

## Signed Resolutions – November 4, 2024

- Res. #2024-342 Authorization for the Payment of Vouchers \$1,383,580.75
- Res. #2024-343 Certification of Lot Clearing Charges to the Tax Collector
- Res. #2024-344 Approval of Change Order #1 for the Resurfacing of Corson Lane – Woolson Road to Southern End of Corson Lane(LT-C-050)
- Res. #2024-345 Authorization for Refund of Taxes
- Res. #2024-346 A Resolution Authorizing the Execution and Recording of a Deed Memorializing a New Jersey Department of Environmental Protection Flood Hazard Area Verification Approval
- Res. #2024-347 Authorization for the Payout of Accumulated Compensatory Time (J. Mathis)
- Res. #2024-348 Authorization for the Payout of Accumulated Compensatory Time (Adjustments)
- Res. #2024-349 Reappointment to the Planning Board (A. Parker)
- Res. #2024-350 Approving a Professional Service Contract with Blauer Associates for the Application Submission and Administrative Work for the FY2025 Small Cities Project
- Res. #2024-351 Transfer of 2024 Appropriations
- Res. #2024-352 Public Facilities Grant Application for \$400,000 ADA Accessibility
- Res. #2024-353 Authorizing Payout of Terminal Leave (R. Hansberry, \$768.93)
- Res. #2024-354 A Resolution Ratifying the Memorandum of Agreement Between Lower Township and the Lower Township Supervisors Union

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

RESOLUTION #2024-342

Title: AUTHORIZING PAYMENT OF VOUCHERS

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Lower Township	Sept Difference Card Claims	\$10,531.86
Cape Atlantic Conservation District	Soil Erosion App Cresse	\$ 865.00
TOTAL MANUAL CHECKS:		\$11,396.86
TOTAL COMPUTER GENERATED:		\$1,372,183.89
<u>TOTAL BILL LIST</u>		<u>\$1,383,580.75</u>

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
COOMBS			X				
ROY		X	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. 4, 2024

  
 Julie A. Picard, Township Clerk

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

Vendor #	P.O. #	PO Date	Name	Description	Status	Amount	Void Amount	Contract	PO Type
00110	24-02396	09/06/24	ANCO HOME CENTER	RDS/SIGNS/BLDG/DPW	Open	940.67	0.00		
00134	24-00537	02/20/24	ATLANTIC COUNTY JOINT INS FUND	2024 JIF PAYMENTS	Open	279,416.00	0.00		
00153	24-02843	10/29/24	ATLANTIC CITY ELECTRIC*	OCT 2024 ELECTRIC	Open	23,878.00	0.00		
00179	24-01228	05/10/24	AVERY TEITLER	PB SOLICITOR MONTHLY FEES	Open	625.00	0.00		
	24-02741	10/21/24		PB RESOLUTION VOUCHERS	Open	300.00	0.00		
<b>Vendor Total:</b>						<b>925.00</b>			
00189	24-02492	09/18/24	AUSTINS SPORTS CENTER	FALL SOCCER SHIRTS	Open	2,194.40	0.00		
00301	24-02658	10/07/24	BELMONT AND CRYSTAL SPRINGS*	COURT WATER DELIVERY 9/2024	Open	22.98	0.00		
00403	24-02652	10/07/24	BLUE WAVE EXPRESS CAR WASH	Return of unused escrow	Open	1,857.34	0.00		
00454	24-02860	10/30/24	KEVIN LEWIS	CONFERENCE TRAVEL REIMBURSEME	Open	2,583.86	0.00		
00611	24-02753	10/21/24	COUNTY OF CAPE MAY (FUEL)	DIESEL/NO LEAD GAS/DPW/SEPT.	Open	20,948.29	0.00		
00651	24-02732	10/16/24	MUNICIPAL UTIL AUTH DUMP FEES	DISPOSAL FEES SEPTEMBER 2024	Open	75,764.79	0.00		
00739	24-02826	10/28/24	CAPE MAY VETERINARY HOSPITAL	Vet Services	Open	13.36	0.00		
00784	24-02779	10/22/24	CAPE MAY STAR & WAVE	Legals - 10/16/24	Open	32.00	0.00		
	24-02780	10/22/24		Legals - 10/02/2024	Open	180.00	0.00		
	24-02781	10/22/24		Legals - 10/09/2024	Open	31.00	0.00		
	24-02835	10/29/24		Legals - 10/17/2024	Open	26.50	0.00		
<b>Vendor Total:</b>						<b>269.50</b>			
00807	24-02351	08/29/24	CDW-GOVERNMENT INC*	MOBILE PRINTER MOUNT	Open	310.00	0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
00807		CDW-GOVERNMENT INC*	<i>Account Continued</i>				
00825 24-02844	10/29/24	COMCAST* INTERNET(ALL) 10/15 -11/14/24	Open	1,466.04	0.00		
00928 24-02825	10/28/24	CAPE MAY COUNTY CLERK 2024 SAMPLE BALLOTS	Open	9,697.54	0.00		
01092 24-02731	10/16/24	CONTINENTAL FIRE & SAFETY,INC* ANNUAL FIRE EXTINGUISHER INSP.	Open	258.00	0.00		
01125 24-00097	01/08/24	MARGARET CROMPTON CONTRACTUAL REIMBURSEMENT M	Open	100.00	0.00		B
01201 24-01347	05/24/24	DELL MARKETING LP SOFTWARE FOR BOCA/CODE ENF/MLI	Open	34,600.00	0.00		
01480 24-02778 24-02831	10/22/24 10/28/24	E-Z PASS REPLENISH PD EZ PASS 9/20/24 EZPASS REPLENISH REC,BOCA &DPW	Open Open	300.00 500.00	0.00 0.00		PC1 PC1
<b>Vendor Total:</b>				<b>800.00</b>			
01653 24-01894	07/11/24	GENTILINI FORD ~ PARTS/DPW	Open	2,458.38	0.00		
01690 24-02749	10/21/24	GRANTURK EQUIPMENT CO* SEAL KIT/DPW	Open	690.70	0.00		
01726 24-01352	05/24/24	GLOCK PROFESSIONAL INC* TRAINING ARMORER CLASS -9/5/24	Open	250.00	0.00		
01741 24-02814	10/28/24	GENTILINI CHEVROLET, LLC ~ PARTS/DPW	Open	1,265.82	0.00		
01805 24-02782	10/22/24	HERTRICH FLEET SERVICES INC* 2-24 CHEV MALIBU LS 1FL POLICE	Open	46,390.00	0.00		
01806 24-01227	05/10/24	ANTHONY J HARVATT, II, ESQ ZBA SOLICITOR JAN-DEC 2024 FEE	Open	625.00	0.00		
01826 24-02846	10/29/24	WILLIAM HIENKEL CONTRACTUAL REIMBURSEMENT M	Open	1,669.10	0.00		
01864 24-02827	10/28/24	JONAS PIZZA, LLC ~ HAUNTED TRAILS FOOD	Open	279.60	0.00		
01873 24-02532	09/24/24	HOME DEPOT* SUPPIES/DPW	Open	77.95	0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
02025 24-02637	09/24/24	HUNTER JERSEY PETERBILT~ PARTS FOR TRUCKS/DPW	Open	575.22	0.00		
02027 24-02743	10/21/24	JESCO INC~ GASKET/PUMP/DPW	Open	456.10	0.00		
02099 24-02817	10/28/24	EILEEN KREIS REIMBURSE SUPPLIES HAUNTED WLt	Open	103.98	0.00		
02108 24-02733	10/16/24	KEEN COMPRESSED GAS CO* BOTTLED GAS FOR DPW	Open	270.70	0.00		
02140 24-02812	10/28/24	KINDLE FORD LINC/MERC., INC.* PARTS/DPW	Open	42.76	0.00		
02223 24-02207	08/14/24	LANDSMAN UNIFORMS* UNIFORMS	Open	2,540.50	0.00		
02247 24-02735	10/16/24	LAWSON PRODUCTS, INC. ~ SOCKET HEAD/DPW	Open	91.70	0.00		
02538 24-00009	01/02/24	MARSH & MCLENNAN AGENCY, LLC RES#24-42 DNE\$40K MNTHLY	Open	3,333.33	0.00		B
02635 24-02771	10/22/24	ARTHUR MCCLOSKEY CONTRACTUAL REIMBURSEMENT M	Open	894.00	0.00		
03021 24-02854	10/29/24	NJ MOTOR VEHICLE COMMISSION REGISTER 1 NEW PATROL VEHICLES	Open	60.00	0.00		PC1
03026 24-02823	10/28/24	NJ STATE HEALTH BENEFITS NOV 2024 HEALTH RETIREE	Open	113,081.57	0.00		
24-02824	10/28/24	NOV 2024 HEALTH ACTIVE	Open	213,034.71	0.00		
<b>Vendor Total:</b>				<b>326,116.28</b>			
03162 24-02467	09/13/24	RUTGERS UNIVERSITY - OFFICE OF STORMWATER MANAGEMENT SEMINAR	Open	425.00	0.00		
03305 24-02777	10/22/24	PEDRONI FUEL* NO LEAD GAS/DPW /OCT	Open	798.47	0.00		
03518 24-02754	10/21/24	RIGGINS, INC.* OFF HIGHWAY DIESEL/DPW/OCT	Open	1,139.38	0.00		
03573 24-02016	07/25/24	SAFETY-KLEEN CORP* EQUIP.MAINTENANCE/DPW	Open	506.93	0.00		
03611		SERVICE TIRE TRUCK CENTERS ~					

