

WORK SESSION AND REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL
July 17, 2023 – 5:00 pm.

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

Work Session

Proclamation – Supporting the Summer Shore Pedestrian Awareness Campaign from July 10-August 14, 2023

Proclamation - Joseph Castellucci

Proclamation – Rose Moore

Consent Agenda

Approval of Minutes – July 5, 2023

- Res. #2023-251 Authorization for the Payment of Vouchers \$ 1,007,701.70
- Res. #2023-252 Authorization for the Payout of Accumulated Compensatory Time (J.Scheck \$7,096.16)
- Res. #2023-253 A Resolution Requesting Release of Maintenance Guarantee for Block 505, Lot 18.03; Maintenance Bond; Irene Hober;
- Res. #2023-254 A Resolution Requesting Release of Demolition Bond for Block 509.02, Lot10; 803 Meadowview Road, Lower Township, NJ;
- Res. #2023-255 2023 Summer Shore Awareness Campaign
- Res. #2023-256 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Youth Leadership Grant \$5,042.45)
- Res. #2023-257 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Pedestrian Awareness \$5,250.00)
- Res. #2023-258 Authorization for the Payout of Accumulated Compensatory Time (M.Nuscis \$7,096.16)
- Res. #2023-259 Renewal of Commercial Excavation (Gravel Pit) Licenses
- Res. #2023-260 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Drunk Driving Enforcement Fund \$9,925.07)
- Res. #2023-261 A Resolution Authorizing the Execution of a Contract with Any Excuse for a Party, LLC, for the provisions of Recreational Amenities at Lower Township National Night Out on August 1, 2023

Regular Agenda

- Res. #2023-262 Approval of an Alcoholic Beverage Control Plenary Retail Consumption License (Pocketed) Person to Person Transfer; License 0505-33-012-012, From PM Cape May, LLC to RL Farms, Inc.

Ordinance #2023-15 An Ordinance Amending and Supplementing Chapter 7, Traffic, Subsection 3, Parking, Specifically SS7-3.3, Parking Prohibited at All Times on Certain Streets, of the Code of the Township of Lower to Prohibit Parking on Village Road and Bates Avenue. This is the second reading and public hearing for this Ordinance. This Ordinance has been published, posted and made available to the public.

Engineer Report

Administrative Reports

Clerk, Construction, Dog, Tax, Vital

Public Comment

Council Comments

Adjourn

COUNCIL MEETING MINUTES – July 5, 2023

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on July 5, 2023 at 5:00 p.m. in the meeting room of the 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 and Karen Fournier, Deputy Township Clerk

Mayor Sippel announced the Solicitor's availability via telephone and congratulated the Belasco family on the birth of their new baby boy.

Work Session

Consent Agenda

Approval of Minutes – June 19, 2023

Res. #2023-244 Authorization for the payment of Vouchers \$ 1,455,762.16

Res. #2023-245 Renewal of 2023 Campground License

Res. #2023-246 A Resolution Requesting Reduction of Performance Guarantee for Earl Drive Estates Major Subdivision; Block 501; Lot 11.01, Bond #P THartle

Res. #2023-247 A Resolution Requesting that the County of Cape May Reduce the Posted Speed Limit on Jonathan Hoffman Road from 40 Miles Per Hour to 30 Miles Per Hour

Res. #2023-248 A Resolution Awarding A Professional Service Contract without public bidding to Surenian, Edwards & Nolan, LLC to serve as Special Counsel to the Township of Lower for Affordable Housing Matters/Litigation

Res. #2023-249 Appointments to the Lower Township Environmental Commission

Res. #2023-250 Certification of Lot Clearing Charges to the Tax Collector

Mayor Sippel communicated that Resolution #2023-247 was initiated by a concerned resident.

On the Consent:

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

Regular Agenda

Ordinance #2023-11 An Ordinance Amending and Supplementing Chapter 7, Traffic, Subsection 3, Parking, of the Code of the Township of Lower in Order to Regulate/Restrict Valet Parking in Public Locations Throughout the Township.

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

Ordinance #2023-12 An Ordinance Amending Chapter 600, Towing and Storage, Specifically Subsection 6(A)(3), Towing and Storage Fee Schedule, of the Code of the Township of Lower

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

Ordinance #2023-13 An Ordinance Amending Chapter 90, Police Department, of the Code of the Township of Lower In Order to Establish a Deputy Chief Position and to Realign the Superior Officer Chain of Command

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

Ordinance #2023-14 An Ordinance Amending Chapter 400, Land Development, of the Code of the Township of Lower

Bruce Tell, Corson Lane, inquired about Ordinance #2023-14.

Clerk Picard informed that the Ordinance has been published, posted and available to the public.

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

Manager's Report

Manager Laffey gave Council an update on several County, State and Federally funded projects not handled by DeBlasio & Associates including: Fishing Creek Rd., New England Rd., Bayshore Rd., Shunpike Rd., Sunset Blvd., Seashore Rd., Townbank Rd., Schellenger's Landing, and Route 9 Guardrail Replacement Project.

Deputy Mayor Perry voiced discontent concerning Townbank Road, particularly in front of Townbank Fire Company and also inquired about the County Open Space meeting.

Manager Laffey noted Deputy Mayor Perry's concerns regarding Townbank Road and informed that the Open Space meeting was favorable.

Mayor Sippel asked for an update on moving a portion of the Public Works operation to the airport complex.

Manager Laffey informed that an agreement is being negotiated with the County.

Administrative Reports

Personnel Action Report

Finance

Public Comment

Pary Tell, Historic Preservation Commission (HPC) Chairperson, addressed Council on behalf of the HPC to voice discontent about the lack of progress on the Foster House. She informed that State and County grants are available that have not been applied for and requested the Township be more proactive about getting it ready for the public.

Mayor Sippel thanked Ms. Tell and the HPC for all they do for the Township and addressed her concerns about the Foster House.

Manager Laffey reassured Ms. Tell that the Township will make it a priority.

Councilmember Conrad voiced anticipation for the completion of the Foster House.

Jerry Sieber, 5 Faith Run, CMCH, Volunteer for U.S. Term Limits, addressed Council regarding signing a petition to support Term Limits for Congress.

Mayor Sippel informed Mr. Sieber that his request is a personal decision, not a Council decision.

Cherie Eleissawy, 101 Rosehill Pkwy., requested to speak to Mr. Stefankiewicz regarding the Cannabis Overlay Zone.

Manager Laffey agreed to get the message to Solicitor Stefankiewicz.

Council Comments

Mayor Sippel commented on the Independence Day Festival and Fireworks and thanked all employees and volunteers involved. He announced upcoming events including: Dedication of Veterans Way, National Night Out, and the Police Youth Camp.

