid municipal finance officer certificate issued by the State of New Jersey and is qualified to serve in the office of Chief Financial Officer; and

WHEREAS, on October 6, 2025, the Township Council of the Township of Lower adopted Resolution 2025-341 appointing James Craft as Acting/Interim Chief Financial Officer for the Township of Lower; however, it was subsequently determined that, pursuant to N.J.S.A. 40A:9-140.10(f), an individual who holds a municipal finance officer certificate is ineligible to serve in an Acting or Interim capacity; and

WHEREAS, in order to remedy this issue, and in accordance with N.J.S.A. 40A:9-140.10(a), the Township of Lower desires to appoint James Craft to the office of Chief Financial Officer for a four (4) year statutory term commencing January 1, 2025, the year of appointment.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that James Craft is hereby appointed as Chief Financial Officer for the Township of Lower to perform all duties and responsibilities of said office in accordance with applicable statutes, regulations, and Township ordinances.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

Julie A Picard, Township Clerk

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

RESOLUTION #2026-94

Title: AUTHORIZATION FOR REFUND OF TAXES

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

WHEREAS, a refund is due.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the CFO/Treasurer be and the same is authorized and directed to refund the overpayments according to the Tax Collector's certification on file with the CFO/Treasurer.

<u>Block</u>	<u>Lot</u>	<u>Refund To</u>	<u>Reason</u>	<u>Tax</u>
748	7.03	Core Logic – Saylor	Exempt Vet 12/22/25	\$ 2,626.88
748	28.01	Suzanne Stoinski	H/O Paid Twice	\$ 1,999.96
42	20	Core Logic – 42/20	H/O sold property 12/2/25	\$ 1,489.74

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

Julie A Picard, Township Clerk

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

RESOLUTION #2026-95

Title: **TRANSFER OF 2025 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 \$6,000.00 be made between the 2025 budget appropriation reserves:

LINE ITEM		ACCT. NUMBER	TO	FROM
LEGAL EXPENSE	OE	5-01-20-155-200	6,000.00	
TOWNSHIP MANAGER SW	SW	5-01-20-100-100		6,000.00
			6,000.00	6,000.00

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

Julie A Picard, Township Clerk

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

RESOLUTION #2026-96

Title: IDENTIFYING SMALL CITIES FAIR HOUSING OFFICER

WHEREAS, the Township of Lower is applying for a Fiscal Year 2024 Small Cities Community Development Block Grant for approximately \$400,000 to facilitate ADA compliant access to Delaware Bay beaches in order to comply with the Americans with Disabilities Act (ADA), and for ADA compliance improvements at David Douglass, Jr. Memorial Park; and

WHEREAS, the Township of Lower must make efforts to affirmatively further fair housing; and

WHEREAS, the Township of Lower has reviewed various actions that would be acceptable to the New Jersey State Department of Community Affairs and the U.S. Department of Housing and Urban Development; and

WHEREAS, the Township of Lower has made assurances in the grant agreement that:

- 1. It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issues thereto; and
2. It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
3. It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
4. It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that the Township Manager shall be designated as the Small Cities Program Fair Housing Officer for the Township of Lower.

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact the USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights to inform those agencies of the appointment as Fair Housing Officer and request Fair Housing Information.

BE IT FURTHER RESOLVED that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the Township of Lower.

BE IT FURTHER RESOLVED that the Township of Lower will publish in the local newspaper of record and post at the Township Municipal Building a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

Table with 8 columns: MOTION, SECOND, AYE, NAY, RECUSE, ABSTAIN, ABSENT and 5 rows of names: CONRAD, WAREHAM, ROY, COOMBS, SIPPEL.

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

Julie A. Picard, Township Clerk

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

RESOLUTION #2026-97

Title: A RESOLUTION APPOINTING ROBERT OSBORN AS THE QUALIFIED PURCHASING AGENT FOR THE TOWNSHIP OF LOWER PURSUANT TO N.J.S.A. 40A:11-9

WHEREAS, the Township of Lower's former Qualified Purchasing Agent, Margaret Vitelli, retired on February 1, 2026, creating a vacancy and need to hire a new purchasing agent; and

WHEREAS, N.J.A.C. 5:32-4.1 establishes the criteria for a Qualified Purchasing Agent; and

WHEREAS, Robert Osborn possesses a Qualified Purchasing Agent Certification, as issued by the Director of the Division of Local Government Services, in accordance with N.J.A.C. 5:32-4.1 et seq.; and

WHEREAS, the Township Council of the Township of Lower desires to appoint a Qualified Purchasing Agent in order to exercise the statutory purchasing authority available to contracting units under the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.); and

WHEREAS, the Township Council of the Township of Lower finds it to be in the best interests of the Township and its residents to appoint Robert Osborn as the Qualified Purchasing Agent effective February 2, 2026.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that Robert Osborn is hereby appointed as the Qualified Purchasing Agent for the Township of Lower, effective February 2, 2026, to exercise the duties and responsibilities of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), including authority, responsibility, and accountability for the purchasing activity of the contracting unit.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

Julie A Picard, Township Clerk

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

RESOLUTION #2026-98

Title: **A RESOLUTION AMENDING RESOLUTION #2026-35 AUTHORIZING THE QUALIFIED PURCHASING AGENT OF THE TOWNSHIP OF LOWER TO AWARD CONTRACTS EXCEEDING \$17,500 AND UNDER THE CURRENT BID THRESHOLD, ESTABLISHING QUOTE REQUIREMENTS, AND CONFIRMING RELATED PURCHASING AUTHORITY**

WHEREAS, N.J.S.A. 40A:11-3(a) establishes the threshold at which contracts, as defined by the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., must be subject to public advertising and competitive bidding; and

WHEREAS, pursuant to N.J.S.A. 40A:11-3(c), the Governor of the State of New Jersey is authorized, in consultation with the State Treasurer, to adjust the bid threshold every five years based upon changes in the Consumer Price Index; and

WHEREAS, N.J.S.A. 40A:11-3(a)(3) permits municipalities that employ a Qualified Purchasing Agent ("QPA") to utilize the bid threshold established by the Governor pursuant to N.J.S.A. 40A:11-3(c); and

WHEREAS, effective July 1, 2025, the Governor of the State of New Jersey, in consultation with the State Treasurer, established the bid threshold for municipalities employing a Qualified Purchasing Agent at \$53,000.00; and

WHEREAS, based upon the established bid threshold, the statutory quotation threshold for the Township of Lower is \$7,950.00, representing fifteen percent (15%) of the bid threshold; and

WHEREAS, at the January 5, 2026 Township Reorganization Meeting, the Township adopted Resolution 2026-35 authorizing its former Qualified Purchasing Agent, Margaret Vitelli, who retired effective February 1, 2026, to negotiate and award contracts exceeding \$17,500.00 but below the bid threshold, and to approve exceptions to the quotation requirements up to the statutory limit; and

WHEREAS, following said retirement, Robert Osborn has been appointed as the Township's Qualified Purchasing Agent; and

WHEREAS, the Township further desires to reaffirm its internal administrative purchasing policy providing that purchases with a value under \$4,000.00 shall not require the solicitation of multiple quotations, while encouraging departments to obtain competitive pricing whenever practicable; and

WHEREAS, the Township Manager shall continue to be authorized to approve exceptions to the quotation requirements, up to the statutory quotation threshold, when determined to be in the best interest of the Township.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Township of Lower, County of Cape May, State of New Jersey, that Resolution 2026-35 is hereby amended and supplemented to authorize Robert Osborn, in his capacity as Qualified Purchasing Agent for the Township of Lower, to negotiate and award contracts having an anticipated value in excess of \$17,500.00 but below the bid threshold of \$53,000.00, in accordance with N.J.S.A. 40A:11-3, and subject to compliance with all applicable Local Public Contracts Law and Pay-to-Play requirements, where applicable; and

BE IT FURTHER RESOLVED by the Mayor and Council of the Township of Lower, County of Cape May, State of New Jersey, that the quote threshold shall be \$7,950.00, and the Township Manager is hereby authorized to allow exceptions to the quote requirements up to the legal threshold of \$7,950.00, when determined to be in the best interest of the Township, subject to a self-imposed internal policy that establishes that purchases under \$4,000.00 shall not require multiple quotes; however, departments are encouraged to obtain competitive pricing whenever possible.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held February 18, 2026.