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
03611		SERVICE TIRE TRUCK CENTERS ~		<i>Account Continued</i>			
24-01895	07/11/24	TIRES/DPW	Open	5,476.22	0.00		
03637		SHOPPE					
24-02727	10/16/24		Open	165.00	0.00		
03692		SOUTH JERSEY GAS CO*					
24-02845	10/29/24	9/19-10/19/24 NATURAL GAS	Open	1,356.46	0.00		
03799		LINDA THOMAS					
24-02809	10/28/24	CONTRACTUAL REIMBURSEMENT V	Open	160.00	0.00		
03904		LOWE'S HOME CENTER INC*					
24-02214	08/14/24	SUPPLIES/DPW	Open	424.79	0.00		
24-02656	10/07/24	MISC.FOR HAUNTED TRAILS	Open	925.83	0.00		B
		<b>Vendor Total:</b>		<b>1,350.62</b>			
03915		TURF EQUIPMENT & SUPPLY CO ~					
24-02742	10/21/24	BOLTS/DPW	Open	1,190.85	0.00		
03971		VERIZON WIRELESS MDT POLICE					
24-02857	10/29/24	VERIZON PD & TWP 09-21/10-20	Open	1,197.05	0.00		
03985		VILLAS NAPA AUTO PARTS ~					
24-01892	07/11/24	RDS/SANT/REC/DPW	Open	2,900.67	0.00		
04097		CINTAS FIRST AID AND SAFETY*					
24-02813	10/28/24	FIRST AID SUPPLIES/DPW	Open	45.21	0.00		
04300		W B MASON CO INC*					
24-02748	10/21/24	10/17/24 TOWNHALL COPY PAPER	Open	328.20	0.00		
04301		SEASHORE ASPHALT CORPORATION*					
24-02745	10/21/24	ASPHALT/DPW	Open	3,004.15	0.00		
6059		USABLE LIFE					
24-02838	10/29/24	NOV 2024 LIFE INSURANCE	Open	972.00	0.00		
6063		CAPE MINING & RECYCLING, LLC*					
24-02744	10/21/24	CONCRETE/DPW	Open	1,033.44	0.00		
6071		UNITED UNIFORMS LIMITED LIAB*					
24-02459	09/13/24	CHAPLAIN UNIFORM	Open	318.00	0.00		
7017		MMCM, LLC					
23-01264	05/23/23	RELEASE OF DEMO BOND	Open	1,000.00	0.00		
7098		SHORE VETERINARIAN ANIMAL					
24-00007	01/02/24	RES#24-27 DNE\$62K	Open	5,166.67	0.00		B

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
7098		SHORE VETERINARIAN ANIMAL					
							<i>Account Continued</i>
7139 24-00751	03/13/24	MRC INC* RES #2024-98 INSTALL PLAYGROUN	Open	247,887.38	0.00		
7196 24-00006	01/02/24	LAUREN HUGGINS SUIT RES#24-06 DNE\$16280 MNTHLY	Open	1,356.67	0.00		B
7228 24-02810	10/28/24	SOUTH STATE INC.* REFUND OF UNUSED ESCROW	Open	4,243.74	0.00		
7310 24-02790	10/24/24	CORELOGIC REAL ESTATE TAX SER B-499.01 LOT 30,18	Open	3,149.49	0.00		
7354 24-02736 24-02815	10/16/24 10/28/24	FLEETPRIDE INC.* NEW BRAKE/DPW BRAKES/DPW	Open Open	1,110.48 401.03	0.00 0.00		
		<b>Vendor Total:</b>		<b>1,511.51</b>			
7386 23-01225	05/19/23	COREY SCHEID 2023 EQUIPMENT ALLOWANCE	Open	150.00	0.00		
7437 24-02639	10/07/24	ECOVERSE INDUSTRIES LTD* SENSOR/DPW	Open	1,347.39	0.00		
7475 24-02794	10/24/24	SUZANNE M SCHEID CONTRACTUAL REIMBURSEMENT M	Open	268.00	0.00		
7507 24-00001	01/02/24	STEFANKIEWICZ & BELASCO LLC RES#24-01 DNE\$40K MTHLY	Open	3,333.33	0.00		B
7526 24-01092	04/24/24	J HARRIS ACADEMY OF POLICE LLC NJ OPRA COURSE	Open	350.00	0.00		
7618 24-02833	10/29/24	MEGONIGAL ELECTRIC LLC CLEM MULLIGAN COMPLEX	Open	1,985.00	0.00		
7727 24-02861	10/30/24	ANDREW MCCLOSKEY CONTRACTUAL REIMBURSEMENT V	Open	233.00	0.00		
7751 24-00428	02/05/24	HOFFMAN'S EXTERMINATING PEST AGREEMENT-CANAL PARK	Open	132.60	0.00		B
7772 24-02332	08/28/24	PIONEER ATHLETICS* FOOTBALL FIELD EQUIPMENT	Open	897.25	0.00		
7820 24-02725	10/16/24	DEBLASIO & ASSOCIATES, P.C PB BOARD ENGINEER VOUCHER	Open	300.00	0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
7826 24-02602	10/01/24	CASANI CANDY CO. INC* HALLOWEEN CANDY FOR EVENTS	Open	2,429.40	0.00		
7871 24-02441	09/10/24	PLANET TECHNOLOGIES, INC* FS email licenses x5	Open	211.20	0.00		
7929 24-02619	10/02/24	AMAZON CAPITAL SERVICES, INC ~ OFFICE SUPPLIES	Open	664.83	0.00		
24-02631	10/02/24	SMART BATTERY BACKUP FOR SERVE	Open	307.99	0.00		
24-02679	10/09/24	T8 LIGHTBULBS	Open	206.52	0.00		
24-02717	10/15/24	SUPPLIES	Open	1,266.61	0.00		
24-02739	10/21/24	2025 BUDGET SUPPLIES	Open	235.29	0.00		
24-02756	10/21/24	STIHL CARBURETOR	Open	15.89	0.00		
24-02789	10/24/24	FS INK	Open	447.38	0.00		
		<b>Vendor Total:</b>		<b>3,144.51</b>			
7938 24-02775	10/22/24	POSTMASTER VILLAS OVERNIGHT TO SEQUIA 10/18/24	Open	32.00	0.00		PC1
8001 24-02734	10/16/24	KEVIN O'BRIEN TRAINING MEALS	Open	39.34	0.00		
8039 24-02747	10/21/24	CAPE MAY RUNNING LLC RETURN OF UNUSED ESCROW	Open	2,396.87	0.00		
8175 24-02776	10/22/24	INTEGRITY INTERPRETING LLC * COURT INTERPRETING 9/2024	Open	18.00	0.00		
8214 24-02836	10/29/24	USPS OVERNIGHT A PAYMENT 10/25/24	Open	32.00	0.00		PC1
8403 24-02695	10/09/24	ANDREA IAPALUCCI 561 NummyTown RD Lot Clearing	Open	1,800.00	0.00		
8440 24-00250	01/22/24	ANTONIO A MARROQUIN 2024 EQUIPMENT ALLOWANCE	Open	150.00	0.00		
24-02737	10/17/24	CONTRACTUAL REIMBURSEMENT V	Open	165.00	0.00		
		<b>Vendor Total:</b>		<b>315.00</b>			
8517 24-02792	10/24/24	STEWART BUSINESS SYSTEMS * FS copler contract	Open	113.85	0.00		
8524 24-01243	05/13/24	FRED M SCHIAVONE CONSTRUCTION RES 2024-163 SEWER FRANCES AVE	Open	114,874.52	0.00		B
8558 24-02247	08/19/24	SIGNARAMA SIGN @ RECREATION CENTER	Open	2,371.06	0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
8721 24-00004	01/02/24	BLANEY, DONOHUE, & WEINBERG PC RES#24-03 PROSECUTOR DNE\$45K	Open	3,750.00	0.00		B
24-00005	01/02/24	RES#24-03 WW CREST DNE\$10K	Open	833.33	0.00		B
		<b>Vendor Total:</b>		<b>4,583.33</b>			
8735 24-01010	04/18/24	SURENIAN EDWARDS & NOLAN LLC Aff Housing -Res.2024-12110k	Open	2,013.69	0.00		B
8818 24-02277	08/21/24	POWERDMS INC POWER POLICY PROFESSIONAL DMS	Open	5,801.49	0.00		
8863 24-01760	06/27/24	FLYMOTION LLC UTAC TRAINING CONFERENCE	Open	699.00	0.00		
9026 24-02740	10/21/24	STARR SEPTIC LLC TRUNK OR TREAT PORTA-POTS	Open	230.00	0.00		
9045 24-02703	10/10/24	META Facebook Ads Fall/winter	Open	138.00	0.00		PC1
9141 24-02758	10/21/24	CITY OF WILDWOOD WATER UTILITY 237 E ROCHESTER WATER 6/8-9/8	Open	368.95	0.00		
9144 24-02299	08/27/24	PREMIER LAW ENFORCEMENT OPRA TRAINING	Open	338.00	0.00		
9149 24-02738	10/21/24	PAVING PLUS LLC RETURN OF UNUSED ESCROW	Open	360.00	0.00		
9185 24-02808	10/28/24	ROBERT VOLLRATH CONTRACTUAL REIMBURSEMENT V	Open	243.00	0.00		
9209 24-02571	09/27/24	AUTOAGENT DATA SOLUTIONS LLC 2 CARD READERS FOR BOCA/MLU	Open	458.00	0.00		
9216 24-01959	07/18/24	ATLANTICARE REGINAL MEDICAL RES#2024-229 \$5K PER MONTH	Open	5,000.00	0.00		
9234 24-02307	08/27/24	SOUTH JERSEY GLASS & DOOR GYM & BATHROOM DOORS	Open	16,510.56	0.00		
9252 24-02348	08/29/24	RELENTLESS INK LLC FAITH & BLUE BANNERS	Open	64.00	0.00		
9260 24-02620	10/02/24	EARTHSAVER EQUIPMENT INC CUTTING BITS/CHIPPER	Open	1,916.70	0.00		
9262		SANDRA KOSOBUCKI					

