

**WORK SESSION AND REGULAR MEETING OF THE LOWER TOWNSHIP COUNCIL
OCTOBER 19, 2026 – 5:00 p.m.**

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

Work Session

Consent Agenda

Approval of Minutes – October 5, 2026

Res. #2026-332 Authorization for the Payment of Vouchers \$1,438,582.83

Res. #2026-333 Authorization for Refund of Taxes

Res. #2026-334 Authorizing the Sale of Township of Lower Surplus No Longer Needed for Public Use on Gov Deals Online Auction Website

Res. #2026-335 Authorization for the Payout of Accumulated Compensatory Time (K. Boyle \$10,490.69)

Res. #2026-336 Authorization for the Payout of Accumulated Compensatory Time (K. O'Brien \$7,905.46)

Res. #2026-337 A Resolution Approving a Professional Service Contract with DeBlasio & Associates for Engineering & Grant Application
Services for the Beverly Road Storm Sewer Replacement FY2027 Clean Water Application (LT-C-078)

Res. #2026-338 Certification of Lot Clearing Charges to the Tax Collector

Res. #2026-339 Appointment of Municipal Prosecutor for the Year 2026

Res. #2026-340 Certification of Best Practices Inventory

Engineer Report

Administrative Reports

Clerk, Dog, Tax, Vital

Public Comment

Council Comments

Adjourn

COUNCIL MEETING MINUTES – October 5, 2026

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on October 5, 2026 at 5:00 p.m. in the meeting room of the Township Hall, 2600 Bayshore Road, Villas, New Jersey.

The Clerk announced that the meeting was being held in compliance with the Open Public Meetings Act and that adequate notice of the meeting had been provided according to law.

The following members of Council were present for roll call taken by the Clerk:

Councilmember Thomas Conrad
Councilmember Joseph Wareham
Councilmember Roland Roy, Jr.- via phone
Deputy Mayor Kevin Coombs
Mayor Frank Sippel

Also present: Michael Laffey, Township Manager, Christina Lewis, Deputy Township Manager, Robert Belasco, Township Solicitor and Amy Belasco, Deputy Township Clerk

Consent Agenda

Approval of Minutes – September 21, 2026

Res. #2026-318 Authorization for the Payment of Vouchers \$610,740.48

Res. #2026-319 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Cops in Shops, \$4,480)

Res. #2026-320 Authorizing an Agreement Between the County of Cape May and the Township of Lower for the Purchase of Gasoline and Diesel Fuel through the Commodity Resale System

Res. #2026-321 Approval of Change Order #1 to Fred Schiavone Construction, Inc. for Clem Mulligan Sports Complex Storm Sewer Pump Station Project (LT-C-067)

Res. #2026-322 A Resolution Awarding a Non-Fair and Open Contract to Power DMS to Renew the Software and Maintenance for Lower Township Police Department

Res. #2026-323 Approval of a Refund for the Football Program 2026 of \$20.00 (Gray)

Res. #2026-324 Approval of a Refund for the Fall Soccer Program 2026 of \$10.00 (Gallagher)

Res. #2026-325 Approval of Change Order #1 to A. Larsen Construction, LLC for Delaware Bay Beach Stormwater Outfall Extension – Phase 1 Contract 2 (LT-C-070)

Res. #2026-326 Authorization for Refund of Taxes

Res. #2026-327 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (ACM JIF – Safety Optional Safety, \$2,000)

Res. #2026-328 Insertion of Special Item of Revenue Pursuant to N.J.S.A. 40A:4-87, Chapter 159 (Municipal Alliance Program, \$26,215)

Res. #2026-329 A Resolution Approving a Professional Service Contract with DeBlasio & Associates for Surveying & Engineering Phase Services for the Municipal Complex Parking Improvements Project (LT-C-079)

Res. #2026-330 Approval of Change Order #2 to R. Maxwell Construction Co., Inc. for the FY2024 NJDCA Small Cities Program Municipal Pool Building Replacement Project (LT-C-063)

Res. #2026-331 Authorization for 2026 Incentive Award for Insurance Waiver

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

Regular Agenda

Ord. #2026-17 Salary and Benefit Ordinance for the Township of Lower. This is the second reading and public hearing for this Ordinance. This Ordinance has been posted, published and made available to the public.

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

Manager Laffey commented on the recent storm and ways the Township plans to identify damages.

Call to the Public

Mayor Sippel made a statement reaffirming the rules and regulations governing public comment.

Deana Fernandez, informed every one of the flock cameras on Bayshore Rd, she described what flock cameras do and how they are not the same as just regular cameras. She went on to discuss how she believes there needs to be restrictions regarding these cameras and urged council to pause any use of these flock cameras.

Michelle Simmosn, 807 Weeks Landing, inquired about affordable housing and was seeking information on it, was informed to call the Township clerk's office and or the manages office to discuss.

Bill Wheaton, 200 W St. Johns Ave, Questioned the safety on the area of Millman Ave & Saint John's Ave regarding kids on bikes, cars excessively speeding and inquired about getting speed tables on Millman Ave. Manager Laffey offered to set up a meeting with him to discuss these issues.

Council Comments

Mayor Sippel, thanked everyone for coming and voicing their opinions. He spoke briefly about the flock cameras mentioning how they helped locate over 10,000 missing people in the country over the past year. He also mentions that Senator Testa is pushing a bill which would restrict cameras from taking photos of people and just cars, he said they are working to make these cameras safer. He also mentioned that the Halloween costume parade was Saturday October 10th, Trunk or Treat is October 18th, Haunted Trails is October 24th, Election Day is November 3rd, and Veterans Day parade is November 7th.

Deputy Mayor Coombs, no comments

Councilmember Roy, no comments

Councilmember Wareham, informed everyone that he had received a report from the county engineer regarding several projects including Sunset Blvd and Seashore Rd. He also commends Manager Laffey, Deputy Manager Lewis and the Township solicitor on their work with the residents of Lake Champlain and came up with a positive resolution. Lastly, he mentioned the Rec department implementing a call system which will be helpful to parents.

Councilmember Conrad, thanked everyone who had helped with the flooding, making sure residents were safe. He also acknowledged that the mayor is taking the lead on the flock cameras and agreed they are concerning.

Adjournment

There being no further business to address, motion to adjourn moved by Mayor Sippel, seconded by Councilmember Wareham. Motion to adjourn was unanimous. Meeting adjourned at 5:21 p.m.

Frank Sippel, Mayor

Township Clerk

Approved:

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

RESOLUTION # 2026-332

AUTHORIZING PAYMENT OF VOUCHERS

<u>VENDOR</u>	<u>CHECK #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Gaiss Market LLC	#10051	Lunch Voucher	\$2,750.00
TOTAL MANUAL CHECKS:			\$ 2,750.00
TOTAL COMPUTER GENERATED:			\$ 1,435,832.83
TOTAL BILL LIST			\$ 1,438,582.83

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

I, Karen S. Fournier, 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 October 19, 2026.

