

SIGNED RESOLUTIONS - August 15, 2022

- Res. #2022-259 Authorization for the Payment of Vouchers \$ 690,227.16
- Res. #2022-260 Authorizing Payment of 2022 County Taxes (Third Quarter)
- Res. #2022-261 Award National Cooperative Purchasing Agreement with Sourcewell to Allegiance Trucks, LLC for One (1) New 2022 International CV515 SFA Box Truck with Liftgate (\$103,591.)
- Res. #2022-262 Certification to Local Finance Board of Receipt and Review of Audit Sections General Comments & Recommendations
- Res. #2022-263 A Resolution Requesting Release of Maintenance Guarantee for Cape May Landing, Inc.; Block 510, Lot(s) 14.01, 15.01 & 16; Escrow P16-10-03
- Res. #2022-264 A Resolution Authorizing the Continued Use of Thirty (30) Google Chromebook Laptop Computers by the Lower Township Elementary School District
- Res. #2022-265 Body Armor Replacement Program
- Res. #2022-266 Appointment to Position of Lower Township Police Chaplain
- Res. #2022-267 Insertion of Special Item of Revenue Pursuant to N.J.S.A.40A:4-87, Chapter 159
- Res. #2022-268 Approval of Contribution to Lower Township Chamber of Commerce
- Res. #2022-269 Approving Change Order #7 to Fred M Schiavone Construction for Additional Drainage and Fencing Configuration at Clem Mulligan Sports Complex Renovation Project (LT-C-020)
- Res. #2022-270 Approving Change Order #1 to Fred M Schiavone Construction for Additional Drainage for 2022 NJDCA Small Cities Program; Cloverdale Avenue, Evergreen Avenue and Spruce Avenue Storm Sewer Improvements (LT-C-026)
- Res. #2022-271 Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12. **Personnel, Attorney-Client Privilege**

Resolution # 2022-259

August 10, 2022  
03:16 PM

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

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00055	LARRY AKINS								
		22-01992	08/09/22	CONTRACTUAL REIMBURSEMENT V	Open	185.00	0.00		
00086	AMERICAN PLANNING ASSOCIATION								
		22-01812	07/19/22	GALESTOK MEMBERSHIP DUE 2022	Open	564.00	0.00		
00110	ANCO HOME CENTER*								
		22-01225	05/16/22	RDS/BLD/DPW/JULY	Open	191.90	0.00		
		22-01723	07/06/22	MONTHLY- JULY	Open	388.55	0.00		
						580.45			
00134	ATLANTIC COUNTY JOINT INS FUND								
		22-00228	01/20/22	2022 JIF PAYMENTS	Open	219,931.00	0.00		B
00153	ATLANTIC CITY ELECTRIC*								
		22-01985	08/08/22	JULY 22 ELECTRIC CAME LATE	Open	252.04	0.00		
		22-01987	08/08/22	STREET LIGHTS 7/1-7/31/22	Open	34,747.10	0.00		
						34,999.14			
00194	ADVANCED VIDEO & SOUND LLC*								
		22-01882	07/25/22	REPLACE MONITOR IN OFFICE	Open	410.00	0.00		
00301	BELMONT AND CRYSTAL SPRINGS*								
		22-01995	08/09/22	TOWNHALL WATER 7/6-7/24/22	Open	53.87	0.00		
00391	KEVIN BOYLE								
		22-00866	04/07/22	EQUIPMENT ALLOWANCE 2022	Open	150.00	0.00		
00455	DALLAS BOHN								
		22-00864	04/07/22	EQUIPMENT ALLOWANCE 2022	Open	140.74	0.00		B
00611	COUNTY OF CAPE MAY (FUEL)								
		22-01873	07/25/22	DIESEL/ NO LEAD GAS/DPW JUNE	Open	41,106.45	0.00		
00640	CAPE MAY COUNTY CLERKS OFFICE								
		22-01902	07/29/22	RECORD DEED - 101 GEORGIA	Open	13.00	0.00		
00784	CAPE MAY STAR & WAVE								
		22-01926	08/02/22	LEGAL ADS 7/27/22	Open	12.50	0.00		
		22-02007	08/10/22	Legals 08/03/22	Open	21.00	0.00		
						33.50			
00825	COMCAST*								
		22-01977	08/08/22	FS Comcast 07.28 08.27	Open	129.94	0.00		
		22-02008	08/10/22	INTERNET (2954) 8/1-8/31/22	Open	231.08	0.00		
						361.02			
00852	CHERRY VALLEY TRACTOR CO.*								
		22-01910	08/02/22	MATERIAL FOR TRUCKS/DPW	Open	452.80	0.00		

