

WORK SESSION AND REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL

September 16, 2024 – 5:00 pm.

Opening Announcement

Pledge of Allegiance & Moment of Silence

Roll Call & Determination of Quorum

Work Session

Consent Agenda

Approval of Minutes – September 4, 2024

Res. #2024-291 Authorization for the Payment of Vouchers \$ 1,222,692.20

Res. #2024-292 Authorization for Refund of Taxes

Res. #2024-293 Contract Award through New Jersey NASPO Contract to Insight Public Sector for up to Eight (8) Automatic License Plate Reader (ALPR) Flock Cameras

Res. #2024-294 Insertion of Special Item of Revenue Pursuant to NJSA 40A:4-87, Chapter 159 (Emergency Management Performance Grant)

Res. #2024-295 Resolution of the Council of the Township of Lower Appointing a Municipal Housing Liaison

Res. #2024-296 Authorization for the Waiver of Permit Fees for Naval Air Station Wildwood Aviation Museum associated with the Restroom Rehabilitation

Res. #2024-297 A Resolution Authorizing a Moratorium Waiver to Permit the Issuance of a Road Opening Permit to Complete the Installation of Utility Services at the Property Located at 201 Millman Lane and to Authorize the Execution of a Memorandum of Agreement to Memorialize the Rights, Responsibilities and Obligations of the Parties

Res. #2024-298 Approving Change Order #2 to Fred M Schiavone Construction, Inc. for the Installation of 12" HDPE Pipe Connection on Maryland Avenue for Francis Avenue Emergency Storm Sewer Piping at Ohio Pump Station (LT-C-045) (\$27,428.90)

Res. #2024-299 Approving Change Order #1 with DeBlasio & Associates for Assistance with the Open Space Grant Application for David Douglass Sr Memorial Park Renovations (LT-C-043) (\$3,500)

Res. #2024-300 A Resolution Calling for a Public Hearing and Investigation into Unexpected Increases in Energy Bills Issued by Atlantic City Electric; and Calling for a Moratorium on all Utility Shut Offs and Rate Increases until an Investigation has Concluded

Res. #2024-301 Resolution to Award State Contract Vendor Axon Enterprise, Inc.- to Purchase Three (3) Axon Air Drone Licenses and Eight (8) Pilot Licenses for the Police Department (\$66,625.20)

Res. #2024-302 Insertion of Special Item of Revenue Pursuant to NJSA 40A:4-87, Chapter 159 (DEDR \$26,215.)

Res. #2024-303 Resolution Recognizing October 6, 2024 as Knock Out Opioid Abuse Day

Res. #2024-304 Bid Acceptance and Contract Award for the Rebid for the Reconstruction of Cresse Lane (2024-186) (\$279,300.)

Res. #2024-305 Bid Acceptance and Contract Award for the Resurfacing of Corson Lane – Woolson Road to Southern End of Corson Lane (LT-C050) (\$163,685.)

Res. #2024-306 Approving Change Order #2 with DeBlasio & Associates for Memorial Monument Concept Design for David Douglass Sr. Memorial Park Renovations (LT-C-043) (\$9,500.)

Res. #2024-307 Approving a Professional Service Contract with DeBlasio & Associates for Engineering Services for Town Bank ADA Ramp and Striping Project (LT-C-056) (\$20,000.)

Res. #2024-308 Approval of Change Order #2 for Remington & Vernick Engineers for the Construction Phase Re-Bid of Cresse Lane – Entire Length west from Route 9 (2024-186) (\$23,000.)

Res. #2024-309 Approving Change Order #1 for DeBlasio & Associates for the Construction Phase of the Resurfacing of Corson Lane – Woolson Road to Southern End of Corson lane (LT-C-050) (\$10,000.)

Res. #2024-310 A Resolution Authorizing Increases for Non-Union Employees

Res. #2024-311 Authorization for the Payout of Accumulated Compensatory Time (K.Walker \$12,418.28)

Res. #2024-312 Appointment to the Zoning Board of Adjustment (T.Doherty)

Res. #2024-313 Authorizing the Sale of Township of Lower Surplus No Longer Needed for Public Use on GOVDEALS Online Auction Website

Res. #2024-314 Reappointment to the Zoning Board of Adjustment (J.Baker)

Regular Agenda

Engineer Report

Administrative Reports

Clerk, Construction, Dog, Tax, Vital

Personnel Action Report

Public Comment

Council Comments

Adjourn

COUNCIL MEETING MINUTES – September 4, 2024

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on September 4, 2024 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, Robert Belasco, Township Solicitor and Karen Fournier, Deputy Township Clerk

Work Session

Proclamation - Turn the Towns Teal

Mayor Sippel read a proclamation recognizing September as Turn the Towns Teal month in Lower Township in an effort to raise awareness of ovarian cancer.

Consent Agenda

Approval of Minutes – August 19, 2024

Res. #2024-283 Authorization for the Payment of Vouchers \$ 540,182.66

Res. #2024-284 Authorization for Refund of Taxes

Res. #2024-285 Approval for a Film Production Company to Film on a Lower Township Beach

Res. #2024-286 Approval for Octoberfest

Res. #2024-287 Approval for Car Procession – Our Lady of Guadalupe

Res. #2224-288 Approval of Change Order #2 to DeBlasio & Associates for the Lower Township Public Works Building – Final Design Phase Services LT-C-048

Res. #2024-289 Authorizing the Disposal of Township of Lower Surplus No Longer Needed for Public Use

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

Regular Agenda

Ordinance #2024-11 An Ordinance of the Township of Lower Vacating, Surrendering, and Extinguishing the Public Rights of a Portion of Mill Road. This is the second reading and public hearing of this Ordinance. This Ordinance has been published, posted and made available to the public.

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

Ordinance #2024-12 An Ordinance Amending Chapter Seven, "Traffic "of the Municipal Code of the Township of Lower to Install Stop Signs at the Intersection of East Webber and Mowery Avenues This is the second reading and public hearing for 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				

Ordinance #2024-13 An Ordinance Amending Chapter Seven, Traffic, of the Municipal Code of the Township of Lower to Modify No Parking Designations Within the Township of Lower This is the second reading and public hearing for this Ordinance. This Ordinance has been posted, published and made available to the public.

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

Ordinance #2024-14 Salary & Benefit Ordinance for the Township of Lower - This is the second reading and public hearing for this Ordinance. This Ordinance has been posted, published and made available to the public.

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

Call to the Public

Ralph Genovese, 709 Hughes Ave., addressed Council with concern for the quality of water in the Township. Manager Laffey agreed to look into the matter and suggested Mr. Genovese attend an MUA board meeting as well. Councilmember Conrad informed about the MUA replacing pipes in that area of the Township.

Council Comments

Mayor Sippel announced that AtlantiCare is now the provider of medical services for the Township and thanked Manger Laffey and OEM coordinator, Ed Donahue, for their assistance with the transition process. Mayor Sippel also encouraged taxpayers to comment on the NJDEP REAL Rules and he commented on the success of the Summer Concert Series.

Deputy Mayor Perry – no comments

Councilmember Roy – no comments

Councilmember Coombs commented on the change of seasons and advised residents to use caution with children back in school. He also voiced support for the Eagles.

Councilmember Conrad thanked the County Bridge Commission for their prompt response to the recent bridge issues. He also thanked the Recreation Dept. for a successful Concert Series and thanked Inspira for providing emergency services to the Township.

Councilmember Conrad also announced upcoming events including Family Fun Night and the 9/11 Ceremony.

Closed Session

Res. #2024-290 A Resolution Providing for a Meeting Not Open to the Public in accordance with the provisions of the New Jersey Open Public Meetings Act, NJSA 10:4-12 Attorney/Client Privilege

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

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

Council Returned to Open Session at 5:55 p.m.

Adjournment

There being no further business to address, motion to adjourn moved by Mayor Sippel, seconded by Councilmember Roy. Motion to adjourn was unanimous. Meeting adjourned at 5:56 p.m.

Frank Sippel, Mayor

Township Clerk

Approved:

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01200	DELTA DENTAL PLAN OF NJ				Continued				
		24-02390	09/06/24	AUG 2024 DENTAL ADMIN	Open	<u>1,358.50</u>	0.00		
						10,013.35			
01220	DRAEGER, INC								
		24-01421	06/05/24	ALCHOTEST CERTIFICATION	Open	229.25	0.00		
01269	DISCOUNT HYDRAULICS*								
		24-02401	09/06/24	SUPPLIES/DPW	Open	45.77	0.00		
01389	EDDIE'S AUTO BODY								
		24-02357	08/29/24	FORD ESCAPE REAR WINDOW REPAIR	Open	366.40	0.00		
		24-02361	08/30/24	REPAIR FORD ESCAPE MVA 24-245	Open	1,000.00	0.00		
		24-02431	09/10/24	FRONT END ALIGNMENT/DPW	Open	<u>129.95</u>	0.00		
						1,496.35			
01530	FIRE DISTRICT #1								
		24-00619	02/27/24	2024 FIRE TAXES DISTRICT 1	Open	152,800.00	0.00		
01540	FIRE DISTRICT #2								
		24-00667	03/06/24	FIRE TAXES 2024 DISTRICT 2	Open	317,005.50	0.00		
01550	FIRE DISTRICT #3								
		24-00732	03/12/24	2024 FIRE TAXES	Open	219,910.38	0.00		
01653	GENTILINI FORD								
		24-01893	07/11/24	PARTS/DPW	Open	1,453.15	0.00		
01655	GANN LAW BOOKS*								
		24-02331	08/28/24	NJ ZONING & LAND USE ADMIN '24	Open	191.00	0.00		
01657	GOPHER SPORT								
		24-02251	08/19/24	REPLACEMENT BLOWER FOR HOCKEY	Open	63.30	0.00		
		24-02257	08/19/24	SOCCER NETS & PICKLEBALL NETS	Open	<u>603.97</u>	0.00		
						667.27			
01675	GENRON, INC.*								
		24-02127	08/07/24	BI-ANNUAL INSPECTION	Open	275.00	0.00		
01806	ANTHONY J HARVATT, II, ESQ								
		24-02312	08/27/24	ZBA RESOLUTION VOUCHER	Open	150.00	0.00		
02025	HUNTER JERSEY PETERBILT~								
		24-02395	09/06/24	TURBO CHARGER KIT TRK 25	Open	7,572.58	0.00		
02027	JESCO INC~								
		24-02399	09/06/24	SUPPLIES/DPW	Open	319.26	0.00		
02777	RR DONNELLEY*								
		24-02015	07/25/24	SAFETY PAPER	Open	213.00	0.00		
03008	NJ DEPT OF TREASURY/FEES								
		24-02394	09/06/24	RECYCLING FEES/DPW/9.21.24	Open	1,015.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03072	NJ STATE LEAGUE OF MUNICIPALITI*								
		24-02334	08/28/24	2024 LEAGUE OF MUNICIPALITIES	Open	1,320.00	0.00		
		24-02434	09/10/24	LEGISLATIVE BULLETIN 2024-2025	Open	<u>28.00</u>	0.00		
						1,348.00			
03293	BLAINE PAYNTER								
		24-02368	09/04/24	CONTRACTUAL REIMBURSEMENT M	Open	65.00	0.00		
03297	PEACH COUNTRY TRACTOR, INC*								
		24-02052	07/26/24	REPAIRS TO LEAF VAC	Open	3,600.00	0.00		
		24-02300	08/27/24	ADDITIONAL REPAIRS LEAF VAC	Open	<u>1,257.30</u>	0.00		
						4,857.30			
03305	PEDRONI FUEL*								
		24-02392	09/06/24	NO LEAD GAS/DPW/8.28.24	Open	1,067.86	0.00		
03449	EUROFINS ENVIRONMENT TESTING								
		24-01304	05/16/24	2024 SEASONAL POOL CONTRACT	Open	430.00	0.00		
03518	RIGGINS, INC.*								
		24-02371	09/04/24	OFF HIGHWAY DIESEL/DPW/8.21.24	Open	727.43	0.00		
		24-02391	09/06/24	OFF HIGHWAY DIESEL/DPW/8.28.24	Open	<u>89.68</u>	0.00		
						817.11			
03683	SNAP-ON TOOLS*								
		24-01861	07/09/24	SOLUS LEGEND VALUE PLAN	Open	766.27	0.00		
03820	MUNICIPAL UTILIL AUTH ON CALL								
		24-02393	09/06/24	REIMBURSEMENT HALF TOTAL BILL	Open	211.45	0.00		
03844	GIACOMO TROMBETTA								
		24-02367	09/04/24	CONTRACTUAL REIMBURSEMENT M	Open	141.00	0.00		
03915	TURF EQUIPMENT & SUPPLY CO								
		24-02402	09/06/24	PARTS/DPW	Open	390.81	0.00		
03971	VERIZON WIRELESS MDT POLICE								
		24-02380	09/05/24	VERIZON PD & TWP 07-21 / 08-20	Open	1,196.49	0.00		
03992	VAL-U AUTO PARTS LLC								
		24-01889	07/11/24	RDS/SANT/DPW	Open	2,350.64	0.00		
04049	SUSAN JACKSON								
		24-02370	09/04/24	CONTRACTUAL REIMBURSEMENT M	Open	2,400.00	0.00		
04075	BARBER CONSULTING SERVICES LLC								
		24-02282	08/21/24	FS computer set up 07.19.24	Open	360.00	0.00		
		24-02313	08/27/24	FS web domain renewal	Open	49.99	0.00		
		24-02374	09/05/24	FS BCS Malwarebytes renewal	Open	<u>529.90</u>	0.00		
						939.89			
04097	CINTAS FIRST AID AND SAFETY*								
		24-02328	08/28/24	FIRST AIDE SUPPLIES/DPW	Open	82.33	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
04266	NJ DEPT OF HEALTH&SENIOR SVCS	24-02432	09/10/24	August, 2024 Dog	Open	40.20	0.00		
04300	W B MASON CO INC*	24-02354	08/29/24	FS paper order	Open	262.56	0.00		
6071	UNITED UNIFORMS LIMITED LIAB*	24-02365	08/30/24	R. Occhipinti uniforms	Open	420.00	0.00		
7012	Y-PERS, INC*	24-02284	08/21/24	RAGS FOR GARAGE	Open	148.00	0.00		
7354	FLEETPRIDE INC.*	24-02398	09/06/24	POWER STEERING/DPW/8.20.24	Open	845.84	0.00		
7636	MOTT MACDONALD LLC	24-02377	09/05/24	ZBA MOTT MACDONALD VOUCHERS	Open	2,959.78	0.00		
7751	HOFFMAN'S EXTERMINATING	24-00428	02/05/24	PEST AGREEMENT-CANAL PARK	Open	132.60	0.00		B
7772	PIONEER ATHLETICS*	24-01982	07/22/24	AEROSOL PAINT	Open	1,797.50	0.00		
7820	DEBLASIO & ASSOCIATES, P.C	24-00792	03/25/24	RES 2024-113 RESURF WILDWOOD	Open	1,438.75	0.00		
		24-01240	05/13/24	RES 2024-167 NCM STORM SEWER	Open	240.00	0.00		B
		24-01241	05/13/24	RES 2024-165 RESUR. CORSON LN	Open	4,383.75	0.00		
		24-01242	05/13/24	RES 2024-159 VILLAGE BULKHEAD	Open	2,497.50	0.00		
		24-01244	05/13/24	RES 2024-164 SEWER FRANCES AVE	Open	8,901.25	0.00		
		24-01614	06/12/24	RES 2024-160 ADD. BAY OUTFALLS	Open	4,267.50	0.00		
		24-02286	08/21/24	RES #2024-279 CH 2 FRANCES AVE	Open	8,475.00	0.00		B
		24-02376	09/05/24	ZBA ENGINEER VOUCHERS	Open	<u>982.83</u>	0.00		
						31,186.58			
7929	AMAZON CAPITAL SERVICES, INC ~	24-02146	08/08/24	3 MIL TRASH BAGS/TOWNSHIP	Open	723.15	0.00		
		24-02283	08/21/24	TIRES PD ATV/UTV	Open	626.91	0.00		
		24-02311	08/27/24	LOCK OUT KITS & PRINTER	Open	355.95	0.00		
		24-02330	08/28/24	P & Z BOOKS AND RULERS	Open	64.97	0.00		
		24-02352	08/29/24	LOCK OUT TAG OUT WHEEL COVERS	Open	191.56	0.00		
		24-02353	08/29/24	FS Amazon office supplies	Open	106.67	0.00		
		24-02373	09/04/24	OFFICE SUPPLIES 9/03/24	Open	<u>249.84</u>	0.00		
						2,319.05			
7959	ALL PRO TEAM SPORTS	24-02131	08/07/24	CHEER UNIFORMS	Open	1,180.00	0.00		
		24-02304	08/27/24	SHOULDER PADS	Open	<u>230.00</u>	0.00		
						1,410.00			
8001	KEVIN O'BRIEN	23-01216	05/19/23	2023 EQUIPMENT ALLOWANCE	Open	46.54	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
8001	KEVIN O'BRIEN				Continued				
		24-00255	01/22/24	2024 EQUIPMENT ALLOWANCE	Open	<u>132.46</u>	0.00		B
						179.00			
8131	DOCUVAULT SECURE SHREDDING LC~								
		24-02388	09/06/24	8/31/24 SHREDDING	Open	168.05	0.00		
8175	INTEGRITY INTERPRETING LLC *								
		24-02301	08/27/24	COURT INTERPRETING 7/2024	Open	286.50	0.00		
8439	J&D SERVICES LLC								
		24-00884	04/05/24	FERTILIZING SERVICES #24-39	Open	12,739.00	0.00		B
8524	FRED M SCHIAVONE CONSTRUCTION								
		24-01243	05/13/24	RES 2024-163 SEWER FRANCES AVE	Open	229,701.12	0.00		B
8672	LOGMEIN INC.								
		24-00280	01/22/24	2024 GO TO MEETINGS	Open	19.00	0.00		PC1
8706	GOLDENBERG, MACKLER & SAYEGH								
		22-03167	12/22/22	RES#22-373 CHANGE ORDER \$5,000	Open	351.22	0.00		B
8711	DISC JOCKEY SUPPLY OUTLET LLC								
		24-00955	04/10/24	MOVIE SCREEN/FAMILY NIGHT(2)	Open	1,695.00	0.00		
8721	BLANEY, DONOHUE, & WEINBERG PC								
		24-00003	01/02/24	RES#24-02 LABOR DNE\$40K	Open	2,070.00	0.00		B
8734	THOMAS PLANNING ASSOCIATES LLC								
		22-00745	03/29/22	VACANT LAND INVEN RES2022-67	Open	1,612.50	0.00		B
8735	SURENIAN EDWARDS & NOLAN LLC								
		24-01010	04/18/24	Aff Housing - Res.2024-121 10k	Open	2,147.20	0.00		B
8909	COMCAST BUSINESS								
		24-02412	09/10/24	BUS INTERNET PD 9/1-9/31/24	Open	979.95	0.00		
8999	ECOS SYSTEMS INC								
		24-01848	07/09/24	KEY MGMT ECOS CARE RENEWAL	Open	730.00	0.00		
9026	STARR SEPTIC LLC								
		24-01758	06/27/24	6/21/24- CANAL PARK PORTA-POTS	Open	326.00	0.00		B
		24-01886	07/11/24	PORTA-POTS FOR CONCERTS	Open	230.00	0.00		
		24-02397	09/06/24	LUXURY BATHROOM/DPW/8.31.24	Open	<u>948.00</u>	0.00		
						1,504.00			
9097	GREG HARRON								
		24-02369	09/04/24	CONTRACTUAL REIMBURSEMENT V	Open	381.00	0.00		
9156	PROFESSIONAL PROPERTY								
		24-01041	04/19/24	ASSESSOR FIELD WORK	Open	11,820.00	0.00		B

