

**WORK SESSION AND REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL
MARCH 3, 2025 – 5:00 pm**

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

Work Session

Resolution # 2025-105 – Introduction of 2025 Budget

Consent Agenda

Approval of Minutes – February 19, 2025

- Res. #2025-106 Authorization for the Payment of Vouchers \$ 668,044.96
- Res. #2025-107 Authorization for Refund of Taxes
- Res. #2025-108 Approval of Contribution to the Coast Guard Community Foundation
- Res. #2025-109 Approval for Various Events Hosted by the Lower Township Recreation Department
- Res. #2025-110 Resolution Supporting the City of Cape May and Cape May County's Application to the United States Coast Guard for Official Designation of Cape May County as "A Coast Guard Community"
- Res. #2025-111 FY2026 Governor's Council on Substance Use Disorder
- Res. #2025-112 Authorizing the Disposal of Township of Lower Surplus no longer needed for Public Use
- Res. #2025-113 Authorizing the Sale of Township of Lower Surplus no longer needed for public use on GOVDEALS Online Auction Website
- Res. #2025-114 Renewal of Trailer Park License for the Year 2025
- Res. #2025-115 Authorization for the Payout of Accumulated Compensatory Time (J.Scheck \$16,092.74)
- Res. #2025-116 A Resolution Opposing Atlantic City Electric's 17.23% Electricity Rate Increase, Calling on Atlantic City Electric to Withdraw their Application to the New Jersey Board of Public Utilities for an Additional 8% Increase Up for Consideration in April, 2025, and calling on Members of the NJBPU to resign immediately due to their failure to uphold their Fiduciary Duty to the public as Board Members
- Res. #2025-117 Authorizing the Approval to Submit a FY2026 Community Project Funding Grant Application for the Arctic Avenue Drainage and ADA Improvement Project
- Res. #2025-118 A Resolution Authorizing the Execution of a Memorandum of Agreement between the Township of Lower and Delaware River and Bay Authority Concerning the Widening of Beach Drive between Lincoln Boulevard and the David Douglass, Sr. Memorial Park and the Construction of a Pedestrian Walkway along Beach Drive
- Res. #2025-119 Change in Custodian of Petty Cash
- Res. #2025-120 Approving Change Order #3 with DeBlasio & Associates for David Douglass Sr. Memorial Park Renovations – Permitting Phase Service (LT-C-043)

Ord #2025-08 An Ordinance Amending Chapter 500, Property Maintenance, of the Code of the Township of Lower, to Establish Regulations for Swimming Pools

Ord. #2025-09 An Ordinance Amending Chapter 475, Parks and Recreation Areas, Article IV, Fees and Reimbursements, of the Code of the Township of Lower, to enact Registration Fees Associated with a Youth Summer Camp hosted by the Lower Township Recreation Department

This is the first reading of Ordinances #08 & 09. The second reading and public hearing has been scheduled for April 7, 2025

Regular Agenda

Ordinance #2025-05; An Ordinance Amending Chapter 583, Streets and Sidewalks, Article 1, Excavation of Streets, of the Code of the Township of Lower . This is the second reading and public hearing of this Ordinance. This Ordinance has been posted, published and made available to the public

Administrative Reports

Treasurer

Public Comment

Council Comments

Adjourn

*Resolution 2005-105
Introduced on 2005 Budget*

COMPARISON OF REVENUES & APPROPRIATIONS

	BUDGET YEAR	PRIOR YEAR	CHANGE	%
REVENUES				
Surplus	4,500,000.00	4,830,367.00	(330,367.00)	-6.84%
Local	4,336,074.98	3,593,380.10	742,694.88	20.67%
State Aid	1,821,298.00	1,754,995.36	(133,697.36)	-7.62%
State & Federal Grants	84,371.39	1,702,086.55	(1,617,715.16)	-95.04%
Delinquent Tax	600,000.00	560,000.00	40,000.00	7.14%
Local Purpose Tax	23,874,081.49	23,092,558.98	781,522.52	3.38%
Minimum Library Tax	-	-	-	#DIV/0!
School Tax (Debt Service)	-	-	-	#DIV/0!
Arts and Cultural Tax	-	-	-	#DIV/0!
TOTAL REVENUE	35,015,825.86	35,533,387.99	(517,562.12)	-1.46%
APPROPRIATIONS				
Salaries & Wages	13,028,149.38	12,281,802.84	746,346.54	6.08%
Other Expenses	11,707,250.26	11,473,114.52	234,135.74	2.04%
Statutory & Deferred Charges	3,434,774.00	3,587,449.00	(152,675.00)	-4.26%
State & Federal Grants	92,535.39	1,710,251.55	(1,617,716.16)	-94.59%
Capital (without grants)	250,000.00	275,000.00	(25,000.00)	-9.09%
Debt Service	4,748,700.00	4,585,000.00	163,700.00	3.57%
School Debt Service	-	-	-	#DIV/0!
Reserve for Uncollected Taxes	1,754,416.83	1,695,770.08	58,646.76	3.46%
TOTAL APPROPRIATIONS	35,015,825.86	35,608,387.99	(592,562.12)	-0.01664
Adopted Emergencies	-	75,000.00	-	-

CONDITION OF SURPLUS

	BUDGET YEAR	PRIOR YEAR	CHANGE
Available	9,425,881.34	9,738,386.44	(312,485.10)
Used to Fund Budget	4,500,000.00	4,830,367.00	(330,367.00)
Remaining Balance	4,925,881.34	4,907,999.44	17,881.90

LOCAL TAX LEVY AND ASSESSED VALUES

	BUDGET YEAR	PRIOR YEAR	CHANGE	%
Local Purpose Tax Levy (only)	23,874,081.49	23,092,558.98	781,522.52	3.38%
Local Tax Rate	0.6330	0.6180	0.0150	2.43%
Assessed Valuation	3,771,619,622	3,735,899,522	35,720,100	0.96%

STATUS OF "CAPS"

	SPENDING CAP		2% LEVY CAP	
	CAP	COLA	CAP	COLA
CAP Base from Prior Year	26,538,058.10	26,538,058.10	24,138,717.46	MAX
Rate Applied	2.50%	3.50%	23,874,081.49	ACTUAL
Allowable CAP	27,199,459.55	27,464,820.13	(264,635.96)	+ OR (-)
See Sheet 3b	643,889.22	643,889.22	Must be zero or (-) to Introduce Budget	
Other	-	-	-	-
Total CAP Allowable	27,843,348.77	28,108,709.36	-	-
Budget Expenditures Sheet 19	27,724,039.04	27,724,039.04	-	-
Remaining or (Excess)	119,309.73	384,670.32	-	-

% OF TAX COLLECTION

	CURRENT	PRIOR	CHANGE
Actual Percentage of Collection	99.00%	99.06%	-0.06%
Used for Reserve for Taxes	97.75%	97.75%	0.00%
Remaining	1.25%	1.31%	-0.06%

2025 MUNICIPAL DATA SHEET

[MUST ACCOMPANY 2025 BUDGET]

CAP

MUNICIPALITY: TOWNSHIP OF LOWER COUNTY: CAPE MAY

Frank Sippel
 Mayor's Name

December 31, 2028
 Term Expires

Governing Body Members		Term Expires
Name		
Kevin Coombs		12/31/2028
Roland Roy		12/31/2026
Thomas Conrad		12/31/2026
Joseph Wareham		12/31/2025

Municipal Officials

<u>Julie A. Picard</u> Municipal Clerk	<u>9/1/2012</u> Date of Orig. Appt.
<u>Kathy Brown</u> Tax Collector	<u>1873</u> Cert. No.
<u>Lauren Read</u> Chief Financial Officer	<u>T-8103</u> Cert. No.
<u>Leon Costello, CPA, RMA</u> Registered Municipal Accountant	<u>N-0423</u> Cert. No.
<u>Robert Belasco, Esq.</u> Municipal Attorney	<u>393</u> Lic. No.
<u>Michael Laffey</u> Township Manager	

Official Mailing Address of Municipality

Lower Township Municipal Hall
2600 Bayshore Road
Villas, NJ 08251

Fax #: (609) 886-4962

Sheet A

2025

MUNICIPAL BUDGET

Municipal Budget of the _____ of _____, County of _____, CAPE MAY for the Fiscal Year 2025.

TOWNSHIP LOWER

It is hereby certified that the Budget and Capital Budget annexed hereto and hereby made a part hereof is a true copy of the Budget and Capital Budget approved by resolution of the Governing Body on the

_____ day of _____, 2025
and that public advertisement will be made in accordance with the provisions of N.J.S.A. 40A:4-6 and N.J.A.C. 5:30-4.4(d).

Certified by me, this _____ day of _____, 2025

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, and the total of anticipated revenues equals the total of appropriations.

Certified by me, this _____ day of _____, 2025

Registered Municipal Accountant
Ocean City, NJ 08226
Address

1535 Haven Avenue
Address
609-399-6333 ext. 225
Phone Number

It is hereby certified that the approved Budget annexed hereto and hereby made a part is an exact copy of the original on file with the Clerk of the Governing Body, that all additions are correct, all statements contained herein are in proof, the total of anticipated revenues equals the total of appropriations and the budget is in full compliance with the Local Budget Law, N.J.S.A. 40A:4-1 et seq.

Certified by me, this _____ day of _____, 2025

Chief Financial Officer

DO NOT USE THESE SPACES

CERTIFICATION OF ADOPTED BUDGET

(Do not advertise this Certification form)

It is hereby certified that the amounts to be raised by taxation for local purposes has been compared with the approved Budget previously certified by me and any changes required as a condition to such approval have been made. The adopted budget is certified with respect to the foregoing only.

STATE OF NEW JERSEY
Department of Community Affairs
Director of the Division of Local Government Services

Dated: _____, 2025 By: _____

Sheet 1

MUNICIPAL BUDGET NOTICE

Section 1.

Municipal Budget of the _____ TOWNSHIP _____ of _____ LOWER _____, County of _____ CAPE MAY _____ for the Fiscal Year 2025
 Be it Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget for the year 2025;
 Be it Further Resolved, that said Budget be published in the _____ Cape May Star and Wave _____

in the issue of _____ March _____ 5th _____, 2025

The Governing Body of the _____ TOWNSHIP _____ of _____ LOWER _____ does hereby approve the following as the Budget for the year 2025:

Ayes	Nays	Abstained
Ayes	Nays	Absent

RECORDED VOTE
 (insert Last Name)

Notice is hereby given that the Budget and Tax Resolution was approved by the _____ COUNCIL MEMBERS _____ of the _____ TOWNSHIP _____ of _____ LOWER _____, County of _____ CAPE MAY _____, on _____ March _____ 3rd _____, 2025.

A Hearing on the Budget and Tax Resolution will be held at _____ Lower Township Municipal Hall _____, on _____ April _____ 7th _____, 2025 at _____ 5:00 o'clock _____ P.M. _____ at which time and place objections to said Budget and Tax Resolution for the year 2025 may be presented by taxpayers or other interested persons.

EXPLANATORY STATEMENT
SUMMARY OF CURRENT FUND SECTION OF APPROVED BUDGET

	YEAR 2025
General Appropriations For: (Reference to item and sheet number should be omitted in advertised budget)	XXXXXXXXXXXXXXXXXX
1. Appropriations within "CAPS" -	XXXXXXXXXXXXXXXXXX
(a) Municipal Purposes {(Item H-1, Sheet 19)(N.J.S.A. 40A:4-45.2)}	27,724,039.04
2. Appropriations excluded from "CAPS" -	XXXXXXXXXXXXXXXXXX
(a) Municipal Purposes {(Item H-2, Sheet 28)(N.J.S.A. 40A:4-53.3 as amended)}	5,537,369.99
(b) Local District School Purposes in Municipal Budget (Item K, Sheet 29)	-
Total General Appropriations excluded from "CAPS" (Item O, Sheet 29)	5,537,369.99
3. Reserve for Uncollected Taxes (Item M, Sheet 29) Based on Estimated	1,754,416.83
97.75%	Percent of Tax Collections
Building Aid Allowance	2025 - \$
for Schools-State Aid	2024 - \$
4. Total General Appropriations (Item 9, Sheet 29)	35,015,825.86
5. Less: Anticipated Revenues Other Than Current Property Tax (Item 5, Sheet 11) (i.e. Surplus, Miscellaneous Revenues and Receipts from Delinquent Taxes)	11,141,744.37
6. Difference: Amount to be Raised by Taxes for Support of Municipal Budget (as follows)	XXXXXXXXXXXXXXXXXX
(a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes (Item 6(a), Sheet 11)	23,874,081.49
(b) Addition to Local District School Tax (Item 6(b), Sheet 11)	-
(c) Minimum Library Tax	-

EXPLANATORY STATEMENT - (Continued)
SUMMARY OF 2024 APPROPRIATIONS EXPENDED AND CANCELED

	General Budget	Utility	Utility	Utility	Utility	Utility	Utility
Budget Appropriations - Adopted Budget	34,688,495.57	-	-	-	-	-	-
Budget Appropriations Added by N.J.S.A. 40A:4-87	844,892.42						
Emergency Appropriations	75,000.00	-	-	-	-	-	-
Total Appropriations	35,608,387.99	-	-	-	-	-	-
Expenditures:							
Paid or Charged (Including Reserve for Uncollected Taxes)	33,904,032.10	-	-	-	-	-	-
Reserved	1,700,928.90	-	-	-	-	-	-
Unexpended Balances Canceled	3,426.99	-	-	-	-	-	-
Total Expenditures and Unexpended Balances Canceled	35,608,387.99	-	-	-	-	-	-
Overexpenditures *	-	-	-	-	-	-	-

Sheet 3a

EXPLANATORY STATEMENT - (Continued)	
BUDGET MESSAGE	
<u>CAP CALCULATION</u>	<u>CAP CALCULATION</u>
Total General Appropriations for 2024	34,688,495.57
Cap Base Adjustment:	153,095.00
Subtotal	<u>34,841,590.57</u>
Exceptions Less:	
Total Other Operations	153,095.00
Total Uniform Construction Code	357,308.26
Total Interlocal Service Agreement	
Total Additional Appropriations	250,000.00
Total Capital Improvements	4,585,000.00
Total Debt Service	
Transferred to Board of Education	
Type I School Debt	
Total Public & Private Programs	865,359.13
Judgements	350,000.00
Total Deferred Charges	49,000.00
Cash Deficit	
Reserve for Uncollected Taxes	1,695,770.08
Total Exceptions	<u>8,305,532.47</u>
Amount on Which CAP is Applied	26,536,058.10
2.5% CAP	<u>663,401.45</u>
Allowable Operating Appropriations before	27,199,459.55
Additional Exceptions per (N.J.S.A. 40A:4-45.3)	
<u>CAP CALCULATION</u>	
Allowable Operating Appropriations before	27,199,459.55
Additional Exceptions per (N.J.S.A. 40A:4-45.3)	
Additions:	
New Construction (Assessor Certification)	226,521.10
2023 Cap Bank Available	166,690.38
2024 Cap Bank Available	250,677.74
Total Additions	<u>643,889.22</u>
Maximum Appropriations within "CAPS" Sheet 19 @ 2.5%	<u>27,843,348.77</u>
Additional Increase to COLA rate:	3.5%
Amount of Increase allowable:	<u>1.0%</u>
265,360.58	
Maximum Appropriations within "CAPS" Sheet 19 @ 3.5%	<u>28,108,709.36</u>
Total General Appropriations for Municipal Purposes	27,724,039.04
(Sheet 19, H-1)	
Over or (Under) Appropriations Cap	<u>(384,670.32)</u>

NOTE: Sheet 3b

MANDATORY MINIMUM BUDGET MESSAGE MUST INCLUDE A SUMMARY OF:
 1. HOW THE "CAP" WAS CALCULATED. (Explain in words what the "CAPS" mean and show the figures.)
 2. A SUMMARY BY FUNCTION OF THE APPROPRIATIONS THAT ARE SPREAD AMONG MORE THAN ONE OFFICIAL LINE ITEM (e.g. if Police S & W appears in the regular section and also under "Operation Excluded from "CAPS" section, combine the figures for purposes of citizen understanding.)

