

## Signed Resolutions – May 5, 2025

- Res. #2025-173 Authorization for the Payment of Vouchers \$ 935,275.32
- Res. #2025-174 Authorizing the pay out of Terminal Leave (E.Kreis \$22,218.72)
- Res. #2025-175 Approval for Greater Cape May Elks Lodge 2839 to conduct a Flea Market
- Res. #2025-176 Authorization for the use of Donated Funds
- Res. #2025-177 Approval of Change Order #1 for Remington and Vernick Engineers Services for the Design Phase for the HVAC Replacement Project at the Township of Lower Municipal Building and Construction & Zoning Building
- Res. #2025-178 Approving a Professional Service Contract with DeBlasio & Associates for the Clem Mulligan Sports Complex Storm Sewer Pump Station (LT-C-067)
- Res. #2025-179 Approval of an Alcoholic Beverage Control License Place To Place Transfer – Expansion of Licensed Premises – License #0505-33-012-012 R L Farms t/a Fish House
- Res. #2025-180 Approval of an Alcoholic Beverage Control License - Person to Person Transfer of Liquor License #0505-33-017-007 from the Bay House Restaurant to PRJ2, LLC t/a The Local Tavern

Resolution # 2025-173

Ranges	Item Status	Purchase Types	Misc
Range: First to Last Rcvd Batch Id Range: First to Last	Open: N Void: N Paid: N Held: Y Aprv: N Rcvd: Y	Bid: Y State: Y Other: Y Exempt: Y	P.O. Type: All Include Project Line Yes Items: Format: Condensed Include Non-Budgeted: Y Vendors: All

Vendor #	P.O. #	PO Date	Name	Description	Status	Amount	Void Amount	Contract	PO Type
00134	25-00028	01/03/25	ATLANTIC COUNTY JOINT INS FUND	2025 Jif PAYMENT \$1,155,672.00	Open	\$288,918.00	\$0.00		
00153	25-01103	04/29/25	ATLANTIC CITY ELECTRIC*	ATLANTIC CITY ELECTRIC- APRIL	Open	\$8,298.29	\$0.00		
00179	25-01034	04/21/25	AVERY TEITLER	PB RESOLUTION VOUCHERS	Open	\$600.00	\$0.00		
	25-01035	04/21/25		PB SOLICITOR APRIL SALARY	Open	\$834.00	\$0.00		
				Vendor Total:		\$1,434.00			
00199	25-01092	04/28/25	AUTO ZONE INC	BATTERY/DPW	Open	\$217.99	\$0.00		
00301	25-00988	04/14/25	BELMONT AND CRYSTAL SPRINGS*	COURT WATER DELIVERY 3/2025	Open	\$28.98	\$0.00		
	25-01015	04/17/25		TOWNHALL WATER MARCH	Open	\$89.18	\$0.00		
				Vendor Total:		\$118.16			
00419	25-00953	04/14/25	RICHARD M BRASLOW, ESQ	Fire districts election prepar	Open	\$225.00	\$0.00		
00540	25-00966	04/14/25	CAM-DEN GLASS OF VILLAS*	TEMPERED GLASS FOR BUS STOP	Open	\$410.00	\$0.00		
00611	25-01059	04/23/25	COUNTY OF CAPE MAY (FUEL)	GASOLINE/DIESEL/MARCH	Open	\$21,746.08	\$0.00		
00651	25-01012	04/16/25	MUNICIPAL UTIL AUTH DUMP FEES	DISPOSAL FEE MARCH 2025	Open	\$65,863.58	\$0.00		
00825	25-01104	04/29/25	COMCAST INTERNET	COMCAST APRIL/MAY 2025	Open	\$1,621.13	\$0.00		
01125	25-00029	01/03/25	MARGARET CROMPTON	CONTRACTUAL REIMBURSEMENT M	Open	\$100.00	\$0.00		B
01200	25-01112	04/29/25	DELTA DENTAL PLAN OF NJ	APRIL 2025 DELTA ADMIN	Open	\$1,419.33	\$0.00		
01590	25-00568	02/25/25	FORD, SCOTT & ASSOCIATES	RES 25-16 DNE \$43K	Open	\$18,000.00	\$0.00		
01603	25-01100	04/28/25	GENERAL CODE PUBLISHERS*	Sup #44	Open	\$2,036.00	\$0.00		
01653			GENTILINI FORD						