Julie A Picard, Township Clerk

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

RESOLUTION #2026-99

Title: A RESOLUTION AMENDING RESOLUTION 2026-44 TO DESIGNATE A PUBLIC AGENCY COMPLIANCE OFFICER FOR THE TOWNSHIP OF LOWER

WHEREAS, pursuant to N.J.A.C. 17:27-3.3, public agencies are required to designate an individual to serve as the Public Agency Compliance Officer (P.A.C.O.); and

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

WHEREAS, the Public Agency Compliance Officer is responsible for administering contracting procedures pertaining to equal employment opportunity for both the public agency and its service providers, and must have the authority to recommend changes necessary to effectively support the implementation of the statute and its regulations; and

WHEREAS, at the January 5, 2026 Township Reorganization Meeting, the Township designated its former Qualified Purchasing Agent, Margaret Vitelli, who retired effective February 1, 2026, to serve as the Public Agency Compliance Officer for the 2026 calendar year; and

WHEREAS, in light of said retirement, there is a need to designate a new Public Agency Compliance Officer in compliance with N.J.A.C. 17:27-3.3;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that Resolution 2026-44 is hereby amended to designate Robert Osborn as the Public Agency Compliance Officer for the Township of Lower.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

Julie A Picard , Township Clerk

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

RESOLUTION #2026-100

Title: RE-APPOINTMENT TO THE RECREATION ADVISORY BOARD

WHEAEAS, Erik Collin's term on the Recreation Advisory Board has expired, and a request has been received from Erik Collins to be re-appointed to the board; and

WHEREAS, Council has reviewed the applications currently on file in the Clerk's office.

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

<u>NAME</u>	<u>TYPE</u>	<u>TERM EXP</u>
Erik Collins	Regular Member	December, 2028

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
COOMBS							
ROY							
PERRY							
SIPPEL							

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

Julie A Picard, Township Clerk

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

RESOLUTION #2026-101

Title: **CONTRACT AWARD TO RAVE MOBILE SAFETY FOR ALERTS FOR PUBLIC SAFETY**

WHEREAS, Rave Mobile Safety has provided Lower Township Police and Council with a proposal for a Lower Township Community-Wide Notification System. Rave will provide residents the ability to receive mass notifications and/or targeted messages to connect and inform the community with critical information through SMS (text), email, voice and social media outlets; and

WHEREAS, Township of Lower and LTMUA have enter into a Shared Service Agreement pursuant to Resolution #2018-263 within the agreement LTMUA will reimburse the Township 50% of the contract for the notification service; and

WHEREAS, Township Council hereby approves the Three (3) Year contract with Rave Mobile Safety and the CFO has certified the availability of funds by her signature in the budget as follows:

Appropriation: 01-56-750-365

Signature: _____
James Craft, CFO

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

AWARD: RAVE MOBILE SAFETY

AMOUNT: 2/2026-2/2027 \$ 8,247.13
 2/2027-2/2028 \$ 8,247.13
 2/2028-2/2029 \$ 8,247.13

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

Julie A Picard, Township Clerk



492 Old Connecticut Path
Framingham, MA 01701
rave.renewals@motorolasolutions.com

RENEWAL QUOTE

Date: August 26, 2025

Quote #Q-56745

Lower Township Police Department
405 Breakwater Rd
Erma, New Jersey
08204 United States

RAVE MOBILE SAFETY RENEWAL

Your Rave service contract is set to expire soon and requires your immediate attention.

Please Return a signed copy of this renewal quote today, and no later than **February 25, 2026** to continue to enjoy your Rave subscription and avoid any lapse in service.

INSTRUCTIONS FOR COMPLETING RENEWAL:

1. Select Renewal Option A, B or C on the enclosed Renewal Quote by checking the respective checkbox.
2. Complete the required billing information section & sign in the designated signature block.
3. Return via email to: rave.renewals@motorolasolutions.com or fax: (917) 591-9105

THIS IS NOT AN INVOICE



RENEWAL QUOTE

Date: August 26, 2025

Quote # Q-56745

Lower Township Police Department
405 Breakwater Rd
Erma, New Jersey
08204 United States

492 Old Connecticut Path
Framingham, MA 01701
rave.renewals@motorolasolutions.com

OPTION A: 1-Year Renewal: February 25, 2026 through February 24, 2027	
Rave Voice Add-on Module	\$0.00
Premium SMS Messaging for Rave Alert for Public Safety	\$0.00
Rave Alert for Public Safety Social Media Integration	\$0.00
Rave Alert for Public Safety	\$4,018.60
Rave Alert for Public Safety Loaded Landlines	\$0.00
Rave Alert for Public Safety Procurement per 1,000 phone numbers	\$0.00
Inbound 800 Service	\$0.00
Rave SMS to Opt-In for Public Safety	\$0.00
Rave Prepare Add-On to Rave Alert	\$0.00
SL Pro Bundle	\$0.00
Geopolling	\$0.00
Conference Blasts	\$0.00
Rave EyeWitness	\$0.00
SMS Block: 10,000 messages	\$1,144.90
Population Add-On	\$3,321.53
Annual Cost:	\$8,485.03

OPTION B: 3-Year Renewal: February 25, 2026 through February 24, 2029	
Rave Voice Add-on Module	\$0.00
Premium SMS Messaging for Rave Alert for Public Safety	\$0.00
Rave Alert for Public Safety Social Media Integration	\$0.00
Rave Alert for Public Safety	\$3,905.93

THIS IS NOT AN INVOICE

Rave Alert for Public Safety Loaded Landlines	\$0.00
Rave Alert for Public Safety Procurement per 1,000 phone numbers	\$0.00
Inbound 800 Service	\$0.00
Rave SMS to Opt-in for Public Safety	\$0.00
Rave Prepare Add-On to Rave Alert	\$0.00
SL Pro Bundle	\$0.00
Geopolling	\$0.00
Conference Blasts	\$0.00
Rave EyeWitness	\$0.00
SMS Block: 10,000 messages	\$1,112.80
Population Add-On	\$3,228.40
Annual Cost:	\$8,247.13
<i>Total Contract Value:</i> <i>(To be paid in the amount of \$8,247.13 per year)</i>	\$24,741.38

OPTION C: 5-Year Renewal: February 25, 2026 through February 24, 2031	
Rave Voice Add-on Module	\$0.00
Premium SMS Messaging for Rave Alert for Public Safety	\$0.00
Rave Alert for Public Safety Social Media Integration	\$0.00
Rave Alert for Public Safety	\$3,830.81
Rave Alert for Public Safety Loaded Landlines	\$0.00
Rave Alert for Public Safety Procurement per 1,000 phone numbers	\$0.00
Inbound 800 Service	\$0.00
Rave SMS to Opt-in for Public Safety	\$0.00
Rave Prepare Add-On to Rave Alert	\$0.00
SL Pro Bundle	\$0.00
Geopolling	\$0.00
Conference Blasts	\$0.00
Rave EyeWitness	\$0.00

THIS IS NOT AN INVOICE

SMS Block: 10,000 messages	\$1,091.40
Population Add-On	\$3,166.32
Annual Cost:	\$8,088.53
<i>Total Contract Value:</i> <i>(To be paid in the amount of \$8,088.53 per year)</i>	\$40,442.65

Renewal Quote does not include Sales Tax, if applicable.

THIS IS NOT AN INVOICE

Desired Renewal Term:

*** BILLING INFORMATION (Required):**

* Billing Contact:

Finance dept. / Managers office

* Billing Phone:

(609) 886-2005

* Billing Email:

Abosko@townshipofbuer.org / Rasbom@townshipofbuer.org / Jfleck@townshipoflower.org

* PO Required?

If YES, enter PO #:

RL6-00208

Please Note: If a PO is required for payment purposes, please provide a PO # within 7 days of submitting your signed quote or upon receipt of Auto-Renewal Invoice

BILLING INFORMATION:

1. Prices shown above do not include any state and local taxes that may apply. Any such taxes are the responsibility of the Customer and will appear on the final invoice.
2. If exempt from sales tax, please submit a copy of your tax exemption form to rave.taxexempt@motorolasolutions.com
 - Please ensure that your proof of exemption is a State Tax Exemption for your billing state. We cannot accept proof of IRS Federal Tax Exemption or W-9 forms in lieu of proof of state tax exemption.

Please Note: Invoices for this order will be from rave.ar@motorolasolutions.com. Please make sure this email is on an approved setting or safe senders list so notifications do not go to a junk folder or caught in a spam filter.

New! Optional Training Sessions

Are you interested in including a one-time online training engagement to your renewal? It is a great way to keep your staff current on our products' new and enhanced features.

To purchase a Standard 4-hour online training session, please check this box (price is \$1200 for US renewals)

Please note: Training must be used within the 12-month period of your annual subscription period. For an additional cost, customized training is available upon request. Please contact your Account Executive for further details.