EXPLANATORY STATEMENT - (Continued)	BUDGET MESSAGE
<p style="text-align: center;"><u>RECAP OF GROUP INSURANCE APPROPRIATION</u></p> <p>Following is a recap of the Municipality's Employee Group Insurance</p> <p>Estimated Group Insurance Costs - 2025 \$ <u>5,565,230.00</u></p> <p>Estimated Amounts to be Contributed by Employees:</p> <p>Contribution from all eligible emp. <u>575,000.00</u></p> <p style="text-align: right;"><u>575,000.00</u></p> <p>Budgeted Group Insurance - Inside CAP <u>4,990,230.00</u></p> <p>Budgeted Group Insurance - Utilities _____</p> <p>Budgeted Group Insurance - Outside CAP <u>4,990,230.00</u></p> <p>TOTAL <u><u>4,990,230.00</u></u></p> <p>Instead of receiving Health Benefits, <u>22</u> employees have elected an opt-out for 2025. This opt-out amount is budgeted separately.</p> <p>Health Benefits Waiver _____</p> <p>Salaries and Wages \$ <u>110,000.00</u></p>	

Sheet 3b (2)

EXPLANATORY STATEMENT - (Continued)

BUDGET MESSAGE

NEW JERSEY 2010 LOCAL UNIT LEVY CAP LAW

ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS 23,528,910.16

Exclusions:

- Allowable Shared Service Agreements Increase 31,775.00
- Allowable Health Insurance Costs Increase 62,811.20
- Allowable Pension Obligations Increases
- Allowable LOSAP Increase
- Allowable Capital Improvements Increase 267,127.00
- Allowable Debt Service and Capital Leases Inc.
- Recycling Tax appropriation
- Deferred Charge to Future Taxation Unfunded
- Current Year Deferred Charges: Emergencies 25,000.00
- Add Total Exclusions 386,713.20
- Less Cancelled or Unexpended Waivers 3,427.00
- Less Cancelled or Unexpended Exclusions 383,286.20

SUMMARY LEVY CAP CALCULATION

LEVY CAP CALCULATION

Prior Year Amount to be Raised by Taxation 23,092,558.98

Less:

- Less: Prior Year Deferred Charges to Future Taxation Unfunded
- Less: Prior Year Deferred Charges: Emergencies 25,000.00
- Less: Prior Year Recycling Tax
- Less:
- Less:

Net Prior Year Tax Levy for Municipal Purpose Tax for CAP Calculation 23,067,558.98

Plus 2% CAP Increase 461,351.18

ADJUSTED TAX LEVY 23,528,910.16

Plus: Assumption of Service/Function

ADJUSTED TAX LEVY PRIOR TO EXCLUSIONS 23,528,910.16

ADJUSTED TAX LEVY

ADJUSTED TAX LEVY 23,912,196.36

ADDITIONS:

- New Ratables - Increase for new construction 36,653,900
- Prior Year's Local Purpose Tax Rate (per \$100) 0.618
- New Ratable Adjustment to Levy 226,521.10
- Amounts approved by Referendum
- Levy CAP Bank Applied

MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION

MAXIMUM ALLOWABLE AMOUNT TO BE RAISED BY TAXATION 24,138,717.46

AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES

AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES 23,874,081.49

OVER OR (UNDER) 2% LEVY CAP

OVER OR (UNDER) 2% LEVY CAP (must be equal or under for introduction) (264,635.96)

Sheet 3 - Levy CAP

EXPLANATORY STATEMENT - (Continued)		BUDGET MESSAGE
"2010" LEVY CAP BANKS:		
2022	Maximum Allowable Amount to be Raised by Taxation Amount to be Raised by Taxation for Municipal Purpose Available for Banking (CY 2025) Amount Used in CY 2025 Balance to Expire	 <u>-</u>
2023	Maximum Allowable Amount to be Raised by Taxation Amount to be Raised by Taxation for Municipal Purpose Available for Banking (CY 2025 - CY 2026) Amount Used in CY 2025 Balance to Carry Forward (CY 2026)	 <u>166,690</u> <u>166,690</u>
2024	Maximum Allowable Amount to be Raised by Taxation Amount to be Raised by Taxation for Municipal Purpose Available for Banking (CY 2025 - CY 2027) Amount Used in CY 2025 Balance to Carry Forward (CY 2026 - CY 2027)	 <u>250,678</u> <u>250,678</u> <u>250,678</u>
2025	Maximum Allowable Amount to be Raised by Taxation Amount to be Raised by Taxation for Municipal Purpose Available for Banking (CY 2026 - CY 2028)	 <u>24,138,717</u> <u>23,874,081</u> <u>264,636</u>
Total Levy CAP Bank		<u>682,004</u>

Sheet 3d

CURRENT FUND - ANTICIPATED REVENUES

GENERAL REVENUES	FCOA	Anticipated		Realized in Cash in 2024
		2025	2024	
1. Surplus Anticipated	08-101	4,500,000.00	4,830,367.00	4,830,367.00
2. Surplus Anticipated with Prior Written Consent of Director of Local Government Services	08-102			
Total Surplus Anticipated	08-100	4,500,000.00	4,830,367.00	4,830,367.00
3. Miscellaneous Revenues - Section A: Local Revenues	XXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Licenses:	XXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Alcoholic Beverages	08-103	35,000.00	35,000.00	39,900.00
Other	08-104	115,000.00	115,000.00	309,036.90
Fees and Permits	08-105	72,200.00	72,200.00	85,560.12
Fines and Costs:	XXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX	XXXXXXXXXXXXXX
Municipal Court	08-110	59,000.00	59,000.00	78,662.20
Other	08-109			
Interest and Costs on Taxes	08-112	145,000.00	145,000.00	161,026.13
Interest and Costs on Assessments	08-115			
Parking Meters	08-111			
Interest on Investments and Deposits	08-113	717,591.00	382,691.00	840,464.14
Anticipated Utility Operating Surplus	08-114			

CURRENT FUND - ANTICIPATED REVENUES - (Continued)

	FCOA	Anticipated		Realized in Cash in 2024
		2025	2024	
GENERAL REVENUES				
3. Miscellaneous Revenues - Section C: Dedicated Uniform Construction Code Fees Offset with Appropriations (N.J.S.A. 40A:4-36 and N.J.A.C. 5:23-4.17)				
Uniform Construction Code Fees	XXXXXXX 08-160	XXXXXXXXXXXXX 420,000.00	XXXXXXXXXXXXX 420,000.00	XXXXXXXXXXXXX 663,517.00
Special Item of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services:	XXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
Additional Dedicated Uniform Construction Code Fees Offset with Appropriations (N.J.S.A. 40A-4-45.3h and N.J.A.C. 5:23-4.17)	XXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX	XXXXXXXXXXXXX
Uniform Construction Code Fees	08-160			
Total Section C: Dedicated Uniform Construction Code Fees Offset with Appropriations	08-002	420,000.00	420,000.00	663,517.00

CURRENT FUND - ANTICIPATED REVENUES - (Continued)

GENERAL REVENUES	FCOA	Anticipated		Realized in Cash in 2024
		2025	2024	
3. Miscellaneous Revenues - Section D: Special Items of General Revenue Anticipated With Prior Written Consent of the Director of Local Government Services Shared Service Agreements Offset With Appropriations:	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Total Section D: Shared Service Agreements Offset With Appropriations	11-001	387,134.60	357,308.26	357,308.25

Sheet 7b

CURRENT FUND - ANTICIPATED REVENUES - (Continued)

GENERAL REVENUES	FCOA	Anticipated		Realized in Cash in 2024
		2025	2024	
3. Miscellaneous Revenues - Section F: Special Items of General Revenue Anticipated				
With Prior Written Consent of Director of Local Government Services - Public and				
Private Revenues Offset with Appropriations:	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
ALCOHOL EDUCATION, REHAB	10-501		735.50	735.50
ATLANTIC COUNTY JIF	10-881		5,475.00	5,475.00
CAPE MAY COUNTY ARTS GRANT	10-885	9,475.00	8,180.00	8,180.00
CAPE MAY COUNTY MUNICIPAL ALLIANCE FUNDS	10-506		26,215.00	26,215.00
CAPE MAY COUNTY INFRASTRUCTURE	10-886			-
CLEAN COMMUNITIES	10-602		103,996.57	103,996.57
CLICK IT OR TICKET	10-507		7,000.00	7,000.00
COPS IN SHOPS	10-694		960.00	960.00
Distracted Driving	10-508		5,600.00	5,600.00
DRIVE SOBER GET PULLED OVER	10-509		12,250.00	12,250.00
DRUNK DRIVING ENFORCEMENT FUND	10-510			-
FEMA	10-716			-
LANTERNFLY CONTROL PROGRAM	10-603			-
LEAD ASSISTANCE GRANT	10-621			-
NJ DEPT. OF TRANSPORTATION GRANT	10-559		158,190.00	158,190.00
OEM EMMA	10-537		10,000.00	10,000.00
OPIOID SETTLEMENT	10-554	74,896.39		-
OPEN SPACE	10-871		846,289.13	846,289.13

CURRENT FUND - ANTICIPATED REVENUES - (Continued)

	FCOA	Anticipated		Realized in Cash in 2024
		2025	2024	
GENERAL REVENUES				
Summary of Revenues				
1. Surplus Anticipated (Sheet 4, #1)	XXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
2. Surplus Anticipated with Prior Written Consent of Director of Local Government Services (Sheet 4, #2)	08-101	4,500,000.00	4,830,367.00	4,830,367.00
3. Miscellaneous Revenues:	08-102	-	-	-
	XXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Total Section A: Local Revenues	08-001	2,283,791.00	1,612,979.00	2,894,252.11
Total Section B: State Aid Without Offsetting Appropriations	09-001	1,621,298.00	1,754,995.36	1,754,995.36
Total Section C: Dedicated Uniform Construction Code Fees Offset with Appropriations	08-002	420,000.00	420,000.00	663,517.00
Total Section D: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Shared Service Agreements	11-001	387,134.60	357,308.26	357,308.25
Total Section E: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Additional Revenues	08-003	-	-	-
Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	10-001	84,371.39	1,702,086.55	1,702,086.55
Total Section G: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Other Special Items	08-004	1,245,149.38	1,203,092.84	1,184,548.62
Total Miscellaneous Revenues	13-099	6,041,744.37	7,050,462.01	8,556,707.89
4. Receipts from Delinquent Taxes	15-489	600,000.00	560,000.00	623,454.33
5. Subtotal General Revenues (Items 1, 2, 3 and 4)	13-199	11,141,744.37	12,440,829.01	14,010,529.22
6. Amount to be Raised by Taxes for Support of Municipal Budget:	XXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
a) Local Tax for Municipal Purposes Including Reserve for Uncollected Taxes	07-190	23,874,081.49	23,092,558.98	XXXXXXXXXXXX
b) Addition to Local District School Tax	07-191	-	-	XXXXXXXXXXXX
c) Minimum Library Tax	07-192	-	-	XXXXXXXXXXXX
Total Amount to be Raised by Taxes for Support of Municipal Budget	07-199	23,874,081.49	23,092,558.98	24,424,924.60
7. Total General Revenues	13-299	35,015,825.86	35,533,387.99	38,435,453.82

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS (A) Operations - within "CAPS"	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
GENERAL GOVERNMENT:							
Office of the Township Council	20-110						
Salaries and Wages	20-110 1	103,000.00	90,500.00		90,500.00	90,500.00	-
Other Expenses	20-110 2	28,050.00	28,010.76		28,010.76	25,692.63	2,318.13
Office of the Township Clerk	20-120						
Salaries and Wages	20-120 1	263,500.00	281,000.00		264,500.00	257,407.17	7,092.83
Other Expenses	20-120 2	10,700.00	10,700.00		10,700.00	7,361.74	3,338.26
Elections							
Other Expenses	20-120 2	10,000.00	7,000.00		10,000.00	8,647.54	1,352.46
Office of Township Solicitor							
Other Expenses	20-155 2	291,000.00	276,000.00		276,000.00	275,904.58	95.42

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS (A) Operations - within "CAPS" - (continued)	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
GENERAL GOVERNMENT: (continued)							
Office of Township Manager	20-100						
Salaries and Wages	20-100 1	345,000.00	205,000.00		227,500.00	225,329.39	2,170.61
Other Expenses	20-100 2	35,800.00	22,800.00		22,800.00	20,433.61	2,366.39
Department of Revenue and Finance	20-130						
Salaries and Wages	20-130 1	457,500.00	416,500.00		426,500.00	422,337.56	4,162.44
Other Expenses	20-130 2	47,270.00	46,220.00		46,220.00	39,029.94	7,190.06
Audit Services	20-135						
Other Expenses	20-135 2	35,620.00	34,620.00		34,620.00	34,620.00	
Division of Tax Assessment							
Salaries and Wages	20-150 1	236,500.00	232,500.00		184,000.00	181,880.85	2,119.15
Other Expenses	20-150 2	39,000.00	35,600.00	50,000.00	165,600.00	134,436.60	31,163.40
Human Resources							
Salaries and Wages	20-105 1		66,300.00		66,300.00	65,203.86	1,096.14
Other Expenses	20-105 2		5,000.00		5,000.00	1,465.84	3,534.16

Sheet 13

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS (A) Operations - within "CAPS" - (continued)	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
GENERAL GOVERNMENT: (continued)							
Division of Taxation	20-145						
Salaries and Wages	20-145 1	245,000.00	213,200.00		213,200.00	200,268.11	12,931.89
Other Expenses:							
Miscellaneous Other Expenses	20-145 2	17,100.00	12,750.00		12,750.00	9,778.72	2,971.28
Liquidation of Tax Title Liens	20-145 2	5,000.00	12,000.00		12,000.00		12,000.00
Department of Planning and Development	20-170						
Salaries and Wages	20-170 1	191,500.00	178,000.00		182,000.00	180,667.11	1,332.89
Other Expenses	20-170 2	13,325.00	13,325.50		13,325.50	7,237.80	6,087.70
Engineering Services and Costs	20-165						
Other Expenses	20-165 2	12,000.00	12,000.00		5,500.00	5,500.00	
Department of Parks and Recreation	28-370						
Salaries and Wages	28-370 1	384,000.00	365,000.00		372,000.00	370,066.28	1,933.72
Other Expenses	28-370 2	231,734.00	215,830.00		230,830.00	229,934.96	895.04

Sheet 14

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
(A) Operations - within "CAPS" - (continued)							
PUBLIC SAFETY: (continued)							
Uniform Fire Safety Act (P.L. 1983, Ch. 383)	25-265						
Salaries and Wages	25-265 1	366,149.38	285,092.84		285,092.84	266,341.06	18,751.78
Other Expenses	25-265 2	279,000.00	258,000.00		258,000.00	177,508.02	80,491.98
Emergency Management Services	25-262						
Salaries and Wages	25-252 1	35,000.00	35,000.00		35,000.00	35,000.00	
Other Expenses	25-252 2	12,500.00	12,500.00		12,500.00	5,465.56	7,034.44
Contributions to First Aid Organizations	25-260 2	80,000.00	36,779.00		36,779.00	36,500.00	279.00
Demolition	26-305						
Other Expenses	26-305 2	34,700.00	34,700.00		19,700.00	2,514.21	17,185.79
Police 911 Dispatchers	25-250						
Other Expenses:	25-250						
County Dispatch	25-250 2	500,000.00	500,000.00		500,000.00	500,000.00	
Lease for Public Safety Building	25-250 2	171,111.26	169,651.26		169,651.26	169,651.26	

Sheet 15a

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
(A) Operations - within "CAPS" - (continued)							
Municipal Court							
Salaries and Wages	43-490 1	169,350.00	153,500.00		153,500.00	141,664.94	11,835.06
Other Expenses	43-490 2	17,750.00	15,700.00		15,700.00	11,201.49	4,498.51
Public Defender (PL 1997. C. 256)							
Salaries and Wages	43-495 1	17,500.00	16,500.00		16,500.00	16,500.00	-
INSURANCE							
General Liability	23-210 2	308,927.65	254,726.02		254,726.02	229,961.16	24,764.86
Workers Compensation Insurance	23-215 2	892,294.35	907,481.98		907,481.98	907,481.98	-
Employee Group Health	23-220 2	4,990,230.00	4,756,635.00		4,708,135.00	4,021,312.59	686,822.41
Health Benefit Waiver							
Salaries and Wages	23-222 1	110,000.00	110,000.00		110,000.00	99,166.66	10,833.34
Interlocal Agreement - Fire District #3	25-255 2	23,750.00	22,500.00		22,500.00	15,000.00	7,500.00
Interlocal Agreement - Wildwood Interlocal	25-255 2	5,000.00	5,000.00		5,000.00	5,000.00	-

Sheet 15c

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
(A) Operations - within "CAPS" - (continued)							
UNCLASSIFIED:	XXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
OTHER COMMON OPERATING FUNCTIONS							
Terminal Leave							
Salaries and Wages	30-415 1	200,000.00	333,000.00		200,000.00	200,000.00	
Celebrations of Public Events or Holidays (NJS 40:48-5.4)	30-420 2	144,100.00	132,600.00		135,600.00	135,436.29	163.71
UTILITY EXPENSES AND BULD PURCHASES							
Electric	31-430 2	265,000.00	238,000.00		253,000.00	245,752.45	7,247.55
Street Lighting	31-435 2	515,000.00	459,000.00		514,000.00	473,354.24	40,645.76
Telephone	31-440 2	90,000.00	90,000.00		90,000.00	81,727.56	8,272.44
Water	31-445 2	21,000.00	21,000.00		21,000.00	14,127.35	6,872.65
Natural Gas	31-446 2	90,000.00	150,000.00		101,000.00	46,055.75	54,944.25
Heating Oil	31-447 2	8,500.00	8,500.00		8,500.00	4,652.95	3,847.05
Gasoline	31-460 2	400,000.00	420,000.00		380,200.00	327,883.59	52,316.41