Karen S. Fournier, Township Clerk

Rec'd 11/20/26 - 332

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

Vendor #	Name						
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00055		LARRY AKINS					
26-02496	10/14/26	CONTRACTUAL REIMBURSEMENT V	Open	\$149.00	\$0.00		
00080		AMERIHEALTH					
26-02412	10/05/26	OCTOBER 2026 HEALTH INS	Open	\$403,832.12	\$0.00		
00153		ATLANTIC CITY ELECTRIC					
26-02479	10/09/26	SEPTEMBER ACE STREET LIGHTS	Open	\$45,179.91	\$0.00		
26-02509	10/15/26	ATLANTIC CITY ELECTRIC OCT	Open	\$275.94	\$0.00		
		Vendor Total:		\$45,455.85			
00205		ROBERT BAILEY JR*					
26-02475	10/09/26	DIAGNOSTIC CLASS REIMBURSEMEN	Open	\$200.00	\$0.00		
00257		BAYSHORE LANDSCAPING INC					
26-02185	09/08/26	IOT cLEARING 1805 BAYSHORE RD	Open	\$275.00	\$0.00		
00650		CAPE MAY COUNTY CLERK'S ASSN					
26-01924	08/07/26	2026 Mini Conference	Open	\$150.00	\$0.00		
01110		COLLEEN CRIPPEN					
26-02481	10/13/26	MEDICAL REIMBURSEMENT-M	Open	\$354.69	\$0.00		
01171		VERIZON WIRELESS - TOWNHALL					
26-02507	10/14/26	VERIZON IPHONE 8/29- 9/28/26	Open	\$1,652.37	\$0.00		
01200		DELTA DENTAL PLAN OF NJ					
26-02465	10/09/26	SEPT 2026 DENTAL ADMIN	Open	\$1,426.92	\$0.00		
01201		DELL MARKETING LP					
26-02349	09/29/26	DELL LAPTOP FOR DSG SCHEID	Open	\$1,700.57	\$0.00		
01224		DKC CONTRACTORS LLC					
26-01923	08/07/26	Foster House Phase 2	Open	\$56,513.66	\$0.00		B
01269		DISCOUNT HYDRAULICS					
26-02442	10/07/26	COUPLER/DPW	Open	\$388.26	\$0.00		
01365		GARY DOUGLASS					
26-02482	10/13/26	VISION REIMBURSEMENT	Open	\$315.00	\$0.00		
01641		GALL'S INC					
26-02347	09/29/26	JERSEY BOOT BREACHER TOOL	Open	\$1,168.54	\$0.00		
01653		GENTILINI FORD					
26-01661	07/09/26	PARTS FOR TRUCKS/DPW/AUG	Open	\$2,654.75	\$0.00		
26-02180	09/08/26	TRUCK SC2606/DPW	Open	\$5,831.08	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
01653		GENTILINI FORD	<i>Account Continued</i>				
		Vendor Total:		\$8,485.83			
01690 26-02420	10/07/26	GRANTURK EQUIPMENT CO CHECK VALUE/DPW	Open	\$171.34	\$0.00		
01741 26-01707	07/14/26	GENTILINI CHEVROLET, LLC ADMIN 2026 CHEVY TAHOE #2679	Open	\$59,400.70	\$0.00		
26-01708	07/14/26	PATROL #1 2026 TAHOE #2678	Open	\$58,274.90	\$0.00		
26-01709	07/14/26	PATROL #2 2026 TAHOE #2686	Open	\$58,274.90	\$0.00		
26-02490	10/13/26	HOUSING/DPW	Open	\$24.83	\$0.00		
		Vendor Total:		\$175,975.33			
01806 26-02393	10/02/26	ANTHONY J HARVATT, II, ESQ ZBA RESOLUTION VOUCHERS	Open	\$1,200.00	\$0.00		
26-02400	10/02/26	MCGOVERN V ZBA LEGAL FEES	Open	\$930.00	\$0.00		
		Vendor Total:		\$2,130.00			
01873 26-01298	06/04/26	HOME DEPOT SUPPLIES/BLDG/DPW	Open	\$530.21	\$0.00		
26-01471	06/16/26	SUPPLIES/BLDG/DPW	Open	\$524.34	\$0.00		
26-01662	07/09/26	SUPPLIES/BLDS/AUG	Open	\$524.34	\$0.00		
26-02425	10/07/26	SUPPLIES/DPW	Open	\$530.21	\$0.00		
26-02489	10/13/26	SUPPLIES/DPW	Open	\$193.55	\$0.00		
		Vendor Total:		\$2,302.65			
02025 26-02435	10/07/26	HUNTER TRUCK SALES & SERVICE MATERIAL/DPW	Open	\$281.72	\$0.00		
26-02488	10/13/26	SENSORS/BRAKES/DPW	Open	\$3,607.06	\$0.00		
		Vendor Total:		\$3,888.78			
02027 26-02421	10/07/26	JESCO INC MATTERIAL/DPW	Open	\$132.00	\$0.00		
02108 26-02487	10/13/26	KEEN COMPRESSED GAS CO COMPRESSED GAS/DPW	Open	\$284.60	\$0.00		
02183 26-02272	09/17/26	KLENSWITE POOL SPA SUP.CO INC SAFETY COVERS & CLOSING LTPOOL	Open	\$11,900.00	\$0.00		
26-02407	10/05/26	CHEMICALS/OPENING OF POOL	Open	\$1,179.09	\$0.00		
		Vendor Total:		\$13,079.09			
02247 26-02391	10/02/26	LAWSON PRODUCTS INC. SUPPLIES/DPW	Open	\$1,285.32	\$0.00		
02334 26-02467	10/09/26	LOWER TWP CHAMBER OF COMMERCE Installation dinner	Open	\$375.00	\$0.00		
02607 26-02473	10/09/26	MICHAEL MAJANE FBINAA CONFERENCE EXPENSES	Open	\$302.34	\$0.00		
02635		ARTHUR MCCLOSKEY					

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
02635		ARTHUR MCCLOSKEY	<i>Account Continued</i>				
26-02480	10/13/26	MEDICAL CLAIMS	Open	\$894.00	\$0.00		
03387		POGUE INC.					
26-02443	10/07/26	SAFETY AND HEALTH/DPW	Open	\$150.00	\$0.00		
03611		SERVICE TIRE TRUCK CENTERS					
26-02111	08/31/26	TIRES/RDS/SANT/RECY/SEPT/DPW	Open	\$5,816.80	\$0.00		
03671		SOUTH JERSEY OVERHEAD DOOR, INC					
26-02491	10/13/26	LIFT MASTER/DPW	Open	\$360.00	\$0.00		
03764		TCTANJ					
26-02251	09/15/26	BROWN - WEBINAR 10-8-26	Open	\$50.00	\$0.00		
03863		TREASURER, STATE OF NEW JERSEY					
26-02417	10/07/26	JULY THRU SEPT REPORT	Open	\$14,396.00	\$0.00		
03904		LOWE'S HOME CENTER INC					
26-01700	07/13/26	PARTS/DPW/AUG	Open	\$314.84	\$0.00		
03971		VERIZON WIRELESS MDT POLICE					
26-02419	10/07/26	8/21 TO 9/20/2026 PD & TWP MDT	Open	\$911.33	\$0.00		
03985		VILLAS NAPA AUTO PARTS					
26-02179	09/08/26	RDS/SANT/RECY/SEPT/DPW	Open	\$3,879.93	\$0.00		
26-02418	10/07/26	RDS/SANT/RECY/DPW	Open	\$988.53	\$0.00		
		Vendor Total:		\$4,868.46			
03992		VAL-U AUTO PARTS LLC					
26-00972	04/29/26	RDS/SANT/RECY/DPW	Open	\$993.30	\$0.00		
04090		WIRELESS ELECTRONICS, INC					
26-01560	06/29/26	XR60 INSTALLATION COMMAND VAN	Open	\$350.00	\$0.00		
26-01838	07/28/26	6 ETICKET PRINTERS, DL READERS	Open	\$13,038.00	\$0.00		
26-02316	09/23/26	NETCLOUD ANNUAL RENEWAL 3 YRS	Open	\$4,025.00	\$0.00		
		Vendor Total:		\$17,413.00			
04097		CINTAS FIRST AID AND SAFETY					
26-02422	10/07/26	PD SAFETY CABINET 10/1/2026	Open	\$53.56	\$0.00		
26-02464	10/09/26	TOWNHALL RESTOCK 10/6/2026	Open	\$27.11	\$0.00		
		Vendor Total:		\$80.67			
04301		SEASHORE ASPHALT CORPORATION					
26-00794	04/14/26	ASPHALT/PATCH/RDS/DPW	Open	\$1,051.67	\$0.00		
05064		CAPE ISLAND GRAPHICS					
26-02404	10/05/26	STICKER FOR FOSTER HOUSE	Open	\$35.00	\$0.00		
05083		ALLEGRA MARKETING, PRINT & MAIL					
26-02403	10/05/26	VETERANS DAY POSTERS	Open	\$150.00	\$0.00		
26-02411	10/05/26	VETERANS DAY FLYERS	Open	\$285.00	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
05083		ALLEGRA MARKETING, PRINT & MAIL		<i>Account Continued</i>			
26-02428	10/07/26	Fall 2026 Newsletter	Open	\$465.00	\$0.00		
		Vendor Total:		\$900.00			
06038		ALIANO BROTHER GENERAL CONTACT					
26-00418	02/25/26	RES #2026-105 DPW BUILDING	Open	\$426,885.06	\$0.00		B
6059		USABLE LIFE					
26-02413	10/05/26	OCT 2026 LIFE INS	Open	\$877.50	\$0.00		
6071		UNITED UNIFORMS LIMITED LIAB					
26-02367	09/30/26	UNIFORM ITEMS PICKED UP	Open	\$527.00	\$0.00		
26-02453	10/09/26	UNIFORM ITEMS PICKED UP (4)	Open	\$1,338.00	\$0.00		
		Vendor Total:		\$1,865.00			
6074		CAPE ATLANTIC JUNIOR FOOTBALL					
26-02301	09/21/26	FINED FOR MISSED MEETINGS	Open	\$200.00	\$0.00		
7079		SUBURBAN PROPANE L P					
26-02455	10/09/26	PROPANE- FREEMAN DOUGLASS PAR	Open	\$199.55	\$0.00		
7354		FLEETPRIDE INC					
26-02395	10/02/26	ANNUAL DIAGNOSTIC TOOL UPDATE	Open	\$3,895.00	\$0.00		
26-02441	10/07/26	VERSAJUST/DPW	Open	\$680.86	\$0.00		
		Vendor Total:		\$4,575.86			
7385		JASON FELSING					
26-02483	10/13/26	MEDICAL REIMBURSEMENT-V	Open	\$345.00	\$0.00		
7386		COREY SCHEID					
25-00308	01/27/25	2025 EQUIPMENT ALLOWANCE	Open	\$10.01	\$0.00		
26-00862	04/14/26	2026 EQUIPMENT ALLOWANCE	Open	\$150.00	\$0.00		
26-02471	10/09/26	FBINAA CONFERENCE PARKING	Open	\$15.00	\$0.00		
		Vendor Total:		\$175.01			
7556		ATLANTIC ENVELOPE COMP, INC					
26-02355	09/29/26	COURT ENVELOPES	Open	\$122.95	\$0.00		
7751		HOFFMAN'S EXTERMINATING					
26-00388	02/19/26	PEST AGREEMENTS/ 2 CONTRACTS	Open	\$211.35	\$0.00		
7772		PIONEER ATHLETICS					
26-02408	10/05/26	WHITE SPRAY PAINT	Open	\$1,295.43	\$0.00		
7820		DEBLASIO & ASSOCIATES, P.C					
25-00778	03/24/25	RES #25-136 POOL BUILDING 90K	Open	\$654.50	\$0.00		
25-01805	07/01/25	RES 2025-236 LTC-061 BEACH AVE	Open	\$725.00	\$0.00		B
25-02016	07/25/25	RES2025-260 LTC062 CARDINAL	Open	\$775.50	\$0.00		B
25-02648	10/08/25	RES 2025-338 LTC 047 RIDGEWOOD	Open	\$228.90	\$0.00		B
25-03082	11/21/25	RES 2025-380 LTC071 ARCTIC AVE	Open	\$7,200.00	\$0.00		B
25-03083	11/21/25	RES 2025-381 LTC074 LINCOLN BV	Open	\$2,000.00	\$0.00		B
25-03094	11/21/25	RES 25-383 CO #1 LTC070 DEL	Open	\$1,000.00	\$0.00		B