Deputy Mayor Perry commented on the success of the July 3rd Festival.

Councilmember Roy – no comments

Councilmember Coombs – no comments

Councilmember Conrad thanked the HPC and all volunteers for the work they do on behalf of the Township. He also commented on the Festival/ Fireworks and thanked employees for their quick and professional decision making.

Adjournment

There being no further business to address, motion to adjourn moved by Deputy Mayor Perry, seconded by Councilmember Roy. Motion to adjourn was unanimous. Meeting adjourned at 5:36 p.m.

Frank Sippel, Mayor

Township Clerk

Approved:

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01171	VERIZON WIRELESS - TOWNHALL				Continued				
23-01798	07/12/23 CELL PHONE 5/24-6/23/23				Open	638.77	0.00		
						<u>1,584.24</u>			
01200	DELTA DENTAL PLAN OF NJ								
23-01754	07/07/23 JUNE 2023 CLAIMS				Open	9,700.45	0.00		
23-01755	07/07/23 JUNE 2023 DENTAL ADMIN				Open	<u>1,358.50</u>	0.00		
						<u>11,058.95</u>			
01201	DELL CORPORATION*								
23-01612	06/19/23 M VITELLI/D BAILEY COMPUTERS				Open	3,616.19	0.00		
01246	ROCCO SANSONE								
23-01663	06/23/23 REIMBURSEMENT- FINGERPRINT/BACK				Open	57.38	0.00		
01269	DISCOUNT HYDRAULICS*								
23-01699	06/28/23 HYDRAULIC CYLINDER/DPW				Open	468.75	0.00		
01389	EDDIE'S AUTO BODY*								
23-01747	07/07/23 DARE CAR REPAIR				Open	2,623.70	0.00		
01437	ERCO CEILINGS*								
23-01542	06/09/23 POWDER COATED METAL PARTIITION				Open	3,245.00	0.00		
01480	E-Z PASS								
23-01823	07/12/23 7/6/23 REPLENISH REC				Open	200.00	0.00		PC1
01499	JOSEPH FAZZIO, INC*								
23-01538	06/09/23 METAL FOR DUMPSTERS				Open	1,665.96	0.00		
01657	GOPHER SPORT								
23-01607	06/19/23 FLAG FOOTBALL SUPPLIES				Open	496.85	0.00		
01741	GENTILINI CHEVROLET, LLC*								
23-01016	05/05/23 PARTS FOR VHICLES/DPW				Open	28.98	0.00		B
23-01344	06/01/23 ADMIN TAHOE				Open	<u>58,499.80</u>	0.00		
						<u>58,528.78</u>			
01806	ANTHONY J HARVATT, II, ESQ								
23-01553	06/13/23 ZBA SOLICITOR VOUCHERS				Open	450.00	0.00		
02027	JESCO INC~								
23-01766	07/07/23 MATERIALS FOR TRUCK/DPW				Open	672.65	0.00		
02183	KLENSWITE POOL SPA SUP.CO INC~								
23-01739	07/05/23 PHOS KLEAR 4000				Open	116.91	0.00		
02248	LAWMEN SUPPLY*								
23-00634	03/13/23 SWAT BODY ARMOR				Open	4,656.00	0.00		
02541	ROBERT D. MARTIN, JR								
23-01743	07/05/23 CONTRACTUAL REIMBURSEMENT M				Open	122.75	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
02688	MJJ CONSTRUCTION INC*	23-00874	04/14/23	RES#2023-139 LINCOLN RESTROOM	Open	103,767.30	0.00		B
03021	NJ MOTOR VEHICLE COMMISSION	23-01634	06/21/23	REGISTRATIONS & TITLES 4 VEH	Open	240.00	0.00		PC1
		23-01789	07/11/23	VEHICLE TITLE/REGISTRATION	Open	60.00	0.00		PC1
		23-01822	07/12/23	REGISTRATION/DPW 7/11/23	Open	135.00	0.00		PC1
						435.00			
03104	NORTHEAST IND.&MARINE SUPPLY*	23-01232	05/19/23	HYDRAULIC PUMP	Open	3,856.00	0.00		
03280	PARAMOUNT SANITARY SUPPLY ~	23-01773	07/07/23	T/P DISPENSERS TWIN 9"	Open	165.60	0.00		
03293	BLAINE PAYNTER	23-01742	07/05/23	CONTRACTUAL REIMBURSEMENT M	Open	75.00	0.00		
03305	PEDRONI FUEL*	23-01765	07/07/23	NO LEAD GAS/DPW 6/27/23	Open	1,144.15	0.00		
03392	POLICE AND FIREMENS RETIREMENT	23-01824	07/12/23	RETRO EMPLOYER SHARE	Open	59,491.84	0.00		
03518	RIGGINS, INC.*	23-01693	06/28/23	OFF HIGHWAY DIESEL/DPW 6/21/23	Open	875.37	0.00		
03522	TSI INC	23-01671	06/23/23	FS TSI calibrate/clean	Open	825.00	0.00		
03683	SNAP-ON TOOLS*	23-00976	04/28/23	UPDATE SCAN TOOL/TIRE TOOL	Open	1,530.17	0.00		
		23-01336	06/01/23	4 TOOL BOX CARTS	Open	3,476.71	0.00		B
						5,006.88			
03820	MUNICIPAL UTIL. AUTH ON CALL	23-01813	07/12/23	REIMBURSE HALF TOTAL BILL/DPW	Open	282.78	0.00		
03863	TREASURER, STATE OF NEW JERSEY	23-01750	07/07/23	APR THRU JUNE 2023 REPORT	Open	8,997.00	0.00		
03902	DONALD VANAMAN JR	23-01751	07/07/23	TRAINING REIMBURSEMENT	Open	10.00	0.00		
03971	VERIZON WIRELESS MDT POLICE	23-01772	07/07/23	VERIZON POLICE & TWP 5/21-6/20	Open	1,196.85	0.00		
03985	VILLAS NAPA AUTO PARTS	23-01024	05/05/23	RDS/SANT/RECY/DPW	Open	1,849.18	0.00		
03992	VAL-U AUTO PARTS LLC ~	23-01020	05/05/23	RDS/SANT/RECY/DPW	Open	5,946.70	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
04085	CHRISTOPHER WINTER	23-01825	07/13/23	CONTRACTUAL REIMBURSEMENT M	Open	49.94	0.00		
04097	CINTAS FIRST AID AND SAFETY*	23-01683	06/26/23	COURT MEDICINE CABINET SERVICE	Open	16.93	0.00		
		23-01712	06/30/23	MEDICAL CABINET REFILL	Open	31.27	0.00		
		23-01732	07/05/23	RE-STOCK RECREATION DEPT.	Open	70.94	0.00		
		23-01804	07/12/23	FIRST AID SUPPLIES/DPW	Open	94.46	0.00		
						<u>213.60</u>			
04266	NJ DEPT OF HEALTH&SENIOR SVCS	23-01788	07/11/23	Dog License - June,2023	Open	63.60	0.00		
6063	CAPE MINING & RECYCLING, LLC*	22-00112	01/11/22	SUPPLIES FOR TWP. ROADS	Open	589.80	0.00		B
7119	ENGINEERING DESIGN ASSOC*	21-00150	01/13/21	RES 21-49 SCHELLENGERS-TRAFFIC	Open	390.00	0.00		B