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
01653		GENTILINI FORD ~	<i>Account Continued</i>				
25-00972	04/14/25	PARTS FOR VEHICLES/DPW	Open	\$2,464.01	\$0.00		
01690		GRANTURK EQUIPMENT CO*					
25-01016	04/17/25	CONVEYOR BELT/DPW/MARCH	Open	\$3,114.53	\$0.00		
25-01017	04/17/25	REAR CURTAIN/DPW/FEB.	Open	\$3,240.91	\$0.00		
25-01018	04/17/25	CONVEYOR GUIDES/DPW/APRIL	Open	\$2,109.05	\$0.00		
		<b>Vendor Total:</b>		<b>\$8,464.49</b>			
01806		ANTHONY J HARVATT, II, ESQ					
25-01021	04/17/25	ZIMICK V. LOWER TWP ZBA	Open	\$315.00	\$0.00		
25-01022	04/17/25	CAPE MAY INLET MARINA V. ZBA	Open	\$520.00	\$0.00		
25-01023	04/17/25	ZBA SOLICITOR SALARY	Open	\$834.00	\$0.00		
		<b>Vendor Total:</b>		<b>\$1,669.00</b>			
01873		HOME DEPOT*					
25-00593	02/28/25	MATERIALS FOR RESCUE REPAIRS	Open	\$2,894.30	\$0.00		
25-00999	04/14/25	PAINT FOR POOL HOUSE	Open	\$152.05	\$0.00		
		<b>Vendor Total:</b>		<b>\$3,046.35</b>			
02025		HUNTER JERSEY PETERBILT~					
25-01093	04/28/25	PARTS FOR TRUCKS/DPW	Open	\$129.17	\$0.00		
02247		LAWSON PRODUCTS, INC. ~					
25-00980	04/14/25	SUPPLIES GARAGE/DPW	Open	\$745.77	\$0.00		
02538		MARSH & MCLENNAN AGENCY, LLC					
25-00025	01/03/25	RES#2025-13 DNE \$40K	Open	\$3,333.33	\$0.00		B
02935		MUNICIPAL TOY CO, INC*					
25-00699	03/12/25	EASTER CANDY FILLED EGGS	Open	\$1,800.00	\$0.00		
03026		*NJ STATE HEALTH BENEFITS WIRE					
25-01084	04/28/25	MAY 2025 NJSHBP ACTIVE	Open	\$248,210.04	\$0.00		
25-01085	04/28/25	MAY 2025 NJSHBP RETIREE	Open	\$128,990.06	\$0.00		
		<b>Vendor Total:</b>		<b>\$377,200.10</b>			
03305		PEDRONI FUEL*					
25-01090	04/28/25	NO LEAD GAS/DPW	Open	\$541.32	\$0.00		
03518		RIGGINS, INC.*					
25-01011	04/16/25	OFF HIGHWAY DIESEL/DPW/APRIL	Open	\$800.84	\$0.00		
03692		SOUTH JERSEY GAS CO*					
25-01102	04/29/25	SJG USAGE 3/16- 4/14/2025	Open	\$12.67	\$0.00		
03904		LOWE'S HOME CENTER INC*					
25-01082	04/28/25	CONCRETE ADDITIVE FOR PAINT	Open	\$85.32	\$0.00		
03958		DEBORAH VAN MOURIK					
25-00582	02/26/25	RETIREE SUPPLEMENT 1250 PER	Open	\$708.00	\$0.00		B

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
04089 25-00743	03/21/25	WIZARD'S FESTIVAL OF FUN, INC* BALLOONATIC FOR EGG HUNT	Open	\$750.00	\$0.00		
04097 25-01056	04/23/25	CINTAS FIRST AID AND SAFETY* COURT MEDICINE CABINET SERVICE	Open	\$41.11	\$0.00		
25-01057	04/23/25	PD Supplies	Open	\$47.15	\$0.00		
		<b>Vendor Total:</b>		<b>\$88.26</b>			
04123 25-01061	04/23/25	TAMMY DECKER REIMBURSEMENT-BASKETBALL	Open	\$15.00	\$0.00		
04204 25-00220	01/21/25	ZACHARY ZELWAK MEDICARE SUPPLEMENT	Open	\$304.00	\$0.00		B
5022 25-00094	01/13/25	INSTITUTE FOR FORENSIC PSYCHO* PSYCHOLOGICAL EVAL 3 CANDIDATE	Open	\$1,650.00	\$0.00		
6059 25-01119	04/30/25	USABLE LIFE MAY 2025 LIFE INSURANCE	Open	\$945.00	\$0.00		
6063 25-01095	04/28/25	CAPE MINING & RECYCLING, LLC* 1-5 RECYCLED CONCRETE/DPW	Open	\$28.42	\$0.00		
6071 25-00950	04/14/25	UNITED UNIFORMS LIMITED LIAB* 2 UNIFORM PANTS - J. ELWELL	Open	\$190.00	\$0.00		
6081 25-01068	04/23/25	SCOTT DOYLE LACROSSE OFFICIAL 4/5/2025	Open	\$70.00	\$0.00		
7153 25-01083	04/28/25	SUSAN ZACCAGNINO LACROSSE OFFICIAL	Open	\$140.00	\$0.00		
7168 25-01063	04/23/25	SEAN COLLINS LACROSSE OFFICIAL 3/29/25	Open	\$175.00	\$0.00		
25-01064	04/23/25	LACROSSE OFFICIAL 4/5/2025	Open	\$105.00	\$0.00		
25-01065	04/23/25	LACROSSE OFFICIAL 4/12/2025	Open	\$70.00	\$0.00		
		<b>Vendor Total:</b>		<b>\$350.00</b>			
7196 25-00027	01/03/25	LAUREN HUGGINS SUIT RES#2025-07 2025 PUBLIC INFO	Open	\$1,356.67	\$0.00		B
7354 25-01094	04/28/25	FLEETPRIDE INC.* PARTS/DPW	Open	\$222.87	\$0.00		
7380 25-01062	04/23/25	GAILE ROCKEY LACROSSE OFFICIAL 4/5/2025	Open	\$140.00	\$0.00		
7391 25-01066	04/23/25	ANDREW WELSH LACROSSE OFFICIAL 4/5/2025	Open	\$140.00	\$0.00		
25-01067	04/23/25	LACROSSE OFFICIAL 4/12/2025	Open	\$140.00	\$0.00		
		<b>Vendor Total:</b>		<b>\$280.00</b>			