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
7820		DEBLASIO & ASSOCIATES, P.C	<i>Account Continued</i>				
25-03095	11/21/25	RES 25-384 CO #1 LTC067 CLEM	Open	\$600.00	\$0.00		B
26-00419	02/25/26	RES #2026-106 DPW BUILDING	Open	\$25,105.82	\$0.00		B
26-01476	06/16/26	RES#2026-210 ROTARY PHASE 2	Open	\$30,443.37	\$0.00		B
26-01747	07/20/26	RES 2026-124 LTC071 ARCTIC	Open	\$901.84	\$0.00		B
26-02364	09/29/26	ZBA BOARD ENGINEER VOUCHERS	Open	\$1,623.32	\$0.00		
		Vendor Total:		\$71,258.25			
7826		CASANI CANDY CO. INC					
26-02280	09/18/26	PER RES#26-134 CANDY-TRUNKORTR	Open	\$2,484.30	\$0.00		
7871		PLANET TECHNOLOGIES, INC					
26-02158	09/03/26	FS annual renewal	Open	\$236.88	\$0.00		
7929		AMAZON CAPITAL SERVICES, INC					
26-01618	07/07/26	Toner for Bills Printer	Open	\$70.99	\$0.00		
26-02314	09/23/26	Supplies for Managers office	Open	\$41.36	\$0.00		
26-02320	09/25/26	TIRE RACKS	Open	\$964.94	\$0.00		
26-02348	09/29/26	PRINTER TAX BILLS	Open	\$669.22	\$0.00		
26-02351	09/29/26	PD OFFICE & TRUNK OR TREAT	Open	\$459.79	\$0.00		
26-02361	09/29/26	ADIDAS YOUTH RESPONSE EAR GUAR	Open	\$299.50	\$0.00		
26-02368	09/30/26	VERTICAL JUMP TESTER	Open	\$254.69	\$0.00		
26-02373	09/30/26	EMERGENCY EXIT LIGHTS	Open	\$83.96	\$0.00		
26-02374	09/30/26	INSULATOR WAX FOR COUNTY	Open	\$414.58	\$0.00		
26-02399	10/02/26	STA-BIL OIL MIX	Open	\$68.02	\$0.00		
26-02409	10/05/26	CLERK- OFFICE SUPPLIES	Open	\$96.45	\$0.00		
26-02449	10/09/26	BOCA OFFICE SUPPLIES	Open	\$240.56	\$0.00		
26-02474	10/09/26	PIT MATS	Open	\$76.78	\$0.00		
26-02495	10/13/26	OFFICE AND BUILDING SUPPLIES	Open	\$165.28	\$0.00		
		Vendor Total:		\$3,906.12			
8001		KEVIN O'BRIEN					
26-00852	04/14/26	2026 EQUIPMENT ALLOWANCE	Open	\$150.00	\$0.00		
8175		INTEGRITY INTERPRETING LLC					
26-02469	10/09/26	COURT INTERPRETING 9/2026	Open	\$133.00	\$0.00		
8197		GREAT AMERICAN FINANCIAL SERV					
26-00264	01/28/26	LEASE MAIL MACHINE 1/26-12/26	Open	\$650.00	\$0.00		B
8211		CONFIRE FIRE PROT SERV LLC					
26-01712	07/14/26	REPAIR PROPOSAL/DPW	Open	\$1,452.00	\$0.00		
8212		MICHAEL CALAFATI ARCHITECT LLC					
26-00400	02/19/26	FOSTER HOUSE	Open	\$2,087.50	\$0.00		B
8721		BLANEY, WEINBERG, & CURIO, PC					
26-00080	01/13/26	RES 26-02 LABOR DNE 40K	Open	\$1,275.00	\$0.00		B
8818		POWERDMS INC					
26-02315	09/23/26	PLANIT/POWERTIME/POWERPOLICY	Open	\$11,106.74	\$0.00		

Vendor # P.O. #	PO Date	Name Description	Status	Amount	Void Amount	Contract	PO Type
8818		POWERDMS INC	Account Continued				
8908 26-02508	10/14/26	COMCAST BUISNESS PHONES COMCAST #905366178 OCTOBER 26	Open	\$1,333.33	\$0.00		
9026 26-02448	10/08/26	STARR SEPTIC LLC HOLDING TANK/DPW	Open	\$1,648.00	\$0.00		
9097 26-02476	10/09/26	GREG HARRON DIAGNOSTIC CLASS REIMBURSEMEN	Open	\$200.00	\$0.00		
9166 26-00420	02/25/26	REMINGTON & VERNICK ENG II INC RES #2026-108 BOCA ROOF & HVAC	Open	\$10,350.00	\$0.00		B
9316 26-00062	01/12/26	THE BELASCO LAW FIRM LLC RES 26-01 DNE \$140K	Open	\$15,479.89	\$0.00		B
9391 26-02460	10/09/26	IRON MOUNTAIN INCORPORATED OFFSITE SHREDDING 8/26- 9/22	Open	\$275.39	\$0.00		
9453 26-01886	08/03/26	CAPITAL ONE TRADE CREDIT RDS/SIGN/BLDG/DPW/SEPT	Open	\$532.24	\$0.00		
9463 26-02456	10/09/26	AT&T ENTERPRISES, LLC FS AT&T 08.27 09.26	Open	\$153.93	\$0.00		
9485 26-02414	10/05/26	BRAVEN HEALTH OCT 2026 RETIREE HEALTH	Open	\$30,287.38	\$0.00		
9498 26-02478	10/09/26	NATIONAL TIME SYSTEMS, INC. SEPT TIME AND ATTENDANCE	Open	\$229.50	\$0.00		
9517 26-00466	02/27/26	GAUDELLI BROS INC RES #2026-107 BOCA ROOF/HVAC	Open	\$44,858.58	\$0.00		B
9557 26-01502	06/19/26	United Rentals Office Trailer Pool	Open	\$575.00	\$0.00		
9589 26-02410	10/05/26	South Jersey Culligan PD WATER DELIVERY 9/25/2026	Open	\$160.66	\$0.00		
26-02454	10/09/26	FS water 10.01.2026	Open	\$60.66	\$0.00		
26-02463	10/09/26	TOWNHALL WATER DELIVERY 10/15	Open	\$60.66	\$0.00		
26-02468	10/09/26	COURT WATER DELIVERY 9/25/26	Open	\$70.66	\$0.00		
Vendor Total:				\$352.64			
ANTHO015 26-02359	09/29/26	Anthony Mendyk Jr B-753.19 L-7.05	Open	\$2,849.62	\$0.00		
BLAUE 23-02899	11/13/23	BLAUER ASSOCIATES INC RES 23-372 FY24 SCPF ADA POOL	Open	\$1,200.00	\$0.00		B
24-02953	11/12/24	FY 2025 SCPF ADA DOUGLASS PARK	Open	\$400.00	\$0.00		B
Vendor Total:				\$1,600.00			