7207	MOTOROLA SOLUTIONS	21-02337	09/20/21	PORTABLE RADIO BATTERIES	Open	2,250.00	0.00		
7228	SOUTH STATE INC.*	23-00786	04/10/23	RES 2023-138 CARRIAGE, BRIDLE	Open	569,552.25	0.00		B
7354	FLEETPRIDE INC.*	23-01756	07/07/23	MATERIALS /VEHICLES/DPW	Open	523.18	0.00		
7475	SUZANNE M SCHEID	23-01791	07/11/23	CONTRACTUAL REIMBURSEMENT M	Open	30.00	0.00		
		23-01792	07/11/23	CONTRACTUAL REIMBURSEMENT M	Open	61.05	0.00		
						<u>91.05</u>			
7507	STEFANKIEWICZ & BELASCO LLC*	23-00035	01/06/23	RES#2023-01 EXPENSES DNE\$116K	Open	3,605.00	0.00		B
7636	MOTT MACDONALD LLC*	23-01738	07/05/23	ZBA MOTT MACDONALD VOUCHERS	Open	2,225.25	0.00		
7689	GOVERNMENT FORMS AND SUPPLIES*	23-01556	06/13/23	Business Cards	Open	283.00	0.00		
7751	HOFFMAN'S EXTERMINATING*	23-00053	01/06/23	PEST AGREEMENT-CANAL PARK 2023	Open	132.60	0.00		B
7872	GO DADDY	23-01752	07/07/23	DPS WEB DOMAIN HOSTING	Open	66.51	0.00		PC1
7929	AMAZON CAPITAL SERVICES, INC ~	23-01509	06/09/23	BASEBALL SUPPLIES	Open	542.41	0.00		
		23-01588	06/15/23	AIR FILTERS	Open	743.62	0.00		
		23-01596	06/19/23	CASES OF 55-60 GALLON TRASH	Open	634.68	0.00		
		23-01638	06/21/23	OFFICE SUPPLIES	Open	45.95	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7929	AMAZON CAPITAL SERVICES, INC ~				Continued				
		23-01705	06/29/23	OFFICE SUPPLIES	Open	413.90	0.00		
		23-01707	06/30/23	FS computer monitor	Open	169.99	0.00		
		23-01729	07/05/23	KABA ACCESS WRENCH SET	Open	19.00	0.00		
		23-01731	07/05/23	LIFEGUARD TANKS & TEES	Open	526.65	0.00		
		23-01740	07/05/23	FIRST AID FANNY PACKS	Open	223.20	0.00		
		23-01776	07/07/23	OFFICE SUPPLIES-TREASURER	Open	<u>16.98</u>	0.00		
						3,336.38			
8000	MICHAEL HARKIN								
		22-00877	04/07/22	EQUIPMENT ALLOWANCE 2022	Open	150.00	0.00		
		23-01206	05/19/23	2023 EQUIPMENT ALLOWANCE	Open	<u>150.00</u>	0.00		
						300.00			
8131	DOCUVAULT SECURE SHREDDING LC*								
		23-01796	07/12/23	6/30/23 SHREDDING	Open	169.05	0.00		
8197	GREAT AMERICAN FINANCIAL SERV								
		23-01234	05/19/23	MAIL MACHINE LEASE 2023	Open	560.00	0.00		
8459	BATTERIES PLUS BULBS #636 *								
		23-01735	07/05/23	BATTERIES FOR REC. LIFT	Open	450.00	0.00		
8517	STEWART BUSINESS SYSTEMS *								
		23-01799	07/12/23	BOCA COPIER 4/1-6/30/23 OVERAG	Open	85.83	0.00		
		23-01811	07/12/23	FS COPIER 07.01.23 09.30.23	Open	<u>113.85</u>	0.00		
						199.68			
8524	FRED M SCHIAVONE CONSTRUCTION*								
		23-00051	01/06/23	MILLMAN IMPROVE RES#2023-52	Open	1,216.19	0.00		
8672	LOGMEIN INC.								
		23-00049	01/06/23	2023 GO TO MEETINGS	Open	19.00	0.00		PC1
8704	RON DIGIOVANI								
		23-01726	07/05/23	2023 SPRING SOCCER OFFICIAL	Open	135.00	0.00		
		23-01727	07/05/23	2023 SPRING SOCCER OFFICIAL	Open	<u>160.00</u>	0.00		
						295.00			
8706	GOLDENBERG, MACKLER & SAYEGH								
		22-00413	02/10/22	RES2022-64 DNE \$10K TAX FOREC	Open	565.74	0.00		B
8721	BLANEY, DONOHUE, & WEINBERG PC								
		23-00036	01/06/23	RES#2023-02 LABOR DNE\$40K	Open	1,247.00	0.00		B
8848	COMFORT NOW LLC								
		23-00169	01/18/23	RTU 7 BLOWER	Open	2,879.00	0.00		
8865	CAPE ENVIRONMENTAL TESTING LAB								
		23-00424	02/15/23	QUARTERLY BACTERIA TESTING	Open	40.00	0.00		B
8908	COMCAST BUISNESS								
		23-01800	07/12/23	VOICE PHONES 7/1-7/31/23	Open	1,415.76	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
8909	COMCAST BUSINESS	23-01795	07/12/23	BUS INTERNET PD 7/1-7/31/23	Open	974.95	0.00		
8955	STARR SEPTIC LLC	23-01673	06/23/23	PORTA-POTS -CANAL PARK	Open	261.25	0.00		
		23-01728	07/05/23	PORTA-POTS - JULY 3RD FESTIVAL	Open	<u>1,415.00</u>	0.00		
						1,676.25			
8957	THOMAS HARTLE	23-01780	07/11/23	Reduction of Performance Bond	Open	58,683.29	0.00		
8968	J RAVITZ ASSOCIATES ~	23-01174	05/19/23	PROF APPRAISAL- MCGOVERN CASE	Open	1,000.00	0.00		
8988	Asi MUSIC ~	23-01514	06/09/23	MOBILE STAGE FOR CONCERT	Open	3,200.00	0.00		
8990	CENTRAL JERSEY EQUIPMENT LLC ~	23-01696	06/28/23	WINDOW/DPW	Open	511.86	0.00		
8993	OMADA GROUP LLC ~	23-01592	06/19/23	WATER RESCUE EQUIPMENT	Open	438.97	0.00		
8995	SEAPOINTE VILLAGE MASTER	23-01680	06/26/23	RETURN OF UNUSED ESCROW	Open	6,589.03	0.00		
8997	BELLE MEAD GARAGE ~	23-01704	06/28/23	RADIATOR FOR COUNTY TRACTOR	Open	1,239.72	0.00		
9002	JENN HERR	23-01814	07/12/23	REIMBURSEMENT-FLAG FOOTBALL	Open	15.00	0.00		
9003	BRITTNEY DELANO	23-01815	07/12/23	REIMBURSEMENT-FLAG FOOTBALL	Open	15.00	0.00		
9004	LAUREN LAUGHLIN	23-01817	07/12/23	REIMBURSEMENT- LACROSSE OFFICI	Open	65.00	0.00		
9005	HEATHER EAGAN	23-01819	07/12/23	REIMBURSEMENT-FLAG FOOTBALL	Open	25.00	0.00		
ANZE	JENNIFER ELWELL	23-01741	07/05/23	CONTRACTUAL REIMBURSMNT V	Open	65.00	0.00		
AUSTI005	AUSTIN PARKER	22-00889	04/07/22	EQUIPMENT ALLOWANCE 2022	Open	150.00	0.00		
		23-01218	05/19/23	2023 EQUIPMENT ALLOWANCE	Open	<u>66.52</u>	0.00		B
						216.52			
BBALL	PHILLIES	23-01745	07/07/23	LTPD CAMP PHILLIES/LUNCH 7/20	Open	892.00	0.00		PC1

