

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

Work Session

Consent Agenda

Approval of Minutes – January 4, 2023

- Res. #2023-53 Authorization for the Payment of Vouchers \$ 1,361,030.76
- Res. #2023-54 Approval of Change Order #2 (Final) to Asphalt Paving Systems Inc. for Additional Storm Sewer Improvements and As-Built Quantities (LT-C-024) for the Mowery Avenue, Harvard Street, Peters Road and Howland Avenue Project
- Res. #2023-55 A Resolution Authorizing and Approving an Interim Shared Service Agreement between the County of Cape May and the Township of Lower for Public Safety Answering, Dispatch and Related Services
- Res. #2023-56 Authorization for Waiver of Permitting Fees for Historic Cold Spring Village Associated with the Replacement of A Storage Trailer
- Res. #2023-57 Reappointment to the Municipal Utilities Authority Board (J.Henderson)
- Res. #2023-58 Transfer of 2022 Appropriations
- Res. #2023-59 A Resolution Approving Municipal Banking Agreements
- Res. #2023-60 Resolution Supporting the Annual (2022) Greater Cape May Elk's/Tom Beheler Youth Basketball Tournament
- Res. #2023-61 FY 2024 Lower Cape Alliance
- Res. #2023-62 DMHAS Youth Leadership Grant
- Res. #2023-63 Authorization for the Payout of Accumulated Compensatory Time (S.Gellura \$4,524.72)
- Res. #2023-64 Authorization for the Payout of Accumulated Compensatory Time (M.Harkin \$4,810.02)
- Res. #2023-65 Contract Award for Management Information System Consultant (MIS) Final Year 2023
- Res. #2023-66 Bid Rejection for Municipal Pool Renovations Project
- Res. #2022-67 A Resolution Requesting Reduction of Performance Guarantee for Snug Harbor Marina, LLC; Block 823; Lots 1+1.02; Escrow #P02-11-01

Regular Agenda

Engineer Report

Reports

2022 Annual Variance Report
2022 Tax Collector's Annual Report
Clerk, Construction, Dog, Tax, Vital Statistics

Public Comment

Council Comments

Closed Session

Res. #2023-68 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. **Attorney/Client privilege**

Adjourn

COUNCIL MEETING MINUTES – January 4, 2023

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on January 4, 2023 at 7:00 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.

Meeting Called to Order

Opening Announcement

Pledge of Allegiance & Moment of Silence

Invocation – Chaplain Glenn Scheyhing

Mayor Sippel gave special recognition to dignitaries and thanked everyone for their attendance. He also congratulated Officer Gindville on his promotion.

Oath of Office, Councilmember Thomas Conrad – County Commissioner Marie Hayes

Commissioner Hayes administered the Oath of Office to Councilmember Conrad in the presence of his family as his wife, Stacey, held the Bible.

Oath of Office, Councilmember Kevin Coombs – Mayor Frank Sippel

Mayor Sippel administered the Oath of Office to Councilmember Coombs in the presence of his family as his daughter, Keva, held the Bible.

Oath of Office, Councilmember Roland Roy – Mayor Frank Sippel

Mayor Sippel administered the Oath of Office to Councilmember Roy in the presence of his family as his wife, Melissa, held the Bible.

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 and Robert Belasco, Township Solicitors and Karen Fournier, Deputy Township Clerk

Res #2023-01 Appointment of Municipal Solicitor for the Year 2023 As a Professional Service Contract without public bidding (Stefankiewicz & Belasco NTE \$150,000)

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

Solicitors Stefankiewicz and Belasco thanked Council for their support and look forward to working together again. Mayor Sippel thanked Solicitors Stefankiewicz and Belasco for their hard work.

Consent Agenda

Approval of Minutes December 19, 2022

Res. #2023-02 Appointment of Township Labor Attorney for the year 2023 as a Professional Service Contract without Public Bidding (W. Blaney NTE \$40,000)

Res. #2023-03 Appointment of Township Tax Appeal Attorney for the year 2023 as a Professional Service Contract without Public Bidding (M. Karavan NTE \$10,000)

Res. #2023-04 Appointment of Municipal Judge (T. Keywood)

Res. #2023-05 Appointment of Municipal Prosecutor for the Year 2023 (Blaney, Donohue & Weinberg \$45,000)

- Res. #2023-06 Appointment of Municipal Public Defender for the Year 2023 (S. Fuscellaro \$16,500)
- Res. #2023-07 Appointment of Municipal Auditor for the Year 2023 as a Professional Service Contract without Public Bidding (Ford, Scott NTE \$41,000)
- Res. #2023-08 Appointment of Municipal Engineer for the Year 2023 as a Professional Service Contract without Public Bidding (DeBlasio & Associates NTE \$450,000)
- Res. #2023-09 Appointment of Public Information Officer for the year 2023 as a Professional Service Contract without Public Bidding (L. Suit \$16,280)
- Res. #2023-10 Establishment of Council Meeting Dates and Times for the year 2023 (annual)
- Res. #2023-11 Designation of Official Newspapers for Legal Advertising for the Year 2023 (annual)
- Res. #2023-12 Appointment of Risk Management Consultant Atlantic County JIF (J. Byrne Agency year 3 of 3 year agreement)
- Res. #2023-13 Appointment of Health Insurance Brokerage Consultant for the Year 2023 as A Professional Service Contract without Public Bidding (Marsh & McLennan \$43,517.)
- Res. #2023-14 Approval of Emergency Management Council (annual)
- Res. #2023-15 Confirmation of Officials for Joint Insurance Fund and Municipal Excess Liability Fund (annual)
- Res. #2023-16 Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission (annual)
- Res. #2023-17 Approval of Petty Cash Funds – 2023 (annual)
- Res. #2023-18 Setting the Interest Rate for Delinquent Taxes (annual)
- Res. #2023-19 Authorizing the Tax Assessor to File Tax Appeals (annual)
- Res. #2023-20 Authorizing the Clerk to Issue Bingo and Raffle Licenses throughout 2023 to Qualified Organizations (annual)
- Res. #2023-21 Appointment of Bond Counsel for the year 2023 as a Professional Service Contract without Public Bidding (Archer & Greiner)
- Res. #2023-22 Approving 2023 Contract with Cape Mediation Services (annual)
- Res. #2023-23 Authorizing the Cash Management Plan (annual)
- Res. #2023-24 Approval of Annual Contribution to Volunteers in Medicine (annual)
- Res. #2023-25 Authorization for Public Bidding (annual)
- Res. #2023-26 Designation of Public Agency Compliance Officer for Lower Township(annual)
- Res. #2023-27 Resolution Establishing the Quote Threshold Pursuant to NJSA 40A:11-3a(annual)
- Res. #2023-28 Authorizing Payment of 2023 Debt Service (annual)
- Res. #2023-29 Authorizing Payment for Dispatch Services (annual)
- Res. #2023-30 Resolution to Defer Regional School Tax (annual)
- Res. #2023-31 Authorizing Payment for 2023 Regional School Taxes to Lower Cape May Regional (annual)
- Res. #2023-32 Authorizing Payment of 2023 Pension Amounts Due 4/1/2023
- Res. #2023-33 Authorizing Debt Service Payment for the Joint Public Safety Payment (\$167,091.26)
- Res. #2023-34 Designation of Official Depositories (annual)
- Res. #2023-35 Authorizing Payment for 2023 Local School Taxes to Lower Township Board of Education (annual)
- Res. #2023-36 Adopting 2023 Temporary Current Budget
- Res. #2023-37 Approving 2023 Contract with Cape Assist (annual)
- Res. #2023-38 Resolution Authorizing Contracts with Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A.40A:11-12a
- Res. #2023-39 A Resolution Approving an Interlocal Services Agreement Between the Twp of Lower and Lower Township Fire District #3
- Res. #2023-40 Renewal of Trailer Park Licenses for the year 2023
- Res. #2023-41 Junk Yard License for Cape May Associates, LLC for the year 2023
- Res. #2023-42 Authorizing 2023 Annual Shelter Fee Payments
- Res. #2023-43 Authorizing Payment of 2023 County Taxes (First and second quarters) and 2022 Added Taxes
- Res. #2023-44 Appointment of Keith Bonchi, Esq. as Tax Foreclosure Attorney for the Township of Lower as a Professional Service Contract without Public Bidding(NTE \$15,000)
- Res. #2023-45 Authorization for the Payout of Sick Time (\$19,037.30)
- Res. #2023-46 Authorization for Refund of Taxes
- Res. #2023-47 Transfer Of 2022 Appropriations
- Res. #2023.48 Approval for payment of 2023 Vouchers \$ 407,951.34
- Res. #2023-49 Approval of Change Order #2 with DeBlasio & Associates for Additional Lighting and Electrical Services for the Design of Diamond Beach Park
- Res. #2023-50 Approval for payment of 2022 Vouchers \$ 183,894.90
- Res. #2023-51 Bid Acceptance and Award of Lower Township Animal Control Services for 2023 with an Option of 2024 & 2025

Res. #2023-52 Bid Acceptance and Award of Millman Center Improvements (LT-C-030) (\$56,300)
 Ordinance 2023-01 An Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A:4-15.14 This is the First reading of this Ordinance. The second reading and public hearing has been scheduled for February 6, 2023.