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

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

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

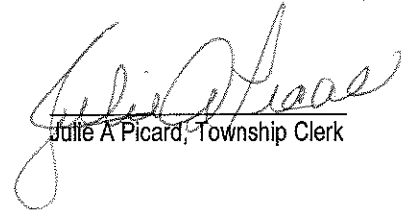
Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
7475	SUZANNE M SCHEID	22-01954	08/03/22	CONTRACTUAL REIMBURSEMENT M	Open	69.00	0.00		
7478	WINDSTREAM COMMUNICATION INC*	22-01997	08/09/22	7/27 & 8/8/22 INV PHONE	Open	3,901.43	0.00		
7507	STEFANKIEWICZ & BELASCO LLC*	22-00062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

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

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

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

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

  
Julie A. Picard, Township Clerk

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

RESOLUTION #2022-260

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

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

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

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

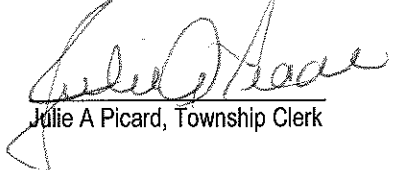
WHEREAS, County Tax payments are charged to non-budget appropriation County Tax 2-01-55-910-015 as certified by the Chief Financial Officer Lauren Reed payable as follows:

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

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

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

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

  
Julie A Picard, Township Clerk

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

RESOLUTION # 2022-261

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

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

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

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

Appropriation: C-04-55-434-220

Signature: *Lauren Read*  
Lauren Read, CFO

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

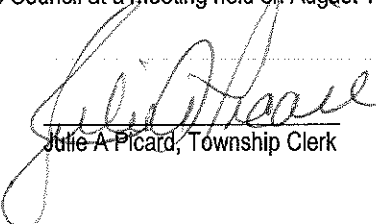
**AWARD:** **Allegiance Trucks LLC** **\$103,591.00**  
**Contract #060920-NVS**  
**Contract expires August 1, 2024**

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

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

	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 August 15, 2022.

  
Julie A. Picard, Township Clerk

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

RESOLUTION #2022-262

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

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

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

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

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

COMMENTS and RECOMMENDATIONS

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

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

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

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

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

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

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

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

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

TOWNSHIP OF LOWER

2600 Bayshore Road  
Villas, New Jersey 08251



Incorporated 1798

(609) 886-2005

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

**Prior Year Audit Findings (2020)**

**THERE WERE NO AUDIT RECOMMENDATIONS IN 2020.**

TOWNSHIP OF LOWER

2600 Bayshore Road  
Villas, New Jersey 08251



Incorporated 1798

\_\_\_\_\_  
(609) 886-2005

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

**Current Year Audit Findings (2021)**


**THERE WERE NO AUDIT RECOMMENDATIONS IN 2021.**


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


STATE OF NEW JERSEY  
COUNTY OF CAPE MAY

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

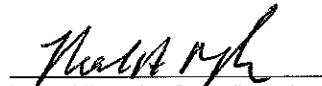
1. We are duly elected members of the Township Council of the Township of Lower in the County of Cape May
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6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

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


  
\_\_\_\_\_  
David Perry, Deputy Mayor

  
\_\_\_\_\_  
Thomas Conrad, Councilmember

  
\_\_\_\_\_  
Kevin Coombs, Councilmember

  
\_\_\_\_\_  
Roland Roy, Jr., Councilmember

Sworn and subscribed before me this  
15<sup>th</sup> day of August, 2022

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

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

RESOLUTION #2022-263

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

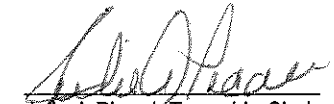
WHEREAS, William Herker posted a Maintenance Guarantee with the Township of Lower, in the amount of \$435.00; and

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

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

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	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 August 15, 2022.

