

WORK SESSION AND REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL

TUESDAY, February 20, 2024 – 5:00 pm.

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

Work Session

David Douglass Park Improvements – Presentation by Engineer's Office

Consent Agenda

Approval of Minutes – February 5, 2024

Res. #2024-81 Authorization for the Payment of Vouchers \$ 713,019.06

Res. #2024-82 Authorization for Refund of Taxes

Res. #2024-83 Issuance of 2024 Limousine and Operator Licenses

Res. #2024-84 A Resolution Ratifying a Three (3) Year Memorandum of Agreement between the Township of Lower and Teamsters Local No. 676

Res. #2024-85 A Resolution Authorizing a Grant Application to the Cape May County Open Space Program for the David Douglass Park Upgrade

Res. #2024-86 Authorizing the Payout of Terminal Leave (J.Spiegel \$1,749.46)

Regular Agenda

Res. #2024-87 Approval of an Alcoholic Beverage Control Plenary Retail Consumption License Person-to-Person Transfer; License #0505-33-008-006; Ford Creek, LLC to Port Marina, Inc.

Res. #2024-88 Appointment to the Municipal Utilities Authority Board

Engineer Report

Administrative Reports

Clerk, Construction, Dog, Tax, Vital

Public Comment

Council Comments

Adjourn

COUNCIL MEETING MINUTES – February 5, 2024

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on February 5, 2024 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 Kevin Coombs
 Councilmember Roland Roy, Jr.
 Deputy Mayor David Perry
 Mayor Frank Sippel

Also present: Michael Laffey, Township Manager, David Stefankiewicz, Township Solicitor and Karen Fournier, Deputy Township Clerk

Work Session

New Jersey Dept. of Military and Veterans Affairs (DMAVA) – We Value Our Veterans Community Award
 Mayor Sippel thanked retired Sgt. Major Martin Sotomayor from the DMVA and Christopher Chin from Congressman Van Drew's office for the awards. He also thanked Colonel Retiree Bill Pease, VFW Post #5343, Tom Sippel, Bill Howard and all Veterans for their service. Recognition was given to several County Officials present.
 Mayor Sippel spoke briefly about the criteria that was met to qualify for this award.
 Retired Sgt. Major Martin Sotomayor, DMVA, presented the NJ Governor "We Value Our Veterans" Community Award to Lower Township.
 Christopher Chin presented a Congressional Proclamation from the U.S. House of Representatives on behalf of Congressman Van Drew's office.

Consent Agenda

Approval of Minutes – January 17, 2024

- Res. #2024-65 Authorization for the Payment of Vouchers \$890,317.45
- Res. #2024-66 Appointment to the Zoning Board of Adjustment (G. Bostard)
- Res. #2024-67 Authorization for the Payout of Accumulated Compensatory Time (M. Reilly \$1,809.89)
- Res. #2024-68 Authorization for the Payout of Accumulated Compensatory Time (R. Fessler \$4,062.78)
- Res. #2024-69 Approval of 2024 Rotary Towing Licenses
- Res. #2024-70 A Resolution Awarding a Professional Service Contract without Public Bidding to Triad Advisory Services, Inc. to Provide Consulting Services in connection with the pursuit of Federal, State, Regional and Foundation Grants and/or Financial Resources
- Res. #2024-71 Authorization for Waiver of Fees for the Nature Conservancy Associated with the Construction Permit Fees
- Res. #2024-72 Approval of Change Order #1 for Engineering Services for the Construction Phase for the Beach Access Paths (LT-C-038) (\$30,000)
- Res. #2024-73 Authorization for Refund of Taxes
- Res. #2024-74 Authorizing the Sale of Township of Lower Surplus No Longer Needed for Public Use on GOVDEALS Online Auction Website
- Res. #2024-75 Authorizing the Disposal of Township of Lower Surplus No Longer Needed for Public Use
- Res. #2024-76 Approval of Change Order #2 with Marcus H. Karavan, P.C. for Special Counsel for Two Contested Tax Matters (NTE \$10,000)
- Res. #2024-77 Local Recreation Improvement Grant Application for \$100,000; Rotary Park, ADA Improvements
- Res. #2023-78 Bid Acceptance and Contract Award of Beach Access Paths Installation (LT-C-038)

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

Regular Agenda

Ordinance 2024-01 An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A:4-15.14) This is the Second reading and public hearing of this Ordinance. This Ordinance has been posted, published and made available to the public

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

Administrative Reports

Treasurer – Year-end Report

Public Comment – no comments

Council Comments

Councilmember Conrad – no comments

Councilmember Coombs – no comments

Councilmember Roy – no comments

Deputy Mayor Perry – no comments

Mayor Sippel thanked all Veterans for their attendance at the meeting. He announced the following: Remembrance Ceremony for David Douglass, Feb 18th at Town Bank Fire Hall; Cape May City offering free beach tags to Veterans; Public meeting regarding Higbee Beach Project, Feb 8th, 5:30 at Townhall; and the next Council meeting will be held on Tuesday, Feb. 20th at 5 p.m.

Closed Session

Res. #2024-79 Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. Attorney/Client Privilege/Negotiation Updates

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

Council adjourned to Closed Session at 5:16 p.m.

Council returned to Open Session at 5:32 p.m.

Res. #2024-80 A Resolution Authorizing the Repayment of the sum of \$350,000 to Achristavest Diamond Beach, LLC in connection with the Reacquisition of Real Property located at 9600 Seaview Avenue, Block 703, Lot 1

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

Adjournment

There being no further business to address, motion to adjourn moved by Mayor Sippel, seconded by Councilmember Coombs. Motion to adjourn was unanimous. Meeting adjourned at 5:34 p.m.