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
9262		SANDRA KOSOBUCKI	<i>Account Continued</i>				
24-02650	10/07/24	B-334.13 L-1.01 KOSOBUCKI	Open	206.28	0.00		
9266		MINNIE TAYLOR					
24-02751	10/21/24	REIMBURSEMENT FOR MILLMAN	Open	350.00	0.00		
9267		OLIVER TWIST					
24-02750	10/21/24	REIMBURSEMENT- SOCCER COACH	Open	61.98	0.00		
9272		HICKEY OVERHEAD DOOR COMPANY					
24-02850	10/29/24	EMS OVERHEAD DOOR REP 10-21-24	Open	1,075.00	0.00		
9273		JAMES ESTILL					
24-02839	10/29/24	B-495.02 L-1.02 Exempt Veteran	Open	250.00	0.00		
BURGIN		PAUL BURGIN					
24-02723	10/16/24	RELEASE OF BOND + INTEREST	Open	1,065.17	0.00		
CMCHE005		CMC HERALD					
24-02350	08/29/24	Ad for Tax Assessor	Open	108.50	0.00		
FBINA		FBINAA NJ CHAPTER*					
24-01970	07/18/24	2024 ANNUAL TRAINING CONFERENC	Open	3,595.00	0.00		
FOUR		BRUCE FOURNIER					
24-02840	10/29/24	REIMBURSEMENT- GAS	Open	46.65	0.00		
G-MUA		LTMUA					
24-02787	10/24/24	2024 TAX SALE	Open	58,200.48	0.00		
IAMES		MICHAEL IAMES					
24-02849	10/29/24	TRAINING REIMBURSMENT	Open	793.90	0.00		
PRESS		PRESS OF ATLANTIC CITY					
24-02837	10/29/24	OCT 2024 DIGITAL SUBSCR	Open	10.99	0.00		PC1

---

**Total Purchase Orders: 130 Total P.O. Line Items: 0 Total List Amount: 1,372,183.89 Total Void Amount: 0.00**

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

RESOLUTION #2024-343

Title: CERTIFICATION OF LOT CLEARING CHARGES TO THE TAX COLLECTOR

WHEREAS, Ordinance #99-10 establishes the minimum regulations governing the conditions and maintenance of all property, buildings and structures within the Township of Lower, which is also known as the Property Maintenance Code; and

WHEREAS, according to Section 302, Exterior Property Areas of the Property Maintenance Code, all premises and exterior property shall be maintained in a clean, safe and sanitary condition; and

WHEREAS, the properties listed below contained conditions which violated Section 302 of the Property Maintenance Code; and

WHEREAS, the Township of Lower has abated the conditions pursuant to the requirements of the Property Maintenance Code and desires to place a lien on the properties listed below:

Block	Lot	Name	Property Location	Amount	Admin Fee	Lien Amount
500.07	9.01	Pflaumer, Charles & Josephine	561 Nummytown Road	\$ 1,800.00	\$ 500.00	\$ 2,300.00
				TOTAL		\$ 2,300.00

WHEREAS, the Code Enforcement Officer of the Township of Lower has certified the costs incurred to abate such conditions to the Township Council, which has examined the certification and has found it to be correct.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the costs and fees set forth above, incurred by the Township of Lower to abate the unlawful conditions on the properties listed above are charged as a lien against such properties, to be added to and become part of the taxes next to be assessed and levied upon such properties, to bear interest at the same rate as taxes, and to be collected and enforced in the same manner as taxes.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
COOMBS			X				
ROY		X	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 4, 2024.

  
Julie A. Picard, Township Clerk





**Township of Lower  
Code Enforcement  
2600 Bayshore Road  
Villas NJ 08251  
(609)-886-2624**

**NOTICE OF VIOLATION AND ORDER TO CORRECT  
IDENTIFICATION**

Reference Number: 10019062	Notice Date: 06/11/2024	Comply Date: 06/21/2024
Name: PFLAUMER, CHARLES & JOSEPH INE	Block: 500.07	Lot : 9.01 Qual :
Address: 561 NUMMYTOWN ROAD CAPE MAY, NJ 08204	Site Address:	561 NUMMYTOWN ROAD LOWER TOWNSHIP
Phone:		

PLEASE TAKE NOTICE that as a result of an inspection of the above referenced property conducted by this agency, a violation of Lower Township codes has been found to exist. You are hereby ordered to correct the violations below within the comply date. Your failure to comply with this Notice of Violation and Order to Correct shall result in the issuance of a summons in the Lower Township Municipal Court and subject you to fines in the possible amount of \$300.00 for each day the violation exists. Further, your failure to correct the violation may also result in the Township of Lower correcting the violation and imposing the cost of such correction as a lien against your property. If you correct this violation by the compliance date and the violation occurs again within 60 days, you will be issued a summons without another notice of violation as a continuing violation of the Lower Township Property Maintenance Code, which will subject you to additional fines of up to \$500.00 per day for a second offense and up to \$1,000.00 per day for a third offense for each day that the violation continues. Further, it may also result in the Township of Lower correcting the violation and imposing the cost of such correction as a lien against your property.

THIS IS THE ONLY NOTICE YOU WILL RECEIVE. IF YOU HAVE ANY QUESTIONS PLEASE CONTACT CODE ENFORCEMENT AT 609-886-2624. Thank you for your cooperation

**VIOLATION LISTINGS**

Violation No.	Violation Date	Corrected Date	Violation Description
Violation Comments.			
302.1	06/11/2024		PM-302.1 Sanitation: All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.
302.4	06/11/2024		PM-302.4 High Grass and Weeds: High grass and weeds on property need to be cut.

Sincerely,

Don Montgomery (609)886-2624 Ext.135

Date 6-11-24

PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT OF POSTAGE ADDRESS. FOLD HERE TO OPEN.