Vendor #		Name					
P.O. #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
BLAUE		BLAUER ASSOCIATES INC	<i>Account Continued</i>				
BOSNA 26-02390	10/02/26	KAREN MANETTE BOSNA YOGA- MONTH OF SEPTEMBER '26	Open	\$50.00	\$0.00		
LOWER 26-02439	10/07/26	LOWER TOWNSHIP DIFF CARD USAGE SEPT 2026	Open	\$22,760.72	\$0.00		
NICKJ005 26-02477	10/09/26	Nick Jasinski DIAGNOSTIC CLASS REIMBURSEMENT	Open	\$200.00	\$0.00		
SEAGE 26-01493	06/19/26	SEAGEAR MARINE SUPPLY VESTS/DPW	Open	\$75.44	\$0.00		B
THOMA010 26-02440	10/07/26	Thomas Hoban Jr. BLOCK 272 LOT 19 HOBAN	Open	\$299.34	\$0.00		

Total Purchase Orders: 133 Total P.O. Line Items: 0 Total List Amount: \$1,435,832.83 Total Void Amount: \$0.00

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total
	5-01	\$10.01	\$0.00	\$10.01	\$0.00	\$0.00	\$0.00
	6-01	\$677,481.17	\$0.00	\$677,481.17	\$0.00	\$0.00	\$0.00
	6-13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,823.32
	6-15	\$2,087.50	\$0.00	\$2,087.50	\$0.00	\$0.00	\$0.00
	6-16	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00
	Year Total:	\$679,568.67	\$0.00	\$679,568.67	\$0.00	\$0.00	\$2,873.32
	C-04	\$696,867.17	\$0.00	\$696,867.17	\$0.00	\$0.00	\$0.00
	G-02	\$56,513.66	\$0.00	\$56,513.66	\$0.00	\$0.00	\$0.00
Total Of All Funds:		\$1,432,959.51	\$0.00	\$1,432,959.51	\$0.00	\$0.00	\$2,873.32

Project Description	Project No.	Rcvd Total
1882 BAYSHORE ROAD	18-01-02	\$200.00
98 MILLMAN LANE	20-06-03	\$200.00
905 HOLMES AVE NCM	21-12-01	\$200.00
10 SHAWMONT AVE	24-04-02	\$1,200.00
203-207 FULLING MILL RD	25-03-04	\$150.00
1149 ROUTE 9	26-07-01	\$273.32
3112 BUTTERNUT ROAD	26-07-04	\$200.00
301 W NEW YORK AVE	26-08-01	\$200.00
156 FISHING CREEK ROAD	26-08-02	\$200.00
YOGA	T YOGA	\$50.00
Total Of All Projects:		<u>\$2,873.32</u>

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

RESOLUTION #2026-333

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</u>	<u>Lot</u>	<u>Refund To</u>	<u>Reason</u>	<u>Tax</u>
272	19	Thomas Hoban Jr.	Exempt Veteran as of 8/26/26	\$299.34

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

I, Karen S. Fournier, 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 October 19, 2026.

Karen S. Fournier, Township Clerk

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

RESOLUTION # 2026- 334

TITLE: AUTHORIZING THE SALE OF TOWNSHIP OF LOWER SURPLUS NO LONGER NEEDED FOR PUBLIC USE ON GOVDEALS ONLINE AUCTION WEBSITE

WHEREAS, the Township of Lower has determined that the property described on **Exhibit A** attached hereto is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and;

WHEREAS, the Township of Lower intends to utilize the online auction services of GovDeals located at www.govdeals.com; and sell the Township surplus property; and

NOW, THEREFORE, BE IT RESOLVED by the Township Council of in the County of Cape May, State of New Jersey, that the Township of Lower is hereby authorized to utilize the online auction services of GovDeals located at www.govdeals.com; and sell the surplus property as indicated on **Exhibit A** including floor scrubber, and printer.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Karen S Fournier, 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 October 19, 2026.

Karen S. Fournier, Deputy Township Clerk

Exhibit A Resolution #2026-334
10/19/2026

#4281 HP Laser Jet Printer

Unknown/Rec Floor Scrubber

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

RESOLUTION # 2026-335

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 signature _____ that adequate funding is available for such payment in the current budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to Kyle Boyle in the amount of \$10490.69 authorized and chargeable to the 2026 Budget account 6-01-25-240-123.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Karen S Fournier, 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 October 19th, 2026

Karen S Fournier, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Donald Vanaman

FROM: PFC. Kyle Boyle #203

DATE: September 30, 2026

SUBJECT: Comp Time Buyout

Chief Vanaman,

I am asking to submit this letter to payroll requesting a buyout of 230 hours of accrued comp time. Thank you in advance for your time and attention to this request.

Respectfully Submitted,

K. Boyle #203
Kyle Boyle
PFC Badge 203

C	File	Date	Officer	Comments
		10/01/26	Sgt. C. [Signature] #178	Verified via [Signature]
		10/01/26	Lt. [Signature]	Chap. Ambrose
		10/1/26	Capt. [Signature] 190	Fwd: D.C. Majane
		10-1-26	D.C. [Signature] 179	Fwd: Chief Vanaman
		10-2-26	Chief Donald Vanaman #178	Fwd: [Signature]

Christina Lewis 10/2/26

230X
\$45.6117=
\$10,490.69

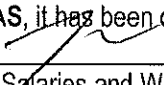
TOWNSHIP OF LOWER, COUNTY OF CAPE MAY, STATE OF NEW JERSEY

RESOLUTION # 2026-336

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 signature  that adequate funding is available for such payment in the current budget for Salaries and Wages.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Township of Lower that payment to Kevin O'Brien in the amount of \$7905.46 authorized and chargeable to the 2026 Budget account 6-01-25-240-122.

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD						
WAREHAM						
ROY						
COOMBS						
SIPPEL						

I, Karen S Fournier, 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 October 19th, 2026.

Karen S Fournier, Township Clerk

LOWER TOWNSHIP POLICE DEPARTMENT

SPECIAL REPORT

TO: Chief Don Vanaman
FROM: Detective Kevin O'Brien
DATE: October 1st, 2026
SUBJECT: Comp Time Cash Out

Sir,

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

Respectfully Submitted,

Kevin O'Brien

Kevin O'Brien
Detective Badge 211

C File

Date	Officer	Comments
10/2/2026	DSG. Scheid #201	FWD TO Capt. Armbruster
10/2/26	Capt. #190	Verified FWD: D.C. Magare
10-2-26	D.C. Magare	FWD: Chief Vanaman
10-2-26	Chief Don Vanaman #174	FWD: Tour Hall

Christina Lewis 10/2/26

200x
\$39.5273=
\$7905.46

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

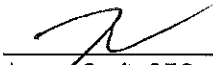
RESOLUTION #2026- 337

Title: A RESOLUTION APPROVING A PROFESSIONAL SERVICE CONTRACT WITH DEBLASIO & ASSOCIATES FOR ENGINEERING & GRANT APPLICATION SERVICES FOR THE BEVERLY ROAD STORM SEWER REPLACEMENT FY2027 CLEAN WATER APPLICATION (LT-C-078)

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

WHEREAS, DeBlasio & Associates have submitted the attached \$145,000.00 proposal for Engineering & Grant Application Services for the Beverly Road Storm Sewer Replacement Project FY2027 Clean Water Application project and the CFO has certified the availability of funds in the following budget line as evidenced by his signature:

Appropriation: C-04-55-438-100 Amount \$145,000.00

Signature: 
James Craft, CFO

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that a Professional Services Contract without public bidding in the amount of \$145,000.00 is awarded to DeBlasio & Associates for Engineering & Grant Application Services for the Beverly Road Storm Sewer Replacement FY2027 Clean Water Application Project (LT-C-078) in accordance with the proposal attached hereto; and that the Superintendent of Public Works is authorized to execute the Purchase Order.

BE IT FURTHER RESOLVED that this award shall be published on the Township's Website.

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

I, Karen S. Fournier, 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 October 19, 2026.

Karen S. Fournier, Township Clerk

DEBLASIO & ASSOCIATES

ENGINEERS, SURVEYORS AND PLANNERS

4701 NEW JERSEY AVENUE • WILDWOOD, NJ 08260

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

October 12, 2026

VIA EMAIL

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

Re: Township of Lower, Cape May County, NJ
Beverly Road Storm Sewer Replacement Project
– FY2027 Clean Water Application
D&A File #: LT-C-078

Dear Mr. Douglass:

As a follow-up to our previous conversations and the October 6, 2026, teleconference with the NJDEP, *DeBlasio & Associates, P.C.* is pleased to submit this proposal to the Township to provide professional engineering and grant application services for the **Beverly Road Storm Sewer Replacement Project – FY2027 Clean Water Application**.

1.0 Project Understanding

Under the FY2027 New Jersey Water Bank Clean Water Program, participating sponsors that satisfy the applicable affordability criteria may be eligible for up to \$2 million in principal forgiveness, or the best available funding package, for a capital improvement project at the time of loan certification.

The proposed scope of work includes replacing approximately 1,250 linear feet of 12-inch, 24-inch, 36-inch, and 48-inch concrete storm sewer mains and associated drainage structures on Beverly Road from Shore Road to Clubhouse Drive. The scope of work also includes restoring the asphalt roadway and asphalt and concrete driveway aprons, together with all other work required to return the site to its preexisting condition.