  
Julie A Picard, Township Clerk

MEMORANDUM

TO: Township Council

FROM: William J. Galestok, PP,AICP

DATE: 8/4/2022

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

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

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

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

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

WJG:las

att.



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

Via E-mail

**Your Reference**  
Twp. No P16-10-03

**Our Reference**  
MM No. 507100071-003

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

T +1 (609) 465 9377  
F +1 (609) 465 5270  
[www.mottmac.com](http://www.mottmac.com)

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

July 29, 2022

Dear Mr. Galestok:

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

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

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

Very truly yours,

Mott MacDonald, LLC

A handwritten signature in black ink, appearing to read 'Shawn A. Carr', with a horizontal line underneath.

Shawn A. Carr, PE  
Principal Project Manager  
T 609.465.9377 F 609.465.5270  
[shawn.carr@mottmac.com](mailto:shawn.carr@mottmac.com)

SAC

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

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

RESOLUTION #2022-264

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

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

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

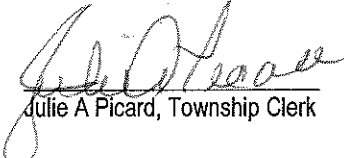
**WHEREAS**; due to the national shortage and a lack of necessary equipment to facilitate remote learning, the Lower Township Elementary School District identified a need to provide Google Chromebook Laptop Computers to Lower Township students, and the Township of Lower was in possession of thirty (30)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

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

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

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	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 August 15, 2022

  
Julie A Picard, Township Clerk

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

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

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

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

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

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

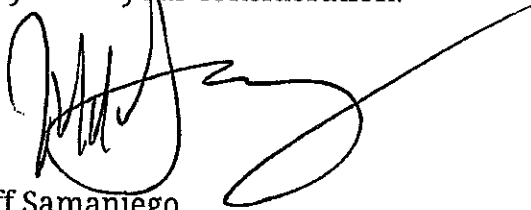
August 10, 2022

Dear Mr. Mitch Plenn,

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

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

Thank you for your consideration.



Mr. Jeff Samaniego

Lower Township Elementary School District  
Superintendent

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

RESOLUTION #2022-265

Title: **BODY ARMOR REPLACEMENT PROGRAM**

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

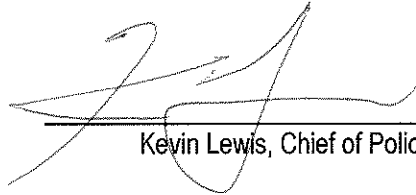
**WHEREAS**, in order to obtain such a grant, it is necessary that the Township of Lower submit an application to and enter into an agreement with the State of New Jersey Division of Criminal Justice with regard to any such grant which may be offered to the Township of Lower,

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

**BE IT THEREFORE RESOLVED**, that the Township of Lower does hereby authorize the application for such a grant; and, upon receipt of the grant agreement from the State of New Jersey Division of Criminal Justice, does further authorize the execution of the grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of said agreement between the Township of Lower and the State of New Jersey Division of Criminal Justice

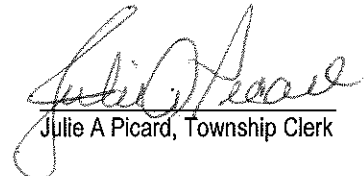
**BE IT FURTHER RESOLVED**, that the persons whose names, titles and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement and any other documents necessary in connection therewith:

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

  
\_\_\_\_\_  
Kevin Lewis, Chief of Police

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

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

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

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

RESOLUTION #2022-266

Title: APPOINTMENT TO POSITION OF LOWER TOWNSHIP POLICE CHAPLAIN

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

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

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


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

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

**NOW THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the above named individuals are hereby appointed to serve as Lower Township Police Chaplains for the term of one year commencing on August 16, 2022 and expiring on August 15, 2023.

	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD	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 August 15, 2022.