Frank Sippel, Mayor
Approved:

Township Clerk

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01170	VERIZON WIRELESS* F/S	24-00443	02/06/24	FS Verizon 12.27-01.25	Open	168.29	0.00		
01171	VERIZON WIRELESS - TOWNHALL	24-00510	02/14/24	IPHONE 12/29-1/28/24	Open	947.81	0.00		
		24-00513	02/14/24	CELL PHONE 12/24-1/23/24	Open	480.96	0.00		
						1,428.77			
01220	DRAEGER, INC	23-03144	12/06/23	ALCOTEST CERTIFICATION	Open	254.90	0.00		
01269	DISCOUNT HYDRAULICS*	24-00388	01/31/24	QUICK COUPLER/DPW	Open	1,153.50	0.00		
01653	GENTILINI FORD	24-00069	01/05/24	PARTS FOR TRUCKS/DPW	Open	1,277.82	0.00		
01741	GENTILINI CHEVROLET, LLC	24-00457	02/07/24	PARTS FOR TRUCKS/DPW	Open	32.40	0.00		
01806	ANTHONY J HARVATT, II, ESQ	24-00419	02/05/24	ZBA RESOLUTION VOUCHERS	Open	450.00	0.00		
02025	HUNTER JERSEY PETERBILT~	24-00458	02/07/24	PARTS FOR TRUCKS/DPW	Open	529.37	0.00		
02108	KEEN COMPRESSED GAS CO*	24-00402	01/31/24	BOTTLED GAS/DPW	Open	917.51	0.00		
02236	NIGP MEMBERSHIP DEPT*	24-00438	02/06/24	2024 MEMBERSHIP M VITELLI QPA	Open	195.00	0.00		
02248	LAWMEN SUPPLY*	23-02629	10/20/23	BALLISTIC VESTS 2022	Open	1,390.00	0.00		
02334	LOWER TWP CHAMBER OF COMMERCE	24-00439	02/06/24	Luncheon - 2/8/2024	Open	70.00	0.00		
02714	MITCHELL HUMPHREY*	24-00416	02/05/24	2024 MAINT FEE	Open	4,480.00	0.00		
02811	JAMES MOY	24-00450	02/07/24	CONTRACT REIMBURSE	Open	111.07	0.00		
02940	MUNICIPAL RECORD SERVICE*	24-00294	01/22/24	COURT BAIL RECOG FORMS	Open	519.00	0.00		
03086	NJ STATE ASSN CHIEFS OF POL*	24-00440	02/06/24	ANNUAL DUES	Open	275.00	0.00		
03162	RUTGERS UNIVERSITY OFFICE OF	24-00154	01/11/24	INTRO TO PURCHASING 3/22	Open	144.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03305	PEDRONI FUEL*	24-00401	01/31/24	NO LEAD GAS/DPW	Open	966.74	0.00		
03387	POGUE INC. *	24-00325	01/25/24	SAFETY AND HEALTH CONSORTIUM	Open	3,315.00	0.00		
03518	RIGGINS, INC.*	24-00466	02/09/24	OFF HIGHWAY/DPW	Open	1,117.42	0.00		
03537	RUTGERS, THE STATE UNIVERSITY*	23-02251	09/06/23	Real Property Appraisal I	Open	760.00	0.00		
		24-00155	01/11/24	PURCHASING I GEORGIA DOUGHERTY	Open	944.00	0.00		
						<u>1,704.00</u>			
03573	SAFETY-KLEEN CORP*	24-00079	01/05/24	EQUIP/MAINTENANCE/DPW	Open	513.21	0.00		
03810	MUNICIPAL UTIL AUTH USAGE COST	24-00518	02/14/24	SEWER 10/15-1/15/24	Open	80.00	0.00		
		24-00519	02/14/24	WATER 10/15-1/15/24	Open	1,441.56	0.00		
						<u>1,521.56</u>			
03971	VERIZON WIRELESS MDT POLICE	24-00425	02/05/24	VERIZON PD & TWP 12-2 / 01-20	Open	1,196.45	0.00		
03985	VILLAS NAPA AUTO PARTS	24-00065	01/05/24	RDS/SANT/RECY/DPW	Open	1,710.49	0.00		
03992	VAL-U AUTO PARTS LLC	24-00063	01/05/24	RDS/SANT/RECY/DPW	Open	2,944.90	0.00		
04075	BARBER CONSULTING SERVICES LLC	24-00424	02/05/24	MALWAREBYTES / END POINT 2024	Open	2,831.47	0.00		
04097	CINTAS FIRST AID AND SAFETY*	24-00084	01/05/24	FIRST AID SUPPLIES/DPW	Open	67.01	0.00		
		24-00413	02/01/24	COURT CABINET SERVICE 1/2024	Open	40.52	0.00		
		24-00509	02/14/24	DPS - REFILL MEDICAL BOX	Open	10.07	0.00		
		24-00514	02/14/24	TOWNHALL FIRST AID 2/2/24	Open	33.88	0.00		
						<u>151.48</u>			
04261	STATE OF NEW JERSEY	24-00498	02/14/24	2ND QTR 2022	Open	37,025.06	0.00		
04266	NJ DEPT OF HEALTH&SENIOR SVCS	24-00475	02/13/24	January, 2024 Dog Lic	Open	610.80	0.00		
04300	W B MASON CO INC*	24-00312	01/22/24	COUNCIL CHAIRS	Open	367.98	0.00		
6004	LERETA, LLC	24-00404	01/31/24	B-499.20 L-4	Open	1,009.94	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
6071	UNITED UNIFORMS LIMITED LIAB*	24-00433	02/06/24	S. Rambo unifroms	Open	45.00	0.00		
7079	SUBURBAN PROPANE L P*	24-00418	02/05/24	PROPANE- FREEMAN DOS-1/19/24	Open	1,238.86	0.00		
7098	SHORE VETERINARIAN ANIMAL	24-00473	02/13/24	JAN 2024 ANIMAL CONTROL	Open	450.00	0.00		
7310	CORELOGIC REAL ESTATE TAX SER	24-00468	02/13/24	B-327 L-9 Apelt	Open	549.05	0.00		
		24-00469	02/13/24	B-461 L-5 Brown	Open	1,136.27	0.00		
						1,685.32			
7312	TRAFFIC SAFETY SERVICE LLC*	23-02554	10/10/23	REPAIR ALPR TRAFFIC TRAILER	Open	3,762.80	0.00		
7327	RUTGERS/OFFICE OF CONTINUING P	23-03299	12/29/23	MUN FIN CLASS AMY BELASCO	Open	745.00	0.00		
7354	FLEETPRIDE INC.*	24-00087	01/05/24	SUPPLIES/BDS/DPW	Open	130.57	0.00		
7475	SUZANNE M SCHEID	24-00449	02/07/24	CONTRACT REIMBURSEMENT	Open	1,875.00	0.00		
		24-00525	02/14/24	CONTRACTUAL REIMBURSEMENT M/V	Open	330.00	0.00		
						2,205.00			
7507	STEFANKIEWICZ & BELASCO LLC	24-00002	01/02/24	RES#24-01 EXSPENSES DNE\$150K	Open	6,420.86	0.00		B
7536	ALS ASSOCIATION OF GREATER	24-00382	01/30/24	DONATION FROM TOURNAMENT	Open	200.00	0.00		
7581	ASSOC OF STATE FLOODPLAIN	24-00397	01/31/24	ASFM Membership 2024	Open	180.00	0.00		
7618	MEGONIGAL ELECTRIC LLC	24-00196	01/17/24	TAX OFFICE 2 NEW OUTLETS	Open	600.00	0.00		
		24-00197	01/17/24	REPLACE OUTLET MEETING ROOM	Open	450.00	0.00		
						1,050.00			
7691	AUDREY DENNY	24-00430	02/05/24	CONTRACTUAL REIMBURSEMENT	Open	88.90	0.00		
7751	HOFFMAN'S EXTERMINATING	24-00428	02/05/24	PEST AGREEMENT-CANAL PARK	Open	132.60	0.00		B
7820	DEBLASIO & ASSOCIATES, P.C	23-00052	01/06/23	RES #2023-49 CO#2 DIAMONDBEACH	Open	3,688.51	0.00		B
		23-00404	02/10/23	LIN BLVD RESTROOM RES#2021-82	Open	47.50	0.00		B
		23-00784	04/10/23	#2023-137 BEACH ACCESS PATHS	Open	5,657.50	0.00		B
		23-01029	05/05/23	CHANGE ORDER #1 RES#2023-162	Open	3,692.50	0.00		B