2.0 Scope of Services

A. Engineering Phase

1. Survey and Engineering Design Services

- a. Provide a topographic survey and base map of Beverly Road completed by a New Jersey Licensed Professional Land Surveyor. The survey scope of work and

services shall be sufficient to complete engineering design plans for storm sewer main design and roadway reconstruction.

- b. Provide storm sewer improvement plans and specifications for Beverly Road, as shown on the Project Location Map, prepared by a New Jersey Licensed Professional Engineer.
 - c. The proposed design will include the replacement of storm sewer mains and complete roadway reconstruction.
 - d. Provide traffic control plans to minimize inconvenience to the public.
 - e. Prepare and submit an NJDEP Authorization to Discharge for dewatering and obtain DelAtlantic Conservation District certification, if applicable.
2. Preparation of Construction Documents
- a. Prepare construction drawings and specifications suitable for public bidding, together with a final opinion of probable construction cost for the storm sewer and roadway improvements. The construction documents will be based on the approved design development documents and any subsequent minor adjustments to the project's scope or quality.
 - b. No further revisions to the drawings are included in this proposal after the final design development documents have been completed, reviewed, and approved and the construction document phase has begun.
 - c. Prepare contract documents suitable for public bidding in accordance with NJDEP and NJ I-Bank requirements. The bid documents will include, but not be limited to, the Notice to Bidders, Information for Bidders, General Conditions, Construction Drawings, Technical Specifications, and applicable prevailing wage rates.
3. Bidding and Award
- a. Prepare Bid Package for advertising.
 - b. Advertise for Bids.
 - c. Prepare and administer pre-bid meeting and site walk-through.
 - d. Address bidders' requests for information during the pre-bid phase.
 - e. Issue contract clarifications and/or addenda.
 - f. Attend bid opening.
 - g. Tabulate and analyze bid results.
 - h. Provide recommendations for the award of construction contracts.
 - i. Assist in preparing formal contract documents for contract award.

B. **Construction Phase, Contract Administration and Periodic Construction Observation Services**

1. Construction Phase and Engineering Services
- a. Communicate with the Township and contractor throughout construction regarding progress, submittal status, construction issues, and their resolution.
 - b. Provide communication and correspondence with the NJDEP.
 - c. Maintain project files as required for periodic inspection by the NJDEP.
 - d. Conduct pre-construction meeting, establish agenda, issue notice to proceed.
 - e. Review and approve Progress Schedule, Schedule of Submittals, Schedule of Values required to be submitted by the contractor.
 - f. Review shop drawings and other submittals as required to verify that the proposed materials and equipment conform to the contract documents.
 - g. Establish baselines and benchmarks for locating work.

- h. Review laboratory, shop and mill test reports of materials and equipment.
- i. Prepare monthly progress reports.
- j. Prepare record drawings at the completion of the project.

C. Schedule and Fee

DeBlasio & Associates, P.C. will commence these services once the proposal is approved by the Township of Lower. Based on our analysis, the engineer's estimate of construction cost is **\$1,055,164.00**. Our professional service fee for completing the above-referenced scope of work is listed below and will be invoiced on a time-and-materials basis in accordance with our contractual hourly rates:

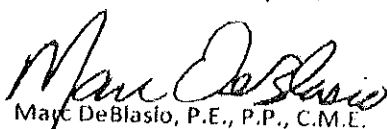
A. Engineering Phase Services	\$ 75,000.00
B. Construction Phase Services	
Observation	<u>\$ 70,000.00</u>
(1 Full-Time Observer; 640 hours)	
Total	\$145,000.00

Enclosed please find one (1) copy of the Project Location Map and the Engineer's Estimate of Construction Cost for your reference.

Upon your authorization, we are prepared to begin work immediately on the Township's **Beverly Road Storm Sewer Replacement Project – FY2027 Clean Water Application**.

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

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


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

President

T: 609-854-3311

Marc@deblasioassoc.com

cc: Mayor Frank Sippel (via email)
Michael Laffey, Manager (via email)
Christina Lewis, Deputy Manager (via email)
Robert Osborn, Purchasing Agent (via email)
James Craft, Chief Finance Officer (via email)
Karen Fournier, Township Clerk (via email)
Finance (via email)



DeBlasio & Associates

ENGINEERS, SURVEYORS AND PLANNERS

ENGINEER'S CONSTRUCTION COST ESTIMATE

Client: Township of Lower

Date: August 13, 2026

Project Name:

FY2027 NIB APPLICATION BEVERLY ROAD STORM

SEWER REPLACEMENT (CLOUHOUSE DRIVE TO SHORE DRIVE)

D&A Project #: 11-C-038

#	DESCRIPTION	UNITS	PLAN QUANTITY	IF & WHERE DIRECTED	CONTRACT QUANTITY	EST. UNIT PRICE	BID AMOUNT
N.J. WATER BANK - CLEAN WATER PARTICIPATING ITEMS							
1	MOBILIZATION (IN ACCORDANCE WITH N.J.A.C. 7:14-2.9)	LUMP SUM	LUMP SUM	0	LUMP SUM	\$20,000.00	\$20,000.00
2	SOIL EROSION CONTROL AND WATER QUALITY CONTROL (MINIMUM BID PRICE \$5,000.00)	LUMP SUM	LUMP SUM	0	LUMP SUM	\$5,000.00	\$5,000.00
3	(ENVIRONMENTAL & CULTURAL RESOURCE PROTECTION & RESTORATION (MINIMUM BID PRICE \$3,000.00)	LUMP SUM	LUMP SUM	0	LUMP SUM	\$3,000.00	\$3,000.00
4	ENVIRONMENTAL MAINTENANCE BOND (MINIMUM OF \$25,000 OR 50 PERCENT OF THE BID PRICE BID FOR FULFILLING THE REQUIREMENTS OF THE ENVIRONMENTAL SPECIFICATIONS)	LUMP SUM	LUMP SUM	0	LUMP SUM	\$25,000.00	\$25,000.00
5	TRAFFIC CONTROL	LUMP SUM	LUMP SUM	0	LUMP SUM	\$5,000.00	\$5,000.00
6	CLEARING SITE	LUMP SUM	LUMP SUM	0	LUMP SUM	\$5,000.00	\$5,000.00
7	FUEL PRICE ADJUSTMENT	DOLLAR	1,500	0	1,500	\$1.00	\$1,500.00
8	ASPHALT PRICE ADJUSTMENT	DOLLAR	3,500	0	3,500	\$1.00	\$3,500.00
9	EXCAVATION, UNCLASSIFIED	CY	375	0	375	\$40.00	\$15,000.00
10	DENSE GRADED AGGREGATE BASE COURSE, 6" THICK	SY	3,575	0	3,575	\$12.00	\$42,900.00
11	HOT MIX ASPHALT MIX EMULG BASE COURSE, 5" THICK	TON	200	0	200	\$110.00	\$22,000.00
12	HOT MIX ASPHALT MIX EMULG SURFACE COURSE, 2" THICK	TON	475	0	475	\$120.00	\$57,000.00
13	CONCRETE DRIVEWAY, 6" THICK	SY	100	0	100	\$90.00	\$9,000.00
14	SOODING	SY	550	0	550	\$30.00	\$16,500.00
15	RESET STONE MULCHING	SY	70	0	70	\$45.00	\$3,150.00
16	RESET BRICK PAVERS	SY	65	0	65	\$100.00	\$6,500.00
17	RESET FINISHING CASTING	UNIT	2	0	2	\$750.00	\$1,500.00
18	SELECT FILL (IF & WHERE DIRECTED)	CY	500	0	500	\$15.00	\$7,500.00
19	INLET PIPES, TYPE 1	S.F.	75	0	75	\$30.00	\$2,250.00
20	12" POLYVINYL CHLORIDE (PVC) STORM SEWER PIPE, SDR 26	L.F.	140	0	140	\$220.00	\$30,800.00
24	18" POLYVINYL CHLORIDE (PVC) STORM SEWER PIPE, SDR 26	L.F.	1,700	0	1,700	\$500.00	\$850,000.00
25	INLETS, TYPE "A"	MAN	5	0	5	\$80.00	\$400.00
26	CONNECT TO EXISTING STORM SEWER PIPE	MAN	4	0	4	\$850.00	\$3,400.00
27	CLEAN AND REVERSE STORM SEWER MAIN	L.F.	1,340	0	1,340	\$8.00	\$10,720.00
28	EXCAVATION, TEST PIT	CY	30	0	30	\$150.00	\$4,500.00
29	TRAFFIC MARKING LINES, 21"	L.F.	90	0	90	\$2.00	\$180.00
30	5'X5' STORM SEWER MANHOLE WITH 2' SUMP	UNIT	1	0	1	\$10,000.00	\$10,000.00
31	6'X6' STORM SEWER MANHOLE WITH 2' SUMP	UNIT	1	0	1	\$16,500.00	\$16,500.00

N.J. WATER BANK - CLEAN WATER PARTICIPATING ITEMS TOTAL, ITEMS 1-31: \$953,240.00

10% CONTINGENCY \$95,324.00

TOTAL ESTIMATED CONSTRUCTION COST \$1,055,164.00

The above cost estimate is an approximation of the probable construction cost based upon current prices and assumes that the Contractor will pay wages on this project in accordance with the New Jersey Prevailing Wage Rate Act and Federal Davis-Bacon Wage Act. DeBlasio & Associates, P.C. cannot and does not guarantee that proposals, bids or contracts will not vary from the above estimate by a significant amount.

