

**WORK SESSION AND REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL
NOVEMBER 17, 2025, 5:00 p.m.**

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

Work Session

Promotions: Sgt Anthony Greto to Lieutenant
Cpl. Jennifer Elwell to Sergeant
Swearing in: Officer Miguel Valencia – Full Time Police Officer

Updates: OEM
Tax Assessor

Consent Agenda

Approval of Minutes – November 3, 2025
Res. #2025-370 Authorization for the Payment of Vouchers \$772,887.45
Res. #2025-371 Authorization for Refund of Taxes
Res. #2025-372 Assignment of Eight (8) Tax Sale Certificates
Res. #2025-373 Authorization for the Payment of College Credits
Res. #2025-374 A Resolution Amending Manager Michael Laffey's Agreement with the Township of Lower
Res. #2025-375 2025 Holiday Drive Sober or Get Pulled Over Enforcement Mobilization
Res. #2025-376 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A: 4-87, Chapter 159 (Drive Sober or Get Pulled Over)
Res. #2025-377 Rescinding Resolution #2025-312 of a Professional Service Contract with DeBlasio & Associates for Lincoln Boulevard and Arctic Avenue Storm Sewer Replacement Project Survey and Engineering Phase (LT-C-069)
Res. #2025-378 Authorizing the Sale of Township of Lower Surplus No Longer Needed for Public Use on GovDeals Online Auction Website
Res. #2025-379 Bid Acceptance and Contract Award for Clem Mulligan Sports Complex Storm Sewer Pump Station Re-Bid (LT-C-067)
Res. #2025-380 Approving a Professional Service Contract with DeBlasio & Associates for the Engineering and Survey Phase for Arctic Avenue Storm Sewer Replacement Project FY2026 Clean Water Application (LT-C-071)
Res. #2025-381 Approving a Professional Service Contract with DeBlasio & Associates for the Engineering and Survey Phase for Lincoln Boulevard Storm Sewer Replacement Project (LT-C-074)
Res. #2025-382 Bid Acceptance and Contract Award for FY2023 NJDCA Small Cities Program – Delaware Bay Beach Stormwater Outfall Extension Phase 1, Contract 2 (LT-C-070)
Res. #2025-383 Approval of Change Order #1 to DeBlasio and Associates Inc. for the Construction Phase for the Delaware Bay Beach Stormwater Outfall Extension Phase II for the 2023 NJDCA Small Cities Grant (LT-C-070)
Res. #2025-384 Approval of Change Order #1 to DeBlasio and Associates Inc. for the Construction Phase for the Clem Mulligan Sports Complex Storm Sewer Pump Station (LT-C-067)

Regular Agenda

Ord. #2025-23 An Ordinance Amending Chapter 340, Fire Prevention, Article II, Uniform Fire Safety Code, of the Code of the Township of Lower to Modify Annual Fire Inspection Requirements. This is the first reading of this Ordinance. The second reading and public hearing has been scheduled for December 15, 2025.

Administrative Reports

Clerk, Dog, Tax, Vital

Public Comment

Council Comments

Closed Session

Res. #2025-385 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 PERSONNEL

Adjourn

COUNCIL MEETING MINUTES – November 3, 2025

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on November 3, 2025 at 5:00 p.m. in the meeting room of Township Hall, 2600 Bayshore Road, Villas, New Jersey.

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

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

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

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

Work Session

Commissioner Andrew Bulakowski presented the Volunteers in Medicine award that he accepted on behalf of The Township of Lower. Mayor Sippel thanked the County Commissioners. Commissioner Bulakowski stated he was honored to accept the award on behalf of the Township.

Mayor Sippel asked Manager Laffey for an update regarding Res. #2025-361.

Manager Laffey gave an update regarding Resolution #2025-361, stating that it is a JIF requirement to update the Personnel Policy on a yearly basis.

Consent Agenda

Approval of Minutes – October 20, 2025

Approval of New Jersey State Firefighter's Association Membership – M. Alexander, Erma Volunteer Fire Company

Res. #2025-357 Authorization for the Payment of Vouchers \$5,232,154.41

Res. #2025-358 Authorization for Refund of Taxes

Res. #2025-359 A Resolution Authorizing a Shared Service Agreement between the Township of Lower and the Lower Cape May Regional School District for the Placement of School Resource Officers (SRO) within the Lower Cape May Regional School District

Res. #2025-360 Insertion of Special Item of Revenue Pursuant to NJSA 40A:4-87, Chapter 159 (Community History Grant \$5,000)

Res. #2025-361 A Resolution Adopting a Revised Personnel Policy Manual for the Township of Lower

Res. #2025-362 Authorization for Waiver of Permitting Fees for Naval Air Station Wildwood Associated with the Museum Egress Plan

Res. #2025-363 Transfer of 2025 Appropriations

Res. #2025-364 A Resolution Approving the Annual Level of Compensation for the Commissioners of Fire District #1 Pursuant to N.J.S.A 40A:14-88 and Local Finance Notice 2021-16

Res. #2025-365 A Resolution Authorizing and Approving a Shared Service Agreement Between the Township of Lower and the County of Cape May for Public Safety Answering, Dispatch and Related Services

Res. #2025-366 Authorizing the Assignment of Eight (8) Tax Sale Certificates

Res. #2025-367 Approval of Change Order #1 to 10-75 Emergency Vehicles to Install Four (4) Television Monitors in the Drone Command Control Mobile Unit

Res. #2025-368 A Resolution Approving the Annual Level of Compensation for the Commissioners of Fire District #3 Pursuant to N.J.S.A 40A:14-88 and Local Finance Notice 2021-16

Res. #2025-369 Authorization for the Payout of Accumulated Compensatory Time (M. Harkin, \$9,097.28)

Ord. #2025-22 An Ordinance Amending Chapter 400, Land Development, of the Code of the Township of Lower. This is the first reading of this Ordinance. The second reading and public hearing has been scheduled for December 1, 2025.

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

Call to the Public-

Christopher South, Cape May County Herald, asked Council who will be going to Haddonfield on Friday to cheer on the LCMR football playoff game.

Commissioner Bulakowski thanked Mayor & Council and apologized for the delays of getting some of the road projects done. He also commended Council for their hard work and improvements to the Township. Commissioner Bulakowski acknowledged Veterans Day and thanked all service members.

Commissioner Barr thanked Mayor & Council for all their hard work.

Manager Laffey acknowledged Veterans Day and informed of local discounts for Veterans at local establishments including the Ferry.

Council Comments

Mayor Sippel announced the upcoming Election Day and reminded residents to vote. He also announced the Veterans Day Parade and the Veterans Ceremony at the VFW.

Councilmember Conrad reminded residents to vote and thanked all volunteers who participated with the Haunted Trails event.

Councilmember Wareham stated his intention to support LCMR at their playoff game in Haddonfield and reminded residents to vote.

Councilmember Roy reminded residents to vote and commented on the success of the Halloween events in Lower Township.

Deputy Mayor Coombs congratulated LCMR football team on their playoff win and reminded residents to vote.

Manager Laffey thanked all volunteers for their participation in Haunted Trails and estimated approximately 1500-1800 people came out for this great event.

Adjournment

There being no further business to address, motion to adjourn moved by Mayor Sippel, seconded by Deputy Mayor Coombs. Motion to adjourn was unanimous. Meeting adjourned at 5:16 p.m.

Frank Sippel, Mayor

Deputy Township Clerk

Approved:

Ranges		Item Status	Purchase Types	Misc					
<i>Range: First to Last</i> <i>Rcvd Batch Id Range: First to Last</i>		<i>Open: N</i> <i>Void: N</i> <i>Paid: N</i> <i>Held: Y</i> <i>Aprv: N</i> <i>Rcvd: Y</i>	<i>Bid: Y</i> <i>State: Y</i> <i>Other: Y</i> <i>Exempt: Y</i>	<i>P.O. Type: All</i> <i>Include Project Line Yes</i> <i>Items:</i> <i>Format: Condensed</i> <i>Include Non-Budgeted: Y</i> <i>Vendors: All</i>					
Vendor #	P.O. #	PO Date	Name	Description	Status	Amount	Void Amount	Contract	PO Type
00153			ATLANTIC CITY ELECTRIC*						
25-02859		11/10/25	ACE- STREET LIGHTS OCT 2025		Open	\$44,013.83	\$0.00		
00425			CAROLA. BRAND						
25-02889		11/10/25	GENERAL ELECTION 11/04/25		Open	\$325.00	\$0.00		
00611			COUNTY OF CAPE MAY (FUEL)						
25-02792		10/29/25	GASOLINE/DIESEL/DPW		Open	\$22,198.46	\$0.00		
00739			CAPE MAY VETERINARY HOSPITAL						
25-03010		11/12/25	Vet Services 10/20/2025		Open	\$6.55	\$0.00		
00784			CAPE MAY STAR & WAVE						
25-02565		09/29/25			Open	\$54.40	\$0.00		
25-02717		10/20/25	VETERANS DAY PARADE AD		Open	\$332.64	\$0.00		
25-03012		11/12/25	Legals - 10/29/25		Open	\$67.00	\$0.00		
25-03013		11/12/25	Legals - 11/05/25		Open	\$17.00	\$0.00		
Vendor Total:						\$471.04			
01125			MARGARET CROMPTON						
25-02971		11/12/25	GENERAL ELECTION 11/04/25		Open	\$300.00	\$0.00		
01171			VERIZON WIRELESS - TOWNHALL						
25-02861		11/10/25	VERIZON #622310837-00001		Open	\$477.13	\$0.00		
25-02929		11/10/25	VERIZON IPHONE #723051842-0001		Open	\$1,369.08	\$0.00		
Vendor Total:						\$1,846.21			
01200			DELTA DENTAL PLAN OF NJ						
25-02843		11/05/25	OCT 2025 DENTAL ADMIN		Open	\$1,464.87	\$0.00		
25-02857		11/07/25	OCT 2025 DENTAL CLAIMS		Open	\$11,789.75	\$0.00		
Vendor Total:						\$13,254.62			
01267			EDWARD DONOHUE						
25-02934		11/12/25	MEDICAL CLAIMS		Open	\$113.69	\$0.00		
01443			ERMA VOLUNTEER FIRE CO						
25-02999		11/12/25	GENERAL ELECTION 11/04/25		Open	\$300.00	\$0.00		
01532			JACQUELINE U HENDERSON						
25-02872		11/10/25	GENERAL ELECTION 11/04/25		Open	\$325.00	\$0.00		
01581			HOPE CHURCH						
25-02996		11/12/25	GENERAL ELECTION 11/04/25		Open	\$150.00	\$0.00		
01657			GOPHER SPORT						
25-02759		10/27/25	BASKETBALLS & WRIST BANDS		Open	\$3,187.57	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
01791 25-02907	11/10/25	CINDY S. HARTLEY GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
01806 25-02850 25-02852	11/07/25 11/07/25	ANTHONY J HARVATT, II, ESQ ZBA RESOLUTION VOUCHERS ZBA SOLICITOR SALARY & FEES	Open Open	\$400.00 \$1,644.00	\$0.00 \$0.00		
Vendor Total:				\$2,044.00			
01826 25-02862	11/10/25	WILLIAM HIENKEL MEDICAL CLAIMS	Open	\$696.06	\$0.00		
02099 25-02940	11/12/25	EILEEN KREIS HAUNTED TRAILS SUPPLIES	Open	\$280.72	\$0.00		
02208 25-02877	11/10/25	PENNY BECICA-KRAUS GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
02334 25-02794	10/29/25	LOWER TWP CHAMBER OF COMMERCE Annual Directory Contribution	Open	\$4,000.00	\$0.00		
02351 25-02865	11/10/25	LOWER CAPE MAY REGIONAL 2025 Web Hosting	Open	\$1,000.00	\$0.00		
02402 25-02711	10/20/25	MGL PRINTING SOLUTIONS ~ Envelopes/ Tax Sale Certs	Open	\$1,892.00	\$0.00		
02441 25-02864	11/10/25	ERNEST MACOMBER MEDICAL CLAIMS	Open	\$2,062.22	\$0.00		
02541 25-02860	11/10/25	ROBERT D. MARTIN, JR MEDICAL CLAIMS	Open	\$4,549.92	\$0.00		
02677 25-02858	11/10/25	KAREN F. WOLF VISION REIMBURSEMENT	Open	\$630.00	\$0.00		
03021 25-02826	10/31/25	NJ MOTOR VEHICLE COMMISSION TITLE & REGISTRATION 2 TAHOES	Open	\$170.00	\$0.00		PC1
03158 25-02853	11/07/25	NAYS RE-CERT WRESTLING COACHES	Open	\$80.00	\$0.00		
03296 25-02998	11/12/25	PARISH OF ST. JOHN NEUMANN GENERAL ELECTION 11/04/25	Open	\$675.00	\$0.00		
03350 24-00258 25-00301	01/22/24 01/27/25	MICHAEL PERRY 2024 EQUIPMENT ALLOWANCE 2025 EQUIPMENT ALLOWANCE	Open Open	\$150.00 \$150.00	\$0.00 \$0.00		
Vendor Total:				\$300.00			
03460 25-02745	10/23/25	V.E. RALPH & SON, INC. ~ DEFIBTECH BATTERY PACKS	Open	\$566.10	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
03460		V.E. RALPH & SON, INC. ~					
							<i>Account Continued</i>
03518 25-02804	10/29/25	RIGGINS, INC.* OFF HGWAY DIESEL/DPW	Open	\$208.04	\$0.00		
03537 25-02694	10/15/25	RUTGERS, THE STATE UNIVERSITY* TRAINING CLASS-MUN CURRENT FUN	Open	\$1,037.00	\$0.00		
03679 25-02965	11/12/25	BARBARA SLONIS GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
03805 25-03000	11/12/25	TOWNBANK VOLUNTEER FIRE CO. GENERAL ELECTION 11/04/25	Open	\$450.00	\$0.00		
03899 25-02827	10/31/25	UPS SHIPPING URINE TO STATE LAB	Open	\$55.58	\$0.00		PC1
03904 25-02735	10/23/25	LOWE'S HOME CENTER INC* MISC. FOR HAUNTED TRAILS	Open	\$653.73	\$0.00		
03971 25-02897	11/10/25	VERIZON WIRELESS MDT POLICE VERIZON MDTs 9/21-10/20/2025	Open	\$1,237.87	\$0.00		
04075 25-02846	11/05/25	BARBER CONSULTING SERVICES LLC CLOUD BACKUP 1TB ONE YEAR	Open	\$1,545.00	\$0.00		
04089 25-02523	09/24/25	WIZARD'S FESTIVAL OF FUN, INC* VETERAN'S DAY PARADE BAND	Open	\$1,050.00	\$0.00		
04090 25-01432	06/05/25	WIRELESS ELECTRONICS, INC* RES 25-219 CF33 TOUGHBOOKS MDT	Open	\$110,560.00	\$0.00		
04097 25-02802	10/29/25	CINTAS FIRST AID AND SAFETY* BOCA FIRST AID SUPPLIES	Open	\$19.13	\$0.00		
25-02824	10/31/25	PD SAFETY CABINET STOCK 10/30	Open	\$50.96	\$0.00		
25-02937	11/12/25	TOWNHALL NOVEMEBER RESTOCK	Open	\$21.60	\$0.00		
		Vendor Total:		\$91.69			
04235 25-02874	11/10/25	COLLEEN P GALLAGHER GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
04301 25-01217	05/13/25	SEASHORE ASPHALT CORPORATION* ASPHALT FOR ROADWAYS	Open	\$2,406.50	\$0.00		B
05064 25-02767	10/27/25	CAPE ISLAND GRAPHICS PD VEHICLES LETTERING GRAPHICS	Open	\$965.00	\$0.00		
05066 25-02529	09/24/25	MICHAEL REEB DJ FOR VETERAN'S DAY PARADE	Open	\$150.00	\$0.00		
5055 24-00241	01/22/24	MATTHEW GAMBLE 2024 EQUIPMENT ALLOWANCE	Open	\$150.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
5055		MATTHEW GAMBLE					
		<i>Account Continued</i>					
25-00285	01/27/25	2025 EQUIPMENT ALLOWANCE	Open	\$42.00	\$0.00		B
		Vendor Total:		\$192.00			
6059		USABLE LIFE					
25-02844	11/05/25	NOV 2025 LIFE INS	Open	\$904.50	\$0.00		
6071		UNITED UNIFORMS LIMITED LIAB*					
25-00949	04/14/25	TREADMILLS PARTS & REPAIRS	Open	\$500.00	\$0.00		
6094		ANCHOR RUBBER STAMP & PRINT*					
25-02744	10/23/25	NOTARY KIT DSG SCHEID	Open	\$72.90	\$0.00		
7079		SUBURBAN PROPANE L P*					
25-03015	11/12/25	FREEMAN DOUGLASS CONCESSION	Open	\$29.62	\$0.00		
7092		TREASURER STATE OF NJ FIRE ENF					
25-03014	11/12/25	Life Hazard - 2600 Bayshore	Open	\$512.00	\$0.00		
7098		SHORE VETERINARIAN ANIMAL					
25-00026	01/03/25	RES#2025-48 DNE \$64K ANIMAL	Open	\$5,333.33	\$0.00		B
7188		CHRISTINE CRAIG					
25-02955	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
7190		STEPHEN W SHEFTZ					
25-02949	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
7410		MARILYN MEIKLE					
25-02890	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
7414		DANIELLE MORRISON					
25-02928	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
7480		DENISE L JONES					
25-02910	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
7585		SHARON A TAYLOR					
25-02908	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
7586		KAREN GRASCH					
25-02985	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
7590		STEPHEN D ACKERMAN					
25-02896	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
7618		MEGONIGAL ELECTRIC LLC					
25-01706	06/17/25	REINSTALL ELECTRIC/DIGITALSIGN	Open	\$10,795.00	\$0.00		
7665		JOHN BENIGNO					
25-02879	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
7671		PAMELA KOPP					