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									
23-01808	07/12/23	MONTH OF JUNE'23	Open	220.00	0.00				
DOUGHERT GEORGIA DOUGHERTY									
23-01801	07/12/23	CONTRACTUAL REIMBURSEMENT M	Open	624.66	0.00				
G-UNITED UNITED UNIFORMS OF NEW JERSEY									
23-01565	06/13/23	SHIRTS FOR MARGIE	Open	60.00	0.00				
Total Purchase Orders: 124 Total P.O. Line Items: 0 Total List Amount: 991,693.94 Total Void Amount: 0.00									

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

RESOLUTION #2023-

Title: AUTHORIZING THE PAYMENT OF VOUCHERS

Vendor	Description	Amount
WIZARD'S FESTIVAL OF FUN	INDEPENDENCE FEST RES23-227	\$15900.00
ACME MARKETS INC	LTPD YOUTH CAMP	\$107.80
	TOTAL Manual Checks	\$16007.80
	TOTAL Computer Generated	\$991,693.94
	TOTAL BILL	\$1,007,701.70

	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 July 17, 2023.

Julie A Picard, Township Clerk

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

RESOLUTION # 2023-252

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 7,096.16 is authorized and chargeable to the 2023 Budget account 3-01-25-240-124.

	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 July 17, 2023.

Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Kevin Lewis
FROM: Patrolman First Class Jonathan Scheck
DATE: July 2nd, 2023
SUBJECT: Comp Time Cash Out

Sir,

I am respectfully requesting to cash out 200 hours of Comp Time. Thank you for the consideration sir.

Respectfully Submitted,



Ptln. Jonathan Scheck

Patrolman First Class Badge 199

C File

Date	Officer	Comments
7/3/23	LT Agabrista	FWD to LT Agabrista
7/3/23	LT #190	FWD. Capt Vanaman
7/3/23	LT #174	FWD CHIEF LEWIS
7-3-23	181 (182)	SENT TO TOWNSHIP HALL

0 *

35° 4' 08" X

200° =

7,093° 160 *+

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

RESOLUTION #2023-253

Title: A RESLUTION REQUESTING RELEASE OF MAINTENANCE GUARANTEE FOR BLOCK 505, LOT 18.03; MAINTENANCE BOND; IRENE HOBER; P HOBER

WHEREAS, IRENE L. HOBER, posted a Maintenance Guarantee with the Township of Lower, in the amount of \$999.41; and

WHEREAS, the Maintenance Guarantee has automatically expired, according to State Law.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, affirms that the Maintenance Guarantee is **automatically expired**.

BE IT FURTHER RESOLVED that the Township Treasurer be granted permission to issue a check in the amount of \$999.41, plus any accrued interest, if applicable, in payment of the released Maintenance Guarantee.

	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 July 17, 2023.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798

(609) 886-2005

MEMORANDUM

TO: Township Council

FROM: William J. Galestok, PP, AICP
Director of Planning

DATE: July 11, 2023

RE: Resolution #2023-253
IRENE HOBER [Linen Ladies]
Block 505/Lot 18.03
Escrow P-12-02

The Land Development Ordinance of the Township of Lower, Chapter XVI, Subsection 16-10.2e, requires that “The governing body shall by resolution, release or declare in default each Maintenance Guarantee.”

Pursuant to the above referenced Subsection 400-81F, Resolution #2023-253, is required to **release** the Maintenance Guarantee held in trust by the Township of Lower for Irene Hober.

The required final inspection report, certifying completion, compliance, and condition of work, has been received from the Acting Township Engineer, Mott MacDonald.

The term of the two (2) year Maintenance Guarantee has automatically expired, according to State Law. [Lower Township 400-81B.3(b)]

WJG:kms

Att. (1)



Mr. William J. Galestok, PP, AICP
Lower Township Planning Director
2600 Bayshore Road
Villas, NJ 08251

Via E-Mail

Your Reference
Twp. No. P15-09-02

Our Reference
507100071

211 Bayberry Drive
Suite 1A
Cape May Court House NJ
08210
United States of America

T +1 (609) 465 9377
F +1 (609) 465 5270
mottmac.com

**Paul Merrick – 14 Shawcrest Road
Block 806, Lot 3
Township of Lower, Cape May County**

May 17, 2023

Dear Mr. Galestok:

The Township is in the process of closing out projects that have been completed, one of these being Paul Merrick Block 806, Lot 3. In accordance with the Township's Land Development Code Section 400-81B(3)(b) "The term of the maintenance guarantee shall be for a period not to exceed two years and shall automatically expire at the end of the established term." The maintenance guarantee in the amount of \$4,309.00 began on March 5, 2018, therefore we recommend that the entire maintenance guarantee be released since it is beyond the two-year maintenance period.

Should you have any questions, please do not hesitate to call.