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
9169	EB EMPLOYEE SOLUTIONS LLC	24-02445	09/11/24	SEPT 2024 ADMIN	Open	3,646.50	0.00			
9209	AUTOAGENT DATA SOLUTIONS LLC	24-02308	08/27/24	CARD READERS/MUNICIPAY PROCESS	Open	1,145.00	0.00			
9216	ATLANTICARE REGINAL MEDICAL	24-01959	07/18/24	RES#2024-229 \$5K PER MONTH	Open	5,000.00	0.00			
9245	BRUCE COOPER	24-02296	08/26/24	LACROSSE OFFICIAL	Open	70.00	0.00			
9247	SALVATORE LIPARI	24-02349	08/29/24	B-533.01 L-95.02	Open	4,344.90	0.00			
9249	ROBERTA BURT	24-02337	08/28/24	B-261 L-11	Open	734.51	0.00			
9251	DIANNE RIEHL	24-02340	08/28/24	B-512.11 L-3014	Open	1,249.63	0.00			
9254	JOHN ULERICK	24-02433	09/10/24	VET DED - EXEMPT AS OF 8-30-24	Open	250.00	0.00			
BIRCH	BIRCH'S COMMUNICATIONS LLC*	24-02142	08/08/24	REMOVE EQUIPMENT FROM VEHICLES	Open	665.00	0.00			
		24-02143	08/08/24	CHARGE GUARD INSTALLATION C-1	Open	262.49	0.00			
						927.49				
BOSNA	KAREN MANETTE BOSNA	24-02384	09/06/24	MONTHLY- AUGUST '24	Open	115.00	0.00			
SIXSM	LLOYD SIXSMITH*	24-01991	07/23/24	SHIRTS- NEW EMPLOYEES	Open	143.80	0.00			
SWANK	SWANK MOTION PICTURES, INC*	24-00857	03/28/24	LICENSE FOR MOVIES/FAMILY FUN	Open	510.00	0.00			
Total Purchase Orders: 114						Total P.O. Line Items: 0	Total List Amount: 1,218,617.20	Total Void Amount: 0.00		

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

RESOLUTION #2024-291

Title: AUTHORIZING THE PAYMENT OF VOUCHERS

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
AMERICAN SWIMMING POOLS	CHAIR LIFT & SUPPLIES	\$4075.00
	TOTAL Manual Checks	\$4075.00
	TOTAL Computer Generated	\$1,218,617.20
	TOTAL BILL	\$1,222,692.20

	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 Sept 26, 2024.

Julie A Picard, Township Clerk

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

RESOLUTION #2024-292

Title: AUTHORIZATION FOR REFUND OF TAXES

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

WHEREAS, a refund is due.

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

<u>Block</u>	<u>Lot</u>	<u>Refund To</u>	<u>Reason</u>	<u>Tax</u>
494.07	5	John Ulerick 109 Bayridge Road	Veteran Deduction – Now Exempt	\$ 250.00
334.15	12	William Kreis 209 Vermont Ave	Exempt Veteran	\$ 250.63

	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 September 16, 2024.

Julie A Picard, Township Clerk

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

RESOLUTION # 2024-293

Title: CONTRACT AWARD THROUGH NEW JERSEY NASPO CONTRACT TO INSIGHT PUBLIC SECTOR FOR UP TO (8) EIGHT AUTOMATIC LICENSE PLATE READER (ALPR) FLOCK CAMERAS

WHEREAS, the Township of Lower, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and

WHEREAS, the Township of Lower intends to enter into a contract through the State of New Jersey NASPO Cloud Solution #AR2485/M4002/18-COMP-00284 Insight Public Sector SLED for the acquisition of up to eight (8) Flock Automatic License Plate Reader (ALPR) Systems for a term of five (5) years (Exhibit A); and

WHEREAS, upon the expiration of the contract, an annual fee of \$27,720.00 will be due; and

WHEREAS, this resolution, along with the properly executed contracts, shall be subject to the conditions applicable to the current State contracts; and

WHEREAS, the Chief Financial Officer (CFO) has certified the availability of funds, as evidenced by her signature below:

Appropriation: Ord #24-04 C-04-55-439-820

Signature: 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 following contract is hereby awarded for the acquisition of up to eight (8) Automatic License Plate Reader (ALPR) cameras as detailed below:

AWARD TO: INSIGHT PUBLIC SECTOR SLED
TOTAL: \$143,748.00 with an annual fee of \$27,720.00 due upon the expiration of the contract term.

BE IT FURTHER RESOLVED, upon approval of the resolution, the fully executed Purchase Order together with the official bid documents shall serve as the Contract for the award of the bid.

Table with 8 columns: MOTION, SECOND, AYE, NAY, RECUSE, ABSTAIN, ABSENT and 5 rows of names: 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 September 16, 2024

Julie A Picard, Township Clerk

SOLD-TO PARTY 10034458

TOWNSHIP OF LOWER NJ
 405 BREAKWATER RD
 CAPE MAY NJ 08204-4502

SHIP-TO

TOWNSHIP OF LOWER NJ
 405 BREAKWATER RD
 CAPE MAY NJ 08204-4502

We deliver according to the following terms:

Payment Terms : Net 30 days
Ship Via : Insight Assigned Carrier/Ground
Terms of Delivery : FOB DESTINATION
Currency : USD

Customer understands, accepts and agrees that this purchase is subject to Flock Safety's End User License Agreement, available at: <https://www.flocksafety.com/terms-and-conditions-eula>

TERM LENGTH: 60 Months

TERM START: Unless otherwise noted, the Term shall commence upon first installation and validation of Flock Hardware

BILLING: Project will be invoiced 100%, upon issuance of PO

Quotation	
Quotation Number	: 0227611875
Document Date	: 24-JUL-2024
PO Number	:
PO release:	:
Sales Rep	: Dana Zampella
Email	: DANA.ZAMPELLA@INSIGHT.COM
Telephone	: +17326068362
Sales Rep 2	: Natalie Whiteman
Email	: NATALIE.WHITEMAN@INSIGHT.COM
Telephone	: +17326068384

Material	Material Description	Quantity	Unit Price	Extended Price
<u>PS-IMP-STD</u>	FLOCK GROUP STANDARD IMPLEMENTATION PROFESSIONAL SERVICES STATE OF NEW JERSEY NASPO CLOUD SOLUTIONS(# AR2485/M4002/18-COMP-00284)	8	643.50	5,148.00
<u>FLCK-FALCON-2-LE</u>	FLOCK GROUP FALCON INFRASTRUCTURE- POWER + LTE), LICENSE PLATE RECOGNITION CAMERA WITH VEHICLE FINGERPRINT™ + MACHINE LEARNING SOFTWARE AND REAL-ALERTS FOR UNLIMITED USERS Coverage Dates: 24-JUL-2024 - 24-JUL-2025 STATE OF NEW JERSEY NASPO CLOUD SOLUTIONS(# AR2485/M4002/18-COMP-00284)	8	2,970.00	23,760.00
<u>FLCK-FALCON-EXTD3Y</u>	FLOCK EXTENDED DATA PER CAMERA DATA STORAGE OF UP TO 36 MONTHS. REVIEW AND ADHERENCE WITH FLOCK RETENTION POLICY. APPROVAL FROM FLOCK REQUIRED Coverage Dates: 24-JUL-2024 - 24-JUL-2025 STATE OF NEW JERSEY NASPO CLOUD SOLUTIONS(# AR2485/M4002/18-COMP-00284)	8	495.00	3,960.00
<u>FLCK-FALCON-2-LE</u>	FLOCK GROUP FALCON INFRASTRUCTURE- POWER + LTE), LICENSE PLATE RECOGNITION CAMERA WITH VEHICLE FINGERPRINT™ + MACHINE LEARNING SOFTWARE AND REAL-ALERTS FOR UNLIMITED USERS Coverage Dates: 24-JUL-2025 - 24-JUL-2026 STATE OF NEW JERSEY NASPO CLOUD SOLUTIONS(#	8	2,970.00	23,760.00