Prepared by:

Mark DeBlasio
Mark DeBlasio, P.E., Township Engineer

8/13/2026
Date

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

RESOLUTION #2026-338

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
282	5	Weiss, John & Regina	1805 Bayshore Road	\$ 275.00	\$ 500.00	\$ 775.00
				TOTAL		\$ 775.00

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							
WAREHAM							
ROY							
COOMBS							
SIPPEL							

I, Karen S. Fournier, 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 October 19, 2026.

Karen S. Fournier, Township Clerk

1. *Chlorophyll a* and *Chlorophyll b* contents were determined by the method of Lichtenthal and Whistler (1987).

To: Karen Fournier, Clerk

From: Walter Fiore, Code Enforcement Officer

Subject: Liens for Lot Clearings

Date: **October 6, 2026**

CC: **File**

I respectfully request liens be placed on the properties listed below for lot clearing charges incurred by the Township.

Please note the Township cost to be added to all liens is \$500.00

[illegible]



Lower Township
Code Enforcement
2600 Bay Shore Road
Villas, NJ 08251

Violation # CVIO-26-00197

Notice of Violation and Order to Correct

WEISS, JOHN & REGINA M.
1634 BAYSHORE ROAD
VILLAS, NJ 08251

☒ Issued to Owner
☐ Issued to Tenant

Re: 1805 BAYSHORE ROAD

Block 282 Lot 5 Qual

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 exist. 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.

Issue Date: 5/20/2026

Violations to be Abated by: 5/31/2026

The following violation(s) were found

Section 302.4

Title Weeds

All premises and exterior property shall be maintained free from weeds or plant growth in excess of 10 inches (254 mm). All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

Summary of infraction

ALL HIGH GRASS AND WEEDS NEED TO BE CUT ON PROPERTY.

If you have any questions regarding the status or nature of a violation please contact the department at (609)886-2624


Walter Fiore

TOWNSHIP OF LOWER

10 BAYSHORE ROAD

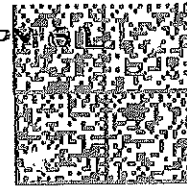
VILLAS, NEW JERSEY 08251

CERTIFIED MAIL



PHILADELPHIA PA 190

23 MAY 2026 PM 6:13



US POSTAGE
\$010.44

First-Class - 1st

ZIP 08251

05/22/2026

034A 0081802656

7018 1130 0001 0063 3721

WEISS, JOHN & REGINA M.
1634 BAYSHORE ROAD
VILLAS NJ, 08251

5/24

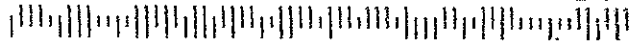
NIXIE 171 DE 1 0006/13/26

RETURN TO SENDER
UNCLAIMED
UNABLE TO FORWARD

UNC

BC: 08251130099 *2597-03659-24-00

08251130099



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

For delivery information, visit our website at www.usps.com

OFFICIAL USE

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

☐ Return Receipt (hardcopy) \$
☐ Return Receipt (electronic) \$
☐ Certified Mail Restricted Delivery \$
☐ Adult Signature Required \$
☐ Adult Signature Restricted Delivery \$

Postage

\$

Total

\$

Sen

St/te

City

WEISS, JOHN & REGINA M.
1634 BAYSHORE ROAD
VILLAS NJ, 08251

Postmark
Here

PS Form 3800, April 2015 PSN 7530-02-000-8047

See Reverse for Instructions

7018 1130 0001 0063 3721

Add Edit Close Previous Next Detail Letter Help

Notes Exist

Outside Lien

Municipal Lien

Block: 282

Lot: 5

Qualifier:

Owner: WEISS, JOHN & REGINA M.

Prop Loc: 1805 BAYSHORE ROAD

Account Id: 00002912

LOT CLEARING

RETURNED MAIL

Tax Bill PTR Form

General	Assessed Value	Additional	Billing	Deductions	Balance	All Charges	Add/Omit	Notes
---------	----------------	------------	---------	------------	---------	-------------	----------	-------

Owner Street 1: 1634 BAYSHORE ROAD

Street 2:

City/St: VILLAS, NJ

Zip: 08251

Country:

Phone: () -

Email:

Bank Code:

Municipal Lien: ☒Assignment: ☐Install. Plan: ☐Outside Lien: ☒Sp Charges: ☐APR 2: ☐Auto-Pay: ☐Bankruptcy: ☐Bankruptcy Date: ☐Exclude from Tax Sale: ☐

Online Payment Restrictions: None

Case Number:

Additional Lot 1: L6-8

Additional Lot 2:

Property Class: 1

Parcel Key:

Unpaid Interest: .00

Vendor:

User Msgs: 007 014

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

RESOLUTION #2026-339

Title: **APPOINTMENT OF MUNICIPAL PROSECUTOR FOR THE YEAR 2026**

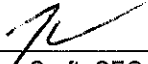
WHEREAS, there exists a need for the service of a Municipal Prosecutor in the Township of Middle with shared services between The Township of Lower, along with The Borough of Wildwood Crest rendered by the current vendor and desires to authorize this appointment using a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Township has determined and certified that Blaney, Weinberg, & Curio, P.C. have submitted a proposal indicating that they will provide the goods or services described above for a price of \$11,500.00 without benefits for all regular municipal Court Sessions, payable in equal monthly installments.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that Blaney, Weinberg, & Curio, P.C. is hereby appointed as the Middle Township Municipal Prosecutor for the year 2026 for a term commencing on the date of this Resolution and continuing until December 31, 2026.

BE IT FURTHER RESOLVED that the Blaney, Weinberg, & Curio, P.C. Law Firm, as the Lower Township Municipal Prosecutor, shall be paid a salary of \$11,500.00 without benefits for all regular municipal Court Sessions, payable in equal monthly installments.

Appropriation # 6-01-20-155-285

CFO Signature: 
James Craft, CFO

BE IT FURTHER RESOLVED that Blaney, Weinberg, & Curio, P.C. have completed and submitted a Business Entity Disclosure Certification which certifies that Blaney, Weinberg, & Curio, P.C. have not made any reportable contributions to a political or candidate committee in the Township of Lower in the previous one year, and that the contract will prohibit Blaney, Weinberg, & Curio, P.C. from making any reportable contributions through the term of the appointment.

BE IT FURTHER RESOLVED that notice of this Resolution that may be required pursuant to the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., be duly published on the Township's official website.

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

I, Karen S. Fournier, Deputy 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 October 19, 2026.

Karen S. Fournier, Deputy Township Clerk

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

RESOLUTION #2026-340

Title: **CERTIFICATION OF BEST PRACTICES INVENTORY**

WHEREAS, the New Jersey State Appropriations Act (P.L. 2011, c85) requires the Division of Local Government Services (DLGS) to determine the payment amount for each municipality's final share of State Aid based upon the results of the Best Practices Checklist; and

WHEREAS, the purpose of the Best Practices worksheet is to promote and improve financial accountability and transparency by withholding some or all of the final payment of State Aid from municipalities who do not score high enough on the annual worksheet; and

WHEREAS, the attached 2026 Best Practices Inventory for the Township of Lower shows the Township scored a 45.5 of a possible 48 (no aid withholding for scores > 34).

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Lower, County of Cape May, State of New Jersey, that the 2026 Best Practices Inventory has been reviewed and can be forwarded to the State of New Jersey Department of Community Affairs

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

I, Karen S. Fournier, 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 October 19, 2026.