THIS IS NOT AN INVOICE

QUOTE ACCEPTANCE:

This Renewal Quote is governed by the current agreement ("Agreement") between Customer and Rave.

QUOTE ACCEPTED BY

*Lower Township Police
Department*

Authorized Signature:

Mike Laffey
Name (Printed or Typed): Mike Laffey

Date:

2/5/26

Title:

Township Manager

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

RESOLUTION #2026-102

Title: RENEWAL OF TRAILER PARK LICENSES FOR THE YEAR 2026

WHEREAS, the following applicants have submitted applications for renewal of their trailer park licenses for the year 2026; and

WHEREAS, the appropriate license fees have been received and the real estate taxes on subject properties are current.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the renewal of the following trailer park licenses for the year 2026 are hereby approved:

<u>NAME</u>	<u>LOCATION</u>
NHC-NJ 102 LLC t/a Cape May Crossing	878 Route 109 South
William & Sharon Herker t/a Cape May Landing	755 Route 9
William & Sharon Herker t/a Cape Meadows	306 Route 9
Vicki Timberman t/a Broadway Mobile Park, LLC	1115 Seashore Road

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

Julie A Picard, Township Clerk

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

RESOLUTION #2026-103

Title: AUTHORIZING PAYOUT OF TERMINAL LEAVE

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a payment due to Daniel Sherno in the amount of \$ 1,143.96 is authorized and chargeable to the Reserve for Accumulated Absences.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Julie A Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18th, 2026.

Julie A Picard, Township Clerk

Sherno, Daniel

TOWNSHIP OF LOWER
 RETIREMENT PAYOUT ANALYSIS
 DATE:

EMPLOYEE: Sherno, Daniel
 DATE OF RETIREMENT: 2/14/2026
 DATE OF PAYMENT: 2/19/2026
 RESOLUTION #:

Annual Salary:	\$53,748.48
Hourly Rate:	\$25.84
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	0.00	25.84	0.00
Personal	4.25	25.84	109.82
Sick	0.00	25.84	0.00
Vacation	40.02	25.84	1,034.14
Other			
Terminal Leave Payout			\$1,143.96

	(A)	(B)	(C)	(B * C)	(E)	A + D - E	
	Carryover	Annual	7 weeks / 52 weeks	Prorated Time Due	Time Used	Hours to be paid	
Comp	0.00	0.00	0.00	0.00	0.00	0.00	
Personal	0.00	32.00	0.13	4.16	0.00	4.25	
Sick	338.00	120.00	0.13	15.60	0.00	0.00	Not Eligible
Vacation	90.50	104.00	0.13	13.52	64.00	40.02	
						Days	

Accrual and time used are current to 02/13/26 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

RESOLUTIUN #2026-104

Title: APPOINTMENTS TO THE ZONING BOARD OF ADJUSTMENT

WHEREAS, there currently exist a vacancy on the Zoning Board of Adjustments because of a term expiration; and

WHEREAS, Council has reviewed the request from the Zoning Official regarding moving an alternate member to permanent member status and moving the remaining members "up" one position.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following movements on the board be made:

<u>NAME</u>	<u>TYPE</u>	<u>TERM EXP</u>
Joseph Baker	FROM Alternate Member #1 TO Regular Member	September, 2026
Geoffrey Bostard	FROM Alternate member #2 TO Alternate Member #1	February, 2026
Thomas Doherty	FROM Alternate Member #3 TO Alternate Member #2	September, 2026
Roy Abrams, Jr	FROM Alternate Member #4 TO Alternate Member #3	January, 2028

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

Julie A Picard, Township Clerk

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

RESOLUTION # 2026-105

Title: **BID ACCEPTANCE AND CONTRACT AWARD FOR PUBLIC WORKS BUILDING REPLACEMENT**

WHEREAS, the Notice to Bidders for the Public Works Building Replacement (LT-C-048.1) was advertised on October 29, 2025 and accepted on November 20, 2025 at 10:00 a.m. prevailing time; and

WHEREAS, Three (3) sealed bids were submitted and reviewed by the Township Engineer, QPA and the Public Works Superintendent; and

WHEREAS, Aliano Brothers General Contractors, Inc , the lowest qualified bidder, complied with the specifications and supplied all required bid documents and the CFO has certified the availability of funds as evidenced by his signature below:

Appropriation: C-04-55-422-204
C-04-55-428-204
C-04-55-440-270
C-04-55-442-270
C-04-55-443-200

Signature: _____
James Craft, CFO

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

AWARD TO: ALIANO BROTHERS GENERAL CONTRACTORS, INC
TOTAL: \$3,538,860.00

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

Julie A Picard, Township Clerk

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

November 24, 2025

VIA EMAIL

Julle Picard, Clerk
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

**Re: Township of Lower, Cape May County, NJ
Public Works Building Replacement
D&A File #: LT-C-048.01**

Dear Ms. Picard:

We have tabulated the three (3) bids received on November 20, 2025 for the above referenced project. As such, we have determined that the lowest responsible bidder appears to be Aliano Brothers General Contractors, Inc. in the amount of \$3,538,860.00. Enclosed please find one (1) copy of the bid tabulation for your files.

In accordance with N.J.S.A. 40A:11-1 et seq., the award should be made to the lowest responsible bidder which appears to be Aliano Brothers General Contractors, Inc., 2560 Industrial Way, Suite A, Vineland, New Jersey 08360 in the amount of \$3,538,860.00. The contractual award should be made contingent upon approval from the Township Purchasing Agent, Chief Financial Officer and Township Solicitor.

Should you have any questions or require any additional information, please do not hesitate to contact me at our office.

Very truly yours,
DeBlasio & Associates, P.C.



Marc DeBlasio, P.E., P.P., C.M.E.
President
T: 609-854-3311
Marc@deblasioassoc.com

cc: Mayor Frank Sippel (via email w/encl.)
Michael Laffey, Manager (via email w/encl.)
Margaret Vitelli, Qualified Purchasing Agent (via email w/encl.)
Gary Douglass, Superintendent of Public Works (via email w/encl.)
Rob Belasco, Solicitor (via email w/encl.)
Lauren Read, CFO (via email w/encl.)
Cody Stanford (via email w/encl.)
Andrew McTague (via email w/encl.)



BID TABULATION

Client: Township of Lower
 Date: 11/20/2025
 Project Name: Lower Township Public Works Building Replacement
 D&A Project #: LT-C-048.01