CURRENT FUND - APPROPRIATIONS

	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
8. GENERAL APPROPRIATIONS							
(E) Deferred Charges and Statutory Expenditures - Municipal within "CAPS" - (continued)	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
(2) STATUTORY EXPENDITURES:	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Contribution to: Public Employees' Retirement System	36-471	846,871.00	851,859.00		851,859.00	851,859.00	-
Social Security System (O.A.S.I.)	36-472	900,000.00	874,500.00		874,500.00	861,009.80	13,490.20
Consolidated Police & Fireman's Pension Fund	36-474				-		-
Police and Firemen's Retirement System of NJ	36-475	1,541,903.00	1,450,090.00		1,450,090.00	1,450,090.00	-
Unemployment Compensation Insurance (N.J.S.A. 43:21-3 et seq.)	23-225	85,000.00	10,000.00		10,000.00	6,643.68	3,356.32
Defined Contribution Retirement Program (DCRP)	36-477	2,000.00	2,000.00		2,000.00	1,237.09	762.91
Total Deferred Charges and Statutory Expenditures - Municipal within "CAPS"	34-209	3,375,774.00	3,188,449.00	-	3,188,449.00	3,170,839.57	17,609.43
(F) Judgments	37-480						XXXXXXXXXXXX
(G) Cash Deficit of Preceding Year	46-855						-
(H-1) Total General Appropriations for Municipal Purposes within "CAPS"	34-299	27,724,039.04	26,382,963.10	50,000.00	26,432,963.10	24,885,130.20	1,547,832.90

Sheet 19

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS (A) Operations - Excluded from "CAPS"	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
Shared Service Agreements	XXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Special Resource Police							
Salaries and Wages	42-106 1	170,380.00	156,596.45		156,596.45	156,596.45	-
County Interfocal-Garage Services							
Other Expenses	42-105 2	57,104.60	55,711.81		55,711.81	55,711.81	-
Municipal Court - Wildwood Crest Court Interfocal							
Salaries and Wages	42-108 1	146,150.00	131,500.00		131,500.00	131,500.00	-
Public Defender - Wildwood Crest Court Interfocal							
Salaries and Wages	42-108 1	13,500.00	13,500.00		13,500.00	13,500.00	-

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
(A) Operations - Excluded from "CAPS"							
Public and Private Programs Offset by Revenues							
Matching Funds for Grants	41-899						
ALCOHOL EDUCATION, REHAB	40-501 2		735.50		735.50	735.50	-
ATLANTIC COUNTY JIF	41-881 2		5,475.00		5,475.00	5,475.00	-
CAPE MAY COUNTY ARTS GRANT	41-885 2	9,475.00	8,180.00		8,180.00	8,180.00	-
CAPE MAY COUNTY MUNICIPAL ALLIANCE FUNDS	41-506 2		26,215.00		26,215.00	26,215.00	-
CAPE MAY COUNTY INFRASTRUCTURE	41-886 2						
CLEAN COMMUNITIES	41-602 2		103,996.57		103,996.57	103,996.57	-
CLICK IT OR TICKET	41-507 1		7,000.00		7,000.00	7,000.00	-
COPS IN SHOPS	41-694 1		960.00		960.00	960.00	-
DISTRACTED DRIVING	41-508 1		5,600.00		5,600.00	5,600.00	-
DRIVE SOBER GET PULLED OVER	41-509 1		12,250.00		12,250.00	12,250.00	-
DRUNK DRIVING ENFORCEMENT FUND	41-510 2						
FEMA	41-716 2						
LANTERNFLY CONTROL PROGRAM	41-603 2						
LEAD ASSISTANCE GRANT	41-621 2						

Sheet 24

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS (A) Operations - Excluded from "CAPS"	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
Public and Private Programs Offset by Revenues							
NJ TRANSPORTATION TRUST FUND	41-559 2		158,190.00		158,190.00	158,190.00	-
OEM EMMA	41-537 2		10,000.00		10,000.00	10,000.00	-
OPIOID SETTLEMENT	41-554 2	74,896.39					-
OPEN SPACE	41-871 2		846,289.13		846,289.13	846,289.13	-
PEDESTRIAN AWARENESS	41-504 2		5,250.00		5,250.00	5,250.00	-
RECREATION IMPROVEMENT	41-671 2		73,000.00		73,000.00	73,000.00	-
RECYCLING TONNAGE	41-701 2		38,945.35		38,945.35	38,945.35	-
SMALL CITIES	41-569 2		400,000.00		400,000.00	400,000.00	-
STORMWATER ASSISTANCE	41-564 2						-
YOUTH LEADERSHIP	41-884 2						-
							-
							-
Supplemental Fire Services Program							-
Fire District Direct Program	41-890 2	8,164.00	8,165.00		8,165.00	8,164.00	1.00
							-
							-
							-

Sheet 24a

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
(C) Capital Improvements - Excluded from "CAPS"					-		-
					-		-
					-		-
					-		-
					-		-
					-		-
Public and Private Programs Offset by Revenues:	XXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
New Jersey Transportation Trust Fund Authority Act	41-865				-		-
					-		-
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					-		-
					-		-
Total Capital Improvements Excluded from "CAPS"	44-999	250,000.00	250,000.00	25,000.00	275,000.00	275,000.00	-

Sheet 26a

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
(D) Municipal Debt Service - Excluded from "CAPS"							
Payment of Bond Principal	45-920	3,820,000.00	3,525,000.00		3,525,000.00	3,525,000.00	XXXXXXXXXXXX
Payment of Bond Anticipation Notes and Capital Notes	45-925				-		XXXXXXXXXXXX
Interest on Bonds	45-930	804,300.00	935,000.00		935,000.00	932,206.67	XXXXXXXXXXXX
Interest on Notes	45-935				-		XXXXXXXXXXXX
Green Trust Loan Program:	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Loan Repayment for Principal and Interest	45-940 2	124,400.00	125,000.00		125,000.00	124,366.34	XXXXXXXXXXXX
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CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
(E) Deferred Charges - Municipal - Excluded from "CAPS"							
(1) DEFERRED CHARGES:	XXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Emergency Authorizations	46-870	25,000.00	25,000.00	XXXXXXXXXX	25,000.00	25,000.00	XXXXXXXXXX
Special Emergency Authorization - 5 Years (N.J.S.A. 40A:4-55)	46-875	34,000.00	24,000.00	XXXXXXXXXX	24,000.00	24,000.00	XXXXXXXXXX
Special Emergency Authorization - 3 Years (N.J.S.A. 40A:4-55.1 & 3)	46-871			XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
				XXXXXXXXXX	-		XXXXXXXXXX
Total Deferred Charges - Municipal - Excluded from "CAPS"	46-999	59,000.00	49,000.00	XXXXXXXXXX	49,000.00	49,000.00	XXXXXXXXXX
(F) Judgments (N.J.S.A. 40A:4-45.3cc) for Use of Local Schools (N.J.S.A. (N) 40:48-17.1 & 17.3)	37-480		350,000.00	XXXXXXXXXX	350,000.00	350,000.00	XXXXXXXXXX
	29-405			XXXXXXXXXX	-		XXXXXXXXXX
(G) With Prior Consent of Local Finance Board: Cash Deficit of Preceding Year	46-885			XXXXXXXXXX	-		XXXXXXXXXX
(H-2) Total General Appropriations for Municipal Purposes Excluded from	34-309	5,537,369.99	7,454,654.81	XXXXXXXXXX	7,479,654.81	7,323,131.82	XXXXXXXXXX

Sheet 28

CURRENT FUND - APPROPRIATIONS

	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
For Local District School Purposes - Excluded from "CAPS"	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
(I) Type 1 District School Debt Service	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Payment of Bond Principal	48-920						XXXXXXXXXXXX
Payment of Bond Anticipation Notes	48-925						XXXXXXXXXXXX
Interest on Bonds	48-930						XXXXXXXXXXXX
Interest on Notes	48-935						XXXXXXXXXXXX
							XXXXXXXXXXXX
							XXXXXXXXXXXX
Total of Type 1 District School Debt Service - Excluded from "CAPS"	48-999	-	-	-	-	-	XXXXXXXXXXXX
Deferred Charges and Statutory							XXXXXXXXXXXX
(J) Expenditures - Local School -	XXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Emergency Authorizations - Schools	29-406						XXXXXXXXXXXX
Capital Project for Land, Building or Equipment N.J.S.A. 18A:22-20	29-407						XXXXXXXXXXXX
Total Deferred Charges and Statutory	29-409						XXXXXXXXXXXX
Expenditures - Local School -							XXXXXXXXXXXX
District School Purposes (Items (I) and (J) - Excluded from "CAPS"	29-410						XXXXXXXXXXXX
(O) Total General Appropriations - Excluded from "CAPS"	34-399	5,537,369.99	7,454,654.81	25,000.00	7,479,654.81	7,323,131.82	153,096.00
(L) Subtotal General Appropriations (Items (H-1) and (O))	34-400	33,261,409.03	33,837,617.91	75,000.00	33,912,617.91	32,208,262.02	1,700,928.90
(M) Reserve for Uncollected Taxes	50-999	1,754,416.83	1,695,770.08	XXXXXXXXXXXX	1,695,770.08	1,695,770.08	XXXXXXXXXXXX
9. Total General Appropriations	34-499	35,015,825.86	35,533,387.99	75,000.00	35,608,387.99	33,904,032.10	1,700,928.90

Sheet 29

CURRENT FUND - APPROPRIATIONS

8. GENERAL APPROPRIATIONS	FCOA	Appropriated				Expended 2024	
		for 2025	for 2024	for 2024 By Emergency Appropriation	Total for 2024 As Modified By All Transfers	Paid or Charged	Reserved
Summary of Appropriations							
(H-1) Total General Appropriations for	34-299	27,724,039.04	26,382,963.10	50,000.00	26,432,963.10	24,885,130.20	1,547,832.90
Municipal Purposes within "CAPS"	XXXXXX						
(A) Operations - Excluded from "CAPS"	XXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX
Other Operations	34-300	-	153,095.00	-	153,095.00	-	153,095.00
Uniform Construction Code	22-999	-	-	-	-	-	-
Shared Service Agreements	42-999	387,134.60	357,308.26	-	357,308.26	357,308.26	-
Additional Appropriations Offset by Revenues	34-303	-	-	-	-	-	-
Public & Private Programs Offset by Revenues	40-999	92,535.39	1,710,251.55	-	1,710,251.55	1,710,250.55	1.00
Total Operations Excluded from "CAPS"	34-305	479,669.99	2,220,654.81	-	2,220,654.81	2,067,558.81	153,096.00
(C) Capital Improvements	44-999	250,000.00	250,000.00	25,000.00	275,000.00	275,000.00	-
(D) Municipal Debt Service	45-999	4,748,700.00	4,585,000.00	-	4,585,000.00	4,581,573.01	XXXXXXXXXX
(E) Total Deferred Charges (Sheet 28)	46-999	59,000.00	49,000.00	XXXXXXXXXX	49,000.00	49,000.00	XXXXXXXXXX
(F) Judgments (Sheet 28)	37-480	-	350,000.00	-	350,000.00	350,000.00	XXXXXXXXXX
(G) Cash Deficit - With Prior Consent of Local Finance Board	46-885	-	-	XXXXXXXXXX	-	-	XXXXXXXXXX
(K) Local District School Purposes	29-410	-	-	-	-	-	XXXXXXXXXX
(N) Transferred to Board of Education	29-405	-	-	XXXXXXXXXX	-	-	XXXXXXXXXX
(M) Reserve for Uncollected Taxes	50-899	1,754,416.83	1,695,770.08	XXXXXXXXXX	1,695,770.08	1,695,770.08	XXXXXXXXXX
Total General Appropriations	34-499	35,015,825.86	35,533,387.99	75,000.00	35,608,387.99	33,904,032.10	1,700,928.90

Sheet 30

DEDICATED ASSESSMENT BUDGET

	FCOA	Anticipated		Realized in Cash in 2024
		2025	2024	
14. DEDICATED REVENUES FROM				
Assessment Cash	51-101			
Deficit (General Budget)	51-885			
Total Assessment Revenues	51-899	-	-	-
15. APPROPRIATIONS FOR ASSESSMENT DEBT		Appropriated	2024	Expended 2024
Payment of Bond Principal	51-920			
Payment of Bond Anticipation Notes	51-925			
Total Assessment Appropriations	51-999	-	-	-

DEDICATED ASSESSMENT BUDGET UTILITY

	FCOA	Anticipated		Realized in Cash in 2024
		2025	2024	
14. DEDICATED REVENUES FROM				
Assessment Cash	52-101			
Deficit (Utility Budget)	52-885			
Total Utility Assessment Revenues	52-899	-	-	-
15. APPROPRIATIONS FOR ASSESSMENT DEBT		Appropriated	2024	Expended 2024
Payment of Bond Principal	52-920			
Payment of Bond Anticipation Notes	52-925			
Total Utility Assessment Appropriations	52-999	-	-	-

Sheet 37

DEDICATED ASSESSMENT BUDGET UTILITY

	FCOA	Anticipated		Realized in Cash in 2024
		2025	2024	
14. DEDICATED REVENUES FROM				
Assessment Cash	53-101			
Deficit (Utility Budget)	53-885			
Total Utility Assessment Revenues	53-899	-	-	-
15. APPROPRIATIONS FOR ASSESSMENT DEBT		Appropriated		Expended 2024
Payment of Bond Principal	53-920	2025	2024	Paid or Charged
Payment of Bond Anticipation Notes	53-925			
Total Utility Assessment Appropriations	53-999	-	-	-

Dedication by Rider - (N.J.S.A. 40A: 4-39) dedicated revenues anticipated during the year 2025 from Animal Control State or Federal Aid for Maintenance of Libraries Bequest, Escheat; Construction Code Fees Due Hackensack Meadowlands Development Commission; Outside Employment of Off-Duty Municipal Police Officers; Unemployment Compensation Insurance; Reimbursement of Sale of Gasoline to State Automobiles; State Training Fees - Uniform Construction Code Act; Older Americans Act - Program Contributions; Municipal Alliance on Alcoholism and Drug Abuse - Program Income; Police Dept. Law Enforcement Trust (PL 1986, Ch 135); Land Use Escrow Fund (N.J.S.A. 40:55D-53.1); Workmens Compensation Fund (N.J.S.A. 40A:10-13); Municipal Alliance on Alcoholism & Drug Abuse (PL 1989, Ch 51 & N.J.S.A. 40A:5-29); Parking Offenses Adjudication Act (PL 1989, Ch 137); Group Insurance Trust (N.J.S.A. 40A:10-16 et seq); Small Cities Economic Development Loan Fund; Fire Safety Penalty Fund; Municipal Public Defender, Recycling Program; Police Emergency Service; Crisis Response Team; Dare Program, Private Police Services, Accumulated Absences; Historic Preservation, Reserve for Storm Expenses (PL 2001 c. 138)

are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement."

APPENDIX TO BUDGET STATEMENT

COMPARATIVE STATEMENT OF CURRENT FUND OPERATIONS AND CHANGE IN CURRENT SURPLUS

	YEAR 2024	YEAR 2023
Surplus Balance, January 1	9,738,366.44	8,422,366.50
CURRENT REVENUE ON A CASH BASIS:	XXXXXXXXXX	XXXXXXXXXX
Current Taxes:*(Percentage Collected 2024: 99%, 2023: 99.06%)	75,515,696.19	73,983,160.40
Delinquent Taxes	623,454.33	519,110.85
Other Revenues and Additions to Income	10,512,329.40	10,229,641.18
Total Funds	96,389,846.36	93,154,268.93
EXPENDITURES AND TAX REQUIREMENTS:	XXXXXXXXXX	XXXXXXXXXX
Municipal Appropriations	33,909,190.92	31,914,145.89
School Taxes (Including Local and Regional)	35,261,574.50	34,466,647.50
County Taxes (Including Added Tax Amounts)	14,678,564.15	14,486,332.56
Special District Taxes	2,547,526.52	2,525,401.00
Other Expenditures and Deductions from Income	642,108.93	48,375.54
Total Expenditures and Tax Requirements	87,038,965.02	83,440,902.49
Less: Expenditures to be Raised by Future Taxes	75,000.00	25,000.00
Total Adjusted Expenditures and Tax Requirements	86,963,965.02	83,415,902.49
Surplus Balance, December 31	9,425,881.34	9,738,366.44

*Nearest even percentage may be used

Proposed Use of Current Fund Surplus in 2025 Budget

Surplus Balance, December 31	9,425,881.34
Current Surplus Anticipated in 2025 Budget	4,500,000.00
Surplus Balance Remaining	4,925,881.34

CURRENT FUND BALANCE SHEET - DECEMBER 31, 2024

ASSETS	
Cash and Investments	13,351,001.70
Due from State of N.J.(c. 20, P.L. 1961)	1,622.25
Federal and State Grants Receivable	
Receivables with Offsetting Reserves:	XXXXXXXXXX
Taxes Receivable	677,589.47
Tax Title Lien Receivable	65,491.23
Property Acquired by Tax Title Lien Liquidation	1,852,000.00
Other Receivables	520,525.92
Deferred Charges Required to be in 2025 Budget	147,000.00
Deferred Charges Required to be in Budgets Subsequent to 2025	-
Total Assets	16,615,230.57

LIABILITIES, RESERVES AND SURPLUS

*Cash Liabilities	4,073,742.61
Reserves for Receivables	3,115,606.62
Surplus	9,425,881.34
Total Liabilities, Reserves and Surplus	16,615,230.57

School Tax Levy Unpaid	7,600,105.00
Less: School Tax Deferred	7,600,105.00
*Balance Included in Above "Cash Liabilities"	-

(Important: This appendix must be included in advertisement of Budget.)