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:  
 REBAUMER, CHARLES & JOSEPHINE  
 500 NUMMYTOWN ROAD  
 SHAPE MAY, NJ 08204



2. Article Number (Transfer from service label)  
 9590 9402 8389 3156 7337 14

9589 0710 5270 0732 3081 43

**COMPLETE THIS SECTION ON DELIVERY**

- A. Signature  X
- B. Received by (Printed Name)  Agent
- C. Date of Delivery  Addressee
- D. Is delivery address different from item 1?  Yes  
 If YES, enter delivery address below:  No

3. Service Type
- Adult Signature
  - Adult Signature Restricted Delivery
  - Certified Mail®
  - Certified Mail Restricted Delivery
  - Collect on Delivery
  - Collect on Delivery Restricted Delivery
  - Priority Mail Express®
  - Registered Mail™
  - Registered Mail Restricted Delivery
  - Signature Confirmation™
  - Signature Confirmation Restricted Delivery

U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)

**OFFICIAL USE**

Certified Mail Fee

Extra Services & Fees (check box, add fee as appropriate)	
<input checked="" type="checkbox"/> Return Receipt (hardcopy)	\$ _____
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

Postmark  
Here

Postage

TO: PFLAUMER, CHARLES & JOSEPHINE  
561 NUMMYTOWN ROAD  
CAPE MAY, NJ 08204

9589 0720 5270 0732 3081 43

PS Form 3800, January 2003 (PSN 7530-02-000-9027) See Reverse for Instructions

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

RESOLUTION #2024-344

Title: APPROVAL OF CHANGE ORDER #1 FOR THE RESURFACING OF CORSON LANE-WOOLSON ROAD TO SOUTHERN END OF CORSON LANE (LT-C-050)

WHEREAS, South State Inc. has been approved by Resolution #2024-305 on September 16, 2024 for the Resurfacing of Corson Lane - Woolson Road to Southern End of Corson Lane (LT-C-050) for \$162,685.00; and

WHEREAS, South State Inc. has submitted a proposal totaling \$28,475.00 for the installation of speed control measures on Seagrove Avenue, based on the original unit pricing awarded; and

WHEREAS, the Lower Township Council desires to approve Change Order #1 for South State Inc. and the CFO has certified the availability of funds as evidenced by her signature below:

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

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 #1 to South State Inc. is hereby approved, increasing the contract total to \$192,160.00.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
COOMBS			X				
ROY		X	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. 4, 2024

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

24-344

**DEBLASIO &  
ASSOCIATES**  
ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

October 31, 2024

VIA EMAIL & REGULAR MAIL

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

**Re: Township of Lower, Cape May County, NJ  
Resurfacing of Corson Lane – Woolson Road to Southern End of Corson Lane  
D&A File #: LT-C-050**

Dear Ms. Picard:

Enclosed please find three (3) copies of **CHANGE ORDER NO. 1-Revised** regarding the above referenced project for review and approval. Upon execution, please return two (2) copies to our office.

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

- 1. Speed Control Measures on Seagrove Avenue.

Please note this change order will result in an increase of \$28,475.00 to the original contract amount of \$163,685.00 for an amended contract amount of \$192,160.00.

Should you have any questions or require any additional information, please do not hesitate to contact Will Hanson 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.)
- Cody Stanford (via email w/encl.)

**DEBLASIO &  
ASSOCIATES**  
ENGINEERS, SURVEYORS AND PLANNERS

Change Order #1-Revised

**Client:** Township of Lower  
**Date:** October 31, 2024  
**Project Name:** Resurfacing of Corson Lane -  
Woolson Road to Southern End of Corson Lane  
**D&A Project #:** LT-C-050

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

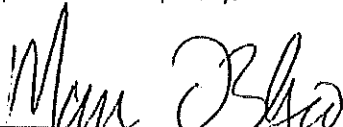
**A. Supplemental Items - Seagrove Avenue**


Contract Pay Item Number	Description	Unit	Quantity	Contract Unit Price	Contract Total
S1	VERTICAL SPEED TABLE	UNIT	3	\$6,500.00	\$19,500.00
S2	TRAFFIC STRIPES, EPOXY RESIN - 4"	L.F.	2,900	\$1.25	\$3,625.00
S3	SIGNS AND POSTS	UNIT	6	\$350.00	\$2,100.00
S4	TRAFFIC CONTROL - SEAGROVE AVENUE	LUMP SUM	1	\$3,000.00	\$3,000.00
S5	TRAFFIC MARKINGS LINES - 24"	L.F.	10	\$25.00	\$250.00

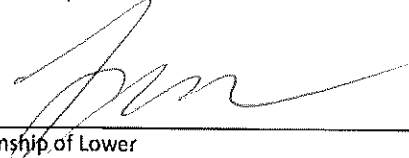
Subtotal: \$28,475.00

Net Contract Change **\$28,475.00**  
Original Contract Amount: \$163,685.00  
Total Contract Percentage Change (%): 17.40  
**Amended Contract Amount: \$192,160.00**

Approved and Accepted by:

  
\_\_\_\_\_  
Marc DeBlasio, P.E., Township Engineer 11/4/24  
Date

  
\_\_\_\_\_  
South State, Inc. 11/1/24  
Date

  
\_\_\_\_\_  
Township of Lower 11/4/24  
Date

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

RESOLUTION #2024-345

Title: AUTHORIZATION FOR REFUND OF TAXES

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


WHEREAS, a refund is due.

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

<u>Block Tax</u>	<u>Lot</u>	<u>Refund To</u>	<u>Reason</u>
499.01 \$3149.49	30.18	Core Logic RE: Shustak 7 Sheriff Taylor Blvd.	Exempt Vet- WRG Property class
495.02 \$250.00	1.02	Estill, James 3003 Bayshore Rd	Exempt Vet as of 10/01/2024
495.02 \$698.28	1.02	Core Logic RE: Estill 3003 Bayshore Rd	Exempt Vet as of 10/01/2024

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
COOMBS			X				
ROY		X	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 4, 2024.

  
Julie A. Picard, Township Clerk

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

RESOLUTION #2024-346

Title: A RESOLUTION AUTHORIZING THE EXECUTION AND RECORDING OF A DEED MEMORIALIZING A NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION FLOOD HAZARD AREA VERIFICATION APPROVAL

WHEREAS, the Township of Lower is the owner of certain real property located at Block 410.01, Lot 48, commonly known as Rotary Park;

WHEREAS, in connection with ongoing improvements to Rotary Park, the Township of Lower obtained a Flood Hazard Area Verification Approval from the New Jersey Department of Environmental Protection in accordance with the provisions of the New Jersey Flood Hazard Control Act, and it is required that said Approval/Verification and the associated Flood Hazard Boundary be memorialized in a Deed recorded with the Cape May County Clerk's Office;

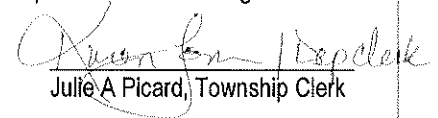
WHEREAS, various activities within defined Flood Hazard Areas are regulated by the New Jersey Department of Environmental Protection and providing notice of the location of the Flood Hazard Area is required in order to ensure compliance with the New Jersey Flood Hazard Control Act; and

WHEREAS, a copy of the Deed recording the Flood Hazard Area Verification and the location/boundary of the area itself, along with the associated Flood Hazard Verification Plan prepared by DeBlasio & Associates dated June 17, 2024 and revised July 22, 2024 are attached to this Resolution.

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 form/content of the attached Deed memorializing the Flood Hazard Area Verification Approval associated with Rotary Park, is hereby approved and the Mayor and Township Clerk are hereby authorized to execute and record same with the Cape May County Clerk's Office.


	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
COOMBS			X				
ROY		X	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 4, 2024.

  
Julie A. Picard, Township Clerk

# DEED

Prepared by:



ROBERT T. BELASCO, ESQUIRE

This Deed is made on 11/04, 2024

**BETWEEN** TOWNSHIP OF LOWER, a municipal corporation of the State of New Jersey located in the County of Cape May, State of New Jersey, having its principal office located at 2600 Bayshore Road, Villas, New Jersey 08251 (hereinafter the "Grantor"),

**AND** TOWNSHIP OF LOWER, a municipal corporation of the State of New Jersey located in the County of Cape May, State of New Jersey, having its principal office located at 2600 Bayshore Road, Villas, New Jersey 08251 (the "Grantee").

The words "Grantor" and "Grantee" shall mean all Grantors and Grantees listed above.

**TRANSFER OF OWNERSHIP.** The Grantor grants and conveys to Grantee the Premises described herein, together with any and all rights owned by Grantor relating to the property. This transfer is made for the sum of **ONE (\$1.00) DOLLAR**. The Grantor acknowledges receipt of this money.

