

Signed Resolutions - November 20, 2023

- Res. #2023-376 Authorizing the Payment of Vouchers \$242,868.13
- Res. #2023-377 Authorization for Refund of Taxes
- Res. #2023-378 Authorization for the Payment of College Credits
- Res. #2023-379 Approving Change Order #2 to South State Inc., Final Contract Reduction per Final As-Built Quantity Adjustments for the Reconstruction of Carriage Lane, Briarwood Drive, Bridle Path, Paddock Lane, Timber Lane and Trotter Way Project
- Res. #2023-380 Approving a Professional Service Contract with DeBlasio & Associates for the Engineering Services for the Concept Design for David Douglass Sr. Memorial Park Renovations (LT-C-043)
- Res. #2023-381 Adoption of State Model Citizen Participation Plan for DCA Small Cities Program
- Res. #2023-382 Approval of Public Facilities Grant Management Plan ADA Compliance Improvements at the Township Pool
- Res. #2023-383 Identifying Small Cities Fair Housing Officer
- Res. #2023-384 2023 Drive Sober or Get Pulled Over Holiday Crackdown
- Res. #2023-385 A Resolution Amending Manager Michael Laffey's Agreement with the Township of Lower
- Res. #2023-386 South Jersey Gas First Responders Grant
- Res. #2023-387 Authorization for 2023 Incentive Award for Insurance Waiver
- Res. #2023-388 Insertion of Special Item of Revenue Pursuant to NJSA 40A:4-87, Chapter 159
- Res. #2023-389 Approving a Professional Service Contract with DeBlasio & Associates for Resurfacing of Ridgewood Avenue – Bayshore Road to Delaware Avenue (LT-C-047) (\$48,000.00)

November 15, 2023  
11:48 AM

Lower Township  
Bill List By Vendor Id

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

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00110	ANCO HOME CENTER								
		23-02140	08/21/23	RDS/SIGN/DPW	Open	287.09	0.00		
		23-02855	11/08/23	HAUNTED TRAILS SUPPLIES	Open	245.03	0.00		
						<u>532.12</u>			
00153	ATLANTIC CITY ELECTRIC*								
		23-02934	11/14/23	STREET LIGHTS 10/1-10/31/23	Open	40,841.20	0.00		
00179	AVERY TEITLER*								
		23-02728	11/03/23	GLEESON, ET SL V. LOWER PB	Open	635.00	0.00		
00194	ADVANCED VIDEO & SOUND LLC								
		23-02952	11/15/23	11/3/23 REPAIRED SOME PROBLEMS	Open	195.00	0.00		
00301	BELMONT AND CRYSTAL SPRINGS*								
		23-02921	11/14/23	MONTHLY- NOVEMBER '23	Open	9.72	0.00		
		23-02922	11/14/23	BOTTLED WATER/DPW	Open	53.38	0.00		
		23-02948	11/14/23	TOWNHALL WATER 10/23-10/30/23	Open	55.47	0.00		
						<u>118.57</u>			
00360	JANE BIENIECKI								
		23-02783	11/07/23	General Election	Open	300.00	0.00		
00425	CAROL A. BRAND								
		23-02825	11/07/23	General Election	Open	325.00	0.00		
00741	CMC CHIEF'S OF POLICE ASSOC.								
		23-02584	10/13/23	REID INTERVIEW AND INTERROGATI	Open	525.00	0.00		
00784	CAPE MAY STAR & WAVE								
		23-02858	11/08/23	Legals	Open	26.00	0.00		
00825	COMCAST*								
		23-02943	11/14/23	INTERNET (2954) 11/1-11/30/23	Open	190.63	0.00		
01125	MARGARET CROMPTON								
		23-02818	11/07/23	General Election	Open	300.00	0.00		
01171	VERIZON WIRELESS - TOWNHALL								
		23-02938	11/14/23	IPHONE 9/29-10/28/23	Open	1,042.61	0.00		
		23-02939	11/14/23	CELL PHONE 9/24-10/23/23	Open	431.47	0.00		
						<u>1,474.08</u>			
01200	DELTA DENTAL PLAN OF NJ								
		23-02727	11/03/23	OCT 2023 DENTAL CLAIMS	Open	8,696.15	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01267	EDWARD DONOHUE	23-02900	11/13/23	CONTRACTUAL REIMBURSEMENT M	Open	69.99	0.00		
01443	ERMA VOLUNTEER FIRE CO	23-02744	11/07/23	general election - polling	Open	300.00	0.00		
01532	JACQUELINE U HENDERSON	23-02760	11/07/23	General Election	Open	325.00	0.00		
01581	FIRST ASSEMBLY OF GOD CHURCH	23-02746	11/07/23	general election - polling	Open	150.00	0.00		
01653	GENTILINI FORD	23-02503	10/03/23	PARTS FOR VEHICLES/DPW	Open	428.62	0.00		
01741	GENTILINI CHEVROLET, LLC	23-02260	09/06/23	PARTS FOR VEHICLES/DPW 8/31/23	Open	248.38	0.00		
01791	CINDY S. HARTLEY	23-02758	11/07/23	General Election	Open	300.00	0.00		
01806	ANTHONY J HARVATT, II, ESQ	23-02723	11/03/23	ZBA RESOLUTION VOUCHERS	Open	750.00	0.00		
02025	HUNTER JERSEY PETERBILT~	23-02725	11/03/23	PARKS FOR TRUCKS/DPW	Open	381.21	0.00		
02108	KEEN COMPRESSED GAS CO*	23-01243	05/19/23	BOTTLED GAS FOR GARAGE/DPW	Open	120.30	0.00		
02208	PENNY BECICA-KRAUS	23-02774	11/07/23	General Election	Open	325.00	0.00		
02541	ROBERT D. MARTIN, JR	23-02888	11/09/23	CONTRACTUAL REIMBURSEMENT M	Open	110.00	0.00		
03086	NJ STATE ASSN CHIEFS OF POL*	23-02394	09/21/23	LATENT SHIELD TRAINING	Open	1,250.00	0.00		
03158	NYSCA*	23-02665	10/25/23	NYSCA COACHING RENEWAL	Open	160.00	0.00		
03293	BLAINE PAYNTER	23-02714	11/03/23	CONTRACTUAL REIMBURSEMENT M	Open	105.00	0.00		
03296	PARISH OF ST. JOHN NEUMANN	23-02745	11/07/23	general election - polling	Open	675.00	0.00		
03305	PEDRONI FUEL*	23-02931	11/14/23	NO LEAD/DPW 11/7/23	Open	936.95	0.00		
03387	POGUE INC. *	23-02719	11/03/23	PUBLIC CONSORTIUM TESTING	Open	143.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03458	JOANN H. RASH	23-02834	11/07/23	General Election	Open	325.00	0.00		
03460	V.E. RALPH & SON, INC.	23-02869	11/08/23	PATROL SUPPLIES	Open	2,314.00	0.00		
03466	R & R SPECIALTIES	23-02520	10/05/23	HALLOWEEN MEDALS & TROPHY	Open	93.00	0.00		
03518	RIGGINS, INC.*	23-02721	11/03/23	OFF HIGHWAY DIESEL/DPW 10/25	Open	1,325.93	0.00		
		23-02930	11/14/23	OFF HIGHWAY DIESEL/DPW 11/8/23	Open	995.04	0.00		
						<u>2,320.97</u>			
03573	SAFETY-KLEEN CORP*	23-02156	08/28/23	EQUIP MAINTENANCE/DPW	Open	500.75	0.00		
03611	SERVICE TIRE TRUCK CENTERS	23-02492	10/03/23	TIRES/RDS/SANT/REC/DPW	Open	5,645.54	0.00		
03683	SNAP-ON TOOLS*	23-02234	08/31/23	VARIOUS MECHANIC TOOLS	Open	15,820.45	0.00		
03805	TOWNBANK VOLUNTEER FIRE CO.	23-02743	11/07/23	general election - polling	Open	450.00	0.00		
03810	MUNICIPAL UTIL AUTH USAGE COST	23-02950	11/14/23	WATER 7/15-10/15/23	Open	1,607.60	0.00		
		23-02951	11/14/23	SEWER PD 7/15-10/15/23	Open	80.00	0.00		
						<u>1,687.60</u>			
03915	TURF EQUIPMENT & SUPPLY CO	23-02496	10/03/23	CLUTCH/DPW	Open	75.98	0.00		B
03971	VERIZON WIRELESS MDT POLICE	23-02868	11/08/23	VERIZON POLICE &TWP 9/21-10/20	Open	1,196.51	0.00		
03985	VILLAS NAPA AUTO PARTS	23-01921	07/31/23	RDS/SANT/REC/DPW	Open	1,913.77	0.00		
03992	VAL-U AUTO PARTS LLC	23-01770	07/07/23	RDS/SANT/RECY/DPW	Open	1,876.28	0.00		
04075	BARBER CONSULTING SERVICES LLC	23-02697	10/30/23	BOCA LONG RANGE WIFI	Open	299.99	0.00		
		23-02724	11/03/23	COURT - DELL REFURB. COMPUTER	Open	300.00	0.00		
						<u>599.99</u>			
04097	CINTAS FIRST AID AND SAFETY*	23-02941	11/14/23	TOWNHALL FIRST AID 11/6/23	Open	7.02	0.00		
04235	COLLEEN P GALLAGHER	23-02766	11/07/23	General Election	Open	325.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
04261	STATE OF NEW JERSEY	23-02718	11/03/23	4TH QTR 2021	Open	6,836.16	0.00		
04266	NJ DEPT OF HEALTH&SENIOR SVCS	23-02857	11/08/23	DOG LICENSE - OCTOBER, 2023	Open	43.20	0.00		
04301	SEASHORE ASPHALT CORPORATION*	23-01959	07/31/23	ASPHALT/DPW	Open	1,638.86	0.00		B
05064	CAPE ISLAND GRAPHICS	23-02895	11/13/23	ROTARY PARK SIGNS	Open	480.00	0.00		
6059	USABLE LIFE	23-02867	11/08/23	NOV 2023 LIFE INS	Open	974.70	0.00		
6063	CAPE MINING & RECYCLING, LLC*	23-02717	11/03/23	ASPHALT/DPW 10/17/23	Open	57.30	0.00		
7005	JULIE OSBORN	23-02828	11/07/23	General Election	Open	325.00	0.00		
7188	CHRISTINE CRAIG	23-02797	11/07/23	General Election	Open	300.00	0.00		
7286	PETER H ZEREGA	23-02821	11/07/23	General Election	Open	300.00	0.00		
7291	WILLIAM FREDERICKSDORF	23-02816	11/07/23	General Election	Open	300.00	0.00		
7410	MARILYN MEIKLE	23-02779	11/07/23	General Election	Open	325.00	0.00		
7414	DANIELLE MORRISON	23-02755	11/07/23	General Election	Open	325.00	0.00		
7480	DENISE L JONES	23-02759	11/07/23	General Election	Open	300.00	0.00		
7585	SHARON A TAYLOR	23-02752	11/07/23	General Election	Open	300.00	0.00		
7586	KAREN GRASCH	23-02775	11/07/23	General Election	Open	300.00	0.00		
7587	JOSE SOTO	23-02773	11/07/23	General Election	Open	300.00	0.00		
7590	STEPHEN D ACKERMAN	23-02841	11/07/23	General Election	Open	325.00	0.00		
7594	JUDITH SARACCO	23-02827	11/07/23	General Election	Open	300.00	0.00		

