

WORK SESSION AND REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL

August 15, 2022 – 5:00 pm.

Meeting called to order

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

Work Session

Proclamation - Supporting the Drive Sober or Get Pulled Over 2022 Statewide Labor Day Crackdown

Consent Agenda

- Approval of State Firemen's Association Membership Application: Mathew V. Franco, Town Bank
Approval of Minutes - August 1, 2022
Res. #2022-259 Authorization for the Payment of Vouchers \$ 690,227.16
Res. #2022-260 Authorizing Payment of 2022 County Taxes (Third Quarter)
Res. #2022-261 Award National Cooperative Purchasing Agreement with Sourcewell to Allegiance Trucks, LLC for One (1) New 2022 International CV515 SFA Box Truck with Liftgate (\$103,591.)
Res. #2022-262 Certification to Local Finance Board of Receipt and Review of Audit Sections General Comments & Recommendations
Res. #2022-263 A Resolution Requesting Release of Maintenance Guarantee for Cape May Landing, Inc.; Block 510, Lot(s) 14.01, 15.01 & 16; Escrow P16-10-03
Res. #2022-264 A Resolution Authorizing the Continued Use of Thirty (30) Google Chromebook Laptop Computers by the Lower Township Elementary School District
Res. #2022-265 Body Armor Replacement Program
Res. #2022-266 Appointment to Position of Lower Township Police Chaplain
Res. #2022-267 Insertion of Special Item of Revenue Pursuant to N.J.S.A.40A:4-87, Chapter 159
Res. #2022-268 Approval of Contribution to Lower Township Chamber of Commerce
Res. #2022-269 Approving Change Order #7 to Fred M Schiavone Construction for Additional Drainage and Fencing Configuration at Clem Mulligan Sports Complex Renovation Project (LT-C-020)
Res. #2022-270 Approving Change Order #1 to Fred M Schiavone Construction for Additional Drainage for 2022 NJDCA Small Cities Program; Cloverdale Avenue, Evergreen Avenue and Spruce Avenue Storm Sewer Improvements (LT-C-026)
Ord. #2022-09 An Ordinance Amending Chapter Seven Entitled "Traffic" of the General Ordinances of the Township of Lower This is the first reading of this Ordinance. The second reading and public hearing is scheduled for September 7, 2022.

Regular Agenda

Engineer Report

Manager's Report

Monthly Report -

Clerk, Construction, Dog, Vital

Public Comment

Council Comments

Closed Session

- Res. #2022-271 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. **Personnel, Attorney-Client Privilege**

Adjourn

COUNCIL MEETING MINUTES – August 1, 2022

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on August 1, 2022 at 5:00 p.m. in the meeting room of the Township Hall, 2600 Bayshore Road, Villas, New Jersey.

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

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

Councilmember Thomas Conrad
Councilmember Kevin Coombs
Councilmember Roland Roy, Jr.
Deputy Mayor David Perry
Mayor Frank Sippel

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

Work Session

Consent Agenda

Approval of Minutes – July 18, 2022

- Res. #2022-236 Approval of Vouchers \$ 619,744.67
- Res. #2022-237 Approval for Crest Best Run Fest Scheduled for October 9, 2022
- Res. #2022-238 Certification of Lot Clearing Charges to the Tax Collector
- Res. #2022-239 Approval for the Annual Coombs/Douglass Run
- Res. #2022-240 A Resolution Authorizing the Execution of an Amended Memorandum of Agreement Between the Township of Lower and Cape Regional Medical Center Cape Addiction Recovery Services
- Res. #2022-241 Appointment to the Planning Board – R.Abrams, Jr.
- Res. #2022-242 Authorization for the Payout of Accumulated Compensatory Time (J.Armbruster \$26,448.29)
- Res. #2022-243 Authorization for the Payout of Accumulated Compensatory Time (C.Ryan \$20,118.61)
- Res. #2022-244 Authorization for the Payout of Accumulated Compensatory Time (M.Majane \$26,831.67)
- Res. #2022-245 Authorization for the Payout of Accumulated Compensatory Time (B.McEwing \$1,978.32)
- Res. #2022-246 A Resolution Authorizing and Approving a Side Bar Agreement between the Township of Lower and the Teamsters Local Union #676, Supplementing the Current Collective Bargaining Agreement
- Res. #2022-247 Resolution Authorizing the Township of Lower to Participate In and Enter Into a Cooperative Pricing Agreement with the County of Cape May
- Res. #2022-248 Approval of Change Order #1 for the Engineering Services for the Construction Phase of Cloverdale Avenue, Evergreen Avenue and Spruce Avenue Storm Sewer Improvement (LT-C-026)
- Res. #2022-249 Resolution Authorizing the Township of Lower to Enter into the New Jersey Cooperative Purchasing Alliance of Bergen County
- Res. #2022-250 A Resolution Authorizing a Grant Application to the Cape May County Open Space Program for the Diamond Beach Park Upgrade
- Res. #2022-251 Approving a Professional Service Contract with DeBlasio & Associates for the Engineering, Design and Construction Phase of the Lower Township Municipal Pool Renovations
- Res. #2022-252 Authorizing the Extension of the Grace Period for the Third Quarter Taxes Due on August 1, 2022
- Res. #2022-253 Authorization for Waiver of Fees in Accordance with Lower Township Municipal Code 475-16, Memorial Bench Dedication Program, Due to Exceptional Circumstances
- Res. #2022-254 Re-Appointment to the Planning Board – M. Rosenberg
- Res. #2022-255 Appointment to the Planning Board – L. Selby
- Res. #2022-256 Resolution Authorizing the Transfer of Watchguard Vista Fleet In-Car Camera System No Longer in Use from Lower Township Police Department to Middle Township Police Department
- Res. #2022-257 Approving Change Order #2 to Fred M. Schiavone Construction Inc. for Reconstruction of Wilson Drive, 1st Avenue, 2nd Avenue and 3rd Avenue Project for Final As-Built Quantity Adjustments and Contract Time Extension of 56 Days (LT-C-014)
- Res. #2022-258 Appointment to the Zoning Board of Adjustments – R.Clary

On the Consent:

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

Regular Agenda

Manager's Report – no report

Monthly Report

Finance – Monthly and Quarterly Report

Public Comment – no comments

Council Comments

Councilmember Conrad – no comments

Councilmember Coombs – no comment

Councilmember Roy advised residents to stay hydrated and check on neighbors during this extreme heat.

Deputy Mayor Perry – no comments

Mayor Sippel reminded residents about the Township Newsletter.

Adjourn

There being no further business to address, motion to adjourn moved by Councilmember Conrad, seconded by Councilmember Roy. Motion to adjourn was unanimous. Meeting adjourned at 5:02 p.m.