Material	Material Description	Quantity	Unit Price	Extended Price
	AR2485/M4002/18-COMP-00284)			
FLCK-FALCON-EXTD3Y	FLOCK EXTENDED DATA PER CAMERA DATA STORAGE OF UP TO 36 MONTHS. REVIEW AND ADHERENCE WITH FLOCK RETENTION POLICY. APPROVAL FROM FLOCK REQUIRED Coverage Dates: 24-JUL-2025 - 24-JUL-2026 STATE OF NEW JERSEY NASPO CLOUD SOLUTIONS(# AR2485/M4002/18-COMP-00284)	8	495.00	3,960.00
FLCK-FALCON-2-LE	FLOCK GROUP FALCON INFRASTRUCTURE- POWER + LTE), LICENSE PLATE RECOGNITION CAMERA WITH VEHICLE FINGERPRINT™ + MACHINE LEARNING SOFTWARE AND REAL- ALERTS FOR UNLIMITED USERS Coverage Dates: 24-JUL-2026 - 24-JUL-2027 STATE OF NEW JERSEY NASPO CLOUD SOLUTIONS(# AR2485/M4002/18-COMP-00284)	8	2,970.00	23,760.00
FLCK-FALCON-EXTD3Y	FLOCK EXTENDED DATA PER CAMERA DATA STORAGE OF UP TO 36 MONTHS. REVIEW AND ADHERENCE WITH FLOCK RETENTION POLICY. APPROVAL FROM FLOCK REQUIRED Coverage Dates: 24-JUL-2026 - 24-JUL-2027 STATE OF NEW JERSEY NASPO CLOUD SOLUTIONS(# AR2485/M4002/18-COMP-00284)	8	495.00	3,960.00
FLCK-FALCON-2-LE	FLOCK GROUP FALCON INFRASTRUCTURE- POWER + LTE), LICENSE PLATE RECOGNITION CAMERA WITH VEHICLE FINGERPRINT™ + MACHINE LEARNING SOFTWARE AND REAL- ALERTS FOR UNLIMITED USERS Coverage Dates: 24-JUL-2027 - 24-JUL-2028 STATE OF NEW JERSEY NASPO CLOUD SOLUTIONS(# AR2485/M4002/18-COMP-00284)	8	2,970.00	23,760.00
FLCK-FALCON-EXTD3Y	FLOCK EXTENDED DATA PER CAMERA DATA STORAGE OF UP TO 36 MONTHS. REVIEW AND ADHERENCE WITH FLOCK RETENTION POLICY. APPROVAL FROM FLOCK REQUIRED Coverage Dates: 24-JUL-2027 - 24-JUL-2028 STATE OF NEW JERSEY NASPO CLOUD SOLUTIONS(# AR2485/M4002/18-COMP-00284)	8	495.00	3,960.00
FLCK-FALCON-2-LE	FLOCK GROUP FALCON INFRASTRUCTURE- POWER + LTE), LICENSE PLATE RECOGNITION CAMERA WITH VEHICLE FINGERPRINT™ + MACHINE LEARNING SOFTWARE AND REAL- ALERTS FOR UNLIMITED USERS Coverage Dates: 24-JUL-2028 - 24-JUL-2029 STATE OF NEW JERSEY NASPO CLOUD SOLUTIONS(# AR2485/M4002/18-COMP-00284)	8	2,970.00	23,760.00
FLCK-FALCON-EXTD3Y	FLOCK EXTENDED DATA PER CAMERA DATA STORAGE OF UP TO 36 MONTHS. REVIEW AND ADHERENCE WITH FLOCK RETENTION POLICY. APPROVAL FROM FLOCK REQUIRED Coverage Dates: 24-JUL-2028 - 24-JUL-2029	8	495.00	3,960.00

Material	Material Description	Quantity	Unit Price	Extended Price
	STATE OF NEW JERSEY NASPO CLOUD SOLUTIONS(# AR2485/M4002/18-COMP-00284)			
			Product Subtotal	138,600.00
			Services Subtotal	5,148.00
			TAX	0.00
			Total	143,748.00

Thank you for choosing Insight. Please contact us with any questions or for additional information about Insight's complete IT solution offering.

Sincerely,

Dana Zampella
+17326068362
DANA.ZAMPELLA@INSIGHT.COM

Natalie Whiteman
+17326068384
NATALIE.WHITEMAN@INSIGHT.COM

Any purchase and use of Citrix Cloud Platform and Citrix Enterprise Software-As-A-Service ("SaaS") Subscriptions is subject to the following Citrix terms of use: <https://www.insight.com/CitrixNaspoTerms>

Insight Global Finance has a wide variety of flexible financing options and technology refresh solutions. Contact your Insight representative for an innovative approach to maximizing your technology and developing a strategy to manage your financial options.

This purchase is subject to Insight's online Terms of Sale unless you have a separate purchase agreement signed by you and Insight, in which case, that separate agreement will govern. Insight's online Terms of Sale can be found at the "terms-and-policies" link below.

SOFTWARE AND CLOUD SERVICES PURCHASES: If your purchase contains any software or cloud computing offerings ("Software and Cloud Offerings"), each offering will be subject to the applicable supplier's end user license and use terms ("Supplier Terms") made available by the supplier or which can be found at the "terms-and-policies" link below. By ordering, paying for, receiving or using Software and Cloud Offerings, you agree to be bound by and accept the Supplier Terms unless you and the applicable supplier have a separate agreement which governs.
<https://www.insight.com/terms-and-policies>

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

RESOLUTION #2024-294

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 \$10,000 for an item of revenue in the budget of the year 2024 as follows:

Miscellaneous Revenues –	
Revenue Offset with Appropriations -	Emergency Management Performance Grant
Total with increase to be	\$ 10,000.00

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$10,000.00 be and the same is hereby appropriated under the caption of:

General Appropriations –	
Public & Private Programs Offset by Revenues - Emergency Management Performance Grant	
State/Federal Share	\$ 10,000.00
Non-State Share	\$
Total with increase to be	\$ 10,000.00

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 September 16, 2024.

Julie A Picard, Township Clerk

STATE OF NEW JERSEY
 Department of the Treasury
 New Jersey Comprehensive Financial System
 PO BOX 221
 Trenton, NJ 08625-0221

Payment Details

Vendor Name:	LOWER TWP TREASURER
Vendor Code:	XXXXX5700(99)
Payment Type:	ACH
Check Number:	2408280796
Payment Date:	Wednesday, August 28, 2024
Check Total:	\$10000.00

Payment Line Details

Trans Code:	UA
Voucher Agency:	LAW AND PUBLIC SAFETY
Voucher Number:	1200DG17832
Payee Reference:	EMAA2023PWEMPG-EMAA-23
Line Number:	01
Line Amount:	\$10000.00
Disbursed Amount:	\$10000.00

Additional Information

Budget Fiscal Year:	2023
Fund:	100
Agency:	LAW AND PUBLIC SAFETY
Organization:	NEW JERSEY STATE POLICE
Appr Unit:	726
Object:	6120
Revenue Source:	N/A
Purchase Order #:	N/A
Contract Number:	N/A
CFDA Number:	97.042
CFDA Description:	EMERGENCY MANAGEMENT PERFORMANCE GRANTS

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

RESOLUTION #2024-295

Title: RESOLUTION OF THE COUNCIL OF THE TOWNSHIP OF LOWER
APPOINTING A MUNICIPAL HOUSING LIAISON

WHEREAS, The Township of Lower's Housing Element and Fair Share Plan promotes an affordable housing program pursuant to the Fair Housing Act (N.J.S.A. 52:27D-301, et. seq.), applicable Council on Affordable Housing ("COAH") regulations and Uniform Housing Affordability Controls ("UHAC") regulations; and

WHEREAS, the Township of Lower has chosen to appoint a Municipal Housing Liaison for the administration of Lower's affordable housing program to enforce the requirements of applicable COAH and UHAC regulations; and

WHEREAS, the Township of Lower's Municipal Code provides for the appointment of a Municipal Housing Liaison to administer the Township's affordable housing program.

NOW THEREFORE BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that Marissa McCorkel is hereby appointed by the Council of the Township of Lower as the Municipal Housing Liaison for the administration of the Township's affordable housing program.

	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 September 16, 2024

Julie A Picard, Township Clerk

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

RESOLUTION #2024-296

Title: **AUTHORIZATION FOR WAIVER OF PERMIT FEES FOR NAVAL AIR STATION WILDWOOD AVIATION MUSEUM ASSOCIATED WITH THE RESTROOM REHABILITATION**

WHEREAS, The Naval Air Station Wildwood Aviation Museum, located at 500 Forrestal Road in Lower Township will be making application to the Township for Restroom Rehabilitation/Renovation at the Museum; and

WHEREAS, The Naval Air Station Wildwood has requested the Township waive any and all permit fees associated with the project; and

WHEREAS, the Township Council has reviewed their request and deems it appropriate to support local organizations and non-profit organizations that support and enhance the township and its community.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that all permissible Township fees associated with the above project be waived.

	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 September 16, 2024.

Julie A Picard, Township Clerk



**NAVAL AIR STATION WILDWOOD
AVIATION MUSEUM**

500 FORRESTAL ROAD
CAPE MAY, NJ 08204
(609) 886-8787
(609) 886-1942 FAX
WWW.NASW.ORG

September 9, 2024

Township Manager Michael Laffey
Mayor Frank Sippel
Council Members: David Perry, Thomas Conrad,
Kevin Coombs, Roland Roy
2600 Bayshore Road
Villas, NJ 08251

Dear Mr. Laffey,

The Board of Trustees at Naval Air Station Wildwood (NASW) Foundation, which operates the NASW Aviation Museum at the Cape May Airport, respectfully requests a waiver for all permitting fees associated with the forthcoming rehabilitation of the building's main restroom facilities. This project will significantly improve the experience of museum visitors by remediating the over-burdened, outdated restrooms near the main entrance. The work is being funded by the New Jersey Cultural Trust and NASW Foundation matching funds.

NASW Foundation is a 501 (c)3 non-profit organization. The organization's mission is to restore historic Hangar #1, memorialize the 42 naval aviators who perished while training at the site, and educate the public about New Jersey history. Hangar #1 has become an integral part of our community and is often used by local organizations at little or no cost. Examples of these functions include Lower Township's Volunteer Appreciation Day, Police Camp (Project LEAD), 9/11 Tribute, Cape May County Veteran's Day Ceremony, graduations, Christmas at the Hangar, and the New Jersey Run for the Fallen.

The bathroom rehabilitation project was recommended in the 2022 Conditions Assessment and Preservation Plan for Hangar #1. The restrooms are currently not insulated for sound and temperature. Additionally, the fixtures are household-grade, which were serviceable in the early years of museum operations but cannot withstand the heavy use experienced today. The capacity of the available facilities is stretched during special events when visitation is at its highest. Furthermore, providing ADA-compliant restroom facilities near the main entrance will prevent visitors from needing to walk 250 feet to the restrooms in the hangar's south lean-to, which can be an issue for guests with mobility challenges.

Feel free to contact us to discuss this request or let us know if we can provide further information.

Very respectfully,

Joseph E. Salvatore, MD
Chairman, NASW Foundation

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

RESOLUTION #2024-297

Title: A RESOLUTION AUTHORIZING A MORATORIUM WAIVER TO PERMIT THE ISSUANCE OF A ROAD OPENING PERMIT TO COMPLETE THE INSTALLATION OF UTILITY SERVICES AT THE PROPERTY LOCATED AT 201 MILLMAN LANE AND TO AUTHORIZE THE EXECUTION OF A MEMORANDUM OF AGREEMENT TO MEMORIALIZE THE RIGHTS, RESPONSIBILITIES, AND OBLIGATIONS OF THE PARTIES.

WHEREAS, in accordance with § 583-4(B)(8)(g), any capital improvement/repaving/reconstruction on any street or roadway within the Township of Lower is subject to a five-year road/street opening moratorium after the completion of said construction, reconstruction, resurfacing, repaving or overlay has lapsed, except in the event of an emergency or hardship; and

WHEREAS, Millman Lane is a public roadway located within the Township that was recently reconstructed/repaved in 2022 and which is currently the subject of a five (5) year moratorium; and

WHEREAS, the owner of certain real property located at 201 Millman Lane, a/k/a Block: 143, Lot: 8.02, which is currently being developed with a single-family dwelling has requested that the Township grant a moratorium waiver to allow for the issuance of a road opening permit for Millman Lane to install required utility services to the property without having to delay the completion of the project for a period of approximately three (3) years due to the moratorium currently in place; and

WHEREAS, pursuant to § 583-4(B)(8)(i) of the Code of the Township of Lower, the Township Council has the authority to grant a moratorium waiver on an individual basis if it determines that a property owner has established a hardship justifying the need to relax a road opening moratorium in effect; and

WHEREAS, in accordance with § 583-4(B)(8)(i)(5) of the Code of the Township of Lower, the property owner has offered to repave Millman Lane from intersection-to-intersection, curb-to-curb, at his own cost, subject to the inspection and approval of the Township Engineer, DeBlasio & Associates, P.C., and/or the Township Department of Public Works; and

WHEREAS, the Township has determined that the property owner has established a hardship justifying a moratorium waiver, and the Township further finds that it is appropriate to permit the road opening of Millman Lane under specific conditions to ensure that the roadway is properly restored and to safeguard against potential disruptions.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Township of Lower, County of Cape May, State of New Jersey, that the property owner of 201 Millman Lane has established a hardship justifying the issuance of a moratorium waiver subject to the terms and conditions within the Memorandum of Agreement annexed hereto, and the Mayor and Township Manager are hereby authorized to execute the attached Memorandum of Agreement.

	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 September 16, 2024.

Julie A Picard, Township Clerk

CONSTRUCTION COST ESTIMATE

CLIENT: Township of Lower
 DATE: 08/22/2024 *(Revised)*
 PROJECT NAME: 201 Millman Lane - Street Restoration
 D&A PROJECT #: LT- General Engineering

#	DESCRIPTION	UNITS	PLAN QUANTITY	IF & WHERE DIRECTED	CONTRACT QUANTITY	EST. UNIT PRICE	BID AMOUNT
FULL WIDTH PAVING OF MILLMAN LANE (NEW JERSEY AVENUE TO PENNSYLVANIA AVENUE)							
1	HMA MILLING, 3" OR LESS	S.Y.	185	10	195	\$12.00	\$2,340.00
2	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5M64, 2" THICK	TON	25	3	28	\$180.00	\$5,040.00
3	MOBILIZATION FEE	LUMP SUM	LUMP SUM	LUMP SUM	LUMP SUM	\$12,000.00	\$13,000.00
TOTAL ESTIMATED CONSTRUCTION COST, ITEMS 1 - 3:							\$20,380.00

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 and Federal Davis Bacon Wage 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:



8/22/2024

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

Date

MEMORANDUM OF AGREEMENT

BY AND BETWEEN

THE TOWNSHIP OF LOWER

AND

SCOTT PETER

DATED

A MEMORANDUM OF AGREEMENT BETWEEN THE TOWNSHIP OF LOWER AND SCOTT PETER ASSOCIATED WITH A MORATORIUM WAIVER TO PERMIT THE OPENING OF MILLMAN LANE AND REQUIRING PETER TO RECONSTRUCT AND REPAVE SAME

MEMORANDUM OF AGREEMENT

THIS MEMORANDUM OF AGREEMENT is made this ____ day of September, 2024 by and between the **TOWNSHIP OF LOWER** (hereinafter the “Township”), a municipal corporation of the State of New Jersey whose administrative offices are located at 2600 Bayshore Road, Villas, New Jersey 08251 and the **SCOTT PETER** (hereinafter the “Peter”), who resides at 1825 Paradise Drive, Stone Harbor, NJ 08247, and who may collectively be denominated as the “Parties” in this Memorandum of Agreement, and each may be called, separately, a “Party.”