2025

CAPITAL BUDGET AND CAPITAL IMPROVEMENT PROGRAM

This section is included with the Annual Budget pursuant to N.J.A.C. 5:30-4. It does not in itself confer any authorization to raise or expend funds. Rather it is a document used as part of the local unit's planning and management program. Specific authorization to expend funds for purposes described in this section must be granted elsewhere, by a separate bond ordinance, by inclusion of a line item in the Capital Improvement Section of this budget, by an ordinance taking the money from the Capital Improvement Fund, or other lawful means.

CAPITAL BUDGET

- A plan for all capital expenditures for the current fiscal year. If no Capital Budget is included, check the reason why:
 - Total capital expenditures this year do not exceed \$25,000, including appropriations for Capital Improvement Fund, Capital Line items and Down Payments on Improvements.
 - No bond ordinances are planned this year.

CAPITAL IMPROVEMENT PROGRAM

- A multi-year list of planned capital projects, including the current year. Check appropriate box for number of years covered, including current year:
 - 3 years. (Population under 10,000)
 - 6 years. (Over 10,000 and all county governments)
 - years exceeding minimum time period.
- Check if municipality is under 10,000, has not expended more than \$25,000 annually for capital purposes in immediately previous three years, and is not adopting CIP.

**TOWNSHIP OF LOWER
NARRATIVE FOR CAPITAL IMPROVEMENT PROGRAM**

The 2025 Capital Budget anticipates:

\$1,355,000 in Recreation improvements including \$400K for clubhouse renovation at Municipal Pool; \$120K for parking lot improvements at Milliman Hall; \$440K for resurfacing of gym floor and installation of pickleball courts at Recreation complex on Bayshore Road.

\$1,068,750 for equipment including \$291.5K for police communications and office equipment; \$475K for public works equipment including a refuse truck (\$315K), backhoe (\$20K), attachments for skid steerer (\$45K), a leaf vac (\$75K), and stop signs/posts (\$20K); \$302,250 for various office equipment and software for Finance, Municipal Court, Planning and Construction Offices as well as the section 20 costs for all.

\$506,000 for vehicles for the Police Department, Public Works and Construction Offices.

\$77,000 for Police equipment.

**6 YEAR CAPITAL PROGRAM - 2025 to 2030
SUMMARY OF ANTICIPATED FUNDING SOURCES AND AMOUNTS**

Local Unit TOWNSHIP OF LOWER

1 Project Title	2 Estimated Total Costs	BUDGET APPROPRIATIONS		4 Capital Improvement Fund	5 Capital Surplus	6 Grants - In - Aid and Other Funds	BONDS AND NOTES				
		3a Current Year 2025	3b Future Years				7a General	7b Self Liquidating	7c Assessment	7d School	
	20,342,050.00	-	-	1,017,103.00	-	-	19,324,967.00	-	-	-	-
TOTAL - ALL PROJECTS											C - 5

Sheet 40d - Totals

SECTION 2 - UPON ADOPTION FOR YEAR 2025

Be it Resolved by the LOWER COUNCIL MEMBERS of the CAPE MAY TOWNSHIP
of County of that the budget hereinbefore set forth is hereby
adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$ 23,874,081.49 (Item 2 below) for municipal purposes, and
- (b) \$ - (Item 3 below) for school purposes in Type I School Districts only (N.J.S.A. 18A:9-2) to be raised by taxation and,
- (c) \$ - (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in
Type II School Districts only (N.J.S.A. 18A:9-3) and certification to the County Board of Taxation of
the following summary of general revenues and appropriations.
- (d) \$ - (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy
- (e) \$ - (Sheet 44) Arts and Culture Trust Fund Levy
- (f) \$ - (Item 5 Below) Minimum Library Tax

RECORDED VOTE
(insert last name)

Ayes	Abstained	
Nays	Absent	

SUMMARY OF REVENUES		
1. General Revenues		
Surplus Anticipated	08-100	\$ 4,500,000.00
Miscellaneous Revenues Anticipated	13-099	\$ 6,041,744.37
Receipts from Delinquent Taxes	15-499	\$ 600,000.00
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSED (Item 6(a), Sheet 11)	07-190	\$ 23,874,081.49
3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:		
Item 6, Sheet 42	07-195	\$ -
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)	07-191	\$ -
TOTAL AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY		\$ -
4. To Be Added TO THE CERTIFICATE FOR THE AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:		
Item 6(b), Sheet 11 (N.J.S.A. 40A:4-14)	07-191	\$ -
5. AMOUNT TO BE RAISED BY TAXATION MINIMUM LIBRARY TAX	07-192	\$ -
Total Revenues	13-299	\$ 35,015,825.86

SUMMARY OF APPROPRIATIONS

5. GENERAL APPROPRIATIONS:		XXXXXX	XXXXXXXXXXXXXXXXXX
<u>Within "CAPS"</u>		XXXXXX	XXXXXXXXXXXXXXXXXX
(a & b) Operations Including Contingent			
(e) Deferred Charges and Statutory Expenditures - Municipal		34-201	\$ 24,348,265.04
(g) Cash Deficit		34-209	\$ 3,375,774.00
(g) Cash Deficit		46-885	\$ -
<u>Excluded from "CAPS"</u>		XXXXXX	XXXXXXXXXXXXXXXXXX
(a) Operations - Total Operations Excluded from "CAPS"		34-305	\$ 479,669.99
(c) Capital Improvements		44-999	\$ 250,000.00
(d) Municipal Debt Service		45-999	\$ 4,748,700.00
(e) Deferred Charges - Municipal		46-999	\$ 59,000.00
(f) Judgments		37-480	\$ -
(h) Transferred to Board of Education for Use of Local Schools (N.J.S.A. 40:48-17.1 & 17.3)		29-405	\$ -
(g) Cash Deficit		46-885	\$ -
(k) For Local District School Purposes		29-410	\$ -
(m) Reserve for Uncollected Taxes		50-899	\$ 1,754,416.83
07-195		07-195	
Total Appropriations		34-489	\$ 35,015,825.86

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the _____ day of _____, 2025. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2025 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services

Certified by me this _____ day of _____, 2025, _____, Clerk

Signature

TOWNSHIP OF LOWER OPEN SPACE, RECREATION, FARMLAND AND HISTORIC PRESERVATION TRUST FUND

DEDICATED REVENUES FROM TRUST FUND	FCOA	Anticipated		Realized in Cash in 2024	APPROPRIATIONS	FCOA	Appropriated		Expended 2024	
		2025	2024				for 2025	for 2024	Paid or Charged	Reserved
Amount to be Raised By Taxation	54-190				Development of Lands for Recreation and Conservation:		XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
					Salaries & Wages	54-385-1				
Interest Income	54-113				Other Expenses	54-385-2				
Reserve Funds:	54-101				Maintenance of Lands for Recreation and Conservation:		XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
					Salaries & Wages	54-375-1				
					Other Expenses	54-372-2				
					Historic Preservation:		XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
					Salaries & Wages	54-176-1				
					Other Expenses	54-176-2				
					Acquisition of Lands for Recreation and Conservation	54-915-2				
					Acquisition of Farmland	54-916-2				
Total Trust Fund Revenues:	54-299	-	-	-	Down Payments on Improvements	54-902-2				
Summary of Program										
Year Referendum Passed/Implemented:					Debt Service:		XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX	XXXXXXXXXXXX
Rate Assessed:					Payment of Bond Principal	54-920-2				XXXXXXXXXXXX
Total Tax Collected to date:					Payment of Bond Anticipation Notes and Capital Notes	54-925-2				XXXXXXXXXXXX
Total Expended to date:					Interest on Bonds	54-930-2				XXXXXXXXXXXX
Total Acreage Preserved to date:					Interest on Notes	54-935-2				XXXXXXXXXXXX
Recreation land preserved in 2024:					Reserve for Future Use	54-950-2				XXXXXXXXXXXX
Farm land preserved in 2024:					Total Trust Fund Appropriations:	54-499				

Sheet 43

Annual List of Change Orders Approved
Pursuant to N.J.A.C. 5:30-11

Contracting Unit: TOWNSHIP OF LOWER

Year Ending: December 31, 2024

The following is a complete list of all change orders which caused the originally awarded contract price to be exceeded by more than 20 percent. For regulatory details please consult N.J.A.C. 5:30-11.1 et seq. Please identify each change order by name of the project.

None

For each change order listed above, submit with introduced budget a copy of the governing body resolution authorizing the change order and an Affidavit of Publication for the newspaper notice required by N.J.A.C. 5:30-11.9(d). (Affidavit must include a copy of the newspaper notice.)

If you have not had a change order exceeding the 20 percent threshold for the year indicated above, please check here and certify below.

3/3/2025
Date

jpicaard@townshipofflower.org
Clerk of the Governing Body

COUNCIL MEETING MINUTES – February 19, 2025

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on February 19, 2025 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 – via telephone

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

Consent Agenda

Approval of Minutes - February 3, 2025

- Res. #2025-95 Authorization for the Payment of Vouchers \$ 1,176,389.63
- Res. #2025-96 Authorization for the Payout of Accumulated Compensatory Time (J.Saini \$8,469.86)
- Res. #2025-97 A Resolution Requesting Release of Demolition Bond for Block 388, Lot 1, 128 Broadway, Villas; Kevin and Dana M McKeon
- Res. #2025-98 Authorization for the payout of Accumulated Compensatory Time (S.Hampton \$1,322.81)
- Res. #2025-99 A Resolution Authorizing Margaret Vitelli, the Qualified Purchasing Agent of the Township of Lower, to award Contracts over \$17,500 and under the current Bid Threshold of \$44,000
- Res. #2025-100 A Resolution Approving the Execution of an Agreement of Sale Pertaining to Certain Real Property Located at 9600 Seaview Avenue, A/K/A Block 703, Lot 1
- Res. #2025-101 Authorization for the Pay Out of Terminal Leave (D.Blackley \$14,473.11)
- Res. #2025-102 A Resolution Establishing an Emergency and Authorizing the award of a contract to R.A. Walters & Sons, Inc. for the Repair to the Delaware Bay Drive Pump House Outfall Extension to mitigate dune erosion and preserve critical infrastructure (LT-C- 064)
- Res. #2025-103 Approving a Professional Service Contract with DeBlasio & Associates for Construction Phase of the Delaware Bay Drive Pump House Emergency Outfall Extension Project (LT-C-064)
- Ordinance #2025-06 An Ordinance Amending Chapter 3, Administration of Government, Article VI, Office of the Township Manager; Departments, Subsection 23, Departments of Revenue and Finance, Division of Taxation; Division of Tax Collection; Qualified Purchasing Agent, of the Code of the Township of Lower.
- Ordinance #2025-07 N Ordinance Amending Chapter, 185, Brush, Grass and Debris, of the Code of the Township of Lower, to establish New Regulations Prohibiting the Planting of Bamboo. This is the first reading of Ordinances 06 and 07, the second reading and Public Hearing will be held on March 17, 2025

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

Regular Agenda

Res. #2025-104 – Person to Person Transfer of Liquor License 0505-33-017-007 from Bayhouse Restaurant Inc to The Local Tavern. This Transfer has been advertised and no objections have been received

MOTION TO TABLE Resolution #2025-104

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

Ordinance #2025-03 An Ordinance Amending Chapter 3, Administration of Government, Article II, Township Council, Subsection 8, Powers and Duties of Township Council, of the Code of the Township of Lower This is the second reading and public hearing of this Ordinance. This Ordinance has been published, posted and made available to the public.

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

Ordinance #2025-04; An Ordinance Amending Chapter 90, Police Department, Article III, Off-Duty Police Services, to Modify Administrative Fees to account for Additional Taxes Incurred by the Township and to Modify Fees Associated with the Use of Township Police Department Vehicles. This is the second reading and public hearing of this Ordinance. This Ordinance has been published, posted and made available to the public.

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

Engineer Report

Will Hanson gave Council an update on the following engineering projects being handled by DeBlasio & Associates, including: Rotary Community Park Renovations; Bay Outfall Extensions; Delaware Bay Drive Pump House Outfall Extension; Reconstruction of Ridgewood Avenue; 2023 Stormwater GIS Mapping Services; David Douglass Sr. Memorial Park Renovations; Public Works Building Concept Design; Holmes, Gorham & Scott Avenues Storm Sewer & Roadway Improvement Project; Municipal Pool Building Evaluation; Reconstruction of Beach Avenue; MS4 Compliance; and Resurfacing of Cardinal Ave.

Councilmember Conrad inquired about the GIS Stormwater mapping.

Mr. Hanson explained.

Administrative Reports

Clerk, Construction, Dog, Tax, Vital Statistics

Public Comment

Deb Heenan, 134 W Bates Ave., addressed Council to express interest in beautifying the Township.

Manager Laffey offered to meet with Ms. Heenan to discuss her ideas further.

Council Comments

Councilmember Conrad – no comments

Councilmember Wareham – no comments

Councilmember Roy – no comments

Deputy Mayor Coombs announced Soccer Sign-ups and the Easter Egg Hunt.

Mayor Sippel – no comments

Adjournment

There being no further business to address, motion to adjourn moved by Councilmember Roy, seconded by Councilmember Wareham. Motion to adjourn was unanimous. Meeting adjourned at 5:21 p.m.

Frank Sippel, Mayor

Township Clerk

Approved:

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

RESOLUTION # 2025-106

Title: **AUTHORIZING PAYMENT OF VOUCHERS**

<u>VENDOR</u>	<u>CHECK #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Jr. Tigers Wrestling Club	6033	Reimbursement- Referee Fees	\$5,256.50
TOTAL MANUAL CHECKS:			\$5,256.50
TOTAL COMPUTER GENERATED:			\$662,788.46
TOTAL BILL LIST			\$668,044.96

	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 March 3, 2025.