**TAX MAP REFERENCE.** (N.J.S.A. 46:26A-3(a)(5)(b)) Township of Lower, County of Cape May, State of New Jersey, Block 410.01, Lot 48.

**PROPERTY.** All that certain lot, tract or parcel of land situate in the Township of Lower, County of Cape May and State of New Jersey, bounded and described as follows:

BEGINNING at an iron bar found in the proposed Northeast line of Bayshore Road (County Route #603), said line of Bayshore Road being 33 feet Northeasterly at right angles from the centerline of the same, said iron bar also being where the said line of Bayshore Road is intersected by the division line of Lot 47 and Lot 48 in Block 410.01 as shown on the Tax Map of the Township of Lower; thence

1. North 27 degrees 10 minutes 50 seconds West, along the said line of Bayshore Road, a distance of 551.25 feet to an iron bar found in the division line between Proposed Lot 48 and Lot 51.03 in Block 410.01 as shown on hereinafter mentioned Plan of Minor Subdivision; thence
2. North 71 degrees 49 minutes 10 seconds East, along the said division line, a distance of 216.91 feet to an iron bar found in the Proposed new Lot line between Lot 48 and Lot 51.01 in said Block on said Minor Subdivision Plan; thence
3. South 27 degrees 10 minutes 55 seconds East, along the said Lot line, a distance of 425.94 feet to an iron bar found at a corner in the same; thence
4. North 71 degrees 49 minutes 10 seconds East, still along the same, a distance of 125.76 feet to an iron bar found in the Northwest line of Lot 46.01 in said Block on said Minor Subdivision Plan; thence
5. South 32 degrees 10 minutes 32 seconds West, along the same, a distance of 230.49 feet to a point in the Northeast line of Lot 47 in said Block on said Minor Subdivision plan; thence
6. North 27 degrees 10 minutes 52 seconds West, along the same, a distance of 23.58 feet to an iron bar found in the division line between Lot 47 and Lot 48 in said block on said Tax Map; thence

7. South 71 degrees 49 minutes 10 seconds West, along the same, a distance of 141.90 feet to the Point of Beginning.

Containing 2.837 +/- acres.

BEING known as Lots 48, 49, 50 and part of 51.01 in Block 410.01 as shown on the tax map of the Township of Lower.

ALSO BEING known as proposed Lot 48 in Block 410.01 as shown on a Plan of Minor Subdivision, Block 410.01, Lots 48, 49, 50 and 51.01, Township of Lower, Cape May County, NJ prepared by Mott MacDonald dated December 9, 2020 and revised to April 9, 2021, and recorded in the Office of the Cape May County Clerk on July 28, 2022 as instrument No. 2022024441.

ALSO BEING the subject of a Freshwater Wetlands Letter of Interpretation: Line Verification, issued by the New Jersey Department of Environmental Protection, Division of Land Resource Protection, dated July 17, 2023, under File Number: 0505-04-0021.3, Activity Number: LLI230001, which is valid for a period of five (5) years, and which expires on July 17, 2028. Pursuant to the July 17, 2023 Freshwater Wetlands Letter of Interpretation: Line Verification:

The State of New Jersey has determined that all or a portion of this lot lies in a freshwater wetland and/or transition area. Certain activities in wetlands and transition areas are regulated by the New Jersey Department of Environmental Protection and some activities may be prohibited on this site or may first require a freshwater wetland permit. Contact the Division of Land Resource Protection at (609) 777-0454 or <http://www.nj.gov/dep/landuse> for more information prior to any construction onsite.

The legal description of the wetland boundary approved under the July 17, 2023 Freshwater Wetlands Letter of Interpretation: Line Verification is as follows:

BEING all that certain lot, tract or parcel of land situate in the Township of Lower, County of Cape May, and State of New Jersey, bound and described as follows:

BEGINNING at a point in the Northeast Line of Bayshore Road (County Route No. 603) (50 feet Wide) said point being South 27 degrees 10 minutes 50 seconds East, a distance of 98.47 feet as measured along the said line of Bayshore Road from a point in the same is intersected by the division line between Lot 47 and Lot 48 in Block 410.01 as shown on the Tax Map of the Township of Lower, said point having the New Jersey State Plane Coordinate Values of North 61886.62 and East 368497.71 feet. Said point also being the commencement point of the limit of Freshwater Wetlands as verified by the New Jersey Department of Environmental Protection, Division of Land Use Resource Protection, dated July 17, 2023 under file number: 0505-04-0021.3; extending thence

1. North 15 degrees 52 minutes 07 seconds East, along the said verified Freshwater Wetlands Line, a distance of 55.57 feet to a point in the same; thence
2. North 19 degrees 10 minutes 54 seconds East, along the same, a distance of 44.45 feet to a point in the same; thence
3. North 02 degrees 25 minutes 49 seconds East, still along the same, a distance of 53.25 feet to a point in the same; thence
4. North 58 degrees 10 minutes 36 seconds East, still along the same, a distance of 39.82 feet to a point in the same; thence
5. North 81 degrees 40 minutes 07 seconds East, still along the same, a distance of 53.19 feet to a point in the same; thence
6. North 38 degrees 12 minutes 50 seconds East, still along the same, a distance of 61.12 feet to a point in the same; thence

7. North 05 degrees 13 minutes 11 seconds East, still along the same, a distance of 72.07 feet to a point in the same; thence
8. North 03 degrees 55 minutes 33 seconds East, still along the same, a distance of 60.50 feet to a point in the same; thence
9. North 31 degrees 03 minutes 46 seconds West, still along the same, a distance of 88.89 feet to a point in the same; thence
10. North 82 degrees 58 minutes 44 seconds West, still along the same, a distance of 40.33 feet to a point in the same; thence
11. North 54 degrees 13 minutes 17 seconds West, still along the same, a distance of 39.92 feet to a point in the same; thence
12. North 53 degrees 28 minutes 54 seconds West, still along the same, a distance of 44.76 feet to a point in the same; thence
13. North 21 degrees 29 minutes 02 seconds West, still along the same, a distance of 49.30 feet to a point in the same; thence
14. North 30 degrees 33 minutes 57 seconds West, still along the same, a distance of 42.75 feet to a point in the same; thence
15. North 55 degrees 57 minutes 35 seconds West, still along the same, a distance of 36.63 feet to a point in the same; thence
16. North 21 degrees 40 minutes 42 seconds East, still along the same, a distance of 34.98 feet to a point in the same; thence
17. North 77 degrees 59 minutes 47 seconds East, still along the same, a distance of 59.89 feet to the Point of Termination of said verified Freshwater Wetlands Line, said Termination Point having the New Jersey State Plane Coordinate Values of North 62523.33 and East 368511.83 feet.

Being subject any easements or restrictions of record.

In addition, the New Jersey Department of Environmental Protection has determined that the resource value and the standard transition area or buffer required adjacent to the delineated wetlands are as follows:

Exceptional: All wetland flag points. [150-foot wetland buffer]

State Open Water: Within flagged wetlands [No wetland buffer]

ALSO BEING the subject of a Flood Hazard Area Verification Approval issued by the New Jersey Department of Environmental Protection, Division of Land Resource Protection, dated September 19, 2024, under File Number: 0505-04-0021.3. Pursuant to the September 19, 2024 Flood Hazard Area Verification Approval:

The State of New Jersey has determined that all or a portion of this lot lies in a flood hazard area. Certain activities in flood hazard areas are regulated by the New Jersey Department of Environmental Protection and some activities may be prohibited on this site or may first require a permit. Contact Watershed & Land Management at (609) 777-0454 for more information prior to any construction on site.

The Flood Hazard Area verified by the New Jersey Department of Environmental Protection was approved as of September 19, 2024 and same expires September 19, 2029.

The Flood Hazard Area design flood elevation on site is 14.24 feet NAVD.

A riparian zone extends 150 feet from the top of bank along both side of each regulated water on site. If a discernible bank is not present along a regulated water, the riparian zone is measured in accordance with the definition of top of bank at N.J.A.C. 7:13-1.2. This riparian zone width onsite is due to a downstream critically dependent T&E species.