WITNESSETH:

WHEREAS, Millman Lane is a public roadway located within the Township which is currently the subject of a five (5) year moratorium on road openings due to reconstruction/repaving of Millman Lane that took place in 2022; and

WHEREAS, Peter is the owner of certain real property located at 201 Millman Lane, a/k/a Block: 143, Lot: 8.02 (hereinafter the “Subject Property”), which is currently being developed with a single-family dwelling. The completion of the single-family dwelling has been delayed due to the need for a road opening permit in order to install utility service to the Subject Property; and

WHEREAS, Peter has contacted the Township had has requested that the Township grant a Moratorium Waiver in order to allow Peter to open Millman Lane to run required utility services to the Subject Property without having to delay the completion of the project by approximately three (3) years due to the moratorium currently in place; and

WHEREAS, pursuant to § 583-4(B)(8)(i) of the Code of the Township of Lower, the Township Council has the authority to grant a moratorium waiver on an individual basis if it determines that a property owner has established a hardship justifying the need to relax a road opening moratorium currently in place; and

WHEREAS, in accordance with § 583-4(B)(8)(i)(5) of the Code of the Township of Lower, Peter has offered to repave Millman Lane from intersection-to-intersection, curb-to-curb, at his own cost, subject to the inspection and approval of the Township Engineer, DeBlasio & Associates, P.C., and/or the Township Department of Public Works; and

WHEREAS, the Township has determined that Peter has established a hardship justifying a moratorium waiver, and it has agreed to permit the road opening under specific conditions to ensure that the roadway is properly restored and to safeguard against potential disruptions.

NOW THEREFORE, with the foregoing recital paragraphs incorporated herein by this reference and in consideration of the mutual covenants contained herein, the parties hereto, intending to be legally bound, do hereby adopt and endorse the following Memorandum of Agreement outlining the rights, responsibilities and obligations of the parties in association with the issuance of a moratorium waiver to permit Peter to open Millman Lane to install utility services to the Subject Property due to a hardship:

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

2. **TERM:** The terms of this Memorandum of Agreement shall take effect upon the execution of same and continue through the completion of the repaving of Millman Lane by Peter, subject to approval and acceptance by the Township Engineer and Township Department of Public Works.

3. **TOWNSHIP'S DUTIES/RESPONSIBILITIES:**

- A. The Township finds that Peter is experiencing a hardship due to a moratorium which is currently in place in relation to Millman Lane which prohibits the opening of same for approximately three (3) years, and further finds that it is appropriate to grant Peter a moratorium waiver to permit the issuance a road opening permit to Peter, subject to execution this Memorandum of Agreement and posting of a performance bond to ensure the repaving of Millman Lane, to complete the installation of utility services to the Subject Property in accordance with the terms and conditions outlined herein.
- B. The Township's Engineer, DeBlasio & Associates, P.C., has prepared an estimate detailing the anticipated costs associated with repaving Millman Lane from intersection-to-intersection, curb-to-curb in the amount of \$20,380.00. A copy of the Construction Cost Estimate is attached hereto as **Exhibit A**.
- C. Upon the successful repaving of Millman Lane, subject to the review and approval of the Township Engineer and the Township Department of Public Works, the performance bond in question will be released to Peter.

4. **PETER'S DUTIES/RESPONSIBILITIES:**

- A. Peter will submit an application for a road opening permit for Millman Lane in order to install utility services to the Subject Property.
- B. Peter will be responsible, at his own cost an expense, for restoring and repaving Millman Lane to its original condition immediately upon completing the installation of required utility services, in accordance with the requirements of Chapter 583 of Code of the Township of Lower, subject to the inspection, review, and ultimate approval/acceptance of the Township Engineer and Township Department of Public Works.
- C. Peter shall post a performance bond with the Township in the amount of \$20,380.00 naming the Township as the beneficiary of same, to be held by the Township as security for the satisfactory completion of the restoration and repaving of Millman Lane.

- D. Peter shall also be required to post a maintenance bond, as required in accordance with § 583-5 of the Code of the Township of Lower.
- E. The performance maintenance bonds in question must be posted as a prerequisite to the issuance of a road opening permit, and shall be in a form acceptable to the Township, subject to the review and approval of the Township Solicitor.
- F. In the event Peter fails to reconstruct and repave Millman Lane as contemplated herein, the Township may submit a claim on the performance bond in question in order to cover the costs associated with reconstructing and repaving Millman Lane.

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

The Township shall not have nor exercise any control or direction over the methods by which Peter and his employees perform their work and functions excepting that Peter and his employees shall perform their work and duties in accordance with the current approved methods and practices in their profession. The Township's sole interest is to ensure that the services are performed in a competent, efficient and satisfactory manner.

Peter shall have no responsibility for any of the Township's debts, liabilities, or other obligations or for the intentional, reckless, negligent or unlawful acts or omissions of the Township, its elected and un-elected officials, directors, officers, employees, agents and affiliates. The Township may not bind Peter in any way whatsoever with respect to third parties.

6. TERMINATION: Notwithstanding the foregoing, this Memorandum of Agreement may be terminated by the Township, on one (1) month's written notice to Peter in the event he fails to reconstruct and repave Millman Lane. This Memorandum of Agreement shall not be terminated by Peter.

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

The parties hereby agree to mutually indemnify, defend and hold one another harmless from any and all claims, demands, liabilities, causes of action, complaints, suits (at law or in

equity), damages, penalties, fines, judgments, losses, costs and expenses (including without limitation reasonable attorneys' fees, court costs, consultants' and experts' fees, and the cost of enforcing this Memorandum of Agreement) (collectively "claims"), arising out of the sole negligence, criminal acts and/or intentional conduct of either the Township or Peter or any employees, agents or officers thereof or acting on that Party's behalf, related to, either directly or indirectly, the performance by such Party contemplated by this Memorandum of Agreement.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

[SIGNATURES BEGIN ON THE NEXT PAGE]

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


ATTEST:

TOWNSHIP OF LOWER

Julie Picard, Township Clerk

Frank Sippel, Mayor

ATTEST:

 9-10-24

Scott Peter

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

RESOLUTION # 2024-298

Title: APPROVING CHANGE ORDER #2 TO FRED M. SCHIAVONE CONSTRUCTION, INC. FOR THE INSTALLATION OF 12" HDPE PIPE CONNECTION ON MARYLAND AVENUE FOR FRANCIS AVENUE EMERGENCY STORM SEWER PIPING AT OHIO PUMP STATION (LT-C-045)

WHEREAS, Fred M. Schiavone Inc. was awarded the Francis Avenue Ohio Pump Station Emergency Repair (LT-C-045) project on May 6, 2024 by Resolution #2024-163, with a contract amount of \$582,800.00; a contract Extension of 35-Day No Cost was passed by Resolution #2024-274 on August 19, 2024; and

WHEREAS, DeBlasio & Associates have submitted a request for Change Order #2 for Installation of Additional 12" HDPE Pipe Connection on Maryland Avenue for \$27,428.90; and

WHEREAS, the Chief Financial Officer (CFO) has certified the availability of funds, as evidenced by her signature below:

Appropriation: Ord #23-03 C-04-55-436-100

Signature: *Lauren Read*
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that Change Order #2, attached hereto for Installation and Additional 12" HDPE Pipe Connection on Maryland Avenue at an additional cost \$27,428.90, is hereby approved to increase the contract total to \$610,228.90.

	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 September 16, 2024

Julie A Picard, Township Clerk

**DEBLASIO &
ASSOCIATES**
ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

September 10, 2024

VIA EMAIL & REGULAR MAIL

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

**Re: Township of Lower, Cape May County, NJ
Frances Avenue Emergency Storm Sewer Replacement
D&A File #: LT-C-045**

Dear Ms. Picard:

Enclosed please find three (3) copies of **CHANGE ORDER NO. 2** regarding the above referenced project for review and approval. Upon execution, please return two (2) copies to our office.

Please note that this change order reflects the following work requested by the Township:

1. Installation of the 12" HDPE Pipe Connection on Maryland Avenue.

Please note this change order will result in an increase of \$27,428.90 to the original contract amount of \$582,800.00 for an amended contract amount of \$610,228.90.

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

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



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

cc: Mayor Frank Sippel, (via email w/encl.)
Michael Laffey, Manager (via email w/encl.)
Margaret Vitelli, QPA, Purchasing Agent (via email w/encl.)
Gary Douglass, Superintendent of Public Works (via email w/encl.)
Fred M. Schiavone Construction (via email w/encl.)

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

Change Order #2

Client: Township of Lower
Date: September 5, 2024
Project Name: Francis Avenue Emergency Storm Sewer Replacement
D&A Project #: LT-C-045

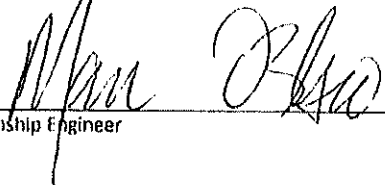
Contractor: Fred Schiavone Construction
PO Box 416
Malaga, NJ 08328


A. Supplemental Items

Contract Pay Item Number	Description	Unit	Quantity	Contract Unit Price	Contract Total
S1	12" HDPE PIPE CONNECTION - MARYLAND AVENUE	LUMP SUM	1	\$27,428.90	\$27,428.90
Subtotal:					\$27,428.90

Net Contract Change: \$27,428.90
Original Contract Amount: \$582,800.00
Contract Percentage Change (%): 4.71
Amended Contract Amount: \$610,228.90

Approved and Accepted by:


Township Engineer 9/6/24
Date


Fred M. Schiavone Construction, Inc. 9/5/24
Date

Township of Lower Date

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

RESOLUTION #2024-299

Title: **APPROVING CHANGE ORDER #1 WITH DeBLASIO & ASSOCIATES FOR ASSISTANCE WITH THE OPEN SPACE GRANT APPLICATION FOR DAVID DOUGLASS SR. MEMORIAL PARK RENOVATIONS (LT-C-043)**

WHEREAS, DeBlasio and Associates were awarded a professional Service contract by Resolution #2023-380 on November 20, 2023 for the Concept Design for David Douglass Sr. Memorial Park Renovations for \$25,000.00; and

WHEREAS, DeBlasio & Associates provided a proposal for Assistance with the Application Process for the Cape May County Open Space Grant for David Douglass Sr. Memorial Park Renovation to include the Final Site Plan, Full Signage Package and Construction Estimate for a fee of \$3,500.00; and

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

Appropriation: Ord #24-04 C-04-55-439-632

Signature: *Lauren Read*
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Change Order #1 for DeBlasio and Associates is hereby approved to increase the contract total to \$28,500.00.

	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 September 16, 2024.

Julie A Picard, Township Clerk

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

August 19, 2024

VIA EMAIL

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

Re: Township of Lower, Cape May County, NJ
David Douglass Sr. Memorial Park Renovations - Final Grant Application Services
D&A File #: LT-C-043

Dear Mr. Plenn:

As per your request, **DeBlasio & Associates, P.C.** is pleased to provide a proposal for **Final Grant Application Services** for the **David Douglass, Sr. Memorial Park Renovations**. Lower Township is currently seeking a development grant from the Cape May County (CMC) Open Space Program. Our office, along with Lower Township, presented a preliminary application to the CMC Open Space Board on March 19, 2024. The application received positive feedback, and the Township has been invited to submit a final application to the Board.

As part of the final application process, the comments provided in the CMC Open Space Board's Letter dated March 25, 2024 attached to this proposal will need to be addressed. DeBlasio & Associates, P.C. will provide the following items to satisfy the final grant application requirements:

- Final Site Plan
- Full Signage Package
- Construction Cost Estimate

Lower Township will be responsible for providing all other items required for a final grant application and submitting the final application to the CMC Open Space Board. Once the application is deemed complete by Cape May County, DeBlasio & Associates, P.C. will present the final application to the CMC Open Space Board at their monthly meeting.

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

➤ Final Grant Phase:	\$3,500.00
• Final Site Plan	
• Full Signage Package	
• Construction Cost Estimate	
• Meeting Representation	

Total Professional Service Fee: \$3,500.00

Once the CMC Open Space Board provides their formal recommendation for funding, an additional proposal can be provided to draft construction documents, seek necessary permits and put the project out for public bidding.

Should you have any questions or require additional information, please do not hesitate to contact Will Hanson at our office. We thank you for the opportunity to submit this proposal.

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



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

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



Michael Laffey, Administrator
Township of Lower
2600 Bayshore Road
Villas, NJ 08251

March 25, 2024

Re: PP 24-01 – David Douglass, Sr. Memorial Park

Dear Mr. Laffey,

Thank you to the Township representatives for engaging in productive dialogue throughout the Open Spaces program pre-application process. At its meeting on March 19th, 2024 the Board reached consensus to invite the Township to submit a full application for the above referenced project. The Board recognizes the importance of the project as a gateway, memorial, and highly used public park and looks forward to working with the Township in the design modifications discussed during our meeting.

One item of discussion related to the proposed cable railing fence. Consensus was reached that this product is not suitable for this location; the Township proposed using a mesh system similar to what is used at the Cape May County Park & Zoo. Please provide us with information on this fencing system at your earliest convenience so that we have an opportunity to consider it as an option for this site.

We also discussed the importance of including the family of Patrolman Douglass in the planning process for the memorial, and ensuring that ample funds were allotted in support of this key feature.

As you develop your full application, please incorporate and/or address the following issues:

- If the Township elects to have the two-story overlook, adequate space must be provided for the stairway.
- In addition to the decorative pavement striping shown on the plan, additional striping can be strategically placed to lead visitors to the new memorial.
- There is an old aid to navigation structure on the jetty alongside of the Canal. The Township should either look to have it removed OR use it as an opportunity to educate visitors about the equipment and the history of the site/area.
- The Township should work with the DRBA to integrate traffic calming mechanism(s) for the Beach Drive access Road; connectivity to the DRBA Ferry Terminal site is not currently

*Cape May County Planning Department – 4 Moore Road, Cape May Court House, N.J. 08210
(609) 465-1086*

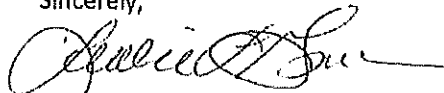
contemplated, but should be considered; traffic calming / crosswalk could be employed at the gate along the westerly edge of the terminal site, providing access across Beach Drive to the new walkway.