Julie A Picard, Township Clerk

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
00179	25-00523	02/24/25	AVERY TEITLER	PLANNING BRD SOLICITOR VOUCHER	Open	\$650.00	\$0.00		
00194	24-03123	11/15/24	ADVANCED VIDEO & SOUND LLC	SET UP INTERNET @ DIAMOND BEAC	Open	\$525.00	\$0.00		
	25-00314	01/27/25		PURCHASE OF MODEM/DIAMONDBEA	Open	\$800.00	\$0.00		
				Vendor Total:		\$1,325.00			
00301	25-00443	02/10/25	BELMONT AND CRYSTAL SPRINGS*	COURT WATER DELIVERY 1/25	Open	\$16.98	\$0.00		
00373	25-00541	02/25/25	DONNA BLACKLEY	VISION	Open	\$325.00	\$0.00		
00651	25-00500	02/20/25	MUNICIPAL UTIL AUTH DUMP FEES	DISPOSAL FEE 12.31.24-1.31.25	Open	\$61,866.70	\$0.00		
00784	25-00468	02/13/25	CAPE MAY STAR & WAVE	Legals - 2/5/2025	Open	\$117.50	\$0.00		
	25-00490	02/18/25		legals 2/12/2025	Open	\$55.50	\$0.00		
				Vendor Total:		\$173.00			
00825	25-00587	02/26/25	COMCAST INTERNET	INTERNET(ALL) MARCH 2025	Open	\$3,120.90	\$0.00		
00933	25-00442	02/10/25	CAPE MAY CO.JUDGE ADMIN. ASSN.	CMC JUDGES ASSOCIATION 2025	Open	\$75.00	\$0.00		
01075	25-00567	02/25/25	COPIERS PLUS*	COPIERS PLUS-MARCH 2025	Open	\$771.23	\$0.00		
01125	25-00029	01/03/25	MARGARET CROMPTON	CONTRACTUAL REIMBURSEMENT M	Open	\$100.00	\$0.00		B
01389	24-02358	08/29/24	EDDIE'S AUTO BODY	2023 CHEVY TAHOE INS DEDUCTABL	Open	\$1,000.00	\$0.00		
	25-00186	01/16/25		122 12-12 and 12/22 MVA	Open	\$1,588.30	\$0.00		
				Vendor Total:		\$2,588.30			
01450	25-00488	02/18/25	ERMA DELI	WARMING CENTER PIZZA 2/14/25	Open	\$176.50	\$0.00		
01590	25-00568	02/25/25	FORD, SCOTT & ASSOCIATES	RES 25-16 DNE \$43K	Open	\$7,000.00	\$0.00		
01730	25-00448	02/11/25	GTBM INC.*	ICOP BACKTRACE RENEWAL	Open	\$2,016.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
01730		GTBM INC.*	<i>Account Continued</i>				
02025 25-00501	02/20/25	HUNTER JERSEY PETERBILT~ SENSORS/DPW	Open	\$398.79	\$0.00		
02099 25-00569	02/26/25	EILEEN KREIS VISION	Open	\$375.00	\$0.00		
02108 25-00112	01/13/25	KEEN COMPRESSED GAS CO* BOTTLED GAS FOR GARAGE/DPW/JAM	Open	\$530.98	\$0.00		
02137 24-03346 25-00394	12/06/24 02/06/25	CHARLES MARANDINO, LLC* RES 2024-394 TB ADA RAMP CONST RES #2025-83 CHG ORD 1 TB IMPR	Open Open	\$55,034.00 \$9,321.77	\$0.00 \$0.00		B
Vendor Total:				\$64,355.77			
02402 25-00524	02/24/25	MGL PRINTING SOLUTIONS ~ FS FAMIANO BUSINESS CARDS	Open	\$109.00	\$0.00		
02538 25-00025	01/03/25	MARSH & MCLENNAN AGENCY, LLC RES#2025-13 DNE \$40K	Open	\$3,333.33	\$0.00		B
02811 25-00542 25-00543	02/25/25 02/25/25	JAMES MOY MEDICAL MEDICAL	Open Open	\$86.00 \$52.47	\$0.00 \$0.00		
Vendor Total:				\$138.47			
03021 25-00504	02/20/25	NJ MOTOR VEHICLE COMMISION TITLE TRUCK 32/DPW	Open	\$120.00	\$0.00		
03026 25-00538 25-00539	02/25/25 02/25/25	NJ STATE HEALTH BENEFITS MARCH 2025 NJSHBP ACTIVE MARCH 2025 NJSHBP RETIREE	Open Open	\$255,176.66 \$133,538.14	\$0.00 \$0.00		
Vendor Total:				\$388,714.80			
03305 25-00499	02/20/25	PEDRONI FUEL* NO LEAD GAS/DPW	Open	\$725.08	\$0.00		
03460 25-00153	01/15/25	V.E. RALPH & SON, INC. ~ O2 MASKS & GLOVES	Open	\$1,634.50	\$0.00		
03518 25-00498	02/20/25	RIGGINS, INC.* OFF HIGHWAY DIESEL/DPW	Open	\$813.07	\$0.00		
03720 24-03501	12/24/24	SOUTH SHORE BASKETBALL LEAGUE TRAVEL B-BALL FEES	Open	\$3,125.00	\$0.00		
03766 25-00550	02/25/25	JOAN TAYLOR MEDICAL REIMBURSE.	Open	\$400.00	\$0.00		
03810 25-00551	02/25/25	MUNICIPAL UTIL AUTH USAGE COST MUA SEWER	Open	\$82.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
03810		MUNICIPAL UTIL AUTH USAGE COST		<i>Account Continued</i>			
25-00553	02/25/25	MUA- WATER 10/15/24- 1/15/25	Open	\$1,477.60	\$0.00		
		Vendor Total:		\$1,559.60			
03820		MUNICIPAL UTIL. AUTH ON CALL					
25-00522	02/24/25	REIMBURSE HALF 'ONE CALL' 2024	Open	\$477.78	\$0.00		
03904		LOWE'S HOME CENTER INC*					
25-00487	02/18/25	10 BAGS OF CALCIUM CHLOR.SALT	Open	\$227.80	\$0.00		
03958		DEBORAH VAN MOURIK					
25-00582	02/26/25	RETIREE SUPPLEMENT 1250 PER	Open	\$708.00	\$0.00		B
04085		CHRISTOPHER WINTER					
25-00549	02/25/25	MEDICAL REIMBURSE.	Open	\$46.25	\$0.00		
04097		CINTAS FIRST AID AND SAFETY*					
25-00486	02/18/25	FIRST AID/DPW	Open	\$56.58	\$0.00		
25-00510	02/21/25	BOCA FIRST AID SUPPLIES	Open	\$16.91	\$0.00		
25-00537	02/25/25	MEDICAL CABINET REFILL	Open	\$73.64	\$0.00		
		Vendor Total:		\$147.13			
04261		STATE OF NEW JERSEY					
25-00493	02/19/25	1ST QTR 2024 UNEMPLOYMENT	Open	\$35,251.05	\$0.00		
04300		W B MASON CO INC*					
25-00338	01/28/25	OFFICE PAPER/DPW	Open	\$196.92	\$0.00		
6059		USABLE LIFE					
25-00540	02/25/25	MARCH 2025 LIFE INS	Open	\$931.50	\$0.00		
6063		CAPE MINING & RECYCLING, LLC*					
25-00485	02/18/25	WOOD CHIPS/DPW	Open	\$1,538.25	\$0.00		
6079		KAITLIN BOYLE					
25-00548	02/25/25	MEDICAL	Open	\$680.00	\$0.00		
7079		SUBURBAN PROPANE L P*					
25-00481	02/13/25	PROPANE- DOUGLASS PARK 1/16/25	Open	\$1,293.97	\$0.00		
7098		SHORE VETERINARIAN ANIMAL					
25-00026	01/03/25	RES#2025-48 DNE \$64K ANIMAL	Open	\$5,333.33	\$0.00		B
7115		CALIBRE PRESS					
25-00083	01/13/25	TRAINING FEBRUARY 18-19, 2025	Open	\$1,116.00	\$0.00		
7196		LAUREN HUGGINS SUIT					
25-00027	01/03/25	RES#2025-07 2025 PUBLIC INFO	Open	\$1,356.67	\$0.00		B
7228		SOUTH STATE INC.*					
24-03156	11/20/24	RES 2024-344 CHG 1 CORSON LN	Open	\$6,007.35	\$0.00		B

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
7430 25-00492	02/18/25	HUTCHINSON MECHANICAL SERV TOWNHALL HEATING DOS 2/18-19	Open	\$1,588.20	\$0.00		
7534 24-00247	01/22/24	ADAM HEGARTY 2024 EQUIPMENT ALLOWANCE	Open	\$77.25	\$0.00		B
7577 25-00502	02/20/25	GARY'S AUTOMOTIVE NJ STATE DIESEL INSPECTION	Open	\$127.50	\$0.00		
7820 23-02340	09/14/23	DEBLASIO & ASSOCIATES, P.C RES#23-303 CO #1 ROTARY PARK	Open	\$3,995.63	\$0.00		B
23-03206	12/14/23	RES#23-380 DOUGLASS PARK RENO	Open	\$932.50	\$0.00		
24-02512	09/18/24	RES#24-299 CO#1 DOUGLASS PK	Open	\$2,902.50	\$0.00		
24-02513	09/18/24	CO#2 DOUGLASS CONCEPT SIGN	Open	\$700.00	\$0.00		
24-03368	12/06/24	RES 2024-372 BAY OUTFALL EXT	Open	\$4,313.75	\$0.00		B
24-03415	12/13/24	LTC-043/DOUGLASS PARK	Open	\$5,000.00	\$0.00		
25-00446	02/11/25	RES 2025-61 CARDINAL LT-C-062	Open	\$1,965.00	\$0.00		B
25-00515	02/21/25	PLANNING BRD ENGINEER VOUCHER	Open	\$743.35	\$0.00		
		Vendor Total:		\$20,552.73			
7929 25-00268	01/27/25	AMAZON CAPITAL SERVICES, INC ~ FUEL ACTUATOR TK 25	Open	\$71.65	\$0.00		
25-00397	02/06/25	WELDING HELMET & DRILL	Open	\$522.10	\$0.00		
25-00415	02/07/25	LACROSSE ITEMS	Open	\$1,457.31	\$0.00		
25-00441	02/10/25	COURT OFFICE SUPPLIES	Open	\$53.37	\$0.00		
25-00449	02/11/25	COURT OFFICE SUPPLIES	Open	\$41.58	\$0.00		
25-00491	02/18/25	BLACK COAT HOOKS/WEIGHT ROOM	Open	\$19.98	\$0.00		
		Vendor Total:		\$2,165.99			
8049 25-00507	02/21/25	KRYSTLE TABLER REIMBURSEMENT- COACH	Open	\$50.73	\$0.00		
8197 25-00554	02/25/25	GREAT AMERICAN FINANCIAL SERV MAIL MACHINE LEASE	Open	\$560.00	\$0.00		
8564 24-00261	01/22/24	MATTHEW REILLY 2024 EQUIPMENT ALLOWANCE	Open	\$150.00	\$0.00		
25-00304	01/27/25	2025 EQUIPMENT ALLOWANCE	Open	\$47.80	\$0.00		B
		Vendor Total:		\$197.80			
8672 25-00096	01/13/25	LOGMEIN INC. 2025 GO TO MTGS	Open	\$228.00	\$0.00		PC1
8721 25-00023	01/03/25	BLANEY, DONOHUE, & WEINBERG PC RES#2025-04 PROSECUTOR DNE 40k	Open	\$3,750.00	\$0.00		B
25-00024	01/03/25	RES#2025-04 WWC DNE \$1OK	Open	\$833.33	\$0.00		
		Vendor Total:		\$4,583.33			
8723 24-03370	12/06/24	HOFFMAN INTERNATIONAL INC* REPAIRS TO LEAF TURNER/DPW	Open	\$2,530.54	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
8723		HOFFMAN INTERNATIONAL INC*					<i>Account Continued</i>
8848 25-00467	02/13/25	COMFORT NOW LLC DOS 2-10 REC BOILER RESET	Open	\$317.00	\$0.00		
8908 25-00588	02/26/25	COMCAST BUISNESS PHONES VOICE PHONES MARCH 2025	Open	\$1,319.33	\$0.00		
8963 25-00509	02/21/25	DARIO GIMENEZ REIMBURSEMENT-COACH	Open	\$40.00	\$0.00		
9021 25-00361	01/31/25	NATIONAL HIGHWAY PRODUCTS INC~ STOP SIGNS/DPW	Open	\$2,356.50	\$0.00		
9064 25-00061	01/09/25	INSIGHT PUBLIC SECTOR INC ~ CO 1 RES 24-400 DATA RETENTION	Open	\$5,940.00	\$0.00		
9209 25-00372	02/03/25	AUTOAGENT DATA SOLUTIONS LLC CARD READER FOR RECREATION	Open	\$458.00	\$0.00		
9216 25-00043	01/07/25	ATLANTICARE REGIONAL MEDICAL RES#2024-229 YEAR 1	Open	\$5,000.00	\$0.00		B
9268 25-00531	02/25/25	ADOBE INC APRIL ADOBE	Open	\$255.70	\$0.00		PC1
9279 24-03134	11/18/24	MUNICIPAL EMERGENCY SERVICES BALLISTIC VEST 3 POINT BLANK	Open	\$4,170.00	\$0.00		
9316 25-00020	01/03/25	THE BELASCO LAW FIRM LLC RES#2025-01 DNE \$40k	Open	\$3,333.33	\$0.00		B
9333 25-00235	01/23/25	TEAM ONE NETWORK LLC PISTOL MOUNTED OPTICS INSTRUCT	Open	\$695.00	\$0.00		
9342 25-00525	02/24/25	AMBER SLAWEK B-494.26 L3	Open	\$1,274.94	\$0.00		
9343 25-00526	02/24/25	BRETT SEGAL B-496.29 L-13	Open	\$1,462.34	\$0.00		
BOSNA 25-00463	02/13/25	KAREN MANETTE BOSNA YOGA- MONTH OF JANUARY '25	Open	\$185.00	\$0.00		
BROWNK 25-00545	02/25/25	KATHY BROWN VISION	Open	\$309.98	\$0.00		
G-UNITED 25-00437	02/10/25	UNITED UNIFORM FS FAMIANO UNIFORM	Open	\$729.00	\$0.00		
MCAA 25-00374	02/03/25	MCAA OF NEW JERSEY MUUNICIPAL COURT ADMIN. ASSOC	Open	\$200.00	\$0.00		

Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
SIXSM		LLOYD SIXSMITH*					
24-03465	12/20/24	REC SHIRTS,JACKETS/NEW EMPLOY	Open	\$66.95	\$0.00		
24-03490	12/24/24	NEW SHIRTS- MARK & VAL	Open	\$163.32	\$0.00		
			Vendor Total:	\$230.27			

Total Purchase Orders: 97 Total P.O. Line Items: 0 Total List Amount: \$662,788.46 Total Void Amount: \$0.00

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

RESOLUTION #2025-107

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>
494.26	3	Amber Slawek 43 Beachhurst Drive	Mortgage Responsible	\$ 1,274.94
496.29	13	Brett Segal 8 Merganser Ct.	Mortgage Responsible	\$ 1,462.34
120	44	Core Logic Re: Solbach	Exempt Veteran as of 12/12/24	\$ 989.98

	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 March 3, 2025.

Julie A Picard, Township Clerk

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

RESOLUTION #2025-108

Title: APPROVAL OF CONTRIBUTION TO THE COAST GUARD COMMUNITY FOUNDATION

WHEREAS, Cape May County, has been granted the official designation as a "Coast Guard Community"; and

WHEREAS, Cape May Coast Guard personnel and their families are an integral part of our community, contributing their time and efforts throughout the Township; and

WHEREAS, the Cape May County Coast Guard Community Foundation has extended their efforts beyond hosting the festival to identify programs to support Coast Guard Members and their families; and

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

Appropriation # 5-01-20-110-299

Signature: Lauren Read
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey does hereby authorize and approve a contribution of \$1,000.00 as a 2025 Coast Guard Community Contribution.

	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 March 3, 2025. .

Julie A Picard, Township Clerk



February 10, 2025

Township of Lower
2600 Bayshore Road
Villas, NJ 08251

RE: 2025 Coast Guard Community Support

Officers

Edward Savino, *Chair*
Jacob Cuomo, *1st Vice Chair*
Martin Sannino, *2nd Vice Chair*
Eli Massood, *Treasurer*

Board of Trustees

Andrew Bulakowski
William Hollandsworth
Barbara Stafford Jones
Brian W. Jones
Clarence Lear
Trina McSorley
Will Morey
Zack Mullock
Zachary Palombo
Alicia Pearson

Executive Director

Marla Brown

Dear Mayor Sippel,

I am contacting you today for your support of the Coast Guard Community Foundation in 2025. As you know, the mission of the Cape May County Coast Guard Community Foundation is to nurture the relationship between Coast Guard Members and the Cape May County Community. We accomplish this in the following ways:

Our Programs benefiting Coast Guard Members, their families & Recruits:

- Backpack Brigade Program:
- Community Activity Program
- Graduation Send-Off Sign Program & Graduation Experience
- Homeschooling Families Support Program
- The Navigating Your Program
- The Seamanship Award Program

Our Community Events:

- The Southern New Jersey Coast Guard Ball – April 26th
- The Coast Guard Community Festival – May 17th
- The Always Ready 5K – October 11th

How to show your support:

- Contribute to the Foundation with a general support donation – Invoice attached.
- Partner, Sponsor or Advertise in our Annual Coast Guard Community Guide – Brochure included – deadline is March 5th.
- Purchase tickets to the Southern New Jersey Coast Guard Ball – Invitation included.

This year we are celebrating the 10th anniversary of our Designated Coast Guard Community and the Foundation. It will be a year full of cheer as we honor this milestone. Your annual support helps us maintain our mission of creating a happy and welcoming hometown for our Coast Guard Service Members, their families and Recruits.

Thank you in advance for your consideration and support. Please contact me at marla.brown@coastguardcommunity.org with any questions.

Respectfully,

Marla Brown
Executive Director



Cape May County, inclusive of its sixteen municipalities, is a Designated Coast Guard Community. The **Cape May County Coast Guard Community Foundation** supports this Designation by honoring Coast Guard Personnel, their families, and Recruits by facilitating engagement between the U.S. Coast Guard, organizations, businesses, and the people of Cape May County.

**Cape May County Coast Guard Community
Foundation**
 PO Box 1365
 Rio Grande, NJ 08242
 609-888-6120
 marla.brown@coastguardcommunity.org
 www.coastguardcommunity.org

Invoice



BILL TO

Township of Lower
 2600 Bayshore Road
 Villas, NJ 08251

INVOICE #	DATE	TOTAL DUE	TERMS	ENCLOSED
441	02/11/2025	\$1,000.00	Due on receipt	

DATE		RATE	AMOUNT
	Donations	1,000.00	1,000.00
	Donations		

2025 CMC Coast Guard Community Foundation Support
 CMC Coast Guard Community Foundation is a registered
 501(c)(3) non-profit organization.
 EIN: 47-3594081

BALANCE DUE

\$1,000.00

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

RESOLUTION #2025-109

Title: APPROVAL FOR VARIOUS EVENTS HOSTED BY THE LOWER TOWNSHIP RECREATION DEPARTMENT

WHEREAS, the Lower Township Parks and Recreation Department hosts various events throughout the year; and

WHEREAS, the following dates and events have been confirmed:

- April 12, 2025 - Easter Egg Hunt/Spring Fling
- May 23, 2025 - Family Fun Night/Movies in the Park
- July 3, 2025- Independence Day Festival
- August 2, 2025 – Coombs/Douglass Memorial Bay Run
- September 12, 2025 - Family Fun Night/Movies in the Park
- October 11, 2025 – Halloween Costume Parade
- October 19, 2025 – Halloween Trunk or Treat
- October 25, 2025 – Halloween Haunted Trails
- November 8, 2025 – Veteran's Day Parade
- December 14, 2025 – Ferry Merry Christmas
- December 27, 28 & 29, 2025 – Thomas Beheler/Greater Cape May Elks Basketball Tournament
- December 31, 2025 - New Years Eve Party

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the above dates are hereby approved.