Mayor

Township Clerk

Approved:

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01125	MARGARET CROMPTON	22-00072	01/10/22	22 CONTRACTUAL REIMBURSEMENT M	Open	100.00	0.00		B
01132	CUMMINS POWER SYSTEMS, LLC*	22-01138	05/03/22	GENERATORS	Open	707.00	0.00		
01170	VERIZON WIRELESS* F/S	22-01978	08/08/22	FS Verizon 06.27 07.26	Open	168.16	0.00		
01171	VERIZON WIRELESS - TOWNHALL	22-01984	08/08/22	CELL PHONE 6/24-7/23/22	Open	409.84	0.00		
		22-01988	08/08/22	IPHONE BILL 6/29-7/28/22	Open	<u>929.60</u>	0.00		
						1,339.44			
01200	DELTA DENTAL PLAN OF NJ	22-01917	08/02/22	JULY 2022 DENTAL ADMIN	Open	1,327.45	0.00		
		22-02018	08/10/22	JULY 2022 DENTAL CLAIMS	Open	<u>14,854.85</u>	0.00		
						16,182.30			
01201	DELL CORPORATION*	22-01791	07/13/22	7 LAPTOP AND 14 DOCKS	Open	16,036.23	0.00		
01219	CONTRACTOR SERVICE*	22-01784	07/13/22	SAWS/DPW	Open	1,199.99	0.00		
01267	EDWARD DONOHUE	22-01900	07/28/22	CONTRACTUAL REIMBURSEMENT M	Open	47.01	0.00		
01499	JOSEPH FAZZIO, INC*	22-01875	07/25/22	TRASH HOPPER REBUILD	Open	2,534.65	0.00		
01502	PAMELA FELDER	22-01990	08/09/22	CONTRACTUAL REIMBURSEMENT M	Open	320.00	0.00		B
01653	GENTILINI FORD*	22-01655	06/27/22	MATERIALS FOR VEHICLES/DPW	Open	1,232.77	0.00		
01657	GOPHER SPORT*	22-00967	04/12/22	BASKETBALLS & PING PONG PADDLE	Open	839.09	0.00		
01690	GRANTURK EQUIPMENT CO*	22-01698	06/29/22	PARTS FOR VEHICLES/DPW	Open	2,420.77	0.00		
01703	HARBOR SALES COMPANY*	22-01849	07/21/22	MATERIALS FOR VEHICLES/DPW	Open	441.90	0.00		
01806	ANTHONY J HARVATT, II, ESQ	22-00903	04/07/22	ZBA SOLICITOR SALARY	Open	625.00	0.00		
		22-01897	07/27/22	ZBA Resolutiosns	Open	<u>1,200.00</u>	0.00		
						1,825.00			
02025	HUNTER JERSEY PETERBILT*	22-01913	08/02/22	PARTS FOR TRUCKS/DPW	Open	1,212.92	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
02027	JESCO INC*	22-01848	07/21/22	PARTS FOR VEHICLES/AUG	Open	523.82	0.00		
02183	KLENSWITE POOL SPA SUP.CO INC*	22-01906	07/29/22	NON CHLORINE SHOCK/CHLORINESHO	Open	676.80	0.00		
02402	MGL PRINTING SOLUTIONS	22-01788	07/13/22	FS letter head order	Open	212.00	0.00		
02538	MARSH & MCLENNAN AGENCY, LLC*	22-00069	01/10/22	RES 2022-12 MONTHLY DNE\$43517.	Open	3,626.41	0.00		B
02541	ROBERT D. MARTIN, JR	22-01991	08/09/22	CONTRACTUAL REIMBURSEMENT M	Open	46.06	0.00		
03008	NJ DEPT OF TREASURY/FEES	22-01908	08/02/22	CLASS B MONITORING FEE	Open	2,282.50	0.00		
		22-01909	08/02/22	RECONSTRUCTION SHERIFF TAYLOR	Open	450.00	0.00		
						2,732.50			
03448	REMINGTON, VERNICK & WALBERG*	22-00167	01/18/22	RES #22-3 ENG SHERIFF TAYLOR	Open	1,561.15	0.00		
		22-01545	06/10/22	ROADWAT STRIPING RES# 2022-180	Open	7,695.74	0.00		B
						9,256.89			
03466	R & R SPECIALTIES	22-01768	07/11/22	MEDALS FOR BAY RUN	Open	675.00	0.00		
03518	RIGGINS, INC.*	22-01907	08/02/22	OFF HIGHWAY DIESEL 7/20/22	Open	1,260.95	0.00		
03607	SEASHORE FOOD SUPPLY*	22-01876	07/25/22	HOT DOGS/BURGERS LTPD CAMP	Open	114.42	0.00		
03611	SERVICE TIRE TRUCK CENTERS*	22-01386	06/07/22	TIRES/RDS/SANT//REC/DPW/AUG	Open	6,573.28	0.00		
03692	SOUTH JERSEY GAS CO*	22-01983	08/08/22	6/21-7/21/22 NATURAL GAS	Open	398.63	0.00		
03695	SPECIALTY AUTOMOTIVE EQUIP INC*	22-01820	07/19/22	OSHA ANNUAL INSPECTION	Open	900.00	0.00		
03844	GIACOMO TROMBETTA	22-01989	08/09/22	CONTRACTUAL REIMBURSEMENT M	Open	51.00	0.00		
03915	TURF EQUIPMENT & SUPPLY CO*	22-01852	07/21/22	MOWER PARTS/DPW	Open	375.97	0.00		
03971	VERIZON WIRELESS MDT POLICE	22-01933	08/02/22	VERIZON WIRELESS 6/21-7/20/22	Open	836.46	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03985	VILLAS NAPA AUTO PARTS	22-01234	05/16/22	RDS/SANT/RECY/DPW/JULY	Open	3,140.69	0.00		
03992	VAL-U AUTO PARTS LLC*	22-01235	05/16/22	RDS/SANT/RECY/DPW/JULY	Open	2,956.94	0.00		
04075	BARBER CONSULTING SERVICES LLC	22-01905	07/29/22	SWITCH FOR SERVER TOWNHALL	Open	249.99	0.00		
04097	CINTAS FIRST AID AND SAFETY*	22-01961	08/08/22	FIRST AID SUPPLIES/DPW	Open	184.36	0.00		
		22-01965	08/08/22	MEDICAL CABINET DPS	Open	33.15	0.00		
						217.51			
04266	NJ DEPT OF HEALTH&SENIOR SVCS	22-02001	08/09/22	JULY, 2022	Open	40.20	0.00		
04301	SEASHORE ASPHALT CORPORATION*	22-01955	08/05/22	ASPHALT/SPW	Open	481.80	0.00		
04504	MEDIA FIVE LTD*	22-01393	06/07/22	FAMILY FUN NIGHT- CHRIS DUDDY	Open	400.00	0.00		
2023	ATLANTIC TACTICAL INC*	21-03204	12/23/21	FIREARMS	Open	17,462.55	0.00		
4104	DOUGLASS LANDSCAPING LLC*	22-01475	06/09/22	7 Pennsylvania Lot Clearing	Open	475.00	0.00		
		22-01476	06/09/22	105 Deland Lot Clearing	Open	475.00	0.00		
		22-01585	06/16/22	DNE \$2000 51 W NEW YORK	Open	1,975.00	0.00		
						2,925.00			
6005	TOSHIBA BUSINESS SOLUTIONS IN*	22-01735	07/07/22	FS contract renewal	Open	1,484.06	0.00		