- There are electric poles on the east side of Beach Drive that will be moved to the west to provide illumination for the Beach Drive extension. Utility extensions are considered Infrastructure. Beach Drive lights should be consistent with those used on municipal streets. This Infrastructure project is not eligible for funding under the Open Spaces program.
- The application includes line items to run water and sewer to the site. This is considered by the Open Spaces Program to be a municipal responsibility related to Infrastructure and therefore is not eligible for funding.
- A single stall permanent restroom is being proposed; the restroom structure is eligible for consideration under the Open Spaces Program. It is recommended that the Township consider more than a single stall facility, given the cost of infrastructure extension to the site and the projected high visitation of the site. It is understood that at least one of the restroom stalls will be fully ADA compliant.
- If additional overhead lighting is to be installed on the site, the use of Creative Placemaking overhead lights should be limited (and only within the park).
- Bollard lighting can be added where appropriate to provide aesthetic and safety enhancements while not negatively impacting the viewshed.
- The new park perimeter sidewalk is being proposed where none currently exists. Therefore, it is considered a new recreational opportunity therefore is eligible for consideration by the Open Spaces Program.

After the plans have been adjusted to reflect the comments above, please submit a full application package to the Planning Department for review. Once deemed complete, we will send the project to our Creative Placemaking consultants for review and will provide comments back to you with a request for final plan modification (if necessary). Once in final form, we will schedule the project for a final presentation to the Open Spaces Board. A formal recommendation (including dollar amount of proposed grant) will be made to the Board of County Commissioners, and the project will be scheduled for a public hearing.

We look forward to continuing working with the Township on this exciting project which will bring new public recreation opportunities to residents and visitors. Please do not hesitate to contact me or Scott Mullen throughout the process should you have any questions or concerns.

Sincerely,



Leslie L. Gimeno, PP, AICP, MPA
Planning Director

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

RESOLUTION #2024-300

Title: A RESOLUTION CALLING FOR A PUBLIC HEARING AND INVESTIGATION INTO UNEXPECTED INCREASES IN ENERGY BILLS ISSUED BY ATLANTIC CITY ELECTRIC; AND CALLING FOR A MORATORIUM ON ALL UTILITY SHUT OFFS AND RATE INCREASES UNTIL AN INVESTIGATION HAS CONCLUDED

WHEREAS, numerous residents across Lower Township and the broader South Jersey region have reported substantial increases in their energy bills issued by Atlantic City Electric (AC Electric), with some constituents experiencing increases of over 400% compared to the same period last summer; and

WHEREAS, Congressman Jeff Van Drew and his congressional office have compiled substantial data from thousands of residents which indicated that their energy bills have in some cases, tripled or more, contributing to the severe economic challenges faced by families in our region; and

WHEREAS, the current affordability crisis is exacerbated by these unexpected and unexplainable rate hikes, which place an additional financial burden on our residents during a financially distressing time; and

WHEREAS, it is the mission of the New Jersey Board of Public Utilities (NJBP) to protect ratepayers and ensure fair and reasonable utility rates, yet these recent actions appear contrary to that mission; and

WHEREAS, Lower Township Mayor and Council hereby share the same sentiments and concerns of Congressman Van Drew, and Legislative District 1's Senator Testa, and Assemblymen McLellan and Simonsen, and we believe that immediate action is necessary to address these concerns and to protect the financial wellbeing of Lower Township residents; and

WHEREAS, Lower Township acknowledges that we have ideal facilities and space available to host a public hearing, and should NJBP decide to hold a public hearing to address the recent AC Electric rate hikes with concerned ratepayers, the Township of Lower offers Townhall to the NJBP at no cost.

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

1. Lower Township Mayor and Council requests that the NJBP conduct a thorough investigation into the recent rate increases, including, but not limited to, examining the potential impact of smart meters and any possible connections between the rate increases and the ongoing offshore wind development in our region.
2. Lower Township Mayor and Council call on the NJBP to hold a public hearing in Lower Township as soon as conveniently possible, in order to provide an opportunity for residents to voice their concerns and seek answers regarding these unexpected and unexplainable rate hikes.
3. Lower Township Mayor and Council request an immediate moratorium on all electric utility shut offs issued by AC Electric, and further requests a moratorium on future rate increases, until the NJBP's investigation is complete and AC Electric provides satisfactory explanations for these rate hikes.
4. Lower Township shall transmit copies of this executed Resolution to the Governor of the State of New Jersey, President of the Board of Public Utilities, Congressman Van Drew's Office, and the office Legislative District 1's Senator Testa, Assemblyman McLellan, and Assemblyman Simonsen.

	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 September 16, 2024

Julie A Picard, Township Clerk

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

RESOLUTION # 2024-301

Title: RESOLUTION TO AWARD STATE CONTRACT VENDOR AXON ENTERPRISE, INC. TO PURCHASE THREE (3) AXON AIR DRONE LICENSES AND EIGHT (8) PILOT LICENSES FOR THE POLICE DEPARTMENT

WHEREAS, the Township of Lower, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury Contract T0106 Law Enforcement Firearms Equipment and Supplies; and

WHEREAS, the Township of Lower intends to award by State Contract #T0106 #17-FLEET-00738 Axon Enterprise Inc. for the purchase Axon Air Drone Operating Licenses, Streaming and Storage of flight data for 3 (Three) Drones and up to 8 (Eight) Drone Pilots for a Five (5) Year term Exhibit A; and

WHEREAS, upon the expiration of the contract in 2029, an annual fee of approximately \$14,965.83 will be due (4% Increase annually); and

WHEREAS, the CFO has determined sufficient funds will be available in the budget as follows:

Appropriation: Ord #24-04 C-04-55-439-820

Signature: _____
Lauren Read, CFO

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

AWARD TO: AXON ENTERPRISE, INC.

AMOUNT: \$66,625.20

*Upon expiration of the contract in 2029 an annual fee of approximately \$14,965.83 will be due based on 3 Drone and 8 Pilots (4% Increase annually)

	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 September 16, 2024

Julie A Picard, Township Clerk



Axon Enterprise, Inc.
 17800 N 85th St.
 Scottsdale, Arizona 85255
 United States
 VAT: 86-0741227
 Domestic: (800) 978-2737
 International: +1.800.978.2737

Q-517951-45199.055SF

Issued: 09/29/2023

Quote Expiration: 08/31/2024

Estimated Contract Start Date: 09/01/2024

Account Number: 458066

Payment Terms: N30

Delivery Method:



SHIP TO	BILL TO
Lower Township Police Dept. - NJ 405 BREAKWATER RD CAPE MAY, NJ 08204-4502 USA	Lower Township Police Dept. - NJ 2600 Bayshore Rd Villas NJ 08251-1300 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Casey Vogl Phone: 585-410-5640 Email: cvogl@axon.com Fax: 480-502-6202	Donald Vanaman Phone: 6098861619 Email: vanaman@lowertownshippolice.com Fax: (609) 8896664

Quote Summary

Discount Summary

Program Length	60 Months
TOTAL COST	\$66,625.20
ESTIMATED TOTAL W/ TAX	\$66,625.20

Average Savings Per Year	\$50.00
TOTAL SAVINGS	\$250.00

Payment Summary

Date	Subtotal	Tax	Total
Aug 2024	\$12,300.81	\$0.00	\$12,300.81
Aug 2025	\$12,792.85	\$0.00	\$12,792.85
Aug 2026	\$13,304.57	\$0.00	\$13,304.57
Aug 2027	\$13,836.75	\$0.00	\$13,836.75
Aug 2028	\$14,390.22	\$0.00	\$14,390.22
Total	\$66,625.20	\$0.00	\$66,625.20

Quote Unbundled Price: \$66,875.20
 Quote List Price: \$66,875.20
 Quote Subtotal: \$66,625.20

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
CLASS1UAS	AXON AIR, CLASS 1 UAS BUNDLE	2	60	\$183.34	\$183.34	\$183.34	\$22,000.80	\$0.00	\$22,000.80
CLASS2UAS	AXON AIR, CLASS 2 UAS BUNDLE	1	60	\$283.34	\$283.34	\$283.34	\$17,000.40	\$0.00	\$17,000.40
A la Carte Software									
12024	AXON AIR, MOBILE STREAMING LICENSE	1	60		\$200.00	\$200.00	\$12,000.00	\$0.00	\$12,000.00
100112	AXON AIR, E.COM PILOT DATA LIC	8	60		\$32.55	\$32.55	\$16,624.00	\$0.00	\$16,624.00
A la Carte Services									
100612	AXON AIR, 2HR VIRTUAL TRAINING BY DRONESENSE	1			\$250.00	\$0.00	\$0.00	\$0.00	\$0.00
Total							\$66,625.20	\$0.00	\$66,625.20

Delivery Schedule

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
AXON AIR, CLASS 1 UAS BUNDLE	100579	AXON AIR, UAS LICENSE (CLASS 1)	2	09/01/2024	08/31/2029
AXON AIR, CLASS 1 UAS BUNDLE	100584	AXON AIR, ADVANCED STREAMING ADD-ON	2	09/01/2024	08/31/2029
AXON AIR, CLASS 1 UAS BUNDLE	100586	AXON AIR, API INTEGRATIONS ADD-ON	2	09/01/2024	08/31/2029
AXON AIR, CLASS 2 UAS BUNDLE	100580	AXON AIR, UAS LICENSE (CLASS 2)	1	09/01/2024	08/31/2029
AXON AIR, CLASS 2 UAS BUNDLE	100584	AXON AIR, ADVANCED STREAMING ADD-ON	1	09/01/2024	08/31/2029
AXON AIR, CLASS 2 UAS BUNDLE	100586	AXON AIR, API INTEGRATIONS ADD-ON	1	09/01/2024	08/31/2029
A la Carte	100112	AXON AIR, E.COM PILOT DATA LIC	8	09/01/2024	08/31/2029
A la Carte	12024	AXON AIR, MOBILE STREAMING LICENSE	1	09/01/2024	08/31/2029

Services

Bundle	Item	Description	QTY
A la Carte	100612	AXON AIR, 2HR VIRTUAL TRAINING BY DRONESENSE	1

Payment Details

Aug 2024						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	100112	AXON AIR, E.COM PILOT DATA LIC	8	\$2,884.61	\$0.00	\$2,884.61
Year 1	100612	AXON AIR, 2HR VIRTUAL TRAINING BY DRONESENSE	1	\$0.00	\$0.00	\$0.00
Year 1	12024	AXON AIR, MOBILE STREAMING LICENSE	1	\$2,215.53	\$0.00	\$2,215.53
Year 1	CLASS1UAS	AXON AIR, CLASS 1 UAS BUNDLE	2	\$4,061.94	\$0.00	\$4,061.94
Year 1	CLASS2UAS	AXON AIR, CLASS 2 UAS BUNDLE	1	\$3,138.73	\$0.00	\$3,138.73
Total				\$12,300.81	\$0.00	\$12,300.81

Aug 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	100112	AXON AIR, E.COM PILOT DATA LIC	8	\$2,999.98	\$0.00	\$2,999.98
Year 2	100612	AXON AIR, 2HR VIRTUAL TRAINING BY DRONESENSE	1	\$0.00	\$0.00	\$0.00
Year 2	12024	AXON AIR, MOBILE STREAMING LICENSE	1	\$2,304.15	\$0.00	\$2,304.15
Year 2	CLASS1UAS	AXON AIR, CLASS 1 UAS BUNDLE	2	\$4,224.43	\$0.00	\$4,224.43
Year 2	CLASS2UAS	AXON AIR, CLASS 2 UAS BUNDLE	1	\$3,264.29	\$0.00	\$3,264.29
Total				\$12,792.85	\$0.00	\$12,792.85

Aug 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	100112	AXON AIR, E.COM PILOT DATA LIC	8	\$3,120.01	\$0.00	\$3,120.01
Year 3	100612	AXON AIR, 2HR VIRTUAL TRAINING BY DRONESENSE	1	\$0.00	\$0.00	\$0.00
Year 3	12024	AXON AIR, MOBILE STREAMING LICENSE	1	\$2,396.31	\$0.00	\$2,396.31
Year 3	CLASS1UAS	AXON AIR, CLASS 1 UAS BUNDLE	2	\$4,393.40	\$0.00	\$4,393.40
Year 3	CLASS2UAS	AXON AIR, CLASS 2 UAS BUNDLE	1	\$3,394.85	\$0.00	\$3,394.85
Total				\$13,304.57	\$0.00	\$13,304.57

Aug 2027						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	100112	AXON AIR, E.COM PILOT DATA LIC	8	\$3,244.80	\$0.00	\$3,244.80
Year 4	100612	AXON AIR, 2HR VIRTUAL TRAINING BY DRONESENSE	1	\$0.00	\$0.00	\$0.00
Year 4	12024	AXON AIR, MOBILE STREAMING LICENSE	1	\$2,492.16	\$0.00	\$2,492.16
Year 4	CLASS1UAS	AXON AIR, CLASS 1 UAS BUNDLE	2	\$4,569.14	\$0.00	\$4,569.14
Year 4	CLASS2UAS	AXON AIR, CLASS 2 UAS BUNDLE	1	\$3,530.65	\$0.00	\$3,530.65
Total				\$13,836.75	\$0.00	\$13,836.75

Aug 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	100112	AXON AIR, E.COM PILOT DATA LIC	8	\$3,374.61	\$0.00	\$3,374.61
Year 5	100612	AXON AIR, 2HR VIRTUAL TRAINING BY DRONESENSE	1	\$0.00	\$0.00	\$0.00
Year 5	12024	AXON AIR, MOBILE STREAMING LICENSE	1	\$2,591.85	\$0.00	\$2,591.85
Year 5	CLASS1UAS	AXON AIR, CLASS 1 UAS BUNDLE	2	\$4,751.89	\$0.00	\$4,751.89

Aug 2028	Item	Description	Qty	Subtotal	Tax	Total
Invoice Plan	CLASS2UAS	AXON AIR, CLASS 2 UAS BUNDLE	1	\$3,671.87	\$0.00	\$3,671.87
Year 5						
Total				\$14,390.22	\$0.00	\$14,390.22

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

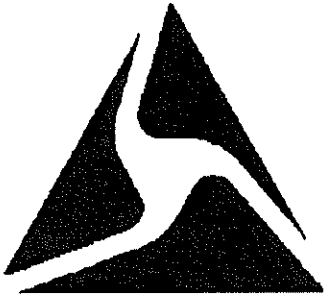
ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

[Handwritten Signature] #174
Signature *SPRY CHIEF* Date Signed *6/14/24*
9/29/2023



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

RESOLUTION #2024-302

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 \$26,215.00 for an item of revenue in the budget of the year 2024 as follows:

Miscellaneous Revenues –
Revenue Offset with Appropriations - DEDR
Total with increase to be \$ 26,215.00

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$26,215.00 be and the same is hereby appropriated under the caption of:

General Appropriations –
Public & Private Programs Offset by Revenues - DEDR
State/Federal Share \$ 26,215.00
Non State Share \$
Total with increase to be \$ 26,215.00

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 September 16, 2024.