Item #	DESCRIPTION	QUANTITY & UNITS		Alano Brothers General Contractors, Inc. 2560 Industrial Way Vineland, NJ 08360		Capri Construction Company, Inc. 4266 Post Road Vineland, NJ 08360		Weatherly Construction & Renovation, Corp. 147 North Iowa Avenue Atlantic City, NJ 08401	
				UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	EXISTING CONDITIONS (DIVISION 2): PRICE INCLUDES ALL WORK INCLUDED IN SECTION 1024116, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$108,000.00	\$108,000.00	\$148,468.00	\$148,468.00	\$60,000.00	\$60,000.00
2	CONCRETE (DIVISION 3): PRICE INCLUDES ALL WORK INCLUDED IN SECTION 031000, 032000, 033000, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$200,700.00	\$200,700.00	\$380,000.00	\$380,000.00	\$300,000.00	\$300,000.00
3	MASONRY (DIVISION 4): PRICE INCLUDES ALL WORK INCLUDED IN SECTION 040310, 042200, 047200, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$387,900.00	\$387,900.00	\$350,000.00	\$350,000.00	\$435,000.00	\$435,000.00
4	METALS (DIVISION 5): PRICE INCLUDES ALL WORK INCLUDED IN SECTION 051200, 059000, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$47,500.00	\$47,500.00	\$50,000.00	\$50,000.00	\$65,000.00	\$65,000.00
5	WOOD, PLASTICS, AND COMPOSITES (DIVISION 6): PRICE INCLUDES ALL WORK INCLUDED IN SECTIONS 061000, 061500, 061753, 064116, 066400, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$412,500.00	\$412,500.00	\$500,000.00	\$500,000.00	\$300,000.00	\$300,000.00
6	THERMAL AND MOISTURE PROTECTION (DIVISION 7): PRICE INCLUDES ALL WORK INCLUDED IN SECTIONS 071900, 072100, 072100, 072109, 072119, 073113, 074293, 074646, 076200, 077100, 079200, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$173,500.00	\$173,500.00	\$120,000.00	\$120,000.00	\$150,000.00	\$150,000.00
7	OPENINGS (DIVISION 8): PRICE INCLUDES ALL WORK INCLUDED IN SECTIONS 081113, 081416, 083613, 084113, 085113, 087100, 088000, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$174,100.00	\$174,100.00	\$150,000.00	\$150,000.00	\$250,000.00	\$250,000.00
8	FINISHES (DIVISION 9): PRICE INCLUDES ALL WORK INCLUDED IN SECTIONS 092216, 092900, 093013, 095113, 096513, 096513, 099114, 099124, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$165,000.00	\$165,000.00	\$160,000.00	\$160,000.00	\$230,000.00	\$230,000.00
9	SPECIALTIES (DIVISION 10, 11 AND 12): PRICE INCLUDES ALL WORK INCLUDED IN SECTIONS 101419, 101423.16, 102113.14, 102800, 102800, 104613, 104613, 104416, 105113, 122413, 123651.16, 124813, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$75,000.00	\$75,000.00	\$150,000.00	\$150,000.00	\$100,000.00	\$100,000.00
10	PLUMBING (DIVISION 22): PRICE INCLUDES ALL WORK INCLUDED IN SECTION 220000 AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$193,600.00	\$193,600.00	\$180,000.00	\$180,000.00	\$200,000.00	\$200,000.00
11	HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) (DIVISION 23): PRICE INCLUDES ALL WORK INCLUDED IN SECTION 230000 AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$310,000.00	\$310,000.00	\$325,000.00	\$325,000.00	\$291,110.50	\$291,110.50
12	ELECTRICAL (DIVISION 26 AND 27): PRICE INCLUDES ALL WORK INCLUDED IN SECTION 260000, 265600, 270528, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$409,000.00	\$409,000.00	\$350,000.00	\$350,000.00	\$410,000.00	\$410,000.00
13	EARTHWORK (DIVISION 30): PRICE INCLUDES ALL WORK INCLUDED IN SECTION 310000, 312000, 312319, 315116, 315219, AND AS DETAILED IN THE CONSTRUCTION DOCUMENTS.	LUMP SUM	LUMP SUM	\$75,000.00	\$75,000.00	\$100,000.00	\$100,000.00	\$150,000.00	\$150,000.00
14	ALLOWANCE- UNFORESSEEN CONDITIONS AND DEDICATED FOR ADDITIONAL CONSTRUCTION WORK REQUESTED BY THE OWNER.	75,000	ALLOWANCE	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00	\$75,000.00
15	SEPTIC SYSTEM	LUMP SUM	LUMP SUM	\$85,000.00	\$85,000.00	\$114,000.00	\$114,000.00	\$98,000.00	\$98,000.00



BID TABULATION

Client: Township of Lower
 Date: 11/20/2025
 Project Name: Lower Township Public Works Building Replacement
 D&A Project #: LT-C-048.01

Item #	DESCRIPTION	QUANTITY & UNITS		Allano Brothers General Contractors, Inc. 2560 Industrial Way Vineland, NJ 08360		Capri Construction Company, Inc. 4266 Post Road Vineland, NJ 08360		Weatherby Construction & Renovation, Corp. 147 North Iowa Avenue Atlantic City, NJ 08401	
		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT		
16	PRECAST CONCRETE WHEEL STOP	5	UNIT	\$2,000.00	\$1,000.00	\$500.00	\$2,500.00	\$127.20	\$636.00
17	VINYL FENCE, 6' HIGH	30	L.F.	\$80.00	\$2,400.00	\$90.00	\$1,500.00	\$171.72	\$5,151.60
18	HMA MILLING, VARIABLE DEPTH	9,500	S.Y.	\$6.00	\$57,000.00	\$4.00	\$38,000.00	\$4.00	\$38,000.00
19	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5M64, 2" THICK	1,200	TON	\$162.00	\$194,400.00	\$150.00	\$180,000.00	\$167.50	\$201,000.00
20	INLETS, TYPE "A"	1	UNIT	\$6,800.00	\$6,800.00	\$6,000.00	\$6,000.00	\$7,632.00	\$7,632.00
21	INLETS, TYPE "E"	1	UNIT	\$9,200.00	\$9,200.00	\$7,000.00	\$7,000.00	\$8,692.00	\$8,692.00
22	CHAIN LINK FENCE, 8' HIGH	425	L.F.	\$75.00	\$31,875.00	\$100.00	\$42,500.00	\$88.00	\$37,400.00
23	10" DUCTILE IRON CULVERT PIPE, CLASS 52	100	L.F.	\$215.00	\$21,500.00	\$225.00	\$22,500.00	\$238.50	\$23,850.00
24	CONCRETE SIDEWALK, 4" THICK	160	S.Y.	\$100.00	\$16,000.00	\$102.00	\$16,320.00	\$118.75	\$19,000.00
25	8" x 18" CONCRETE VERTICAL CURB	270	L.F.	\$45.00	\$12,150.00	\$35.00	\$9,450.00	\$47.12	\$12,722.40
26	REINFORCED CONCRETE APRON, 9" THICK	315	S.Y.	\$185.00	\$58,275.00	\$122.00	\$38,430.00	\$212.00	\$66,780.00
27	REINFORCED CONCRETE PAD, 6" THICK	40	S.Y.	\$180.00	\$7,200.00	\$135.00	\$5,400.00	\$212.00	\$8,480.00
28	BEAM GUIDE RAIL	200	L.F.	\$200.00	\$40,000.00	\$40.00	\$8,000.00	\$120.00	\$24,000.00
29	TRAFFIC MARKINGS LINES, THERMOPLASTIC-24"	60	L.F.	\$22.00	\$1,320.00	\$28.00	\$1,680.00	\$25.00	\$1,500.00
30	TRAFFIC MARKINGS LINES, EPOXY RESIN -4"	2,875	L.F.	\$16.00	\$46,000.00	\$4.00	\$11,500.00	\$16.00	\$46,000.00
31	TRAFFIC MARKINGS, THERMOPLASTIC ARROW PAVEMENT MARKING	7	UNIT	\$520.00	\$3,640.00	\$45.00	\$315.00	\$571.50	\$4,000.50
32	TRAFFIC MARKINGS, THERMOPLASTIC ADA PAVEMENT SYMBOL	3	UNIT	\$520.00	\$1,560.00	\$45.00	\$135.00	\$600.00	\$1,800.00
33	SIGNS	6	UNIT	\$520.00	\$3,120.00	\$500.00	\$3,000.00	\$530.00	\$3,180.00
34	BOLLARDS	30	UNIT	\$600.00	\$18,000.00	\$1,000.00	\$30,000.00	\$933.00	\$27,990.00
35	TOPSOIL, SEEDING AND FERTILIZER, 5" THICK	340	S.Y.	\$15.00	\$5,100.00	\$10.00	\$3,400.00	\$18.02	\$6,126.80
36	CONNECT TO EXISTING INLET	1	UNIT	\$1,300.00	\$1,300.00	\$8,500.00	\$8,500.00	\$6,000.00	\$6,000.00
37	DETECTABLE WARNING SURFACES	1	UNIT	\$400.00	\$400.00	\$400.00	\$400.00	\$350.00	\$350.00
38	TRAFFIC MARKINGS, PAVEMENT WORD SYMBOL	1	UNIT	\$520.00	\$520.00	\$200.00	\$200.00	\$600.00	\$600.00

BID TABULATION

Client: Township of Lower
Date: 11/20/2025
Project Name: Lower Township Public Works Building Replacement
DMA Project #: LT-C-048.01

Item #	DESCRIPTION	QUANTITY & UNITS		Albano Brothers General Contractors, Inc.		Capri Construction Company, Inc.		Weatherly Construction & Renovation, Corp.	
		PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT		
39	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	\$13.50	\$18,900.00	\$35.70	\$44,800.00	\$49,980.00			
40	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 4" THICK	\$150.00	\$52,500.00	\$171.50	\$52,500.00	\$60,025.00			
41	STONE MULCHING, 6" THICK	\$70.00	\$22,400.00	\$30.00	\$8,000.00	\$9,500.00			
42	WATER SERVICE, 2" COMPLETE	\$12,800.00	\$12,800.00	\$5,200.00	\$20,000.00	\$5,200.00			
43	WATER SERVICE, 3/4" COMPLETE	\$8,600.00	\$8,600.00	\$5,200.00	\$15,000.00	\$5,200.00			
Total Amount Bid Based on Estimated Quantities for Items 1 -43					\$3,538,860.00		\$3,649,498.00		\$3,795,006.80

Marc DeBlasio
Marc DeBlasio, P.E., P.P., C.M.E.
Township Engineer

11/20/2025
Date

Bidder's Mathematical Error

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

RESOLUTION #2026-106

Title: APPROVING A PROFESSIONAL SERVICE CONTRACT WITH DeBLASIO & ASSOCIATES FOR CONSTRUCTION PHASE SERVICES OF THE LOWER TOWNSHIP PUBLIC WORKS BUILDING PROJECT (LT-C-048.01)

WHEREAS, the Township of Lower is given authority by N.J.S.A. 40A:11-1 et seq. to enter into contracts for "Professional Services" without competitive bidding, when the need arises, so long as the award of such contract is made public by a Resolution of the Governing Body and satisfies the requirements of the New Jersey Pay-to-Play law; and

WHEREAS, DeBlasio & Associates have submitted the attached \$140,000.00 proposal for Construction Phase Services of the Lower Township Public Works Building project and the CFO has certified the availability of funds in the following budget line as evidenced by his signature:

Appropriation: C-04-55-422-204

Signature: _____
James Craft, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a Professional Services Contract without public bidding in the amount of \$140,000.00 is awarded to DeBlasio & Associates for Construction Phase Services for the Lower Township Public Works Building Project (LT-C-048.01) in accordance with the proposal attached hereto; and that the Superintendent of Public Works is authorized to execute the Purchase Order.