7074	J & B LOCKSMITHS*	22-01878	07/25/22	SERVICE CALL - FREEMAN DOUGLAS	Open	79.00	0.00		
7098	SHORE VETERINARIAN ANIMAL *	22-00071	01/10/22	RES #22-29 ANIMAL CONT DNE\$57K	Open	4,750.00	0.00		B
7196	LAUREN HUGGINS SUIT*	22-00068	01/10/22	RES22-09 PUBLIC INFO DNE\$16280	Open	1,356.67	0.00		B
7207	MOTOROLA SOLUTIONS	21-02583	10/26/21	PORTABLE RADIO BATTERIES	Open	2,671.20	0.00		
7440	RICKY BRANDS LLC*	22-01752	07/08/22	BAY RUN T-SHIRTS	Open	1,775.00	0.00		
7441	ARCHER & GREINER*	22-01237	05/16/22	BOND ORDINANCES 22-05, 22-06	Open	1,000.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7475	SUZANNE M SCHEID	22-01954	08/03/22	CONTRACTUAL REIMBURSEMENT M	Open	69.00	0.00		
7478	WINDSTREAM COMMUNICATION INC*	22-01997	08/09/22	7/27 & 8/8/22 INV PHONE	Open	3,901.43	0.00		
7507	STEFANKIEWICZ & BELASCO LLC*	22-00062	01/10/22	RES 2022-01 DNE\$34K MONTHLY	Open	2,833.33	0.00		B
7636	MOTT MACDONALD LLC*	20-02222	09/23/20	ROTARY PARK IMPROVEMENT PROJEC	Open	1,340.22	0.00		B
		22-01957	08/08/22	Mott MacDonald Vouchers Zoning	Open	<u>161.25</u>	0.00		
						1,501.47			
7820	DEBLASIO & ASSOCIATES, P.C.*	20-01870	08/10/20	WILS DR,1ST,2ND,3RD RES 20-212	Open	292.50	0.00		B
		21-01413	06/11/21	CLEM MULLIGAN RENOVATIONS	Open	608.44	0.00		
		21-02904	11/17/21	ENGINEERING FIRE LANE 2021-351	Open	3,140.00	0.00		B
		21-02917	11/18/21	21-350 CLOVERDALE/EVERGREEN/SP	Open	410.00	0.00		B
		22-00548	02/28/22	REPLACE PAVILIONS RES2022-89	Open	350.00	0.00		B
		22-00767	03/29/22	RES 22-79 CONST WILSON 1/2/3	Open	2,760.00	0.00		B
		22-00977	04/12/22	RECONST DELAWARE BAY, MILLMAN,	Open	1,381.25	0.00		B
		22-01121	05/02/22	RES.#2022-140 CO#1 DIAMOND BEA	Open	980.00	0.00		B
		22-01544	06/10/22	RES#22-194 CONST MOWERY/HARVRD	Open	13,200.00	0.00		
		22-01665	06/28/22	FY2023 NJDOT STATE AID APP	Open	1,136.25	0.00		B
		22-01959	08/08/22	Engineer Vouchers Zoning Board	Open	338.20	0.00		
		22-01970	08/08/22	CHG 1- CLOVERDALE, EVERGREEN	Open	<u>140.00</u>	0.00		B
						24,736.64			
7929	AMAZON CAPITAL SERVICES, INC*	22-01754	07/08/22	AIR FILTERS & OFFICE SUPPLIES	Open	203.33	0.00		
		22-01790	07/13/22	Office Supply	Open	341.55	0.00		
		22-01802	07/14/22	DOG WASTE BAGS	Open	591.60	0.00		
		22-01839	07/21/22	FS battery back up	Open	77.44	0.00		
		22-01880	07/25/22	FS INK / RANGE FINDER	Open	<u>657.81</u>	0.00		
						1,871.73			
8087	COOL POOLS CONSTRUCTION LLC *	22-01586	06/16/22	POOL SUPPLIES	Open	931.36	0.00		
		22-01639	06/27/22	MONTHLY- JUNE	Open	<u>154.70</u>	0.00		
						1,086.06			
8181	JEANNIE ONEILL	22-00715	03/24/22	RETURN OF UNUSED ESCROW	Open	162.50	0.00		
8211	CONFIRE FIRE PROT SERV LLC*	22-01601	06/21/22	EMERGENCY WORK -FIRE SPRINKLER	Open	521.00	0.00		
8448	STAR GENERAL CONTRACTING *	22-00368	02/07/22	DOUGLASS PARK/CANAL PARK	Open	249.00	0.00		B
		22-01938	08/03/22	LUXURY BATHROOM/DPW	Open	948.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
8448	STAR GENERAL CONTRACTING *				Continued				
		22-01940	08/03/22	TRAILER @ LINCOLN BLVD-JULY	Open	998.00	0.00		
						2,195.00			
8464	JEREMY EMBS								
		22-01939	08/03/22	J.Embs-IAAI training/dues reim	Open	1,130.00	0.00		
8524	FRED M SCHIAVONE CONSTRUCTION*								
		22-00766	03/29/22	RES #22-106 WILSON DR 1/2/3	Open	219,245.46	0.00		
		22-01968	08/08/22	CHG 2- WILSON, 1ST,2ND,3RD AVE	Open	3,862.33	0.00		B
						223,107.79			
8537	ASBURY PARK PRESS								
		22-00513	02/22/22	2022 E-SUBSCRIPTION	Open	9.99	0.00		PC1
8672	LOGMEIN INC.								
		22-00130	01/11/22	2022 GO TO MEETING	Open	19.00	0.00		PC1
8721	BLANEY, DONOHUE, & WEINBERG PC								
		22-00063	01/10/22	RES 2022-02 LABOR DNE \$40K	Open	2,610.00	0.00		B
		22-00067	01/10/22	RES 2022-06 PROSECUT DNE\$42500	Open	3,541.66	0.00		B
						6,151.66			
8734	THOMAS PLANNING ASSOCIATES LLC								
		22-00745	03/29/22	VACANT LAND INVEN RES2022-67	Open	150.00	0.00		B
8735	SURENIAN EDWARDS & NOLAN LLC								
		22-00826	04/06/22	Special Counsel Affordable Hou	Open	1,766.00	0.00		B
8826	ROSEANN TERMINI								
		22-01901	07/29/22	POOL PASS REFUND- 2022	Open	30.00	0.00		
8827	WALT LION & NANCY MORRISON								
		22-01838	07/21/22	REFUND DUP PYMT MERC LIC#2545	Open	150.00	0.00		
8828	JASON MANG								
		22-01840	07/21/22	REFUND MERC LICENSE	Open	150.00	0.00		
ACME	ACME MARKETS INC								
		22-01858	07/21/22	FOOD/SUPPLIES FOR LTPD CAMP	Open	139.12	0.00		PC1
BLAUE	BLAUER ASSOCIATES INC*								
		19-02385	08/28/19	SCPF ROTARY PARK RES 2019-246	Open	405.00	0.00		B
		21-02127	08/30/21	2022 SMALL CITIES PROJECT	Open	2,400.00	0.00		B
						2,805.00			
BOSNA	KAREN MANETTE BOSNA								
		22-01919	08/02/22	YOGA- MONTH OF JULY	Open	190.00	0.00		
DOUGHERT	GEORGIA DOUGHERTY								
		22-02002	08/09/22	CONTRACTUAL REIMBURSEMENT M	Open	711.44	0.00		