Very truly yours,

Mott MacDonald, LLC

A handwritten signature in black ink, appearing to read 'Shawn'.

Shawn A. Carr, PE, CME
Principal Project Manager
T +1 (609) 465 9377 F +1 (609) 465 5270
Shawn.carr@mottmac.com

cc: Patrick Wood

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

RESOLUTION #2023-254

Title: A RESOLUTION REQUESTING RELEASE OF DEMOLITION BOND FOR BLOCK 509.02, LOT 10;
803 MEADOWVIEW ROAD, LOWER TOWNSHIP, NJ; P MOHR

WHEREAS, MOHR MASONARY INC., (Cedarville) posted a Demolition Bond with the Township of Lower, in the amount of \$1,000.00; and

WHEREAS, the Township Building Inspector made a final inspection and the Certificate of Occupancy was issued on April 14, 2023.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the demolition bond be and hereby is released.

BE IT FURTHER RESOLVED that the Township Treasurer is granted permission to issue a check in the amount of \$1,000.00, plus any accrued interest, if applicable, for payment of the above released demolition bond.

	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 July 17, 2023.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798

(609) 886-2005

MEMORANDUM

TO: Mayor Frank Sippel &
Township Council Members

FROM: William J. Galestok, PP, AICP
Director of Planning

DATE: July 11, 2023

RE: Release of Demolition Bond
MICHAEL MOHR, MASONARY INC. (Cedarville)
803 Meadow View Road
Block: 509.02 Lot: 10
Resolution #2023-254

Please release to the applicant the demolition bond that the Township is holding in trust, to assure the required demolition. A Certificate of Occupancy was issued on April 14, 2023.

Thank you.

WJG:kms

Att.: (1)

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

RESOLUTION #2023-255

Title: 2023 SUMMER SHORE AWARENESS CAMPAIGN

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety for \$5,250.00 to carry out a 2023 Summer Shore Pedestrian Awareness Campaign from July 10, 2023 to August 14, 2023.

NOW THEREFORE, BE IT RESOLVED, that the Township of Lower does hereby authorize the application for such a grant; and, upon receipt of the grant agreement from the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety, does further authorize the execution of the grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of said agreement between the Township of Lower and the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety.

BE IT FURTHER RESOLVED, that the persons whose names, titles and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement and any other documents necessary in connection therewith:

Frank Sippel, Mayor

Kevin Lewis, Chief of Police

	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 July 17, 2023.

Julie A Picard, Township Clerk

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

RESOLUTION #2023-256

Title: INSERTION OF SPECIAL ITEM OF REVENUE PURSUANT TO N.J.S.A. 40A:4-87, CHAPTER 159

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount,

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$5,042.45 for an item of revenue in the budget of the year 2023 as follows:

Miscellaneous Revenues –	
Revenue Offset with Appropriations -	YOUTH LEADERSHIP GRANT
Total with increase to be	\$ 5,042.45

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$5,042.45 be and the same is hereby appropriated under the caption of:

General Appropriations –	
Public & Private Programs Offset by Revenues -	YOUTH LEADERSHIP GRANT
State/Federal Share	\$ 5,042.45
Non State Share	\$
Total with increase to be	\$ 5,042.45

FURTHER RESOLVED that a certified copy of this Resolution with the appropriate documentation shall be electronically filed with the State of New Jersey, Division of Local Government Services.

	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 July 17, 2023.

Julie A Picard, Township Clerk

LEONARD C. DESIDERIO
DIRECTOR
Administration,
Clerk of the Board, Human
Resources, Public Works,
Emergency Management,
Public Safety, Fire Marshall,
Tourism

E. MARIE HAYES
VICE-DIRECTOR
Medical Examiner,
Prosecutors, Sheriffs,
Corrections, Tax Board,
Surrogates, Rutgers, Animal
Shelter, Consumer Affairs

WILL MOREY
Economic Development,
Planning, Open Space,
Library, Information
Technology, Special Services
School, Technical School



CAPE MAY COUNTY
BOARD OF COUNTY COMMISSIONERS

4 Moore Road
Cape May Court House, NJ 08210-1654
(609)465-1065 Fax (609)465-6189

ANDREW BULAKOWSKI
Fare Free Transportation,
Facilities and Services, Park &
Zoo, Mosquito Control, County
Clerk, Adjusters, Board of
Elections

JEFFREY L. PIERSON
Crest Haven Nursing and
Rehabilitation Center, Human
Services, Veteran's Affairs,
Aging and Disability Services,
Behavioral Health Services,
Health Department, RSVP

Kevin Lare
Clerk/Administrator

Ronald Simone
Assistant Administrator

This **SUBCONTRACT** is between the County of Cape May hereafter referred to as the **COUNTY** and the **Township of Lower** hereafter referred to as the **SUBCONTRACTOR**.

WHEREAS, it is the policy of the Board of County Commissioners of Cape May County to maximize available resources to expand the alcohol and drug abuse service system, and

WHEREAS, through P.L. 1989, Ch. 51, the Municipal Alliance Program has been made available to each county in order to increase drug and alcohol prevention services, and

WHEREAS, the Department of Human Services/Division of Mental Health and Addiction Services has awarded a Youth Leadership Grant to the Municipal Alliance Program, and

WHEREAS, the Board of County Commissioners wishes to extend an opportunity to each municipality to participate in this program, and

WHEREAS, the **Township of Lower** has submitted an application to conduct youth leadership activities during the **CONTRACT** period which has become the basis for this agreement in accordance with the conditions listed in the subsequent pages of this document.

Services:

Total Amount of SUBCONTRACT:	\$ <u>5,042.45</u>
Total Amount of County Funds:	\$ <u>5,042.45</u>
Availability of Funds:	<u>G-400- 29710-2024-5689-002</u>
Amount of Local In-Kind Match:	\$ <u>0</u>
Amount of Local Cash Match:	\$ <u>0</u>

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

RESOLUTION #2023-257

Title: INSERTION OF SPECIAL ITEM OF REVENUE PURSUANT TO N.J.S.A. 40A:4-87, CHAPTER 159

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount,

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$5,250.00 for an item of revenue in the budget of the year 2023 as follows:

Miscellaneous Revenues –	
Revenue Offset with Appropriations -	Pedestrian Awareness
Total with increase to be	\$ 5,250.00

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$5,250.00 be and the same is hereby appropriated under the caption of:

General Appropriations –	
Public & Private Programs Offset by Revenues -	Pedestrian Awareness
State/Federal Share	\$ 5,250.00
Non State Share	\$
Total with increase to be	\$ 5,250.00

FURTHER RESOLVED that a certified copy of this Resolution with the appropriate documentation shall be electronically filed with the State of New Jersey, Division of Local Government Services.