  
Julie A Picard, Township Clerk



# LOWER TOWNSHIP POLICE DEPARTMENT

**Kevin Lewis**  
Chief of Police

**CAPTAIN DONALD VANAMAN**  
Executive Officer

**LIEUTENANT CHARLES RYAN**  
Patrol Lieutenant

**LIEUTENANT JOHN ARMBRUSTER**  
Patrol Lieutenant

**LIEUTENANT ROBERT SMITH**  
Administrative Lieutenant

**SFC. RYAN HANSBERRY**  
Administrative Sergeant

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

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

## MEMORANDUM T-22-011

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

Sir,

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

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

Respectfully Submitted,

**Chief Kevin Lewis**

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

Kevin Lewis  
Chief of Police

c: file

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

RESOLUTION #2022-267

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

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

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

SECTION 1.

NOW, THEREFORE BE IT RESOLVED that the Township of Lower, County of Cape May, hereby requests the Director of the Division of Local Government Services to approve the increase of \$7,000.00 for an item of revenue in the budget of the year 2022 as follows:

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

SECTION 2.

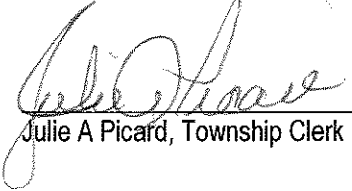
BE IT FURTHER RESOLVED that a like sum of \$7,000.00 be and the same is hereby appropriated under the caption of:

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

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

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

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

  
 Julie A Picard, Township Clerk



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

[Details](#)

**GRANT SNAPSHOT**

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

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

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# Lower Township Chamber of Commerce

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

[www.lowertownshipchamber.com](http://www.lowertownshipchamber.com)

[ltcc@lowertownshipchamber.com](mailto:ltcc@lowertownshipchamber.com) • 609-886-5281 or 609-305-4153

August 30, 2022

Township of Lower

2600 Bayshore Rd

Villas, N. J. 08251

Attn: Mayor Sippel & Council

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

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

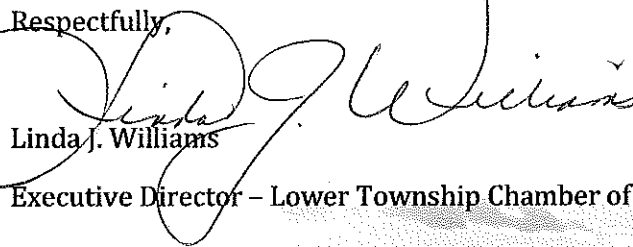
We are expanding our print quantity to 12,000 – 15,000 copies which will be distributed to our local WAWA's; ACME, Post Offices, The Ferry Terminal, and, of course, to our Municipal Building. Also, each business advertiser will receive numerous copies for their establishments. They will be a part of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

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

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

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

Respectfully,



Linda J. Williams

Executive Director – Lower Township Chamber of Commerce

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

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

RESOLUTION #2022-269

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

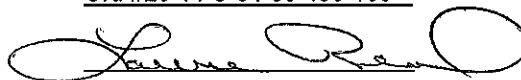
WHEREAS, Fred M Schiavone Construction, Inc. was awarded on June 7, 2021 by Resolution #2021-196 for the Clem Mulligan Sports Complex Renovations Project in the amount of \$2,744,764.55; and Change Order # 1 was approved on August 2, 2021 by Resolution #2021-249 for \$4,286.98; Change Order #2 was approved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

WHEREAS, DeBlasio & Associates have provided a proposal for Change Order #7 for additional Drainage and Fencing Configuration at Clem Mulligan field for \$50,757.56; and

WHEREAS, the Township Council desires to approve the additional work described under Change Order #7 in the amount of \$50,757.56; and the CFO has certified the availability of funds as evidenced by her signature below:

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

Signature:

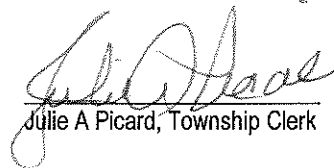


Lauren Read, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey that the Change Order #7 attached hereto in the amount of \$50,757.56 is hereby approved the contract amount total to \$2,943,751.64.

	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 August 15, 2022.