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7820	DEBLASIO & ASSOCIATES, P.C				Continued				
		23-01274	05/24/23	RES #23-184 BAY OUTFALL EXT	Open	7,640.00	0.00		B
		23-01585	06/15/23	RES#23-199 ROTARY PARK	Open	392.50	0.00		B
		23-02635	10/20/23	RESOLUTION 2023-337 OHIO AVE	Open	8,152.46	0.00		B
		23-02636	10/20/23	RES 2023-340 FRANCES AVE SEWER	Open	13,540.00	0.00		
		23-02637	10/20/23	RES 2023-344 SHADELAND/ SPRUCE	Open	140.00	0.00		B
		23-03045	11/28/23	#23-389 SURF RIDGEWOOD DNE 48K	Open	1,535.00	0.00		
		23-03206	12/14/23	RES#23-380 DOUGLASS PARK RENO	Open	6,735.00	0.00		B
		24-00168	01/11/24	ZBA ENGINEER VOUCHERS	Open	434.20	0.00		
		24-00304	01/22/24	RES 2024-64 DPW SITE DESIGN	Open	1,884.75	0.00		B
						<u>53,539.92</u>			
7869	WILDWOOD CREST RECREATION								
		23-03119	12/06/23	SCOOP TAYLOR TOURNAMENT	Open	250.00	0.00		
7896	CMC COURT ADMINISTRATORS ASSOC								
		24-00324	01/25/24	COURT ADMINISTRATOR DUES	Open	100.00	0.00		
7929	AMAZON CAPITAL SERVICES, INC ~								
		24-00201	01/17/24	PERSONNEL PRINTER HP	Open	379.00	0.00		
		24-00277	01/22/24	COURT OFFICE SUPPLIES	Open	196.95	0.00		
		24-00313	01/22/24	OFFICE SUPPLIES	Open	363.58	0.00		
		24-00365	01/29/24	SUPPLIES	Open	537.15	0.00		
		24-00403	01/31/24	COFFEE	Open	96.91	0.00		
		24-00420	02/05/24	LACROSSE STICKS & GUARDS	Open	399.93	0.00		
						<u>1,973.52</u>			
8049	KRYSTLE TABLER								
		24-00426	02/05/24	REIMBURSEMENT- BBALL COACH	Open	25.00	0.00		
8131	DOCUVAULT SECURE SHREDDING LC~								
		24-00520	02/14/24	1/31/24 SHREDDING	Open	168.05	0.00		
8197	GREAT AMERICAN FINANCIAL SERV								
		24-00521	02/14/24	2/10-3/9/24 MAIL MACHINE	Open	560.00	0.00		
8459	BATTERIES PLUS BULBS #636								
		24-00452	02/07/24	BATTERIES/DPW	Open	1,025.00	0.00		
8517	STEWART BUSINESS SYSTEMS *								
		24-00364	01/29/24	FS Copier 1.124-3.31.24	Open	113.85	0.00		
8524	FRED M SCHIAVONE CONSTRUCTION								
		24-00502	02/14/24	RES#24-63 DIAMOND BEACH IMPROV	Open	29,363.98	0.00		B
8672	LOGMEIN INC.								
		24-00280	01/22/24	2024 GO TO MEETINGS	Open	19.00	0.00		PC1
8721	BLANEY, DONOHUE, & WEINBERG PC								
		24-00003	01/02/24	RES#24-02 LABOR DNE\$40K	Open	2,670.00	0.00		B
8722	MARCUS H KARAVAN								
		22-00419	02/10/22	MORREL & HANSEN TAX APPEAL	Open	294.39	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
8722	MARCUS H KARAVAN				Continued				
		23-00038	01/06/23	RES#2023-03 TAX APPEAL DNE\$10K	Open	862.50	0.00		B
		24-00523	02/14/24	CO 1 RES 24-76 HANSEN/MORRELL	Open	3,080.61	0.00		B
		24-00527	02/15/24	RES#24-36 TAX APPEALS \$10K	Open	1,250.00	0.00		B
						<u>5,487.50</u>			
8837	REBECCA BLANDA								
		24-00431	02/05/24	CONTRACT REIMB V	Open	202.95	0.00		
8847	EASTERN LIFT TRUCK CO. INC								
		24-00162	01/11/24	REPLACEMENT OF HARDWARE&MANUAL	Open	495.76	0.00		
8848	COMFORT NOW LLC								
		24-00363	01/29/24	HEAT ISSUE REPAIRS	Open	8,326.00	0.00		
8909	COMCAST BUSINESS								
		24-00517	02/14/24	BUS INTERNET PD 1/1-1/31/24	Open	979.95	0.00		
9015	JASON MCCARTHY								
		24-00446	02/07/24	REIMBURSEMENT- COACH	Open	56.98	0.00		
9026	STARR SEPTIC LLC								
		24-00391	01/31/24	LUXURY BATHROOM/DPW	Open	948.00	0.00		
9065	CONCORD ENGINEERING GROUP INC~								
		23-02531	10/05/23	RES 2023-329 HVAC TWP BLGS	Open	5,250.00	0.00		B
9115	LISA ENGLEBERT								
		24-00205	01/17/24	Return of unused escrow	Open	200.00	0.00		
9124	JOHN THOMPSON								
		24-00411	02/01/24	FINGERPRINT/BACKGROUND	Open	58.98	0.00		
9126	JEFFERY GERNITIS								
		24-00451	02/07/24	B-823.01 L-3 C0708	Open	2,409.31	0.00		
9129	KATELYN MCCA W								
		24-00470	02/13/24	B-366 L-7 MCCA W	Open	804.27	0.00		
9131	CAROL FIELD								
		24-00481	02/13/24	B-140 L-38	Open	632.96	0.00		
9132	BARBARA LACEY C/O KAREN CAROLA								
		24-00482	02/13/24	B-499.02 L-33.04	Open	842.58	0.00		
ACHRISTA	ACHRISTAVEST LLC								
		24-00339	01/26/24	REFUND PER JUDGMENT	Open	350,000.00	0.00		
BIRCH	BIRCH'S COMMUNICATIONS LLC*								
		23-02953	11/15/23	OUTFITTING 4 NEW PATROL UNITS	Open	35,959.08	0.00		
		24-00414	02/01/24	REMOVE EQUIPMENT FROM VEHICLE	Open	225.00	0.00		
						<u>36,184.08</u>			