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7597	DIANE BAKER	23-02840	11/07/23	General Election	Open	300.00	0.00		
7665	JOHN BENIGNO	23-02784	11/07/23	General Election	Open	325.00	0.00		
7671	PAMELA KOPP	23-02822	11/07/23	General Election	Open	325.00	0.00		
7770	BEN SHAFFER RECREATION INC	23-02339	09/14/23	PARK EQUIPMENT-FREEMAN DOUGLAS	Open	161.00	0.00		
7773	JOE REMENTER	23-02875	11/08/23	CONTRACTUAL REIMBURSEMENT V	Open	268.20	0.00		
7779	THOMAS HANNAN	23-02786	11/07/23	General Election	Open	300.00	0.00		
7820	DEBLASIO & ASSOCIATES, P.C*								
		22-00548	02/28/22	REPLACE PAVILIONS RES2022-89	Open	347.50	0.00		B
		22-01896	07/27/22	ROTARY PARK- ENGINEERING	Open	1,182.50	0.00		
		22-03181	12/22/22	SURVEY/DSGN RECONS WILDWOOD AV	Open	2,642.50	0.00		B
		23-00404	02/10/23	LIN BLVD RESTROOM RES#2021-82	Open	332.50	0.00		B
		23-00784	04/10/23	#2023-137 BEACH ACCESS PATHS	Open	980.00	0.00		B
		23-01029	05/05/23	CHANGE ORDER #1 RES#2023-162	Open	15,960.00	0.00		B
		23-01274	05/24/23	RES #23-184 BAY OUTFALL EXT	Open	9,335.00	0.00		B
		23-01585	06/15/23	RES#23-199 ROTARY PARK	Open	2,697.50	0.00		B
		23-02342	09/14/23	2023 STORMWATER GIS MAPPING	Open	2,480.00	0.00		B
		23-02635	10/20/23	RESOLUTION 2023-337 OHIO AVE	Open	11,629.90	0.00		B
		23-02636	10/20/23	RES 2023-340 FRANCES AVE SEWER	Open	7,440.00	0.00		
						55,027.40			
7846	MARY E MCHUGH	23-02852	11/07/23	General Election	Open	300.00	0.00		
7847	JAMES F. STEVENS	23-02800	11/07/23	General Election	Open	300.00	0.00		
7929	AMAZON CAPITAL SERVICES, INC ~								
		23-02407	09/21/23	OFFICE SUPPLIES	Open	46.98	0.00		
		23-02522	10/05/23	LED CEILING TILE LIGHTS	Open	1,344.16	0.00		
		23-02555	10/10/23	PORTABLE AIR COMPRESSOR	Open	2,999.99	0.00		
		23-02671	10/26/23	CRANKSHAFT INSTALLER TOOL	Open	81.99	0.00		
						4,473.12			
7960	CATHY HOLT ROBINSON	23-02807	11/07/23	General Election	Open	325.00	0.00		
7962	WILLIAM R HARTLEY SR	23-02747	11/07/23	general election	Open	325.00	0.00		
7966	SUSAN REMER	23-02769	11/07/23	General Election	Open	300.00	0.00		