The legal description of the Flood Hazard Area verified by the New Jersey Department of Environmental Protection is as follows:

BEING all that certain lot, tract or parcel of land situate in the Township of Lower, County of Cape May, and State of New Jersey, bound and described as follows:

BEGINNING at a point in Lot 48 in Block 410.01 as shown on the Tax Map of the Township of Lower, said point being a corner of a Flood Hazard Area Boundary as shown on hereinafter mentioned Flood Hazard Verification Plan said point being North 15 degrees 17 minutes 52 seconds West, a distance of 261.97 feet as measured through Lot 48 from a pin and cap found where the Northeast line of Bayshore Road (Country Route #603) is intersected by the division line of Lot 47 and Lot 48 in Block 410.01 as shown on the Tax Map of the Township of Lower; thence

1. North 32 degrees 05 minutes 36 seconds West, along the said Flood Hazard Area Boundary, a distance of 57.94 feet to a corner in the same; thence
2. North 07 degrees 03 minutes 21 seconds West, along the same, a distance of 64.47 feet to a corner in the same; thence
3. South 88 degrees 29 minutes 35 seconds East, still along the same, a distance of 71.51 feet to a corner in the same; thence
4. South 27 degrees 54 minutes 47 seconds East, still along the same, a distance of 84.63 feet to a corner in the same; thence
5. South 70 degrees 09 minutes 05 seconds West, still along the same, a distance of 55.29 feet to a corner in the same; thence
6. South 49 degrees 09 minutes 34 seconds West, still along the Flood Hazard Area Boundary, a distance of 26.96 feet to the Point of Beginning.

Containing 7,957.6 +/- square feet.

Being known as part of Lot 48 in Block 410.01 as shown on the tax map of the Township of Lower.

Also being known as an "FHA Boundary," over part of lot 48 in Block 410.01 as shown on "Flood Hazard Verification Plan, Rotary Park, Block 410.01 Lot 48," Township of Lower, Cape May County, NJ prepared by DeBlasio & Associates dated June 17, 2024 and revised July 22, 2024.

Being subject to any easements or restrictions of record.

**UNDER AND SUBJECT TO** all valid covenants, conditions, restriction, reservations and easements of record.

**PROMISES BY GRANTOR.** The Grantor covenants that the Grantor has done no act to encumber the Premises. This promise is called a "covenant as to grantor's acts", pursuant to N.J.S.A. 46:4-6, entitled Covenant as to Grantor's Acts. This means that the Grantor has not allowed anyone else to obtain any legal rights that affect the Premises (such as by making a mortgage or allowing a judgment to be entered against the Grantor).



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

RESOLUTION #2024-347

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

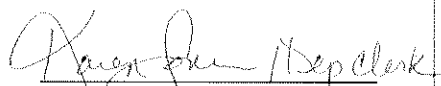
WHEREAS, it is necessary to obtain authorization for any salary and wage disbursement to a Township employee that is not specified in the salary ordinance, and

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 James Mathis in the amount of \$1,845.00 is authorized and chargeable to the 2024 Budget account 4-01-25-240-125.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS			X			
ROY		X	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 4, 2024.

  
Julie A Picard, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Kevin Lewis  
FROM: Det. James Mathis #206  
DATE: October 14, 2024  
SUBJECT: Comp Time Buyout

Chief Lewis,

I am asking to submit this letter to payroll requesting a buyout of 50 hours of accrued comp time. Thank you in advance for your time and attention to this request.

Respectfully Submitted,



James Mathis  
Detective Badge 206

C	File	Officer	Comments
Date			
10/14/2024		DS6. <i>Chy Sam</i> #206	FWD TO: Lt. Ambruster
10/15/24		Lt. <i>L. 190</i>	Has SO HAS verified in Edmunds, Capt. <i>176</i>
10-15-24		<i>Cap. [unclear]</i>	FWD Chief
10-15-24		<i>[unclear]</i>	FWD Township Hall

0. \*  
36.90 x  
50. =  
1,845.00 \*+

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

RESOLUTION #2024-348

Title: AUTHORIZATION FOR THE PAYOUT OF ACCUMULATED COMPENSATORY TIME

WHEREAS, the employees on the attached list have accrued compensatory time due from the Township and have 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 on the attached list in the amount of \$4,171.46 is authorized and chargeable to the 2024 Budget account.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS			X			
ROY		X	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 4, 2024.

  
Julie A. Picard, Township Clerk

**Comp Pay Out Adjustments**

<b>Name</b>	<b>Amount</b>	<b>Budget</b>
Elam-Hampton, Simba	190.05	4-01-25-240-124
Fessler, Robert	38.26	4-01-25-240-121
Gellura, Samuel	293.52	4-01-25-240-122
Harkin, Michael	227.66	4-01-25-240-121
James, Michael	134.34	4-01-25-240-125
Marroquin, Antonio	141.87	4-01-25-240-121
Mathis, James	473.22	4-01-25-240-124
Micciche, Anthony	518.92	4-01-25-240-122
Nuscis, Michael	261.22	4-01-25-240-127
Reilly, Matthew	72.4	4-01-25-240-124
Scheid, Corey	919.57	4-01-25-240-125
Walker, Kenneth	900.43	4-01-25-240-123
	4171.46	

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

RESOLUTION #2024-349

Title: REAPPOINTMENT TO THE PLANNING BOARD

WHEREAS, Alyce Parker, Alternate II Member on the Planning Board, has a term which will expire December, 2024 and has requested reappointment to the Board; and

WHEREAS, Council has reviewed the applications currently on file in the Clerk's office.

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 appointment be made:

<u>NAME</u>	<u>TYPE</u>	<u>TERM EXP</u>
Alyce Parker	Alt II Member	December, 2026

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
COOMBS			X				
ROY		X	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 4, 2024.

  
Julie A Picard, Township Clerk

**jpocard**

---

**From:** Parker Alyce <alyceparkr@aol.com>  
**Sent:** Monday, August 19, 2024 10:03 AM  
**To:** jpocard  
**Subject:** External Planning Board Re Appointment

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

Julie, I would like to be reappointed to the Lower Township Planning Board.

Alyce Parker

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

RESOLUTION #2024-350

Title: APPROVING A PROFESSIONAL SERVICE CONTRACT WITH BLAUER ASSOCIATES FOR THE APPLICATION SUBMISSION AND ADMINISTRATIVE WORK FOR FY2025 SMALL CITIES PROJECT

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, Blauer Associates has provided a proposal for the application of the FY2025 Small Cities project; ADA Accessibility at the David Douglass Park, and administration, if needed; and

WHEREAS, the contract amount for the grant application for a 2025 Small Cities Project for ADA Accessibility for David Douglass Park is One Thousand Five Hundred (\$1,500.00) and the amount for the administration, if needed, is Sixteen Thousand Dollars (\$16,000); and

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

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

Signature: Lauren Read  
Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Lower, County of Cape May, State of New Jersey, hereby approves a contract with Blauer Associates for the services herein described and that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution and that a notice of Award of Professional Service Contract for the above shall be published in the Township's Official paper.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X						
COOMBS							
ROY		X					
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 4, 2024.

  
Julie A Picard, Township Clerk

Res 24-350 400K  
Douglas Park



# BLAUER ASSOCIATES



P.O. Box 363, Nescopeck, Pa. 18635  
Tel: 570.520.4955  
mblauer@evenlink.com

October 7, 2024

Colleen Crippen  
Grants Coordinator  
Lower Township  
2600 Bay Shore Road  
Villas, NJ 08251-1399

Re: DCA FY 2025 Project

Dear Colleen;

I am enclosing two copies of my firm's proposal to assist the Township with a Fiscal Year 2025 Small Cities project. The 2025 funding round will likely open during October 2024 with applications likely to be due between December 6<sup>th</sup> and December 13<sup>th</sup>.

The fee for application submission will again be \$1,500. Post approval administrative work would again be applicable only if the grant is approved. The contract notes that administrative work is not to exceed \$16,000 charged at the rate of \$200 per hour for professional time.

Contact my office if you have any questions on my contract proposal. If it is satisfactory please return one signed copy.

Sincerely,

Mark Blauer  
President

Enclosures

C-04-55-439-910

AGREEMENT

BETWEEN

TOWNSHIP OF LOWER, NEW JERSEY

AND

MARK BLAUER, DBA BLAUER ASSOCIATES

This agreement entered into this \_\_\_\_\_ day of October 2024, by and between the Township of Lower, New Jersey, hereinafter called the "Municipality" and Mark Blauer, an individual doing business as Blauer Associates, hereinafter called the "Service Provider".

Whereas, the Municipality desires to engage the Service Provider to assist the Municipality in developing an application for assistance under the Fiscal Year 2025 New Jersey Small Cities Community Development Block Grant (CDBG) program and in administering such project, the following shall apply;

ARTICLE I: SCOPE OF SERVICES

Section A - Activities Prior to Application Submission

The Service Provider will assist the Municipality in conducting an analysis of local needs to determine which of several funds the Municipality should address its application. The analysis will seek to examine the Municipality's relative strengths and weaknesses under the review criteria which have been developed and made public as a document entitled "Final Statement For New Jersey's Administration of the Small Cities Community Development Block Grant Program". Based upon this analysis, the Service Provider will make its recommendations to the Municipality as to the type of application it should submit.