Karen S. Fournier, Township Clerk

Best Practices Inventory Online Platform

Survey

Lower Township

Printable Current Answers

001	Core Competencies	Budget	
	Pursuant to recently enacted P.L. 2025, c.185, calendar year municipalities must approve/adopt their introduced budgets no later than March 31/April 30 or the date of the next regularly scheduled governing body meeting thereafter (or, for State Fiscal Year municipalities, August 10/September 20 or the date of the next regularly scheduled governing body meeting thereafter). See Local Finance Notice 2026-05. Timely budget adoption helps a municipality avoid having to issue estimated tax bills or tax anticipation notes (TANs). Did your municipality introduce and adopt its current year budget no later than the above-referenced dates? This question may only be answered N/A if your municipality's budget is subject to adoption by the Local Finance Board under State Supervision or if the Division instructed the municipality to delay budget adoption.		[1.00] Yes
002	Core Competencies	Budget	
	As amended by P.L. 2025, c.185, N.J.S.A. 40A:5-12 requires the chief financial officer of each Calendar Year municipality to file the Annual Financial Statement (AFS) with the Division no later than March 10. The deadline remains August 10 for SFY municipalities. The law was also amended to allow the Director to issue a \$100 per day penalty, payable by the CMFO, for failure to file. Did your municipality file its AFS with the Division by no later than the statutory deadline?		[1.00] Yes
003	Core Competencies	Budget	
	Pursuant to N.J.S.A. 40A:2-40, the chief financial officer in each municipality shall, before the end of the first month of the fiscal year, file its Annual Debt Statement with the Division of Local Government Services. Did your municipality file its Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SFY municipalities)?		[1.00] Yes

004	Core Competencies	Budget	
Ahead of the public hearing on the budget, did your municipality make a user-friendly section of its CY2026/SFY2027 introduced budget available to the public as required pursuant to N.J.A.C. 5:30-3.8?			[1.00] Yes
005	Core Competencies	Budget	
N.J.A.C. 5:30-7.4 disqualifies from local examination a municipality that has failed to submit to the Division the user-friendly budget section corresponding with the previous year's adopted budget. Has your municipality electronically submitted to the Division the User-Friendly Budget section of its adopted CY2024/SFY2025 and CY2025 budgets?			[1.00] Yes
006	Best Practices	Budget	
Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5, and annually deposit appropriations into the fund? Only answer N/A if your municipality 1) does not offer (for any employee hired after a certain date) payouts upon retirement for accumulated sick leave, and 2) no current employee has a grandfathered right to sick leave payouts upon retirement.			[0.50] Yes
007	Best Practices	Budget	
N.J.S.A. 40A:4-62.1 allows municipalities to establish a storm recovery reserve for purposes such as, but not limited to, snow, ice, and debris removal. Unexpended balances budgeted annually for storm recovery purposes may be lapsed into the reserve. Review LFN 2025-10 for further information. Has your municipality established a storm recovery reserve to ensure the consistent availability of funds for this purpose?			[0.50] Yes
008	Best Practices	Budget	
Does your municipality engage in long-term financial planning with 5-year budget projections and cash flow forecasts?			[0.50] Yes

009	Best Practices	Budget	
A formal policy regarding municipal budget surplus (i.e. fund balance) is critical to making informed financial decisions, and the lack of a policy could lead bond rating agencies to downgrade your municipality's credit rating. In developing said surplus policy, the CMFO should analyze and explain at least a five (5) year trend of surplus, describing the factors causing each annual increase or decrease in order to develop a realistic and sustainable surplus policy. Has your municipality formally adopted a written policy that clearly states a specific unrestricted surplus amount or percentage of total revenue available to support its annual budget?			[0.00] No
010	Best Practices	Budget	
Did your municipality's most recent adopted budget maintain a fund balance (surplus) of at least 20% of appropriations or higher? If you answered No, please state the reason(s) for this budgeting decision under Comments.			[0.00] No Comment: Surplus balance after adoption increased over the prior year. The amount of surplus used to balance the 2026 budget will be regenerated through operations in 2026.
011	Best Practices	Budget	
Did your municipality's most recent adopted budget rely on one-time revenues in an amount at or below 10% of total revenues? If you answered No, please state the reason(s) for this budgeting decision under Comments.			[0.50] Yes
012	Best Practices	Budget	
If your municipality answered No to Questions 10 or 11, has your municipality formulated a plan for reversing those practices in your municipality's next upcoming budget?			[0.50] N/A
013	Unscored Survey	Budget	
If your municipality permits one or more classes of cannabis businesses, does your municipality impose a local cannabis tax pursuant to N.J.S.A. 40:48I-1?			[0.00] Yes

014	Core Competencies	Budget	
If your municipality has authorized special emergency authorizations financed by Special Emergency Notes (N.J.S.A. 40A:4-55), is the municipality current on the mandatory annual redemption schedule of retiring at least one-fifth (1/5) of each note annually with no rollovers or renewals beyond the statutory five-year term?			{1.00} N/A
015	Core Competencies	Capital Projects	
Any municipality having its own water system is required to adopt an annual capital budget and program reflecting the water infrastructure improvements listed on the annual Water Quality Accountability Act (WQAA) capital improvement report. The WQAA capital improvement report must be submitted to the Department of Environmental Protection (DEP) by no later than March 15. If your municipality has its own water system, does the capital budget and program reflect the capital projects listed in the annual WQAA report submitted to DEP that fall within the time period of the municipality's capital budget and capital program?			{1.00} N/A
016	Core Competencies	Capital Projects	
Has your municipality adopted a capital program as defined by N.J.A.C. 5:30-4.2, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings? Only answer N/A if your municipality does not have a capital budget and is not required to adopt a capital budget pursuant to N.J.A.C. 5:30-4.3.			{1.00} Yes
017	Unscored Survey	Emergency Services	
A disaster preparedness drill can help plan appropriate emergency responses for scenarios such as, but not limited to, natural disasters, active shooter, wildfires, and chemical spills. Has your municipality participated in a disaster preparedness drill involving local, county, and/or regional partners within the past year?			{0.00} Yes Comment: Cape May County, Office of Emergency Management
018	Best Practices	Environment	
Have one or more public electric vehicle charging stations been installed on municipal property?			{0.00} No

019	Best Practices	Environment	
When purchasing new vehicles, does your municipality have a formal policy to purchase hybrid or alternative fuel vehicles whenever such vehicles are suited to the intended use? Only answer N/A if your municipality does not own any vehicles.			[0.00] No
020	Core Competencies	Ethics	
The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Statements (FDSs) annually. Compliance by local elected officials is required by N.J.S.A. 40A:9-22.6. Did all governing body members timely file their annual Financial Disclosure Statements for 2026 such that they were not issued a Notice of Violation (NOV) by the Local Finance Board? A "No" answer is permissible if the governing body members' NOV were rescinded by the Board. Only answer N/A if your municipality has an ordinance on the books establishing a municipal ethics board.			[1.00] Yes
021	Core Competencies	Ethics	
If your municipality has a municipal ethics board, did the municipal ethics board enforce the Financial Disclosure Statement (FDS) statute by issuing violations to local government officers (LGOs) who were on the 2026 roster but did not file the FDS by April 30, 2026? Only answer N/A if your municipality does not have an ordinance on the books establishing a municipal ethics board.			[1.00] N/A
022	Core Competencies	Financial Administration	
Audit findings address areas needing improvement and ignoring these findings devalues the process. Municipalities should correct noted deficiencies. Have the audit findings in your municipality's 2024 audit been identified in a corrective action plan and not been repeated in the 2025 audit? If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. If your municipality's 2025 audit is late, answer "No" and state "2025 audit not complete". Only answer "N/A" if there were no audit findings in the 2025 audit. If you did not answer no, please type "No Repeat Audit Findings" into the Comment Box.			[1.00] N/A Comment: No Audit Comments

023	Core Competencies	Financial Administration	
At its July 2023 meeting, the Local Finance Board adopted an amendment to N.J.A.C. 5:30-8.2 that converted the previously suggested surety bond schedule for a CMFO to a mandatory minimum schedule. This change came into effect on January 1, 2024. See Local Finance Notice 2023-21 for further details and to view the exposure index. Through a blanket bond or an individual bond, does your municipality provide a fidelity bond with faithful performance coverage for the CMFO that meets at least the minimum schedule set forth in N.J.A.C. 5:30-8.2?			[1.00] Yes
024	Core Competencies	Financial Administration	
N.J.A.C. 5:30-5.7 requires municipalities to maintain a general ledger for not only the current fund, but also for all other funds, as well as post totals for all funds to the general ledger on at least a monthly basis and maintain required original books of entry in an electronic format. See Local Finance Notice 2024-09 for further details. Does your municipality maintain a general ledger for its current fund and all other funds in accordance with N.J.A.C. 5:30-5.7?			[1.00] Yes
025	Core Competencies	Financial Administration	
Does your municipality post totals for all funds to the general ledger on at least a monthly basis?			[1.00] Yes
026	Core Competencies	Financial Administration	
Does your municipality maintain required original books of entry in an electronic format?			[1.00] Yes
027	Core Competencies	Financial Administration	
Regular cash flow analysis by a municipality's finance office is critical to maintaining essential services and ensuring fiscal solvency. The Government Finance Officers Association offers cash flow forecasting guidance at https://www.gfoa.org/cash-flow-forecasting . Does your municipality's finance office generate a cash flow report on at least a quarterly basis with administration and elected officials updated on the results?			[1.00] Yes
028	Core Competencies	Financial Administration	
If your municipality received a legislative grant-in-aid from the FY26 State Budget, is your municipality 1) in compliance with all documentation and closeout requirements, 2) maintaining current agency information in SAGE, and 3) ensuring that the agency profile in SAGE does not lapse?			[1.00] N/A