Vendor #	Name							
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type	
Total Purchase Orders:		120	Total P.O. Line Items:	0	Total List Amount:	690,227.16	Total Void Amount:	0.00

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022.

Julie A Picard, Township Clerk

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

RESOLUTION #2022-260

Title: AUTHORIZING PAYMENT OF 2022 COUNTY TAXES (Third Quarter)

WHEREAS, the amounts listed below are due to Cape May County and it is necessary to receive authorization for the payment of bills, and

WHEREAS, payment of County taxes and fees may be remitted through electronic payment (EFT); and

WHEREAS, it is the recommendation of the Chief Financial Officer that authorization for electronic payments be made through a resolution so that such payments are made in a timely and efficient manner, and

WHEREAS, County Tax payments are charged to non-budget appropriation County Tax 2-01-55-910-015 as certified by the Chief Financial Officer Lauren Reed payable as follows:

\$3,643,444.81 due 8/15/2022

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the aforementioned payments to Cape May County are hereby authorized.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022.

Julie A Picard, Township Clerk

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

RESOLUTION # 2022-261

Title: AWARD NATIONAL COOPERATIVE PURCHASING AGREEMENT WITH SOURCEWELL TO ALLEGIANCE TRUCKS LLC FOR ONE (1) NEW 2022 INTERNATIONAL CV515 SFA BOX TRUCK WITH LIFTGATE

WHEREAS, The Township of Lower participates in the Sourcewell National Cooperative Purchasing Agreement Membership # 28077; and intends to purchase under Contract #060920-NVS; One (1) International 2022 or newer CV515 SFA 14' Box Truck with Liftgate from Allegiance Trucks, LLC; and

WHEREAS, the National Cooperative Bid #2022-06 was reviewed by the QPA and Gary Douglass, Public Works Director; and advertised on August 3, 2022 with comment period ending August 12, 2022; and

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

Appropriation: C-04-55-434-220

Signature: Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the following contract is hereby awarded to Allegiance Trucks LLC pursuant to the proposal submitted in response to the Sourcewell National Cooperative Request for Proposals as follows:

AWARD: Allegiance Trucks LLC \$103,591.00
Contract #060920-NVS
Contract expires August 1, 2024

The Township of Lower is permitted to join national cooperative purchasing agreements under the authority of N.J.S.A. 52:34-6.2(b)(3).

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

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022.

Julie A Picard, Township Clerk

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

RESOLUTION #2022-262

Title: CERTIFICATION TO LOCAL FINANCE BOARD OF RECEIPT AND REVIEW OF AUDIT SECTIONS GENERAL COMMENTS & RECOMMENDATIONS

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and

WHEREAS, the Annual Report of Audit for the year 2020 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S. 40A:5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, at a minimum, the sections of the annual audit entitled:

COMMENTS and RECOMMENDATIONS

WHEREAS, the members of the governing body have personally reviewed, at a minimum, the Annual Report of Audit and specifically the sections of the Annual Audit entitled: COMMENTS and RECOMMENDATIONS as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 to wit:

R.S. 52:27BB-52 - "A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the Director (Director of Local Government Services), under the provisions of this Article, Shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000) or imprisoned for not more than one year, or both, in addition shall forfeit his office."

NOW, THEREFORE BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Table with 8 columns: MOTION, SECOND, AYE, NAY, RECUSE, ABSTAIN, ABSENT. Rows include CONRAD, COOMBS, ROY, PERRY, SIPPEN.

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798

(609) 886-2005

**TOWNSHIP OF LOWER
COUNTY OF CAPE MAY
CORRECTIVE ACTION PLAN: 2021 AUDIT RECOMMENDATIONS**

Prior Year Audit Findings (2020)

THERE WERE NO AUDIT RECOMMENDATIONS IN 2020.

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798

(609) 886-2005

**TOWNSHIP OF LOWER
COUNTY OF CAPE MAY
CORRECTIVE ACTION PLAN: 2021 AUDIT RECOMMENDATIONS**

Current Year Audit Findings (2021)

THERE WERE NO AUDIT RECOMMENDATIONS IN 2021.

**CERTIFICAION OF THE GOVERNING BODY OF THE ANNUAL AUDIT
GROUP AFFIDAVIT FORM**

STATE OF NEW JERSEY
COUNTY OF CAPE MAY

We, members of the Lower Township Council, the governing body of the Township of Lower, County of Cape May, State of New Jersey, being dully sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Township Council of the Township of Lower in the County of Cape May
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2021
3. We certify that we have personally reviewed and are familiar with, at a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations"

Frank Sippel, Mayor

David Perry, Deputy Mayor

Thomas Conrad, Councilmember

Kevin Coombs, Councilmember

Roland Roy, Jr., Councilmember

Sworn and subscribed before me this
15th day of August, 2022

Julie A Picard, Township Clerk

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

RESOLUTION #2022-263

Title: A RESOLUTION REQUESTING RELEASE OF MAINTENANCE GUARANTEE FOR CAPE MAY LANDING, INC.; BLOCK 510, LOT(S) 14.01, 15.01 & 16; ESCROW P16-10-03

WHEREAS, William Herker posted a Maintenance Guarantee with the Township of Lower, in the amount of \$435.00; and

WHEREAS, the Township Engineer has recommended that the improvements have been properly installed and are presently acceptable.

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

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022.

Julie A Picard, Township Clerk

MEMORANDUM

TO: Township Council

FROM: William J. Galestok, PP,AICP

DATE: 8/4/2022

RE: Major Site Plan
Cape May Landing, Inc.
Block 510, Lots 14.01, 15.01 & 16
Resolution #2022-263

The Land Development Ordinance of the Township of Lower, Chapter XVI, Subsection 400-81E, requires that "The governing body shall by resolution, release or declare in default, each Maintenance Guarantee".