Julie A Picard, Township Clerk

LEONARD C. DESHARNO
DIRECTOR
Administrative Clerk of the
Board, Department of Law,
Human Resources, Public
Works, Emergency
Management, Public Safety,
Fire Marshall, Tourism

MILENIE COLLETTI
Medical Examiner,
Prosecutors, Tax Board,
Superintendent of Schools,
Special Services School,
Technical School, Rutgers,
Consumer Affairs

BOBBY BARR
Economic Development,
Planning, Open Space,
Surrogate, Mosquito Control,
Veteran Affairs, Sheriff,
Corrections, Animal Shelter



**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
VICE DIRECTOR
Fare Free Transportation,
Facilities and Services, Park &
Zoo, County Clerk, Adjusters,
Board of Elections

WILL MORBY
Human Services, Aging and
Disability Services, Behavioral
Health Services, Health
Department, Library,
Information Technology, RSVP

Kevin Larc
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 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 prevention 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>\$52,430.00</u>
Total Amount of County Funds:	<u>\$26,215.00</u>
Availability of Funds:	<u>G-400- 2973A-2025-5689-003</u>
Amount of Local In-Kind Match:	<u>\$19,661.25</u>
Amount of Local Cash Match:	<u>\$6,553.75</u>

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

RESOLUTION #2024-303

Title: RESOLUTION RECOGNIZING OCTOBER 6, 2024 AS
KNOCK OUT OPIOID ABUSE DAY

WHEREAS, New Jersey is in the midst of a life-threatening opioid abuse epidemic; and

WHEREAS the State Senate and General Assembly jointly resolved that October 6 shall be permanently designated as Knock Out Opioid Abuse Day in New Jersey in order to raise awareness about the dangers of, and the link between, opioid abuse and heroin addiction and to educate health care providers, community leaders, state lawmakers and members of the public about the opioid abuse epidemic and its effects throughout the State of New Jersey and across the country; and

WHEREAS there were 33 suspected overdose deaths in Cape May County in 2023 according to the NJ Office of the Attorney General and 894 of the County's treatment admissions were for heroin/other opiates in 2022 according to the NJ Department of Human Services Division of Mental Health and Addiction Services; and

WHEREAS the Knock Out Opioid Abuse Day campaign is sponsored by the Partnership for a Drug Free New Jersey in cooperation with the Governor's Council for Alcoholism and Drug Abuse and the NJ Department of Human Services Division of Mental Health and Addiction Services to raise awareness of the potential for dependency on prescribed pain medicine and its link to heroin use rates in our state, reduce stigma of addiction, shine a light on the need for recovery support, and communicate to physicians information on safer prescribing messages found in the Centers for Disease Control and Prevention guidelines for prescribing opioids, which include considering other therapies, setting realistic treatment goals with patients and discussing with patients the positives and negatives of opioids; and

WHEREAS, Lower Township Mayor and Council supports initiatives designed to raise awareness about opioid abuse in New Jersey and take steps to prevent addiction.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Township of Lower, County of Cape May, State of New Jersey encourages all residents to utilize the prescription drug drop boxes, located at every Police Department in Cape May County, to dispose of unused and expired medications safely and securely.

BE IT FURTHER RESOLVED that October 6, 2024, be recognized as Knock Out Opioid Abuse Day in the Township of Lower, County of Cape May.

	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 September 16, 2024

Julie A Picard, Township Clerk

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

RESOLUTION # 2024-304

Title: BID ACCEPTANCE AND CONTRACT AWARD FOR THE REBID FOR THE RECONSTRUCTION OF CRESSE LANE (2024-186)

WHEREAS, the Notice to Bidders for the Reconstruction of Cresse Lane Rebid (2024-186) was advertise on August 28, 2024 and accepted on Wednesday September 11, 2024 at 10:00 a.m. prevailing time; and

WHEREAS, One (1) sealed bid was submitted and reviewed by the Township Engineer, QPA and Assistant Superintendent of Public Works Gary Douglass; and

WHEREAS, Asphalt Paving Systems Inc. was the lowest qualified bidder complied with the specifications and supplied all required bid documents and the CFO has certified the availability of funds as evidenced by her signature below:

Appropriation: Ord #23-03 C-04-55-436-100

Signature: 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 following contract is hereby awarded:

AWARD TO: ASPHALT PAVING SYSTEMS, INC.
TOTAL: \$279,300.00 BASE BID #1

Table with 7 columns: Name, MOTION, SECOND, AYE, NAY, 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 September 16, 2024.

Julie A Picard, Township Clerk



REMINGTON
& VERNICK
ENGINEERS

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

September 11, 2024

Via Email Only

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

RE: Township of Lower/Cape May County
Reconstruction of Cresse Lane
Recommendation of Award
RVE No. 05-05-U-017

Dear Mr. Douglass;


We have received the bid for the above captioned project based on our review we find the lowest responsive bidder to be Asphalt Paving Systems Inc., 500 N. Egg Harbor Road, Hammonton, NJ 08037 in the amount of \$279,300.00, representing Base Bid #1, Items 1 through 25. Enclosed please find a copy of the bid tabulation for your review.

Therefore, in accordance with the Local Public Contracts Law, NJSA 40A:11-1 et seq., the contract may be awarded to the lowest responsible bidder, which appears to be Asphalt Paving Systems, Inc. in the amount of \$279,300.00, representing Base Bid #1, Items 1 through 25.

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

Should you have any questions or comments, please do not hesitate to contact Anthony Chadwell at our Wildwood office.

Very truly yours,
REMINGTON & VERNICK ENGINEERS, INC.


Anthony N. Chadwell, PE, CME
Department Head, Associate

Enclosures

cc: Mayor & Committee (via email)
Michael Laffey, Township Manager (via email)
Lauren Read, CFO (via email)
Margaret Vitelli, QPA Township of Lower (via email)
Robert Belasco, Esquire, Solicitor Township of Lower (via email)
Julie Picard, RMC, Township of Lower (via email)
Michael Iaconelli, Chief Observer (via email)
Lia Domico, RVE (via email)



REMINGTON
& VERNICK
ENGINEERS

BID TABULATION

PROJECT NAME:
RECONSTRUCTION OF CRESSE LANE - RE-BID
PROJECT NUMBER:
05-05-U-017
CLIENT:
TOWNSHIP OF LOWER
DATE OF BID OPENING:
9/11/2024

Asphalt Paving Systems, Inc.
PO Box 530
Hammonton, NJ 08037
609-561-4161

BASE BID No. 1

#	DESCRIPTION	QUANTITY & UNITS		UNIT PRICE	TOTAL
1	CLEARING SITE	1	LS	\$ 28,612.50	\$ 28,612.50
2	BREAKAWAY BARRICADES	10	UNIT	\$ 1.00	\$ 10.00
3	CONSTRUCTION SIGNS	50	S.F.	\$ 45.00	\$ 2,250.00
4	DRUMS	10	UNIT	\$ 50.00	\$ 500.00
5	TRAFFIC CONES	50	UNIT	\$ 30.00	\$ 1,500.00
6	FUEL PRICE ADJUSTMENT	100	DOLLAR	\$ 1.00	\$ 100.00
7	ASPHALT PRICE ADJUSTMENT	200	DOLLAR	\$ 1.00	\$ 200.00
8	FULL DEPTH RECLAMATION	4250	SY	\$ 15.95	\$ 67,787.50
9	NO ITEM	--	--	--	--
10	EXCAVATION UNCLASSIFIED	410	SY	\$ 12.00	\$ 4,920.00
11	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	410	SY	\$ 8.00	\$ 3,280.00
12	STABILIZING AGENT, BUTIMINOUS MATERIAL	8500	GALLON	\$ 4.00	\$ 34,000.00
13	HOT MIX ASPHALT 12.5M64 SURFACE COURSE, 1.5" THICK	432	TON	\$ 120.00	\$ 51,840.00
14	NO ITEM	--	--	--	--
15	HOT MIX ASPHALT PAVEMENT REPAIR	40	SY	\$ 200.00	\$ 8,000.00
16	CONCRETE ROCKER GUTTER, 8" THICK	65	LF	\$ 200.00	\$ 13,000.00
17	TREE REMOVAL, OVER 18" TO 36" DIAMETER	10	UNIT	\$ 3,400.00	\$ 34,000.00
18	NO ITEM	--	--	--	--
19	TRAFFIC STRIPES, 4"	100	LF	\$ 10.00	\$ 1,000.00
20	TRAFFIC MARKINGS LINES, 24"	20	LF	\$ 40.00	\$ 800.00
21	TURF REPAIR STRIP	4000	LF	\$ 3.25	\$ 13,000.00
22	REGULATORY AND WARNING SIGNS	20	SF	\$ 60.00	\$ 1,200.00
23	HOT MIX ASPHALT DRIVEWAY RESTORATION	60	SY	\$ 125.00	\$ 7,500.00
24	RESET EXISTING STONE DRIVEWAY	40	SY	\$ 20.00	\$ 800.00
25	ALLOWANCE FOR POLICE	5000	DOLLAR	\$ 1.00	\$ 5,000.00
BASE BID No. 1 SUBTOTAL:					\$ 279,300.00



REMINGTON
& VERNICK
ENGINEERS

BID TABULATION

PROJECT NAME:
RECONSTRUCTION OF CRESSE LANE - RE-BID
PROJECT NUMBER:
05-05-U-017
CLIENT:
TOWNSHIP OF LOWER
DATE OF BID OPENING:
9/11/2024

Asphalt Paving Systems, Inc. PO Box 530 Hammonton, NJ 08037 609-561-4161

BASE BID No. 2

#	DESCRIPTION	QUANTITY & UNITS		UNIT PRICE	TOTAL
1	CLEARING SITE	1	LS	\$ 28,612.50	\$ 28,612.50
2	BREAKAWAY BARRICADES	10	UNIT	\$ 1.00	\$ 10.00
3	CONSTRUCTION SIGNS	50	S.F.	\$ 45.00	\$ 2,250.00
4	DRUMS	10	UNIT	\$ 50.00	\$ 500.00
5	TRAFFIC CONES	50	UNIT	\$ 30.00	\$ 1,500.00
6	FUEL PRICE ADJUSTMENT	100	DOLLAR	\$ 1.00	\$ 100.00
7	ASPHALT PRICE ADJUSTMENT	200	DOLLAR	\$ 1.00	\$ 200.00
8	NO ITEM	--	--	--	--
9	PULVERIZED SOIL AGGREGATE, BASE COURSE, 5" THICK	4250	SY	\$ 17.45	\$ 74,162.50
10	EXCAVATION UNCLASSIFIED	410	SY	\$ 12.00	\$ 4,920.00
11	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	410	SY	\$ 8.00	\$ 3,280.00
12	NO ITEM	--	--	--	--
13	NO ITEM	--	--	--	--
14	HOT MIX ASPHALT 12.5M64 SURFACE COURSE, 3" THICK	775	TON	\$ 115.00	\$ 89,125.00
15	HOT MIX ASPHALT PAVEMENT REPAIR	40	SY	\$ 200.00	\$ 8,000.00
16	CONCRETE ROCKER GUTTER, 8" THICK	65	LF	\$ 200.00	\$ 13,000.00
17	TREE REMOVAL, OVER 18" TO 36" DIAMETER	10	UNIT	\$ 3,400.00	\$ 34,000.00
18	NO ITEM	--	--	--	--
19	TRAFFIC STRIPES, 4"	100	LF	\$ 10.00	\$ 1,000.00
20	TRAFFIC MARKINGS LINES, 24"	20	LF	\$ 40.00	\$ 800.00
21	TURF REPAIR STRIP	4000	LF	\$ 3.25	\$ 13,000.00
22	REGULATORY AND WARNING SIGNS	20	SF	\$ 60.00	\$ 1,200.00
23	HOT MIX ASPHALT DRIVEWAY RESTORATION	60	SY	\$ 125.00	\$ 7,500.00
24	RESET EXISTING STONE DRIVEWAY	40	SY	\$ 20.00	\$ 800.00
25	ALLOWANCE FOR POLICE	5000	DOLLAR	\$ 1.00	\$ 5,000.00
BASE BID No. 2 SUBTOTAL:					\$ 288,960.00

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

RESOLUTION # 2024-305

Title: **BID ACCEPTANCE AND CONTRACT AWARD FOR THE RESURFACING OF CORSON LANE - WOOLSON ROAD TO SOUTHERN END OF CORSON LANE (LT-C-050)**

WHEREAS, the Notice to Bidders for the Resurfacing of Corson Lane-Woolson Road To Southern End Of Corson Lane (LT-C-050) was advertised on August 28, 2024 and accepted on Wednesday September 11, 2024 at 10:00 a.m. prevailing time; and

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

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

Appropriation: Ord #24-03 C-04-55-438-100

Signature: _____
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 following contract is hereby awarded:

AWARD TO: SOUTH STATE INC.
TOTAL: \$163,685.00

	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 September 16, 2024.

Julie A Picard, Township Clerk

**DEBLASIO &
ASSOCIATES**
ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

September 11, 2024

VIA EMAIL

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

**Re: Township of Lower, Cape May County, NJ
Resurfacing of Corson Lane – Woolson Road to Southern End of Corson Lane
D&A File #: LT-C-050**

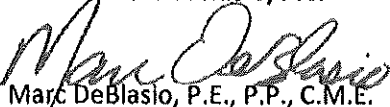
Dear Ms. Picard:

We have tabulated the two (2) bids received on September 11, 2024 for the above referenced project. As such, we have determined that the lowest responsible bidder appears to be South State, Inc., P.O. Box 68, 202 Reeves Road, Bridgeton, NJ 08302 in the amount of \$163,685.00. Enclosed please find one (1) copy of the bid tabulation for your files.