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
7671		PAMELA KOPP					
25-02976	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
7739		CHRISTOPHER KERVRAN					
25-02863	11/10/25	VISION REIMBURSEMENT	Open	\$175.00	\$0.00		
7749		WILLIAM KOCIS					
25-00292	01/27/25	2025 EQUIPMENT ALLOWANCE	Open	\$135.00	\$0.00		B
7751		HOFFMAN'S EXTERMINATING					
25-00938	04/10/25	PEST CONTROL/CANAL PARK-YEARLY	Open	\$132.60	\$0.00		
25-00939	04/10/25	PEST AGREEMENT-FREEMAN DOUGL	Open	\$78.75	\$0.00		
		Vendor Total:		\$211.35			
7820		DEBLASIO & ASSOCIATES, P.C					
24-02248	08/19/24	RES#24-261 CO#2 ROTARY LIGHTIN	Open	\$458.75	\$0.00		B
24-02404	09/06/24	RES 2024-288 C/O 2 DPW BUILDNG	Open	\$8,173.75	\$0.00		B
25-00517	02/21/25	2025-103 DEL BAY DR PUMP C064	Open	\$747.50	\$0.00		B
25-00696	03/12/25	RES#25-120 CO#3 CANAL PARK 30k	Open	\$177.50	\$0.00		
25-00778	03/24/25	RES #25-136 POOL BUILDING 90K	Open	\$8,433.88	\$0.00		
25-01199	05/12/25	RES 2025-178 LTC067 CLEM SEWER	Open	\$622.50	\$0.00		B
25-01257	05/19/25	RES#25-155 PICKLE BALL COURTS	Open	\$10,652.50	\$0.00		B
25-01805	07/01/25	RES 2025-236 LTC-061 BEACH AVE	Open	\$612.50	\$0.00		B
25-02016	07/25/25	RES2025-260 LTC062 CARDINAL	Open	\$2,910.00	\$0.00		B
25-02207	08/14/25	PB ENGINEER VOUCHERS	Open	\$4,489.71	\$0.00		
25-02233	08/21/25	RES #2025-290 (LTC-059) CHG 1	Open	\$2,551.25	\$0.00		
25-02390	09/09/25	CO3 #2025-295 WATER MN LTC-048	Open	\$790.00	\$0.00		B
25-02465	09/18/25	RES 25-317 070 DEL DNE 24500	Open	\$14,993.75	\$0.00		
25-02648	10/08/25	RES 2025-338 LTC 047 RIDGEWOOD	Open	\$538.75	\$0.00		B
25-02851	11/07/25	ZBA ENGINEERING VOUCHERS	Open	\$3,835.35	\$0.00		
		Vendor Total:		\$59,987.69			
7846		MARY E MCHUGH					
25-02989	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
7848		ROBIN LINN					
25-02916	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
7929		AMAZON CAPITAL SERVICES, INC ~					
25-02477	09/18/25	OFFICE SUPPLIES	Open	\$35.89	\$0.00		
25-02712	10/20/25	OFFICE SUPPLIES	Open	\$240.78	\$0.00		
25-02760	10/27/25	SUPPLIES FOR BASKETBALL	Open	\$757.80	\$0.00		
25-02771	10/27/25	SAFETY JACKETS & GLOVES	Open	\$1,989.18	\$0.00		
25-02774	10/27/25	PRINTER/SCANNER	Open	\$579.99	\$0.00		
25-02795	10/29/25	WRESTLING SUPPLIES	Open	\$557.19	\$0.00		
25-02796	10/29/25	COURT OFFICE SUPPLIES	Open	\$85.93	\$0.00		
25-02801	10/29/25	SUPPLIES FOR MANAGERS OFFICE	Open	\$114.14	\$0.00		
25-02816	10/31/25	HEATED WATER HOSE FOR BATHROO	Open	\$22.49	\$0.00		
		Vendor Total:		\$4,383.39			
7960		CATHY HOLT ROBINSON					

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
7960		CATHY HOLT ROBINSON					
							<i>Account Continued</i>
25-02885	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
7962		WILLIAM R HARTLEY SR					
25-02930	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
7966		SUSAN REMER					
25-02915	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8000		MICHAEL HARKIN					
24-00246	01/22/24	2024 EQUIPMENT ALLOWANCE	Open	\$150.00	\$0.00		
25-00290	01/27/25	2025 EQUIPMENT ALLOWANCE	Open	\$150.00	\$0.00		
		Vendor Total:		\$300.00			
8107		THERESE HILLER					
25-02993	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8184		BUDDY TREEN					
25-03023	11/12/25	FALL SOCCER OFFICIAL	Open	\$270.00	\$0.00		
8197		GREAT AMERICAN FINANCIAL SERV					
25-00655	03/07/25	2 NEW POSTAGE MACH 4/25-12/25	Open	\$650.00	\$0.00		
8460		RE BUSINESS SOLUTIONS ~					
25-02757	10/27/25	3RD QUARTER PRINTER MAINT 2025	Open	\$1,201.03	\$0.00		
8499		THOMAS P LAROSA					
25-02900	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8502		KATHLEEN MILEY					
25-02887	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
8503		ANNE M NONEMAKER					
25-02913	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8588		DAVID CHARLES BRAND					
25-02891	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
8589		MARK S NATHAN					
25-02947	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8590		ROBERT H BASCO					
25-02898	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8595		DEBORAH SCHEETZ					
25-02917	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8596		JOHN ERDOSY					
25-02960	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8597		GEORGE SOMERS					
25-02920	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
8598 25-02909	11/10/25	ROBERT L WALTER GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8599 25-02875	11/10/25	WADE RINIER GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
8600 25-02945	11/12/25	NANCI M BROGAN PIECARA GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8601 25-02878	11/10/25	KEVIN F DAVIS GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
8604 25-02954	11/12/25	CAROLYN L QUALTERS GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8605 25-02961	11/12/25	PATRICIA S NOLFI GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8608 25-02968	11/12/25	NANCY SMARGIASSI GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8609 25-02886	11/10/25	PAUL A SMARGIASSI JR GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
8610 25-02983	11/12/25	DIANA L MILLER GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8623 25-02995	11/12/25	TOM MCLAUGHLIN GENERAL ELECTION 11/04/25	Open	\$64.29	\$0.00		
8672 25-01168	05/08/25	LOGMEIN INC. GO TO MEETING 4/1-12/31/25	Open	\$19.00	\$0.00		PC1
8707 25-00855	04/01/25	PAUL J BALDINI P.A. Special Tax Council 2025	Open	\$705.00	\$0.00		B
8711 25-02627	10/06/25	DISC JOCKEY SUPPLY OUTLET LLC TUNDRA SCREEN-VETERANS PARADE	Open	\$550.00	\$0.00		
8721 25-00022	01/03/25	BLANEY, DONOHUE, & WEINBERG PC RES#2025-03 LABOR DNE \$40K	Open	\$5,428.50	\$0.00		B
8795 25-02925	11/10/25	MARC BRESLOW GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8796 25-02924	11/10/25	LYNNE BRESLOW GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8797 25-02970	11/12/25	SUSAN ROBERT GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8798		JOHN BRUSCO					

Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
8798		JOHN BRUSCO	<i>Account Continued</i>				
25-02941	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8800		MARK DELANO					
25-02883	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
8803		ZENON DUDA					
25-02975	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8804		ARTHUR MILLER					
25-02978	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8811		PATRICIA DUDA					
25-02888	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
8865		CAPE ENVIRONMENTAL TESTING LAB					
25-00846	03/31/25	QUARTERLY BACTERIA TESTING WEL	Open	\$190.00	\$0.00		
8868		BRAVADO COFFEE CAFE					
25-02755	10/27/25	VETERAN'S DAY PARADE	Open	\$655.00	\$0.00		
8876		LESLIE A FALLON					
25-02979	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8877		THERESA MCPHERSON					
25-02911	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8878		ANNETTE WEIGELE					
25-02912	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8884		ALAN WOLFERSBERGER					
25-02962	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8886		CAROL RODANO					
25-02977	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8887		WILLIAM TIRRI JR					
25-02966	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8889		JAMES DI MARTINO					
25-02893	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
8891		FRANK J URSINO					
25-02892	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
8895		LEE SACHS					
25-02902	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8898		DOROTHY C KNAPP					
25-02956	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8899		GREG RUDINSKI					
25-02990	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
8899		GREG RUDINSKI					
							<i>Account Continued</i>
8900 25-02951	11/12/25	MICHAEL S KIRK SR GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8901 25-02953	11/12/25	DIANA M MCNAIR GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8902 25-02904	11/10/25	PATRICIA ROSENBERG GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8908 25-02935	11/12/25	COMCAST BUISNESS PHONES COMCAST PHONES #905366178- NOV	Open	\$1,322.01	\$0.00		
8982 25-02950	11/12/25	ALDA GROFESIK GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8983 25-02959	11/12/25	STEPHEN MULLOCK GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8984 25-02963	11/12/25	DENNIS CHIOCCHI GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
8985 25-02980	11/12/25	CHARLOTTE D CHERRY GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9021 25-02799	10/29/25	NATIONAL HIGHWAY PRODUCTS INC~ SIGNS/DPW	Open	\$3,251.92	\$0.00		
9026 25-01860	07/09/25	STARR SEPTIC LLC ~ LUXURY BATHROOM/DPW	Open	\$948.00	\$0.00		
25-02448	09/17/25	PORTA-POTS-JONATHAN HOFFMAN	Open	\$158.00	\$0.00		
25-02449	09/17/25	PORTA-POTS- MAUD ABRAMS	Open	\$158.00	\$0.00		
		Vendor Total:		\$1,264.00			
9078 25-02982	11/12/25	ELIZABETH FORAN-OWENS GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9079 25-02944	11/12/25	STANLEY MARKIEWICS GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9080 25-02986	11/12/25	ANDREW GRANDY GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9083 25-02969	11/12/25	KATHY ROHRER GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9169 25-02856	11/07/25	EB EMPLOYEE SOLUTIONS LLC DIFFERENCE CARD ADMIN 11/2025	Open	\$3,825.25	\$0.00		
9187 25-02994	11/12/25	CATHY MURPHY GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
9187		CATHY MURPHY	<i>Account Continued</i>				
9192 25-02972	11/12/25	SUSAN WALTZ GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9194 25-02973	11/12/25	CONSTANCE EAGAN GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9195 25-02964	11/12/25	MARY PLACE GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9197 25-02914	11/10/25	FRANK PLUMLEY GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9199 25-02923	11/10/25	MARY MANYAK GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9200 25-02942	11/12/25	CHRIS KEMMERER GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9202 25-02952	11/12/25	CHARLOTTE KORNICKI GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9268 25-02828	10/31/25	ADOBE INC ADOBE 10/25-10/26	Open	\$179.88	\$0.00		PC1
9282 25-02987	11/12/25	THOMAS SWIDER GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9283 25-02988	11/12/25	BETTY JEAN WAGNER GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9284 25-02991	11/12/25	LUCIA PELOSI GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9285 25-02992	11/12/25	WANDA S DIAK GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9286 25-02984	11/12/25	KEVIN SWENOR GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9287 25-02974	11/12/25	SUSAN KATZ GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9289 25-02957	11/12/25	DEBBIE RAYNER GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9290 25-02901	11/10/25	JAMIE LARNEY GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9291 25-02919	11/10/25	DANIEL GILBERT GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
9291		DANIEL GILBERT					
							<i>Account Continued</i>
9292 25-02918	11/10/25	MARJORIE MADONNA GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9313 25-02589	10/01/25	PATRICK KNOX ENTERTAINMENT VETERANS DAY DUO 11/08/25	Open	\$700.00	\$0.00		
9316 25-00021	01/03/25	THE BELASCO LAW FIRM LLC RES#2025-01 DNE\$150K EXPENSES	Open	\$14,195.97	\$0.00		
9391 25-02769	10/27/25	IRON MOUNTAIN INCORPORATED 8/27- 9/23 OFFSITE SHREDDING	Open	\$215.90	\$0.00		
25-02770	10/27/25	7/23- 8/26 OFFSITE SHREDDING	Open	\$147.38	\$0.00		
25-02931	11/10/25	SHREDDING 9/24- 10/28/25	Open	\$247.83	\$0.00		
		Vendor Total:		\$611.11			
9406 25-02943	11/12/25	EILEEN F. MARTINI GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9408 25-02894	11/10/25	IRENE GIBBONS GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
9409 25-02981	11/12/25	LESLIE BAKER GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9411 25-02948	11/12/25	KATHLEEN R RAGAN GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9422 25-01942	07/15/25	NJ DIVISION INTNL ASSOC FOR ID 2025 NJ IAI CONFERENCE	Open	\$750.00	\$0.00		
9445 25-02805	10/29/25	TWIN ROCKS WATER PD WATER DELIVERY 10/22/2025	Open	\$189.80	\$0.00		
25-02866	11/10/25	OCT 22 TOWNHALL WATER DELIVERY	Open	\$189.86	\$0.00		
25-02903	11/10/25	PD WATER DELIVERY 11/5/2025	Open	\$269.80	\$0.00		
25-03016	11/12/25	WATER- NOVEMBER '25 REC DEPT.	Open	\$19.98	\$0.00		
		Vendor Total:		\$669.44			
9448 25-02845	11/05/25	PHOENIX ADVISORS 2025 CONTINUING DISCLOSURE	Open	\$2,350.00	\$0.00		
9463 25-02611	10/02/25	AT&T ENTERPRISES, LLC FS AT&T equipment	Open	\$1,879.33	\$0.00		
9468 25-02791	10/29/25	THINK PAVERS HARDSCAPING, LLC RES#25-248 THINK PAVERS LLC	Open	\$367,307.67	\$0.00		B
9471 25-02938	11/12/25	KIMBERLY WHITE B-266.02 L-1	Open	\$755.92	\$0.00		
9472		CORI HANSEN					

Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
9472		CORI HANSEN					
		<i>Account Continued</i>					
25-02939	11/12/25	B-500.01 L-4.03	Open	\$3,149.99	\$0.00		
9473		GABRIELLE TURCO					
25-02936	11/12/25	VIDEO TAPING VETERANS PARADE	Open	\$300.00	\$0.00		
9474		ANDREW GROFF					
25-02997	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9475		ELDONNA ASHCROFT					
25-03002	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9476		BARBARA FEENEY					
25-03003	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9477		WILLIAM DONOHUE					
25-03004	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9478		ALEXANDER TEUFEL					
25-03005	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9479		KATHLEEN SJOLUND					
25-03006	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9480		EDWARD J MARTINI					
25-03007	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9481		DONNA SCHWARTZ					
25-03008	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
9482		SHERYL L SWEENEY					
25-03009	11/12/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
ADAMC		ROSEMARY ADAMCZYK					
25-02871	11/10/25	GENERAL ELECTION 11/04/25	Open	\$107.15	\$0.00		
AGHAK		MARYAM AGHAKHANI					
25-02881	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
BLAUE		BLAUER ASSOCIATES INC*					
23-02899	11/13/23	RES 23-372 FY24 SCPF ADA POOL	Open	\$800.00	\$0.00		B
CZES		MARY LOU CZESCIK					
25-02926	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
DOUGHE		MARK DOUGHERTY					
25-02922	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
DOUGHERT		GEORGIA DOUGHERTY					
25-02876	11/10/25	GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
FREAS		JEAN FREAS					
25-02921	11/10/25	GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
FREAS		JEAN FREAS					
							<i>Account Continued</i>
GUNAR 25-02933	11/10/25	GUNAR ARENBERG REFUND ROAD RESTORATION	Open	\$714.00	\$0.00		
HARTL 25-02899	11/10/25	WILLIAM HARTLEY, JR GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
HARTLEY 25-02927	11/10/25	CHRISTINE HARTLEY GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
HELVE 25-02884	11/10/25	ANN HEAP-HELVESTON GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
JOANE005 25-02873	11/10/25	JOAN ELIASON GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
KEEND 25-02880	11/10/25	DOLORES RAMBO GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
MICHA010 25-02967	11/12/25	MICHAEL ELIASON GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
MORNI 25-02905	11/10/25	CARRISE MORNICK GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
MORRIC 25-02906	11/10/25	CRAIG R MORRISON GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		
NOLANM 25-02882	11/10/25	MICHELLE NOLAN GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
SCHI 25-02895	11/10/25	ELAINE SCHIANO GENERAL ELECTION 11/04/25	Open	\$325.00	\$0.00		
SIXSM 25-02620	10/02/25	LLOYD SIXSMITH* Logo Shirts	Open	\$100.00	\$0.00		
SMITHS 25-02946	11/12/25	SHEILA D SMITH GENERAL ELECTION 11/04/25	Open	\$300.00	\$0.00		

Total Purchase Orders: 240 Total P.O. Line Items: 0 Total List Amount: \$758,496.64 Total Void Amount: \$0.00

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

RESOLUTION #2025-371

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>
500.01	4.03	Cori Hansen	Mortgage Co. Responsible	\$3,149.05
266.02	1	Kimberly White	Mortgage Co. Responsible	\$ 755.92
495.01	13.17	Core Logic: Cellucci, Leonard	Exempt Vet as of 10/17/25	\$1,463.67
748	28.06	Pasquale Cara	Exempt Vet as of 10/28/25	\$2,409.33

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

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

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

RESOLUTION #2025-372

Title: ASSIGNMENT OF EIGHT (8) TAX SALE CERTIFICATES

WHEREAS, N.J.S.A. 54:5-113 authorizes assignment by a Municipality of a Tax Sale Certificate(s) for the full amount of the certificate(s), including all subsequent municipal taxes and other municipal charges; and

WHEREAS, Benjamin Franklin Capital, LLC has presented an offer to purchase, by assignment, eight (8) Tax Sale Certificates; Block 806 Lot 4.01 #25-00064 (CA002); #25-00065 (CA003); #25-00066 (CA004); #25-00067 (CA005); #25-00068 (CA006); #25-00069 (CA007); #25-00070 (CA008); #25-00071 (CA009) issued to the Township of Lower at a Tax Sale dated September 29, 2025 for the full amount of the Certificates, including all subsequent municipal taxes and other charges.

NOW, THEREFORE BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the above tax sale certificates are assigned at a regular meeting held on November 17, 2025, at Township of Lower Municipal Building, 2600 Bayshore Road, Villas, New Jersey.

BE IT FURTHER RESOLVED, that the Mayor and Deputy Municipal Clerk are hereby authorized to execute and deliver all assignment forms or other legal documents necessary to effectuate the various sales permitted by this Resolution.

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

I, Karen S Fournier, 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 November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

Amy L Belasco, Notary Public

ASSIGNMENT OF TAX SALE CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS, that the Township of Lower, County of Cape May, State of New Jersey, hereby assigns Certificate of Tax Sale #25-00064, in consideration of the sum of **Six Hundred Twenty Eight and Forty Eight Cents (\$628.48)**, to **Benjamin Franklin Capital, LLC of PO Box 924 Jackson, NJ 08701**, pursuant to the Tax Sale held September 29, 2025 covering the land and premises known and designated on the Tax Maps of the Township of Lower as Block 806 Lot 4.01 CA002, assessed to LLJ Investments NJ, LLC which tax sale certificate was recorded in the Office of the Clerk of the County of Cape May, on October 2, 2025 in Book 6843 of Mortgages and on Page 784 together with all subsequent municipal liens, interest and costs up to and including taxes from 2024 through the 3rd quarter of 2025.

This Assignment is made under the provisions of New Jersey Statutes Annotated 54:5-113, and also in accordance with a resolution as adopted by the governing body of the Township of Lower on November 3, 2025.

In Witness Whereof, the Township of Lower has caused these present to be signed by Frank Sippel, Mayor, and attested by Karen S Fournier, Deputy Municipal Clerk, and its corporate seal to be hereby affixed this _____ day of November 2025.

ATTEST:

Karen S Fournier,
Deputy Municipal Clerk

Frank Sippel, Mayor

STATE OF NEW JERSEY ss
COUNTY OF CAPE MAY

BE IT REMEMBERED, that on this _____ day of November 2025, before me a Notary Public of the State of New Jersey, personally appeared Karen S Fournier, **Deputy Clerk of Lower Township, County of Cape May, State of New Jersey**, who being by me duly sworn, do depose and make proof to my satisfaction that she is such Deputy Clerk of said Township of Lower and the assignor named in the foregoing assignment; and that the seal thereto affixed is the proper seal of said Township of Lower with same affixed thereto, and said assignment was signed by **Frank Sippel, Mayor of Lower Township**, in the presence of said deponent.

Amy L Belasco, Notary Public

Subscribed and sworn to me this
_____ day of November 2025

ASSIGNMENT OF TAX SALE CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS, that the Township of Lower, County of Cape May, State of New Jersey, hereby assigns Certificate of Tax Sale #25-00065, in consideration of the sum of **Six Hundred Twenty Eight and Forty Eight Cents (\$628.48)**, to **Benjamin Franklin Capital, LLC of PO Box 924 Jackson, NJ 08701**, pursuant to the Tax Sale held September 29, 2025 covering the land and premises known and designated on the Tax Maps of the Township of Lower as Block 806 Lot 4.01 CA003, assessed to LLJ Investments NJ, LLC which tax sale certificate was recorded in the Office of the Clerk of the County of Cape May, on October 2, 2025 in Book 6843 of Mortgages and on Page 787 together with all subsequent municipal liens, interest and costs up to and including taxes from 2024 through the 3rd quarter of 2025.

This Assignment is made under the provisions of New Jersey Statutes Annotated 54:5-113, and also in accordance with a resolution as adopted by the governing body of the Township of Lower on November 3, 2025.

In Witness Whereof, the Township of Lower has caused these present to be signed by Frank Sippel, Mayor, and attested by Karen S Fournier, Deputy Municipal Clerk, and its corporate seal to be hereby affixed this _____ day of November 2025.

ATTEST:

Karen S Fournier,
Deputy Municipal Clerk

Frank Sippel, Mayor

STATE OF NEW JERSEY ss
COUNTY OF CAPE MAY

BE IT REMEMBERED, that on this _____ day of November 2025, before me a Notary Public of the State of New Jersey, personally appeared Karen S Fournier, **Deputy Clerk of Lower Township, County of Cape May, State of New Jersey**, who being by me duly sworn, do depose and make proof to my satisfaction that she is such Deputy Clerk of said Township of Lower and the assignor named in the foregoing assignment; and that the seal thereto affixed is the proper seal of said Township of Lower with same affixed thereto, and said assignment was signed by **Frank Sippel, Mayor of Lower Township**, in the presence of said deponent.

Amy L Belasco, Notary Public

Subscribed and sworn to me this
_____ day of November 2025

ASSIGNMENT OF TAX SALE CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS, that the Township of Lower, County of Cape May, State of New Jersey, hereby assigns Certificate of Tax Sale #25-00066, in consideration of the sum of **Six Hundred Twenty Eight and Forty Eight Cents (\$628.48)**, to **Benjamin Franklin Capital, LLC of PO Box 924 Jackson, NJ 08701**, pursuant to the Tax Sale held September 29, 2025 covering the land and premises known and designated on the Tax Maps of the Township of Lower as Block 806 Lot 4.01 CA004, assessed to LLJ Investments NJ, LLC which tax sale certificate was recorded in the Office of the Clerk of the County of Cape May, on October 2, 2025 in Book 6843 of Mortgages and on Page 790 together with all subsequent municipal liens, interest and costs up to and including taxes from 2024 through the 3rd quarter of 2025.

This Assignment is made under the provisions of New Jersey Statutes Annotated 54:5-113, and also in accordance with a resolution as adopted by the governing body of the Township of Lower on November 3, 2025.

In Witness Whereof, the Township of Lower has caused these present to be signed by Frank Sippel, Mayor, and attested by Karen S Fournier, Deputy Municipal Clerk, and its corporate seal to be hereby affixed this _____ day of November 2025.

ATTEST:

Karen S Fournier,
Deputy Municipal Clerk

Frank Sippel, Mayor

STATE OF NEW JERSEY ss
COUNTY OF CAPE MAY

BE IT REMEMBERED, that on this _____ day of November 2025, before me a Notary Public of the State of New Jersey, personally appeared Karen S Fournier, **Deputy Clerk of Lower Township, County of Cape May, State of New Jersey**, who being by me duly sworn, do depose and make proof to my satisfaction that she is such Deputy Clerk of said Township of Lower and the assignor named in the foregoing assignment; and that the seal thereto affixed is the proper seal of said Township of Lower with same affixed thereto, and said assignment was signed by **Frank Sippel, Mayor of Lower Township**, in the presence of said deponent.