Vendor #	Name	Status	Amount	Void Amount	Contract	PO Type
PO #	PO Date Description					
7968	KATHLEEN HENNESSY					
23-02809	11/07/23 General Election	Open	300.00	0.00		
8106	JOSEPHINE PETERSEN					
23-02782	11/07/23 General Election	Open	300.00	0.00		
8130	MUNIHUB					
23-02861	11/08/23 \$10M BOND SALE	Open	500.00	0.00		
8131	DOCUVAULT SECURE SHREDDING LC~					
23-02859	11/08/23 9/30 & 10/31/23 SHREDDING	Open	296.10	0.00		
8197	GREAT AMERICAN FINANCIAL SERV					
23-01234	05/19/23 MAIL MACHINE LEASE 2023	Open	560.00	0.00		
8499	THOMAS P LAROSA					
23-02751	11/07/23 General Election	Open	300.00	0.00		
8500	ROBERT OSBORN SR					
23-02853	11/07/23 General Election	Open	300.00	0.00		
8502	KATHLEEN MILEY					
23-02820	11/07/23 General Election	Open	300.00	0.00		
8503	ANNE M NONEMAKER					
23-02765	11/07/23 General Election	Open	300.00	0.00		
8588	DAVID CHARLES BRAND					
23-02831	11/07/23 General Election	Open	325.00	0.00		
8589	MARK S NATHAN					
23-02785	11/07/23 General Election	Open	300.00	0.00		
8590	ROBERT H BASCO					
23-02748	11/07/23 General Election	Open	300.00	0.00		
8596	JOHN ERDOSY					
23-02803	11/07/23 General Election	Open	300.00	0.00		
8597	GEORGE SOMERS					
23-02817	11/07/23 General Election	Open	325.00	0.00		
8598	ROBERT L WALTER					
23-02756	11/07/23 General Election	Open	300.00	0.00		
8599	WADE RINIER					
23-02770	11/07/23 General Election	Open	325.00	0.00		
8600	NANCE M BROGAN PIECARA					
23-02781	11/07/23 General Election	Open	300.00	0.00		
8604	CAROLYN L QUALTERS					
23-02795	11/07/23 General Election	Open	300.00	0.00		

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8605	PATRICIA S NOLFI	23-02790	11/07/23	General Election	Open	300.00	0.00		
8608	NANCY SMARGIASSI	23-02815	11/07/23	General Election	Open	300.00	0.00		
8609	PAUL A SMARGIASSI JR	23-02811	11/07/23	General Election	Open	325.00	0.00		
8610	DIANA L MILLER	23-02823	11/07/23	General Election	Open	300.00	0.00		
8612	DONNA M DAVIS	23-02836	11/07/23	General Election	Open	300.00	0.00		
8613	DOROTHY PEARSON	23-02830	11/07/23	General Election	Open	300.00	0.00		
8619	ILEANA SOMERS	23-02844	11/07/23	General Election	Open	300.00	0.00		
8672	LOGMEIN INC.	23-00049	01/06/23	2023 GO TO MEETINGS	Open	19.00	0.00		PC1
8721	BLANEY, DONOHUE, & WEINBERG PC	23-00036	01/06/23	RES#2023-02 LABOR DNE\$40K	Open	1,305.00	0.00		B
8725	W. CAMPBELL SUPPLY CO AC*	23-02722	11/03/23	SENSORS/DPW	Open	913.98	0.00		
8734	THOMAS PLANNING ASSOCIATES LLC	22-00745	03/29/22	VACANT LAND INVEN RES2022-67	Open	375.00	0.00		B
8794	NANCY MONTGOMERY	23-02772	11/07/23	General Election	Open	300.00	0.00		
8795	MARC BRESLOW	23-02777	11/07/23	General Election	Open	300.00	0.00		
8796	LYNNE BRESLOW	23-02778	11/07/23	General Election	Open	300.00	0.00		
8797	SUSAN ROBERT	23-02813	11/07/23	General Election	Open	300.00	0.00		
8798	JOHN BRUSCO	23-02780	11/07/23	General Election	Open	300.00	0.00		
8799	THERESA MCCABE	23-02794	11/07/23	General Election	Open	300.00	0.00		
8800	MARK DELANO	23-02799	11/07/23	General Election	Open	325.00	0.00		

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8801	DIANNE SMODGRASS	23-02824	11/07/23	General Election	Open	300.00	0.00		
8803	ZENON DUDA	23-02839	11/07/23	General Election	Open	300.00	0.00		
8804	ARTHUR MILLER	23-02833	11/07/23	General Election	Open	300.00	0.00		
8809	JOSEPH SCARDONE	23-02851	11/07/23	General Election	Open	325.00	0.00		
8811	PATRICIA DUDA	23-02829	11/07/23	General Election	Open	300.00	0.00		
8812	JASON O HIRSH	23-02850	11/07/23	General Election	Open	300.00	0.00		
8866	SUNBELT RENTALS INC	23-02729	11/03/23	WATT INVERTER GENERATORS	Open	152.02	0.00		
8876	LESLIE A FALLON	23-02749	11/07/23	General Election	Open	300.00	0.00		
8877	THERESA MCPHERSON	23-02761	11/07/23	General Election	Open	300.00	0.00		
8878	ANNETTE WEIGELE	23-02763	11/07/23	General Election	Open	300.00	0.00		
8884	ALAN WOLFERSBEAGER	23-02802	11/07/23	General Election	Open	300.00	0.00		
8885	JANE A SENICO	23-02842	11/07/23	General Election	Open	300.00	0.00		
8887	WILLIAM TIRRI JR	23-02843	11/07/23	General Election	Open	300.00	0.00		
8889	JAMES DI MARTINO	23-02849	11/07/23	general Election	Open	300.00	0.00		
8891	FRANK J URSINO	23-02835	11/07/23	General Election	Open	300.00	0.00		
8893	GAIL DDNAGHY	23-02819	11/07/23	General Election	Open	300.00	0.00		
8894	PETER A DIGENNARO	23-02845	11/07/23	General Election	Open	300.00	0.00		
8896	MARY G PLACE	23-02806	11/07/23	General Election	Open	300.00	0.00		

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8899	GREG RUDINSKI	23-02814	11/07/23	General Election	Open	300.00	0.00		
8900	MICHAEL S KIRK SR	23-02793	11/07/23	General Election	Open	300.00	0.00		
8901	DIANA M MCNAIR	23-02792	11/07/23	General Election	Open	300.00	0.00		
8902	PATRICIA ROSENBERG	23-02848	11/07/23	General Election	Open	300.00	0.00		
8903	MARY C DONNELLY	23-02812	11/07/23	General Election	Open	300.00	0.00		
8908	COMCAST BUISNESS	23-02903	11/14/23	VOICE PHONES 11/1-11/30/23	Open	1,435.07	0.00		
8909	COMCAST BUSINESS	23-02949	11/14/23	BUS INTERNET PD 11/1-11/30/23	Open	974.95	0.00		
8927	TIM CASWELL	23-02925	11/14/23	FALL SOCCER OFFICIAL	Open	120.00	0.00		
8967	FREDDY MARRERO	23-02863	11/08/23	REIMBURSEMENT-REGISTRATION	Open	30.00	0.00		
8982	ALDA GROFESIK	23-02789	11/07/23	General Election	Open	300.00	0.00		
8983	STEPHEN MULLOCK	23-02798	11/07/23	General Election	Open	300.00	0.00		
8984	DENNIS CHIOCCHI	23-02808	11/07/23	General Election	Open	300.00	0.00		
8985	CHARLOTTE D CHERRY	23-02832	11/07/23	General Election	Open	300.00	0.00		
8987	ROBERT OENNING	23-02838	11/07/23	General Election	Open	300.00	0.00		
9023	PROSHRED SECURITY	23-02336	09/14/23	TOWNSHIP SHREDDING	Open	850.00	0.00		
9026	STARR SEPTIC LLC	23-02856	11/08/23	PORTA-POT -FALL SOCCER SEASON	Open	69.00	0.00		
		23-02918	11/14/23	LUXURY BATHROOM/DPW	Open	948.00	0.00		
						<u>1,017.00</u>			
9041	DEFENCSE TECHNOLOGY LLC	23-02163	08/28/23	OC AEROSOL INSTRUCTOR TRAINING	Open	225.00	0.00		