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
7391		ANDREW WELSH	<i>Account Continued</i>				
7441 25-01030	04/21/25	ARCHER & GREINER* 2025 BOND ORDINANCE 25-12	Open	\$600.00	\$0.00		
7618 25-00787	03/25/25	MEGONIGAL ELECTRIC LLC UPGRADES/ ELECTRIC SYSTEM OHIO	Open	\$5,200.00	\$0.00		
7751 25-01052	04/23/25	HOFFMAN'S EXTERMINATING HOFFMANS ANNUAL BILLING- 2025	Open	\$2,568.00	\$0.00		
7762 25-01109	04/29/25	STEVE MICCICHE VISION REIMBURSEMENT	Open	\$390.00	\$0.00		
7771 25-01089	04/28/25	CITY OF WILDWOOD 2025 EMS INTERLOCAL	Open	\$5,000.00	\$0.00		
7772 25-00590	02/28/25	PIONEER ATHLETICS* PAINT FOR FIELDS	Open	\$995.00	\$0.00		
25-00909	04/07/25	PAINT STICKS FOR FIELDS	Open	\$274.58	\$0.00		
		<b>Vendor Total:</b>		<b>\$1,269.58</b>			
7921 25-01106	04/29/25	WILLIAM PORCH VISION REIMBURSEMENT	Open	\$305.00	\$0.00		
7923 25-01108	04/29/25	THOMAS SHOUGH VISION REIMBURSEMENT	Open	\$175.00	\$0.00		
7929 25-00602	03/03/25	AMAZON CAPITAL SERVICES, INC ~ SUPPLIES	Open	\$1,049.02	\$0.00		
25-00964	04/14/25	DAILY LOG BOOKS	Open	\$79.90	\$0.00		
25-00969	04/14/25	COURT OFFICE SUPPLIES	Open	\$126.31	\$0.00		
25-01031	04/21/25	4/17/25 CLERKS SUPPLIES	Open	\$128.15	\$0.00		
		<b>Vendor Total:</b>		<b>\$1,383.38</b>			
8131 25-01053	04/23/25	DOCUVAULT SECURE SHREDDING LC~ FEBRUARY AND MARCH SHREDDING	Open	\$638.10	\$0.00		
8175 25-01033	04/21/25	INTEGRITY INTERPRETING LLC COURT INTERPRETING 3/2025	Open	\$106.75	\$0.00		
8214 25-01070	04/23/25	USPS DELIVERY UNEMPLOYMENT	Open	\$31.40	\$0.00		PC1
8439 25-00637	03/06/25	J&D SERVICES LLC RES#25-49 FERTILIZING SERVICES	Open	\$3,434.00	\$0.00		B
8564 25-00304	01/27/25	MATTHEW REILLY 2025 EQUIPMENT ALLOWANCE	Open	\$65.99	\$0.00		B
8721 25-00022	01/03/25	BLANEY, DONOHUE, & WEINBERG PC RES#2025-03 LABOR DNE \$40K	Open	\$3,679.50	\$0.00		B