Julie A Picard, Township Clerk

22-2169

# DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260      PHONE 609-854-3311 • FAX: 609-854-4323

August 15, 2022

VIA EMAIL & REGULAR MAIL

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

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

Dear Ms. Picard:

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

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

1. Additional Drainage and Fence Configuration.

Please note this change order will result in an increase of \$50,757.56 to the amended contract amount of \$2,892,994.08 for an amended contract amount of \$2,943,751.64.

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

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



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

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



P.O. Box 416  
 Malaga, NJ 08328  
 Ph: 856-697-4558, Fax 856-697-9612

August 2, 2022  
 Rev. 1 8/12/2022 (Added Labor & Equipment)

DeBiasio & Associates  
 9508 Second Avenue  
 Stone Harbor, NJ 08247

ATTN: Cody M. Stanford

**Change Order Proposal # 12 : Clem Mulligan Sports Complex Renovations**

<b>Item Number:</b>					<b>Item Cost:</b>		\$42,493.85
	<b>Description:</b>				<b>Material Cost</b>		\$9,775.46
<b>Quantity:</b>		1.00			<b>Labor Cost</b>		\$23,718.40
<b>Unit:</b>		LS			<b>Equipment Cost</b>		\$3,000.00
<b>Unit Cost</b>		\$42,493.85			<b>Labor Hours</b>		200.00
					<b>Equipment Days</b>		6.00
					<b>SubContracting</b>		\$6,000.00
<b>Materials</b>	<b>Description</b>	<b>Unit</b>	<b>Qty</b>	<b>Unit Cost</b>	<b>Sales Tax</b>	<b>Shipping</b>	<b>Extended Cost</b>
1	12" Perf. HDPE Pipe	LF	240	\$9.83	\$0.00	\$0.00	\$2,359.20
2	Nyloplast Basins	EA	2	\$905.00	\$0.00	\$0.00	\$1,810.00
3	Filter Fabric	SY	275	\$1.15	\$0.00	\$0.00	\$316.25
4	#57 Stone	Ton	65	\$36.00	\$0.00	\$0.00	\$2,340.00
5	Concrete Mix	LS	1	\$150.00	\$0.00	\$0.00	\$150.00
6	Restoration Materials	LS	1	\$2,300.00	\$0.00	\$0.00	\$2,300.00
7	Excess Material Disposal	LS	1	\$500.00	\$0.00	\$0.00	\$500.00
	<b>TOTALS</b>				\$0.00	\$0.00	\$9,775.46
<b>Labor</b>							
<b># of Men</b>		<b># Of Hours</b>	<b>Total Hours</b>	<b>Rate</b>			<b>Extended Cost</b>
1	Laborer Forman	32.000	32.00	\$ 115.22			\$ 3,687.04
3	Laborer	32.000	96.00	\$ 114.52			\$ 10,993.92
1	Operator Class A	48.000	48.00	\$ 123.28			\$ 5,917.44
1	Teamster W/ Tri-axleDump Truck	24.000	24.00	\$ 130.00			\$ 3,120.00
	<b>Total Hours</b>		200.00				<b>TOTAL \$ 23,718.40</b>
<b>Equipment</b>							
			<b>Day</b>	<b>Cost</b>	<b>Mobilization</b>		<b>Extended Cost</b>
	Compact Track Loader		4.0	\$ 500.00			\$ 2,000.00
	Mini Excavator		2.0	\$ 500.00			\$ 1,000.00
	<b>TOTALS</b>		6.0		\$ -		\$ 3,000.00
<b>SubContract</b>							
	<b>Contractor</b>	<b>Description</b>	<b>Qty</b>	<b>Unit Price</b>	<b>Extended cost</b>		
	DeSiliovio & Co., Inc. Fence	Install Openings At Backstop	2.00	\$3,000.00	\$6,000.00		
		<b>Subcontract Total</b>			\$6,000.00		

	<b>Total Cost</b>	<b>10% Overhead</b>	<b>Cost + Overhead</b>	<b>10% Profit</b>	<b>Cost + OH + Profit</b>
Schivavone Subcontractor	\$6,000.00	\$0.00	\$6,000.00	\$600.00	\$6,600.00
Schivavone Overhead & Profit	\$36,493.85	\$3,649.39	\$40,143.24	\$4,014.32	\$44,157.56