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9072	CHARLES KANE	23-02715	11/03/23	BLOCK 330 LOT 30	Open	556.93	0.00		
9073	PETER J THOMAS	23-02716	11/03/23	BLOCK 257 LOT 4	Open	43.91	0.00		
9076	KEVIN VRIEZE	23-02876	11/08/23	General Election	Open	325.00	0.00		
9077	SUZANNE MORGAN	23-02877	11/08/23	General Election	Open	300.00	0.00		
9078	ELIZABETH FORAN-OWENS	23-02878	11/08/23	General Election	Open	300.00	0.00		
9079	STANLEY MARKIEWICS	23-02879	11/08/23	General Election	Open	300.00	0.00		
9080	ANDREW GRANDY	23-02880	11/08/23	General Election	Open	300.00	0.00		
9081	CHERYL SWEENEY	23-02881	11/08/23	General Election	Open	300.00	0.00		
9082	KARL DUERR	23-02882	11/08/23	General Election	Open	300.00	0.00		
9083	KATHY ROHRER	23-02883	11/08/23	General Election	Open	300.00	0.00		
9086	ELAINE MARRO	23-02913	11/14/23	REIMBURSEMENT-SOCCER COACH	Open	15.00	0.00		
9087	IZAIAH LUGO	23-02926	11/14/23	FALL SOCCER OFFICIAL	Open	120.00	0.00		
ADAMC	ROSEMARY ADAMCZYK	23-02764	11/07/23	General Election	Open	300.00	0.00		
AGHAK	MARYAM AGHAKHANI	23-02791	11/07/23	General Election	Open	325.00	0.00		
BLAUE	BLAUER ASSOCIATES INC*	19-02385	08/28/19	SCPF ROTARY PARK RES 2019-246	Open	540.00	0.00		B
BOSNA	KAREN MANETTE BOSNA	23-02891	11/13/23	YOGA- MONTH OF OCTOBER '23	Open	240.00	0.00		
BUCKD	DIANE E PANNELLI	23-02854	11/07/23	General Election	Open	325.00	0.00		
CZAJK	ARTHUR CZAJKOWSKI	23-02767	11/07/23	General Election	Open	300.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
CZES	MARY LOU CZESCIK	23-02776	11/07/23	General Election	Open	300.00	0.00		
DOUGHE	MARK DOUGHERTY	23-02847	11/07/23	General Election	Open	300.00	0.00		
DOUGHERT	GEORGIA DOUGHERTY	23-02846	11/07/23	General Election	Open	325.00	0.00		
FLYIN	FLYING FISH STUDIO	23-02693	10/30/23	SHIRT/DPW	Open	26.25	0.00		
FREAS	JEAN FREAS	23-02771	11/07/23	General Election	Open	300.00	0.00		
GARYW010	GARY WALTZ	23-02762	11/07/23	General Election	Open	300.00	0.00		
HARTL	WILLIAM HARTLEY, JR	23-02750	11/07/23	General Election	Open	300.00	0.00		
HARTLEY	CHRISTINE HARTLEY	23-02757	11/07/23	General Election	Open	325.00	0.00		
HELVE	ANN HEAP-HELVESTON	23-02804	11/07/23	General Election	Open	325.00	0.00		
JAMES	MICHAEL JAMES	22-00879	04/07/22	EQUIPMENT ALLOWANCE 2022	Open	58.43	0.00		
JOANE005	JOAN ELIASON	23-02805	11/07/23	General Election	Open	300.00	0.00		
KEEND	DOLORES RAMBO	23-02788	11/07/23	General Election	Open	325.00	0.00		
MICHA010	MICHAEL ELIASON	23-02810	11/07/23	General Election	Open	300.00	0.00		
MORNI	CARRISE MORNICK	23-02753	11/07/23	General Election	Open	300.00	0.00		
MORRIC	CRAIG R MORRISON	23-02754	11/07/23	General Election	Open	300.00	0.00		
NOLANM	MICHELLE NOLAN	23-02796	11/07/23	General Election	Open	325.00	0.00		
PRESS	PRESS OF ATLANTIC CITY	23-02873	11/08/23	NOV 2023 DIGITAL SUBSCRIPTION	Open	10.99	0.00		PC1
SANTA	DENISE SANTAGATA	23-02801	11/07/23	General Election	Open	300.00	0.00		

Vendor #	Name	Status	Amount	Void Amount	Contract	PO Type
PO #	PO Date Description					
SCHI	ELAINE SCHIANO					
23-02837	11/07/23 General Election	Open	325.00	0.00		
SMITHS	SHEILA D SMITH					
23-02787	11/07/23 General Election	Open	300.00	0.00		
STEBL	RALPH P STEBLEIN					
23-02826	11/07/23 General Election	Open	300.00	0.00		
YABOR	PATRICIA YABOR					
23-02768	11/07/23 General Election	Open	300.00	0.00		

Total Purchase Orders: 210 Total P.O. Line Items: 0 Total List Amount: 209,408.63 Total Void Amount: 0.00

RESOLUTION #2023-376

Title: AUTHORIZING THE PAYMENT OF VOUCHERS

Vendor	Description	Amount
ARIZENT	LEGAL AD FOR BOND SALE	\$2142.00
FORD, SCOTT & ASSOCIATES	SERVICES BOND SALE	\$12,700.00
MCELWEE & QUINN	BOND OFFICAL STATEMENT	\$2000.00
PHOENIX ADVISORS	CONTINUING DISCLOSURE	\$2350.00
PHOENIX ADVISORS	SERVICES BOND SALE	\$14,267.50

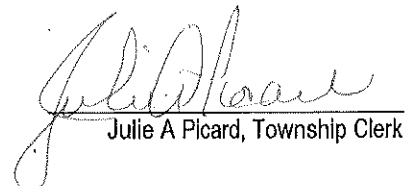
TOTAL Manual Checks \$34,459.50

TOTAL Computer Generated \$209,408.63

TOTAL BILL \$242,868.13

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS		X	X			
ROY			X			
PERRY			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 NOV ,20 ,2023.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2023-377

Title: AUTHORIZATION FOR REFUND OF TAXES

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

WHEREAS, a refund is due.

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

Block	Lot	Refund To	Reason	Tax
257	4	Core Logic Re:Thomas 5 E Wilde Ave, Villas	Exempt Vet	\$ 585.56
330	30	Core Logic Re: Kane 114 States Avenue	Exempt Vet	\$ 652.21
334.12	6	Core Logic : Re Temple 320 Arizona Ave	Exempt Vet	\$ 1257.26
226.03	7.01	Eric Halbruner 112 Alexander Ave	Mortgage Responsibility	\$ 584.53

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
COOMBS		X	X				
ROY			X				
PERRY			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 November 20, 2023.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2023-378

Title: AUTHORIZATION FOR THE PAYMENT OF COLLEGE CREDITS

WHEREAS, the employees listed on the attached schedule have earned college credits and per union contract the Township will pay employees for those credits earned as determined in their union contracts; and

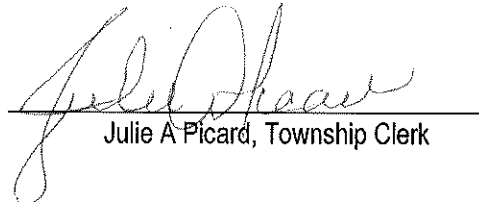
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance; and

WHEREAS, it has been determined by the Township Treasurer as evidenced by her signature Lauren Beard that adequate funding is available for such payment in the 2023 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 Jillian Dunn and Jessica Phillippe, not to exceed the amount of \$2,000, is authorized and chargeable to the 2023 Budget.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS		X	X			
ROY			X			
PERRY			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 November 20, 2023.