Amy L Belasco, Notary Public

Subscribed and sworn to me this
_____ day of November 2025

ASSIGNMENT OF TAX SALE CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS, that the Township of Lower, County of Cape May, State of New Jersey, hereby assigns Certificate of Tax Sale #25-00067, in consideration of the sum of **Six Hundred Twenty Eight and Forty Eight Cents (\$628.48)**, to **Benjamin Franklin Capital, LLC of PO Box 924 Jackson, NJ 08701**, pursuant to the Tax Sale held September 29, 2025 covering the land and premises known and designated on the Tax Maps of the Township of Lower as Block 806 Lot 4.01 CA005, assessed to LLJ Investments NJ, LLC which tax sale certificate was recorded in the Office of the Clerk of the County of Cape May, on October 2, 2025 in Book 6843 of Mortgages and on Page 793 together with all subsequent municipal liens, interest and costs up to and including taxes from 2024 through the 3rd quarter of 2025.

This Assignment is made under the provisions of New Jersey Statutes Annotated 54:5-113, and also in accordance with a resolution as adopted by the governing body of the Township of Lower on November 3, 2025.

In Witness Whereof, the Township of Lower has caused these present to be signed by Frank Sippel, Mayor, and attested by Karen S Fournier, Deputy Municipal Clerk, and its corporate seal to be hereby affixed this _____ day of November 2025.

ATTEST:

Karen S Fournier,
Deputy Municipal Clerk

Frank Sippel, Mayor

STATE OF NEW JERSEY ss
COUNTY OF CAPE MAY

BE IT REMEMBERED, that on this _____ day of November 2025, before me a Notary Public of the State of New Jersey, personally appeared Karen S Fournier, **Deputy Clerk of Lower Township, County of Cape May, State of New Jersey**, who being by me duly sworn, do depose and make proof to my satisfaction that she is such Deputy Clerk of said Township of Lower and the assignor named in the foregoing assignment; and that the seal thereto affixed is the proper seal of said Township of Lower with same affixed thereto, and said assignment was signed by **Frank Sippel, Mayor of Lower Township**, in the presence of said deponent.

Amy L Belasco, Notary Public

Subscribed and sworn to me this
_____ day of November 2025

ASSIGNMENT OF TAX SALE CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS, that the Township of Lower, County of Cape May, State of New Jersey, hereby assigns Certificate of Tax Sale #25-00068, in consideration of the sum of **Six Hundred Twenty Eight and Forty Eight Cents (\$628.48)**, to **Benjamin Franklin Capital, LLC of PO Box 924 Jackson, NJ 08701**, pursuant to the Tax Sale held September 29, 2025 covering the land and premises known and designated on the Tax Maps of the Township of Lower as Block 806 Lot 4.01 CA006, assessed to LLJ Investments NJ, LLC which tax sale certificate was recorded in the Office of the Clerk of the County of Cape May, on October 2, 2025 in Book 6843 of Mortgages and on Page 796 together with all subsequent municipal liens, interest and costs up to and including taxes from 2024 through the 3rd quarter of 2025.

This Assignment is made under the provisions of New Jersey Statutes Annotated 54:5-113, and also in accordance with a resolution as adopted by the governing body of the Township of Lower on November 3, 2025.

In Witness Whereof, the Township of Lower has caused these present to be signed by Frank Sippel, Mayor, and attested by Karen S Fournier, Deputy Municipal Clerk, and its corporate seal to be hereby affixed this _____ day of November 2025.

ATTEST:

Karen S Fournier,
Deputy Municipal Clerk

Frank Sippel, Mayor

STATE OF NEW JERSEY ss
COUNTY OF CAPE MAY

BE IT REMEMBERED, that on this _____ day of November 2025, before me a Notary Public of the State of New Jersey, personally appeared Karen S Fournier, **Deputy Clerk of Lower Township, County of Cape May, State of New Jersey**, who being by me duly sworn, do depose and make proof to my satisfaction that she is such Deputy Clerk of said Township of Lower and the assignor named in the foregoing assignment; and that the seal thereto affixed is the proper seal of said Township of Lower with same affixed thereto, and said assignment was signed by **Frank Sippel, Mayor of Lower Township**, in the presence of said deponent.

Amy L Belasco, Notary Public

Subscribed and sworn to me this
_____ day of November 2025

ASSIGNMENT OF TAX SALE CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS, that the Township of Lower, County of Cape May, State of New Jersey, hereby assigns Certificate of Tax Sale #25-00069, in consideration of the sum of **Six Hundred Twenty Eight and Forty Eight Cents (\$628.48)**, to **Benjamin Franklin Capital, LLC of PO Box 924 Jackson, NJ 08701**, pursuant to the Tax Sale held September 29, 2025 covering the land and premises known and designated on the Tax Maps of the Township of Lower as Block 806 Lot 4.01 CA007, assessed to LLJ Investments NJ, LLC which tax sale certificate was recorded in the Office of the Clerk of the County of Cape May, on October 2, 2025 in Book 6843 of Mortgages and on Page 799 together with all subsequent municipal liens, interest and costs up to and including taxes from 2024 through the 3rd quarter of 2025.

This Assignment is made under the provisions of New Jersey Statutes Annotated 54:5-113, and also in accordance with a resolution as adopted by the governing body of the Township of Lower on November 3, 2025.

In Witness Whereof, the Township of Lower has caused these present to be signed by Frank Sippel, Mayor, and attested by Karen S Fournier, Deputy Municipal Clerk, and its corporate seal to be hereby affixed this _____ day of November 2025.

ATTEST:

Karen S Fournier,
Deputy Municipal Clerk

Frank Sippel, Mayor

STATE OF NEW JERSEY ss
COUNTY OF CAPE MAY

BE IT REMEMBERED, that on this _____ day of November 2025, before me a Notary Public of the State of New Jersey, personally appeared Karen S Fournier, **Deputy Clerk of Lower Township, County of Cape May, State of New Jersey**, who being by me duly sworn, do depose and make proof to my satisfaction that she is such Deputy Clerk of said Township of Lower and the assignor named in the foregoing assignment; and that the seal thereto affixed is the proper seal of said Township of Lower with same affixed thereto, and said assignment was signed by **Frank Sippel, Mayor of Lower Township**, in the presence of said deponent.

Amy L. Belasco, Notary Public

Subscribed and sworn to me this
_____ day of November 2025

ASSIGNMENT OF TAX SALE CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS, that the Township of Lower, County of Cape May, State of New Jersey, hereby assigns Certificate of Tax Sale #25-00070, in consideration of the sum of **Six Hundred Twenty Eight and Forty Eight Cents (\$628.48)**, to **Benjamin Franklin Capital, LLC of PO Box 924 Jackson, NJ 08701**, pursuant to the Tax Sale held September 29, 2025 covering the land and premises known and designated on the Tax Maps of the Township of Lower as Block 806 Lot 4.01 CA008, assessed to LLJ Investments NJ, LLC which tax sale certificate was recorded in the Office of the Clerk of the County of Cape May, on October 2, 2025 in Book 6843 of Mortgages and on Page 802 together with all subsequent municipal liens, interest and costs up to and including taxes from 2024 through the 3rd quarter of 2025.

This Assignment is made under the provisions of New Jersey Statutes Annotated 54:5-113, and also in accordance with a resolution as adopted by the governing body of the Township of Lower on November 3, 2025.

In Witness Whereof, the Township of Lower has caused these present to be signed by Frank Sippel, Mayor, and attested by Karen S Fournier, Deputy Municipal Clerk, and its corporate seal to be hereby affixed this _____ day of November 2025.

ATTEST:

Karen S Fournier,
Deputy Municipal Clerk

Frank Sippel, Mayor

STATE OF NEW JERSEY ss
COUNTY OF CAPE MAY

BE IT REMEMBERED, that on this _____ day of November 2025, before me a Notary Public of the State of New Jersey, personally appeared Karen S Fournier, **Deputy Clerk of Lower Township, County of Cape May, State of New Jersey**, who being by me duly sworn, do depose and make proof to my satisfaction that she is such Deputy Clerk of said Township of Lower and the assignor named in the foregoing assignment; and that the seal thereto affixed is the proper seal of said Township of Lower with same affixed thereto, and said assignment was signed by **Frank Sippel, Mayor of Lower Township**, in the presence of said deponent.

Amy L Belasco, Notary Public

Subscribed and sworn to me this
_____ day of November 2025

ASSIGNMENT OF TAX SALE CERTIFICATE

KNOW ALL MEN BY THESE PRESENTS, that the Township of Lower, County of Cape May, State of New Jersey, hereby assigns Certificate of Tax Sale #25-00071, in consideration of the sum of **Six Hundred Twenty Eight and Forty Eight Cents (\$628.48)**, to **Benjamin Franklin Capital, LLC of PO Box 924 Jackson, NJ 08701**, pursuant to the Tax Sale held September 29, 2025 covering the land and premises known and designated on the Tax Maps of the Township of Lower as Block 806 Lot 4.01 CA009, assessed to LLJ Investments NJ, LLC which tax sale certificate was recorded in the Office of the Clerk of the County of Cape May, on October 2, 2025 in Book 6843 of Mortgages and on Page 805 together with all subsequent municipal liens, interest and costs up to and including taxes from 2024 through the 3rd quarter of 2025.

This Assignment is made under the provisions of New Jersey Statutes Annotated 54:5-113, and also in accordance with a resolution as adopted by the governing body of the Township of Lower on November 3, 2025.

In Witness Whereof, the Township of Lower has caused these present to be signed by Frank Sippel, Mayor, and attested by Karen S Fournier, Deputy Municipal Clerk, and its corporate seal to be hereby affixed this _____ day of November 2025.

ATTEST:

Karen S Fournier,
Deputy Municipal Clerk

Frank Sippel, Mayor

STATE OF NEW JERSEY ss
COUNTY OF CAPE MAY

BE IT REMEMBERED, that on this _____ day of November 2025, before me a Notary Public of the State of New Jersey, personally appeared Karen S Fournier, **Deputy Clerk of Lower Township, County of Cape May, State of New Jersey**, who being by me duly sworn, do depose and make proof to my satisfaction that she is such Deputy Clerk of said Township of Lower and the assignor named in the foregoing assignment; and that the seal thereto affixed is the proper seal of said Township of Lower with same affixed thereto, and said assignment was signed by **Frank Sippel, Mayor of Lower Township**, in the presence of said deponent.

Amy L Belasco, Notary Public

Subscribed and sworn to me this
_____ day of November 2025

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

RESOLUTION #2025-373

Title: AUTHORIZATION FOR THE PAYMENT OF COLLEGE CREDITS

WHEREAS, the employees listed on the attached schedule have earned college credits and per union contract the Township will pay employees for those credits earned as determined in their union contracts; 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 signature _____ that adequate funding is available for such payment in the 2025 Budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that payment to the employees listed on the attached schedule not to exceed the amount of \$ 35,950.00 is authorized and chargeable to the 2025 Budget.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

Dept Id	Descript	Name	Earnings	Budget
110-00	Deputy Manager	LEWIS, CHRISTINA	1,000.00	5-01-20-140-101
120-00	Clerk	BELASCO, AMY L	250.00	5-01-20-120-101
130-00	Finance	DOUGHERTY, GEORGIA F	500.00	5-01-20-130-101
130-00	Finance	CRAFT, JAMES	1,000.00	5-01-20-130-101
130-01	Grants	CRIPPEN, COLLEEN	1,000.00	5-01-20-130-101
145-00	Collector	PHILLIPPE, JESSICA	1,000.00	5-01-20-145-101
145-00	Collector	FRITSCH, STEPHANIE	250.00	5-01-20-145-101
150-00	ASR	MCCORKEL, MARISSA	1,000.00	5-01-20-150-101
170-00	Planning	GALESTOK, WILLIAM	1,000.00	5-01-20-170-101
170-00	Planning	WOOD, PATRICK	1,000.00	5-01-20-170-101
370-04	BUILDINGS & GROUNDS	DOUGHERTY, MARK D	1,050.00	5-01-20-310-101
195-00	BOCA	FIGORE, WALTER S	1,250.00	5-01-22-195-101
195-00	BOCA	BLANDA, BECCA	250.00	5-01-22-195-101
195-00	BOCA	DUNN, JILLIAN	1,000.00	5-01-22-195-101
240-01	Squad 1	FELSING, JASON	820.00	5-01-25-240-121
240-01	Squad 1	KOCIS III, WILLIAM T	1,000.00	5-01-25-240-121
240-01	Squad 1	MICCICHE, ANTHONY	1,000.00	5-01-25-240-121
240-01	Squad 1	PARKER, AUSTIN P	1,000.00	5-01-25-240-121
240-02	Squad 2	OMROD, WILLIAM M	1,000.00	5-01-25-240-122
240-02	Squad 2	PERRY, MICHAEL C	1,000.00	5-01-25-240-122
240-02	Squad 2	SAINI, JORDAN C	980.00	5-01-25-240-122
240-02	Squad 2	FORESTIRE, ZANE	900.00	5-01-25-240-122
240-03	Squad 3	SCHECK, JONATHAN J	660.00	5-01-25-240-123
240-03	Squad 3	WALKER Jr., KENNETH E	1,000.00	5-01-25-240-123
240-03	Squad 3	GESTWICKI, JAMES	900.00	5-01-25-240-123
240-04	Squad 4	GRETO, ANTHONY T	1,000.00	5-01-25-240-124
240-04	Squad 4	DANZE, ERIC	1,000.00	5-01-25-240-124
240-04	Squad 4	ROMANTINO, NICHOLAS	1,000.00	5-01-25-240-124
240-04	Squad 4	CUSHMAN, AUTIN	120.00	5-01-25-240-124
240-04	Squad 4	DEL GUIDICE, CATHERINE	1,000.00	5-01-25-240-124
240-04	Squad 4	VALENCIA, MIGUEL	600.00	5-01-25-240-124
240-05	Detectives	BOYLE, KAITLIN O	1,000.00	5-01-25-240-125
240-05	Detectives	IAMES JR, MICHAEL F	520.00	5-01-25-240-125
240-08	Community Police	ELWELL, JENNIFER M	1,000.00	5-01-25-240-126
240-06	Records	BAILEY, JANIA	250.00	5-01-25-240-197
240-06	Records	BUDD, JOANNE	250.00	5-01-25-240-197
240-06	Records	SCHEID, SUZANNE M	750.00	5-01-25-240-197
240-06	Records	SENICO, AAREN D	500.00	5-01-25-240-197
240-06	Records	WILSON, SUSAN M	1,250.00	5-01-25-240-197
265-00	UFSA	EMBS, JEREMY B	500.00	5-01-25-265-101
265-00	UFSA	RAMBO, SHELBY	1,000.00	5-01-25-265-101
305-01	DPW Admin 35 hour	CRECCA, KATHRYN R	1,000.00	5-01-26-305-175
305-01	DPW Admin 35 hour	THOMAS, LINDA	500.00	5-01-26-305-175
370-01	Recreation	FOURNIER, BRUCE	1,300.00	5-01-28-370-101
370-01	Recreation	PLENN, MITCHELL B	1,000.00	5-01-28-370-101
490-00	Court	PEREZ, CLAUDIA	1,000.00	5-01-43-490-101
			38,350.00	