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
BLAUE	BLAUER ASSOCIATES INC*	19-02385	08/28/19	SCPF ROTARY PARK RES 2019-246	Open	675.00	0.00		B
BOSNA	KAREN MANETTE BOSNA	24-00467	02/13/24	YOGA- MONTH OF JANUARY '24	Open	220.00	0.00		
DOUGHERT	GEORGIA DOUGHERTY	24-00528	02/15/24	CONTRACTUAL REIMBURSEMENT M	Open	729.47	0.00		
MSBROWN	MS BROWN	24-00173	01/16/24	RETIREMENT PLAQUE	Open	92.00	0.00		
SEAGE	SEAGEAR MARINE SUPPLY*	24-00153	01/11/24	B.Belles unfiorms	Open	185.00	0.00		
		24-00421	02/05/24	J.Embs uniform pants	Open	79.98	0.00		
						264.98			
Total Purchase Orders:		127	Total P.O. Line Items:		0	Total List Amount:	713,019.06	Total Void Amount:	0.00

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 20, 2024.

Julie A Picard, Township Clerk

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

RESOLUTION #2024-82

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>
823.01	3	Jeffrey Gernitis 902 Ocean Drive #708	Mortgage Responsible	\$ 2,409.31
140	38	Carol Field 238 W Bates Avenue	Mortgage Responsible	\$ 632.96
327	9	Core Logic – Apelt 118 Caroline Avenue	Exempt Veteran	\$ 549.05
461	5	Core Logic – Brown 922 Shirley Avenue	Exempt Veteran	\$ 1,136.27
366	7	Katelyn McCaw 13 Hazelwood Avenue	Mortgage Responsible	\$ 804.27
499.02	33.04	Barbara Lacey 603 Townbank Road	Sold Property	\$ 842.58
527	36	Susan Robert 609 Lawnside Road	Mortgage Responsible	\$ 902.05

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 20, 2024.

Julie A Picard, Township Clerk

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

RESOLUTION #2024-83

Title: ISSUANCE OF 2024 LIMOUSINE AND OPERATOR LICENSES

WHEREAS, applications have been submitted by Cape May Limousine pursuant to Ord. #2000-4, for Taxi, Limo and Operator Licenses; and

WHEREAS, the applicants submitted the appropriate fees, provided the required documentation, and the Police Department has reviewed and approved the application packet.