  
Julie A Picard, Township Clerk

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

RESOLUTION # 2023-379

Title: APPROVING CHANGE ORDER #2 TO SOUTH STATE INC. FINAL CONTRACT REDUCTION PER FINAL AS-BUILT QUANTITY ADJUSTMENTS FOR THE RECONSTRUCTION OF CARRIAGE LANE, BRIARWOOD DRIVE, BRIDLE PATH, PADDOCK LANE, TIMBER LANE AND TROTTER WAY PROJECT (LT-C-032)

WHEREAS, South State Inc. was awarded on April 3, 2023 by Resolution #2023-138 for the Reconstruction of Carriage Lane, Briarwood Drive, Bridle Path, Paddock Lane, Timber Lane and Trotter Way for \$1,414,000.00; and Change Order #1 was awarded on June 19, 2023 by Resolution #2023-222 for \$40,400.78; and

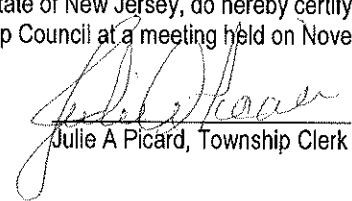
WHEREAS, DeBlasio & Associates has provided a proposal for Change Order #2 for a contract reduction based on the Final As-Built Quantity Adjustments of \$51,597.48; and

WHEREAS, the Township Council desires to approve Change Order #2 in the amount of a reduction \$51,597.48; and

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 \$51,597.48 reduction is hereby approved and decreasing the contract total to \$1,402,803.30.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
COOMBS		X	X				
ROY			X				
PERRY			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 November 20, 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

November 6, 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 Carriage Lane, Briarwood Drive, Bridle Path, Paddock Lane,  
Timber Lane and Trotter Way  
D&A File #: LT-C-032**

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 work:

1. As-Built Quantity Adjustments

Please note this change order will result in a decrease of \$51,597.48 to the amended contract amount of \$1,454,400.78 for an amended contract amount of \$1,402,803.30.

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

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



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

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

Client: Township of Lower  
Date: November 2, 2023  
Project Name: Reconstruction of Carriage Lane, Briarwood Drive, Bridle Path, Paddock Lane, Timber Lane and Trotter Way  
D&A Project #: LT-C-032

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

**A. Supplemental Items**

Contract Pay Item Number	Description	Unit	Quantity	Contract Unit Price	Contract Total
S4	RECONSTRUCT EXISTING INLETS	LUMP SUM	1	\$4,450.26	\$4,450.26
Subtotal:					\$4,450.26

**B. Extras**

Contract Pay Item Number	Description	Unit	Quantity	Contract Unit Price	Contract Total
3	ASPHALT PRICE ADJUSTMENT	DOLLAR	2256.89	\$1.00	\$2,256.89
11	18" POLYVINYL CHLORIDE (PVC) STORM SEWER MAIN, SDR 26	L.F.	23	\$100.00	\$2,300.00
12	CONCRETE DRIVEWAY, 6" THICK	S.Y.	45.53	\$80.00	\$3,642.40
18	TOPSOIL SPREADING, 5" THICK	S.Y.	527.78	\$15.00	\$7,916.70
19	FERTILIZING AND SEEDING, TYPE A-3	S.Y.	527.78	\$2.00	\$1,055.56
21	TRAFFIC MARKINGS, LINES, LONG-LIFE, THERMOPLASTIC - 12" WIDE	L.F.	6	\$10.00	\$60.00
Subtotal:					\$17,231.55


**C. Reductions**


Contract Pay Item Number	Description	Unit	Quantity	Contract Unit Price	Contract Total
2	FUEL PRICE ADJUSTMENT	DOLLAR	-6988.18	\$1.00	-\$6,988.18
4	HMA MILLING, 2" DEPTH	S.Y.	-2141	\$2.45	-\$5,245.45
5	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5M64, 2" THICK	TON	-66.32	\$95.00	-\$6,300.40
6	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	S.Y.	-778.11	\$1.00	-\$778.11
7	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 4" THICK	TON	-111.47	\$25.00	-\$2,786.75
8	CONCRETE ROLLED CURB	L.F.	-399	\$38.00	-\$15,162.00
10	12" POLYVINYL CHLORIDE (PVC) STORM SEWER MAIN, SDR 26	L.F.	-292	\$100.00	-\$29,200.00
13	HOT MIX ASPHALT DRIVEWAY, 2" THICK	S.Y.	-18.12	\$50.00	-\$906.00
14	CONCRETE SIDEWALK, 4" THICK	S.Y.	-17.73	\$80.00	-\$1,418.40
15	INLET FILTERS, TYPE 1	S.F.	-576	\$5.00	-\$2,880.00
17	RESET EXISTING STONE	S.Y.	-53.8	\$30.00	-\$1,614.00
Subtotal:					-\$73,279.29

Net Contract Change **(\$51,597.48)**  
Original Contract Amount: \$1,414,000.00  
Amended Contract Amount: \$1,454,400.78  
Contract Percentage Change (%) -3.65  
Total Contract Percentage Change (%): -0.79  
Final Contract Amount: **\$1,402,803.30**

Approved and Accepted by:

  
Marc DeBlasio, P.E., Township Engineer 11/6/23  
Date

  
South State, Inc. 11/2/2023  
Date

  
Township of Lower 11/2/23  
Date

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

RESOLUTION #2023-380

Title: **APPROVING A PROFESSIONAL SERVICE CONTRACT WITH DeBLASIO & ASSOCIATES FOR THE ENGINEERING SERVICES FOR THE CONCEPT DESIGN FOR DAVID DOUGLASS SR. MEMORIAL PARK RENOVATIONS (LT-C-043)**

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 Preliminary Concept Plan for David Douglass Sr. Memorial Park Renovation to apply for the Cape May County Open Space Funding including the Reconstruction and expansion of parking lot, Bathroom Building, Relocation of Memorial, Lighting, Guard rails, benches, Decorative Footpath along Cape May Canal and an Observation Deck at a fee of \$25,000.00; 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-04-55-436-910 Ord #23-03

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:

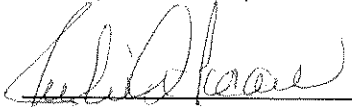
1. The Proposal between DeBlasio & Associates and the Township of Lower, in the form attached hereto as EXHIBIT A: for the amount of \$25,000.00 is hereby approved.
2. **Regulatory Permitting Phase:** **\$6,000.00**  
 Delineation of Wetlands on Site  
 Plans for Permits  
 Permit Package Submittals  
 All Permit Administration
- Survey, Concept Design & Grant Phase:** **\$19,000.00**  
 Survey and Base Mapping,  
 Concept Design  
 Cape May County Open Space Program

**Total** **\$25,000.00**

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	X		X				
COOMBS		X	X				
ROY			X				
PERRY			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 November 20, 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

November 7, 2023

VIA EMAIL

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

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

Dear Mr. Plenn:

As per your request, **DeBlasio & Associates, P.C.** is pleased to provide a proposal for concept design development services for the **David Douglass, Sr. Memorial Park Renovations**. Based on our conversations, the Township is seeking a preliminary concept plan to apply for Cape May County Open Space Funding. It is our understanding that the proposed improvements to be included in the concept plan include the following:

- Reconstruction and expansion of the existing parking lot.
- A new bathroom building and associated utilities.
- Relocation of the existing memorial.
- New site amenities include lighting, guard rails, signage and benches.
- New decorative footpath along the Cape May Canal.
- An observation deck.