	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 March 3, 2025

Julie A Picard, Township Clerk

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

RESOLUTION # 2025-110

Title: RESOLUTION SUPPORTING THE CITY OF CAPE MAY AND CAPE MAY COUNTY'S APPLICATION TO THE UNITED STATES COAST GUARD FOR OFFICIAL DESIGNATION OF CAPE MAY COUNTY AS "A COAST GUARD COMMUNITY"

WHEREAS, the United States Congress, through federal legislation, has enabled the United States Coast Guard to designate a community having a special relationship with the Coast Guard as a "Coast Guard Community"; and

WHEREAS, local Coast Guard Command is empowered to recommend that the "Coast Guard Community" designation be awarded to a surrounding city, county or other juridical entity that meets rigorous application standards, with only 14 communities across the nation having received such designation; and

WHEREAS, the residents of Lower Township, Cape May City and Cape May County have enjoyed a unique relationship with Coast Guard personnel and their families for nearly a century, by virtue of, among other things, the Coast Guard's ownership and maintenance of properties in Lower Township; and

WHEREAS, most notably, since as early as 1917 the Coast Guard has had a presence at what has grown in to the 352 acre site in Cape May City now known as the Training Center Cape May; and

WHEREAS, Coast Guard Personnel and their families reside both in on-base housing in Cape May City and in private housing in Lower Township as well as throughout Cape May County; and

WHEREAS, Coast Guard families and non-Coast Guard families interact with and support one another on a daily basis in all aspects of community living.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Township of Lower does hereby support the efforts of the City of Cape May and Cape May County in obtaining the official designation as "A Coast Guard Community" and pledge to continue Lower Township's unwavering support for Coast Guard Personnel and their families.

	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 March 3, 2025.

Julie A Picard, Township Clerk



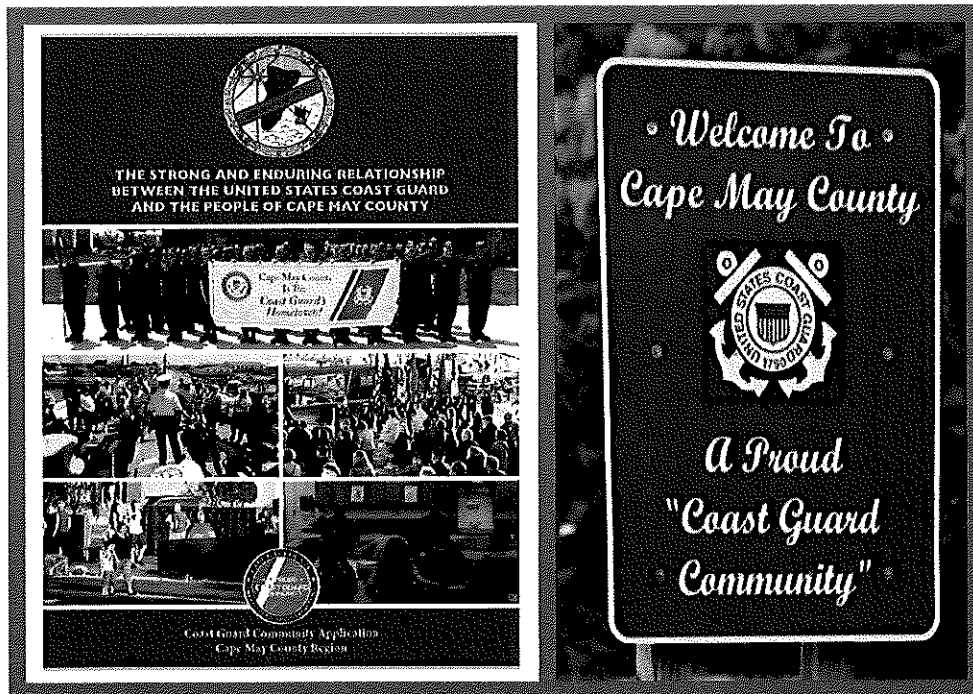
Cape May County – A Designated Coast Guard Community

Every five years, this cherished Designation is due for renewal through an application process which is a combined effort between the Foundation, USCG, our 16 Municipalities, the County and local business owners and organizations. 2025 is our year to reapply with it being completed and submitted in 2026. Our goal is to gather the components of this Renewal Application by November 1, 2025 and submit the complete package in January 2026.

We are asking you to participate by preparing Resolutions to be included in this Designation Renewal Application in support of our Coast Guard Community.

Our League of Municipalities Secretary, Patricia Feketics, had sent a copy of the 2020 Renewal Application, but if you missed it and would like a copy, please email me, Marla Brown, at marla.brown@coastguardcommunity.org. There are also some hard copies available that I will have at our monthly League of Municipalities Dinners.

Thank you!



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

RESOLUTION #2025-111

Title: **FY 2026 GOVERNOR'S COUNCIL ON SUBSTANCE USE DISORDER**

WHEREAS, the Governor's Council on Substance Use Disorder (GCSUD) established the Municipal Alliances for the Prevention of Substance Use Disorder in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent substance use disorder in communities throughout New Jersey; and

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

WHEREAS, the Township of Lower Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent substance use disorder in our community; and

WHEREAS, the Township of Lower Council has applied for funding to the Governor's Council on Substance Use Disorder through the County of Cape May;

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

1. The Township of Lower Council does hereby authorize submission of a strategic plan for the Lower Cape Municipal Alliance grant for fiscal year 2026 in the amount of:

GCSUD GRANT FUND	\$	26,215.00
Cash Match	\$	6,553.75
In-Kind	\$	19,661.25

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

APPROVED: _____

Frank Sippel, Mayor

	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 March 3, 2025.

Julie A Picard, Township Clerk

CAPE MAY COUNTY
Division of Community and Behavioral Health Services

William Morey
Commissioner
Patricia A. Devaney
Director

4 Moore Road, DN 907
Cape May Court House, N.J. 08210
(609) 465-1055 ☐ Fax: (609) 465-4639



February 21, 2025

Honorable Frank Sippel
Township of Lower
2600 Bayshore Road
Villas, New Jersey 08251

Re: FY 2026 Municipal Alliance Renewal Grant

Dear Mayor Sippel:

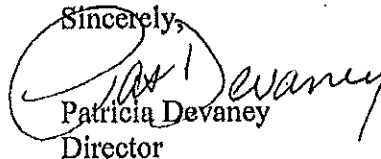
This letter serves to notify you that Lower Cape Municipal Alliance is eligible to apply for Municipal Alliance funding for Fiscal Year 2026 (July 1, 2025 - June 30, 2026).

Grant funds are as follow:
\$26,215.00 DEDR;
\$6,553.75 Municipal Cash Match
\$19,661.25 Municipal In-Kind Match

The award is contingent upon Cape May County's receipt of the anticipated grant funds from the Governor's Council on Substance Use Disorder (GCSUD).

To apply for funding, *a resolution from your municipality along with the Mayor's signature on the cover page is required.* The Municipal Alliance Coordinator will provide you with these documents.

Thank you for your continued support of the substance abuse prevention programs in our communities. Please call my office if you have any questions at 609-465-1055.

Sincerely,

Patricia Devaney
Director

Cc: Mayor Zachary Mullock
Mayor Carol E. Sabo
Mayor Robert J. Moffatt
M. Laffey, Township Manager
L. Read, Chief Financial Officer
C. Crippen, Municipal Alliance Coordinator

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

RESOLUTION #2025-112

Title: AUTHORIZING THE DISPOSAL OF TOWNSHIP OF LOWER SURPLUS NO LONGER NEEDED FOR PUBLIC USE

WHEREAS, the Township of Lower has determined that the property described below is no longer needed for public use

<u>ITEM</u>	<u>FIXED ASSET #</u>	<u>REASON</u>
Shark Vacuum	4448	BROKEN BEYOND REPAIR

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

	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 March 3, 2025.

Julie A Picard, Township Clerk

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

RESOLUTION #2025-113

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

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

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

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

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

	MOTION	SECOND	AYE	NAY	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 March 3, 2025.

Julie A Picard, Township Clerk

3/3/2025

GOV DEALS RES 2025- 113

LOCATION	DESCRIPTION /DISPOSAL	FA#
POLICE	MONITOR VIEWSONIC	2586
ACROSS /SAFE	PRINTER	4715
ACROSS /SAFE	PRINTER	2331
ACROSS /SAFE	STOOL	4776
ACROSS /SAFE	STOOL	4778
ACROSS /SAFE	NEOPOST FOLDING MACHINE	3225

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

RESOLUTION #2025-114

Title: RENEWAL OF TRAILER PARK LICENSE FOR THE YEAR 2025

WHEREAS, the following applicant has submitted an application for renewal of their trailer park license for the year 2025; 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 license for the year 2025 is hereby approved:

<u>NAME</u>	<u>LOCATION</u>
Shawcrest Community t/a LGC Shaw, LLC	5200 Shawcrest 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 March 3, 2025.

Julie A Picard, Township Clerk

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

RESOLUTION # 2025-115

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

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

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

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature Lauren Reed that adequate funding is available for such payment in the current budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that payment to Jonathan Scheck in the amount of 16,092.74 is authorized and chargeable to the 2025 Budget account 5-01-25-240-121.

	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 March 3, 2025.

Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Kevin Lewis
FROM: Corporal Jonathan Scheck
DATE: February 25th, 2025
SUBJECT: Comp Time Cash Out

Sir,

I am respectfully requesting to cash out 380 hours of Comp Time. Thank you for the consideration sir.

Respectfully Submitted,

380 x \$42.3493 = \$16,092.74


Cpl. Jonathan Scheck
Corporal Badge 199

C	File	Date	Officer	Comments
		02/25/25	JCS	175 Forwarded to Lt. McEwing
		2/25/25	LT MORGAN	TA Capt Morgan Has the Time
		2-25-25	Capt. Maguire #170	FLD to D.C. VANAMAN
		2-25-25	JCS	VANAMAN TO CHIEF LEWIS
		2-26-25	BI (JCS)	SENT TO TOWNSHALL

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

RESOLUTION # 2025-116

Title: A RESOLUTION OPPOSING ATLANTIC CITY ELECTRIC'S 17.23% ELECTRICITY RATE INCREASE, CALLING ON ATLANTIC CITY ELECTRIC TO WITHDRAW THEIR APPLICATION TO THE NEW JERSEY BOARD OF PUBLIC UTILITIES FOR AN ADDITIONAL 8% INCREASE UP FOR CONSIDERATION IN APRIL, 2025, AND CALLING ON MEMBERS OF THE NJBPU TO RESIGN IMMEDIATELY DUE TO THEIR FAILURE TO UPHOLD THEIR FIDUCIARY DUTY TO THE PUBLIC AS BOARD MEMBERS

WHEREAS, many residents throughout Cape May County and the greater South Jersey area continue to experience unexplainable increases in their Atlantic City Electric (ACE) utility bills, exacerbating financial distress amid rising costs of living; and

WHEREAS, on September 10th, 2024, the Cape May County Board of County Commissioners adopted Resolution 494-24 calling for a public hearing and investigation into the unexplainable energy bill increases issued by ACE; and

WHEREAS, after Congressman Van Drew's office fielded several constituent complaints and compiled extensive data from thousands of residents indicating ACE energy bill increases as high as 400%, on October 8th at a Public Hearing in Mays Landing, Congressman Van Drew called for a federal audit of ACE utility bills; and

WHEREAS, the New Jersey Board of Public Utilities' (NJBPU) BGS auction is an opportunity for electric distribution companies in New Jersey to bid to procure electricity supply for customers, essentially setting the price for the standard electric rates through a competitive bidding process; and

WHEREAS, despite Congressman Van Drew's efforts to find answers as to why ratepayers across Cape May County and the greater South Jersey area have experienced unexplained increases in their ACE utility bills, this year's BGS audit resulted in ratepayers receiving an additional rate increase of 17.23%, set to go into effect in June of this year; and

WHEREAS, the increased electricity rates will place an undue burden on residents and businesses of Cape May County, many of whom are already struggling with inflation, a housing shortage, and other economic challenges like environmental injustice issues promulgated by the State's proposed NJPACT REAL Rules; and

WHEREAS, Atlantic City Electric, being a subsidiary of the Exelon Corporation, an IPO with a market cap of over \$43 billion, raises serious concerns about corporate profits being prioritized over the well-being of Cape May County residents; and

WHEREAS, it is the mission of the NJBPU to protect ratepayers and ensure fair and reasonable utility rates, yet these recent actions appear to be contrary to their mission; and

WHEREAS, it is the responsibility of government officials at all levels to advocate for fair and reasonable utility rates that do not unduly burden taxpayers and residents.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower expresses as follows:

1. The Township Council of the Township of Lower hereby opposes ACE's approved 17.23% electricity rate increase, and urges the NJBPU, the Governor of the State of New Jersey, and the New Jersey State Legislature to do everything within their power to reverse this decision, in the interest of the

residents of Cape May County, and the greater Southern New Jersey area that encompasses all 550,000 ACE customers.

2. The Township Council of the Township of Lower calls upon ACE to withdraw their application to the NJBPU for an additional 8% increase that is up for consideration in April, 2025.
3. The Township Council of the Township of Lower hereby calls upon ACE, Pepco Holdings, and Exelon Corporation to publish their internal audit that resulted from Congressman Van Drew's meeting in December.
4. The Township Council of the Township of Lower hereby calls on all members of the NJBPU to resign immediately due to their failure to uphold the fiduciary duty to look out for the best interest of the ratepayers.
5. The Township Council of the Township of Lower hereby authorizes the Township Clerk of the Township of Lower to send copies of this Resolution to the Offices of Congressman Van Drew, the Governor of the State of New Jersey, the New Jersey Board of Public Utilities, the Office of New Jersey's Legislative District 1 – Senator Testa, Assemblyman Simonsen, and Assemblyman McClellan, all 16 Municipal Clerks of Cape May County, and ACE, Pepco Holdings, and Exelon Corporation.

	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 March 3, 2025.

Julie A Picard, Township Clerk

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

RESOLUTION #2025-117

Title: AUTHORIZING THE APPROVAL TO SUBMIT A FY2026 COMMUNITY PROJECT FUNDING GRANT APPLICATION FOR THE ARCTIC AVENUE DRAINAGE AND ADA IMPROVEMENT PROJECT

WHEREAS, the Office of Congressman Jeff Van Drew accepts applications for Federal Funding through the House Appropriations Committee; and

WHEREAS, this program is available to all counties and municipalities in the 2nd District of the State of New Jersey; and

WHEREAS, subject to funding appropriation, the Community Project Funding Grant Program is established to address specific community infrastructure issues throughout the 2nd District of the State; and

WHEREAS, these projects are approved at the discretion of the House Appropriations Committee; and

WHEREAS, this grant program does require a local match; and the Township agrees to match up to 35% of the project costs.

WHEREAS, the Township of Lower carefully considers grant programs that assist the Township in achieving projects and programs that are priorities for the community; and

WHEREAS, the Township of Lower wishes to apply for a FY2026 Community Project Funding Grant for the Arctic Avenue Drainage and ADA Improvement Project from Lincoln Boulevard to Franklin Avenue; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Township of Lower formally approves a FY2026 Community Project Funding Grant application.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as FY2026 Community Project Funding Grant to the office of Congressman Jeff Van Drew on behalf of Lower Township.

FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of Lower Township and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

	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 March 3, 2025.

Julie A Picard, Township Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

Julie A Picard, Township Clerk

Mayor Frank Sippel

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

RESOLUTION #2025-118

Title: **A RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF AGREEMENT BETWEEN THE TOWNSHIP OF LOWER AND DELAWARE RIVER AND BAY AUTHORITY CONCERNING THE WIDENING OF BEACH DRIVE BETWEEN LINCOLN BOULEVARD AND THE DAVID DOUGLASS, SR. MEMORIAL PARK AND THE CONSTRUCTION OF A PEDESTRIAN WALKWAY ALONG BEACH DRIVE**

WHEREAS, the Township of Lower (the "Township") operates and maintains the David Douglass, Sr. Memorial Park located adjacent to the Delaware Bay and the Cape May-Lewes Ferry Terminal, which is accessed by Beach Drive; and

WHEREAS, the Township is in currently in the process of obtaining necessary permits from the New Jersey Department of Environmental Protection and finalizing/obtaining funds through the Cape May County Board of Open Space in order to complete renovations and improvements to the David Douglass, Sr. Memorial Park; and

WHEREAS, Beach Drive is a public roadway maintained by, and under the jurisdiction of, the Delaware River and Bay Authority (the "DRBA"); and

WHEREAS, the DRBA has plans to widen Beach Drive and create a pedestrian walkway adjacent to Beach Drive which will serve to connect Lincoln Boulevard directly with the David Douglass, Sr. Memorial Park; and

WHEREAS, in order to widen Beach Drive, the DRBA has determined that there is a need to relocate existing utility poles located along the east side of the roadway to the west side of the roadway; and

WHEREAS, the portion of Beach Drive in question is located adjacent to the Cape May- Lewes Ferry Terminal which the DRBA utilizes for their operations and the DRBA has been planning to widen Beach Drive as part of ongoing capital improvements; and

WHEREAS, the Township and the DRBA have discussed and agreed to an allocation of the work that needs to be completed in order to proceed with the widening of Beach Drive, the construction of a pedestrian walkway, and the relocation of existing utilities, utility poles, and streetlights, and they have memorialized the rights, responsibilities, and obligations of the parties in the form of a Memorandum of Agreement, a copy of which is annexed hereto.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the attached Memorandum of Agreement is hereby approved and the Mayor and Township Clerk are hereby authorized to sign same, and thereafter provide a copy of this Resolution and the executed Memorandum of Agreement to representatives from the DRBA.