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

Regular Agenda

Ordinance #2022-15 – An Ordinance Amending Chapter 400, Land Development, of the Code of the Township of Lower, to Create An Overlay Zoning District in the GB-1 Zone to Govern Class 5 Cannabis Retail Licenses and Class 6 Cannabis Delivery Licenses. This is the second reading and public hearing of this Ordinance. This Ordinance has been posted, published and made available to the public

Mayor Sippel shared the reason the ordinance was tabled at the last meeting.

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

Public Comment – no comments

Council Comments

Councilmember Conrad thanked everyone for their attendance and complimented his colleagues on their collaborative work.

Councilmember Coombs congratulated his colleagues on their re-election and working so well together.

Councilmember Roy thanked everyone for their attendance and wished everyone a safe and happy New Year.

Deputy Mayor Perry congratulated his colleagues and complimented the Township on its accomplishments.

Mayor Sippel congratulated his team and looks forward to more great accomplishments.

Adjournment

There being no further business to address, motion to adjourn moved by Mayor Sippel, seconded by Deputy Mayor Perry. Motion to adjourn was unanimous. Meeting adjourned at 7:19 p.m.

 Mayor

 Township Clerk

Approved:

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01657	GOPHER SPORT*								
		22-03130	12/21/22	WRIST BANDS- BASKETBALL	Open	232.96	0.00		
01785	ROBERT HARTMAN SR								
		23-00023	01/05/23	CONTRACTUAL REIMBURSEMENT M	Open	1,441.70	0.00		
		23-00056	01/09/23	CONTRACTUAL REIMBURSEMENT M	Open	803.57	0.00		
						<u>2,245.27</u>			
01806	ANTHONY J HARVATT, II, ESQ								
		22-03219	12/30/22	ZONING BRD RESOLUTION VOUCHERS	Open	450.00	0.00		
		23-00060	01/10/23	ZBA Solicitor Monthly JAN23	Open	625.00	0.00		
						<u>1,075.00</u>			
02248	LAWMEN SUPPLY*								
		22-02862	11/17/22	BPV NAME TAPES	Open	30.00	0.00		
02292	DONALD LOMBARDO								
		23-00027	01/05/23	CONTRACTUAL REIMBURSEMENT M	Open	1,389.90	0.00		
02351	LOWER CAPE MAY REGIONAL								
		22-03202	12/29/22	MINI GRANTS/DPW GOLF TEAM	Open	500.00	0.00		
02402	MGL PRINTING SOLUTIONS								
		22-03221	12/30/22	CHECKS- TAX REDEMPTION/PREMIUM	Open	336.00	0.00		
02461	JOHN MAHER								
		23-00026	01/05/23	CONTRACTUAL REIMBURSEMENT M	Open	2,717.10	0.00		
02538	MARSH & MCLENNAN AGENCY, LLC*								
		23-00041	01/06/23	RES#23-17 MONTHLY DNE\$43517	Open	3,626.41	0.00		B
02725	THOMAS MILLS								
		22-02203	09/09/22	inspection	Open	28.23	0.00		
		22-03112	12/16/22	INSPECTIONS FOR DAVE PERRY JOB	Open	56.46	0.00		
						<u>84.69</u>			
03158	NYSCA*								
		22-03132	12/21/22	NEW COACHES- WRESTLING	Open	80.00	0.00		
03305	PEDRONI FUEL*								
		23-00047	01/06/23	NO LEAD GAS/DPW 12/22/22	Open	1,183.34	0.00		
03518	RIGGINS, INC.*								
		23-00048	01/06/23	OFF HIGHWAY DIESEL DPW	Open	1,074.78	0.00		
03537	RUTGERS, THE STATE UNIVERSITY*								
		22-03205	12/29/22	ASSESSOR 2- 1/6-2/10 DEVEREAUX	Open	760.00	0.00		
03607	SEASHORE FOOD SUPPLY*								
		22-03224	12/30/22	NYE PARTY SUPPLIES	Open	151.57	0.00		
03692	SOUTH JERSEY GAS CO*								
		22-02889	11/21/22	DECEMBER 2022 ENCUMBER	Open	14,150.42	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03705	MICHAEL A. SORENSEN	22-03135	12/21/22	CONFLICT PUBLIC DEFENDER	Open	310.00	0.00		
03810	MUNICIPAL UTIL AUTH USAGE COST	23-00055	01/06/23	SEWER 1/1-12/31/23	Open	4,960.00	0.00		
03814	UNIVERSAL COMPUTING SERV., INC*	22-03179	12/22/22	COURT NOTICES/MAILERS	Open	645.20	0.00		
03844	GIACOMO TROMBETTA	23-00025	01/05/23	CONTRACTUAL REIMBURSEMENT M	Open	118.53	0.00		
03947	VFIS*	23-00122	01/11/23	FS VFIS 2023 1/1-1/31/23	Open	12,222.84	0.00		
03971	VERIZON WIRELESS MDT POLICE	22-03226	12/30/22	VERIZON POLICE & TWP	Open	1,236.58	0.00		
03995	VITAL COMMUNICATIONS, INC.*	22-03220	12/30/22	NOTICE OF ASSESSMENT POSTCARDS	Open	6,768.52	0.00		
04097	CINTAS FIRST AID AND SAFETY*	22-03164	12/22/22	FIRST AID BOCA 9/27 & 11/17	Open	34.45	0.00		
04301	SEASHORE ASPHALT CORPORATION*	22-01430	06/09/22	ASPHALT/PATVH/RDS/DPW/AUG	Open	186.45	0.00		B
05066	MICHAEL REEB	22-03206	12/29/22	DJ FOR NY EVE'S PARTY	Open	200.00	0.00		
05083	ALLEGRA MARKETING, PRINT & MAIL	23-00045	01/06/23	PRINTING OF REGISTRATION FORMS	Open	795.00	0.00		
5032	JAX LLC	22-03215	12/30/22	BASKETBALL TEES-IN-HOUSE	Open	2,689.50	0.00		
6079	KAITLIN BLACK	22-00863	04/07/22	EQUIPMENT ALLOWANCE 2022	Open	150.00	0.00		
7196	LAUREN HUGGINS SUIT*	21-01223	06/02/21	NEWSLETTER (6) BI WEEKLY	Open	480.00	0.00		
		23-00040	01/06/23	RES#23-09 PUBLIC INFO OFFICER	Open	<u>1,356.67</u>	0.00		B
						1,836.67			
7475	SUZANNE M SCHEID	23-00067	01/10/23	CONTRACTUAL REIMBURSEMENT M	Open	31.00	0.00		
7507	STEFANKIEWICZ & BELASCO LLC*	23-00034	01/06/23	RES#2023-01 MONTHLY DNE\$34K	Open	2,833.33	0.00		B
7535	KYLE BOYLE	21-01427	06/11/21	EQUIPMENT ALLOWANCE 2021	Open	150.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7871	PLANET TECHNOLOGIES, INC*								
		22-02486	10/17/22	POLICE EMAIL EXCHANGE	Open	3,270.60	0.00		
7888	ASPHALT PAVING SYSTEMS, INC*								
		22-01543	06/10/22	MOWERY/HARVARD/PETER RES22-195	Open	941,866.00	0.00		
		22-02303	09/23/22	CHG ORD 1- MIAMI AVE RES22-303	Open	81,622.83	0.00		B
		22-02383	10/04/22	RES 22-310 22 NJDOT FIRE LANE	Open	182,815.33	0.00		B
						<u>1,206,304.16</u>			
7921	WILLIAM PORCH								
		21-01463	06/11/21	EQUIPMENT ALLOWANCE 2021	Open	126.64	0.00		
7929	AMAZON CAPITAL SERVICES, INC*								
		22-03070	12/12/22	OFFICE SUPPLIES	Open	177.30	0.00		
		22-03165	12/22/22	FS new printers, ink, supplies	Open	948.51	0.00		
						<u>1,125.81</u>			
8131	DOCUVAULT SECURE SHREDDING LC*								
		22-02347	09/28/22	MONTHLY SHREDDING TOWNSHIP	Open	119.85	0.00		
8493	SAMUEL GELLURA								
		21-01439	06/11/21	EQUIPMENT ALLOWANCE 2021	Open	139.99	0.00		
8494	ANTHONY PRATS JR								
		21-01464	06/11/21	EQUIPMENT ALLOWANCE 2021	Open	150.00	0.00		
		22-00892	04/07/22	EQUIPMENT ALLOWANCE 2022	Open	13.91	0.00		B
						<u>163.91</u>			
8517	STEWART BUSINESS SYSTEMS *								
		23-00117	01/11/23	1/1-12/31/23 POOLED COPIERS	Open	1,714.37	0.00		
		23-00118	01/11/23	COPIER 40373 1/3/23-1/2/24	Open	432.00	0.00		
		23-00119	01/11/23	BOCA COPIER 1/1/23-12/31/24	Open	495.13	0.00		
						<u>2,641.50</u>			
8524	FRED M SCHIAVONE CONSTRUCTION*								
		22-02051	08/17/22	CO 1 CLOVERDALE RES 22-270	Open	7,924.37	0.00		
		22-03180	12/22/22	CHG ORD 2-CLOVERDALE/EVERGREEN	Open	6,703.49	0.00		B
						<u>14,627.86</u>			
8527	GENE RAGAZZO								
		21-01879	07/28/21	RETURN OF UNUSED ESCROW	Open	259.38	0.00		
8564	MATTHEW REILLY								
		21-02198	09/07/21	EQUIPMENT ALLOWANCE 2021- ADJU	Open	52.48	0.00		
8575	FAMILY AUTO GLASS								
		22-03177	12/22/22	WINDSHIELD/DPS VEHICLE 123	Open	400.00	0.00		
8581	DELMOSPORTS LLC (REIMBURSE)								
		22-03128	12/21/22	RETURN OF UNUSED ESCROW	Open	78.75	0.00		
8672	LOGMEIN INC.								
		23-00049	01/06/23	2023 GO TO MEETINGS	Open	19.00	0.00		PC1