BE IT FURTHER RESOLVED that this award shall be published in the Township's Official Newspaper.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

Jule A Picard, Township Clerk

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

PHONE: 609-854-3311 • FAX: 609-854-4323

December 4, 2025

VIA EMAIL

Gary Douglass, Superintendent
Township of Lower Public Works Department
2600 Bayshore Road
Villas, NJ 08251

**Re: Township of Lower, Cape May County, NJ
Lower Township Public Works Building
Construction Phase Services
D&A File #: LT-C-048.01**

Dear Mr. Douglass:

DeBlasio & Associates, P.C. is pleased to provide this proposal to provide our professional construction phase services for the **Lower Township Public Works Building – Construction Phase Services**.

A. Construction Phase Services

1. Construction Phase, Architectural and Engineering Services
 - a. Attend the pre-construction and on-site project meetings as needed.
 - b. Review requests for Information, proposed change orders and shop drawings.
 - c. Prepare progress reports.
 - d. Review construction schedules.
 - e. Review payment requisitions.
 - f. Attend final inspection and develop punchlist.
2. Contract Administration
 - a. Compile construction site safety reports, daily inspection reports and shop drawing submittals.
 - b. Prepare necessary contract change orders for approval and signature of the Borough.
 - c. Process and prepare periodic and final payment requisitions for approval and signature of the Borough.
 - d. Secure and provide close out documentation required by the contract for the Borough.
3. Periodic Construction Observation
 - a.) Attend the pre-construction meeting.
 - b.) Provide periodic construction observation, commensurate to the Contractor's operations, to observe the Contractor's operations for conformance with the drawings, specifications and shop drawings. D&A's undertaking shall not relieve the contractor of the contractor's obligation to perform the work in conformity with the drawings and specification and in a workmanlike manner shall not make D&A an insurer of the contractor's performance; and shall not impose upon S&A any obligation to see that the work is performed in a safe manner.

- c.) Prepare punchlist at substantial completion.
- d.) Attend final inspection meeting.
- e.) This service is based on an eight (8) month construction period and providing 750 hours of periodic construction observation.

B. Professional Service Fee

1. Construction Phase Services

a. Following is a breakdown of the various phases of work for the Construction Phase:

1.) Construction Phase, Architectural and Engineering Services	\$ 55,000.00
2.) Contract Administration	\$ 10,000.00
3.) Periodic Construction Observation	\$ 75,000.00

b. The Total Not to Exceed Budget shall be **\$140,000.00** (One Hundred Forty Thousand Dollars) and will be invoiced on percent complete by phase basis.

c. The Not to Exceed Fee is based on an eight (8) month construction period. Periodic Construction Observation shall be adjusted should the contract completion time be extended.

2. Total Fee

• Construction Phase Services	<u>\$140,000.00</u>
Total	\$140,000.00

Upon your authorization, we are prepared to begin work immediately on the Township's **Lower Township Public Works Building - Construction Phase Services**. Should you have any questions or require any additional information, please do not hesitate to contact me or Andy McTague at our office. Thank you for the opportunity to submit this proposal.

Very truly yours,

DeBlasio & Associates, P.C.



Marc DeBlasio, P.E., P.P., C.M.E.

President

T: 609-854-3311

Marc@deblasioassoc.com

- cc:
- Mayor Frank Sippel (via email)
 - Michael Laffey, Manager (via email)
 - Margaret Vitelli, QPA (via email)
 - Julle Picard, Clerk (via email)
 - Karen Fournier, Deputy Clerk (via email)
 - Andy McTague (via email)
 - Cody Stanford (via email)
 - Finance (via email)

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

RESOLUTION # 2026-107

Title: **BID ACCEPTANCE AND CONTRACT AWARD FOR CONSTRUCTION AND ZONING BUILDING ROOF REPLACEMENT AND HVAC IMPROVEMENTS**

WHEREAS, the Notice to Bidders for the Construction and Zoning Building Roof Replacement and HVAC Improvements was advertised on January 7, 2026 and accepted on February 10, 2026 at 10:00 a.m. prevailing time; and

WHEREAS, Two (2) sealed bids were submitted and reviewed by the Township Engineer, QPA and the Public Works Superintendent; and

WHEREAS, Gaudelli Bros., Inc , the lowest qualified bidder, complied with the specifications and supplied all required bid documents and the CFO has certified the availability of funds as evidenced by his signature below:

Appropriation:

Signature:

James Craft, CFO

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

AWARD TO: GUADELLI BROS, Inc
TOTAL: \$ 920,000.00

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

Julie A Picard, Township Clerk



REMINGTON
& VERNICK
ENGINEERS

4907 New Jersey Avenue
Wildwood, NJ 08260
O: (609) 522-5150
F: (609) 522-5313

February 11, 2026

Gary Douglass, Superintendent
Department of Public Works
2600 Bayshore Road
Villas, New Jersey

**RE: Township of Lower/Cape May County
Construction & Zoning Building
Roof Replacement & HVAC
Recommendation of Award
RVE No. 05-05-U-019**

Dear Mr. Douglass,

We have received the bid for the above captioned project based on our review we find the lowest responsive bidder to be Gaudelli Bros., Inc., 700 Orange St., Millville, NJ 08332 in the amount of \$920,000.00, representing Base Bid. Enclosed please find a copy of the bid tabulation for your review.


It is noteworthy that item #18 was bid at \$0.00. The second low bid came in at \$100.00 for that item. While this may constitute an error on the part of the low bidder, it does not seem to materially affect the bid.

Therefore, in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq., the contract may be awarded to the lowest responsible bidder, which appears to be Gaudelli Bros, Inc. in the amount of \$920,000.00, representing Base Bid.

The award should be contingent upon approval of your Solicitor and monies being available.

Should you have any questions or comments, please do not hesitate to contact me at our Wildwood office 609-522-5150.

Very truly yours,
REMINGTON & VERNICK ENGINEERS, INC.


David J. Maillet, PE,
Engineering Department Head

Enclosures

cc: Robert Osborn, QPA Township of Lower (via email)
Julie Picard, RMC, Township of Lower (via email)

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

RESOLUTION #2026-108

Title: APPROVING A PROFESSIONAL SERVICE CONTRACT WITH REMINGTON & VERNICK ENGINEERS FOR THE CONSTRUCTION MANAGEMENT PHASE OF THE ROOFING REPLACEMENT PROJECT AT THE TOWNSHIP OF LOWER CONSTRUCTION & ZONING BUILDING

WHEREAS, the Township of Lower is given authority by N.J.S.A. 40A:11-1 *et seq.* to enter into contracts for "Professional Services" without competitive bidding, when the need arises, so long as the award of such contract is made public by a Resolution of the Governing Body and satisfies the requirements of the New Jersey Pay-to-Play law; and

WHEREAS, Remington & Vernick Engineers provided a proposal for the Construction Management Phase for the Roof Replacement Project for Construction and Planning Building to include the attached listed Construction Phase Services and Contract Administration for a cost of \$45,000.00; and

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

Appropriation: Ord #24-04 C-04-55-439-910

Signature: _____
James Craft, CFO

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

1. The Proposal between Remington & Vernick Engineers and the Township of Lower, in the form attached hereto as EXHIBIT A, for an amount of \$45,000.00 is hereby approved:

Construction Management Phase \$45,000.00

BE IT FURTHER RESOLVED that a notice of Award of Professional Service Contract for the above award shall be published in the Township's Official paper.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026

Julie A Picard, Township Clerk



REMINGTON
& VERNICK
ENGINEERS

4907 New Jersey Avenue
Wildwood, NJ 08260
O: (609) 522-5150
F: (609) 522-5313

February 5, 2026

Robert Osborn
Purchasing Agent
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

**RE: Proposal for Professional Services
Construction Management
HVAC Replacement Project at Construction & Zoning Building
Township of Lower, Cape May County, New Jersey
M2025-0291**

Dear Mr. Osborn:

REMINGTON & VERNICK ENGINEERS (RVE) is pleased to present this proposal to provide professional services for the replacement of the existing HVAC system and roof replacement at the Construction and Zoning Building.