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
8721		BLANEY, DONOHUE, & WEINBERG PC		<i>Account Continued</i>			
25-00023	01/03/25	RES#2025-04 PROSECUTOR DNE 40k	Open	\$3,750.00	\$0.00		B
25-00024	01/03/25	RES#2025-04 WWC DNE \$10K	Open	\$833.33	\$0.00		
		<b>Vendor Total:</b>		<b>\$8,262.83</b>			
8831		SOUTH JERSEY INTERPRETERS LLC					
25-00790	03/25/25	COURT SPANISH INTERPRETER	Open	\$200.00	\$0.00		
8837		REBECCA BLANDA					
25-01107	04/29/25	VISION REIMBURSEMENT	Open	\$75.00	\$0.00		
8849		HORNER ENTERPRISES LLC					
25-01060	04/23/25	RES#2025-158 INFLATABLES 4/19	Open	\$1,805.00	\$0.00		
9026		STARR SEPTIC LLC ~					
25-00960	04/14/25	LUXURY BATHROOM /DPW/APRIL	Open	\$948.00	\$0.00		
9141		CITY OF WILDWOOD WATER UTILITY					
25-01054	04/23/25	237 E ROCHESTER- WATER BILL	Open	\$303.50	\$0.00		
9149		PAVING PLUS LLC					
24-00790	03/25/24	RES 24-111 NJDOT WW LT-C-034	Open	\$10,494.63	\$0.00		B
9216		ATLANTICARE REGIONAL MEDICAL					
25-00043	01/07/25	RES#2024-229 YEAR 1	Open	\$5,000.00	\$0.00		B
9309		NICHOLAS ROMANTINO					
24-03334	12/04/24	2024 EQUIPMENT ALLOWANCE	Open	\$62.50	\$0.00		
25-00305	01/27/25	2025 EQUIPMENT ALLOWANCE	Open	\$14.26	\$0.00		B
		<b>Vendor Total:</b>		<b>\$76.76</b>			
9316		THE BELASCO LAW FIRM LLC					
25-00020	01/03/25	RES#2025-01 DNE \$40k	Open	\$3,333.33	\$0.00		B
9349		DATUM FILING SYSTEMS INC.					
25-00604	03/03/25	BOCA STORAGE SHELVES	Open	\$9,991.26	\$0.00		
9371		ROBERT STALEY					
25-01027	04/21/25	RELEASE OF DEMO BOND	Open	\$2,500.00	\$0.00		
9372		SEA HAVEN HOMES LLC					
25-01028	04/21/25	RELEASE OF BOND & ESCROW	Open	\$31,355.29	\$0.00		
9374		GIANNA VALLESE					
25-01079	04/28/25	LACROSSE OFFICIAL	Open	\$140.00	\$0.00		
BIRCH		BIRCH'S COMMUNICATIONS LLC*					
25-01025	04/21/25	MATERIALS/VEHICLE/DPW	Open	\$345.00	\$0.00		
G-UNITED		UNITED UNIFORM					
24-03401	12/10/24	UNIFORMS	Open	\$1,308.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
KELLE005 25-00946	04/14/25	KELLEIGH TOMMASSELLO FACE PAINTER -EASTER EGG HUNT	Open	\$300.00	\$0.00		
LOWER 25-01032	04/21/25	LOWER TOWNSHIP DIFFERENCE CARD 4-1 TO 4-16	Open	\$16,706.10	\$0.00		
SIXSM 25-00765	03/21/25	LLOYD SIXSMITH* RAB Shirts	Open	\$291.55	\$0.00		
SMITHS 25-01105	04/29/25	SHEILA D SMITH MEDICARE SUPPLEMENT	Open	\$219.23	\$0.00		

Total Purchase Orders: 96 Total P.O. Line Items: 0 Total List Amount: \$932,760.83 Total Void Amount: \$0.00

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

## RESOLUTION # 2025-173

Title: AUTHORIZING PAYMENT OF VOUCHERS

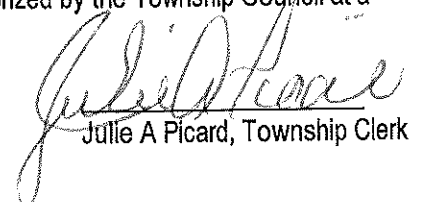
<u>VENDOR</u>	<u>CHECK #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
State of New Jersey	#4027	1st QTR Unemployment	\$14.49
E-Z Pass	#6398	Replenish All Accounts	\$2,500.00

TOTAL MANUAL CHECKS: \$2514.49  
TOTAL COMPUTER GENERATED: \$932,760.83

TOTAL BILL LIST \$935,275.32

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

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 May 5, 2025

  
Julie A Picard, Township Clerk

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

RESOLUTION # 2025-174

Title: AUTHORIZING PAY OUT OF TERMINAL LEAVE

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

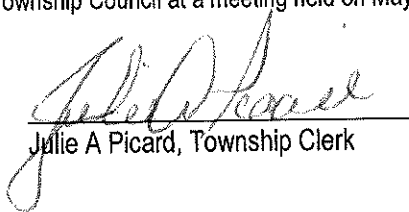
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance, and

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that a payment due to Eileen Kreis in the amount of \$22,218.72 is authorized and is chargeable to Reserve for Accumulated Absences.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
WAREHAM			<input checked="" type="checkbox"/>			
ROY			<input checked="" type="checkbox"/>			
COOMBS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
SIPPEL			<input checked="" type="checkbox"/>			

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 May 5, 2025.