Pursuant to the above referenced Subsection 400-81E, Resolution #2022-263 is required to release the Maintenance Guarantee held in trust by the Township of Lower for Cape May Landing, Inc.

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

The Township Engineer recommends release of the retained \$435.

WJG:las

att.



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

Via E-mail

Your Reference
Twp. No P16-10-03

Our Reference
MM No. 507100071-003

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

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

**Major Site Plan Block 510, Lots 14.01, 15.01, & 16
Cape May Landing, Inc. (Formerly Cape May Mobile Estates)
Township of Lower, Cape May County**

July 29, 2022

Dear Mr. Galestok:

Per the Developer's request for a maintenance guarantee release, Mott MacDonald conducted an inspection at the above referenced site. The inspection was based on a review of the drawings entitled "Major Site Plan Block 510, Lots 14.01, 15.01 & 16 Lower Township Cape May County New Jersey" prepared by Vincent C. Orlando, PE, CLA last revised 03/21/11.

The inspection revealed that, to the best of our knowledge and belief, the site improvements which are required to be included in a maintenance guarantee per the Land Development Ordinance of the Township of Lower (stormwater management basin) have been installed and maintained in accordance with the above referenced documents. Mott MacDonald recommends that the maintenance bond in the amount of **\$435.00** for the project be released.

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

Very truly yours,

Mott MacDonald, LLC

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

Shawn A. Carr, PE
Principal Project Manager
T 609.465.9377 F 609.465.5270
shawn.carr@mottmac.com

SAC

cc: Lisa Schubert, Planning Board Secretary (via email)

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

RESOLUTION #2022-264

Title: **A RESOLUTION AUTHORIZING THE CONTINUED USE OF THIRTY GOOGLE CHROMEBOOK LAPTOP COMPUTERS BY THE LOWER TOWNSHIP ELEMENTARY SCHOOL DISTRICT**

WHEREAS, pursuant to Resolution #2018-264, the Township of Lower and the Lower Township Elementary School District executed a Shared Service Agreement which allows for the sharing of equipment between both parties based upon availability and need; and

WHEREAS, on March 9, 2020, in accordance with New Jersey Executive Order 103 (Murphy 2020), Governor Philip Murphy declared a State of Emergency and a Public Health Emergency throughout the State of New Jersey in response to the emergence of the Coronavirus Pandemic; and

WHEREAS; due to the national shortage and a lack of necessary equipment to facilitate remote learning, the Lower Township Elementary School District identified a need to provide Google Chromebook Laptop Computers to Lower Township students, and the Township of Lower was in possession of thirty (30) Google Chromebook Laptop Computers which the Township Council loaned to the District through the end of the 2020/2021 school year as per Resolution #2020-261 and per Resolution #2021-274 through the end of the 21-22 school year; and

WHEREAS, Lower Township received a request from Lower Township Elementary School District for permission to continue to use the Chrome Books through the end of the 2022/2023 school year.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the request is hereby approved through the end of the 2022/2023 school year at which time same will be returned to the Township of Lower.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022

Julie A Picard, Township Clerk

Sandman Consolidated School
838 Seashore Road
Cape May, NJ 08204
Telephone: (609) 884-9410
Fax: (609) 884-9412

LOWER TOWNSHIP ELEMENTARY SCHOOL DISTRICT
834 SEASHORE ROAD
CAPE MAY, NEW JERSEY 08204

Memorial School
2600 Bayshore Road
Villas, NJ 08251
Telephone: (609) 884-9430
Fax: (609) 886-0515

Maud Abrams School
714 Townbank Road
Cape May, NJ 08204
Telephone: (609) 884-9420
Fax: (609) 884-9421

TELEPHONE: (609) 884-9400
FAX: (609) 884-1821

Carl T. Mitnick School
905 Seashore Road
Cape May, NJ 08204
Telephone: (609) 884-9470
Fax: (609) 898-9481


August 10, 2022

Dear Mr. Mitch Plenn,

Thank you, and thank you to your Lower Township Recreation Department, our Lower Township Council, and Mayor Sippel for assisting the Lower Township Elementary School District last year. Loaning us 30 chromebooks, allowed our families to continue to work virtually when they didn't have the means to purchase a new device. They also allowed us to replace chromebooks to families when there was a need for repair.

I'm writing this letter not only to thank you, but also to ask permission to continue to use your chromebooks again this 2022-23 school year. If they are not being used virtually, they will be used within one of our classrooms. Collaborating together to assist our Lower Township families and our community is the only way we will be successful during this unpredictable time.

Thank you for your consideration.



Mr. Jeff Samaniego

Lower Township Elementary School District
Superintendent

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

RESOLUTION #2022-265

Title: BODY ARMOR REPLACEMENT PROGRAM

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the State of New Jersey Division of Criminal Justice under the Body Armor Replacement Program being administered by the Department, and

WHEREAS, in order to obtain such a grant, it is necessary that the Township of Lower submit an application to and enter into an agreement with the State of New Jersey Division of Criminal Justice with regard to any such grant which may be offered to the Township of Lower,

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Lower, that the Township of Lower shall submit an application for such a grant in accordance with all pertinent terms, conditions and requirements which shall be established for such an application, and further, shall accept, and agree to comply with and fulfill, each of the understandings and assurances contained in said application, and

BE IT THEREFORE RESOLVED, that the Township of Lower does hereby authorize the application for such a grant; and, upon receipt of the grant agreement from the State of New Jersey Division of Criminal Justice, 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 State of New Jersey Division of Criminal Justice

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

Frank Sippel, Mayor

Kevin Lewis, Chief of Police

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022.

Julie A Picard, Township Clerk

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

RESOLUTION #2022-266

Title: APPOINTMENT TO POSITION OF LOWER TOWNSHIP POLICE CHAPLAIN

WHEREAS, in accordance with N.J.S.A. 40A:14-141, the governing body of any municipality may enact an Ordinance providing for the appointment of one or more chaplains to the police department to assist during responses to various crises or times of need in order to provide quality, faith-based services to the community and its residents; and

WHEREAS, Police Chaplains serve an integral role in providing comfort to members of the Police Department and the general public by providing emotional, social and/or spiritual aid in community policing; and

WHEREAS, Lower Township Mayor and Council Adopted Ordinance 2021-09 on May 3, 2021 and appointed Chaplains thereafter, and

WHEREAS, Lower Township Police Chief Kevin Lewis has recommended the following names for Appointment to the position of Police Chaplain for the Township of Lower to serve a one-year term:

Chaplain Leo Dodd
Chaplain Scott Durbin
Chaplain Glenn Scheyhing
Chaplain Tim West

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 named individuals are hereby appointed to serve as Lower Township Police Chaplains for the term of one year commencing on August 16, 2022 and expiring on August 15, 2023.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022.