	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 July 17, 2023.

Julie A Picard, Township Clerk

From: Woltmann_Christine <Woltmann_Christine@aclink.org>
Sent: Wednesday, July 5, 2023 10:03 AM
To: Captain Donald Vanaman <vanaman@lowertownshippolice.com>
Subject: Grant Award: 2023 Summer Shore Pedestrian Awareness Campaign

Congratulations!

The Lower Township police department has been awarded a \$5,250 reimbursement grant for the 2023 Summer Shore Pedestrian Awareness education/enforcement campaign which will run between July 10 and August 14, 2023. **The grant funded overtime rate is \$70/hr.**

There are 4 forms that must be completed to qualify for reimbursement.

- Officer Daily Activity Report
- The DHTS F-2 Salary Expenditure Detail Form
- The Payroll Certification In lieu of Payroll Registers letter (CFO)
- The State of New Jersey Payment Voucher (CFO)

Each officer who works a grant-funded enforcement detail **MUST** complete the **Officer Daily Activity Report** which will include their signature and a supervisor's signature. The data from the daily activity report should then be entered on the **F-2 Salary Expenditure Detail Form** by the date each detail was completed. **Please ensure that the time listed on the Officer Daily Report is the same time listed on the F-2 form and in the same format (military or standard time).** The dates must be in chronological order indicating the earliest detail completed first. Once this is completed and signed it should be given to your municipal CFO.

The CFO will need to total the amount claimed and sign the **Payroll Certification in Lieu of Payroll Registers** letter. The CFO will also need to complete the **State of New Jersey Payment Voucher**.

All completed documents should be scanned and emailed to woltmann_christine@aclink.org no later than **Monday, August 28, 2023**.

As a reminder, nothing should be submitted directly to NJDHTS or in the SAGE grant system. The Atlantic-Cape May Regional Highway Traffic Safety Office is sub-granting this funding to you, so all documentation should be returned to us.

Please feel free to reach out to me with any questions. I can be reached via the email above or at (609) 407-6739.

Thank you in advance for your participation.

Christine Woltmann
Highway Traffic Safety – Atlantic-Cape May Region
(609) 407-6739 office
(609) 517-1590 cell

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

RESOLUTION # 2023-258

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 Picard 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 Michael Nuscis in the amount of \$7,096.16 is authorized and chargeable to the 2023 Budget account 3-01-25-240-127.

	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 July 17, 2023.

Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

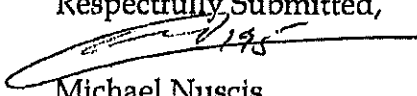
SPECIAL REPORT

TO: Chief Kevin Lewis
FROM: Patrolman Michael Nuscis
DATE: July 10, 2023
SUBJECT: Comp Time Cash Out

Sir,

I am respectfully requesting to cash out 200 hours of Comp Time. Thank you for your time and consideration sir.

Respectfully Submitted,


Michael Nuscis
Patrolman Badge 195

C	File	Date	Officer	Comments
		7/10/23	Patrolman #195	Request Approval
		7/12/23	Patrolman #195	FOR CHIEF KEVIN LEWIS SENT TO TOWNSHIP HALL

0 *
354709 x
210 =
7,19 16 **

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

RESOLUTION #2023-259

Title: RENEWAL OF COMMERCIAL EXCAVATION (GRAVEL PIT) LICENSES

WHEREAS, Phillip Heun, Jr, Cape Mining and Recycling, LLC. and Kenneth Gomez have made applications for renewal of commercial excavation (gravel pit) licenses; and

WHEREAS, the applicants have paid the appropriate fees and are currently in compliance with the regulations of the Cape Atlantic Conservation District.

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

- 1. That the renewal of the commercial excavation licenses for the following are hereby approved:

Phillip Heun, Jr., Cape Mining & Recycling, LLC Block 410.01 Lot 92
Block 410.01 Lots 89, 93-98
Block 410.01 Lots 99.01 & 99.02
Kenneth Gomez Block 410.01 Lots 30.01, 31 & 32
Block 410.01 Lots 9.01, 11.01 & 18.01

- 2. That all such licenses shall remain in full force and effect through July 14, 2024.
3. That the renewal of such licenses shall be conditioned on there being no further commercial activity conducted on the licensed premises without first obtaining all required Township and/or State licenses and permits and that a violation of this condition shall be grounds for revocation of the license.
4. The issuance of the license is further conditioned on the licensee's compliance with all applicable Federal, State and local laws and that a conviction of any Federal, State or local law shall be grounds for revocation of the license.

Table with 8 columns: MOTION, SECOND, AYE, NAY, RECUSE, ABSTAIN, ABSENT. Rows include 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 July 17, 2023

Julie A Picard, Township Clerk

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

RESOLUTION #2023-260

Title: INSERTION OF SPECIAL ITEM OF REVENUE PURSUANT TO N.J.S.A. 40A:4-87, CHAPTER 159

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of any item of appropriation for equal amount,

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$9,925.07 for an item of revenue in the budget of the year 2023 as follows:

Miscellaneous Revenues –
 Revenue Offset with Appropriations - **Drunk Driving Enforcement Fund**
 Total with increase to be \$ 9,925.07

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$9,925.07 be and the same is hereby appropriated under the caption of:

General Appropriations –
 Public & Private Programs Offset by Revenues - **Drunk Driving Enforcement Fund**
 State/Federal Share \$ 9,925.07
 Non State Share \$
 Total with increase to be \$ 9,925.07

FURTHER RESOLVED that a certified copy of this Resolution with the appropriate documentation shall be electronically filed with the State of New Jersey, Division of Local Government Services.

	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 July 17 2023.

Julie A Picard, Township Clerk

LOCAL DDEF BUDGET ACCOUNT SPEND-DOWN PLAN FOR AT-RISK AGENCIES

(Fill in the light blue boxes only. The totals will automatically calculate. Make sure to save a copy for your records.)