  
Julie A Picard, Township Clerk



Kreis, Eileen

TOWNSHIP OF LOWER  
RETIREMENT PAYOUT ANALYSIS  
DATE:

EMPLOYEE: Kreis, Eileen  
DATE OF RETIREMENT: 5/1/2025  
DATE OF PAYMENT:  
RESOLUTION #:

Annual Salary:	\$77,823.07
Hourly Rate:	\$42.76
Longevity	\$0.00

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	3.00	42.76	128.28
Personal	9.90	42.76	423.49
Sick	420.00	42.76	17,959.17
Vacation	86.71	42.76	3,707.78
Other			
Terminal Leave Payout			\$22,218.72

	(A)	(B)	(C)	(B * C)	(E)	A + D - E
	Carryover	Annual	17 weeks / 52 weeks	Prorated Time Due	Time Used	Hours to be paid
Comp	0.00	0.00	0.00	3.00	0.00	3.00
Personal	0.75	28.00	0.33	9.15	0.00	9.90
Sick	611.75	105.00	0.33	34.33	146.00	420.00
Vacation	36.50	175.00	0.33	57.21	7.00	86.71
						Days

840 HRS MAX

Accrual and time used are current to 04/24/25 subject to change if time is used or not currently reported.

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Treasurer's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

RESOLUTION #2025-175

Title: APPROVAL FOR GREATER CAPE MAY ELKS LODGE 2839 TO CONDUCT  
A FLEA MARKET

WHEREAS, Section 359-13 of the Code of Lower Township prohibits outdoor flea markets within the confines of Lower Township except as provided for in Section 359.13; and

WHEREAS, Section 359-13 of the General Ordinances of the Township of Lower permits non-profit, charitable, civic and religious organizations to conduct outdoor flea markets within the confines of the Township if approved by the Township Council; and

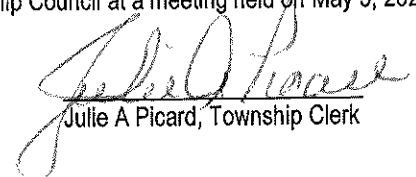
WHEREAS, the Township Council has reviewed the request from Greater Cape May Elks Lodge 2839 to conduct a flea market on June 28, 2025 at 917 Bayshore Road; and

WHEREAS, the Council has determined the applicant meets the ordinance requirements of a non-profit, charitable, civic and/or religious organization.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that approval is hereby granted.

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

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 May 5, 2025.

  
Julie A Picard, Township Clerk



# Greater Cape May Elks Lodge 2839

917 Bayshore Rd. Villas, NJ 08251 609-770-7314  
Elks2839@gmail.com

*Exalted Ruler*  
**Tina Lennon**

*Secretary*  
**MaryEllen Donlon**

*Trustee*  
**Walter Lesyk Jr.**

April 4<sup>th</sup> 2025

To Whom it may concern:

We respectfully request to have a outside Yard Sale/Flea Market in our parking lot located at 917 Bayshore Rd Villas, New Jersey 08251 on Saturday June 28<sup>th</sup> 2023 7 Am - 2 PM

Thanking you in advance

Judy Titus  
Chairperson Yard Sale committee

Tina Lennon  
Exalted Ruler

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

RESOLUTION # 2025-176

Title: AUTHORIZATION FOR USE OF DONATED FUNDS

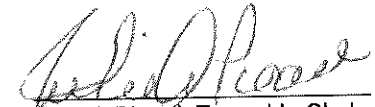
WHEREAS, the Township of Lower receives general donations from time-to time; and

WHEREAS, authorization is recommended to utilize donated monies not earmarked by the Donor as to its usage.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey authorizes the Lower Township Manager, in consultation with Mayor and Council, to approve usage of donated funds towards any expenditure that promotes the general health, safety and welfare of the Township as well as any program or public event that helps build our community.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			
WAREHAM			<input checked="" type="checkbox"/>			
ROY			<input checked="" type="checkbox"/>			
COOMBS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			
SIPPEL			<input checked="" type="checkbox"/>			