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
8706	GOLDENBERG, MACKLER & SAYEGH	22-00413	02/10/22	RES2022-64 DNE \$10K TAX FOREC	Open	46.59	0.00		B
8721	BLANEY, DONOHUE, & WEINBERG PC	22-00063	01/10/22	RES 2022-02 LABOR DNE \$40K	Open	1,798.00	0.00		B
		23-00039	01/06/23	RES#2023-05 PROSECUTOR DNE\$45K	Open	3,750.00	0.00		B
						5,548.00			
8722	LAW OFFICE OF KARAVAN &	22-00064	01/10/22	RES 2022-03 TAX APPEAL DNE\$10K	Open	662.50	0.00		B
		22-00419	02/10/22	MORREL & HANSEN TAX APPEAL	Open	75.00	0.00		B
						737.50			
8866	SUNBELT RENTALS INC	22-02523	10/25/22	RENTAL OF A BRUSH HOG CUTTER	Open	88.88	0.00		
8909	COMCAST BUINESS	23-00115	01/11/23	BUS INTERNET PD 1/1-1/31/23	Open	977.27	0.00		
ANZE	JENNIFER ELWELL	21-01435	06/11/21	EQUIPMENT ALLOWANCE 2021	Open	31.49	0.00		
BOSNA	KAREN MANETTE BOSNA	23-00042	01/06/23	YOGA- MONTH OF DECEMBER '22	Open	160.00	0.00		
<hr/> Total Purchase Orders: 85 Total P.O. Line Items: 0 Total List Amount: 1,360,470.76 Total Void Amount: 0.00 <hr/>									

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

RESOLUTION #2023-53

Title: AUTHORIZING THE PAYMENT OF VOUCHERS

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
Great American Financial	12/10-1/9/23 MAIL MACHINE LEASE PAYMENT	\$560.00
	TOTAL Manual Checks	\$560.00
	TOTAL Computer Generated	\$1,360,470.76
	TOTAL BILL	\$1,361,030.76

	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 JAN ,18 ,2023.

Julie A Picard, Township Clerk

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

RESOLUTION # 2023-54

Title: **APPROVAL OF CHANGE ORDER #2 (FINAL) TO ASPHALT PAVING SYSTEMS INC. FOR ADDITIONAL STORM SEWER IMPROVEMENTS AND AS-BUILT QUANTITIES (LT-C-024) FOR THE MOWERY AVENUE, HARVARD STREET, PETERS ROAD AND HOWLAND AVENUE PROJECT**

WHEREAS, Asphalt Paving Systems, Inc. was awarded on June 6, 2022 by Resolution #2022-303 for the Reconstruction of Mowery Avenue, Harvard Street, Peters Road and Howland Avenue in the amount of \$1,886,600.00; Change Order #1 approved by Resolution #2022-303 on September 19, 2022 in the amount of \$102,477.50 for the addition of Miami Avenue from Peters Road to the Dead End; and

WHEREAS, DeBlasio and Associates have provided a proposal for Change Order #2 for Additional Storm Sewer Improvements at the Intersection of Mowery Avenue and Greenwood Avenues and the final As-Built Quantity Adjustments in the amount of \$63,012.83; and

WHEREAS, Township Council desires to approve Change Order #2 in the amount of \$63,012.83; and the CFO has certified the availability of funds as evidenced by her signature below:

Appropriation: C-04-55-432-100

Signature: *Lauren Read*
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that Change Order #2 attached hereto in the amount of \$63,012.83 for Asphalt Paving Systems is hereby approved and the Final contract total is now increased to \$2,052,090.33.

	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 January 18, 2023.

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

January 5, 2023

VIA EMAIL & REGULAR MAIL

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

**Re: Township of Lower, Cape May County, NJ
Reconstruction of Mowery Avenue, Harvard Street, Peters Road and Howland Avenue
D&A File #: LT-C-024 (b)**

Dear Ms. Picard:

Enclosed please find four (4) copies of **CHANGE ORDER NO. 2 - Final** regarding the above referenced project for review and approval. Upon execution, please return three (3) copies to our office.

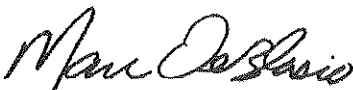
Please note that this change order reflects the following additional work:

1. Additional Storm Sewer Improvements at the Intersection of Mowery Avenue and Greenwood Avenue.
2. As-Built Quantity Adjustments.

Please note this change order will result in an increase of \$63,012.83 to the original contract amount of \$1,886,600.00 for an amended contract amount of \$2,052,090.33.

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.)
Asphalt Paving Systems (via email w/encl.)

WWW.DEBLASIOASSOC.COM

DEBIASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

Change Order #2

Client: Township of Lower
 Date: January 4, 2023
 Project Name: Reconstruction of Mowery Avenue, Harvard Street,
 Peters Road and Howland Avenue
 D&A Project #: LT-C-024 (b)

Contractor: Asphalt Paving Systems
 PO Box 530
 Hammonton, NJ 08037

A. Extras

Contract Pay Item Number	Description	Unit	Quantity	Contract Unit Price	Contract Total
3	FUEL PRICE ADJUSTMENT				
4	ASPHALT PRICE ADJUSTMENT	DOLLAR	10,927	\$1.00	\$10,927.48
10	CONCRETE DRIVEWAY, 6" THICK	DOLLAR	33,400	\$1.00	\$33,400.00
11	CONCRETE SIDEWALK, 4" THICK	S.Y.	119	\$115.00	\$13,708.00
12	HOT MIX ASPHALT DRIVEWAY, 2" THICK	S.Y.	24	\$109.00	\$2,541.00
19	INLET, TYPE "A"	S.Y.	76	\$65.00	\$4,953.00
21	12" DUCTILE IRON CULVERT PIPE, CLASS 52	UNIT	1	\$4,150.00	\$4,150.00
26	STORM MANHOLE, 4" DIAMETER	L.F.	206	\$190.00	\$39,140.00
27	TRAFFIC MARKINGS, LINES, LONG-LIFE, THERMOPLASTIC - 12" WIDE	UNIT	1	\$5,000.00	\$5,000.00
		L.F.	179	\$10.00	\$1,790.00
Subtotal:					\$115,609.48