	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 March 3, 2025.

Julie A Picard, Township Clerk

MEMORANDUM OF AGREEMENT

BY AND BETWEEN

THE TOWNSHIP OF LOWER

AND

THE DELAWARE RIVER AND BAY AUTHORITY

DATED

A MEMORANDUM OF AGREEMENT BETWEEN THE TOWNSHIP OF LOWER AND THE DELAWARE RIVER AND BAY AUTHORITY CONCERNING THE WIDENING OF BEACH DRIVE BETWEEN LINCOLN BOULEVARD AND THE DAVID DOUGLASS, SR. MEMORIAL PARK AND THE CONSTRUCTION OF A PEDESTRIAN WALKWAY ALONG BEACH DRIVE

THIS MEMORANDUM OF AGREEMENT is made this ____ day of _____, 2025 by and between the **TOWNSHIP OF LOWER** (hereinafter the “Township”), a municipal corporation of the State of New Jersey, whose administrative offices are located at 2600 Bayshore Road, Villas, New Jersey 08251 and the **DELAWARE RIVER AND BAY AUTHORITY** (hereinafter the “DRBA”), a bi- state agency created pursuant to the Delaware-New Jersey Compact, 17 Del. C §1701 and N.J.S.A. 32:11E-1, et. seq., whose administrative offices are located at 2162 New Castle Ave, New Castle, Delaware 19720, and who may collectively be denominated as the “Parties” in this Agreement, and each may be called, separately, a “Party.”

WITNESSETH:

WHEREAS, the Township is in the process of renovating David Douglass, Sr. Memorial Park which is located adjacent to the Delaware Bay and which is accessed by Beach Drive; and

WHEREAS, the DRBA intends to widen Beach Drive and create a pedestrian walkway adjacent to Beach Drive which will serve to connect Lincoln Boulevard directly with David Douglass, Sr. Memorial Park; and

WHEREAS, in order to widen Beach Drive, the DRBA has determined that there is a need to relocate existing utility poles located along the east side of the roadway to the west side of the roadway; and

WHEREAS, the portion of Beach Drive in question is located adjacent to the Cape May-Lewes Ferry Terminal which the DRBA utilizes for their operations and the DRBA has been planning to widen Beach Drive as part of ongoing capital improvements; and

WHEREAS, the Township and the DRBA have discussed and agreed to an allocation of the work that needs to be completed in order to proceed with the widening of Beach Drive, the construction of a pedestrian walkway, and the relocation of existing utilities, utility poles, and streetlights.

NOW THEREFORE, with the foregoing recital paragraphs incorporated herein by this reference and in consideration of the mutual covenants contained herein, the Parties hereto, intending to be legally bound, do hereby adopt and endorse the following Memorandum of Agreement outlining the rights, responsibilities and obligations of the Parties in association with the widening of Beach Drive between Lincoln Boulevard and the David Douglass, Sr. Memorial Park and the construction of a pedestrian walkway connecting Lincoln Boulevard to David Douglass, Sr. Memorial Park:

1. **PREAMBLE:** All of the Statements of the Preamble to this Memorandum of Agreement are repeated and incorporated herein by reference as if set forth in full.

2. **TERM:** The terms of this Memorandum of Agreement shall take effect upon the execution of same and continue through the completion of the anticipated widening of Beach Drive

and the construction of a pedestrian walkway from Lincoln Drive to David Douglass, Sr. Memorial Park.

3. TOWNSHIP'S DUTIES/RESPONSIBILITIES:

- A. **Utility Work**: The Township shall be solely responsible for removing the utility poles located along the east side of Beach Drive and installing underground utility services on the west side of same to include the provision laterals and handholes necessary to accommodate the provision of streetlights by the DRBA. The Township will be solely responsible for all costs associated with the utility work contemplated herein.

- B. **Timeline**: The Township anticipates commencing construction of the David Douglass Sr. Memorial Park project during the 2025 calendar year and anticipates that renovations to the David Douglass, Sr. Memorial Park and the utility relocation along Beach Drive will take approximately six (6) months to complete. The Township's obligations are contingent upon it receiving grant funding from the Cape May County Open Space Board and the New Jersey Department of Community of Affairs, and any and all required environmental permits. In the event the Township fails to receive the aforementioned grant funding and/or required environmental permits, the Township is permitted to terminate this Memorandum of Agreement, pursuant to the provisions of paragraph 6 below.

- C. **Permits**: The Township will be solely responsible for obtaining any and all necessary permits from the New Jersey Department of Environmental Protection and finalizing/obtaining funds through the Cape May County Board of Open Space in order to fund the contemplated renovations to David Douglass, Sr. Memorial Park.

- D. **Notice**: The Township shall notify the DRBA, in writing, in advance of commencing the work required to relocate utilities along the east side of Beach Drive to the west side of same. In addition, the Township shall notify the DRBA, in writing, upon completion of the utility work outlined herein.

4. DRBA'S DUTIES/RESPONSIBILITIES:

- A. **Road Widening**: The DRBA shall be solely responsible for undertaking and completing work associated with the widening of Beach Drive and the construction of a pedestrian walkway connecting Lincoln Boulevard to the David Douglass, Sr. Memorial Park, following the completion of the utility work to be completed by the Township, as outlined in paragraph 3(a) above, specifically the installation of streetlights. This work shall also include the responsibility to repave Beach Drive and install a timber guardrail between the pedestrian walkway and roadway and satisfy all the costs associated with same.

- B. **Timeline**: The DRBA anticipates commencing construction of the Beach Drive road widening project no later than the 2028 calendar year and anticipates the widening effort will take approximately eight (8) months to complete. The DRBA's obligations are contingent upon the timely completion of the required utility work by the Township as outlined above and the receipt of any and all required permits. In the event the Township fails to complete the utility work or DRBA fails to receive permits or any approvals beyond the DRBA's control, the DRBA is permitted to terminate this Memorandum of Agreement, pursuant to the provisions of paragraph 6 below.
- C. **Permits**: The DRBA will be solely responsible for obtaining any and all necessary permits and funding obligations in order to fund the contemplated widening of Beach Drive.
- D. **Notice**: The DRBA shall notify the Township, in writing, in advance of commencing the work required to widen Beach Drive. In addition, the DRBA shall notify the Township, in writing, upon completion of the widening effort outlined herein.

5. INDEPENDENT CONTRACTOR: It is mutually understood and agreed, by and between the Parties, that in the performance of the duties and obligations by the Parties to this Agreement, each Party is a separate and independent contractor. Neither Party is the principal, agent or representative of the other; nor will any employee of either Party be considered an employee of the other Party.

Neither Party shall exercise any control or direction over the methods by which the other Party or its employees perform their work and functions excepting that each Party and its employees shall perform their work and duties in accordance with the current approved methods and practices in their profession. Both Parties sole interest being to ensure that the services are performed in a competent, efficient and satisfactory manner.

Neither Party shall have responsibility for any of the other Party's debts, liabilities, or other obligations or for the intentional, reckless, negligent or unlawful acts or omissions of the other Party, its elected and un-elected officials, directors, officers, employees, agents and affiliates. Neither Party shall bind the other Party in any way whatsoever with respect to third parties.

6. TERMINATION: Notwithstanding the foregoing, this Memorandum of Agreement may be terminated by either Party, on six (6) month's written notice to the other Party in the event it fails to, or elects not to, proceed with and complete the work required herein.

7. INSURANCE AND INDEMNIFICATION: The Parties represent that each is insured for liability purposes and agree to remain insured for so long as this Memorandum of Agreement remains in effect. The Parties agree, to the extent possible under the terms of their respective insurance coverages, to name each other as additional insured on such policies of insurances to protect against liability arising from the provision of services under this

Memorandum of Agreement, and to maintain such coverages throughout the duration of this Memorandum of Agreement.

The Parties hereby agree to mutually indemnify, defend and hold one another harmless from any and all claims, demands, liabilities, causes of action, complaints, suits (at law or in equity), damages, penalties, fines, judgments, losses, costs and expenses (including without limitation reasonable attorneys' fees, court costs, consultants' and experts' fees, and the cost of enforcing this Memorandum of Agreement) (collectively "claims"), arising out of the sole negligence, criminal acts and/or intentional conduct of either the Township or the DRBA or any employees, agents or officers thereof or acting on that Party's behalf, related to, either directly or indirectly, the performance by such Party contemplated by this Memorandum of Agreement.

The Parties agree to submit a copy of this Memorandum of Agreement to their respective insurance carriers prior to the execution of same. The Parties agree that during the term of this Memorandum of Agreement they shall keep in force a policy of general and comprehensive liability insurance that will insure each party against any claims for any actions or omissions charged against either or both parties during the term of this Memorandum of Agreement. Each Party agrees to cooperate with the other in the defense of any claim or claims assessed against either or both parties arising out of the rendering or non-rendering of services contemplated by this Memorandum of Agreement.

9. ASSIGNMENT: The rights and the obligations under this Memorandum of Agreement shall not be assigned by either party.

10. APPLICABLE LAW: This Memorandum of Agreement shall be governed by and construed in accordance with the laws of the State of New Jersey. Venue shall be laid in the Cape May County Superior Court.

11. ENTIRE AGREEMENT: The terms of this Memorandum of Agreement represent the entire agreement between the parties and may not be changed orally, and may only be modified or amended by a written statement signed by both parties.

12. SEVERABILITY: If any part of this Memorandum of Agreement shall be held to unenforceable or invalid the remainder of the Memorandum of Agreement shall nevertheless remain in full force and effect.

13. WAIVER: Failure to insist upon strict compliance with any of the terms, covenants, or conditions of this Memorandum of Agreement at any one time shall not be deemed a waiver of such term, covenant, or condition at any one time nor shall any waiver or relinquishment of any right or power herein at any time be deemed a waiver of relinquishment of the same or any other right or power at any other time.

14. AUTHORIZATION OF OFFICIALS; COUNCIL APPROVAL: The parties acknowledge that this Memorandum of Agreement has been executed and sealed by officials authorized and directed to execute same on behalf of the respective Parties by duly adopted resolutions for such purposes.

IN WITNESS WHEREOF, the Parties hereto have executed this Memorandum of Agreement the date first above written.

ATTEST:

TOWNSHIP OF LOWER

Julie Picard, Township Clerk

Frank Sippel, Mayor

ATTEST:

DELAWARE RIVER AND BAY
AUTHORITY

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

RESOLUTION #2025-119

Title: CHANGE IN CUSTODIAN OF PETTY CASH

WHEREAS, Chief Edward Donohue and Captain Brian Marker were the custodians of the Police Department's petty cash fund; and

WHEREAS, in accordance with N.J.S.A. 40: 5-21, the Township of Lower is changing custodians for the Police Department's petty cash fund to Chief Kevin Lewis and Captain Donald Vanaman; and

WHEREAS, all Township employees are bonded under the Township's insurance policy for Public Employee Dishonesty in the amount of \$50,000; and

NOW, THEREFORE BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May hereby authorizes such action and copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

	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 March 3, 2025.

Julie A Picard, Township Clerk

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

RESOLUTION #2025-120

Title: **APPROVING CHANGE ORDER #3 WITH DeBLASIO & ASSOCIATES FOR DAVID DOUGLASS SR. MEMORIAL PARK RENOVATIONS – PERMITTING PHASE SERVICES (LT-C-043)**

WHEREAS, DeBlasio and Associates were awarded a professional Service contract by Resolution #2023-50 on November 20, 2023 for the Concept Design for David Douglass Sr. Memorial Park Renovations for \$25,000.00; Change Order #1 Resolution #2024-299 was approved on September 16, 2024 for \$3,500.00; Change Order #2 Resolution # 2024-306 for \$9,500; and

WHEREAS, DeBlasio & Associates provided a proposal for Permitting Phase Services – Permit Plans and Specifications, Conferences, Permit Applications and Project coordination for a fee of \$30,000.00; 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-04-55-439-632

Signature: *Lauren Read*
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Change Order #3 for DeBlasio and Associates is hereby approved to increase the contract total to \$68,000.00

	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 March 3, 2025.

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

February 27, 2025

VIA EMAIL

Mitchell B. Plenn, Superintendent of Parks and Recreation
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

**Re: Township of Lower, Cape May County, NJ
David Douglass Sr. Memorial Park Renovations – *Permitting Phase Services*
D&A File #: LT-C-043**

Dear Mr. Plenn:

As per your request, DeBlasio & Associates, P.C. is pleased to provide a proposal for *Permitting Phase Services* for the **David Douglass, Sr. Memorial Park Renovations**. Lower Township has recently received endorsement for a development grant from the Cape May County (CMC) Open Space Board for this project. To move forward with the project, the following permitting processes must be completed:

1. Preparation of Permit Plans

- Development of detailed engineering and environmental plans based on the approved concept plan from the Cape May County Open Space Board.
- Inclusion of grading, stormwater management, access, and landscape design elements in accordance with NJDEP and municipal requirements.
- Coordination with relevant agencies for any additional environmental impact mitigation strategies.

2. NJDEP CAFRA Approval

- Submission of a CAFRA Individual Permit Application.
- Compliance with NJDEP coastal zone management rules and environmental impact assessments.
- Coordinating wetland and flood hazard area permits.
- Public notification and consultation as required by NJDEP regulations.

3. Engineering and Property Use Approval from the Army Corps of Engineers (USACE)

- Submission of plans and applications to the U.S. Army Corps of Engineers for review.
- Compliance with federal regulations regarding environmental and property use impacts.
- Coordination to address any navigable waters, wetland, or jurisdictional concerns.

DeBlasio & Associates, P.C. previously conducted a jurisdictional determination with the NJDEP on September 6, 2023, and had various meetings with USACE throughout 2024. Within those meetings, it was confirmed that the above permit scope is what is required to complete the project. Should additional permits be required, they will be covered under this proposal. DeBlasio & Associates, P.C. will be responsible for all items necessary for complete permit packages and Lower Township will be responsible for all application fees.

To complete the above referenced scope of work, our professional service fee is listed below:

➤ Permit Phase:	\$30,000.00
• Permit Plans and Specifications	
• Conferences	
• Permit Applications	
• Project Coordination	
Total Professional Service Fee:	\$30,000.00

Please note that this proposal does not include final design of the project. Should you require construction documents for a public bld, our office can provide an additional proposal for this work. Should you have any questions or require additional information, please do not hesitate to contact Will Hanson at our office. We 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@deblasloassoc.com

cc: Mayor Frank Sippel (via email)
Michael Laffey, Manager (via email)
Margaret Vitelli, QPA (via email)
Julie Picard, Clerk (via email)
Finance (via email)

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

ORDINANCE #2025-08

Title: **AN ORDINANCE AMENDING CHAPTER 500, PROPERTY MAINTENANCE, OF THE CODE OF THE TOWNSHIP OF LOWER, TO ESTABLISH REGULATIONS FOR SWIMMING POOLS**

WHEREAS, Chapter 500 of the Code of the Township of Lower establishes property maintenance standards for properties located within the Township through the adoption of "The International Property Maintenance Code, First Edition, 1998," as published by the Building Officials and Code Administrators International, Inc., the International Conference of Building Officials, and the Southern Building Code Congress International, Inc.; and

WHEREAS, the Township Council of the Township of Lower has received a request from the Township Code Enforcement Officer concerning a lack of regulations governing the storage, maintenance, and winterization of swimming pools within the Township in an effort to address issues associated with stagnant water, noxious or foul odors, and attracting insects/pests to swimming pools that are not in use/operation; and

WHEREAS, Township Council finds the Code Enforcement Officer's request to be reasonable and has determined that enacting regulations governing the storage, maintenance and winterization of swimming pools that are not in use/operation will promote the health, safety, and general welfare of the general public and will serve to minimize potential nuisances tied to stagnant water, noxious or foul odors, and attracting insects/pests to pools that are not in use/operation.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that Chapter 500, Property Maintenance, Article III, Swimming Pools, is hereby established as follows:

Section 1. Chapter 500, Property Maintenance, Article III, Swimming Pools, is hereby incorporated as follows:

ARTICLE III Swimming Pools

500-11 Purpose and Intent.

The purpose of this Article is to establish regulations associated with the storage, maintenance, and winterization of swimming pools within the Township to address issues associated with stagnant water, noxious or foul odors, and attracting insects/pests to pools that are not in use/operation.

500-12 Definitions.

The following definitions, as set forth in § 400-8, shall apply to this Article:

SWIMMING POOL, PORTABLE

Pools which are not otherwise permanently installed; do not require water filtration, circulation, and purification; do not exceed a water surface area of 100 square feet; and do not require braces or supports.

SWIMMING POOL, PRIVATE RESIDENTIAL

Includes artificially constructed pools, whether located above or below the ground, having a depth of more than 18 inches and/or water surface of 100 square feet or more; designed and maintained for swimming and bathing purposes by an individual for use by members of his household and guests and which is located on a lot as an accessory use to the detached dwelling and shall include all buildings, structures, equipment, and appurtenances thereto.

SWIMMING POOL, PUBLIC

Any artificially constructed pool other than a private residential swimming pool designed to be used collectively by persons for swimming and bathing purposes, including pools designed as part of any hotel or motel use or any cluster residential development. Public swimming pools shall be further classified into types in accordance with their particular use and shall meet the appropriate design standards as set forth by the National Swimming Pool Institute.