This project includes replacing the roof system and HVAC system at the Construction and Zoning Building as well as demolition of the existing sallyport. The work included in this proposal will include construction management and inspection. Services will be provided for this phase as described below.

Construction Phase Services

Preconstruction Meeting: This task will include coordinating and attending the preconstruction meeting with the contractor. We will prepare the invitation list and agendas. The meeting minutes will be prepared and distributed to maintain project records. A notice to proceed will be issued.

Reviewing and Responding to RFIs: We will answer requests for information (RFIs) from the contractor and interpret the intent of the plans and specifications as necessary. Written responses will be provided directly to the contractor and maintained in the project records.

Shop Drawings and Submittals: RVE will be responsible for reviewing and approving shop drawings, submittals, catalog data, schedules, samples, and results of tests/inspections. All documents will be reviewed for conformance with the contract documents.

Contract Administration: Throughout construction RVE will coordinate the following tasks.

Payments: Contractor requests for payment will be reviewed, certified, and transmitted to the Borough with proper backup documentation.

Project Records: Maintain all project records, including executed contracts, RFIs, reports, logs, correspondence, plans, specifications, and red line as-built drawings.

Testing Coordination: Provide observation and coordination with the testing subcontractor (if required). Test results will be reviewed for specification conformance.

Project Coordination: Coordinate work progress with all appropriate Borough departments, as well as impacted residents, businesses, and other project stakeholders.

Change Orders/Credits: Review change order requests and negotiate fair pricing with the contractor. RVE will provide recommendations to the Borough and track all credits due.

Construction Observation: This task includes part-time construction observation to ensure the project is completed in accordance with the contract documents.

Project Closeout: This task will include the preparation of a final punchlist and observation of final completion. As-built information will be added by the contractor to the original construction drawings in red-line format and provided to the Borough. Upon acceptance of the project, RVE will prepare a recommendation for final payment in accordance with the contract documents.

Exclusions

The following services are excluded from this proposal:

Permitting preparation
Permitting fees

Remington & Vernick Engineers will provide the services specified above for a lump sum fee of **\$45,000.00** to be invoiced monthly on a percent-complete basis.

Should you have any questions, comments, or require additional information, please feel free to contact me in our Wildwood office at (609) 522-5150 or by email via david.maillet@rve.com.

Very truly yours,

REMINGTON & VERNICK ENGINEERS

By:



David J. Maillet, PE
Engineering Department Head

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

RESOLUTION #2026-109

Title: A RESOLUTION AUTHORIZING A LOAN APPLICATION TO THE NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION AND THE NEW JERSEY INFRASTRUCTURE BANK TO FUND IMPROVEMENTS TO THE TOWNSHIP'S SANITARY SEWER SYSTEM AND ROADWAY RESTORATION PROJECTS

WHEREAS, the Township of Lower intends to file a loan application with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank for financing of certain clean water projects involving various improvements to the sanitary sewer system and roadway restoration projects within the Township, specifically for the Arctic Avenue Storm Sewer Replacement Project; and

WHEREAS, the Township Council of the Township of Lower believes that it is in the Township's best interests to file these loan applications with the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank to offset costs associated with the Arctic Avenue Storm Sewer Replacement Project; and

WHEREAS, the New Jersey Infrastructure Bank requires that the Township appoint Authorized Representatives to act on behalf of the Township in all matters related to the Project and loan applications;

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

1. The Township Mayor, Chief Financial Officer, and Clerk are each hereby authorized to act as "Authorized Representatives" to represent the Township in all matters relating to the Arctic Avenue Storm Sewer Replacement Project and loan applications to the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank. The Authorized Representatives may be contacted at: Township of Lower, 2100 Bayshore Road, Villas, New Jersey 02851; Telephone No.: (609) 886-2005.
2. The Township of Lower hereby authorizes the Authorized Representatives to file all applications for the Arctic Avenue Storm Sewer Replacement Project as may be required for loans and grants from the New Jersey Department of Environmental Protection and the New Jersey Infrastructure Bank, as applicable, and to deliver all applications, documents, bonds, notes, instruments, or closing certificates in connection with the Project as may be required for such loans and grants.
3. This Resolution shall take effect immediately.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Karen Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 18, 2026.

Julie Picard, Township Clerk

**TOWNSHIP OF LOWER
BOND ORDINANCE NUMBER 26-03**

**BOND ORDINANCE PROVIDING FOR VARIOUS SEWER
IMPROVEMENTS BY AND IN THE TOWNSHIP OF LOWER, IN
THE COUNTY OF CAPE MAY, STATE OF NEW JERSEY;
APPROPRIATING \$2,500,000 THEREFOR AND AUTHORIZING
THE ISSUANCE OF \$2,500,000 BONDS OR NOTES OF THE
TOWNSHIP TO FINANCE PART OF THE COST THEREOF**

BE IT ORDAINED AND ENACTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LOWER, IN THE COUNTY OF CAPE MAY, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

SECTION 1. The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized as general improvements or purposes to be undertaken by the Township of Lower, in the County of Cape May, State of New Jersey (the "Township"). For the said improvements or purposes stated in Section 3, there is hereby appropriated the sum of \$2,500,000. No down payment is required pursuant to the provisions of N.J.S.A. 40A:2-11(c) of the Local Bond Law (the "Local Bond Law"), as the improvements or purposes described in Section 3 of this bond ordinance shall be funded by a loan from the New Jersey Infrastructure Bank.

SECTION 2. For the financing of said improvements or purposes described in Section 3 hereof, negotiable bonds of the Township are hereby authorized to be issued in the principal amount of \$2,500,000 pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Township in a principal amount not exceeding \$2,500,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

SECTION 3. (a) The improvements hereby authorized and purposes for the financing of which said bonds or notes are to be issued are various sewer improvements including, but not limited to, stormwater improvements and sewer replacement on Artic Avenue; and also including all engineering and design work, surveying, construction planning, preparation of plans and specifications, permits, bid documents, construction inspection and contract administration, and also shall include all work, materials, equipment, accessories, labor and appurtenances necessary therefor or incidental thereto.

(b) The estimated maximum amount of bonds or notes to be issued for said improvement or purpose is \$2,500,000.

SECTION 4. In the event the United States of America, the State of New Jersey, the County of Cape May and/or a private entity make a contribution or grant in aid to the Township, for the improvements and purposes authorized hereby and the same shall be received by the Township prior to the issuance of the bonds or notes authorized in Section 2 hereof, then the amount of such bonds or notes to be issued shall be reduced by the amount so received from the United States of America, the State of New Jersey, the County of Cape May and/or a private entity. In the event, however, that any amount so contributed or granted by the United States of America, the State of New Jersey, the County of Cape May and/or a private entity, shall be received by the Township after the issuance of the bonds or notes authorized in Section 2 hereof, then such funds shall be applied to the payment of the bonds or notes so issued and shall be used for no other purpose. This Section 4 shall not apply, however, with respect to any contribution or grant in aid received by the Township as a result of using funds from this bond ordinance as "matching local funds" to receive such contribution or grant in aid.

SECTION 5. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer of the Township, provided that no note shall mature later than one (1) year from its date unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance,

and the signature of the Chief Financial Officer upon the notes shall be conclusive evidence as to all such determinations. All notes issued hereunder may be renewed from time to time in accordance with the provisions of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchaser thereof upon receipt of payment of the purchase price and accrued interest thereon from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, the description, the interest rate, and the maturity schedule of the notes so sold, the price obtained and the name of the purchaser.

SECTION 6. The Capital Budget of the Township is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. In the event of any such inconsistency, a resolution in the form promulgated by the Local Finance Board showing full detail of the amended Capital Budget and capital programs as approved by the Director of the Division of Local Government Services, New Jersey Department of Community Affairs will be on file in the office of the Clerk and will be available for public inspection.