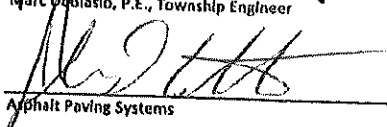
B. Reductions

Contract Pay Item Number	Description	Unit	Quantity	Contract Unit Price	Contract Total
5	PULVERIZED SOIL AGGREGATE SUB BASE, ROAD MIX, 6" THICK	S.Y.	-742	\$12.65	(\$9,386.30)
6	STABILIZING AGEN, BITUMINOUS MATERIAL	GALLON	-1,231	\$3.10	(\$3,816.10)
7	STABILIZING AGEN, CEMENT (IF AND WHEN DIRECTED)	TON	-120	\$1.00	(\$120.00)
8	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 2" THICK	TON	-60	\$92.00	(\$5,530.12)
9	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5M64, 2" THICK	TON	-223	\$98.00	(\$21,845.16)
13	8" X 18" CONCRETE VERTICAL CURB	L.F.	-54	\$33.00	(\$1,782.00)
14	CONCRETE GUTTER, 8" THICK	L.F.	-83	\$33.00	(\$2,739.00)
15	TURF REPAIR STRIP	UNIT	-970	\$3.00	(\$2,910.00)
16	RESET EXISTING CASTING	UNIT	-6	\$100.00	(\$600.00)
17	RESET WATER VALVE BOXES	UNIT	-9	\$50.00	(\$450.00)
18	TEST PITS	UNIT	-20	\$1.00	(\$20.00)
20	12" HIGH DENSITY POLYETHYLENE CULVERT PIPE	L.F.	-13	\$115.00	(\$1,495.00)
22	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	S.Y.	-9	\$10.00	(\$90.00)
24	BICYCLE SAFE GRATES (IF AND WHERE DIRECTED)	UNIT	-4	\$250.00	(\$1,000.00)
25	INLET FILTERS, TYPE 1	S.F.	-920	\$0.01	(\$9.20)
28	TRAFFIC STRIPES, LONG-LIFE, EPOXY RESIN - 4" WIDE	L.F.	-100	\$8.00	(\$800.00)
29	SELECT FILL (IF AND WHERE DIRECTED)	C.Y.	-375	\$0.01	(\$3.75)
Subtotal:					-\$52,596.65

Net Contract Change \$63,012.83
 Original Contract Amount: \$1,886,600.00
 Amended Contract Amount: \$1,989,077.50
 Contract Percentage Change (%): 3.34
 Final Contract Amount: \$2,052,090.33

Approved and Accepted by:


 Marc DeBiasio, P.E., Township Engineer
 Date: 1/4/23


 Asphalt Paving Systems
 Date: 1/4/23

Township of Lower
 Date

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

RESOLUTION #2023-55

Title: A RESOLUTION AUTHORIZING AND APPROVING AN INTERIM SHARED SERVICE AGREEMENT BETWEEN THE COUNTY OF CAPE MAY AND THE TOWNSHIP OF LOWER FOR PUBLIC SAFETY ANSWERING, DISPATCH AND RELATED SERVICES

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. (the "Act"), authorizes local units of this State to enter into agreements with any other local unit or units to provide or receive any service that each local unit participating in the agreement is empowered to provide or receive in its own jurisdiction; and

WHEREAS, pursuant to Resolutions #2016-224; #2016-271 and #2022-137, the Township of Lower and the County of Cape May entered into a shared services agreement for the County to provide public safety call answering and dispatch services for all calls, both emergency and non-emergency, relating to police, fire and emergency medical services which expired on December 31, 2022; and

WHEREAS, in the spirit of interlocal cooperation, and in furtherance of the principles underlying the Act, the Parties now deem it necessary and proper to renew and memorialize the terms, as set forth below, to outline their respective rights and responsibilities for the benefit of both entities, for the benefit of local and county taxpayers, and to promote public health, safety and welfare generally; and

WHEREAS, the Township Council of the Township of Lower finds that this shared services agreement is in the best interests of the citizens of the Township.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Township of Lower, County of Cape May, State of New Jersey, that the attached shared services agreement between the County of Cape May and the Township of Lower be and is hereby authorized and accepted and that the proper officials of the Township of Lower are authorized to execute said agreement.

BE IT FURTHER RESOLVED, that the attached agreement shall take effect retroactive to January 1, 2023 and remain in effect until December 31, 2023, contingent upon the adoption of the appropriate resolution by the County of Cape May and the execution of the contract by the parties in accordance with N.J.S.A. 40A:65-1 et seq.

Table with 8 columns: MOTION, SECOND, AYE, NAY, RECUSE, ABSTAIN, ABSENT. Rows include 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 January 18, 2023.

Julie A Picard, Township Clerk

SHARED SERVICES AGREEMENT BETWEEN THE
COUNTY OF CAPE MAY AND THE TOWNSHIP OF LOWER

THIS SHARED SERVICES AGREEMENT is made this ____ day of _____, 2023
by and between the COUNTY OF CAPE MAY (“County”), a body corporate and politic of the State
of New Jersey whose administrative offices are located 4 Moore Road, DN-101, Cape May Court
House, New Jersey 08210 and the TOWNSHIP OF LOWER (“Lower Township”), a municipal
corporation of the State of New Jersey whose administrative offices are located at 2600 Bayshore
Road, Villas, New Jersey 08251 (the County and Lower Township are collectively, the “Parties”).

WITNESSETH:

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.
(the "Act"), authorizes local units of this State to enter into agreements with any other local unit
or units to provide or receive any service that each local unit participating in the agreement is
empowered to provide or receive in its own jurisdiction; and

WHEREAS, the County and Lower Township entered a shared services agreement for the
County to provide public safety call answering and dispatch services for all calls, both emergency
and non-emergency, relating to police, fire and emergency medical services for the period covering
September 15, 2016 through September 30, 2021 (“Initial Term”); and

WHEREAS, the Parties entered into an agreement for a one-year renewal term that expired
on December 31, 2022 (“Renewal Term”); and

WHEREAS, with the expiration of the Renewal Term, the Parties desire to extend the terms
of the Renewal Term for an additional year while the County calculates a more comprehensive
funding formula for the operation of a County-wide dispatch center;

WHEREAS, it is in the spirit of interlocal cooperation, and in furtherance of the principles
underlying the Act, the Parties now deem it necessary and proper to memorialize the terms, as set

forth below, to outline their respective rights and responsibilities for the benefit of both entities, for the benefit of local and county taxpayers, and to promote public health, safety and welfare generally; and

NOW, THEREFORE, for the covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereto, intending to be legally bound, do hereby adopt and endorse the following agreement:

1. The recitals above in the preamble of this Agreement are incorporated into this Section 1 as though fully herein verbatim.

2. This Agreement shall be effective retroactive to January 1, 2023 and continue through December 31, 2023 (“Term”).

3. Lower Township shall pay to the County an annual sum of \$500,000 for public safety call answering and dispatch services during the Term, to be paid in quarterly installments as set forth below. Lower Township shall make the following payments during the Term:

April 1, 2023:	\$125,000
July 1, 2023:	\$125,000
September 1, 2023:	\$125,000
December 1, 2023:	\$125,000

4. All terms, conditions, and provisions of the Shared Services Agreement, covering the Initial Term of September 16, 2016 through September 30, 2021, that are not in conflict with the terms, conditions, and provisions herein, shall remain in full force and effect and are incorporated into this Section 4 as though fully herein verbatim.

IN WITNESS WHEREOF, the districts hereto have executed this Agreement the date first above written.

ATTEST:

COUNTY OF CAPE MAY

Kevin Lare,
Administrator/Clerk of the Board

By: _____
Leonard C. Desiderio,
Commissioner Director

Approved as to Form:

Jeffrey R. Lindsay, Esquire
County Counsel

WITNESS:

TOWNSHIP OF LOWER

Julie Picard,
Township Clerk

By: _____
Frank Sippel,
Mayor

Approved as to Form:

David Stefankiewicz, Esquire
Township Solicitor

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

RESOLUTION #2023-56

Title: AUTHORIZATION FOR WAIVER OF PERMITTING FEES FOR HISTORIC COLD SPRING VILLAGE ASSOCIATED WITH THE REPLACEMENT OF A STORAGE TRAILER

WHEREAS, Historic Cold Spring Village, located at 720 Route 9, will be making application to the Township to replace the storage trailer; and

WHEREAS, Historic Cold Spring Village is a non-profit corporation and has requested the Township waive any and all permit fees associated with the project; and

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

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

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on January 18, 2023.

Julie A Picard, Township Clerk

Historic
**COLD SPRING
VILLAGE**

720 Route 9 South - Cape May NJ 08204
609-898-2300 • 609-884-5926 fax
hcsv.org

January 5, 2023

Township of Lower Mayor and Council
Attn: Julie Picard, Township Clerk
2600 Bayshore Road
Villas, New Jersey 08251

Dear Mayor Sippel, Councilmen Perry, Conrad, Coombs and Roy:

Historic Cold Spring Village is in the process of replacing an approximately forty year-old storage trailer that is located on site in the Buildings and Grounds section of the Village. It has far extended its use and in need of major repairs. The museum has been actively fund-raising to replace the 60 x 30-foot double-wide trailer and is contracting with a Lancaster, Pennsylvania company to secure a new pole barn. It will be the same size as the current trailer, maintaining the existing footprint.

On behalf of the HCSV Foundation Board, we are seeking relief from the cost of the building permit. We hope to be presenting the architectural plans to the Building Inspector within the next several weeks.

Thank you for considering our request. We are appreciative for your past help in other projects including the Cold Spring Brewery. As the only non-profit brewery in New Jersey, it has been invaluable in securing the viability of Historic Cold Spring Village, the largest 19thc. living history museum in New Jersey. Again, thank you for your attention to our request.