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Clerk is hereby authorized to issue the following:

Cape May Limousine

<u>License Type</u>	<u>Description</u>
Limo	2019 Mercedes Sprinter Vin #WDAPF4CD0KP189331
Limo	2020 Mercedes Sprinter Vin #W1X8ED3Y9LP237563
Limo	2018 Ford Explorer Vin #1FM5K8DDH1JGC50883
Operator	Brian T. Carroll
Operator	Robert Wells

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 20, 2024.

Julie A Picard, Township Clerk

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

RESOLUTION #2024-84

Title: A RESOLUTION RATIFYING A THREE (3) YEAR MEMORANDUM OF AGREEMENT BETWEEN THE TOWNSHIP OF LOWER AND TEAMSTERS LOCAL No. 676

WHEREAS, extensive negotiations were conducted by the Township Manager and Labor Counsel with Teamsters Local Union No. 676; and

WHEREAS, the parties have reached an agreement which will be utilized to prepare the Collective Bargaining Agreement with Teamsters in accordance with the terms of the attached memorandum of agreement; and

WHEREAS, the Township Manager and Labor Counsel recommend the Township Council's ratification of the Collective Bargaining Agreement.

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 ratified.

BE IT FURTHER RESOLVED that the Township Manager and Township Clerk are hereby authorized and directed to execute the integrated Collective Bargaining Agreement, once prepared and ratified by the Teamsters, in accordance with and under the terms as outlined attached hereto on behalf of the Township.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 20, 2024.

Julie A Picard, Township Clerk

**Township of Lower
And
Teamsters Local Union No. 676**

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (MOA) is made between the Township of Lower (the Township) and Teamsters Local Union No.676 (the Teamsters).

The Township and the Teamsters have engaged in collective bargaining negotiations regarding a new Collective Bargaining Agreement (CBA) to replace the existing CBA between the parties, which set to expire on December 31, 2023.

The Borough and the Teamsters have reached a tentative agreement of the terms and conditions of a new CBA and purpose of this MOA is to confirm that agreement.

Said tentative agreement and this MOA will not be effective until ratified by the membership of the Teamsters and the governing body of the Township

NOW, THEREFORE, the Township and the Teamsters agree that the following changes shall be made in the existing agreement.

1. Retroactivity:

- a. This agreement including all economic and non-economic issues shall be retroactive to the effective date of the Agreement (1/1/24).

2. Preamble:

- a. Adjust all dates as appropriate.

3. ARTICLE 1. RECOGNITION

- a. Management will provide documentation and updates as to the Civil Service status of filling all open positions.

4. ARTICLE 6 – HOURS AND OVERTIME

Employees called in prior to shift during storms shall continue to be paid at time and ½ until released, even for overlap of their regular shift.

5. ARTICLE 9 – HEALTH INSURANCE

The following changes will be made to this Article:

- Increase maximum dental benefit to \$1,700.00 per year.

- Change health insurance plan to New Jersey Direct 20/35 plan with Difference Card.

6. ARTICLE 11 – WAGES

The following changes will be made to this Article:

- Wage increase as follows 1/1/2024 – 4%, 1/1/25 - 4%, 1/1/2026 – 4%
- \$.50 per hour increase for CDL A license.
- \$.50 per hour increase on 1/1/24, 1/1/25, and 1/26 for all employees employed as of May 20, 2022 who did not receive the \$1.50 increase on May 20, 2022.
- Laborers assigned as a yard worker (not the booth job) at the recycling yard shall have their base pay increased by a \$1.35 per hour.
- Starting rate for Laborer 1 shall be \$35,000.00.
- Starting rate for Laborer 2 shall be \$39,000.00.
- Laborer 1 and Laborer 2 employees below the new starting rates shall have their pay increased accordingly.
- Remove Article C. _____
- Revise Schedule A as attached.
- Management will offer in-house CDL training and will provide a one-time fee of \$ 125 to all employees who obtain a CDL for the first time while employed.

7. ARTICLE 15 – NON-DISCRIMINATION

Revise to include new protected categories under the law.

8. ARTICLE 16– DEDUCTIONS FROM SALARY

Remove subsection D to comply with the Supreme Court’s Janis decision. Add the following as a new section D:

“The Employer agrees to deduct from the paycheck of all employees covered by this agreement voluntary contributions to DRIVE. DRIVE shall notify the employer of the amounts designated by each contributing employee that are to be deducted from his/her paycheck on a weekly basis for all weeks worked. The phrase “weeks worked” includes any week other than a week in which the employee earned a wage. The Employer shall transmit to DRIVE National Headquarters on a monthly basis, in one check the total amount deducted along with the name of each employee on whose behalf the deduction is being made, the amount deducted from the employee’s paycheck. The International Brotherhood of Teamsters shall reimburse the Employer annually for the Employer’s actual cost for the expenses incurred in administrating the weekly payroll deduction plan.”

9. ARTICLE 17 – UNIFORMS

The following changes will be made to this Article:

- Changes to Paragraph C- Township will order Jacket and Rain Gear within a week after they are requested by current employees and within 90 days of hire for new employees.
- Change “rescue squad” to “Township”.
- Clothing Allowance increased from \$600.00 to \$800.00 in 2024, \$900.00 in 2025 and \$1,000.00 in 2026.

10. ARTICLE 21 – TERM AND RENEWAL

- Adjust dates accordingly (3 year term).

This MOA is subject to the ratification of the members of the Teamsters and approval of the governing body of the Township. The bargaining members of the Teamsters and of the Township represent that they will recommend approval of the terms to their respective constituents.