SECTION 7. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses and are improvements which the Township may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of said improvements or purposes within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 40 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the Office of the Clerk of the Township and a complete executed duplicate thereof has been filed in the Office of the Director of the Division of Local Government Services, New Jersey Department of Community Affairs, and such statement shows that the gross debt of the Township as defined in the Local Bond Law is increased by the authorization of the bonds or notes provided for in this bond ordinance by \$2,500,000 and the said bonds or notes authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$500,000 for items of expense listed in and permitted under section 20 of the Local Bond Law is included in the estimated cost indicated herein for the purpose or improvement hereinbefore described.

SECTION 8. The full faith and credit of the Township are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Township, and the Township shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Township for the payment of the principal of the obligations and the interest thereon without limitation as to rate or amount.

SECTION 9. The Township hereby declares the intent of the Township to issue the bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3 of this bond ordinance. This Section 10 is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.

SECTION 10. The Township Chief Financial Officer is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Township and to execute such disclosure document on behalf of the Township. The Township Chief Financial Officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Township pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Township and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Township fails to comply with its undertaking, the Township shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

SECTION 11. The Township covenants to maintain the exclusion from gross income under section 103(a) of the Code of the interest on all bonds and notes issued under this ordinance.

SECTION 12. This bond ordinance shall take effect twenty (20) days after final adoption, and approval by the Mayor, as provided by the Local Bond Law.

ADOPTED ON FIRST READING
DATED: February 18, 2026

Thomas Conrad, Councilman

Julie Picard, RMC
Clerk of the Township of Lower

Joseph Wareham, Councilman

ADOPTED ON SECOND READING
DATED: March 16, 2026

Roland Roy, Councilman

Julie Picard, RMC
Clerk of the Township of Lower

Kevin Coombs, Deputy Mayor

Frank Sippel, Mayor

APPROVAL BY THE MAYOR ON THIS _____ DAY OF _____, 2026

FRANK SIPPEL, Mayor

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

ORDINANCE #2026-04

Title: AN ORDINANCE AMENDING CHAPTER 7, TRAFFIC, OF THE CODE OF THE TOWNSHIP OF LOWER TO ENACT ARTICLE IV, PAID PARKING ZONES/PARKING METERS, TO ESTABLISH PAID PARKING AREAS AND REGULATIONS GOVERNING OPERATION AND ENFORCEMENT

WHEREAS, in accordance with N.J.S.A. 39:4-197, municipalities are afforded the authority to regulate traffic and parking on municipal public rights-of-way throughout their jurisdiction; and

WHEREAS, Chapter 7, Traffic, of the Code of the Township of Lower establishes standards and regulations governing traffic and parking throughout the Township of Lower; and

WHEREAS, the Township Council of the Township of Lower finds that establishing paid parking areas and parking meter regulations in areas within the Township during the peak summer season will promote parking turnover and improve access to commercial and recreational areas; and

WHEREAS, the Township Council of the Township of Lower further finds that establishing uniform seasonal dates and hours of operation for paid parking areas and parking meters, together with posted signage and standardized payment methods, will assist the Lower Township Police Department and parking enforcement personnel in the consistent and effective enforcement of parking regulations;

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey as follows:

Section 1. Chapter 7, Traffic, of the Code of the Township of Lower is hereby amended and supplemented through the enactment of new Article IV, entitled "Paid Parking Zones/Parking Meters," as follows:

ARTICLE IV PAID PARKING AREAS/PARKING METERS

§ 7-26 Purpose and Findings.

- A. The Township Council finds and declares that paid parking regulations are necessary to promote turnover and availability of parking in areas of high demand, and to improve access to commercial and recreational areas.
- B. This Article establishes uniform rules for the installation, operation, payment, and enforcement of paid parking areas within the Township of Lower.

§ 7-27 Authority.

This Article is adopted pursuant to N.J.S.A. 39:4-197 et seq., and all other applicable laws and regulations.

§ 7-28 Definitions.

As used in this Article, the following terms shall have the meanings indicated:

PAID PARKING ZONE

Any street, portion of a street, or municipal parking lot/area designated by the Township of Lower as requiring payment to park during the hours and dates set forth in this Article and/or as posted.

PARKING METER

Any mechanical, electronic, single-space or multi-space meter, kiosk, or other device/system used to receive payment and/or record paid parking time for one or more parking spaces, including pay-by-plate systems.

PAYMENT STATION

A centralized kiosk or device serving multiple spaces, including pay-and-display and pay-by-plate systems.

MOBILE PAYMENT

Payment made through a Township authorized mobile parking application or other electronic payment platform.

PARKING SPACE

A clearly marked or otherwise designated stall or space on a street or in a municipal parking area intended for the standing/parking of a single vehicle.

§ 7-29 Establishment of Paid Parking Zones.

A. The following streets (and portions thereof) are hereby designated as Paid Parking Zones subject to the requirements of this Article:

Street	Side(s) of Street	Limits
East Rochester Avenue	Both	From Diamond Sand Dollar Drive to Atlantic Avenue
Seaview Avenue	Both	From East Raleigh Avenue to the municipal boundary line with Wildwood Crest
Atlantic Avenue	Both	The entire length to the municipal boundary line with Wildwood Crest
South Station Avenue	Both	From Seaview Avenue to its eastern terminus
East Raleigh Avenue	Both	From Seaview Avenue to its eastern terminus

B. Installation and Maintenance. The Township Manager and/or such other Township official(s) designated by the Township Council are authorized to cause the installation, placement, relocation, conversion, operation, and maintenance of Parking Meters, Payment Stations, signage, and related equipment necessary to implement this Article within the Paid Parking Zones.

C. Signage Required. Paid Parking Zones shall be identified by appropriate signs, pavement markings, and/or meter/payment station instructions reasonably located to provide notice to motorists of the paid parking requirements, including the operational dates/hours established herein and the rates and time limits to be established by resolution.

§ 7-30 Establishment of Paid Parking Zones.

A. Seasonal Operation. Parking Meters/Paid Parking Zones shall be in effect annually from May 15th through October 15th.

B. Hours of Operation. During the seasonal operation period, Parking Meters/Paid Parking Zones shall be in effect daily, from 8:00 a.m. through 10:00 p.m.

C. No Duty to Pay Outside Operational Period. Outside the dates and hours set forth in this

- C. No Duty to Pay Outside Operational Period. Outside the dates and hours set forth in this section, there shall be no duty to pay under this Article unless otherwise posted due to a temporary special regulation lawfully established by the Township of Lower (e.g., emergency, construction, or special event restrictions).

§ 7-31 Rates; Time Limits; Establishment by Resolution.

- A. Rates and Time Limits to be Established by Resolution. The Township Council shall establish, and may adjust from time to time by Resolution, the following for each Paid Parking Zone and/or Parking Meter, which may vary by location:
1. Hourly rate parking rates and/or flat rates;
 2. Maximum time limits, if any;
 3. The method(s) of accepted payment, i.e. coin, credit/debit card, mobile payment, pay by plate, etc.); and
 4. Any other operational details consistent with this Article.
- B. Posting. Current rates, time limits, and payment instructions shall be posted on meters/payment stations and/or signage, or otherwise made available in a manner reasonably intended to inform the public.

§ 7-32 Payment Required; Compliance.

- A. No person shall park or permit a vehicle to stand in any Paid Parking Zone during the operational dates and hours set forth in § 7-30 without making the required payment for that vehicle and location.
- B. Compliance/proof of payment may be demonstrated by a meter indication, a pay and display receipt, a pay by plate record, mobile payment session record, or other Township system record, depending on the equipment in use.
- C. Motorists shall comply with all posted instructions applicable to the particular meter, payment station, mobile payment zone, or parking area, including correct entry of license plate number where required.

§ 7-33 Prohibited Acts.

It shall be unlawful for any person to:

- A. Park in a Paid Parking Zone during operational dates/hours without tendering the required payment;
- B. Exceed the time paid for and/or any posted maximum time limit;
- C. Deposit or cause to be deposited in any meter any slug, device, or substitute for lawful payment;
- D. Tamper with, damage, deface, obstruct, or interfere with any parking meter, payment station, or related signage/equipment;
- E. Use, attempt to use, or transfer a pay and display receipt, payment confirmation, or other authorization in a manner inconsistent with this Article and/or any posted instructions or signage.

§ 7-34 Exemptions Required by State Law; Authorized Exemptions.