Respectfully,

Annie

Anne Salvatore
Executive Director/President
Cell 609-602-8780

**HCSV
Foundation
Board**

John Amenhauser
Jason Black
Sen. James S. Cafiero-
emeritus
Kate Chadwick
David Chapman-*emeritus*
Joseph Cirrinicione
Michael Clark
Norris Clark
Christina P. Clemans
Dona Kemling
Arlene MacDonald
Steven Morey
Stephen Murray
Michael Nardi
Sydney Perkins
James Ridgway
Nina Rinalli
Ric Rutherford-*emeritus*
Anne Salvatore
Joseph E. Salvatore MD
Linda Steenrod

**Board of Trustees
Friends of HCSV**

Ken Baldwin
Debra Cutler
Scott Griffith
Penny Hardin
Mary Lou Hayco
Joanne Heal
Carol Di Joseph
Linda Kissling
Dona Kemling
Mary Jane Lupton
Phyllis Morrison
Donna Padussis
Patricia Poake
Rosemary Powell
Anne Salvatore
Joan Thomas
Sue Witt

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

RESOLUTION #2023-57

Title: REAPPOINTMENT TO THE MUNICIPAL UTILITIES AUTHORITY BOARD

WHEREAS, Jacqueline Henderson's term on the Municipal Utilities Authority Board will expire on February 1, 2023 and she has requested to be re-appointed; and

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

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 individual is hereby re-appointed to serve on the Municipal Utilities Authority Board:

<u>Name</u>	<u>Type</u>	<u>Term Exp.</u>
Jacqueline Henderson	Regular Member	February, 2028

	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 January 18, 2023.

Julie A Picard, Township Clerk

TOWNSHIP OF LOWER
CITIZEN LEADERSHIP FORM

RCVD DEC 14 '22

NAME Jacqueline U. Henderson

CITY AND STATE North Cape May, NJ

YEARS OF RESIDENCY IN TOWNSHIP 26 OCCUPATION Homemaker / Retired

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

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

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

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

- Messiah College B8 - Human Res. Mgmt, Minor - Psych

- CMC Library Commission - 2006 to present serving as Vice-Chair

- Present MUA - appointed May 2015

- presently serving as Vice Chair of the Board

- Knowledge of projects commencing in the Township: vacuum sewer expansion, Del Haven water expansion, water

service to LCMR, infrastructure upgrades throughout service area

Date: 12/5/22 Signature: JU Henderson (VALID FOR ONE YEAR FROM DATE OF RECEIPT)

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

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

Address of Residence _____ Email _____

Primary Phone Number _____ Work Phone Number _____

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

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

RESOLUTION #2023-58

Title: **TRANSFER OF 2022 APPROPRIATIONS**

WHEREAS, N.J.S.A. 40A: 4-59 provides for appropriation transfers during the first three months of the succeeding year when it has been determined that any appropriation reserve for the immediately preceding fiscal year is insufficient to pay the claims authorized or incurred during the preceding year, which were chargeable to said appropriation, and there is an excess in any appropriation reserve over and above the amount deemed to be necessary to fulfill its purpose.

NOW, THEREFORE BE IT RESOLVED by the Township Council of the Township of Lower, State of New Jersey that the following transfers, and totaling \$11,000.00 be made between the 2022 budget appropriation reserves:

LINE ITEM		ACCT. NUMBER	TO	FROM
RECREATION	OE	2-01-28-370-200	5,000.00	
PUBLIC WORKS	OE	2-01-26-305-200	6,000.00	
GROUP HEALTH INSURANCE	OE	2-01-23-220-400		11,000.00
			11,000.00	11,000.00

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on January 18, 2023..

Julie A Picard, Township Clerk

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

RESOLUTION #2023-59

Title: A RESOLUTION APPROVING MUNICIPAL BANKING AGREEMENTS

WHEREAS, the Township of Lower awarded a Competitive Contract to TD Bank on December 19, 2022 for Banking Services for the period of January 1, 2023 through December 31, 2025; and

WHEREAS, TD Bank has been designated as one of Lower Township's Official Depositories; and

WHEREAS, TD Bank has requested the attached Municipal Agreements be officially approved by Township Council Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Municipal Agreements between TD Bank and the Township of Lower attached hereto are hereby approved (with confidential information redacted and signature page omitted)

**Official signed documents are on file with the 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 January 18, 2023.

Julie A Picard, Township Clerk

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

RESOLUTION #2023-60

Title: RESOLUTION SUPPORTING THE ANNUAL (2022) GREATER CAPE MAY ELK'S/TOM BEHELER YOUTH BASKETBALL TOURNAMENT

WHEREAS, the Lower Township Recreation Center hosts the Annual Greater Cape May Elks/Tom Beheler Youth Basketball Tournament in December every year; and

WHEREAS, the tournament will be a field comprised of 3rd thru 8th grade boys and girls.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a portion of the proceeds raised through this annual tournament will be dedicated to the ALS Association Greater Philadelphia Chapter and the Lower Township traveling basketball team.

	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 January 18, 2023.

Julie A Picard, Township Clerk

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

RESOLUTION #2023-61

Title: FY 2024 LOWER CAPE ALLIANCE

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, The Township Council of the Township of Lower, County of Cape May, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, the Township Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Cape May;

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

- The Township Council does hereby authorize submission of a strategic plan for the Lower Cape Municipal Alliance grant for fiscal year 2024 in the amount of:

DEDR	\$ 26,215.00
Cash Match	\$ 6,553.75
In-Kind	\$ 19,661.25

The Township of Lower Cash Match portion will be \$ 4,659.72

- The Township Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: _____
Frank Sippel, Mayor

	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 January 18, 2023

Julie A Picard, Township Clerk

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

RESOLUTION #2023-62

Title: DMHAS YOUTH LEADERSHIP GRANT

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse (GCADA) established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey. In coordination with GCADA, the New Jersey Department of Human Services/Division on Mental Health and Addiction Services (DMHAS) has awarded a Youth Leadership Grant to the GCADA Municipal Alliance Program.

WHEREAS, The Township Council of the Township of Lower, County of Cape May, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore, has an established Municipal Alliance Committee; and,

WHEREAS, the Township Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Township Council has applied for DMHAS Youth Leadership funding through the Governor's Council on Alcoholism and Drug Abuse through the County of Cape May;

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

- 1. The Township Council does hereby authorize submission of an application for DMHAS Grant funding for the Lower Cape Municipal Alliance for Grant Term Two: 9/1/23-9/30/25 the amount of:

DMHAS Grant Funding \$ 5042.45

- 2. The Township Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

APPROVED: Frank Sippel, Mayor

Table with 7 columns: MOTION, SECOND, AYE, NAY, ABSTAIN, ABSENT and 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 January 18, 2023

Julie A Picard, Township Clerk

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

RESOLUTION # 2023-63

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

WHEREAS, the employee listed below has accrued compensatory time due from the Township and has requested payment for this time, and

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

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature Lauren Picard that adequate funding is available for such payment in the current budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that payment to Samuel Gellura in the amount of 4,524.72 is authorized and chargeable to the 2023 Budget account 3-01-25-240-124.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
COOMBS						
ROY						
PERRY						
SIPPEL						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held January 18, 2023.

Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Kevin Lewis
FROM: Patrolman Samuel Gellura
DATE: January 9th, 2023
SUBJECT: Comp Time Cash Out

Sir,

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

Respectfully Submitted,

Patrolman Samuel Gellura
Patrolman Samuel Gellura 221



C	File	Date	Officer	Comments
		1/9/23	Dgt. Reed	to the "LT"
		1/10/23	181	FWD: Capt. Vanderman
		1/10/23	181	FWD: Chief Lewis
		1-10-23	181	FWD. TO TOWN HALL TO PROCESS

0x *
200x
201x071 =
2011-01-10 *+

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

RESOLUTION # 2023-64

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

WHEREAS, the employee listed below has accrued compensatory time due from the Township and has requested payment for this time, and

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

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature Lauren Reed that adequate funding is available for such payment in the current budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that payment to Michael Harkin in the amount of 4,810.02 is authorized and chargeable to the 2023 Budget account 3-01-25-240-124.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
COOMBS						
ROY						
PERRY						
SIPPEL						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held January 18, 2023.

Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Kevin Lewis
THRU: Sgt. Anthony Greto
FROM: Patrolman Michael Harkin #213
DATE: 01/05/2023
SUBJECT: Comp Time Buy Out

Chief,

I am asking to submit this letter to payroll requesting a buy out of 182.91 hours accrued comp time. Thank you in advance for your attention to this request.