For Township of Lower:

For Teamsters Local Union No.676

[Handwritten Signature]

1-26-24

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

RESOLUTION #2024-85

Title: A RESOLUTION AUTHORIZING A GRANT APPLICATION TO THE CAPE MAY COUNTY OPEN SPACE PROGRAM FOR THE DAVID DOUGLASS PARK UPGRADE

WHEREAS, the Council of the Township of Lower has determined that it is in the best interest of the Township to upgrade David Douglass Park; and

WHEREAS, funds for such an upgrade may be available to the Township of Lower under the Cape May County Open Space Program; and

WHEREAS, an application must be filed with the Cape May County Open Space Program to apply for such funds; and

WHEREAS, the Township Engineer estimated the project construction cost to be \$2,249,830.00 and the engineering cost to be \$310,000; and

WHEREAS, the Township is seeking a grant from the Cape May County Open Space Program in the amount of \$2,024,847.00 for construction and \$155,000.00 for engineering.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Council formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit a grant application.

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	ABSTAIN	ABSENT
CONRAD						
COOMBS						
ROY						
PERRY						
SIPPEL						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held February 20, 2024.

Julie A Picard, Township Clerk

CONSTRUCTION COST ESTIMATE

CLIENT: TOWNSHIP OF LOWER
DATE: FEBRUARY 15, 2024
PROJECT NAME: DAVID DOUGLASS SR. MEMORIAL PARK RENOVATIONS
D&A PROJECT #: LT-C-043

ITEM NO.	DESCRIPTION	UNITS	PLAN QUANTITY	IF & WHERE DIRECTED	CONTRACT QUANTITY	EST. UNIT PRICE	BID AMOUNT
1	CLEARING SITE	LUMP SUM	LUMP SUM	0	LUMP SUM	\$10,000.00	\$10,000.00
2	CONCRETE SIDEWALK, 4" THICK	S.Y.	2000	50	2,050	\$75.00	\$153,750.00
3	DECORATIVE SIDEWALK STRIPING	LUMP SUM	LUMP SUM	0	LUMP SUM	\$5,000.00	\$5,000.00
4	8" X 18" CONCRETE VERTICAL CURB	L.F.	1,250	100	1,350	\$40.00	\$54,000.00
5	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5M64, 2" THICK	TON	450	50	500	\$125.00	\$62,500.00
6	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	S.Y.	3,500	500	4,000	\$15.00	\$60,000.00
7	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 2" THICK	S.Y.	200	30	230	\$115.00	\$26,450.00
8	GUARD RAIL (PARKING LOT)	L.F.	350	0	350	\$110.00	\$38,500.00
9	DECORATIVE SAFETY RAILING (CANAL)	L.F.	534	0	534	\$150.00	\$80,100.00
10	PARKING LOT STRIPING	LUMP SUM	LUMP SUM	0	LUMP SUM	\$5,000.00	\$5,000.00
11	SITE LIGHTING (DAVID DOUGLASS PARK)	LUMP SUM	LUMP SUM	0	LUMP SUM	\$80,000.00	\$80,000.00
12	LANDSCAPING	LUMP SUM	LUMP SUM	0	LUMP SUM	\$40,000.00	\$40,000.00
13	BENCHES	UNIT	11	2	13	\$4,000.00	\$52,000.00
14	BIKE RACKS	UNIT	4	0	4	\$3,000.00	\$12,000.00
15	TABLES	UNIT	7	2	9	\$4,000.00	\$36,000.00
16	EXISTING PAVILLION ADA RAMP	LUMP SUM	LUMP SUM	0	LUMP SUM	\$10,000.00	\$10,000.00
17	SIGNAGE	LUMP SUM	LUMP SUM	0	LUMP SUM	\$10,000.00	\$10,000.00
18	MEMORIAL RELOCATION	LUMP SUM	LUMP SUM	0	LUMP SUM	\$50,000.00	\$50,000.00
19	SHADE STRUCTURE/OBSERVATION DECK	LUMP SUM	LUMP SUM	0	LUMP SUM	\$330,000.00	\$330,000.00
20	UTILITY POLE RELOCATION BEACH AVENUE	LUMP SUM	LUMP SUM	0	LUMP SUM	\$500,000.00	\$500,000.00
21	BATHROOM BUILDING	LUMP SUM	LUMP SUM	0	LUMP SUM	\$250,000.00	\$250,000.00
22	UTILITIES FOR BATHROOM	LUMP SUM	LUMP SUM	0	LUMP SUM	\$100,000.00	\$100,000.00
23	TRENCH RESTORATION FOR UTILITIES	LUMP SUM	LUMP SUM	0	LUMP SUM	\$80,000.00	\$80,000.00

Total Estimated Construction Cost, Items 1 - 23: \$2,045,300.00

10% CONTINGENCY: \$204,530.00

TOTAL CONSTRUCTION COST: \$2,249,830.00

ENGINEERING & ARCHITECTURAL PHASE SERVICES: \$190,000.00

ENVIRONMENTAL PERMITTING SERVICES: \$30,000.00

CONSTRUCTION PHASE SERVICES: \$90,000.00

TOTAL PROJECT COSTS: \$2,559,830.00

The above cost estimate is an approximation of the probable construction cost based upon recent bid prices and assumes that the Contractor will pay wages on this project in conformance with the New Jersey Prevailing Wage Rate Act. DeBlasio & Associates, P.C. cannot and does not guarantee that proposals, bids or actual costs will not vary from these opinions of probable costs.