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 May 5, 2025.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2025-177

Title: APPROVAL OF CHANGE ORDER #1 FOR REMINGTON & VERNICK ENGINEERS SERVICES FOR THE DESIGN PHASE FOR THE HVAC REPLACEMENT PROJECT AT THE TOWNSHIP OF LOWER MUNICIPAL BUILDING AND CONSTRUCTION & ZONING BUILDING

WHEREAS, Remington & Vernick Engineers were awarded a professional Service Contract by Resolution #2025-78 on January 22, 2025 to investigate the design for the Municipal Building and Construction and Zoning Building for \$14,900.00; and

WHEREAS, Remington & Vernick Engineers provided a proposal to provide Design Phase for the Municipal Building and Construction and Zoning Building services including: Preparation of Bid Documents, Bid Coordination for a fee of \$74,000.00; and

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

Appropriation: Ord #24-04 C-04-55-439-910

Signature: Lauren Read  
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a Professional Service Contract without public bidding is awarded as follows:

1. The Proposal between Remington & Vernick Engineers and the Township of Lower, in the form attached hereto as EXHIBIT A, for an amount of \$74,000.00 is hereby approved:

Engineering Design and Bidding Services:

Total \$74,000.00

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Change Order #1 for Remington & Vernick Engineers is hereby approved to increase the contract total to \$88,900.00.

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

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 May 5, 2025.

Julie A. Picard  
Julie A Picard, Township Clerk



**REMINGTON  
& VERNICK  
ENGINEERS**

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

April 24, 2025

Ms. Margaret Vitelli  
Purchasing Agent  
2600 Bayshore Rd  
Villas, NJ 08251

**Subj: Proposal for Engineering Design Services  
HVAC Replacement Project at  
Township Hall and Construction & Zoning Building  
Township of Lower, Cape May County, NJ  
Proposal No. 2025-226**

Dear Ms. Vitelli:

REMINGTON & VERNICK ENGINEERS (RVE) is pleased to submit our proposal to provide Professional Engineering Services for the above referenced project. Our engineering staff is fully trained in all of the required disciplines and has all the skills necessary for this project. A description of the services to be provided for this project is as outlined below.

#### **Project Scope**

In general, the scope of work for this project consists of the replacement of existing HVAC system components throughout the Township Hall and Construction and Zoning Buildings. The below scope is based on previous conversations with your office and the feasibility study that our office prepared:

#### **1. Township Hall**

- a. The proposed scope of work consists of the following:
  - i. Replace RTU-1 and RTU-2 with single-zone, packaged DX cooling with gas-fired heating rooftop units.
  - ii. Replace RTU-3 with a single-zone, packaged DX cooling with gas-fired heating rooftop units.
  - iii. Replace RTU-4 with a single-zone, packaged DX cooling with gas-fired heating rooftop units.
  - iv. Replace RTU-5 with a single-zone, packaged DX cooling with gas-fired heating rooftop units.
  - v. Replace RTU-6 with a single-zone, packaged DX cooling with gas-fired heating rooftop units.
- b. Replace existing ductwork, and accessories as required to install the new units.
- c. Provide electrical work including but not limited to wiring, conduit, and panels as required to support the new installation.
- d. Provide structural support as required to support the new installation.

#### **2. Construction and Zoning Building**

- a. The proposed scope of work consists of the replacement of two (2) packaged DX cooling rooftop units. RTU-1 and RTU-2 will be replaced with single-zone, packaged DX cooling with gas-fired heating rooftop units.
- b. Replace existing ductwork, piping, and accessories as required to install the new unit.
- c. Provide new electrical power circuits, panels, etc. including but not limited to wiring, and conduit as required to support the new installation.
- d. Provide structural work as required to support the new installation.
- e. The existing hot water boiler system will be demolished in its entirety. All associated piping, equipment, controls, etc will be demolished.

- f. The existing hot water cabinet unit heaters will be replaced with electric cabinet unit heaters.

We will provide all Mechanical, Electrical, and Plumbing (MEP) Engineering Services for the above work. Our office will also provide any Structural Engineering services to support HVAC equipment as necessary with our licensed in-house Structural Engineers. All new equipment will comply with all industry standards and codes, including but not limited to the International Mechanical Code and ASHRAE 90.1 for energy efficiency and Indoor Air Quality. Based on the design of the work, an electrical service upgrade may be required. The cost for a service upgrade has been excluded for now.

Our engineering services will be provided as follows:

#### FINAL ENGINEERING DESIGN

Upon approval of the scope of work from the owner, RVE will proceed with the preparation of plans and specifications for bidding and contractor purposes. Our MEP staff will perform heating & cooling load calculations, evaluate code requirements, visit the existing site, and perform all other required engineering design services. Our office will prepare the drawings and technical specifications setting forth in detail the requirements for the construction of the project. Drawings will be prepared in AutoCAD compatible format or in such reasonable form as required. Technical specifications will be prepared in Microsoft Word format.