Respectfully Submitted,

Michael Harkin
Patrolman Badge 213



182.91 X
1.00 =
42.91 =

C File

Date	Officer	Comments
1/7/23	FLW	LT Arabian order
1/10/23	CPT 424	FWO Capt. Unanue
1/10/23	131 (KED)	FWO TO CHIEF LEWIS
1/10/23		FWO TO TOWNSHIP TO PAYROLL'S

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

RESOLUTION # 2023-65

Title: CONTRACT AWARD FOR MANAGEMENT INFORMATION SYSTEM CONSULTANT (MIS)
FINAL YEAR 2023

WHEREAS, the Township of Lower has a need to acquire Management Information Systems Consultant (MIS) for 2021 and 2022 with an option for 2023 calendar years; pursuant to the provisions of N.J.S.A. 19:44A-20.4 Fair and Open Process; and

WHEREAS, Bid # P2P 2021-01 to hire a Management Information Systems Consultant (MIS) for 2021 and 2022 with an option for 2023 for all the Township of Lower Department 's including the Lower Township Police Department , was advertised on the Township website on January 5, 2021 and accepted and opened on Friday January 15, 2021 at 11:00 a.m.; One (1) Proposal was submitted and reviewed by the QPA; and

WHEREAS, the bidder complied with the specifications and supplied all required certifications and bid documents and the CFO has determined sufficient funds are available in the budget as follows:

Appropriation: \$6,000 3-01-20-310-363 (Township)
\$10,000 3-01-25-240-276 (Police)

CFO Signature: *Lauren Read*
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, that the contract for the above is hereby awarded as follows:

AWARD TO: BARBER CONSULTING SERVICES, LLC

TOTAL AWARD: \$16,000.00 Annually: 2 ½ hour Weekly Visits
Regular Hourly Rate \$85.00
Emergency Hourly Rate \$170.00

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
COOMBS						
ROY						
PERRY						
SIPPEL						

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on January 18, 2023.

Julie A Picard, Township Clerk

P2P #2021-01 Lower Township MIS Consultant 2021/2022 with an option 2023

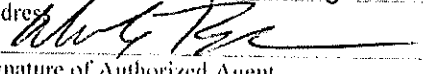
The undersigned proposes to furnish and deliver the above goods/services pursuant to the bid specification and made part hereof:

The initial term of this contract shall be from January 20, 2021 and continuing through December 31, 2021. Providing that the performance under this contract is satisfactory and that the contractor complies with the requirements of the specifications, the contract may be extended for one (1) additional year. The options to extend the contract shall be at the sole discretion of the Township of Lower and shall be enacted by a resolution of award by the Township Council.

- 1. a. 2021 Onsite 2 hour weekly visit, annual cost:
 - \$ 15,000
 - Fifteen Thousand
 - In words
- b. 2021 Hourly rate Regular Hours
 - \$ 80.00
 - Eighty
 - In words
- c. 2021 Emergency Hourly Rate (after 5:00 p.m.)
 - \$ 160.00
 - One-Hundred Sixty
 - In words
- 2. a. 2022 Onsite 2 hour weekly visit, annual cost:
 - \$ 15,500
 - Fifteen Thousand Five-Hundred
 - In words
- b. 2022 Hourly rate Regular Hours
 - \$ 80.00
 - Eighty
 - In words
- c. 2022 Emergency Hourly Rate (after 5:00 p.m.)
 - \$ 160.00
 - One-Hundred Sixty
 - In words
- 3. a. 2023 Onsite 2 hour weekly visit, annual cost:
 - \$ 16,000
 - Sixteen Thousand
 - In words
- b. 2023 Hourly rate Regular Hours
 - \$ 85.00
 - Eighty-Five
 - In words
- c. 2023 Emergency Hourly Rate (after 5:00 p.m.)
 - \$ 170.00
 - One-Hundred Seventy
 - In words
- 4. Years of Experience with Edmunds 21 Year(s)
- 5. Attach list of Referrals from other Municipalities and/or Government Agencies with similar software packages and applications.

Barber Consulting Services, LLC
Company Name
32 Central Ave. Mays Landing NJ 08330
Address

26-3507082
Federal I.D. # or Social Security #


Signature of Authorized Agent
Title: Managing Member

Wesley Barber
Type or Print Name

609-703-9104
Telephone Number

Fax Number

1/7/21
Date
wesb@wbconsulting.net
E-mail address

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

RESOLUTION # 2023-66

Title: **BID REJECTION FOR MUNICIPAL POOL RENOVATIONS PROJECT**

WHEREAS, the Notice to Bidders for the Municipal Pool Renovation Project for the Recreation Department, was advertised on December 28, 2022 and accepted on January 11, 2023 at 10:00 a.m. prevailing time; and

WHEREAS, One (1) sealed bid was submitted and reviewed by the QPA, Recreation Department and the Township Engineer DeBlasio and Associates; and

WHEREAS, Pursuant to N.J.S.A. 40A:11-16 the bidder was required to submit a subcontractor list for all plumbing works or indicate the work will be performed by the bidder and list the employees' names with applicable licenses. Rambone Concrete, LLC submitted an incomplete subcontractors list which is a fatal defect pursuant to N.J.S.A. 40A: 11-23.2; and

WHEREAS, Due to the fact that Rambone Concrete, LLC submitted an incomplete subcontractors list the governing body of the Township of Lower is rejecting the bid and will readvertise the project.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the bids are hereby rejected.

	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 January 18, 2023.

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

January 13, 2023

Ms. Julie Picard, Clerk
Township of Lower
2600 Bayshore Road
Villias, NJ 08251

VIA EMAIL

**Re: Township of Lower, Cape May County, NJ
Municipal Pool Renovations
D&A File #: LT-C-025**

Dear Ms. Picard:

We have tabulated one bid (1) received on January 6, 2023, with reference to the above captioned project and find the low bidder to be Rambone Concrete, LLC. Pursuant to N.J.S.A. 40A: 11-16 the bidder was required to submit a subcontractor list for all plumbing work or indicate the work will be performed by the bidder and list the employees' names with applicable licenses. Rambone Concrete, LLC. did not include this information with their bid.

Pursuant to our January 6th telephone conversation with the Township of Lower Construction Official, Don Arndt, Mr. Arndt confirmed that a licensed plumber would be needed in order to obtain a construction permit for this type of work.

Due to the fact that Rambone Concrete, LLC. submitted an incomplete subcontractors list which is a fatal defect pursuant to N.J.S.A. 40A: 11-23.2, we recommend the bids be rejected and the project be re-advertised for public bid as soon as possible.

By copy of this letter, I am informing the Township Solicitor of same. If you should have any questions, 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: David Stefankiewicz, Esquire, Solicitor, (via email)
Margaret Vitelli, Purchasing Agent (via email)
Michael Laffey, Manager (via email)
Mitchell Plenn, Superintendent of Parks and Recreation (via email)

WWW.DEBLASIOASSOC.COM

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

RESOLUTION #2023-67

Title: A RESOLUTION REQUESTING REDUCTION OF PERFORMANCE GUARANTEE FOR SNUG HARBOR MARINA LLC; BLOCK 823; LOTS 1+1.02; ESCROW #P02-11-01

WHEREAS, Snug Harbor Marina, LLC posted a reduced Performance Guarantee with the Township of Lower in the amount of \$69,405.90 for the site plan referenced above; and

WHEREAS, the Township Engineer has recommended that improvements having a total value of \$58,750.00 have been properly installed and are presently acceptable; and

WHEREAS, the Township Engineer has recommended that the Performance Bond be reduced by the said amount of \$58,750.00 leaving a balance of \$10,655.90.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, the governing body thereof, that the Performance Guarantee be and hereby is reduced leaving a remaining balance of \$10,655.90.

BE IT FURTHER RESOLVED that the Township Treasurer be granted permission to issue a check in the amount of \$58,750.00 (plus any accrued interest, if applicable, in payment of the reduced Performance Guarantee.

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

I, Julie A. Picard, Township Clerk of the Township of Lower, County of Cape May, State of New Jersey, do hereby certify the foregoing to be a true and exact copy of a resolution duly authorized by the Township Council at a meeting held on January 18, 2023.

Julie A Picard, Township Clerk

MEMORANDUM

TO: Township Council

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

DATE: 1/17/2023

RE: Snug Harbor Marina, LLC
Block 823, Lot(s) 1 & 1.02
Escrow #P02-11-01
Resolution #2023-067

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 Performance Guarantee”.

Pursuant to the above referenced Subsection 400-81E, Resolution #2023-067 is required to reduce the Performance Guarantee held in trust by the Township of Lower for Snug Harbor Marina, LLC, Block 823, Lot(s) 1+1.02.

The required final inspection report, certifying completion, compliance and condition of the work, has been received from the Acting Township Engineer Van-Note-Harvey Associates. The Acting Township Engineer recommends the reduction of the retained \$69,405.90.

The inspection and construction costs of the bonded improvements have been paid for by the developer. All mandated improvements must be completed for the project’s final approval.