Section B - Application Services

Based upon the results of Section A of Article I above, the Service Provider will prepare the required application for funds from the state's Public Facilities Fund, in cooperation with the appropriate Municipal staff or its assigns, in accordance with the State's Fiscal Year 2025 Application Guide.

Section C - Post Approval Advisory and Monitoring  
Administrative Assistance

The Service Provider will perform the following services, contingent only upon the approval of the Small Cities Program application by the Department of Community Affairs.

Item 1 - Environmental Review Record

The Service Provider will conduct an Environmental Assessment process necessary to comply with the National Environmental Policy Act (NEPA).

Such services will include:

- a. Researching local environmental conditions with respect to the CDBG project;
- b. Conducting an Environmental Impact Assessment in accordance with regulations implementing NEPA established by HUD or DCA, as appropriate;
- c. Discussing possible project modifications, where appropriate, with the Municipality so as to minimize potentially adverse environmental impacts;
- d. Making the appropriate level of clearance finding;
- e. Preparing the written Environmental Review Record to document the level of clearance finding;
- f. Where the level of clearance finding does not require an Environmental Impact Statement, the Service Provider may prepare newspaper notices and HUD "Request for Release of Funds and Certification Form" and assist in the publication and distribution of same;
- g. Environmental review services do not include completion of Environmental Impact Statements as may be required by NEPA or by State regulations such as those of CAFRA.

Item 2 - Accounting System

The Service Provider will assist in establishing an accounting system in accordance with Federal and State standards.

Item 3 - Construction Contractor Selection and Labor Standards Compliance (applicable to Public Facilities Fund projects):

The Service Provider will assist the Municipality in the following areas:

- a. Assistance in coordination activity with the local engineer for preparation of bid specifications;

- b. Assistance in examining the proposed bid specifications to determine that language complies with all required Federal and State statutes;
- c. Assistance in preparing and publishing the proper legal advertising;
- d. Assistance in securing DCA approval of selected contractor(s);
- e. Assistance in the arranging and conducting of preconstruction conferences including preparation of preconstruction minutes;
- f. Assistance securing labor standards and equal opportunity documentation from contractor(s);
- g. Assistance in maintaining construction records including the following:
  - I. Contractors Certification with respect to Davis-Bacon, Equal Opportunity, and other Federal Statutory requirements;
  - ii. Payroll Compliance forms;
  - iii. Employee Interview forms;
  - iv. Copies of inspection reports from the Construction Inspector;
  - v. Labor Officer Reports;
  - vi. Correspondence with respect to violation of standards.
- h. As required, supply the Municipality with appropriate labor standards and equal opportunity forms, posters, etc.
- I. Assistance in monitoring the compliance of contractors with respect to the following:
  - I. Davis-Bacon Act;
  - ii. Contract Work Hours and Safety Standards Act;
  - iii. Copeland Act;
  - iv. Section 3 of the Housing and Urban Development Act of 1968;
  - v. Executive Order 11246.

#### Item 4 - Professional Contractor Selection

The Service Provider will assist the Municipality in the selection of professional service contractors in accordance with OMB Circular A-102, Attachment "O".

Item 7 - Assistance in Performance Reporting

The Service Provider will assist the Municipality in the research for and preparation of grant performance reports as may be required by the Department of HUD or DCA. These reports will include but are not limited to the following:

- Monthly Fiscal Monitoring Report
- Monthly Program Progress Report
- Monthly Matching Funds Report
- Monthly Contract and Subcontract Activity Report
- Monthly Fiscal Monitoring Report/Payment Voucher

Item 8 - DCA Monitoring Sessions

The Service Provider will assist the Municipality at monitoring visits and attend meetings with DCA staff at Trenton as necessary.

Item 9 - Grant Close-out Procedures

The Service Provider will coordinate the Activity necessary to accomplish the audit upon completion of the project and also prepare the necessary project completion forms.

ARTICLE II: PAYMENT FOR ARTICLE I SERVICES

The Municipality agrees to pay the Service Provider a fee of \$1,500.00 for Article I, Section A and B services. Such fee is due upon execution of this agreement.

Services under Article I, Section C shall be compensated upon the basis of invoices submitted monthly describing the services performed and the hourly rate and number of hours taken to perform the service. Invoices will list an hourly fee of \$200.00 for professional time.

It is understood and agreed that total compensation for Article I, Section C services shall not exceed \$16,000.00 per approved DCA grant project.

ARTICLE III: TERM OF SERVICE

The termination date of this agreement will coincide with the Department of Community Affairs's grant agreement with the Municipality ending date or March 31, 2027, whichever date is later.

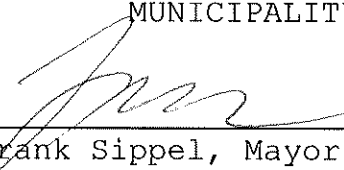
ARTICLE IV: TERMINATION OF SERVICE FOR CAUSE

If, through any cause, the Service Provider shall fail to fulfill in a timely and proper manner his obligations under this agreement, or if the Service Provider shall violate any of the covenants, agreements, or stipulations of this agreement the Municipality shall, thereupon, have the right to modify, suspend or terminate this agreement by giving written notice to the Service Provider and specifying the effective date thereof, at least five days before the effective date of such suspension, modification, or termination.

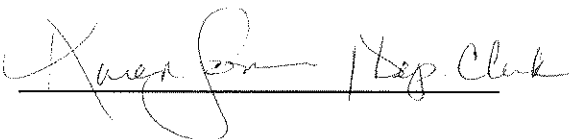
IN WITNESS THEREOF, the parties hereto executed this agreement on the day and year first written above.

TOWNSHIP OF LOWER, NEW JERSEY  
MUNICIPALITY

BY: \_\_\_\_\_


  
Frank Sippel, Mayor

WITNESS:

  
\_\_\_\_\_  
Dep. Clerk

MARK BLAUER, dba BLAUER ASSOCIATES  
SERVICE PROVIDER

BY: \_\_\_\_\_

  
Mark Blauer, President

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

RESOLUTION #2024-351

Title: TRANSFER OF 2024 APPROPRIATIONS


WHEREAS, N.J.S.A. 40A: 4-58 provides for appropriation transfers during the last two months of the current fiscal year when it has been determined that any appropriation is insufficient to pay the claims authorized or incurred during the current year, which are chargeable to said appropriation, and there is an excess in any appropriation 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, County of Cape May, State of New Jersey that the following transfers totaling \$213,800.00 be made between the 2024 budget appropriations:

LINE ITEM		ACCT. NUMBER	TO	FROM
MANAGER	S&W	4-01-20-100-100	22,500.00	
CLERK	S&W	4-01-20-120-100	3,500.00	
ELECTIONS	OE	4-01-20-120-300	3,000.00	
ASSESSOR	S&W	4-01-20-150-100	3,500.00	
BUILDINGS & GROUNDS	S&W	4-01-20-310-100	2,000.00	
BUILDINGS & GROUNDS	OE	4-01-20-310-399	25,000.00	
POLICE	S&W	4-01-25-240-100	112,300.00	
PUBLIC WORKS	OE	4-01-26-305-200	20,000.00	
RECREATION	S&W	4-01-28-370-100	2,000.00	
ELECTRIC	OE	4-01-31-430-200	5,000.00	
STREET LIGHTING	OE	4-01-31-435-200	15,000.00	
DEMOLITION	OE	4-01-22-195-300		15,000.00
TERMINAL LEAVE	S&W	4-01-30-415-100		133,000.00
GASOLINE	OE	4-01-31-460-200		39,800.00
NATURAL GAS	OE	4-01-31-446-299		26,000.00
			213,800.00	213,800.00

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
COOMBS			X				
ROY		X	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. 4, 2024

  
 Julie A Picard, Township Clerk

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


RESOLUTION #2024-352

Title: PUBLIC FACILITIES GRANT APPLICATION FOR \$400,000 ADA ACCESSIBILITY

WHEREAS, the Township of Lower desires to apply for and obtain a grant from the New Jersey Department of Community Affairs Small Cities CDGB Public Facilities Program for approximately \$400,000, for ADA Accessibility at the David Douglass Jr. Memorial Park; and

WEHEREAS, 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 Community Affairs, does further authorize the execution of the 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 Community Affairs.


NOW BE IT THEREFORE 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:

  
(signature)  
Frank Sippel  
Mayor

  
(signature)  
Michael Laffey  
Township Manager

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS			X			
ROY		X	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 4, 2024.