Julie A Picard, Township Clerk



LOWER TOWNSHIP POLICE DEPARTMENT

Kevin Lewis
Chief of Police

CAPTAIN DONALD VANAMAN
Executive Officer

LIEUTENANT CHARLES RYAN
Patrol Lieutenant

LIEUTENANT JOHN ARMBRUSTER
Patrol Lieutenant

LIEUTENANT ROBERT SMITH
Administrative Lieutenant

SFC. RYAN HANSBERRY
Administrative Sergeant

HEADQUARTERS
Cape May County Airport
405 Breakwater Road
Erma, NJ 08204

Office: (609) 886-1619
Fax: (609) 886-5289

MEMORANDUM T-22-011

TO: Michael Laffey, Township Manager
FROM: Kevin Lewis, Chief of Police
DATE: August 8, 2022
SUBJECT: Police Chaplains, Re-Appointments

Sir,

The following Chaplains are hereby recommended by the Chief of Police to be re-appointed as Police Chaplains for a period of one (1) year after their respective appointment expiration.

- | | |
|------------------------------------|---|
| 1. Chaplain Leo Dodd | Date of appointment expiration - 08/26/21 |
| 2. Chaplain Scott Durbin | Date of appointment expiration - 08/16/21 |
| 3. Chaplain Glenn Scheyhing | Date of appointment expiration - 08/16/21 |
| 4. Chaplain Tim West | Date of appointment expiration - 08/16/21 |

Respectfully Submitted,

Chief Kevin Lewis

Kevin Lewis
Chief of Police

Digitally signed by Chief Kevin Lewis
DN: cn=Chief Kevin Lewis, o=Lower Township
Police Department, ou,
email=Lewis@LowerTownshipPolice.com, c=US
Date: 2022.08.08 16:31:50 -04'00'

c: file

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

RESOLUTION #2022-267

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 \$7,000.00 for an item of revenue in the budget of the year 2022 as follows:

Miscellaneous Revenues –	
Revenue Offset with Appropriations -	2022 Drive Sober or Get Pulled Over Labor Day Crackdown
Total with increase to be	\$ 7,000.00

SECTION 2.

BE IT FURTHER RESOLVED that a like sum of \$7,000.00 be and the same is hereby appropriated under the caption of:

General Appropriations –	
Public & Private Programs Offset by Revenues - 2022 Drive Sober or Get Pulled Over Labor Day	Crackdown
State/Federal Share	\$ 7,000.00
Non State Share	\$
Total with increase to be	\$ 7,000.00

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

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
COOMBS						
ROY						
PERRY						
SIPPEL						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022.

Julie A Picard, Township Clerk



[Reports](#) | [Training Materials](#) | [Organization\(s\)](#) | [Profile: Cdpppen](#) | [Logout](#)

[ADD NOTE](#)

[Menu](#) [Forms Menu](#) [Status Changes](#) [Management Tools](#) [Related Documents and Messages](#)

[Back](#)

Document Information: [MOB-SLDC-2022-Lower Township-00071](#)

[Details](#)

GRANT SNAPSHOT

Grant #:	AL-22-45-08-MS-23
Status:	Grant Agreement Executed
Project Title:	2022 Drive Sober or Get Pulled Over Statewide Labor Day Crackdown
Grantee/Organization Name:	Lower Township
Project Period:	From: 08/19/2022 To: 09/05/2022
Total Grant Award:	\$7,000.00

Project Director:	Captain Donald Vanaman
Phone Number:	609-886-1619 ext.148
Email:	Vanaman@LowerTownshipPolice.com
DHTS Grant Manager:	SUZANNE O'HEARN
Phone Number:	609-376-9709
Email:	SUZANNE.OHEARN@NJOAG.GOV

[Top of the Page](#)

Powered by IntelliGrants ©

© Copyright 2000-2022 Agate Software, Inc.

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

RESOLUTION #2022-268

Title: APPROVAL OF CONTRIBUTION TO LOWER TOWNSHIP CHAMBER OF COMMERCE

WHEREAS, The Lower Township Chamber of Commerce is organized to achieve the objective of promoting business and community growth and development within by promoting economic programs designed to strengthen and expand the income potential of all business within the Township of Lower and promoting programs of civic, social and cultural nature which are designed to increase the functional and aesthetic values of the community and discovering and correcting abuses which prevent the promotion of business expansion and community growth; and

WHEREAS, the Lower Township Chamber of Commerce prints and supplies an Annual Directory to the residents of Lower Township.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey, does hereby authorize and approve a contribution of \$3,800.00 towards the Annual Directory.

BE IT FURTHER RESOLVED that the CFO, Lauren Read is hereby authorized to issue the above check chargeable to the following line item where sufficient funds are available as evidenced by her signature

Appropriation: 2-01-20-110-221 \$ 3,500/00
 2-01-20-110-299 \$ 300.00

CFO's Signature: _____
 Lauren Read, CFO

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022.

Julie A Picard, Township Clerk



Lower Township Chamber of Commerce

1228 Bayshore Rd. • P.O. Box 374 • Villas, New Jersey 08251

www.lowertownshipchamber.com

ltcc@lowertownshipchamber.com • 609-886-5281 or 609-305-4153

August 30, 2022

Township of Lower

2600 Bayshore Rd

Villas, N. J. 08251

Attn: Mayor Sippel & Council

As the Lower Township Chamber approaches its 29th year of serving and assisting our business community, we humbly ask your assistance once more.

Since, this year, we are growing the content of our guide with more information about our Mayor, Council, Police Department, Fire Departments and our Rescue Squads and, of course, ads from our business community, we are extending our distribution sources. Our local Library and our Board of Commissioners office have asked for our guides. We are also extending them to the County Chamber of Commerce.

We are expanding our print quantity to 12,000 - 15,000 copies which will be distributed to our local WAWA's; ACME, Post Offices, The Ferry Terminal, and, of course, to our Municipal Building. Also, each business advertiser will receive numerous copies for their establishments. They will be a part of our famous WELCOME BAGS which are given to each person/family purchasing a home or business in Lower Township through our Realtors and Title Companies.

Through working with SAMPLE MEDIA, we are excited about this growth, however, with growth there is cost. Between distribution and delivery, we will be incurring additional expenses in printing and delivery costs.

We hope you will consider our request of funds, this year, in the amount of \$3800.00 to assist us in covering our additional costs.

Thanking you, in advance, for your consideration of our request, I remain,

Respectfully,


Linda J. Williams

Executive Director - Lower Township Chamber of Commerce

First Community in Cape May County, New Jersey, 1640
Cold Spring • Diamond Beach • Erma • Fishing Creek • North Cape May
Schellenger's Landing • Shawcrest • Sunset Beach • Townbank • Villas
Home of the Best Sunsets!