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

RESOLUTION #2025-374

Title: A RESOLUTION AMENDING MANAGER MICHAEL LAFFEY'S AGREEMENT WITH THE TOWNSHIP OF LOWER

WHEREAS, pursuant to Resolution #2020-304, in accordance with N.J.S.A. 40:69-81 et seq., the Township Council of the Township of Lower appointed Michael Laffey as Manager of the Township of Lower and authorized the execution of an Agreement between the Township of Lower and Manager Laffey; and

WHEREAS, in 2021, pursuant to Resolution #2021-342, the Agreement was amended to increase the number of vacation days available to Manager Laffey from 20 days to 30 days; and

WHEREAS, pursuant to the Agreement, Manager Laffey's compensation was set for calendar years 2020 and 2021 at \$125,000.00, and the Agreement anticipated an annual review of Manager Laffey's salary beginning in calendar 2022 and each subsequent year thereafter; and

WHEREAS, Manager Laffey's compensation remained \$125,000.00 in calendar year 2022; and

WHEREAS, pursuant to Resolution #2022-364, Manager Laffey's compensation was set at \$128,125.00 for the year 2023; and

WHEREAS, pursuant to Resolution #2023-385, Manager Laffey's compensation was set at \$131,968.75 for the year 2024; and

WHEREAS, pursuant to Resolution #2024-375, Manager Laffey's compensation was set at \$137,247.50 for the year 2025; and

WHEREAS, in advance of the 2026 calendar year, Mayor and Council find that an increase in the annual compensation paid to the Township Manager is appropriate.

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

The Manager shall be paid in accordance with the salary provisions of the Agreement. He shall be paid a salary of \$142,737.40 in 2026. For every year thereafter that Mr. Laffey remains the Manager, the salary compensation for Mr. Laffey shall be determined on an annual basis prior to the expiration of the previous year. All remaining provisions of the original Manager's Agreement, shall remain as stated unless herein modified.

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

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025

Karen S. Fournier, Deputy Township Clerk

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

RESOLUTION #2025-375

Title: 2025 HOLIDAY DRIVE SOBER OR GET PULLED OVER ENFORCEMENT MOBILIZATION

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety for \$5,600.00 to carry out a 2025 Holiday Drive Sober or Get Pulled Over Enforcement Mobilization from December 5, 2025 through January 1, 2026.

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

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

(Signature)
Frank Sippel, Mayor

(Signature)
Kevin Lewis, Chief of Police

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

ccrippen

From: Lieutenant Anthony Greto <greto@lowertownshippolice.com>
Sent: Friday, November 7, 2025 2:52 PM
To: ccrippen
Cc: Admin
Subject: External Fw: Grant Award: 2025 Holiday Drive Sober or Get Pulled Over Enforcement Mobilization
Attachments: 2025 Holiday DSOGPO OfficerDailyReportForm.doc; DHTS_F-2 fillable PDF.pdf; NJDHTS CFO Payroll Cert Ltr Lower Township.docx; DHTS_Payroll Voucher.doc; County Standard Invoice - Lower Township 2025 Holiday Day Drive Sober or Get Pulled Over Campaign.doc; 2025 DSOGPO Holiday Project Summary Form.doc; Law Enforcement Performance Standards 7.2024.doc

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon Colleen,

We were approved for this grant. I wanted to forward this information for future tracking purposes. Thank you.

V/r

Lieutenant Anthony T. Greto #187

Lower Township Police Department
405 Breakwater Road, Erma NJ 08204
Phone: 609-886-1619
Fax: 609-886-4924
Email: greto@lowertownshippolice.com

"The strength of the team is each individual member. The strength of each member is the team." - Phil Jackson

CONFIDENTIALITY NOTICE: If you have received this e-mail message in error, please notify the sender by e-mail immediately at the address shown. This e-mail transmission may contain confidential information. This information is intended only for the use of the individual(s) or entity for whom it is intended even if addressed incorrectly. Please delete it from you files if you are not the intended recipient. Thank you for your compliance.

From: Woltmann_Christine <Woltmann_Christine@aclink.org>
Sent: Friday, November 7, 2025 1:48 PM
To: Lieutenant Anthony Greto <greto@lowertownshippolice.com>
Subject: Grant Award: 2025 Holiday Drive Sober or Get Pulled Over Enforcement Mobilization

Congratulations!

The Lower Township Police Department has been awarded a \$5,600 reimbursement grant for the 2025 Holiday Drive Sober or Get Pulled Over enforcement mobilization which will run between December 5, 2025, and January 1, 2026. **The grant funded overtime rate is \$70/hr.**

There are 6 forms that must be completed to qualify for reimbursement.

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

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

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

All completed documents including the signed and totaled County Invoice and Project Summary should be scanned and emailed to woltmann_christine@aclink.org no later than **Monday, January 12, 2026**.

It is the expectation of the New Jersey Division of Highway Traffic Safety that the Law Enforcement Performance Standards (attached) are met by every Officer.

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

Thank you in advance for your participation.

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

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

RESOLUTION #2025-376

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

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

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

SECTION 1.

NOW, THEREFORE, BE IT RESOLVED, that the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$5,600.00 for an item of revenue in the budget of the year 2025 as follows:

Miscellaneous Revenues –
Revenue Offset with Appropriations - Drive Sober or Get Pulled Over
Total with increase to be \$5,600.00

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$5,600.00 be and the same is hereby appropriated under the caption of:

General Appropriations –
Public & Private Programs Offset by Revenues - Drive Sober or Get Pulled Over
State/Federal Share \$ 5,600.00
Non State Share \$
Total with increase to be \$ 5,600.00

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.

Table with 7 columns: Name, MOTION, SECOND, AYE, NAY, ABSTAIN, ABSENT. Rows include CONRAD, WAREHAM, ROY, COOMBS, SIPPEL.

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

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

RESOLUTION #2025-377

Title: **RESCINDING RESOLUTION #2025-312 OF A PROFESSIONAL SERVICE CONTRACT WITH DeBLASIO & ASSOCIATES FOR LINCOLN BOULEVARD AND ARCTIC AVENUE STORM SEWER REPLACEMENT PROJECT SURVEY AND ENGINEERING PHASE (LT-C-069)**

WHEREAS, the Township of Lower previously adopted Resolution #2025-312 on September 15, 2025, awarding a contract to DeBlasio and Associates for the Lincoln Boulevard and Arctic Avenue Storm Sewer Replacement Project in the amount of \$78,000.00; and

WHEREAS, it has since been determined that the Township will divide the original project into two separate projects to facilitate more efficient administration and funding; and

WHEREAS, the revised projects will now be designated as follows: *Arctic Avenue Storm Sewer Replacement FY2026 Clean Water Application (LT-C-071)*, to be funded through a low-interest loan and grant application to the NJDEP and the NJ Infrastructure Bank (H2Loans), and *Lincoln Boulevard Storm Sewer Replacement Project (LT-C-074)*.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that Resolution #2025-312, adopted on September 15, 2025, awarding a contract to DeBlasio and Associates for the combined Lincoln Boulevard and Arctic Avenue Storm Sewer Replacement Project, is hereby rescinded in its entirety.

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

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

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

RESOLUTION #2025-378

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

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

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

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

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

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

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

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


RESOLUTION #2025-379

Title: **BID ACCEPTANCE AND CONTRACT AWARD FOR CLEM MULLIGAN SPORTS COMPLEX
STORM SEWER PUMP STATION RE-BID (LT-C-067)**

WHEREAS, the Notice to Re-Bid for the Clem Mulligan Sports Complex Storm Sewer Pump Station (LT-C-067) was advertised on October 22, 2025 and accepted on Thursday November 13, 2025 at 10:00 a.m. prevailing time; and

WHEREAS, one (1) sealed bid was submitted and reviewed by the Township's Purchasing Agent, Superintendent of Public Works and the Township Engineer; and

WHEREAS, Fred M. Schiavone Construction 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 his signature below:



Jim Craft, CFO

Ord #24-03 C-04-55-438-100
Budget Account

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a contract is hereby awarded as follows, with the Superintendent of Public Works designated as the authorized official for project oversight and approval of purchase order payments:

AWARD TO: FRED M. SCHIAVONE CONSTRUCTION INC.
TOTAL: \$208,283.00

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

11/13/25

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

November 13, 2025

VIA EMAIL

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

**Re: Township of Lower, Cape May County, NJ
Clem Mulligan Sports Complex Storm Sewer Pump Station RE-BID
D&A File #: LT-C-067**

Dear Ms. Picard:

We have tabulated the one (1) bid received on November 13, 2025 for the above referenced project. As such, we have determined that the lowest responsible bidder appears to be Fred M. Schiavone, Construction, Inc. in the amount of \$208,283.00. 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 Fred M. Schiavone, Construction, Inc, P.O. Box 416, Malaga, New Jersey 08328 in the amount of \$208,283.00. The contractual award should be made contingent upon approval from the Township Purchasing Agent, Chief Financial Officer and Township Solicitor.

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

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



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

President

T: 609-854-3311

Marc@deblasioassoc.com

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

DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

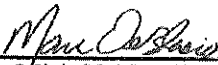
BID TABULATION

Project Name: Clent Mullikan Sports Complex Storm Sewer Pump Station - RE-BID

D&A Project #: LT-C-057
 Client: Township of Lower
 Bid Opening Date: 11/13/2025

Fred Schivone Construction, Inc.
 P.O. Box 416
 Malaga, NJ 08328

Item #	DESCRIPTION	QUANTITY & UNITS		UNIT PRICE	AMOUNT
1	CLEARING SITE	LUMP SUM	LUMP SUM	\$16,400.00	\$16,400.00
2	TRAFFIC CONTROL	LUMP SUM	LUMP SUM	\$3,000.00	\$3,000.00
3	SELECT FILL	300	C.Y.	\$0.01	\$3.00
4	PRECAST CONCRETE WET WELL, FURNISH AND INSTALL	LUMP SUM	LUMP SUM	\$52,000.00	\$52,000.00
5	ONE (1) SUBMERSIBLE PUMP & CONTROL COMPLETE, FURNISH & INSTALL	LUMP SUM	LUMP SUM	\$46,100.00	\$46,100.00
6	ELECTRICAL SITE WORK: PRICE INCLUDES ALL WORK INCLUDED UNDER SECTIONS 260000, 260526, 262700, 262816, 266000, AND AS DETAILED ON THE ELECTRICAL PLANS	LUMP SUM	LUMP SUM	\$19,500.00	\$19,500.00
7	6" C900 POLYVINYL CHLORIDE (PVC) STORM SEWER FORCE MAIN	220	L.F.	\$94.50	\$20,790.00
8	6" DUCTILE IRON STORM SEWER FORCE MAIN	30	L.F.	\$139.00	\$4,170.00
9	36" HIGH DENSITY POLYETHYLENE STORM PIPE	30	L.F.	\$176.00	\$5,280.00
10	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 4" THICK	20	TON	\$259.00	\$5,180.00
11	DEBRIS MAINTENANCE STRUCTURE	1	UNIT	\$8,360.00	\$8,360.00
12	INLET, TYPE A	1	UNIT	\$3,770.00	\$3,770.00
13	6" DUCTILE IRON 45 DEGREE MECHANICAL JOINT BENDS FITTING	2	UNIT	\$650.00	\$1,300.00
14	6" MECHANICAL JOINT PLUG VALVE WITH VALVE BOX	1	UNIT	\$2,940.00	\$2,940.00
15	6" DUCTILE IRON MECHANICAL JOINT WYE	1	UNIT	\$875.00	\$875.00
16	TOPSOIL, 5" THICK, SEED AND FERTILIZER	150	S.Y.	\$15.50	\$2,325.00
17	RESET STONE MULCHING	10	S.Y.	\$50.00	\$500.00
18	CONCRETE DRIVEWAY, 6" THICK	10	S.Y.	\$140.00	\$1,400.00
19	CONNECT TO EXISTING STORM PIPE	1	UNIT	\$650.00	\$650.00
20	NO ITEM	0	0	\$0.00	\$0.00
21	RIP-RAP, 9" THICK	3	C.Y.	\$275.00	\$825.00
22	INLET FILTERS, TYPE 1	60	S.F.	\$25.00	\$1,500.00
23	6"x4" DUCTILE IRON FLANGED REDUCER	1	UNIT	\$875.00	\$875.00
24	6" RESTRAINT JOINT FLANGED COUPLING ADAPTER	2	UNIT	\$575.00	\$1,150.00
25	6" DUCTILE IRON FLANGED 90 DEGREE BEND	1	UNIT	\$770.00	\$770.00
26	6" FLANGED CHECK VALVE	1	UNIT	\$4,100.00	\$4,100.00
27	TEST PIT EXCAVATION	6	UNIT	\$50.00	\$300.00
28	DENSE GRADED AGGREGATE, BASE COURSE, 6" THICK	60	S.Y.	\$17.50	\$1,050.00
29	CONCRETE SIDEWALK, 4" THICK	10	S.Y.	\$115.00	\$1,150.00
30	RESTRAINT JOINT M.J. PLUG	1	UNIT	\$730.00	\$730.00
31	6" C900 PVC PIPE SPOOL PIECE W/ RESTRAINT JOINT M.J. CAP	1	UNIT	\$940.00	\$940.00
Total Amount Bid Based on Estimated Quantities for Items 1 - 31					\$208,283.00


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

11/13/2025
 Date

Bidder's Mathematical Error

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

RESOLUTION #2025-380

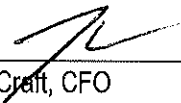
Title: **APPROVING A PROFESSIONAL SERVICE CONTRACT WITH DeBLASIO & ASSOCIATES FOR THE ENGINEERING AND SURVEY PHASE FOR ARCTIC AVENUE STORM SEWER REPLACEMENT PROJECT FY2026 CLEAN WATER APPLICATION (LT-C-071)**

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 has submitted the attached proposal in the amount of \$120,000.00 for engineering and survey services associated with the Arctic Avenue Storm Sewer Replacement Project – FY2026 Clean Water Application (LT-C-071), to be utilized in connection with the New Jersey Department of Environmental Protection (NJDEP) and New Jersey Infrastructure Bank (NJIB) funding process through the H2Loans program; and

WHEREAS, DeBlasio & Associates has provided the attached proposal in the amount of \$120,000.00 for the Engineering and Survey Phase including: for Arctic Avenue Storm Sewer Replacement Project FY2026 Clean Water Application (LT-C-071) for the use of NJDEP and IBank; and the CFO has certified the availability of funds as evidenced by his signature below:

**ENGINEERING AND SURVEY PHASE INCLUDING:
SURVEY AND BASE MAPPING
DESIGN PLANS AND SPECIFICATIONS
TOTAL \$120,000.00**



Jim Craft, CFO

Ord #24-03 C-04-55-438-100
Budget Account

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a Professional Service Contract without public bidding is awarded to DeBlasio & Associates for the Engineering and Survey Phase for Arctic Avenue Storm Sewer Replacement Project FY2026 Clean Water Application (LT-C-071) in the amount of \$120,000.00, copy of proposal attached hereto; with the Superintendent of Public Works designated as the authorized official for project oversight and approval of purchase order and payments.