  
Julie A Picard, Township Clerk

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

RESOLUTION # 2024-353

Title: AUTHORIZING THE PAYOUT OF TERMINAL LEAVE

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that an amended payment to Ryan Hansberry in the amount of \$768.93 is authorized and is chargeable to Reserve for Accumulated Absences.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
COOMBS			X			
ROY		X	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 4, 2024.

  
Julie A. Picard, Township Clerk

Hansberry accum

TOWNSHIP OF LOWER  
RETIREMENT PAYOUT ANALYSIS  
DATE:

EMPLOYEE: Hansberry, Ryan  
DATE OF RETIREMENT: 6/1/2024  
DATE OF PAYMENT: \_\_\_\_\_  
RESOLUTION #: \_\_\_\_\_

Annual Salary:	\$126,037.60
Hourly Rate:	\$57.7095

TERMINAL LEAVE:			
	Hours	Rate	Total
Comp	63.64	57.71	3,672.63
Personal	20.31	57.71	1,171.95
Sick	54.15	57.71	3,125.19
Vacation	160.37	57.71	9,254.61
Holiday	48.00	57.71	2,770.06
College Credits			
<b>Terminal Leave Payout</b>			<b>\$19,994.44</b>

Updated 19,994.44  
Pd 19,225.51  
Owed \$ 768.93

	(A)	(B)	(C)	(B * C)	(E)	A + D - E
	Carryover	Annual	22 weeks / 52 weeks	Prorated Time Due	Time Used	Hours to be paid
Comp	63.64	0.00		63.64	0.00	63.64
Personal	0.00	48.00	0.42	20.31	0.00	20.31
Sick	407.50	128.00	0.42	54.15	407.50	54.15
Vacation	256.25	200.00	0.42	84.62	180.50	160.37
Holidays (6)						48.00
<b>Total</b>	<b>727.39</b>	<b>376.00</b>	<b>1.27</b>	<b>222.72</b>	<b>588.00</b>	<b>298.47</b>

Accrual and time used are current 5/31/2024

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

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

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

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

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

RESOLUTION #2024-354

Title: A RESOLUTION RATIFYING THE MEMORANDUM OF AGREEMENT BETWEEN LOWER TOWNSHIP AND THE LOWER TOWNSHIP SUPERVISORS UNION

WHEREAS, extensive negotiations were conducted by the Township Manager and Labor Counsel with The Lower Township's Supervisors Union; and

WHEREAS, the parties have reached an agreement in a Memorandum of Agreement which will be utilized to prepare the Collective Bargaining Agreement with the Lower Township Supervisors Union; and

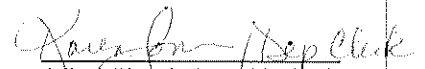
WHEREAS, the Township Manager and Labor Counsel recommend the Township Council's ratification of the Collective Bargaining Agreement.

NOW, THEREFORE, BE IT RESOLVED that the Memorandum of Agreement is hereby ratified.

BE IT FURTHER RESOLVED that the Mayor and Township Clerk are hereby authorized and directed to execute the ratified Collective Bargaining Agreement, once prepared, in accordance with and under the terms as outlined attached hereto, on behalf of the Township.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	X		X				
COOMBS			X				
ROY		X	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 4, 2024.

  
Julie A Picard, Township Clerk

CD  
ML

**MEMORANDUM OF AGREEMENT**

This Memorandum of Agreement is made this 23 day of October, 2024 by and between the Township of Lower (hereinafter called "Employer") and Lower Township Supervisor's Union (hereinafter called "the Union").

**BACKGROUND**

The Employer and the Union have engaged in collective bargaining negotiations for a new agreement to replace the current contract between the Employer and the Union which expired on December 31, 2023.

The Employer and the Union have agreed to terms and conditions of employment to be included in a new Agreement and the purpose of this Memorandum of Agreement is to set forth those understandings.

NOW THEREFORE, The Employer and the Union agree that the following revisions shall be made to the current contract between the parties which expired on December 31, 2023.

1. **Retroactivity** – Agreement shall be retroactive for all currently employed employees as of the Date of this MOA
2. **Preamble**– Adjust dates for current contract term.
3. **Article II. Check Off.** - Revise to be consistent with the Workplace Democracy Act and the Janus Decision.
4. **Article III. Supervisors.** - Revise to be consistent with the Workplace Democracy Act and the Janus Decision.

68-1118

5. **Article V. Holidays.** - Lincoln's Birthday will be eliminated and Juneteenth added upon acceptance of the same by all bargaining units representing employees who are directly supervised by members of this Union.
  
6. **Article VI. Insurance, Health & Welfare.** – Make the following changes:
  - (a) Paragraph A(3) shall be amended to replace "\$1,500" with "\$1,700".
  - (b) Paragraph C(2) shall be amended to replace "\$1,200" with "\$1,500".
  
7. **Article VII. Leaves of Absence.** – Add "aunt" and "uncle" to the list for a three day bereavement leave.
  
8. **Article IX. Sick Leave and Retirement.** – Make to following changes:
  - Remove Paragraph C(1) .
  
9. **Article XI. Wages.** – Make to following changes:
  - (a) In Paragraph A, include a 1 time increase to base of \$1,500.00 in 2024.
  - (b) In Paragraph A, amend to provide a 5% increase in wages in 2024 and 2025, and a 3% increase in 2026 and 2027.
  - (c) In Paragraph A (second part 50 hours or more), provide an additional one-time \$841.57 increase to base for the Superintendent of Public Works in 2024.
  - (d) Replace Paragraph B as follows:

"In addition to the increase set forth in Paragraph A of this Article, the base wages for the Superintendent of Public Works shall include an additional \$2,671.71 increased by the same percentage each year as set forth in Paragraph A (i.e. a 5% increase in in 2024 and 2025, and a 3% increase in 2026 and 2027) This amount shall be payable in a lump sum on the first regularly scheduled payday of each year. Provided further that such employees may elect prior to each calendar year of this Agreement to receive such amounts in equal bi-weekly installments to be included with his or her regularly scheduled paycheck. This amount shall be deemed part of the annual salary for each of the affected employees, and shall therefore be deemed earned proportionately throughout the year. In the event such employee terminates employment, takes a leave of absence, or has any other change in status where the aforementioned sum is not earned for a portion of the year, the Township shall recover from the employee the prorated value, including the proportionate increase provided by this Agreement.

All individuals covered within this agreement will be provided compensatory time for working additional time at Township sponsored special events such as but not limited to "Whale of a Day", "Escape the Cape", "Independence Day Festival", "Veteran's Parade", And "Christmas Parade". Said time shall be approved by the Township Manager and submitted promptly. This compensatory time is in lieu of overtime pay for overtime worked. Individual covered by this agreement will be compensated at strait time in the form of compensatory time. Compensatory time must be used by March 31<sup>st</sup> of the next calendar year and will not accumulate from year to year. Compensatory time will not be given if the Township receives compensation from a third party sponsor of the special event and the individual covered by this agreement is compensated through those funds."

OP (circled) MM (circled)

- e) Revise Paragraph C to indicate that wage increases are retroactive for all currently employed employees as of the date of this MOA. *Effective 1/1/2024* (circled)
- f) Add new Paragraph indicating starting salary of anyone replacing any of the listed positions will not be more than 10% lower than the salary of person departing and not less than 5% higher than their closest subordinate that they supervise.

**10. Article XIII. Call in Time.** - Revise Paragraph B to indicate; "The Court Administrator and the Deputy Court Administrator will receive time and ½ when actually called to do court business from a location other than their Township Offices on their days and evenings off. (i.e. remote logins, telephone calls, etc.)".

**11. Article XIV. Uniforms/ Equipment Allowances.** - Make to following changes:

- (a) Paragraph A change 3 sets of uniforms to 6 sets.
- (b) Paragraph B add Tax assessor and increase shoe allowance to \$200 per year.
- (c) Paragraph C add all titles listed in Paragraph B including Tax Assessor.
- (d) Paragraph D add all titles listed in Paragraph B including Tax Assessor.

**12. Article XXI. Term and Renewal.** - Adjust dates accordingly

**13. General Clean-up** - All dates in the contract will be amended in accordance with the above and the clean up of any mutually agreed upon clerical errors and/or outdated language is authorized.

Township of Lower

By: *Michael P. [Signature]* 10/23/24  
 By: \_\_\_\_\_  
 Attest: *[Signature]* 10/24/24

Lower Township Supervisor's Union

By: *[Signature]* 10/23/24  
 By: *[Signature]* 10/23/24