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

RESOLUTION #2022-269

Title: APPROVING CHANGE ORDER #7 TO FRED M SCHIAVONE CONSTRUCTION FOR ADDITIONAL DRAINAGE AND FENCING CONFIGURATION AT CLEM MULLIGAN SPORTS COMPLEX RENOVATIONS PROJECT

WHEREAS, Fred M Schiavone Construction, Inc. was awarded on June 7, 2021 by Resolution #2021-196 for the Clem Mulligan Sports Complex Renovations Project in the amount of \$2,744,764.55; and Change Order # 1 was approved on August 2, 2021 by Resolution #2021-249 for \$4,286.98; Change Order #2 was approved on September 20, 2021, by Resolution #2021-295 for \$66,743.60; Change Order #3 was approved on November 1, 2021 for \$813.11; Change Order #4 was approved November 15, 2021 by Resolution #2021-345 for \$77,740.67; Change Order #5 was approved on January 3, 2022 authorizing a time extension; Change Order #6 was approved on May 16, 2022 for a reduction including Security Camera substitution, installation of (3) Three Bollards, and (4) Four additional litter receptables reducing the contract amount of \$1,354.83 making the total project \$2,892,994.08; and

WHEREAS, DeBlasio & Associates have provided a proposal for Change Order #7 for additional Drainage and Fencing Configuration at Clem Mulligan field for \$19,088.29; and

WHEREAS, the Township Council desires to approve the additional work described under Change Order #7 in the amount of \$19,088.29; and the CFO has certified the availability of funds as evidenced by her signature below:

Appropriation: Ord #20-14 C-04-55-430-100

Signature: Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Change Order #7 attached hereto in the amount of \$19,088.29 is hereby approved the contract amount total to \$2,912,082.37.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022.

Julie A Picard, Township Clerk

DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

August 10, 2022

VIA EMAIL & REGULAR MAIL

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

**Re: Township of Lower, Cape May County, NJ
Clem Mulligan Sports Complex Renovations
D&A File #: LT-C-020**

Dear Ms. Picard:

Enclosed please find four (4) copies of **CHANGE ORDER NO. 7** regarding the above referenced project for review and approval. Upon execution, please return three (3) originals to our office.

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

1. Additional Drainage and Fence Configuration.

Please note this change order will result in an increase of \$19,088.29 to the amended contract amount of \$2,892,994.08 for an amended contract amount of \$2,912,082.37.

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: Michael Laffey, Manager (via email w/encl.)
Margaret Vitelli, QPA, Purchasing Agent (via email w/encl.)
Mitchell Plenn, Superintendent of Parks and Recreation (via email w/encl.)
Mark Blauer, Blauer Associates (via email w/encl.)
Colleen Crippen, Grants Coordinator (via email w/encl.)
Fred M. Schiavone Construction (via email w/encl.)

DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

Client: Township of Lower
Date: August 8, 2022
Project Name: Clem Mulligan Sports Complex Renovations
D&A Project #: LT-C-020

Change Order #7 - Final

Contractor: Fred. M. Schiavone Construction
P.O. Box 416
Malaga, NJ 08328


A. Supplemental Items

Contract Pay Item Number	Description	Unit	Quantity	Contract Unit Price	Contract Total
S12	ADDITIONAL DRAINAGE AND FENCE CONFIGURATION	LUMP SUM	1	\$19,088.29	\$19,088.29

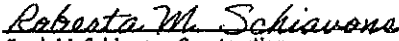
Subtotal: \$19,088.29

Net Contract Change **\$19,088.29**
Original Contract Amount: \$2,744,764.55
Amended Contract Amount: \$2,892,994.08
Contract Percentage Change (%): 0.70
Final Contract Amount: **\$2,912,082.37**

Approved and Accepted by:



Marc DeBlasio, P.E., Township Engineer
8/10/22
Date



Fred. M. Schiavone Construction
8/9/22
Date

Township of Lower
Date

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

RESOLUTION # 2022-270

Title: APPROVING CHANGE ORDER #1 TO FRED M SCHIAVONE CONSTRUCTION FOR ADDITIONAL DRAINAGE FOR 2022 NJDCA SMALL CITIES PROGRAM; CLOVERDALE AVENUE, EVERGREEN AVENUE AND SPRUCE AVENUE STORM SEWER IMPROVEMENTS (LT-C-026)

WHEREAS, Fred M. Schiavone Construction Inc. was awarded on July 18, 2022 by Resolution #2022-233 for the 2022 NJDCA Small Cities Program Cloverdale Avenue, Evergreen Avenue and Spruce Avenue Storm Sewer Improvements (LT-C-026) for \$321,261.00; and

WHEREAS, DeBlasio & Associates have provided a proposal for Change Order #1 for additional Drainage on Cloverdale Avenue for \$31,203.80; and

WHEREAS, the Township Council desires to approve Change Order #1 in the amount of \$31,203.80; and the CFO has certified the availability of funds as evidenced by her signature below:

Appropriation: SCPF #2-01-56-750-351

Signature: _____
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Change Order #1 attached hereto in the amount of \$31,203.80 is hereby approved and increasing the contract total to \$352,464.80.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
COOMBS						
ROY						
PERRY						
SIPPEL						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022.

Julie A Picard, Township Clerk

DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

August 10, 2022

VIA EMAIL & REGULAR MAIL

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

**Re: Township of Lower, Cape May County, NJ
FY2022 NJDCA Small Cities Program
Cloverdale Avenue, Evergreen Avenue and Spruce Avenue Storm Sewer Improvements
D&A File #: LT-C-026**

Dear Ms. Picard:

Enclosed please find four (4) copies of **CHANGE ORDER NO. 1** regarding the above referenced project for review and approval. Upon execution, please return three (3) copies to our office.

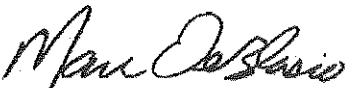
Please note that this change order reflects the following additional work requested by the Township:

1. Additional Drainage on Cloverdale Avenue.

Please note this change order will result in an increase of \$31,203.80 to the original contract amount of \$321,261.00 for an amended contract amount of \$352,464.80.

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

MD:kd

cc: Michael Laffey, Manager (via email w/encl.)
Margaret Vitelli, QPA, Purchasing Agent (via email w/encl.)
Gary Douglass, Public Works Superintendent (via email w/encl.)
Fred Schiavone Construction, Inc. (via email w/encl.)
Mark Blauer (via email w/encl.)

DEBIASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

Change Order #1

Client: Township of Lower
 Date: August 9, 2022
 Project Name: FY2022 NJDCA Small Cities Program
 Cloverdale Avenue, Evergreen Avenue and Spruce Avenue
 Storm Sewer Improvements
 D&A Project #: LT-C-026


Contractor: Fred M. Schlavone Construction
 PO Box 416
 Malaga, NJ 08328

A. Extras

Contract Pay Item Number	Description	Unit	Quantity	Contract Unit Price	Contract Total
6	HMA MILLING, 0-2" DEPTH	S.Y.	126	\$9.80	\$1,226.00
7	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	S.Y.	70	\$18.10	\$1,267.00
8	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 4" THICK	TON	18	\$188.80	\$3,398.40
9	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5m64, 2" THICK	TON	15	\$143.80	\$2,157.00
11	INLET, TYPE "E" WITH SUMP BOTTOM	UNIT	2	\$4,000.00	\$8,000.00
14	DUCTILE IRON CULVERT STORM PIPE, CLASS 52	L.F.	100	\$143.00	\$14,300.00
24	INLET FILTERS, TYPE 1	S.F.	50	\$20.00	\$1,000.00
				Subtotal:	\$31,203.80

Net Contract Change: \$31,203.80
 Original Contract Amount: \$321,281.00
 Contract Percentage Change (%): 9.71
 Amended Contract Amount: \$352,484.80

Approved and Accepted by:



 Marc DeBiasio, P.E., Township Engineer
 8/10/22
 Date



 Fred M. Schlavone Construction
 8/9/22
 Date

 Township of Lower
 Date

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

ORDINANCE #2022-09

AN ORDINANCE AMENDING CHAPTER SEVEN ENTITLED "TRAFFIC" OF THE GENERAL ORDINANCES OF THE TOWNSHIP OF LOWER

BE IT ORDAINED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Chapter 7, Traffic of the General Ordinances of the Township of Lower is hereby amended and supplemented as follows:

SECTION 1. Schedule XVIII of Section 7 -13 No-Passing Zones is hereby amended to include the following streets:

<u>Name of Street</u>	<u>Location</u>
New England Road	from Bayshore Road to Higbee Beach

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

SECTION 3. Should any section, paragraph, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid for any reason, the remaining portions of this Ordinance shall not be affected thereby and shall remain in full force and effect, and to this end the provision of this Ordinance are hereby declared to be severable.

SECTION 4. This Ordinance shall become effective immediately upon final passage and publication, according to law after approval by the Commissioner of Transportation.

Thomas Conrad, Councilmember

1st Reading: August 15, 2022

Kevin Coombs, Councilmember

2nd Reading:

Roland Roy, Councilmember

Attest: _____
Julie A Picard, Township Clerk

David Perry, Deputy Mayor

Frank Sippel, Mayor

Clerk Report July 2022

Register Report - Last month

7/1/2022 through 7/31/2022

8/5/2022

Page 1

Date	Account	Description	Memo	Category	Amount
		INCOME			35,421.00
		Bus Merc 2022-2023			10,016.00
		Short Term Rental 2022-2023			23,670.00
		Special Events			60.00
		Street Openings			540.00
		Vac Prop Reg			1,000.00
		Yard Sales			135.00
		TRANSFERS			-35,421.00
		Council Checking			-35,421.00
				OVERALL TOTAL	0.00

Township of Lower
 2600 Bayshore Road
 Villas, NJ 08251
 609-8861455

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 07/01/2022 To 07/31/2022

August 01, 2022 9:27:05AM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$8,882,450.00	Cubic Footage:	878970 Cu.ft	Permit Issued:	116
Cost Of Alteration:	\$985,564.00	Square Footage:	50854 Sq.ft	Updates Issued:	11
Cost Of Demolition:	\$8,100.00			All Fees Waived:	2
Total Cost:	\$9,876,114.00			Municipal Fees Waived:	1

PERMIT FEES

ADMIN FEES

WAIVED FEES

TOTAL FEES

Building:	\$41,355.00	Building:	\$0.00	Building:	\$23,694.00	Building Fees:	\$17,661.00
Electrical:	\$14,806.00	Electrical:	\$0.00	Electrical:	\$7,463.00	Electrical Fees:	\$7,343.00
Fire :	\$3,455.00	Fire :	\$0.00	Fire :	\$690.00	Fire Fees:	\$2,765.00
Plumbing:	\$6,014.00	Plumbing:	\$0.00	Plumbing:	\$1,725.00	Plumbing Fees:	\$4,289.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$3,615.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$3,615.00
				* Total Waived:	\$33,572.00	Technical Fees:	\$35,673.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$3,261.00	\$2,276.00	\$985.00
Alteration Training Fee:	\$1,868.00	\$2.00	\$1,866.00
DCA Minimum Fee:	\$10.00	\$0.00	\$10.00
Sub total Training Fee:	\$5,139.00	\$2,278.00	\$2,861.00

TECHNICAL ISSUES

Building Technical:	44
Electrical Technical:	89
Fire Protection Technical:	16
Plumbing Technical:	28
Elevator Technical:	
Mechanical Technical:	49

Certificate of Occupancy Fee:	\$5,485.00
Waived Certificate Fees:	\$3,190.00
Sub Total Certificate Fees:	\$2,295.00

CERTIFICATE ISSUES

Certificate of Occupancy:	10
Certificate of Approval:	12
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$35,673.00
DCA FEES:	\$2,861.00
CERTIFICATE FEES:	\$2,295.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$40,829.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$0.00
GRAND TOTAL FEES:	\$40,829.00

* By State law (see N.J.S. 52:27D-126c): \$35,149.00

* By Municipality (see N.J.S. 52:27D-126b): \$1,613.00

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 07/01/2022 To 07/31/2022

August 1, 2022 9:27:28AM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$1,684.00	\$39,145.00	\$0.00	\$40,829.00
CONTRACTOR LICENSE	Sub Totals:	\$0.00	\$300.00	\$0.00	\$300.00
	GRA	\$1,684.00	\$39,445.00	\$0.00	\$41,129.00

**JULY 2022
VITAL STATISTICS**

Marriages,Civil Unions	6
Domestic Partners	0
Ceritified Copies	208
Certified Copies EDRS	2
Burial Permits	0

Marriages, Civil Unions State	\$0.00
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$0.00
Domestic Partners Twp	\$0.00
Certified Copies	\$2,080.00
Certified Copies EDRS	\$20.00
Burial Permits	\$0.00

TOTAL	\$2,100.00
--------------	-------------------

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

RESOLUTION #2022-271

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.

X (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. Attorney/Client Privilege

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 August 15, 2022 that an Executive Session closed to the public shall be held on this date at approximately _____ P.M. 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.

Table with 8 columns: MOTION, SECOND, AYE, NAY, RECUSE, ABSTAIN, ABSENT. Rows for CONRAD, COOMBS, ROY, PERRY, SIPPEL.

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on August 15, 2022

Julie A Picard, Township Clerk