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

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

November 11, 2025

VIA EMAIL

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

**Re: Township of Lower, Cape May County, NJ
Arctic Avenue Storm Sewer Replacement Project
– FY2026 Clean Water Application
D&A File #: LT-C-071**

Dear Mr. Douglass:

As a follow up to our previous conversations and September 30, 2025 teleconference with the NJDEP, *DeBlasio & Associates, P.C.* is pleased to submit this proposal to the Township to provide professional engineering and grant application services for **Arctic Avenue Storm Sewer Replacement Project – FY2026 Clean Water Application.**

Project Understanding and Scope of Work

The proposed work includes replacing the storm sewer on Arctic Avenue from Lincoln Boulevard to Holmes Avenue, concrete curb replacement and full road reconstruction on Arctic Avenue.

- | | |
|---|--------------|
| ➤ Engineering & Survey Phase Cost: | \$120,000.00 |
| • Survey and Base Mapping | |
| • Design Plans and Specifications | |

Pursuant to our various conversations and our September 30, 2025 preapplication conference with the NJDEP and IBank, the Township is interested in submitting a low interest loan and grant application to the NJDEP and IBank for storm sewer and roadway restoration improvements. The Township will be required to submit one (1) application to complete this project, which is the Clean Water application. As part of the application process, our office will submit the following through H₂LOans:

- **Clean Water Application Phase Cost:** \$12,000.00
- Project Information.
 - Project Cost Estimates.
 - Letter of Intent (Environmental Planning Document).
 - Preparation and Submission of an I-Bank Clean Water Application.
 - SED Participation Requirements During Planning and Design.

Total Professional Service Fee: \$132,000.00

The total estimated construction cost for the project is \$2,168,000.00.

Please note that our scope of services for this task does not include the following items:

1. Engineering Design and Specifications. A separate proposal was sent for this service.
2. Regulatory permit fees.
3. Any other items not listed in the scope of work.

Enclosed please find one (1) copy of the project location map for your reference. Please note that this proposal does not include any construction phase services. Our office can provide a proposal for these services upon request.

Upon your authorization, we are prepared to begin work immediately on the Township's **Arctic Avenue Storm Sewer Replacement Project – FY2026 Clean Water Application**.

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

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


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

President

T: 609-854-3311

Marc@deblasioassoc.com

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

Di Blasio & Associates

ENGINEERS, SURVEYORS AND PLANNERS

ENGINEER'S CONSTRUCTION COST ESTIMATE - ARCTIC AVENUE (FROM LINCOLN BLVD TO HOLMES AVE)

Client: Lower Township

Date: 10/14/2025

Project Name:

FY2026 NJ Clean Water - Arctic Avenue Storm Sewer Replacement

Project

#	DESCRIPTION	UNITS	PLAN QUANTITY	IF & WHERE DIRECTED	CONTRACT QUANTITY	EST. UNIT PRICE	BID AMOUNT
1	MOBILIZATION (IN ACCORDANCE WITH N.J.A.C. 7:14-2.9)	LUMP SUM	LUMP SUM	0	LUMP SUM	\$60,000.00	\$60,000.00
2	SOIL EROSION CONTROL AND WATER QUALITY CONTROL (MINIMUM BID PRICE \$5,000.00)	LUMP SUM	LUMP SUM	0	LUMP SUM	\$5,000.00	\$5,000.00
3	ENVIRONMENTAL & CULTURAL RESOURCE PROTECTION & RESTORATION (MINIMUM BID PRICE \$3,000.00)	LUMP SUM	LUMP SUM	0	LUMP SUM	\$3,000.00	\$3,000.00
4	ENVIRONMENTAL MAINTENANCE BOND (MINIMUM OF \$25,000 OR 50 PERCENT OF THE PRICE BID FOR FULFILLING THE REQUIREMENTS OF THE ENVIRONMENTAL SPECIFICATIONS)	LUMP SUM	LUMP SUM	0	LUMP SUM	\$25,000.00	\$25,000.00
5	MAINTENANCE AND PROTECTION OF TRAFFIC	LUMP SUM	LUMP SUM	0	LUMP SUM	\$10,000.00	\$10,000.00
6	CLEARING SITE	LUMP SUM	LUMP SUM	0	LUMP SUM	\$30,000.00	\$30,000.00
7	FUEL PRICE ADJUSTMENT	DOLLAR	1,700	0	1,700	\$1.00	\$1,700.00
8	ASPHALT PRICE ADJUSTMENT	DOLLAR	3,900	0	3,900	\$1.00	\$3,900.00
9	CONNECT TO EXISTING STORM SEWER	UNIT	3	0	3	\$2,000.00	\$6,000.00
10	INLET, TYPE A	UNIT	9	0	9	\$6,000.00	\$54,000.00
11	STORM SEWER MANHOLE, 4' DIAMETER	UNIT	4	0	4	\$7,000.00	\$28,000.00
12	ROADWAY EXCAVATION, UNCLASSIFIED	C.Y.	2,711	0	2,711	\$45.00	\$121,988.47
13	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	S.Y.	8,872	0	8,872	\$12.00	\$106,462.67
14	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5M64, 2" THICK	TON	1,122	0	1,122	\$120.00	\$134,675.27
15	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 3" THICK	TON	1,683	0	1,683	\$110.00	\$185,178.50
16	CONCRETE GUTTER, 8" THICK	L.F.	4,140	0	4,140	\$40.00	\$165,600.00
17	8" x 18" CONCRETE VERTICAL CURB	L.F.	4,140	0	4,140	\$40.00	\$165,600.00
18	CONCRETE SIDEWALK, 4" THICK	S.Y.	100	0	100	\$95.00	\$9,500.00
19	DETECTABLE WARNING SURFACES	S.Y.	14	0	14	\$400.00	\$5,600.00
20	CONCRETE DRIVEWAY, 6" THICK	S.Y.	332	0	332	\$105.00	\$34,860.00
21	SODDING	S.Y.	1761	0	1,761	\$30.00	\$52,836.67
22	12" POLYVINYL CHLORIDE (PVC) STORM SEWER MAIN	L.F.	257	0	257	\$140.00	\$35,980.00
23	24" POLYVINYL CHLORIDE (PVC) STORM SEWER MAIN	L.F.	46	0	46	\$200.00	\$9,200.00
24	36" POLYVINYL CHLORIDE (PVC) STORM SEWER MAIN	L.F.	1,900	0	1,900	\$350.00	\$665,000.00
25	INLET FILTERS, TYPE 1	S.F.	250	0	250	\$12.00	\$3,000.00
26	TEST PIT EXCAVATION	UNIT	20	0	20	\$50.00	\$1,000.00
27	SELECT FILL (MINIMUM BID PRICE = \$15.00/C.Y.)	CY	2,448	0	2,448	\$15.00	\$36,716.67
28	CLEAN AND TELEWISE STORM SEWER	L.F.	2,203	0	2,203	\$5.00	\$11,015.00

TOTAL ESTIMATED CONSTRUCTION COST: \$1,970,813.25

10% CONTINGENCY: \$197,081.32

TOTAL ESTIMATED CONSTRUCTION COST WITH 10% CONTINGENCY: \$2,167,894.57

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. All prices assume that the Contractor shall comply with the American Iron and Steel provisions in accordance with the Buy American Act. DeBlasio & Associates, P.C. cannot and does not guarantee that proposals, bids or actual costs will not vary from these opinions of probable costs.

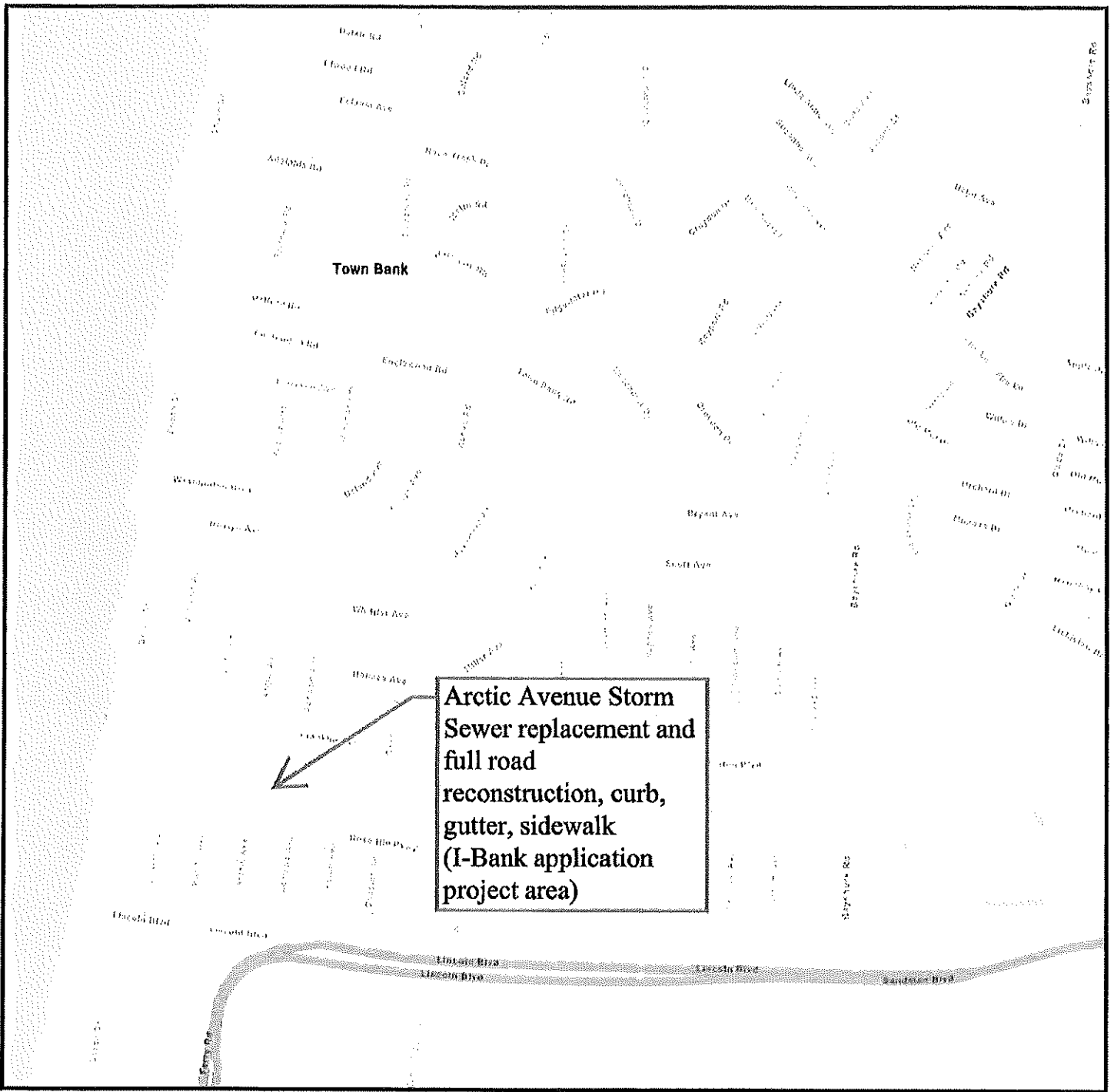
Prepared by:



Marc DeBlasio, P.E., Township Engineer

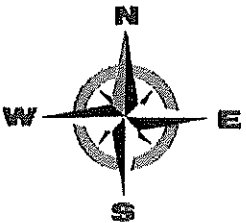
Date

10/14/2025



KEY:

 PROPOSED PROJECT LOCATION



**PROJECT LOCATION MAP
NORTH CAPE MAY
ARCTIC AVENUE STORM SEWER
REPLACEMENT**

NOVEMBER 10, 2025

**DEBLASIO &
ASSOCIATES**
CONSULTING ENGINEERS AND PLANNERS

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

RESOLUTION #2025-381


Title: **APPROVING A PROFESSIONAL SERVICE CONTRACT WITH DeBLASIO & ASSOCIATES FOR THE ENGINEERING AND SURVEY PHASE FOR LINCOLN BOULEVARD STORM SEWER REPLACEMENT PROJECT (LT-C-074)**

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 has submitted the attached proposal in the amount of \$40,000.00 for engineering and survey services associated with Lincoln Boulevard Storm Sewer Replacement Project (LT-C-069) and;

**ENGINEERING AND SURVEY PHASE INCLUDING:
SURVEY AND BASE MAPPING
DESIGN PLANS AND SPECIFICATIONS
PUBLIC BIDDING PROCUREMENT
TOTAL \$40,000.00**

and the CFO has certified the availability of funds as evidenced by his signature below:


Jim Craft, CFO

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

Budget Account

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a Professional Service Contract without public bidding is awarded to DeBlasio & Associates for the Engineering, Survey Phase and Public Bidding Procurement for Lincoln Boulevard Storm Sewer Replacement Project (LT-C-074) in the amount of \$40,000.00, copy of proposal attached hereto; with the Superintendent of Public Works designated as the authorized official for project oversight and approval of purchase order and payments.