The site has various constraints including proximity to freshwater wetlands and the site being partially owned by the Army Corps of Engineers. The site, therefore, needs to be surveyed and the nearby wetlands line established to identify the available area to develop. This will allow DeBlasio & Associates, P.C. to provide an accurate concept plan for the grant application process.

A pre-application meeting was conducted with the NJDEP on September 6, 2023 and it was established that the wetlands boundaries which affect the site need to be established to complete the project and the following permit is required:

1. Letter of Interpretation (L.O.I) from the New Jersey Department of Environmental Protection (NJDEP) to establish the wetlands affecting the site.

DeBlasio & Associates, P.C. shall be responsible for providing all necessary items to obtain this permit and the cost of the permit applications shall be paid by Lower Township to the NJDEP.

Lower Township is seeking a development grant from the Cape May County Open Space Program (CMCOSP). DeBlasio & Associates, P.C. will represent Lower Township through the initial stages of this funding process. A concept plan will be provided to the Township of Lower to be utilized throughout the grant process and DeBlasio & Associates, P.C. will represent Lower Township through the following preliminary grant application stages:

- Pre-Project Consultation Meeting
- A Workshop Meeting with the Open Space Board
- Any necessary Concept Plan revisions

Lower Township will prepare and submit the preliminary application package to the CMCOSP and DeBlasio & Associates, P.C. will represent Lower Township at any meetings with the Open Space Board.

To complete the above referenced scope of work, our professional service fee and estimated project costs are listed below:

➤ <b>Regulatory Permitting Phase</b>	<b>\$6,000.00</b>
• Delineation of Wetlands on Site	
• Plans for Permits	
• Permit Package Submittals	
• Public Noticing	
• All Permit Administration	
➤ <b>Survey, Concept Design &amp; Grant Phase:</b>	<b>\$19,000.00</b>
• Survey and Base Mapping	
• Concept Design	
• Cape May County Open Space Program	
<b>Total Professional Service Fee:</b>	<b>\$25,000.00</b>

Once the CMCOSP reaches a consensus regarding project advancement through the grant process and approximate degree of participation, an additional proposal will be provided to create the final designs and seek other necessary permits.

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.**

A handwritten signature in black ink, appearing to read "Marc DeBlasio". The signature is fluid and cursive, with the first name "Marc" being larger and more prominent than the last name "DeBlasio".

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

T: 609-854-3311

Marc@deblasioassoc.com

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

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

RESOLUTION #2023-381

Title: ADOPTION OF STATE MODEL CITIZEN PARTICIPATION PLAN FOR DCA SMALL CITIES PROGRAM

WHEREAS, the Township of Lower is an applicant for Department of Community Affairs Fiscal Year 2024 funds for approximately \$400,000 to carry out a Public Facilities project to provide ADA compliance improvements at the Township Pool; and

WHEREAS the Township will enter into grant agreement(s) for said grant(s) if approved; and

WHEREAS, that grant agreement(s) will require the Township of Lower to comply with all federal regulations with respect to citizen participation; and

WHEREAS, the Township of Lower has reviewed the State Model Citizen Participation Plan prepared for Small Cities CDBG grantees;

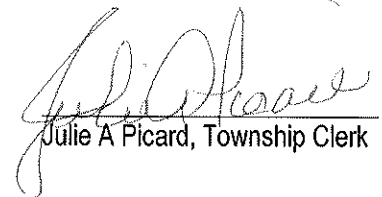
NOW, THEREFORE BE IT RESOLVED that the Mayor and the Township Council of the Township of Lower, County of Cape May and State of New Jersey, that;

*The State Model Citizen Participation Plan developed by the New Jersey Department of Community Affairs, Small Cities Community Development Block Grant program is adopted by the Township of Lower; and*

*The Township of Lower will follow all regulations set forth in that document throughout the term of the grant agreement cited above.*

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS		X	X			
ROY			X			
PERRY			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 November 20, 2023.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2023-382

Title: APPROVAL OF PUBLIC FACILITIES GRANT MANAGEMENT PLAN ADA COMPLIANCE IMPROVEMENTS AT THE TOWNSHIP POOL

WHEREAS, the Township of Lower will apply for approximately \$400,000 to carry out a NJDCA Fiscal Year 2023 Small Cities CDBG Public Facilities project to provide ADA compliance improvements at the Township pool; and

WHEREAS, the NJ Department of Community Affairs requires the Township of Lower to prepare a Grant Management Plan to define project staffing and project activities; and

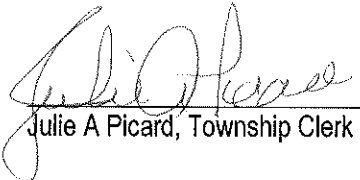
WHEREAS, the NJ Department of Community Affairs requires the Township of Lower to officially adopt its Grant Management Plan; and

WHEREAS, the Township of Lower has prepared a Grant Management Plan for its Fiscal Year 2024 Public Facilities project.

NOW, THEREFORE BE IT RESOLVED, that the Township Council of the Township of Lower adopts the Grant Management Plan prepared by Colleen Crippen for the Fiscal Year 2024 Public Facilities project.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS		X	X			
ROY			X			
PERRY			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 November 20, 2023.

  
Julie A Picard, Township Clerk

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

RESOLUTION #2023-383

Title: IDENTIFYING SMALL CITIES FAIR HOUSING OFFICER

WHEREAS, the Township of Lower is applying for a Fiscal Year 2024 Small Cities Community Development Block Grant for approximately \$400,000 for ADA compliance improvements at the Township pool; and

WHEREAS, the Township of Lower must make efforts to affirmatively further fair housing; and

WHEREAS, the Township of Lower has reviewed various actions that would be acceptable to the New Jersey State Department of Community Affairs and the U.S. Department of Housing and Urban Development; and

WHEREAS, the Township of Lower has made assurances in the grant agreement that;

- 1. It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issues thereto; and
2. It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
3. It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
4. It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW, THEREFORE, BE IT RESOLVED that Colleen Crippen shall be designated as the Small Cities Program Fair Housing Officer for the Township of Lower.

BE IT FURTHER RESOLVED that the Fair Housing Officer shall contact the USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights to inform those agencies of her appointment as Fair Housing Officer and request Fair Housing Information.

BE IT FURTHER RESOLVED, that the Fair Housing Officer shall provide fair housing advisory services and assistance and referral advice to persons requesting such assistance from the Township of Lower.

BE IT FURTHER RESOLVED, that the Township of Lower will publish in the local newspaper of record and post at the Township Municipal Building a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

Table with 7 columns: Name, MOTION, SECOND, AYE, NAY, ABSTAIN, ABSENT. Rows include CONRAD, COOMBS, ROY, PERRY, SIPPEL with handwritten marks in the AYE column.

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 November 20, 2023.