<b>Total Change Order</b>	<b>\$50,757.56</b>
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Respectfully submitted,

Roberta M. Schivavone, President

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

RESOLUTION # 2022-270

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

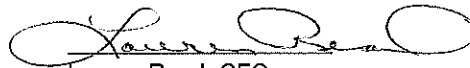
WHEREAS, Fred M. Schiavone Construction Inc. was awarded on July 18, 2022 by Resolution #2022-233 for the 2022 NJDCA Small Cities Program Cloverdale Avenue, Evergreen Avenue and Spruce Avenue Storm Sewer Improvements (LT-C-026) for \$321,261.00; and

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

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

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


Signature:

  
Lauren Read, CFO

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

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	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 August 15, 2022.

  
Julie A Picard, Township Clerk

# DEBLASIO & ASSOCIATES

CONSULTING ENGINEERS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

August 10, 2022

VIA EMAIL & REGULAR MAIL

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

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

Dear Ms. Picard:

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

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

1. Additional Drainage on Cloverdale Avenue.

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

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

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



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

MD:kd

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

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**WWW.DEBLASIOASSOC.COM**



Change Order #1

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

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


**A. Extras**

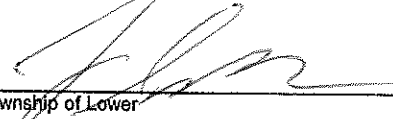
Contract Pay Item Number	Description	Unit	Quantity	Contract Unit Price	Contract Total
6	HMA MILLING, 0-2" DEPTH	S.Y.	125	\$9.80	\$1,225.00
7	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	S.Y.	70	\$16.10	\$1,127.00
8	HOT MIX ASPHALT BASE COURSE, MIX 19M64, 4" THICK	TON	18	\$188.60	\$3,394.80
9	HOT MIX ASPHALT SURFACE COURSE, MIX 9.5m64, 2" THICK	TON	15	\$143.80	\$2,157.00
11	INLET, TYPE "E" WITH SUMP BOTTOM	UNIT	2	\$4,000.00	\$8,000.00
14	DUCTILE IRON CULVERT STORM PIPE, CLASS 52	L.F.	100	\$143.00	\$14,300.00
24	INLET FILTERS, TYPE 1	S.F.	50	\$20.00	\$1,000.00
Subtotal:					\$31,203.80

Net Contract Change: **\$31,203.80**  
 Original Contract Amount: \$321,261.00  
 Contract Percentage Change (%): 9.71  
 Amended Contract Amount: **\$352,464.80**

Approved and Accepted by:

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

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

  
 \_\_\_\_\_  
 Township of Lower Date

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

RESOLUTION #2022-271

Title: **A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12**

WHEREAS, the Township Council of the Township of Lower is subject to certain requirements of the Open Public Meetings Act, N.J.S.A 10:4-6, et seq.; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Council of the Township of Lower to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

\_\_\_\_(1) Matters Required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

\_\_\_\_(2) Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

\_\_\_\_(3) Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information, relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

\_\_\_\_(4) Matters Relating to Collective Bargaining Agreement: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

\_\_\_\_(5) Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed.

\_\_\_\_(6) Matters relating to Public Safety and Property: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law.

  X  (7) Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege: any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer. **Attorney/Client Privilege**

  X  (8) Matters Relating to the Employment Relationship: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting. **Personnel**

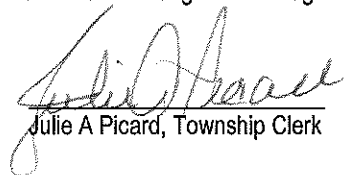
\_\_\_\_(9) Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss if a license or permit belonging to the responding party bears responsibility.

**NOW, THEREFORE, BE IT RESOLVED** by the Township Council of the Township of Lower, assembled in public session on August 15, 2022 that an Executive Session closed to the public shall be held on this date at approximately 5:10 P.M. in the Conference Room of the Township Hall, 2600 Bayshore Road, Villas for the discussion of matters relating to the specific items designated above.

It is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Council that the public interest will no longer be served by such confidentiality.

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

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

  
Julie A Picard, Township Clerk