The drawings and specifications will be suitable for permitting and construction purposes. The documents will contain all necessary information for the construction of the project, including materials, equipment, component systems and types of construction or installation as may be appropriate, all of which are to be approved by the Township. Our office will attend meetings with your office as necessary during the design phase to coordinate the requirements for the proposed HVAC systems. Our office will perform site visits as necessary to verify the existing conditions.

#### ADVERTISEMENT & BIDDING SUPPORT

- Prepare a Notice to Bidders and coordinate the bid advertisement.
- Prepare responses for addenda to clarify the intent of the project documents, as required during the bidding period.
- Review and provide response to requests for information during the bidding period.
- Attend a pre-bid meeting during the bidding period if project requires a pre-bid.
- Open bids and prepare a bid tabulation.
- Review and provide an award recommendation.

#### Construction Cost Estimate

The following is the construction cost estimates previously provided to the Township by RVE:

Township Hall	\$ 771,100.00
<u>Construction and Zoning Building</u>	<u>\$ 294,800.00</u>
TOTAL	\$ 1,065,900.00

#### Cost of Services

Services as outlined in this proposal will be provided for a lump sum fee of **\$74,000.00** to be invoiced monthly on a percent-complete basis.


Proposal for Engineering Design Services  
HVAC Replacement Project at  
Township Hall and Construction & Zoning Building  
April 24, 2025  
Page 3

**Exclusions**

- Permitting fees
- Design for electrical service upgrades (if required)
- Construction phase services

We trust the information provided meets your requirements. Work will begin immediately upon receipt of a Notice to Proceed. Remington & Vernick Engineers looks forward to working with the Township on this important project. Should you have any questions or require additional information, please contact Lia Domico at our Wildwood office at (609) 522-5150.

Sincerely,  
**REMINGTON & VERNICK ENGINEERS**

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

  
Lia J. Domico  
Project Manager

cc: Mike Laffey, Township Manager  
Gary Douglass, Superintendent of Public Works  
Michael Gebhardt  
Brian Gregg  
Abigail Daly  
Debra Shields



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

RESOLUTION #2025-178

Title: **APPROVING A PROFESSIONAL SERVICE CONTRACT WITH DeBLASIO & ASSOCIATES FOR THE CLEM MULLIGAN SPORTS COMPLEX STORM SEWER PUMP STATION (LT-C-067)**

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

WHEREAS, DeBlasio & Associates provided a proposal for the Clem Mulligan Sports Complex Storm Sewer Pump Station for a fee of \$23,000.00 ; and

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

Appropriation: C-04-55-437-910

Signature: *Lauren Read*  
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, a Professional Service Contract without public bidding is awarded as follows The Proposal between DeBlasio & Associates and the Township of Lower, in the form attached hereto as EXHIBIT A in the amount of \$23,000.00 is hereby approved:

Survey & Base Mapping	
Public Bidding Services	
Design Plans and Specifications	
Total	\$23,000.00

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

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				
WAREHAM			<input checked="" type="checkbox"/>				
ROY			<input checked="" type="checkbox"/>				
COOMBS		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
SIPPEL			<input checked="" type="checkbox"/>				

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 May 5, 2025.

*Julie A. Picard*  
Julie A Picard, Township Clerk

# DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

May 1, 2025

VIA EMAIL

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

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

Dear Gary:

DeBlasio & Associates, P.C. is pleased to provide our **REVISED** proposal for professional engineering phase services for the **Clem Mulligan Sports Complex Storm Sewer Pump Station**. The park has been experiencing recurring flooding in the southeast (SE) corner of the property, which has diminished the usability of this area and caused flooding in neighboring properties. It appears that the flooding is primarily caused by the grading of the site towards the SE corner of the property, creating a localized low point. Stormwater runoff accumulates in this area as there is no adequate outlet for conveyance. As a result, even moderate rainfall leads to pooling of water and spilling over into neighboring properties.

Based on our conversations, it is our understanding that the Township would like to construct a small storm sewer pump station to mitigate the flooding.

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


➤ <b>Engineering Phase Cost:</b>	<b>\$ 23,000.00</b>
• Survey & Base Mapping	
• Public Bidding Services	
• Design Plans and Specifications	
<b>Total Estimated Project Cost:</b>	<b>\$ 23,000.00</b>

Please note that this proposal does not include any construction phase services. Upon your request a separate proposal can be provided for this.

Enclosed please find one (1) copy of the Engineer's Estimate of Construction Cost for your information.