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

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

11/25/25

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

November 11, 2025

VIA EMAIL

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

**Re: Township of Lower, Cape May County, NJ
Lincoln Boulevard Storm Sewer Replacement Project –
Survey and Engineering Phase - REVISED
D&A File #: LT-C-069**

Dear Mr. Douglass:

DeBlasio & Associates, P.C. is pleased to provide this revision to our original proposal to provide our professional engineering and survey services for the **Lincoln Boulevard Storm Sewer Replacement Project - Survey and Engineering Phase.**

The project area can be seen in the attached November 10, 2025 Project Location Map. The proposed work includes replacing the storm sewer on Lincoln Boulevard from Beach Drive to Adriatic Avenue and the temporary trench restoration. This proposal will include Engineering and Surveying costs for this project.

Based on our analysis, the engineer's estimate of construction cost is \$663,020.00.

➤ Engineering & Survey Phase Cost:	\$40,000.00
• Survey and Base Mapping	
• Design Plans and Specifications	
• Public Bidding Procurement	
Total Professional Service Fee	\$40,000.00

Enclosed please find one (1) copy of the project location map for your reference. Please note that this proposal does not include any construction phase services. Our office can provide a proposal for these services upon request.

Upon your authorization, we are prepared to begin work immediately on the Township's Lincoln Boulevard Storm Sewer Replacement Project-Survey and Engineering Phase - **REVISED**.

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

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



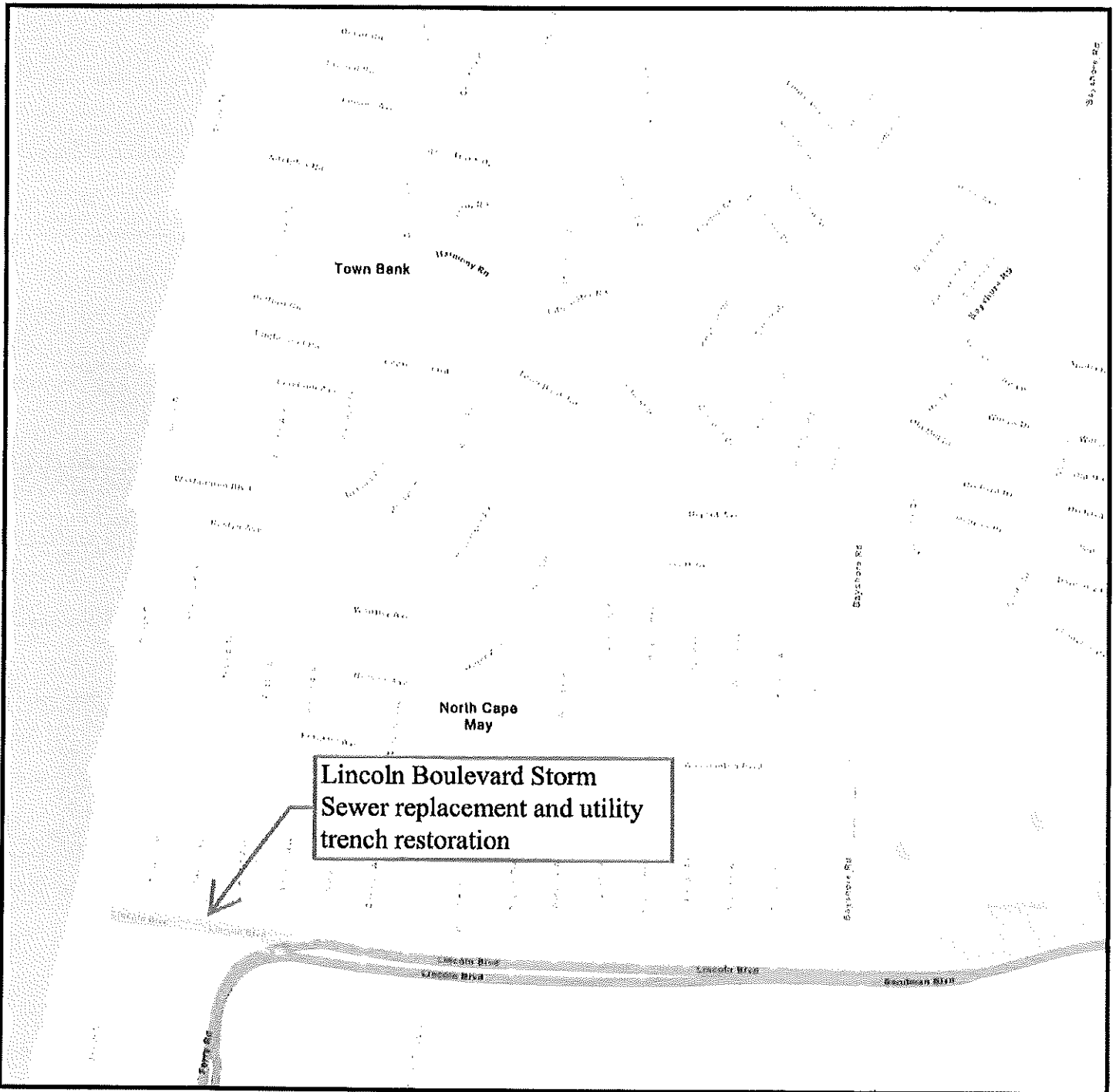
Marc DeBlasio, P.E., P.P., C.M.E.

President

T: 609-854-3311

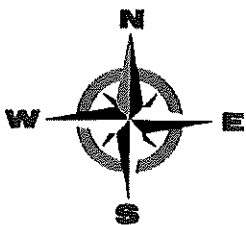
Marc@deblasioassoc.com

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



KEY:

 PROPOSED PROJECT LOCATION



PROJECT LOCATION MAP
NORTH CAPE MAY
LINCOLN BOULEVARD
STORM SEWER REPLACEMENT

NOVEMBER 10, 2025

**DEBLASIO &
 ASSOCIATES**
 CONSULTING ENGINEERS AND PLANNERS

ENGINEER'S CONSTRUCTION COST ESTIMATE - LINCOLN BOULEVARD

Client: Lower Township
Date: 10/31/2025
Project Name:
Lincoln Boulevard Storm Sewer Replacement
D&A Project #: LT-C-069

#	DESCRIPTION	UNITS	PLAN QUANTITY	IF & WHERE DIRECTED	CONTRACT QUANTITY	EST. UNIT PRICE	BID AMOUNT
1	TRAFFIC CONTROL	LUMP SUM	LUMP SUM	0	LUMP SUM	\$10,000.00	\$10,000.00
2	CLEARING SITE	LUMP SUM	LUMP SUM	0	LUMP SUM	\$15,000.00	\$15,000.00
3	CONNECT TO EXISTING STORM SEWER	UNIT	3	0	3	\$2,000.00	\$6,000.00
4	INLET, TYPE A	UNIT	5	0	5	\$6,000.00	\$30,000.00
5	STORM SEWER MANHOLE, 4' DIAMETER	UNIT	5	0	5	\$10,000.00	\$50,000.00
6	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 4" THICK	TON	496	0	496	\$120.00	\$59,505.60
7	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	S.Y.	980	0	980	\$12.00	\$11,760.00
8	12" POLYVINYL CHLORIDE (PVC) STORM SEWER MAIN	L.F.	175	0	175	\$140.00	\$24,500.00
9	18" POLYVINYL CHLORIDE (PVC) STORM SEWER MAIN	L.F.	270	0	270	\$185.00	\$49,950.00
10	36" POLYVINYL CHLORIDE (PVC) STORM SEWER MAIN	L.F.	1,025	0	1,025	\$350.00	\$358,750.00
11	INLET FILTERS, TYPE 1	S.F.	90	0	90	\$12.00	\$1,080.00
12	TEST PIT EXCAVATION	UNIT	10	0	10	\$50.00	\$500.00
13	CLEAN AND TELEVISION STORM SEWER	L.F.	1,470	0	1,470	\$10.00	\$14,700.00


TOTAL ESTIMATED CONSTRUCTION COST: \$631,745.60

10% CONTINGENCY : \$63,174.56

TOTAL ESTIMATED CONSTRUCTION COST WITH 10% CONTINGENCY: \$694,920.16

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. All prices assume that the Contractor shall comply with the American Iron and Steel provisions in accordance with the Build American Buy American Act. DeBlasio & Associates, P.C. cannot and does not guarantee that proposals, bids or actual costs will not vary from these opinions of probable costs.

Prepared by:



Marc DeBlasio, P.E., Township Engineer

10/31/2025

Date

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

RESOLUTION # 2025-382

Title: **BID ACCEPTANCE AND CONTRACT AWARD FOR FY2023 NJDCA SMALL CITIES PROGRAM – DELAWARE BAY BEACH STORMWATER OUTFALL EXTENSION PHASE 1, CONTRACT 2 (LT-C-070)**

WHEREAS, the Notice to Bidders for the FY2023 NJDCA Small Cities Program Delaware Bay Beach Stormwater Outfall Extension Phase 1 Contract 2 (LTC-070) was advertised on October 22, 2025 and accepted on Thursday November 13, 2025 at 10:00 a.m. prevailing time; and

WHEREAS, Five (5) sealed bids were submitted and reviewed by the Township Engineer, QPA, Colleen Crippen, Grants Coordinator, Gary Douglass Public Works Superintendent; and

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



Jim Craft, CFO

C-04-35-438-100
Budget Account

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a contract is hereby awarded as follows, with the Superintendent of Public Works designated as the authorized official for project oversight and approval of purchase order payments:

AWARD TO: A. LARSEN CONSTRUCTION
TOTAL: \$259,978.69

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Karen S. Fournier, 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 November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

25-382

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

November 13, 2025

VIA EMAIL

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

**Re: Township of Lower, Cape May County, NJ
FY2023 NJDCA Small Cities Program
Delaware Bay Beach Stormwater Outfall Extension – Phase 1 Contract 2
D&A File #: LT-C-070**

Dear Ms. Picard:

We have tabulated the five (5) bids received on November 13, 2025 for the above referenced project. As such, we have determined that the lowest responsible bidder appears to be A. Larsen Construction, LLC in the amount of \$259,978.68. 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 A. Larsen Construction, LLC, P.O. Box 482, Ocean View, New Jersey 08230 in the amount of \$259,978.68. The contractual award should be made contingent upon approval from the Township Purchasing Agent, Chief Financial Officer and Township Solicitor.

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

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



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

President

T: 609-854-3311

Marc@deblasioassoc.com

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

BID TABULATION

Project Name: FY2023 N.J.D.C.A. Small Creeks Program Delaware Bay Beach Stormwater Outfall Extension Project Phase 1 - Contract 2
 DBA Project #: LT-C-070
 Client: Township of Lower
 Bid Opening Date: 11/13/2023

Item #	DESCRIPTION	QUANTITY & UNITS	UNIT PRICE	AMOUNT	A. Larsen Construction, LLC P.O. Box 482 Ocean View, NJ 08230	R.A. Walters & Son, Inc. 18 Hoffman Drive Cape May Court House, NJ 08210	Capelli Construction, Inc. P.O. Box 2046 Meyersford Lake, NJ 08055	Nahlers Marine Construction 414 Woodbine-Oceanview Road Ocean View, NJ 08230	JPC Group, Inc. 228 Blackwood-Barnstone Road Blackwood, NJ 08012
1	BEACH STORMWATER OUTFALL EXTENSION - SHADELAND AVENUE	LUMP SUM	\$54,012.97	\$54,012.97					
2	BEACH STORMWATER OUTFALL EXTENSION - BROADWAY AVENUE	LUMP SUM	\$54,012.97	\$54,012.97					
3	BEACH STORMWATER OUTFALL EXTENSION - WILDWOOD AVENUE	LUMP SUM	\$46,577.50	\$46,577.50					
4	BEACH STORMWATER OUTFALL EXTENSION - ARBOR ROAD	LUMP SUM	\$42,887.62	\$42,887.62					
5	BEACH STORMWATER OUTFALL EXTENSION - SPRUCE AVENUE	LUMP SUM	\$42,887.62	\$42,887.62					
6	ALLOWANCE: GENERAL	20,000 ALLOWANCE	\$1.00	\$20,000.00					
TOTAL AMOUNT BID BASED ON ESTIMATED QUANTITIES FOR BID ITEMS 1-6:				\$259,978.68		\$289,000.00	\$293,000.00	\$349,000.00	\$964,000.00

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

RESOLUTION #2025-383

Title: APPROVAL OF CHANGE ORDER #1 TO DEBLASIO AND ASSOCIATES INC. FOR THE CONSTRUCTION PHASE FOR THE DELAWARE BAY BEACH STORMWATER OUTFALL EXTENSION PHASE II FOR THE 2023 NJDCA SMALL CITIES GRANT (LT-C-070)

WHEREAS, DeBlasio and Associates was awarded on September 15, 2025 by Resolution #2025-317 for Engineering and Survey Phase for the Delaware Bay Beach Stormwater Outfall Extension Phase II For The 2023 NJDCA Small Cities Grant (LTDe-C-070) in the amount of \$24,500.00; and

WHEREAS, DeBlasio and Associates has provided a proposal for the Construction Phase of the Delaware Bay Beach Stormwater Outfall Extension Phase II in the amount of \$14,000.00; and

WHEREAS, the Township Council desires to approve Change Order #1 and the CFO has certified the availability of funds as evidenced by his signature below:

Appropriation: C-04-55-438-100

Signature: 
James Craft, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Change Order #1 attached hereto in the net increase amount of \$14,000.00 to DeBlasio and Associates is hereby approved and the contract total is now increased to \$38,500.00.