Prepared by:


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

2/15/2024
Date

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

RESOLUTION # 2024-86

Title: AUTHORIZING PAYOUT OF TERMINAL LEAVE

WHEREAS, the employee listed below has resigned from the Township and is entitled to payment for accumulated vacation and personal time; and

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a payment due to Jacob Spiegel in the amount of \$1,749.46 is authorized and is chargeable to Reserve for Accumulated Absences.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
COOMBS						
ROY						
PERRY						
SIPPEL						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 20, 2024.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER
 RETIREMENT PAYOUT ANALYSIS
 DATE:

EMPLOYEE: Spiegel, Jacob
 DATE OF RESIGNATION: 2/2/2024
 DATE OF PAYMENT: _____
 RESOLUTION #: _____

Annual Salary:	
Hourly Rate:	\$36.00
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	0.00	36.00	0.00
Personal	8.21	36.00	295.62
Sick	0.00	36.00	0.00
Vacation	40.38	36.00	1,453.85
Other			
Terminal Leave Payout			\$1,749.46

	(A)	(B)	(C)	(B * C) (D)	(E)	A + D - E (F)	
	Carryover	Annual	4 weeks / 52 weeks	Prorated Time Due	Time Used	Hours to be paid	
Comp	0.00	0.00	1.00	0.00	0.00	0.00	
Personal	14.75	19.00	0.08	1.46	8.00	8.21	
Sick	0.00	72.00	0.08	5.54	0.00	0.00	840 Max
Vacation	44.00	57.00	0.08	4.38	8.00	40.38	
						Days	

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

Employee Signature: _____

Date: _____

Treasurer's Signature: _____

Date: _____

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

RESOLUTION #2024-87

Title: APPROVAL OF AN ALCOHOLIC BEVERAGE CONTROL PLENARY RETAIL CONSUMPTION LICENSE PERSON TO PERSON TRANSFER; LICENSE #0505-33-008-006, FORD CREEK, LLC TO PORT MARINA, INC

WHEREAS, an application has been filed for a person-to-person transfer of Plenary Retail Consumption License 0505-33-008-006, heretofore issued to Port Marina, Inc for the premises located at 954 Ocean Drive, Lower Township, New Jersey; and

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term; and

WHEREAS, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local Ordinances and conditions consistent with Title 33; and

WHEREAS, the applicant has disclosed and the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business and all additional financing obtained in connection with the licensed business.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Lower Township Council does hereby approve effective Wednesday, February 21, 2024 at 9:00 a.m., the transfer of the aforesaid Plenary Retail Consumption License to Port Marina Inc and does hereby direct the Township Clerk to endorse the License Certificate to the New Ownership as follows: "This License, subject to all of its terms and conditions, is hereby transferred, effective 9 a.m. February 21, 2024 to Port Marina, Inc"

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 20, 2024.

Julie A Picard, Township Clerk

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

RESOLUTION #2024-88

Title: APPOINTMENT TO THE MUNICIPAL UTILITIES AUTHORITY BOARD

WHEREAS, Brian O'Connor's term on the Municipal Utilities Authority Board expired on February 1, 2024; and

WHEREAS, pursuant to the Municipal and County Utilities Authorities Law, N.J.S.A. 40:14B-1 et seq., the governing body is authorized to appoint members to serve on the Municipal Utility Authority Board; and

WHEREAS, The Township Council of the Township of Lower has reviewed three (3) applications on file with the Clerk from individuals who have expressed an interest to serve on the Lower Township Municipal Utility Authority to fulfill this vacant term.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following individual is hereby appointed to serve on the Municipal Utilities Authority Board:

<u>Name</u>	<u>Type</u>	<u>Term Exp.</u>
Brian Steere	Regular Member	February, 2029

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on February 20, 2024.

Julie A Picard, Township Clerk

FOR TOWNSHIP USE ONLY

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

Term Exp. _____ Replaced _____ or Reappointed _____

**TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM**

NAME Bryan Steere

CITY AND STATE Cold Spring, NJ

YEARS OF RESIDENCY IN TOWNSHIP 42 OCCUPATION Business Owner

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

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

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

I graduated from LCMR and have lived in Lower Township my entire life. I am the owner of several local businesses, blue homes real estate, blue property management, and breezy mortgage. I coach several youth sports teams and run a non-profit call blue kids that is based around ensuring that less fortunate local children don't miss out on sporting or social activities because of money.

Date: 2/12/24

Signature:

Bryan Steere
dotloop verified
02/12/24 10:34 AM EST
E1Y-OHSB-K19M-5YFY

(ID FOR ONE YEAR FROM DATE OF RECEIPT)

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

Council Report January

Register Report - Last month

1/1/2024 through 1/31/2024

2/8/2024

Page 1

Date	Account	Num	Category	Amount
	INCOME			46,375.00
	Bus Mercantile 2023-2024			175.00
	Liquor Licenses			200.00
	Short Term Rental 2024-2025			41,910.00
	Street Openings			800.00
	Taxi & Limo			210.00
	Towing			500.00
	Vac Prop Reg			2,500.00
	Yard Sales			5.00
	Year Round Rental			75.00
	TRANSFERS			-46,375.00
	OVERALL TOTAL			0.00

Township of Lower
 2600 Bayshore Road
 Villas, NJ 08251
 609-8862005

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 01/01/2024 To 01/31/2024

February 01, 2024 9:38:40AM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$2,309,425.00	Cubic Footage:	361848 Cu.ft	Permit Issued:	87
Cost Of Alteration:	\$783,217.00	Square Footage:	27370 Sq.ft	Updates Issued:	11
Cost Of Demolition:	\$27,000.00			All Fees Waived:	0
Total Cost:	\$3,119,642.00			Municipal Fees Waived:	0

<u>PERMIT FEES</u>		<u>ADMIN FEES</u>		<u>WAIVED FEES</u>		<u>TOTAL FEES</u>	
Building:	\$22,632.00	Building:	\$0.00	Building:	\$0.00	Building Fees:	\$22,632.00
Electrical:	\$8,391.00	Electrical:	\$0.00	Electrical:	\$0.00	Electrical Fees:	\$8,391.00
Fire :	\$4,370.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$4,370.00
Plumbing:	\$6,495.00	Plumbing:	\$0.00	Plumbing:	\$0.00	Plumbing Fees:	\$6,495.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$1,995.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$1,995.00
				* Total Waived:	\$0.00	Technical Fees:	\$43,883.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$1,342.00	\$0.00	\$1,342.00
Alteration Training Fee:	\$1,496.00	\$0.00	\$1,496.00
DCA Minimum Fee:	\$0.00	\$0.00	\$0.00
Sub total Training Fee:	\$2,838.00	\$0.00	\$2,838.00