1. Agency Name: Lower Township Police Department 2. County: Cape May

3. DATE of submission to DHTS: 7/11/2023

4. BEGINNING BALANCE In Agency's Local DDEF Budget Account: \$ 9,925.07

5. **Optional Allowable Carry Forward** (otherwise enter a "0"):
 5a. How many Alcotest machines will your agency purchase, once approved?: 0

5b. For the purpose of purchasing new breath testing instrument(s), once approved, your agency is entitled to retain a balance in your local DDEF budget account of no more than: \$ -

6. Entitles 3-year (max.) plan to disperse the remaining local DDEF account balance of: \$ 9,925.07

<i>SFYs will autopopulate after submission date is entered above --></i>	SFY 2024	SFY 2025	SFY 2026
6a. Mandatory expenditures	<i>≥50% of each SFY total must be under Mandatory expenditures</i>		
Officer overtime for DWI patrols	\$ -	\$ -	\$ -
Officer overtime for DWI checkpoints	\$ -	\$ -	\$ -
6b. Optional expenditures	<i>Only allowable after 50% requirement is met above</i>		
Court overtime for DWI cases	\$ -	\$ -	\$ -
Audio/visual equipment (for DWI enforcement/prosecution)	\$ -	\$ -	\$ -
Approved breath instruments & supplies	\$ 9,925.07	\$ -	\$ -
Blood test kits	\$ -	\$ -	\$ -
Safety equipment (only listed below)			
Traffic cones	\$ -	\$ -	\$ -
Road flares	\$ -	\$ -	\$ -
Lighting	\$ -	\$ -	\$ -
Reflective clothing	\$ -	\$ -	\$ -
6c. Other expenditures (attach justification)	<i>Formal Attorney General approval is required for items/activities here.</i>		
	\$ -	\$ -	\$ -
<i>Entire balance of \$9,925.07 will be used toward purchase of the new Alcotest 9510 breath instrument.</i>	\$ -	\$ -	\$ -
<i>50% overtime requirement is waived per AG memorandum on file at DHTS offices.</i>	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
Yearly Totals (will turn red if 50% OT requirement is not met):	\$ 9,925.07	\$ -	\$ -

7. Balances at conclusion of SFYs (June 30th): \$ - \$ - \$ -

Balance at conclusion of last SFY must be between \$0.00 and \$999.99 ↑↑↑

This is a one-time spending plan to disperse money previously received from the DDEF program that currently still remains in the Local DDEF Budget Account. This plan, once approved by DHTS, replaces the spending plan in all previous DDEF grant applications. The undersigned certify that they understand, and will comply with, all of the requirements set forth in the DDEF Program Requirements and Application Instructions and any special conditions DHTS imposes upon the entity. A letter signed by the financial official must be submitted to DHTS at the conclusion of each SFY in this plan to ensure compliance.

Project Director: Captain Donald Vanaman
 Financial Official: Chief Financial Officer Lauren Read
 Authorizing Official: Township Manager Michael Laffey

Signature:
 Signature:
 Signature:

DHTS USE ONLY - APPROVED: Date: 07/12/2023

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

RESOLUTION #2023-261

Title: A RESOLUTION AUTHORIZING THE EXECUTION OF A CONTRACT WITH ANY EXCUSE FOR A PARTY, LLC, FOR THE PROVISION OF RECREATIONAL AMENITIES AT LOWER TOWNSHIP NATIONAL NIGHT OUT ON AUGUST 1, 2023

WHEREAS, National Night Out is an annual community event hosted by the Township of Lower and the Lower Township Police Department focused on enhancing the relationship between the community and the Township and its Police Department; and

WHEREAS, the 2023 National Night Out community event is scheduled to take place on August 1, 2023 at Lower Cape May Regional High School; and

WHEREAS, in connection with National Night Out the Township of Lower and the Lower Township Police Department provide a number of recreational activities, music, and food to the general public; and

WHEREAS, the Township of Lower has a desire to hire a company for the provision of rides and inflatables for this event for utilization by the general public, specifically the youth; and

WHEREAS, Any Excuse for A Party, LLC has provided a quote in the amount of \$4,375.00; and

WHEREAS, the CFO has certified the availability of funds as evidenced by her signature below:

Appropriation: 3-20-40-300-318

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 the Mayor is hereby authorized to execute an Agreement with Any Excuse for a Party, LLC for the provision of rides and inflatables in connection with the August 1, 2023 National Night Out Event.

	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 July 17, 2023

Julie A Picard, Township Clerk

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

RESOLUTION #2023-262

Title: APPROVAL OF AN ALCOHOLIC BEVERAGE CONTROL PLENARY RETAIL CONSUMPTION LICENSE (POCKETED) PERSON TO PERSON TRANSFER; LICENSE #0505-33-012-012, FROM PM CAPE MAY, LLC TO RL FARMS, INC

WHEREAS, an application has been filed for a person-to-person transfer of Plenary Retail Consumption License 0505-33-012-012, heretofore issued to RL FARMS, Inc (Pocket License) 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 Tuesday, July 18, 2023 at 9:00 a.m., the transfer of the aforesaid Plenary Retail Consumption License to RL Farms, LLC 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. July 18, 2023 to RL Farms, LLC."

	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 July 17, 2023.

Julie A Picard, Township Clerk

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

ORDINANCE #2023-15

Title: **AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 7, TRAFFIC, SUBSECTION 3, PARKING, SPECIFICALLY § 7-3.3, PARKING PROHIBITED AT ALL TIMES ON CERTAIN STREETS, OF THE CODE OF THE TOWNSHIP OF LOWER TO PROHIBIT PARKING ON VILLAGE ROAD AND BATES AVENUE**

WHEREAS, the Township Council of the Township of Lower previously enacted Chapter 7, Subsection 3, which establishes parking regulations throughout the Township of Lower; and

WHEREAS, § 7-3.3, Parking Prohibited at all Times on Certain Streets, of the code of the Township of Lower establishes parking regulations throughout the Township and specifically identifies and prohibits parking on certain streets located within the Township; and

WHEREAS, the Township of Lower has recently received a number of complaints related to parking issues along Village Road and Bates Avenue; and

WHEREAS, in an effort to address these parking issues, the Township Council of the Township of Lower deems it to be necessary and appropriate to prohibit parking along the North side of Village Road from Bay Drive to the Bay, and along the Southeast side of Bates Avenue at the Southeast corner of Harvard & Bates

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

Section 1. Chapter 7, Traffic, Subsection 3.3, Parking Prohibited at all Times on Certain Streets, Schedule I – No Parking, is hereby amended to add the following parking prohibitions:

<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
Village Road	North Side	From Bay Drive to the Bay
Bates Avenue	Southeast Side	at Harvard & Bates Avenue

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 immediately upon final passage.