Improvements having a total value of \$58,750.00 have been completed. Therefore, the Township Engineer recommends the reduction of the Performance Guarantee.

cc: financial file

1/10/23 Sent to
Mayor, Council, Planning, Sol.

TOWNSHIP OF LOWER

2600 Bayshore Road
Villas, New Jersey 08251



Incorporated 1798

(609) 886-2005

January 5, 2023

Mayor Frank Sippel &
Council Members
2600 Bayshore Road
Villas, NJ 08251

RE: MLUL 40:55D-70.1; Annual report
on variances heard by Zoning Board;
Year 2022

Dear Mayor Sippel & Council Members:

Please find attached the approving resolution and variance report of the Township of Lower Zoning Board for the Year 2022

The Zoning Board carefully examined the report at their January 5, 2023 regular meeting and reserves the right to recommend any zoning ordinance changes at a future date.

If you have any questions, please call at your convenience.

Sincerely,

William J. Galestok, PP, AICP
Director of Planning
Board Secretary

WJG:las

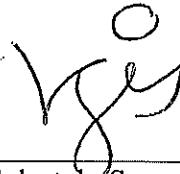
enc.1

cc: Township Manager, w/enc.
Township Clerk, w/enc.
Zoning Board Solicitor, w/o enc.
Zoning Board Chairman, w/o enc.
Planning Board Chairman, w/o enc.

RESOLUTION NO.23-8-ZBA

BOARD OF ADJUSTMENT OF THE TOWNSHIP OF LOWER

ON THIS 5th day of January, 2023, the Zoning Board of Adjustment of the Township of Lower, having been presented with and having reviewed the Annual Report of Variances approved by the Zoning Board of Adjustment of the Township of Lower as submitted to said Board by William J. Galestok, PP,AICP, Director of Planning, and having determined that the same is accurate and complete and by affirmative vote, does hereby approve the same and authorize the same to be kept as an official record of the Township of Lower.



William J. Galestok, Secretary
Lower Township Board of Adjustment

DATED: January 5, 2023

2022 ZONING BOARD VARIANCE REPORT

<u>ZONE</u>	<u>APPLICANT</u>	<u>SITE PLAN</u>	<u>SUBDIVISION</u>	<u>USE VARIANCE</u>	<u>HARDSHIP</u>	<u>OTHER</u>
R-1	Seaman (3532) <i>Mortier (3539)</i> Kopp (3542)				CA - front yard CA - coverage CA - accessory use larger than principal use	
R-2 (U)	Suiter (3555) <i>Ottaviano (3556)</i>			CA	CA - side yard & coverage	
R-2 (W)	Corey (3538)				CA - accessory use in front of principal use	
R-2 (W) C	Sala (3540)				CA - area, width, depth, front yard, side yard, coverage & minimum parking	
R-3(W)	Dare (3533) <i>Harpoons on the Bay (3420B)</i> Sees (3536) Alrohani (3544) <i>Westerfer (3545)</i> Sessa/Sailor (3546) Gushue (3547)	CA		W CA CA CA CA	W - area, depth, side yard & rear yard CA - front yard CA - side yard, distance between buildings, & detached living unit CA - front yard, area, width & frontage CA - side yard CA - side yard, rear yard, & area	
	125 E. Jacksonville, LLC (3548) Way/Jarosz (3549) Warner (3550)				CA - rear yard CA - side yard	A - interpretation

2022 ZONING BOARD VARIANCE REPORT

<u>ZONE/APPLICANT</u>	<u>SITE PLAN</u>	<u>SUBDIVISION</u>	<u>USE VARIANCE</u>	<u>HARDSHIP</u>	<u>OTHER</u>
R-3 (W) Willis (3552) <i>103 W Drumbled Rd, LLC (3553 & SUB 1507)</i>		CA	CA	CA - distance between buildings	
Rhoads (3554) Carroll (3557) <i>Eliu (3560)</i>				CA - area, frontage, side yard, gross floor area & accessory coverage CA - side yard & coverage	
Slimm (3524A)				CA - front yard, side yard & coverage	
R-4 Tavano				CA - front yard & rear yard	
GB Pacific Outdoor Advertising, LLC (3537)	D		D	D - front yard & height	
GB-I AmeriGas Propane, LP (3535) <i>Sea & Leaf, LLC (3558)</i>		CA	CA D		
GB-II AmeriGas Propane, LP (3534)		CA	CA		
MGB Wilson Drive Developers, LLC (3541 & SUB 1499) <i>Wiscott (3551)</i>			CA CA	CA - side yard CA - side yard & area	
GB/R-3 Alliano (3559)			CA		

2022 ZONING BOARD VARIANCE REPORT

	<u>SITE PLAN</u>	<u>SUBDIVISION</u>	<u>USE VARIANCE</u>	<u>HARDSHIP</u>	<u>OTHER</u>
TOTALS	4 - CA 1 - D	1 - CA	13 - CA 2 - D 1 - W	20 - CA 1 - D 1 - W	1 - A

CA = Conditionally approved

D = Denied

W=Withdrawn

(W) = Sewered

(U) = Unsewered

- 12 - Side yard
- 7 - Front yard
- 6 - Area
- 5 - Coverage
- 4 - Rear yard
- 2 - Width
- 2 - Depth
- 2 - Distance between buildings
- 2 - Frontage
- 1 - Accessory use taller than principal use
- 1 - Accessory use in front of principal use
- 1 - Minimum parking
- 1 - Detached living unit
- 1 - Interpretation
- 1 - Gross floor area
- 1 - Accessory use coverage
- 1 - Height

2022 PLANNING BOARD VARIANCE REPORT

<u>ZONE</u>	<u>APPLICANT</u>	<u>SUBDIVISION</u>	<u>SITE PLAN</u>	<u>DUNE REVIEW</u>	<u>HARDSHIP VARIANCE</u>
R-1	Tollgate Farm & Gardens, LLC (1508)	CA			CA - frontage
R-2(U)	Beeby (1500)	CA			CA - area, frontage & width
R-3(W)	Galoyan (1498)	D			D - area, frontage, width, front yard, side yard, rear yard & accessory use side yard
	<i>Grubb/DeTorre (1501)</i>	<i>W</i>			<i>W - area, frontage & width</i>
	Jersey Group				
	Development, LLC (1502)	W			W - area, frontage, width, front yard & side yard
	Meehan (1503)	CA			CA - frontage & width
	<i>Tango (1504)</i>	<i>CA</i>			<i>CA - frontage & width</i>
	White Aprons, LLC (22-3)		CA - Waiver		CA - encroaching in buffer
	Salasin (1505)	CA			CA - frontage, width, area & side yard
	<i>McGrorey (1506)</i>	<i>CA</i>			<i>CA - accessory use side yard</i>
	Peter (1509)	CA			CA - area, frontage & width
	Salasin (1510)	CA			CA - area, frontage & width
	<i>Wheaton/Fernandez (22-6)</i>		<i>CA - Waiver</i>		
	Pierson (1512)	CA			CA - frontage & width
	Sunray Beach, LLC (1513)	CA			CA - area, frontage & width
	<i>N. L. Marucci</i>				
	<i>Properties, LLC (1514)</i>	<i>CA</i>			<i>CA - area, frontage & width</i>
	Formica (1515)	CA			CA - area, frontage & width

2022 PLANNING BOARD VARIANCE REPORT

<u>ZONE</u>	<u>APPLICANT</u>	<u>SUBDIVISION</u>	<u>SITE PLAN</u>	<u>DUNE REVIEW</u>	<u>HARDSHIP VARIANCE</u>
R-6/H	Achristavest Pier 6600, LLC (14-6D)		CA		
GB - I	Aydelotte (22-7)		CA - Waiver		
GB- II	Organista (22-1)		CA - Waiver		
MD-II	Jenlo Corp (21-6)		CA		CA - front yard & minimum off-street parking
I	Morrissey (22-2)		CA		
	509 Shunpike, LLC (22-4)		CA		
	iStorage PO, LLC (22-5)		CA		CA - minimum off-street parking
TOTALS			12-CA 2-W 1-D	5-CA 4-CA (Waiver)	13-CA 2-W 1-D

CA = Conditionally approved
W = Withdrawn
D = Denied
(W) = Sewered
(U) = Unsewered

- 12 - Frontage
- 11 - Width
- 9 - Area
- 3 - Front yard
- 3 - Side yard
- 2 - Accessory use side yard
- 2 - Minimum off-street parking
- 1 - Rear yard
- 1 - Encroaching buffer

2022

TAX COLLECTOR'S ANNUAL REPORT

SUBMITTED BY: KATHY BROWN

TAX COLLECTOR TOWNSHIP OF LOWER
COUNTY OF CAPE MAY

This report is submitted in compliance with N.J.S.A. 54:4-91; Collector's Annual Statement of Receipts. This report is filed with the CFO/Treasurer and the Governing Body as prescribed by statute.