Handwritten signature of Julie A. Picard and printed name Julie A Picard, Township Clerk

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

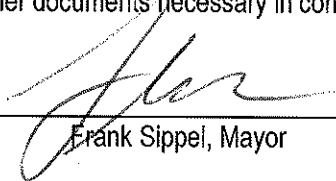
RESOLUTION #2023-384

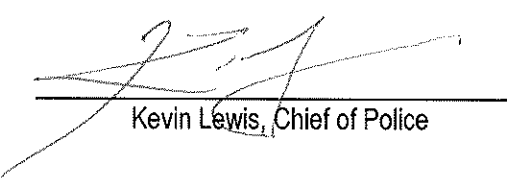
Title: 2023 DRIVE SOBER OR GET PULLED OVER HOLIDAY CRACKDOWN

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the New Jersey Department of Law and Public Safety, Division of Highway Traffic Safety for \$7,000.00 to carry out a 2023 Drive Sober or Get Pulled Over Year Holiday Crackdown from December 1, 2023 through January 1, 2024

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

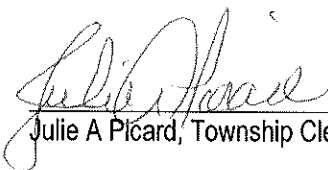
BE IT FURTHER RESOLVED, that the persons whose names, titles and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement and any other documents necessary in connection therewith:

  
Frank Sippel, Mayor

  
Kevin Lewis, Chief of Police

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS		X	X			
ROY			X			
PERRY			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 November 20, 2023.

  
Julie A Picard, Township Clerk

HTS Mobilization 2023 Drive Sober or Get Pulled Over Year End Holiday  
Crackdown

Organization: Lower Township  
Narrative Description of Project

[  ] I agree to the Terms and Conditions found below.

**Problem Statement:**

Driving while intoxicated remains a major contributing factor in fatalities, crashes and injuries on the State's roadways. Over the five-year period 2017-2021, New Jersey's roadways experienced 32,117 alcohol involved crashes, resulting in 708 fatalities.

It is also important to recognize and address the dangers posed by drivers under the influence of illicit drugs and prescription medications. New Jersey experienced a 9 percent increase in drug involved crashes from 2019 to 2020, and a 42 percent increase from 2020-2021.

Between December 1, 2023 and January 1, 2024, police officers, on an overtime basis, will conduct special enforcement patrols targeting impaired drivers. The details will consist of roving patrols and fixed checkpoints.

**Objectives:**

To reduce the number of alcohol and drug related motor vehicle crashes and fatalities in the state, as detailed in the FY2024-2026 New Jersey Highway Safety Plan, through targeted impaired driving enforcement during the 2023 Drive Sober or Get Pulled Over Year End Holiday Crackdown.

**Methodology:**

**REMINDER:**As per directives from the National Highway Traffic Safety Administration (which provides the federal funding for this grant) Chiefs of Police are not eligible to work grant-funded overtime through this grant.\*\*\*\*

This federally-funded grant project consists of an enforcement overtime campaign from **December 1, 2023 - January 1, 2024**. The project is designed to raise awareness about the dangers of drinking/drugging and driving, to offer deterrence through visible enforcement, to arrest impaired drivers, and to issue summonses for relevant motor vehicle violations. The grant will pay for overtime enforcement hours during the approved project period, with a maximum rate to be reimbursed of **\$70 per hour**. The overtime hours will be used for roving patrols and checkpoints.

This is a **reimbursement grant**. Participating departments will incur all costs and then submit the necessary documentation to the Division of Highway Traffic Safety for reimbursement.

This is an **enforcement campaign**. A reasonable number of impaired driving arrests and other summonses are expected in relation to overtime hours worked.

**All grantees are expected to conform to the established "Law Enforcement Performance/Productivity Standards for Federally Funded NJDHTS Grants."**

The maximum project overtime rate is **\$70.00 per hour** regardless of what officer works the project hours. The officer is to receive the full dollar amount in overtime. Administrative

**HTS Mobilization 2023 Drive Sober or Get Pulled Over Year End Holiday  
Crackdown**

**Organization: Lower Township**

**Narrative Description of Project**

costs or fees should be considered "in kind services" or soft matches and are not a part of this grant. It is up to the agency to establish its pay rate for the project. The Division encourages agencies to pay all participating officers a flat \$70 per hour rate for this overtime detail, but agencies may pay their usual overtime rates, if they wish, in which case the reimbursement from the Division will be:

Officers paid \$70.00 - project will reimburse at \$70.00 per hour.

Officers paid less than \$70.00 - project will reimburse at that lower rate.

Officers paid more than \$70.00 - project will reimburse at \$70.00 per hour with the municipality covering the remainder of the rate.

Again, the maximum hourly rate to be reimbursed is \$70 per hour, regardless of whether all the grant-budgeted hours are worked or not.

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

RESOLUTION #2023-385

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

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

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

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

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

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

WHEREAS, in advance of the 2024 calendar year, Mayor and Council find that an increase in the annual compensation paid to the Township Manager is appropriate.

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

The Manager shall be paid in accordance with the salary provisions of the Agreement. He shall be paid a salary of \$131,968.75 in 2024. For every year thereafter that Mr. Laffey remains the Manager, the salary compensation for Mr. Laffey shall be determined on an annual basis prior to the expiration of the previous year. All remaining provisions of the original Manager's Agreement, shall remain as stated unless herein modified.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
COOMBS		X	X				
ROY			X				
PERRY			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 November 20, 2023

  
Julie A. Picard, Township Clerk

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

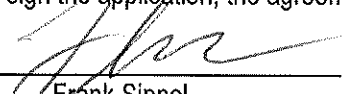
RESOLUTION #2023-386

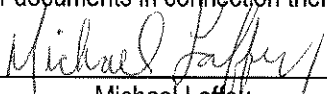
Title: SOUTH JERSEY GAS FIRST RESPONDERS GRANT

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the South Jersey Gas First Responders Grant Program for approximately \$5,000.00, for medical and aid equipment.

NOW THEREFOR, BE IT RESOLVED, that the Township of Lower does hereby authorize the application for such a grant; and, upon receipt of the grant agreement from the South Jersey Gas, does further authorize the execution of the agreement; and also, upon receipt of the fully executed agreement from South Jersey Gas, does further authorize the expenditure of funds pursuant to the terms of said agreement between the Township of Lower and South Jersey Gas.


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

  
\_\_\_\_\_  
Frank Sippel  
Mayor

  
\_\_\_\_\_  
Michael Laffey  
Township Manager

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS		X	X			
ROY			X			
PERRY			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 November 20, 2023.

  
\_\_\_\_\_  
Julie A Picard, Township Clerk



# FIRST RESPONDERS GRANT PROGRAM

Submit completed application, along with a current W-9 and any applicable documentation, to Pat Coan, [pcoan@sjindustries.com](mailto:pcoan@sjindustries.com).

Name of Department Lower Township Police Department

Contact and Title: Kevin Lewis / Chief of Police

Date of Request: November 10, 2023

Amount Requested (Up to \$5,000): \$5,000.00

What will the grant funds be used for? The purchase of a command/UAV (Drone) enclosed and climate controlled trailer. Enclosed trailer will be utilized for critical incidents, missing persons, special events as well as any other situation where deployment of the UAV(s) or Command Staff is required.

What challenges will the grant help address? Storage, charging and rapid deployment of essential assets and equipment needed at critical incidents, in one location.

This will expedite deployment of essential assets that will enhance officer safety and could ultimately save lives of citizens and First Responder personnel.

Address: 405 Breakwater Road

City: Erma State: NJ Zip Code: 08204

Phone: 609-886-1619 ext 225 Email: Lewis@LowerTownshipPolice.com

Website: LowerTownshipPolice.com

For your application to be considered complete, please include your organization's W-9 form.