In accordance with N.J.S.A. 40A:11-1 et seq., the award should be made to the lowest responsible bidder which appears to be South State, Inc., P.O. Box 68, 202 Reeves Road, Bridgeton, NJ 08302 in the amount of \$163,685.00. The contractual award should be made contingent upon approval from the Township Purchasing Agent, Chief Financial Officer and Solicitor.

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

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


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

T: 609-854-3311

Marc@deblasioassoc.com

cc: Mayor Frank Sippel (via email w/encl.)
Michael Laffey, Manager (via email w/encl.)
Margaret Vitelli, Qualified Purchasing Agent (via email w/encl.)
Gary Douglass, Public Works Superintendent (via email w/encl.)
Mitchell Plenn, Superintendent of Parks and Recreation (via email w/encl.)
Robert Belasco, Solicitor (via email w/encl.)



BID TABULATION

CONSULTING ENGINEERS AND PLANNERS

Project Name: ROADWAY RESURFACING OF CORSON LANE
D&A Project #: LT-C-050
Client: Township of Lower
Bid Opening Date: 09/11/2024

Item #	DESCRIPTION	QUANTITY & UNITS		UNIT PRICE	AMOUNT
		LUMP SUM	LUMP SUM		
1	TRAFFIC CONTROL		LUMP SUM	\$5,000.00	\$5,000.00
2	CLEARING SITE		LUMP SUM	\$8,000.00	\$8,000.00
3	CONCRETE SIDEWALK, 4" THICK (IF & WHERE DIRECTED)		S.Y.	\$200.00	\$2,000.00
4	CONCRETE DRIVEWAY, 6" THICK (IF & WHERE DIRECTED)		S.Y.	\$200.00	\$4,000.00
5	HOT MIX ASPHALT DRIVEWAY, 2" THICK		S.Y.	\$70.00	\$2,450.00
6	RESET EXISTING STONE		S.Y.	\$40.00	\$800.00
7	HOT MIX ASPHALT 9.5M64 SURFACE COURSE, 3" THICK		TON	\$120.00	\$108,000.00
8	HMA MILLING, 3" OR LESS DEPTH		S.Y.	\$6.00	\$28,800.00
9	TURF REPAIR STRIP		L.F.	\$0.25	\$575.00
10	RESET EXISTING BRICK PAVERS		S.Y.	\$100.00	\$600.00
11	TRAFFIC MARKING LINES, 24"		L.F.	\$18.00	\$1,800.00
12	INLET FILTERS, TYPE 1		S.F.	\$10.00	\$160.00
13	FUEL PRICE ADJUSTMENTS		DOLLAR	\$1.00	\$500.00
14	ASPHALT PRICE ADJUSTMENTS		DOLLAR	\$1.00	\$1,000.00
Sub-Total Amount Bid Based on Estimated Quantities for Items 1 to 14					\$163,685.00

South State, Inc.
P.O. Box 68
Bridgeton, NJ 08302

Ricky Slade Construction
54 Slade Lane
Bridgeton, NJ 08302

Total Amount Bid Based on Estimated Quantities for Items 1 - 14
Error in Bidder's Mathematics

\$167,696.00

\$163,685.00

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

RESOLUTION #2024-306

Title: **APPROVING CHANGE ORDER #2 WITH DeBLASIO & ASSOCIATES FOR MEMORIAL MONUMENT CONCEPT DESIGN FOR DAVID DOUGLASS SR. MEMORIAL PARK RENOVATIONS (LT-C-043)**

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

WHEREAS, DeBlasio & Associates provided a proposal for Memorial Design Services to include Concept Design of the Monument, Perspective 3D Graphics of the Monument, site location and meeting with the Douglass Family for David Douglass Sr. Memorial Park Renovation for a fee of \$9,500.00; and

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

Appropriation: Ord #24-04 C-04-55-439-632

Signature: _____
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Change Order #2 for DeBlasio and Associates is hereby approved to increase the contract total to \$38,000.00.

	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 September 16, 2024.

Julie A Picard, Township Clerk

**DEBLASIO &
ASSOCIATES**
ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

September 10, 2024

VIA EMAIL

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

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

Dear Mr. Plenn:

As per your request, DeBlasio & Associates, P.C. is pleased to provide a proposal for *Memorial Design Services* for the **David Douglass, Sr. Memorial Park Renovations**. Lower Township is currently seeking a development grant from the Cape May County (CMC) Open Space Program. Our office, along with Lower Township, presented a preliminary application to the CMC Open Space Board on March 19, 2024. The application received positive feedback, and the Township has been invited to submit a final application to the Board.

As part of the final application, the CMC Open Space Board requested a design be presented for the David Douglass Sr. Memorial. Renderings of the proposed memorial will be required in order to present a visual representation of the design. DeBlasio & Associates, P.C. will need to engage the services of a Landscape Architect to provide the following services:

- Concept Design of the Monument
- Perspective 3D Graphics of the Monument
- Site Meetings to Determine the Best Location
- A Concept Design Meeting with the Family of Patrolman Douglass.

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

➤ Monument Design Phase:	\$9,500.00
• Monument Design	
• 3D Perspective Graphics	
• Site Meetings & Concept Design Meetings	
Total Professional Service Fee:	\$9,500.00

Once the concept design of the memorial is complete, it will be included within the final application package to the Cape May County Open Space Board.

Should you have any questions or require additional information, please do not hesitate to contact Will Hanson at our office. We thank you for the opportunity to submit this proposal.

Very truly yours,

DeBlasio & Associates, P.C.



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

President

T: 609-854-3311

Marc@deblasioassoc.com

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

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

RESOLUTION #2024-307

Title: APPROVING A PROFESSIONAL SERVICE CONTRACT WITH DeBLASIO & ASSOCIATES FOR ENGINEERING SERVICES FOR TOWN BANK ADA RAMP AND STRIPING PROJECT (LT-C-056)

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

WHEREAS, DeBlasio & Associates provided a proposal for the Engineering Phase for the Town Bank ADA Ramp Project which will include Ten (10) concrete ADA Ramps and striping along Shore Road between Englewood Road and Avalon Road; Survey and Base Mapping, Design Plans and Specifications, Public Bidding Services for a fee of \$20,000.00; and

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

Appropriation: Ord #17-10 C-04-55-420-100

Signature: 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, a Professional Service Contract without public bidding is awarded as follows The Proposal between DeBlasio & Associates and the Township of Lower, in the form attached hereto as

EXHIBIT A the amount of \$20,000.00 is hereby approved for the Concrete ADA Ramps and Striping along Shore Road between Englewood Road and Avalon Road for the following roads:

Englewood Road/Delford Avenue/Cliffside Road/Beverly Road/Adelphia Road/Folsom Avenue/Elwood Avenue/Delair Road/Cedarbrook Road and Brookdale Avenue

Survey and Base Mapping, Design Plans and Specifications and Public Bidding
Total \$20,000.00

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

Table with 8 columns: MOTION, SECOND, AYE, NAY, RECUSE, ABSTAIN, ABSENT and 5 rows: 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 September 16, 2024.

Julie A Picard, Township Clerk

**DEBLASIO &
ASSOCIATES**
ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

September 11, 2024

VIA EMAIL

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

**Re: Township of Lower, Cape May County, NJ
Townbank ADA Ramp Project
D&A File #: LT-C-056**

Dear Mr. Douglass:

As requested by the Township, **DeBlasio & Associates, P.C.** is pleased to provide this proposal to provide our professional surveying and engineering phase services for the **Townbank ADA Ramp Project**.

Based on previous conversations and a previously provided project location map, it is our understanding the Township intends to install ten (10) concrete ADA ramps and striping along Shore Road between Englewood Road and Avalon Road. The following ten (10) intersections are proposed to receive ADA ramps and striping:

- Englewood Road
- Delford Avenue
- Cliffside Road
- Beverly Road
- Adelphia Road
- Folsom Avenue
- Elwood Avenue
- Delair Road
- Cedarbrook Road
- Brookdale Avenue

DeBlasio & Associates, P.C. will survey, base map and design the above intersections and crossings in accordance with ADA design standards and all relevant codes.

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

Survey & Engineering Phase Cost: \$20,000.00

- Survey and Base Mapping
- Design Plans and Specifications
- Public Bidding Services

Total Professional Service Fee \$20,000.00

Upon your authorization and should the project be awarded successfully, we are prepared to begin work on the Township's **Townbank ADA Ramp Project**. Please note this proposal does not include any construction phase services. Upon your request a separate proposal can be provided for these services.

Should you have any questions or require any additional information, please do not hesitate to contact me or Will Hanson at our office. Thank you for the opportunity to submit this proposal.

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



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

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



PROJECT SCOPE:

- INSTALL 10 ADA ACCESS RAMP & CROSSWALKS ALONG SHORE ROAD FROM ENGLEWOOD ROAD TO AVALON ROAD.

**DEBLASIO &
ASSOCIATES**
CONSULTING ENGINEERS AND PLANNERS

PROJECT LOCATION MAP
 TOWNBANK ADA IMPROVEMENT PROJECT
 Township of Lower, Cape May County, New Jersey
 Date: 07/26/2024



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

RESOLUTION #2024-308

Title: APPROVAL OF CHANGE ORDER #2 FOR REMINGTON & VERNICK ENGINEERS FOR THE CONSTRUCTION PHASE RE-BID OF CRESSE LANE-ENTIRE LENGTH WEST FROM ROUTE 9 (2024-186)

WHEREAS, Remington & Vernick Engineers was awarded a professional Service Contract by Resolution #2024-145 on April 15, 2024 for the Design and Bidding Service for the Reconstruction of Cresse Lane (2024-186) for \$8,500.00; Change Order #1 was approved by Resolution #2024-239 on July 15, 2024 for \$3,500.00; and

WHEREAS, Remington & Vernick Engineers provided a proposal to provide Engineering Services for the Construction Phase of the Reconstruction of Cresse Lane for a fee of \$23,000.00; and

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

Appropriation: Ord #23-03 C-04-55-436-000

Signature: 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 Change Order #2 for Remington & Vernick Engineers is hereby approved to increase the contract total to \$35,000.00.

Table with 8 columns: MOTION, SECOND, AYE, NAY, RECUSE, ABSTAIN, ABSENT and 5 rows of names: 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 September 16, 2024.

Julie A Picard, Township Clerk



REMINGTON
& VERNICK
ENGINEERS

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

September 11, 2024

Via Email Only

Gary Douglass
Superintendent of Public Works
771 Seashore Road
Cape May, NJ 08204

Subj: Township of Lower
Reconstruction of Cresse Lane
Proposal for Construction Phase Services
M2024-221

Dear Mr. Douglass:

REMINGTON & VERNICK ENGINEERS (RVE) is pleased to present this proposal to provide construction services for the Reconstruction of Cresse Lane in the Township of Lower.

The project was recommended to award to the lowest responsible bidder, Asphalt Paving Systems, in the amount of \$279,300.00. Contracts will be issued to the Contractor and a preconstruction meeting will be scheduled after the resolution to award has been passed.

A. SCOPE OF SERVICES

1.) Construction Phase Services

- a. Construction Observation Services
- b. Contract Administration

B. PROFESSIONAL FEES

Compensation for Construction Phase Services will be on an hourly basis in accordance with our contracted Schedule of Billable Hourly Rates. The total not-to-exceed project fee will not be adjusted without written approval to cover a change in the scope of work.

**Construction Phase Services
TOTAL (NOT TO EXCEED)**

\$ 23,000.00

Should you have any questions or require additional information, please do not hesitate to contact me or Lia Domico at our Wildwood office at (609) 522-5150.

Sincerely,
REMINGTON & VERNICK ENGINEERS, INC.


Edward O. Dennis Jr., PE, PP, CME
Principal

EDD/anc

cc: Michael Laffey, Township Manager (via email)
Margaret Vitelli, Township Purchasing Agent (via email)
Michael Iaconelli, RVE (via email)

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

RESOLUTION #2024-309

Title: APPROVING CHANGE ORDER #1 FOR DeBLASIO AND ASSOCIATES FOR THE CONSTRUCTION PHASE OF THE RESURFACING OF CORSON LANE-WOOLSON ROAD TO SOUTHERN END OF CORSON LANE (LT-C-050)

WHEREAS, DeBlasio & Associates was awarded a professional Service Contract by Resolution #2024-165 on May 6, 2024 for the Resurfacing of Corson Lane-Woolson Road to Southern End of Corson Lane for a cost of \$18,000.00; and

WHEREAS, DeBlasio and Associates provided a proposal for the engineering services during the construction phase of the project for a fee of \$10,000.00; and

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

Appropriation: Ord #24-03 C-04-55-438-910

Signature: _____
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 Change Order #1 for DeBlasio and Associates is hereby approved to increase the contract total to \$28,000.00.

	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 September 16, 2024.

Julie A Picard, Township Clerk

DEBLASIO &
ASSOCIATES
ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

September 11, 2024

VIA EMAIL

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

**Re: Township of Lower, Cape May County, NJ
Resurfacing of Corson Lane – Woolson Road to Southern End of Corson Lane
Construction Phase
D&A File #: LT-C-050**

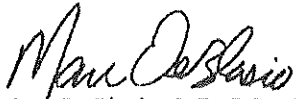
Dear Mr. Douglass:

DeBlasio & Associates, P.C. is pleased to provide this proposal to provide our professional construction phase services for the **Resurfacing of Corson Lane – Woolson Road to Southern End of Corson Lane.**

Construction Phase Cost:	\$10,000.00
• Contract Administration	
• Shop Drawing and Submittal Review	
• Part Time Construction Observation Based on 80 Hours	
Total Professional Service Fee	\$10,000.00

Upon your authorization, we are prepared to begin work immediately on the Township's **Resurfacing of Corson Lane – Woolson Road to Southern End of Corson Lane – Construction Phase Services.** Should you have any questions or require any additional information, please do not hesitate to contact Will Hanson at our office. Thank you for the opportunity to submit this proposal.