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

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

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

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

**ENGINEER'S CONSTRUCTION COST ESTIMATE**

Client:  
TOWNSHIP OF LOWER  
Date:  
April 29, 2025  
Project Name:  
CLEM MULLIGAN SPORTS COMPLEX PUMP STATION

D&A Project #: LT-C-067

#	DESCRIPTION	UNITS	PLAN QUANTITY	IF & WHERE DIRECTED	CONTRACT QUANTITY	EST. UNIT PRICE	BID AMOUNT
1	CLEARING SITE	LUMP SUM	LUMP SUM	LUMP SUM	LUMP SUM	\$2,000.00	\$2,000.00
2	CONCRETE DRIVEWAY, 6" THICK (IF & WHERE DIRECTED)	S.Y.	0	5	5	\$200.00	\$1,000.00
3	PREFABRICATED PUMP STATION (SINGLE PHASE/5 HP PUMPS)	LUMP SUM	LUMP SUM	0	LUMP SUM	\$80,000.00	\$80,000.00
4	INLETS, TYPE "A"	UNIT	2	0	2	\$4,700.00	\$9,400.00
5	STORMWATER MANHOLE	UNIT	1	0	1	\$5,000.00	\$5,000.00
6	6" POLYVINYL CHLORIDE (PVC) STORMWATER SEWER MAIN, SDR 35	L.F.	300	20	320	\$110.00	\$35,200.00


Subtotal, Items 1-6: \$132,600.00

10% Contingency: \$6,630.00

**Total Estimated Construction Cost: \$139,230.00**

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

Prepared by:

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

4/29/2025  
Date

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

RESOLUTION #2025-179

Title: **APPROVAL OF AN ALCOHOLIC BEVERAGE CONTROL LICENSE PLACE TO PLACE  
TRANSFER – EXPANSION OF LICENSED PREMISES – LICENSE #0505-33-012-012;  
R L FARMS t/a FISH HOUSE**

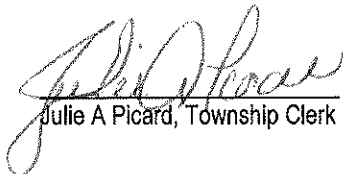
**WHEREAS**, an application has been filed for a Place to Place Transfer **Expansion of Premises** of Plenary Retail Consumption License 0505-33-012-012, issued to R L Farms, Inc t/a Fish House for premises located at 502 Sunset Boulevard, Lower Township, New Jersey, for purposes of expanding the premises under license wherein the sale, service and storage of alcoholic beverages are authorized; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Lower Township Council does hereby approve effective May 6, 2025, the expansion of the aforesaid Plenary Retail Consumption license #0505-33-012-012, licensed premises located at 502 Sunset Boulevard, Lower Township New Jersey, to place under license the area delineated in the application form and the sketch of the licensed premises attached thereto.

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

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 May 5, 2025.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2025-180

Title           **APPROVAL OF AN ALCOHOLIC BEVERAGE CONTROL LICENSE - PERSON TO PERSON  
TRANSFER OF LIQUOR LICENSE 0505-33-017-007 FROM THE BAY HOUSE RESTAURANT TO  
PRJ2, LLC t/a THE LOCAL TAVERN**

**WHEREAS**, an application has been filed for a person-to-person transfer of Plenary Retail Consumption License #0505-33-017-007 heretofore issued to PRJ2, LLC t/a The Local Tavern; for the premises located at 5-7 W Delaware Parkway, also known as 1075 Bayshore Road, Lower Township, New Jersey; and

**WHEREAS**, the submitted application form is complete in all respects, the transfer fees have been paid and the license will be renewed for the new license term under separate Resolution; and

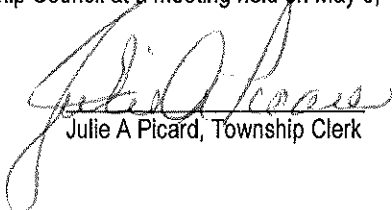
**WHEREAS**, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Lower Township Council does hereby approve, effective May 5, 2025, the transfer of the aforesaid Plenary Retail Consumption License to PRJ2, LLC t/a The Local Tavern, and does hereby direct the Municipal Clerk to endorse the license certificate to the new ownership as follows: \*\* This license, subject to all its terms and conditions, is hereby transferred to PRJ2, LLC t/a The Local Tavern effective May 5, 2025.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			<input checked="" type="checkbox"/>				
WAREHAM			<input checked="" type="checkbox"/>				
ROY		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				
COOMBS	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>				
SIPPEL			<input checked="" type="checkbox"/>				

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 May 5, 2025

  
Julie A Picard, Township Clerk