500-12 Swimming Pool Regulations.

- A. Swimming pools shall be designed and constructed in accordance with the latest edition of the International Building Code, Section 3109.
- B. The regulations set forth within § 400-38 of the Township's Land Development Ordinance are incorporated herein by reference.
- C. All portable and private residential swimming pools must be treated with appropriate chemicals to prevent the accumulation of stagnant water, breeding of mosquitoes, aquatic insects, amphibians, and any noxious or foul odors.
- D. No individual shall be permitted to maintain portable or residential swimming pools where the accumulation of debris and/or liquids could cause offensive odors that can endanger the health, safety, and general welfare of the public.
- E. All portable and private residential swimming pools that are not in use/operation shall be covered with a suitable, strong protective covering, securely fastened or locked in place to prevent the breeding of insects and algae growth as a source of odors. No individual shall maintain swimming pools, or any open container, in such a manner as to cause stagnant water that may cause the breeding of mosquitoes or insects. A cover shall be considered to be of sufficient strength and securely fastened or locked in place if, when fastened or locked in place, it can support a minimum weight of one (100) pounds.
- F. Any nuisance which may exist or develop in or as a consequence of any portable or private residential swimming pools shall be abated and/or removed by the owner of said swimming pools immediately upon receipt of a notice of violation of this Article.

500-13 Violations and Penalties.

- A. Any person, firm, corporation, or association violating any of the provisions of this Article shall upon conviction thereof be subject fines and penalties as outlined within Chapter 1, General Provisions, Article III, General Penalty, of the Township Code.

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 provision 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

First Reading March 3, 2025

Roland Roy, Jr., Councilmember

Adopted:

Kevin Coombs, Deputy Mayor

Attest: _____
Julie A Picard, Township Clerk

Frank Sippel, Mayor

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

ORDINANCE #2025-09

Title: AN ORDINANCE AMENDING CHAPTER 475, PARKS AND RECREATION AREAS, ARTICLE IV, FEES AND REIMBURSEMENTS, OF THE CODE OF THE TOWNSHIP OF LOWER, TO ENACT REGISTRATION FEES ASSOCIATED WITH A YOUTH SUMMER CAMP HOSTED BY THE LOWER TOWNSHIP RECREATION DEPARTMENT

WHEREAS, the Township of Lower recognizes the importance of providing recreational opportunities that promote the physical, mental, and emotional well-being of children in the community; and

WHEREAS, the Township of Lower is committed to enhancing the quality of life for all its residents, especially by offering programs through its Recreation Department that supports and advanced the development and success of children in the community; and

WHEREAS, the Township of Lower believes that establishing a summer camp through its Recreation Department will provide a safe, fun, and positive experience that will promote a sense of community and provide needed recreational opportunities for children in the community; and

WHEREAS, providing an inclusive and accessible summer camp program ensures that all children, regardless of background or economic status, have an equal opportunity to participate in positive summer activities; and

WHEREAS, the Township recognizes that youth programs, such as summer camps, can play a vital role in reducing at-risk behaviors, improving academic performance, and promote/advance a sense of community; and

WHEREAS, in connection with establishing a summer camp, there is a need to modify the Township's current Recreation Department fee schedule to establish registration fees for families interested in having their children attend the Township of Lower Recreation Department's summer camp.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that Chapter 475, Parks and Recreation Areas, Article IV, Fees and Reimbursements, Subsection 14, Recreation Fee Schedule, is hereby amended as follows:

Section 1. Chapter 475, Parks and Recreation Areas, Article IV, Fees and Reimbursements, Subsection 14, Recreation Fee Schedule, is hereby amended as follows:

ARTICLE IV Fees and Reimbursements

475-14 Recreation Fee Schedule.

Fees:

<u>Type</u>	<u>Fee</u>
Judo, winter/fall	\$40 per person for 16 weeks
Yoga	\$5 per class
Yoga on the bay	\$5 per class
Pilates	\$5 per class
Aqua yoga	\$5 per class
Zumba	\$5 per class
Health and wellness classes	\$5 per class

Educational classes	\$40 per person per program
Youth sports programs	
Residents	\$15:1 child; \$25:2 children; \$30: or more children
Nonresidents	\$20:1 child; \$30:2 children; \$35:3 or more children
Youth Summer Camp	
<u>Session 1 & 2 (4 weeks)</u>	
Residents	<u>Five (5) Days</u> One Child: \$360.00 Multiple Children: \$320.00 per child <u>Four (4) Days</u> \$320.00 per child <u>Three (3) Days</u> \$240.00 per child
Nonresidents	<u>Five (5) Days</u> One Child: \$440.00 Multiple Children: \$400.00 per child <u>Four (4) Days</u> \$400.00 per child <u>Three (3) Days</u> \$300.00 per child
Early Drop Off/Late Pickup	\$10.00 per day
Football	
Residents	\$20:1 child; \$30:2 children; \$35:3 or more children
Nonresidents	\$30:1 child; \$40:2 children; \$45:3 or more children
Travel basketball	\$20 per person
High school basketball league	\$400 per team
Adult basketball league	\$500 per team
Pool passes	
Daily pool pass	\$5 per day (16 years or older) \$3 per day (children under the age of 16)
Seasonal pass	
Single pass	\$30 per person
Family pass	\$30 per person, unlimited
Identification cards	\$5 for replacement cards
Ping pong balls	\$0.25 per ball

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 provision 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

Kevin Coombs, Deputy Mayor

Frank Sippel, Mayor

First Reading:

Adopted:

Attest: _____
Julie A Picard, Township Clerk

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

ORDINANCE #2025-05

Title: **AN ORDINANCE AMENDING CHAPTER 583, STREETS AND SIDEWALKS, ARTICLE I, EXCAVATION OF STREETS, OF THE CODE OF THE TOWNSHIP OF LOWER**

WHEREAS, as outlined within Chapter 583, Streets and Sidewalks, Article I, Excavation of Streets, the Township has established regulations governing the excavation and repaving of streets and roadways under its jurisdiction; and

WHEREAS, pursuant to § 583-4B(8)(g) of the Township Code of the Township of Lower, any capital improvement, repaving, and/or reconstruction on any street or roadway within the Township of Lower is subject to a five (5) year road/street opening moratorium after the completion of construction, reconstruction, resurfacing, repaving or overlay; and

WHEREAS, pursuant to § 583-4B(8)(h) and (i) of the Township Code of the Township of Lower, the Township has established limited exceptions for which a street or roadway that is subject to the aforementioned five (5) year moratorium on street openings may be excavated/opened, primarily limited to emergencies or claimed hardships asserted by a property owner, which is subject to the review and approval of Township Council; and

WHEREAS, in accordance with § 583-4B(8)(h) and (i) of the Township Code of the Township of Lower, in the event a street or road opening is permitted in connection with an emergency or an approved hardship, individuals are required to repave the roadway, in accordance with the requirements of Chapter 583 of the Township Code, generally from intersection to intersection for the full width of the roadway (curbline to curbline); and

WHEREAS, given the distances that exist between various streets/roadways within the Township, and the limited amount of emergency and hardship road opening approvals that are requested and ultimately granted, the Township Council of the Township of Lower has determined that it is appropriate to revise the length of an excavated street or roadway that is required to be repaved and/or reconstructed;

NOW, THEREFORE, BE IT ORDAINED AND ENACTED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Chapter 583, Streets and Sidewalks, Article I, Excavation of Streets, be and hereby is amended as follows:

Section 1. Chapter 583, Streets and Sidewalks, Article I, Excavation of Streets, Subsection (h)[3], is hereby amended as follows:

583-4B(8)(h) Emergency opening.

- (3) In the event that an emergency street or road opening of a street or roadway subject to a five (5) moratorium is required/approved, a minimum restoration of the full width of the street or road, extending 50 linear feet in each direction from any road or street opening, from curbline to curbline, will be required on all streets constructed, reconstructed, resurfaced, repaved or overlaid by the Township within the previous five years of an opening necessitated by emergency or moratorium waiver opening. The restoration shall consist of six-inch-thick dense graded aggregate base course and a six-inch-thick bituminous stabilized base course, Mix I-2, or equivalent as determined by the Director of Public Works or the Township Engineer, brought flush with existing grade, within the excavated area. A full width, curb-to-curb, milling two inches in depth to extend 50 feet beyond the limit of excavations shall be performed after proper settlement in the trench area. The allowable time for trench settlement shall be 45 days unless directed otherwise by the Director of

Public Works or the Township Engineer. The final surface course shall be a two-inch-thick bituminous concrete surface course, Mix 1-5, or equivalent as determined by the Director of Public Works or the Township Engineer.

Section 2. Chapter 583, Streets and Sidewalks, Article I, Excavation of Streets, Subsection (1)[5], is hereby amended as follows:

583-4B(8)(i) In the event a property owner experiences a hardship condition which requires a street opening permit to be issued contrary to the sections contained in this article, the Township of Lower may grant relief if and only if the following conditions are satisfied:

[5] In the event Township Council grants a moratorium waiver request authorizing excavation of a street or roadway under a five (5) year moratorium necessitated by utility main improvements, final restoration will require a minimum restoration of the full width of the street or road, extending 50 linear feet in each direction from any road or street opening, from curblin to curblin. The applicant will be required to mill the existing roadway to a depth of two inches extending 50 linear feet in each direction from the road/street opening, from curblin to curblin, and install a two-inch-thick lift of bituminous concrete surface course, Mix 1-5, for the entire length. All edges shall be coated with an asphalt tack coat prior to a two-inch lift of bituminous concrete surface course being placed on the roadway.

Section 3. Chapter 583, Streets and Sidewalks, Article I, Excavation of Streets, Subsection 5, Bonding Requirements, is hereby repealed and replaced as follows:

583-5 Bonding Requirements.

- A. A road opening permit shall not be issued until a satisfactory performance guaranty is posted with the Township Clerk. The amount of the guaranty shall be determined by the construction estimates prepared by the Township Engineer based on current estimates of the market value of the work. The performance guaranty shall be a certified check, performance bond or letter of credit or cash equivalent in an amount approved by the Township Engineer and in a form approved by the Township Solicitor. Performance bonds or letters of credit must be supplied by an institution authorized to do business in the State of New Jersey. The performance guaranty, whether performance bond or letter of credit, shall be a perpetual surety and shall not contain an expiration date. The applicant/permittee is responsible to ensure that these sureties will remain in effect until the Township Clerk receives a written release issued by the Township Engineer stating that all improvements are completed and acceptable to the Township.
- B. A public utility company or construction company, in lieu of giving a separate guaranty for each project, may annually once in January of each year post a guaranty for \$10,000 to cover the work performed by said company during the ensuing calendar year. In the event that construction, excavation or road openings exceed the posted guaranty amount, additional guaranties and/or cash security will be required.
- C. The purpose of depositing the performance guaranty, surety bond or cash is to guarantee to the Township of Lower that any construction,

excavation or road opening will be performed and completed in an acceptable fashion consistent with the provisions of this article. In the event that the Township Director of Public Works or Township Engineer determines that the excavation, construction or restoration and refilling has not been performed consistent with the requirements of this article, he shall be entitled, after reasonable notice to the applicant to correct such deficiencies, to take the performance guaranty, surety bond or cash posted by the applicant and utilize it to correct any deficiencies and/or to have the area restored to its proper condition.

Section 4. All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed to the extent of such conflict or inconsistency.

Section 5. 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 provision of this Ordinance are hereby declared to be severable.

Section 6. This Ordinance shall become effective 20 days after final passage and publication according to law.

Thomas Conrad, Councilmember

Joseph Wareham, Councilmember

First Reading: February 3, 2025

Roland Roy, Jr., Councilmember

Adopted:

Kevin Coombs, Deputy Mayor

Attest: _____
Julie A Picard, Township Clerk

Frank Sippel, Mayor

CASH RECONCILIATION JANUARY 31, 2025

	Cash		Less Checks Outstanding	Cash Book Balance
	*On Hand	On Deposit		
Current	1,809,580.51	11,969,481.93	1,132,815.88	12,646,246.56
Trust - Assessment				
Trust - Dog License	185.00	9,728.48	6.60	9,906.88
Trust - Other	6,974.25	4,474,368.06	48,835.73	4,432,506.58
Capital - General	3,604.48	3,331,617.27	611,165.14	2,724,056.61
Water - Operating				0.00
Water - Capital				0.00
Assessment Utility Trust				0.00
Public Assistance**				0.00
Garbage District				0.00
Grant Fund				0.00
Total	1,820,344.24	19,785,195.74	1,792,823.35	19,812,716.63

*Include Deposits In Transit (and change funds)

**Be sure to include a Public Assistance Account reconciliation and trial balance if the municipality maintains such a bank account.

REQUIRED CERTIFICATION

I hereby certify that all amounts shown in the "Cash on Deposit" column on Sheet 9 and 9(a) have been verified with the applicable bank statements, certificates, agreements or passbooks at 31-Jan-25

I also certify that all amounts, if any, shown for Investments in Savings and Loan Association on any trial balance have been verified with the applicable passbook at 31-Jan-25

All "Certificates of Deposits," "Repurchase Agreements," and other investments must be reported as cash and included in this certification.

(THIS MUST BE SIGNED BY THE REGISTERED MUNICIPAL ACCOUNTANT (STATUTORY AUDITOR) OR CHIEF FINANCIAL OFFICER) depending on who prepared this Annual Financial Statement as certified to on Sheet 1 or 1(a).

Signature:

Lauren Reed

Title: CFO, Township of Lower

Township of Lower
Treasurer's Report
2025

	Total	Jan
BEG. BAL. JAN. 1, 2025	13,350,401.70	13,350,401.70
RECEIPTS:		
Per Revenue Status	5,307,430.69	5,307,430.69
	5,307,430.69	5,307,430.69
Transfers:		
Capital - Clear Interfund	600,185.32	600,185.32
Grants Received:		
DSGPO \$ RECD	6,580.00	6,580.00
JIF \$ Recd	2,750.00	2,750.00
9,330.00		
TOTAL RECEIPTS:	5,916,946.01	5,916,946.01
DISBURSEMENTS:		
2024 Reserves	320,928.91	320,928.91
2025 Current	5,794,981.55	5,794,981.55
2025 Capital	600,185.32	600,185.32
Appropriation Refunds:	(79,825.44)	(79,825.44)
TOTAL DISBURSEMENTS	6,636,270.34	6,636,270.34
END. BAL. DEC. 31, 2025	12,631,077.37	12,631,077.37
Total Appropriation Refunds	(79,825.44)	(79,825.44)

Bank Balance	
Checking	10,980,572.56
Electronic Payments	14,412.23
Online Payment Acct	882,218.25
Total Bank Balance	11,877,203.04
ADD: Deposits in Transit	912,350.03
LESS: Outstanding Checks	(158,475.70)
Adjusted Bank Balance	12,631,077.37
	0.00

Monthly Interest Received-Current Fund	47,530.05	47,530.05
Interest Rate		3.09%

JAN 2025

OUTSTANDING CHECKS:

PRIOR

4469	130.50
4731	50.38
4733	30.00
4735	25.00
4736	15.00
4737	75.00
4710	75.00
5265	87.00
5346	300.00
5382	300.00
5411	300.00
5450	20.00
5520	25.00
5546	1,298.67
5556	150.00
5600	300.00
5601	93.98
5623	256.95

3,532.48

5741	100.00
5746	149.70
5749	634.50
5751	1,051.62
5752	637.22
5753	600.00
5755	700.00
5757	154.50
5758	2,800.00
5764	1,575.24
5766	49.00
5767	519.85
5768	124.22
5769	1,006.00
5770	674.00
5774	2,274.95
5775	265.00
5777	100.00
5778	507.00
5783	3,333.33
5786	1,817.00
5787	423.20
5790	504.83
5793	75.00
5795	100.00
5796	5,708.00
5797	2,611.61
5798	9,217.00
5803	87.70
5804	1,583.11
5805	4,981.47
5806	83.46
5807	328.20
5809	64.16
5810	110.00
5811	1,318.68
5812	5,558.33
5813	910.00
5819	280.00
5821	775.00
5829	615.56
5830	612.00
5831	68.75
5832	168.05
5834	560.00
5838	4,796.47
5840	742.50
5843	825.00
5844	2,163.00
5847	984.95
5848	15,000.00
5850	5,000.00
5851	51,973.36
5852	15.00
5859	13,364.95
5862	400.00
5865	16.27
5868	80.00
DUE TO CAPITAL	3,604.48
DUE DOG	160.00
	154,943.22
	<u>158,475.70</u>

2/19/2025

2/3/2025

DEPOSITS IN TRANSIT:

108,287.04	ONLINE TAX
175,411.52	ONLINE TAX
484.49	ONLINE TAX
2,329.25	TAX
3,930.32	TAX
INT:	
2,952.21	DUE FROM CAPITAL
2.16	BAIL
17.05	COURT
117.56	AGENCY
452.91	PAYROLL
527.72	PREMIUM
50.08	TTL
6,933.36	TRUST
8,027.61	NJCMF
1,222.44	ESCROW INT
630.00	police
390.00	FIRE-CC ACCT.
15.00	LAX
84.00	BOCA-CC ACCT.
300.00	DUE FROM TRUST
600,185.32	DUE FROM CAPITAL

912,350.03