TECHNICAL ISSUES

Building Technical:	44
Electrical Technical:	66
Fire Protection Technical:	26
Plumbing Technical:	43
Elevator Technical:	
Mechanical Technical:	27

Certificate of Occupancy Fee:	\$3,129.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$3,129.00

CERTIFICATE ISSUES

Certificate of Occupancy:	8
Certificate of Approval:	37
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$43,883.00
DCA FEES:	\$2,838.00
CERTIFICATE FEES:	\$3,129.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$49,850.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$49,850.00

* By State law (see N.J.S. 52:27D-126c): \$0.00

* By Municipality (see N.J.S. 52:27D-126b): \$0.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 01/01/2024 To 01/31/2024

February 1, 2024 9:46:34AM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$968.00	\$48,882.00	\$0.00	\$49,850.00
DUMPSTER	Sub Totals:	\$30.00	\$0.00	\$0.00	\$30.00
CONTRACTOR LICENSE	Sub Totals:	\$0.00	\$600.00	\$0.00	\$600.00
	GRA	\$998.00	\$49,482.00	\$0.00	\$50,480.00

Dog Report January 2024

Date	#s	Void/Dup	5	10	\$5.00	Total D	Total E	Deposit
			#S/N	Non S/N	Late Fee			
1/2/2024	1-38	1	36	1		\$180.00	\$10.00	\$190.00
1/3/2024	39-64	0	24	2		\$120.00	\$20.00	\$140.00
1/4/2024	65-81		17			\$85.00	\$0.00	\$85.00
1/5/2024	82-102		19	2	\$10.00	\$95.00	\$20.00	\$125.00
1/8/2024	103-126		23	1		\$115.00	\$10.00	\$125.00
1/9/2024	127-141		12	3		\$60.00	\$30.00	\$90.00
1/10/2024	142-159		15	3	\$5.00	\$75.00	\$35.00	\$115.00
1/11/2024	160-179	1	14	5		\$70.00	\$50.00	\$120.00
1/12/2024	180-188		7	2		\$35.00	\$20.00	\$55.00
1/16/2024	189-200		12			\$60.00	\$0.00	\$60.00
1/17/2024	201-220		12	8		\$60.00	\$80.00	\$140.00
1/18/2024	221-255		33	2	\$5.00	\$165.00	\$20.00	\$190.00
1/19/2024	256-260		5			\$25.00	\$0.00	\$25.00
1/22/2024	261-288		27	1		\$135.00	\$10.00	\$145.00
1/23/2024	289-306	1	13	4		\$65.00	\$40.00	\$105.00
1/24/2024	307-323		15	2		\$75.00	\$20.00	\$95.00
1/25/2024	324-329		6			\$30.00	\$0.00	\$30.00
1/26/2024	330-344		14	1		\$70.00	\$10.00	\$80.00
1/29/2024	345-360	0	16		\$0.00	\$80.00	\$5.00	\$85.00
1/30/2024	361-389		23	6		\$115.00	\$60.00	\$175.00
1/31/2024	390-402		12	1		\$60.00	\$10.00	\$70.00
						\$0.00	\$0.00	\$0.00
			355	44	20	\$1,775.00	\$450.00	\$2,245.00
Total Licenses collected w/fees			399					
	Twp. Fee	\$1,516.20		Pd State	\$610.80			
	State Reg.	\$399.00						
	Pilot Clinic	\$79.80		Twp. Fee	\$1,624.20			
	Anim. Pop.	\$132.00						
	Anim. Pop.	\$88.00						
	Late Fee	\$20.00						
	Misc. Fee	\$10.00						
	Total Collected	\$2,245.00						

**2024 CASH REPORT
JANUARY**

Township of Lower
Office of the Tax Collector

	MONTH TO DATE	YEAR TO DATE
Receipts		
Preliminary Tax Year (2024)	4,931,358.87	4,931,358.87
Current year taxes (2023)	185,602.29	185,602.29
Previously exempt property		
State Audit Pay Back		
Municipal Lien		
Recording		
Bankruptcy		
6% Penalty		
Municipal Service Fees		
Tax Search Fees		
Interest	6,622.16	6,622.16
Lot clearing		
Returned Check Fees*	20.00	20.00
Duplicate Bills	15.00	15.00
Trash	4,671.00	4,671.00
Tax Sale Costs		
TOTAL DEPOSITS	5,128,289.32	5,128,289.32
DEPOSITED TO COUNCIL CHECK	4,161,706.83	4,161,706.83
DEPOSITED TO WIPP ACCOUNT	966,582.49	966,582.49
TOTAL DEPOSITS	5,128,289.32	5,128,289.32
NSF Reversals *	11,920.24	11,920.24
WIPP NSF Reversals	500.00	500.00
NSF Fee Reversal (20.00)*		
TOTAL NSF	12,420.24	12,420.24
TOTAL	5,115,869.08	5,115,869.08

Prepared by Kathy Brown

**JANUARY 2024
VITAL STATISTICS**

Marriages,Civil Unions	4
Domestic Partners	0
Certified Copies	168
Certified Copies EDRS	0
Burial Permits	0

Marriages, Civil Unions State	\$100.00
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$12.00
Domestic Partners Twp	\$0.00
Certified Copies	\$1,680.00
Certified Copies EDRS	\$0.00
Burial Permits	\$0.00

TOTAL	\$1,792.00
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