- A. Any exemption from municipal meter fees mandated by State law (including, where applicable, for qualifying disabled veterans and Purple Heart recipients pursuant to Title 39) shall apply.
- B. The Township Council of the Township of Lower may, by Resolution Or ordinance as permitted by law, authorize limited exemptions for Township owned vehicles, emergency vehicles, or other vehicles performing essential governmental functions, provided such exemptions are applied uniformly and do not conflict with State law.

§ 7-35 Enforcement.

- A. This Article may be enforced by the Lower Township Police Department, parking enforcement personnel, and/or any other official(s) authorized by the Township.
- B. A vehicle found parked in a paid parking zone during operational dates/hours without a valid payment record shall constitute prima facie evidence of a violation.

§ 7-36 Violations and Penalties.

- A. Any person violating any provision of this Article shall, upon conviction, be subject to the penalties provided under Title 39 and/or the Township's general penalty provisions for traffic/parking offenses, as applicable, together with costs of court and other assessments permitted by law.
- B. Each separate instance of parking in violation of this Article shall constitute a separate offense.

Section 2. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed to the extent of such conflict or inconsistency.

Section 3. Should any section, paragraph, sentence, clause, or phrase of this Ordinance be declared unconstitutional or invalid for any reason, the remaining portions of this 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. This Ordinance shall become effective 20 days after final passage and publication according to law.

Thomas Conrad, Councilmember

Joseph Wareham, Councilmember

Roland Roy, Jr., Councilmember

First Reading:

Kevin Coombs, Deputy Mayor

Adopted:

Frank Sippel, Mayor

Attest: _____
Julie Picard, Township Clerk

Clerk Report January 2026

Register Report - Last month

1/1/2026 through 1/31/2026

2/10/2026

Page 1

Date	Account	Description	Memo	Category	Clr	Amount
		INCOME				41,860.00
		Buisness Mercantile 26				75.00
		Cannabis				2,000.00
		Liquor Licenses				200.00
		Short term 2025-2026				390.00
		Short Term Rental 2026				36,560.00
		Solicitation Permlt				135.00
		Street Openings				1,110.00
		Taxi & Limo				160.00
		Towing				500.00
		Vac Prop Reg				500.00
		Yard Sales				5.00
		Year Round Rental				225.00
		TRANSFERS				-41,860.00
		Council Checking				-41,860.00
				OVERALL TOTAL		0.00



Lower Township
2600 Bayshore Road
Villas, NJ 08251

Construction Permit Activity Report

1/1/2026 -> 1/31/2026

Summary

	Cost:	Count:				
New:	\$120,001.00	3	Cubic Footage:	133,334 Cu.ft	Permits Issued:	107
Addition:	\$1,089,361.00	12	Square Footage:	11,585 Sq.ft	Updates Issued:	13
Alteration:	\$1,337,921.00	103				
Demolition:	\$1,000.00	2				
Total:	\$2,548,283.00	120				

Permits	Count	Permit Fees	Admin Fees	Total	Inspections	Passed	Failed	Other
Building:	57	\$28,752.00	\$0.00	\$28,752.00	B 143	134 %93.7	8 %5.6	1 %0.7
Plumbing:	26	\$4,705.00	\$0.00	\$4,705.00	P 71	51 %71.8	13 %18.3	7 %9.9
Electrical:	97	\$12,408.00	\$0.00	\$12,408.00	E 154	126 %81.8	18 %11.7	10 %6.5
Fire:	18	\$2,765.00	\$0.00	\$2,765.00	F 39	35 %89.7	4 %10.3	0 %0
Elevator:	0	\$0.00	\$0.00	\$0.00	V 0	0 %	0 %	0 %
Mechanical:	40	\$2,745.00	\$0.00	\$2,745.00	M 23	19 %82.6	2 %8.7	2 %8.7
	238	\$51,375.00	\$0.00	\$51,375.00	430	365	45	20
DCA Training:	15		494	Other Fees	(Note: Does not include result of none)			
DCA State:	91		2798	\$0.00				
DCA Minimum:	13		13					
	119		\$3,305					

Variations	Total	Paid	Certificates	Issued Total	Paid Total
Building	0	0	CA 59	\$0.00	\$0.00
Plumbing	0	0	CCO 0	\$0.00	\$0.00
Electrical	0	0	CO 11	\$4,660.00	\$2,350.00
Fire	0	0	CC 0	\$0.00	\$0.00
Mechanical	0	0	TCO 0	\$0.00	\$0.00
Elevator	0	0	TCC 0	\$0.00	\$0.00
Total:	\$0.00	\$0.00	Total: 70	\$4,660.00	\$2,350.00

NOTE:

Information gathered is based on the Issue date for that item, ie permit issue date, certificate issue date.

This will cause discrepancies between the payments section which uses Payment date. Example you took in money for a CO but the CO has not been issued yet.

Permit Subcode Exempted (State) Fees			Permit Subcode Waived (Local) Fees		
	Record Count	Total Exempted		Record Count	Total Waived
Building	0	\$0	Building	0	\$0
Plumbing	0	\$0	Plumbing	0	\$0
Electrical	1	\$58	Electrical	0	\$0
Fire	0	\$0	Fire	0	\$0
Mechanical	0	\$0	Mechanical	0	\$0
Elevator	0	\$0	Elevator	0	\$0
Total:		\$58	Total:		\$0

Record Count	Total Exempted	Violations	Fines	Paid
DCA Fees 1	\$1	Issued 0	\$0.00	\$0.00

Payments (Based on Payment Date)	
Permit (119)	\$54,426.00
NON-UCC (1)	\$10.00
Variation Payments	\$0.00
Penalty (0)	\$0.00
Inspection Payments	\$0.00
Ongoing Invoice	\$0.00
Test Payments	\$0.00
Other Payments	\$0.00
Grand Total	\$54,436.00



Lower Township
2600 Bayshore Road
Villas, NJ 08251

Daily Bank Summary

All payments collected between the dates of 1/1/2026 and 1/31/2026.

	<i>Summary</i>	<i>Totals</i>
<i>UCC Permits</i>		
<i>Total Cash</i>		\$940
<i>Total Check</i>		\$47,133
<i>Total Charge</i>		\$6,353
Total Permit Fees Collected		\$54,426
<i>Non-UCC Permits</i>		
<i>Total Cash</i>		\$0
<i>Total Check</i>		\$10
<i>Total Charge</i>		\$0
Total Permit Fees Collected		\$10
<i>Penalties</i>		
<i>Total Cash</i>		\$0
<i>Total Check</i>		\$0
<i>Total Charge</i>		\$0
Total Penalty Fees Collected		\$0
<i>Other Payments</i>		
<i>Total Cash</i>		\$0
<i>Total Check</i>		\$150
<i>Total Charge</i>		\$600
Total Other Fees Collected		\$750
<i>Report Grand Total</i>		
<i>Total Cash</i>		\$940
<i>Total Check</i>		\$47,293
<i>Total Charge</i>		\$6,953
Total Collected		\$55,186

**2026 CASH REPORT
JANUARY**

Township of Lower
Office of the Tax Collector

	MONTH TO DATE	YEAR TO DATE
Receipts		
Preliminary Tax Year (2026)	4,298,502.80	4,298,502.80
Current year taxes (2025)	208,204.13	208,204.13
Previously exempt property		
State Audit Pay Back		
Municipal Lien		
Recording		
Bankruptcy		
6% Penalty	3,830.39	
Municipal Service Fees		0.00
Tax Search Fees		
Interest	9,688.00	9,688.00
Lot clearing		0.00
Returned Check Fees*		0.00
Duplicate Bills	15.00	15.00
Trash	10,435.00	10,435.00
Tax Sale Costs		
TOTAL DEPOSITS	4,530,675.32	
DEPOSITED TO COUNCIL CHECK	3,327,731.68	3,327,731.68
DEPOSITED TO WIPP ACCOUNT	1,202,943.64	1,202,943.64
TOTAL DEPOSITS	4,530,675.32	4,530,675.32
NSF Reversals *	10,043.00	10,043.00
WIPP NSF Reversals		0.00
NSF Fee Reversal (20.00)*		
TOTAL NSF	10,043.00	10,043.00
TOTAL	4,520,632.32	4,520,632.32

Prepared by Kathy Brown

**JANUARY 2026
VITAL STATISTICS**

Marriages,Civil Unions	1
Domestic Partners	0
Certified Copies	85
Certified Copies EDRS	0
Burial Permits	0

Marriages, Civil Unions State	\$25.00
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$3.00
Domestic Partners Twp	\$0.00
Certified Copies	\$850.00
Certified Copies EDRS	\$0.00
Burial Permits	\$0.00

TOTAL	\$878.00
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