In 2022 the tax office collected over 72 million dollars in taxes and other municipal charges. This year we increased the number of homeowners using the ACH program, (an automatic debit from their bank account and direct deposit to the Township's bank account) from 1539 to 1601. In addition, 8.7 million dollars was paid through our online banking option on the Township's website. All payment transactions are processed by the staff in the Tax Collector's office regardless of the manner including online, automatic debit, mail-in and in-person payments. The Tax Collector's office also collects Municipal Service Fees (mobile home parks), Commercial Trash, and Lot Clearing charges.

On September 20, 2022 we held our Tax Sale for unpaid 2021 municipal charges. Twelve properties were sold at the sale, eight properties to outside lien holders and four properties were struck off to the municipality. The total amount of Tax charges sold was \$18,680.06 and we collected \$43,100.00 in premiums. The Lower Township MUA did not add properties to our tax sale this year. At this time, we have 59 open tax lien certificates, 33 certificates are held by outside lien holders and 26 are Township Liens. 31 liens were redeemed through our office this year. The Township successfully foreclosed on seven municipal liens and assigned one municipal lien.

The Township of Lower has 15,399 taxable properties and another 674 non-taxable properties. Many property owners qualify for a Veterans Deduction (874) and/or the Senior Citizen Deduction (209) of \$250.00 each against taxes due. Presently, there are 124 properties that qualify for a 100% Disabled Veteran Exemption from paying Real Estate taxes. The township prints and mails all tax bills utilizing township employees. In August we mailed the 2022 Final/2023 Preliminary Tax Bill to all property owners and/or mortgage companies. In October we sent Added Assessment Bills to 244 homeowners and/or mortgage companies.

The State of New Jersey offers a Property Tax Reimbursement (commonly known as the Senior Tax Freeze) to qualifying property owners. The Tax Collector's office processed over 3,500 applications certifying the amount of taxes paid by individual property owners. This year the State added the Anchor program we assist residents with their applications. In March we printed and mailed out 2,015 Homestead Credit Adjustments for the 2nd quarter 2022. County wide we have the largest number of homeowners receiving Homestead and Anchor rebates as well as Property Tax Reimbursements.

The unaudited tax collection rate for 2022 is 99.25%.

Clear Report December 2022

Register Report - Last month

12/1/2022 through 12/31/2022

1/3/2023

Page 1

<u>Account</u>	<u>Num</u>	<u>Description</u>	<u>Category</u>	<u>Amount</u>
INCOME				5,605.00
Bus Merc 2022-2023				225.00
Campgrounds & Trailers				50.00
Licenses & Permits				45.00
Precious Metals				500.00
Short Term Rental 2022-2023				675.00
Street Openings				1,120.00
Taxi & Limo				260.00
Towing				500.00
Vac Prop Reg				2,000.00
Yard Sales				5.00
Year Round Rental				225.00
TRANSFERS				-5,605.00
Council Checking				-5,605.00
		<u>OVERALL TOTAL</u>		<u>0.00</u>

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

OFFICE OF CONSTRUCTION OFFICIAL

Construction Permit Activity Report

RANGE: 12/01/2022 To 12/31/2022

January 03, 2023 10:56:53AM

SUMMARY

CONSTRUCTION COSTS

COUNT

Cost Of Construction:	\$954,000.00	Cubic Footage:	85424 Cu.ft	Permit Issued:	91
Cost Of Alteration:	\$17,459,987.00	Square Footage:	6564 Sq.ft	Updates Issued:	1
Cost Of Demolition:	\$22,200.00			All Fees Waived:	4
Total Cost:	\$18,436,187.00			Municipal Fees Waived:	0

PERMIT FEES

ADMIN FEES

WAIVED FEES

TOTAL FEES

Building:	\$516,245.00	Building:	\$0.00	Building:	\$493,395.00	Building Fees:	\$22,850.00
Electrical:	\$10,608.00	Electrical:	\$0.00	Electrical:	\$4,367.00	Electrical Fees:	\$6,241.00
Fire :	\$10,770.00	Fire :	\$0.00	Fire :	\$7,380.00	Fire Fees:	\$3,390.00
Plumbing:	\$5,269.00	Plumbing:	\$0.00	Plumbing:	\$2,074.00	Plumbing Fees:	\$3,195.00
Elevator:	\$0.00	Elevator:	\$0.00	Elevator:	\$0.00	Elevator Fees:	\$0.00
Mechanical:	\$1,920.00	Mechanical:	\$0.00	Mechanical:	\$0.00	Mechanical Fees:	\$1,920.00
				* Total Waived:	\$507,216.00	Technical Fees:	\$37,596.00

DCA

	Calculated Fees	Waived Fees	Collected Fees
Volume Training Fee:	\$315.00	\$0.00	\$315.00
Alteration Training Fee:	\$33,175.00	\$31,561.00	\$1,614.00
DCA Minimum Fee:	\$7.00	\$0.00	\$7.00
Sub total Training Fee:	\$33,497.00	\$31,561.00	\$1,936.00

TECHNICAL ISSUES

Building Technical:	48
Electrical Technical:	72
Fire Protection Technical:	26
Plumbing Technical:	26
Elevator Technical:	
Mechanical Technical:	25

Certificate of Occupancy Fee:	\$2,601.00
Waived Certificate Fees:	\$0.00
Sub Total Certificate Fees:	\$2,601.00

CERTIFICATE ISSUES

Certificate of Occupancy:	6
Certificate of Approval:	30
Certificate of Continued Occupancy:	0

PERMIT FEES:	\$37,596.00
DCA FEES:	\$1,936.00
CERTIFICATE FEES:	\$2,601.00
MIN FEES:	\$0.00
NET TOTAL FEES:	\$42,133.00
PENALTIES COLLECTED:	\$0.00
CCO FEES:	\$0.00
OTHER FEES:	\$50.00
GRAND TOTAL FEES:	\$42,183.00

* By State law (see N.J.S. 52:27D-126c): \$507,216.00

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

OFFICE OF THE CONSTRUCTION OFFICIAL

Account Summation-Summary

Report Run from 12/01/2022 To 12/31/2022

January 3, 2023 10:57:15AM

ACCOUNT:		Cash Amount	Check Amount	Credit Card Amount	Total Fee
PERMIT FEES	Sub Totals:	\$1,429.00	\$40,754.00	\$0.00	\$42,183.00
CONTRACTOR LICENSE	Sub Totals:	\$0.00	\$250.00	\$0.00	\$250.00
VARIATION	Sub Totals:	\$0.00	\$200.00	\$0.00	\$200.00
	GRA	\$1,429.00	\$41,204.00	\$0.00	\$42,633.00

**2022 CASH RECEIPTS
DECEMBER**

Township of Lower
Office of the Tax Collector

	MONTH TO DATE	YEAR TO DATE
Receipts		
Preliminary Tax Year (2023)	288,685.45	1,653,834.97
Current year taxes (2022)	878,080.62	69,382,465.20
Prior year taxes (2021)		395,684.74
Previously exempt property		0.00
State Audit Pay Back		0.00
Municipal Lien		32,906.51
Recording		1,151.27
Bankruptcy		0.00
6% Penalty		1,187.26
Municipal Service Fees	3,810.00	73,920.00
Tax Search Fees		0.00
Interest	21,728.64	144,005.22
Lot clearing		3,300.00
Returned Check Fees*	120.00	720.00
Duplicate Bills	45.00	1,455.00
Trash	1,193.00	71,358.50
Tax Sale Costs		1,240.17
MUA		0.00
TOTAL DEPOSITS	1,193,662.71	71,763,228.84
DEPOSITED TO COUNCIL CHECK	750,453.36	63,058,574.32
DEPOSITED TO WIPP ACCOUNT	443,209.35	8,704,654.52
TOTAL DEPOSITS	1,193,662.71	71,763,228.84
NSF Reversals *	1,551.75	140,849.17
WIPP NSF Reversals	3,401.73	121,856.52
NSF Fee Reversal (20.00)*		0.00
TOTAL NSF	4,953.48	262,705.69
TOTAL	1,188,709.23	71,500,513.15

Prepared by Kathy Brown

**DECEMBER 2022
VITAL STATISTICS**

Marriages,Civil Unions	4
Domestic Partners	0
Ceritified Copies	230
Certified Copies EDRS	32
Burial Permits	0

Marriages, Civil Unions State	waived
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$0.00
Domestic Partners Twp	\$0.00
Certified Copies	\$2,300.00
Certified Copies EDRS	\$320.00
Burial Permits	\$0.00

TOTAL **\$2,620.00**

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

RESOLUTION #2023-68

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

(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 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.

(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 January 18, 2023 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 January 18, 2023

Julie A Picard, Township Clerk