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

RESOLUTION # 2023-387

Title: AUTHORIZATION FOR 2023 INCENTIVE AWARD FOR INSURANCE WAIVER

WHEREAS, the employees listed on the attached schedule have waived health insurance and are due an incentive amount per Superior Officers Union and PBA Union Contract, Article 12, Section F, AFSCME Union Contract, Article VII, Section F and Supervisors Contract, Article VI, Section F, and

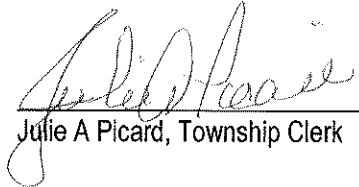
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance, and

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 year's budget for Health Insurance.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to the attached schedule of employees in the amount of \$45,000.00 is authorized and chargeable to the 2023 Budget account 3-01-23-220-415.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS		X	X			
ROY			X			
PERRY			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 November 20, 2023.

  
Julie A Picard, Township Clerk

Name	Amt	Comment
BARCAS JR, WILLIAM	2,500.00	
BOYLE Jr, KEVIN	2,500.00	
CRIPPEN, COLLEEN	2,500.00	
DOUGLASS, GARY	2,500.00	
DOUGLASS, JEFFREY M	2,500.00	
GINDVILLE, STEVEN	2,500.00	
GRETO, ANTHONY T	2,500.00	
KELLEHER, WILLIAM	2,500.00	
KOCIS III, WILLIAM T	2,500.00	
LEWIS, KEVIN E	2,500.00	
NUSCIS, MICHAEL T	2,500.00	
PERRY, MICHAEL C	2,500.00	
PLENN, MITCHELL B	2,500.00	
REILLY, MATTHEW	2,500.00	
REMENTER JR, JOSEPH G	2,500.00	
RYAN, CHARLES J	2,500.00	
VANAMAN JR, DONALD	2,500.00	
WOOD, PATRICK	2,500.00	
	45,000.00	

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

RESOLUTION #2023-388

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

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

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

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$200,000.00 for an item of revenue in the budget of the year 2023 as follows:

Miscellaneous Revenues –	
Revenue Offset with Appropriations -	NJ DOT Municipal Aid
Total with increase to be	\$ 200,000.00

SECTION 2.

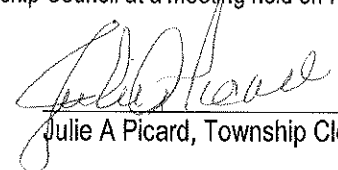
BE IT FURTHER RESOLVED that a like sum of \$200,000.00 be and the same is hereby appropriated under the caption of:

General Appropriations –	
Public & Private Programs Offset by Revenues -	NJ DOT Municipal Aid
State/Federal Share	\$ 200,000.00
Non State Share	\$
Total with increase to be	\$ 200,000.00

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

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS		X	X			
ROY			X			
PERRY			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 Nov. 20, 2023.

  
Julie A Picard, Township Clerk



## State of New Jersey

DEPARTMENT OF TRANSPORTATION  
P.O. Box 600  
Trenton, New Jersey 08625-0600

PHILIP D. MURPHY  
*Governor*

TAHESHA L. WAY  
*Lt. Governor*

DIANE GUTIERREZ-SCACCETTI  
*Commissioner*

November 1, 2023

The Honorable Frank Sippel  
Mayor, Lower Township  
2600 Bayshore Road  
Lower Township, NJ 08251

Dear Mayor Sippel,

I am pleased to inform you that Lower Township has been selected to receive funding from the New Jersey Department of Transportation's (NJDOT) Fiscal Year 2024 Municipal Aid Program for LA-2024 MA Lower Township Resurfacing of Ridgewood Avenue 05 in the amount of \$200,000.00.

NJDOT's Municipal Aid Program is a very competitive program. This year the Department received 600 applications requesting more than \$384 million. There is \$161.25 million available in funds for this program from the Transportation Trust Fund (TTF) supported by the State gas tax.

As part of the Department's Commitment to Communities, NJDOT provides statewide assistance for local governments for improvements to and preservation of the local transportation network. This network makes up about 90 percent of New Jersey's roadways. The successful completion of your project will help achieve this goal and provide your constituents and everyone that uses local roads a transportation system that provides the mobility they deserve.

Should you have any questions regarding your grant, please contact the NJDOT Local Aid District Office in your area.

District 1 - Mt. Arlington - 973-810-9120    District 3 - Trenton - 609-963-2020  
District 2 - Newark - 862-350-5730        District 4 - Cherry Hill - 856-414-8414

Again, thank you for your support of this program and good luck with your project.

Sincerely,

Handwritten signature of Diane Gutierrez-Scaccetti in cursive.

Diane Gutierrez-Scaccetti  
Commissioner

cc: Municipal Clerk; Municipal Engineer

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

RESOLUTION #2023-389

Title: APPROVING A PROFESSIONAL SERVICE CONTRACT WITH DeBLASIO & ASSOCIATES FOR RESURFACING OF RIDGEWOOD AVENUE – BAYSHORE ROAD TO DELAWARE AVENUE (LT-C-047)

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 Resurfacing of Ridgewood Avenue – Bayshore Road to Delaware Avenue – Engineering & Survey Phase at a fee of \$48,000.00; 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: 3-01-56-750-406 NJDOT Grant

Signature: Lauren Read, CFO

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

The Proposal between DeBlasio & Associates and the Township of Lower, in the form attached hereto as EXHIBIT A: for the amount of \$48,000.00 is hereby approved.

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

Table with 8 columns: MOTION, SECOND, AYE, NAY, RECUSE, ABSTAIN, ABSENT and 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 November 20, 2023.

Handwritten signature of 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

November 9, 2023

VIA EMAIL

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

**Re: Township of Lower, Cape May County, NJ  
FY2024 NJDOT Municipal Aid  
Resurfacing of Ridgewood Avenue – Bayshore Road to Delaware Avenue  
Survey and Engineering Phase  
D&A File #: LT-C-047**

Dear Mr. Douglass:

DeBlasio & Associates, P.C. is pleased to provide this proposal to provide our professional engineering and survey services for the **FY2024 NJDOT Municipal Aid Resurfacing of Ridgewood Avenue – Bayshore Road to Delaware Avenue.**

As you are aware, the NJDOT has recently notified the Township that a \$200,000.00 grant has been allocated for the Resurfacing of Ridgewood Avenue from Bayshore Road to Delaware Avenue. Based on our analysis and grant application submission, the engineer's estimate of construction cost is \$500,000.00.

➤ <b>Engineering &amp; Survey Phase Cost:</b>	<b>\$48,000.00</b>
• Survey and Base Mapping	
• Roadway Coring for Pavement Design	
• Design Plans and Specifications	
• NJDOT Grant & Project Administration	
<b>Total Professional Service Fee</b>	<b>\$48,000.00</b>

Enclosed please find one (1) copy of the project location map for your reference.

Upon your authorization, we are prepared to begin work immediately on the Township's **FY2024 NJDOT Municipal Aid Resurfacing of Ridgewood Avenue – Bayshore Road to Delaware Avenue.**

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

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

A handwritten signature in black ink, appearing to read "Marc DeBlasio".

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)  
Colleen Crippen, Grants Coordinator (via email)  
Finance (via email)



**PROJECT LOCATION MAP**  
RESURFACING OF RIDGEWOOD AVENUE  
Township of Lower, Cape May County, New Jersey  
Date: 11/09/2023