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

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

#25-383

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

November 13, 2025

VIA EMAIL

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

**Re: Township of Lower, Cape May County, NJ
FY2023 NJDCA Small Cities Program
Delaware Bay Beach Stormwater Outfall Extension Project - Phase 1 Contract 2-
Construction Phase Services
D&A File #: LT-C-070**

Dear Mr. Douglass:

DeBlasio & Associates, P.C. is pleased to provide this proposal to provide our professional services for the **FY2023 NJDCA Small Cities Program Delaware Bay Beach Stormwater Outfall Extension Project - Phase 1 Contract 2 – Construction Phase Services** which shall consist of the following outfalls:

1. Shadeland Avenue Outfall
2. Broadway Avenue Outfall
3. Wildwood Avenue Outfall
4. Arbor Road Outfall
5. Spruce Avenue Outfall

Construction Phase Cost: \$14,000.00

- Contract Administration
- Shop Drawing and Submittal Review
- Part Time Construction Observation
Based on an 114 Day Construction Contract

Total Professional Service Fee \$14,000.00

Upon your authorization, we are prepared to begin work immediately on the Township's **FY2023 NJDCA Small Cities Program Delaware Bay Beach Stormwater Outfall Extension Project - Phase 1 Contract 2 – Construction Phase Services**.

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

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



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

President

T: 609-854-3311

Marc@deblasioassoc.com

cc: Mayor Frank Sippel (via email)
Michael Laffey, Manager (via email)
Margaret Vitelli, QPA (via email)
Julie Picard, Clerk (via email)
Andrew McTague (via email)
Cody Stanford, EIT (via email)

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

RESOLUTION #2025-384

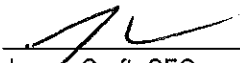
Title: APPROVAL OF CHANGE ORDER #1 TO DEBLASIO AND ASSOCIATES INC. FOR THE CONSTRUCTION PHASE FOR THE CLEM MULLIGAN SPORTS COMPLEX STORM SEWER PUMP STATION (LT-C-067)

WHEREAS, DeBlasio and Associates was awarded on May 5, 2025 by Resolution #2025-178 for Engineering and Survey Phase for the Clem Mulligan Sports Complex Storm Sewer Pump Station (LT-C-067) in the amount of \$23,000.00; and

WHEREAS, DeBlasio and Associates has provided a proposal for the Construction Phase in the amount of \$12,000.00; and

WHEREAS, the Township Council desires to approve Change Order #1 and the CFO has certified the availability of funds as evidenced by his signature below:

Appropriation: C-04-55 - 438 - 100

Signature: 
James Craft, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Change Order #1 attached hereto in the net increase amount of \$12,000.00 to DeBlasio and Associates is hereby approved and the contract total is now increased to \$35,000.00.

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

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025.

Karen S. Fournier, Deputy Township Clerk

11-25-2025

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

November 13, 2025

VIA EMAIL

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

Re: Township of Lower, Cape May County, NJ
Clem Mulligan Sports Complex Storm Sewer Pump Station - REBID
Construction Phase Services
D&A File #: LT-C-067

Dear Mr. Douglass:


DeBlasio & Associates, P.C. is pleased to provide this proposal to provide our professional construction phase services for the **Clem Mulligan Sports Complex Storm Sewer Pump Station - REBID - Construction Phase Services**.

Construction Phase Cost:	\$12,000.00
• Contract Administration	
• Shop Drawing and Submittal Review	
• Part Time Construction Observation	
Based on a 210 Day Construction Contract	

Total Professional Service Fee	\$12,000.00
---------------------------------------	--------------------

Upon your authorization, we are prepared to begin work immediately on the Township's **Clem Mulligan Sports Complex Storm Sewer Pump Station - REBID - Construction Phase Services**. Should you have any questions or require any additional information, please do not hesitate to contact me 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@deblasloassoc.com

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

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

ORDINANCE #2025-23

Title: **AN ORDINANCE AMENDING CHAPTER 340, FIRE PREVENTION, ARTICLE II, UNIFORM FIRE SAFETY CODE, OF THE CODE OF THE TOWNSHIP OF LOWER TO MODIFY ANNUAL FIRE INSPECTION REQUIREMENTS**

WHEREAS, Chapter 340, Fire Prevention, of the Code of the Township of Lower sets forth and establishes minimum fire safety standards throughout the Township of Lower; and

WHEREAS, § 340-13 of the Code of the Township of Lower establishes fees associated with required annual fire inspections, the frequency of required inspections, and penalties imposed for failure to comply with required inspections; and

WHEREAS, the Township Council of the Township of Lower finds that modifications to the frequency of required annual fire inspections for long-term rental properties and penalties for failure to comply with required inspections is warranted.

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

Section 1. Chapter 340, Article II, Uniform Fire Safety Code, Subsection 13, Additional Required Inspections and Fees, is hereby amended as follows:

340-13 Additional Required Inspection and Fees.

- A. In addition to the inspections and fees required pursuant to the Fire Safety Act and the regulations of the Department of Community Affairs, the following additional inspections, and fees for those uses not defined as life-hazard uses shall be required. The following buildings, uses and premises contained in this section, other than those that are incidental or auxiliary to the agricultural use of farm property, are subject to registration and periodic inspection requirements as hereby established. Where two or more of the same use or different uses exist at the same building or premises, each one shall be considered as a separate and distinct for the purpose of this section and shall be registered pursuant thereto.
- B. Uses
- (1) Business use as defined in the latest edition of the NJ Uniform Fire Code, where there is a single tenant.
 - (2) If there is a business use as defined above, where there is more than one tenant, same would result in the sue of the schedule hereinafter noted, with the sole exception that an additional fee of \$20.00 per tenant would be charged in each instance.
 - (3) Where the building or structure has more than one use which may include a business use as defined above, then each individual use shall be subject to the appropriate fee as set forth in this section.
 - (4) Mercantile uses as defined in the latest edition of the NJ Uniform Fire Code shall be subject to the registration fee as set forth in the schedule hereinafter noted.
 - (5) Storage buildings as defined in the latest edition of the NJ Uniform Fire Code shall be subject to the registration fee as set forth in the schedule herein noted.

- (6) Factory and industrial uses as defined in the latest edition of the NJ Uniform Fire Code shall be subject to the registration fee as set forth in the schedule hereinafter noted.
- (7) Residential use groups as defined in the latest edition of the NJ Uniform Fire Code shall be subject to the registration fee as set forth in the schedule hereinafter noted.
- (8) Uses not classified above will be classified as business uses
- (9) Where more than one additional use exists under the ownership at a given location, the highest use shall be registered at full fee and subsequent use at $\frac{3}{4}$ of the scheduled fee.

**Total Gross Floor Area Including Basement
(square feet)**

Total Gross Floor Area Including Basement (square feet)	Registration Fees
0 to 1,000	\$115
1,001 to 2,000	\$125
2,001 to 3,000	\$135
3,001 to 4,000	\$145
4,001 to 5,000	\$150
5,001 to 6,000	\$160
6,001 to 7,000	\$165
7,001 to 7,500	\$185
7,501 to 8,000	\$220
8,001 to 9,000	\$245
9,001 to 9,500	\$270
9,501 to 10,500	\$305
10,501 to 11,500	\$335
11,501 to 12,000	\$345

For an additional 1,000 square feet or more, the registration fee is an additional \$35.

- (10) Eating and drinking establishments/assembly uses with less than 50 occupants, the fee shall be one hundred twenty (\$120.00) dollars.
- (11) Hotels and motels with 100 rooms or less and not defined as life-hazard uses, the fee shall be one hundred eighty (\$180.00) dollars.
- (12) Buildings for the purpose of amusement, entertainment, recreation, strip malls, shopping centers and health spas, which are not defined as a life-hazard use, the fee shall be one hundred ninety (\$190.00) dollars.
- (13) The fee for multi-dwelling units with three dwelling units or more shall be eighty-five (\$85.00) dollars and twenty-five (\$25.00) dollars for each additional dwelling unit.
- (14) The fee for marina inspections shall be one hundred fifteen (\$115.00) dollars.

(15) The Bureau of Fire Safety shall, upon the sale of any property, conduct a fire inspection prior to the date of settlement. For the sale of properties, the fee shall be one hundred thirty (\$130.00) dollars. This one hundred thirty (\$130.00) dollar fee shall include the sale of property inspection applications received in the Fire Bureau office more than 10 working days from the settlement date. The fee associated with all sale of property inspection applications received in the Fire Bureau office with less than 10 working days to settlement shall be two hundred and sixty (\$260.00) dollars.

(16) For all rental properties, the inspection fee shall be one hundred thirty (\$130.00) dollars per unit. This fee shall apply to all rental units, including those located within campgrounds and mobile home parks, and shall include, but not be limited to, houses, cabins, and trailers used for dwelling purposes. All seasonal/vacation and short-term rental properties shall be subject to inspection one (1) time per calendar year. All seasonal/vacation and short-term rental properties must pass inspection prior to the start of the rental season (June 1) in any given calendar year. Effective September 1, 2026 all long-term or annual one (1) and two (2) family dwelling rental properties, the Lower Township Bureau of Fire Safety shall conduct a fire inspection once every five (5) years, or upon a change of tenant(s), whichever occurs sooner.

(a) This fire inspection shall be for the purposes of:

1. Establishing that the occupancy has not been changed unless the structure has been upgraded to the new use as required under the New Jersey Administrative Code 5:23-2.6(b), change of use group.
2. Ensuring that the property is in compliance with the New Jersey Uniform Fire Code N.J.A.C. 5:70-4.19 and other fire safety requirements.
3. Ensuring that the required fire extinguisher is properly located within the property and is maintained as per National Fire Protection Association Standard No. 10.
4. Ensuring that hood protection is being provided under combustible cabinets that are installed directly over cooking appliances.

(b) There shall be a penalty of not less than two hundred fifty (\$250.00) dollars nor more than one thousand (\$1,000.00) dollars for any rental property not registered and inspected as required by this Ordinance.

(17) In the event the Lower Township Bureau of Fire Safety is required to re-inspect a sale property or rental property for a continuing violation, two (2) or more times, there will be an additional re-inspection fee of sixty-five (\$65.00) dollars per re-inspection beginning with the third re-inspection and in connection with any and all subsequent re-inspections thereafter.

(18) All uses listed in the aforementioned schedule shall be inspected annually for compliance with the provisions of this section and the New Jersey Uniform Fire Code, unless otherwise exempted herein.

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

Section 3. Should any section, paragraph, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid for any reason, the remaining portions of this Ordinance shall not be affected thereby and

shall remain in full force and effect, and to this end the provision of this Ordinance are hereby declared to be severable.

Section 4. This Ordinance shall become effective 20 days after final passage and publication according to law.

Thomas Conrad, Councilmember

Joseph Wareham, Councilmember

Roland Roy, Jr., Councilmember

Deputy Mayor Coombs, Deputy Mayor

Frank Sippel, Mayor

First Reading: November 17, 2025

Adopted:

Attest: _____
Karen S. Fournier, Deputy Township Clerk

Clerk Report October 2025

Register Report - Last month

10/1/2025 through 10/31/2025

11/3/2025

Page 1

Date	Num	Description	Memo	Category	Clr	Amount
		INCOME				3,595.30
		BUSINESS LIC 2025-2026				600.00
		Campgrounds & Trailers				100.00
		Opra Request				0.30
		Short term 2025-2026				870.00
		Solicitation Permit				45.00
		Street Openings				740.00
		Taxi & Limo				500.00
		VACANT PROPERTY REGISTRATION				500.00
		Yard Sales				90.00
		Year Round Rental				150.00
		TRANSFERS				-3,595.30
		Council Checking				-3,595.30
				OVERALL TOTAL		0.00

**2025 CASH RECEIPTS
OCTOBER**

Township of Lower
Office of the Tax Collector

	MONTH TO DATE	YEAR TO DATE
Receipts		
Preliminary Tax Year (2026)	102,007.71	1,111,734.35
Current year taxes (2025)	4,771,315.42	60,887,246.76
Prior year taxes (2024)		549,606.39
Previously exempt property		-
State Audit Pay Back		-
Municipal Lien		1,458.88
Recording		25.00
Bankruptcy		-
6% Penalty		1,307.12
Municipal Service Fees		56,280.00
Tax Search Fees		-
Interest	12,084.97	96,975.06
Lot clearing		3,300.00
Returned Check Fees*		820.00
Duplicate Bills	25.00	740.00
Trash	936.00	38,025.25
Tax Sale Costs		795.64
MUA		6,098.14
TOTAL DEPOSITS	4,886,369.10	62,754,412.59
DEPOSITED TO COUNCIL CHECK	3,710,163.31	52,975,979.86
DEPOSITED TO WIPP ACCOUNT	1,176,205.79	9,778,432.73
TOTAL DEPOSITS	4,886,369.10	62,754,412.59
NSF Reversals *	3,663.54	115,166.12
WIPP NSF Reversals	11,024.97	157,192.30
NSF Fee Reversal (20.00)*		
TOTAL NSF	14,688.51	272,358.42
TOTAL	4,871,680.59	62,482,054.17

Prepared by Kathy Brown

**OCTOBER 2025
VITAL STATISTICS**

Marriages,Civil Unions	16
Domestic Partners	0
Certified Copies	114
Certified Copies EDRS	3
Burial Permits	0

Marriages, Civil Unions State	\$400.00
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$48.00
Domestic Partners Twp	\$0.00
Certified Copies	\$1,140.00
Certified Copies EDRS	\$30.00
Burial Permits	\$0.00

TOTAL	\$1,618.00
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TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION #2025-385

Title: **A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12**

WHEREAS, the Township Council of the Township of Lower is subject to certain requirements of the Open Public Meetings Act, N.J.S.A 10:4-6, et seq.; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Council of the Township of Lower to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

_____ (1) Matters Required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

_____ (2) Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

_____ (3) Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information, relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

_____ (4) Matters Relating to Collective Bargaining Agreement: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

_____ (5) Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

_____ (6) Matters relating to Public Safety and Property: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.

_____ (7) Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege: any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

 X (8) Matters Relating to the Employment Relationship: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting. **PERSONNEL**

_____ (9) Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss if a license or permit belonging to the responding party bears responsibility.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, assembled in public session on November 17, 2025 that an Executive Session closed to the public shall be held on this date at approximately _____ in the Conference Room of the Township Hall, 2600 Bayshore Road, Villas for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Council that the public interest will no longer be served by such confidentiality.

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

I, Karen S. Fournier, Deputy Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on November 17, 2025

Karen S. Fournier, Deputy Township Clerk