Thomas Conrad, Councilmember

Kevin Coombs, Councilmember

1st Reading: June 19, 2023

Roland Roy, Councilmember

Adopted:

David Perry, Deputy Mayor

Attest:

Frank Sippel, Mayor

Julie A Picard, Township Clerk

June close

Register Report - Last month

6/1/2023 through 6/30/2023

7/10/2023

Page 1

Date	Description	Category	Clr	Amount
	INCOME			37,651.62
	Bus Mercantile 2023-2024			12,852.50
	Campgrounds & Trailers			3,458.00
	Gravel Pit			300.00
	Licenses & Permits			405.00
	Liquor Licenses			4,350.00
	Short Term Rental 2023-2024			13,201.12
	Street Openings			450.00
	VACANT PROPERTY REGISTRATION			2,500.00
	Yard Sales			135.00
	TRANSFERS			-37,651.62
	OVERALL TOTAL			0.00

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

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 06/01/2023 To 06/30/2023

July 05, 2023 9:17:51AM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$2,582,990.00	Cubic Footage:	351611 Cu.ft	Permit Issued:	117
Cost Of Alteration:	\$1,447,943.20	Square Footage:	31871 Sq.ft	Updates Issued:	6
Cost Of Demolition:	\$5,000.00			All Fees Waived:	3
Total Cost:	\$4,035,933.20			Municipal Fees Waived:	0

<u>PERMIT FEES</u>		<u>ADMIN FEES</u>		<u>WAIVED FEES</u>		<u>TOTAL FEES</u>	
Building:	\$39,975.00	Building:	\$0.00	Building:	\$111.00	Building Fees:	\$39,864.00
Electrical:	\$11,341.00	Electrical:	\$0.00	Electrical:	\$539.00	Electrical Fees:	\$10,802.00
Fire :	\$4,530.00	Fire :	\$0.00	Fire :	\$0.00	Fire Fees:	\$4,530.00
Plumbing:	\$8,941.00	Plumbing:	\$0.00	Plumbing:	\$120.00	Plumbing Fees:	\$8,821.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$2,310.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$2,310.00
				* Total Waived:	\$770.00	Technical Fees:	\$66,327.00

<u>DCA</u>			
Calculated Fees	Waived Fees	Collected Fees	
Volume Training Fee:	\$1,306.00	\$11.00	\$1,295.00
Alteration Training Fee:	\$2,758.00	\$10.00	\$2,748.00
DCA Minimum Fee:	\$8.00	\$1.00	\$7.00
Sub total Training Fee:	\$4,072.00	\$22.00	\$4,050.00

TECHNICAL ISSUES

Building Technical:	52
Electrical Technical:	87
Fire Protection Technical:	27
Plumbing Technical:	52
Elevator Technical:	
Mechanical Technical:	29

Certificate of Occupancy Fee:	\$4,135.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$4,135.00

PERMIT FEES:	\$66,327.00
DCA FEES:	\$4,050.00
CERTIFICATE FEES:	\$4,135.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$74,512.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$302.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$74,814.00

CERTIFICATE ISSUES

Certificate of Occupancy:	12
Certificate of Approval:	65
Certificate of Continued Occupancy:	2

* By State law (see N.J.S. 52:27D-126c): \$770.00

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

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 06/01/2023 To 06/30/2023

July 5, 2023 9:18:13AM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$838.00	\$73,674.00	\$0.00	\$74,512.00
NSF CHECK FEE	Sub Totals:	\$20.00	\$0.00	\$0.00	\$20.00
CCO FEES	Sub Totals:	\$0.00	\$302.00	\$0.00	\$302.00
CONTRACTOR LICENSE	Sub Totals:	\$0.00	\$250.00	\$0.00	\$250.00
	GRA	\$858.00	\$74,226.00	\$0.00	\$75,084.00

Council

DOG REPORT
JUNE 2023

Date	#'s	Void/Dup	\$5.00	\$10.00	\$5.00	Total D	Total E	
			#S/N	Non S/N	Late Fee			Deposit
6/1/2023	850-853		4		\$10.00	\$20.00	\$0.00	\$30.00
6/2/2023	854		1		\$25.00	\$5.00	\$0.00	\$30.00
6/5/2023	855-856		1	1	\$5.00	\$5.00	\$10.00	\$20.00
6/7/2023	857-863		5	2	\$10.00	\$25.00	\$20.00	\$55.00
6/8/2023	864-865		2		\$10.00	\$10.00	\$0.00	\$20.00
6/9/2023	866-870		3	2	\$5.00	\$15.00	\$20.00	\$40.00
6/13/2023	871-872		2	0	\$0.00	\$10.00	\$0.00	\$10.00
6/15/2023	873-875		3			\$15.00	\$0.00	\$15.00
6/20/2023	876-878		3		\$10.00	\$15.00	\$0.00	\$25.00
6/23/2023	879-880		2		\$10.00	\$10.00	\$0.00	\$20.00
6/26/2023	881-883		2	1	\$15.00	\$10.00	\$10.00	\$35.00
6/28/2023	884-886		3		\$20.00	\$15.00	\$0.00	\$35.00
6/29/2023	887		1		\$10.00	\$5.00	\$0.00	\$15.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
			32	6	\$130.00	\$160.00	\$60.00	\$350.00
Total Licenses collected w/fees			38					
	Twp. Fee	\$144.40		Pd State	\$63.60			
	State Reg.	\$38.00						
	Pilot Clinic	\$7.60		Twp. Fee	\$286.40			
	Anim. Pop. State	\$18.00						
	Anim. Pop. Twp	\$12.00						
	Late Fee/ Misc.	\$130.00						
	Total Collected	\$350.00						

**2023 CASH RECEIPTS
JUNE**

Township of Lower
Office of the Tax Collector

	MONTH TO DATE	YEAR TO DATE
Receipts		
Current year taxes (2023)	605,239.95	33,978,474.40
Prior year taxes (2022)	21,457.79	376,159.81
Previously exempt property		0.00
State Audit Pay Back		0.00
Municipal Lien		6,475.15
Recording		100.00
Bankruptcy		0.00
6% Penalty		0.00
Municipal Service Fees	4,230.00	27,480.00
Tax Search Fees		0.00
Interest	11,673.60	57,914.26
Lot clearing		1,075.00
Returned Check Fees	160.00	420.00
Duplicate Bills		265.00
Trash	5,573.75	58,534.40
TOTAL DEPOSITS	648,335.09	34,506,898.02
DEPOSITED TO COUNCIL CHECK	489,735.62	30,168,658.15
DEPOSITED TO WIPP ACCOUNT	158,599.47	4,338,239.87
TOTAL DEPOSITS	648,335.09	34,506,898.02
NSF Reversals	8,906.90	48,710.82
WIPP NSF Reversals	2,993.59	38,225.52
NSF FeeTrash		0.00
TOTAL NSF	11,900.49	86,936.34
TOTAL	636434.60	34,419,961.68

Prepared by Kathy Brown

**JUNE 2023
VITAL STATISTICS**

Marriages,Civil Unions	15
Domestic Partners	0
Certified Copies	153
Certified Copies EDRS	0
Burial Permits	0
Marriages, Civil Unions State	waived
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$0.00
Domestic Partners Twp	\$0.00
Certified Copies	\$1,530.00
Certified Copies EDRS	\$0.00
Burial Permits	\$0.00
TOTAL	\$1,530.00