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



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

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

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

RESOLUTION #2024-310

Title: A RESOLUTION AUTHORIZING INCREASES FOR NON UNION EMPLOYEES

WHEREAS, The Township negotiated a contract with the Lower Township Office Workers Association Local #3779, AFSCME and ratified said agreement on March 18, 2024; and

WHEREAS, the employees and titles listed below are not covered by a union:

Eileen Kreis, Confidential Secretary
Susan Wilson, Confidential Secretary
Kathryn Crecca, Administrative Assistant/Office Manager

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the non-union employees listed above be granted the increase pursuant to the Lower Township Office Workers Association Local #3779, AFSCME for the years 2024- 2026.

	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 September 16, 2024.

Julie A Picard, Township Clerk

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

RESOLUTION # 2024-311

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 _____ that adequate funding is available for such payment in the current budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to Kenneth Walker, Jr. in the amount of 12,418.28 is authorized and chargeable to the 2024 Budget account 4-01-25-240-123.

	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 September 16, 2024.

Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

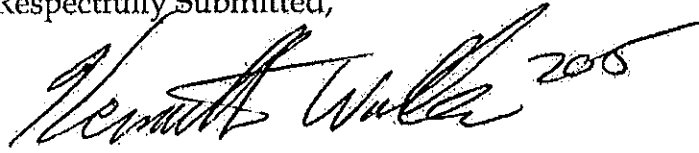
SPECIAL REPORT

TO: Chief Kevin Lewis
FROM: Ptlm. Kenneth Walker Jr. #205
DATE: September 05, 2024
SUBJECT: Comp Time Buyout

Chief Lewis,

I am asking to submit this letter to payroll requesting a buyout of 350 hours of accrued comp time. Thank you in advance for your time and attention to this request.

Respectfully Submitted,



Kenneth Walker Jr.
Patrolman Badge 205

0. *
350. x
35.4808 =
12,418.28 *+

C	File	Officer	Comments
	Date		
	09/05/24	Sgt Felsh	on to W/S
	9/5/24	LT Wiley	Confirmation has Time To Capt Magee
	9-9-24	Capt. Magee	FWD: DC Vanaman
	9-9-24	DC Vanaman	FWD: CHIEF LEWIS
	9-12-24	IB/PED	FWD TO TOWN HALL

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

RESOLUTION #2024-312

Title: APPOINTMENT TO THE ZONING BOARD OF ADJUSTMENT

WHEREAS, A vacancy exists on the Zoning Board of Adjustment which needs to be filled; and

WHEREAS, Council has reviewed the applications on file with the Township.

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

<u>NAME</u>	<u>TYPE</u>	<u>TERM EXP</u>
Thomas M Doherty	Alternate Member	September, 2026

	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 September 16, 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 Thomas M. Doherty

CITY AND STATE Villas, NJ

YEARS OF RESIDENCY IN TOWNSHIP 60 OCCUPATION Retired

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

- Cable Television Advisory Board
- Environmental Commission
- Historic Preservation Commission
- Citizen Advisory Board

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

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

Graduated HCLC. Joined LTSDP 2008, and presently
committee man for Ward 2 D 9 with Deputy Mayor Dave Perry

Date: 9/11/24 Signature: [Handwritten Signature]

(VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

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

Address of Residence _____ Email _____

Primary Phone Number _____ Work Phone Number _____

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

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

RESOLUTION #2024-313

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

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

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

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

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

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD							
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 September 16, 2024June 17, 2024.

Julie A Picard, Township Clerk

9/16/2024

GOV DEALS RES 2024-313

LOCATION	DESCRIPTION /DISPOSAL	FA#
TOWNHALL	MOTOROLA RADIO	N/A
TOWNHALL	MOTOROLA RADIO	N/A
TOWNHALL	MOTOROLA RADIO	N/A
TOWNHALL	MOTOROLA RADIO	N/A
TOWNHALL	KENWOOD RADIO	N/A
TOWNHALL	KENWOOD RADIO	N/A
TOWNHALL	KENWOOD RADIO	N/A
TOWNHALL	KENWOOD RADIO	N/A
TOWNHALL	DELL OPTIPLEX TOWER	4460
TOWNHALL	DELL 19" MONITOR	1961
TOWNHALL	MONITOR	N/A
TOWNHALL	HP PRINTER	3129
TOWNHALL	HP PRINTER	3121
TOWNHALL	HP PRINTER	3119
TOWNHALL	HP PRINTER	3112

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

RESOLUTION #2024-314

Title: REAPPOINTMENT TO THE ZONING BOARD OF ADJUSTMENT

WHEREAS, Joseph Baker's term on the Zoning Board of Adjustment will expire September, 2024, and he has requested reappointment to the Board; and

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

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

<u>NAME</u>	<u>TYPE</u>	<u>TERM EXP</u>
Joseph Baker	Alt Member	September, 2026

	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 September 16, 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 Joseph P Baker

CITY AND STATE Lower Township

YEARS OF RESIDENCY IN TOWNSHIP 35 OCCUPATION MARINA

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

- Cable Television Advisory Board
- Environmental Commission
- Historic Preservation Commission
- Citizen Advisory Board

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

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

Currently on Zoning Board

Basic Course on Land Use and Planning

Business in Cape May County for 16 years

Date: 9/13/24 Signature: [Signature] (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

August 2024 Clerk Report

Register Report - Last month

8/1/2024 through 8/31/2024

9/10/2024

Page 1

Date	Account	Num	Category	Clr	Amount
	INCOME				17,122.00
	Business Lic 2024-2025				7,622.00
	Short Term Rental 2024-2025				7,495.00
	Street Openings				210.00
	Vac Prop Reg				1,500.00
	Yard Sales				220.00
	Year Round Rental				75.00
	TRANSFERS				-17,122.00
	Council Checking				-17,122.00
			OVERALL TOTAL		0.00



Lower Township
 2600 Bayshore Road
 Villas, NJ 08251

Construction Permit Activity Report

8/1/2024 -> 8/31/2024

Summary

	Cost:	Count:			
New:	\$752,638.00	4	Cubic Footage:	154,833 Cu.ft	Permits Issued: 94
Addition:	\$700,550.00	7	Square Footage:	15,026 Sq.ft	Updates Issued: 6
Alteration:	\$770,493.00	87			
Demolition:	\$950.00	2			
Total:	\$2,224,631.00	100			

Permits	Count	Permit Fees	Admin Fees	Total	Inspections	Passed	Failed	Other
Building:	37	\$16,370.00	\$0.00	\$16,370.00	B 148	122 %82.4	26 %17.6	0 %0
Plumbing:	43	\$5,604.00	\$0.00	\$5,604.00	P 79	74 %93.7	5 %6.3	0 %0
Electrical:	55	\$5,086.00	\$0.00	\$5,086.00	E 116	98 %84.5	12 %10.3	6 %5.2
Fire:	14	\$2,870.00	\$0.00	\$2,870.00	F 34	23 %67.6	11 %32.4	0 %0
Elevator:	1	\$0.00	\$0.00	\$0.00	V 0	0 %	0 %	0 %
Mechanical:	25	\$1,725.00	\$0.00	\$1,725.00	M 25	20 %80	5 %20	0 %0
	175	\$31,655.00	\$0.00	\$31,655.00		402	337	59
DCA Training:	17		563		(Note: Does not include result of none)			
DCA State:	77		1406	\$0.00				
DCA Minimum:	6		6					
	100		\$1,975					

Varlations	Total	Paid	Certificates	Issued Total	Paid Total
Building	0	0	CA 69	\$0.00	\$0.00
Plumbing	0	0	CCO 0	\$0.00	\$0.00
Electrical	0	0	CO 13	\$3,485.00	\$1,827.00
Fire	0	0	CC 0	\$0.00	\$0.00
Mechanical	0	0	TCO 0	\$0.00	\$0.00
Elevator	0	0	TCC 0	\$0.00	\$0.00
Total:	\$0.00	\$0.00	Total: 82	\$3,485.00	\$1,827.00

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

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

Permit Subcode Exempted (State) Fees			Permit Subcode Waived (Local) Fees		
	Record Count	Total Exempted		Record Count	Total Waived
Building	0	\$0	Building	0	\$0
Plumbing	0	\$0	Plumbing	0	\$0
Electrical	0	\$0	Electrical	0	\$0
Fire	0	\$0	Fire	0	\$0
Mechanical	0	\$0	Mechanical	0	\$0
Elevator	0	\$0	Elevator	1	\$227
Total:		\$0	Total:		\$227
	Record Count	Total Exempted	Violations	Fines	Paid
DCA Fees	0	\$0	Issued	0	\$0.00

Payments (Based on Payment Date)	
Permit (100)	\$35,457.00
NON-UCC (2)	\$20.00
Variation Payments	\$0.00
Penalty (0)	\$0.00
Inspection Payments	\$0.00
Ongoing Invoice	\$0.00
Test Payments	\$0.00
Other Payments	\$300.00
Grand Total	\$35,777.00



Lower Township
2600 Bayshore Road
Villas, NJ 08251

Daily Bank Summary

All payments collected between the dates of 8/1/2024 and 8/31/2024.

	Summary	Totals
UCC Permits		
Total Cash		\$1,473
Total Check		\$33,984
Total Charge		\$0
Total Permit Fees Collected		\$35,457
Non-UCC Permits		
Total Cash		\$20
Total Check		\$0
Total Charge		\$0
Total Permit Fees Collected		\$20
Penalties		
Total Cash		\$0
Total Check		\$0
Total Charge		\$0
Total Penalty Fees Collected		\$0
Other Payments		
Total Cash		\$0
Total Check		\$300
Total Charge		\$0
Total Other Fees Collected		\$300
Report Grand Total		
Total Cash		\$1,493
Total Check		\$34,284
Total Charge		\$0
Total Collected		\$35,777

Dog Report August 2024

Date	#'s	Void/Dup	5	10	\$5.00	Total D	Total E	Deposit
			#S/N	Non S/N	Late Fee			
8/5/2024	904-906		1	2	\$10.00	\$5.00	\$20.00	\$35.00
8/6/2024	907-908		2		\$10.00	\$10.00	\$0.00	\$20.00
8/7/2024	909-911		2	1	\$15.00	\$10.00	\$10.00	\$35.00
8/15/2024	912-915		4		\$20.00	\$20.00	\$0.00	\$40.00
8/19/2024	916		1			\$5.00	\$0.00	\$5.00
8/23/2024	917-919		3		\$15.00	\$15.00	\$0.00	\$30.00
8/27/2024	920-921		1	1	\$5.00	\$5.00	\$10.00	\$20.00
8/29/2024	922			1		\$0.00	\$10.00	\$10.00
8/1/2024	902-903		2		\$5.00	\$10.00	\$0.00	\$15.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
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						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
						\$0.00	\$0.00	\$0.00
			16	5	80	\$80.00	\$50.00	\$210.00
Total Licenses collected w/fees			21					
	Twp. Fee	\$79.80		Pd State	\$40.20			
	State Reg.	\$21.00						
	Pilot Clinic	\$4.20		Twp. Fee	\$169.80			
	Anim. Pop.	\$15.00						
	Anim. Pop.	\$10.00						
	Late Fee	\$80.00						
	Total Collected	\$210.00						

**2024 CASH RECEIPTS
AUGUST**

Township of Lower
Office of the Tax Collector

	MONTH TO DATE	YEAR TO DATE
Receipts		
Preliminary Tax Year (2025)	814,148.85	983,762.84
Current year taxes (2024)	17,018,129.77	24,164,477.51
Prior year taxes (2023)	28,074.15	245,211.25
Previously exempt property		0.00
State Audit Pay Back		0.00
Municipal Lien		0.00
Recording		0.00
Bankruptcy		0.00
6% Penalty		0.00
Municipal Service Fees	2,970.00	12,420.00
Tax Search Fees		0.00
Interest	10,468.28	26,007.16
Lot clearing	700.00	700.00
Returned Check Fees*	100.00	160.00
Duplicate Bills	260.00	295.00
Trash	462.00	7,911.00
Tax Sale Cost	1,213.80	1,213.80
MUA	5,237.07	5,237.07
TOTAL DEPOSITS	17,881,763.92	25,447,395.63
DEPOSITED TO COUNCIL CHECK	16,272,445.63	21,842,293.52
DEPOSITED TO WIPP ACCOUNT	1,609,318.29	3,605,102.11
TOTAL DEPOSITS	17,881,763.92	25,447,395.63
NSF Reversals *	14,300.00	26,220.24
WIPP NSF Reversals	36,751.07	37,251.07
NSF Return Check Fee (\$20.00)		
TOTAL NSF	51,051.07	63,471.31
TOTAL	17,830,712.85	25,383,924.32

Prepared by Kathy Brown

*WIPP Return \$896.13 a credit card
should have been check- problem
was on Edmunds side

**AUGUST 2024
VITAL STATISTICS**

Marriages,Civil Unions	17
Domestic Partners	0
Ceritified Copies	132
Certified Copies EDRS	0
Burial Permits	0

Marriages, Civil Unions State	\$425.00
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$51.00
Domestic Partners Twp	\$0.00
Certified Copies	\$1,320.00
Certified Copies EDRS	\$0.00
Burial Permits	\$0.00

TOTAL	\$1,796.00
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PERSONNEL ACTIONS

Report for Council Meeting of 09/16/2024

<u>Department</u>	<u>Name</u>	<u>Eff. Date</u>	<u>Replaces</u>	<u>Action</u>	<u>Title</u>	<u>Budgeted Item</u>
DPW	Vassar, Charles	07/15/2024		New Hire	Laborer 2	Yes
DPW	Hoover, Harry	07/29/2024		New Hire	Temp Laborer	Yes
DPW	Perez, Jair	08/05/2024		New Hire	Temp Laborer	Yes
DPW	Schweikert, Richard	09/11/2024		New Hire	Temp Laborer	Yes
Public Safety	Romantino, Nicholas	07/30/2024		New Hire	Police Officer	Yes
Public Safety	Cushman, Austin	08/19/2024		New Hire	Police Officer	Yes
Public Safety	Forestire, Zane	08/19/2024		New Hire	Special Officer	Yes
Public Safety	Gestwicki, James	08/19/2024		New Hire	Special Officer	Yes
Assessor	Ross, Elizabeth	06/04/2024		New Hire	Assessor	Yes
Assessor	McCorkel, Marissa	08/26/2024		New Hire	Deputy Assessor	Yes
Recreation	Mulligan, William	06/10/2024		New Hire	Rec Aide	Yes
Fire Bureau	Occhipinti, Ralph	07/08/2024		New Hire	Fire Prev. Specialist	Yes

Date of report: 09/12/2024

c: Manager
Clerk