029	Best Practices	Financial Administration	
N.J.A.C. 5:30-8.3(a)(3) establishes a schedule of minimum dollar amounts for tax collector surety bonding. However, to provide a higher level of security for public funds, municipalities are encouraged to adopt the more stringent schedule for tax collector surety bonding specified in N.J.A.C. 5:30-8.3(a)(4). Has your municipality adopted the more stringent surety bonding schedule for tax collectors set forth in N.J.A.C. 5:30-8.3(a)(4) or higher?			[0.50] Yes
030	Best Practices	Financial Administration	
N.J.A.C. 5:30-8.4 (a) establishes a schedule of minimum dollar amounts for municipal court surety bonding, specifically for municipal judges and municipal court administrators. However, subsection (b) of 5:30-8.4 encourages municipalities to adopt a more stringent schedule for municipal court surety bonding that is specified in the subsection. Has your municipality adopted the more stringent surety bonding schedule for municipal court judges and court administrators set forth in N.J.A.C. 5:30-8.4(b) or higher?			[0.50] Yes
031	Unscored Survey	Financial Administration	
Has the federal government rescinded or suspended one or more municipal grants since the beginning of this year? If so, please list the affected grants in the Comments field. If not, insert "Answered No" in the Comments field.			[0.00] No Comment: Answered No
032	Unscored Survey	Historic Preservation	
Does your municipal land use ordinance provide for an historic preservation commission that is governed under N.J.S.A. 40:55D-107?			[0.00] No
033	Core Competencies	Insurance	
The purchase of insurance coverage and consultant services is a limited exception to public bidding by virtue of being deemed an Extraordinary Unspecifiable Service (EUS) pursuant to N.J.S.A. 40A:11-5(a)(ii) and 40A:11-5(1) (m). See Page 3 of Local Finance Notice AU-2002-2 for further details. The standard EUS certification declaration is available at https://www.nj.gov/dca/divisions/dlgs/programs/lpcl_docs/eus_letter.doc . Do not submit the form to DLGS. If your municipality has procured insurance under the EUS exception to public bidding, has your municipality followed the procedural requirements of an EUS in doing so?			[1.00] Yes

034	Best Practices	Insurance	
If your municipality contracts with an insurance broker for health insurance, and said contract exceeds the Local Public Contracts Law (LPCL) bid threshold, is your municipality's health insurance broker being procured through a competitive contracting or sealed bid process conducted pursuant to the Local Public Contracts Law? Only answer N/A if your municipality does not contract with an insurance broker for health insurance or, if it does, the contract does not exceed your municipality's LPCL bid threshold.			[0.00] No
035	Best Practices	Insurance	
Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.			[0.50] Yes
036	Unscored Survey	Insurance	
If your municipality offers non-SHBP employee health benefit coverage (excluding Rx and dental), did your municipality switch from SHBP to non-SHBP health benefit coverage within the past four (4) years?			[0.00] Yes
037	Unscored Survey	Insurance	
What type of employee health benefit coverage (excluding Rx and dental) does your municipality currently offer?			[0.00] Private coverage
038	Core Competencies	Lead Remediation	
Subsection h. of N.J.S.A. 52:27D-437.16 requires each municipality to assess an additional fee of \$20 per unit inspected for lead hazards and deposited into the Department of Community Affairs' Lead Hazard Control Assistance Fund established pursuant to N.J.S.A. 52:27D-437.4. Does your municipality assess and collect the above-reference \$20 fee assessment for each lead inspection and send the proceeds to the Department of Community Affairs' Division of Housing & Community Resources for deposit into the Fund?			[1.00] Yes

039	Core Competencies	Lead Remediation	
Have all rental dwellings that have experienced tenant turnover since July 2022 been inspected for lead prior to being re-occupied?			[1.00] Yes
040	Core Competencies	Personnel	
For any current municipal officers and employees NOT required by contract or municipal policy to make health benefit contributions in the amounts specified by the Chapter 78 health benefit contribution grid (excluding Rx and dental), is your municipality requiring those employees to contribute at least 1.5% of base salary towards health benefits pursuant to P.L. 2010, c. 2? See Local Finance Notices 2010-12 and 2011-20R for further details. Answer N/A if all of your municipality's officers and employees are required by contract or municipal policy to contribute at least the amount required by P.L. 2011, c. 78 for health benefits.			[1.00] Yes
041	Core Competencies	Personnel	
A retiree whose amount of contribution towards retirement health benefits was determined pursuant to the Chapter 78 grid shall contribute based on the Chapter 78 grid percentage corresponding with their retirement benefit amount. See LFN 2011-20R for further explanation. For those retirees whose health benefit contribution amounts must adhere to the Chapter 78 grid, is your municipality ensuring that retiree health benefit contributions are being made in the amount required pursuant to law?			[1.00] Yes
042	Core Competencies	Personnel	
Payments for waivers filed before May 21, 2010 and maintained continuously since, cannot exceed fifty percent (50%) of the amount saved by the local unit as a result of the employee's waiver of coverage. For waivers filed on or after May 21, 2010, which is the effective date of P.L. 2010, c. 2, payments cannot exceed the lesser of twenty-five percent (25%) of the amount saved by the local unit as a result of the waiver, or \$5,000. When calculating an employee's waiver payment, the local unit must deduct the employee's healthcare contribution obligation from the total premium cost. Local units have sole discretion as to whether or not to offer employees payments for waiver of health benefits, and may offer waiver payments below the statutory maximum. Health benefit waiver payments are statutorily excluded from collective bargaining. See Local Finance Notices 2010-12 and 2016-10 for further discussion on health benefit waiver payments. Are your municipality's healthcare waiver payments at or below the statutory maximum? "N/A" is only applicable where the municipality does not make payments in lieu of health benefits.			[1.00] Yes

043	Core Competencies	Personnel	
Has your municipality's chief financial officer, tax collector, and municipal clerk registered their most current e-mail addresses in GovConnect to allow continued receipt of EGG Notice broadcasts?			[1.00] Yes
044	Core Competencies	Personnel	
For all municipal officers and employees whose positions require a State-issued professional license or certification, does your municipality 1) maintain a list of all State- certified employees and the expiration dates of their licenses or certifications; and 2) require those officials to provide updated copies of their licenses or certifications as they are renewed?			[1.00] Yes
045	Unscored Survey	Personnel	
Does your municipality currently have an unlicensed individual serving as an acting Municipal Clerk, temporary Chief Municipal Finance Officer, temporary Purchasing Agent, and/or a temporary Chief Public Works Manager? Select as many as are applicable or None of the Above.			
046	Unscored Survey	Personnel	
Does your municipality currently retain a chief financial officer through a professional services contract?			[0.00] No
047	Core Competencies	Procurement	
N.J.S.A. 34:1A-1.16 authorizes the New Jersey Department of Labor and Workforce Development (NJDOLE) to create a list on its website, dubbed the Workplace Accountability in Labor List (The WALL), of any person found in violation of any State wage, benefit, and tax laws and against whom a final order has been issued by the NJDOLE for such violation. A contract cannot be awarded to any contractor or vendor appearing on the WALL. Review LFN 2024-18 for further information. Is your municipality cross checking prospective vendor or contractor names against the WALL before awarding any contract over the quote threshold?			[1.00] Yes

048	Core Competencies	Procurement	
P.L. 2023, c. 138 requires public works contractor registration and payroll certification for public works projects to be completed online at https://njwages.nj.gov/ . Contractors were required to be registered prior to August 15, 2024 with public entity registration strongly encouraged. Email njwagehubinfo@dol.nj.gov for assistance with registration. In addition to the NJ Wage Hub online requirements, certified payrolls shall continue to be submitted to the municipality in the manner and process that is consistent with each body's previous receipt of certified payrolls (e.g. email, fax). Is your municipality registered with NJDOL's online certified payroll system?			[1.00] Yes
049	Unscored Survey	Procurement	
Has your municipality awarded a contract for financial consulting services within the past year?			[0.00] No
050	Core Competencies	Redevelopment	
Upon the adoption of a resolution by a municipal governing body determining that a delineated area, or any part thereof, is an area in need of redevelopment or an area in need of rehabilitation, N.J.S.A. 40A:12A-6.b(5)(c) and 40A:12A-14.a require the municipal clerk to transmit a copy of the resolution to the Commissioner of the Department of Community Affairs for review. If the area in need of redevelopment or rehabilitation is not located in an area in which development or redevelopment is to be encouraged pursuant to any State law, the determination shall not take effect without first receiving the review and approval of the Commissioner. If the area in need of redevelopment or rehabilitation is located within an area in which development or redevelopment is encouraged pursuant to State law, the resolution shall take effect after the municipal clerk has transmitted a copy of the resolution to the Commissioner. Areas in Need of Redevelopment and Areas in Need of Rehabilitation are featured on the NJ Community Asset Map hosted on the Office of Local Planning Services webpage under "Available Data and Applications." Has your municipality submitted all resolutions designating areas in need of redevelopment or rehabilitation within the municipality to the DCA Commissioner?			[1.00] Yes
051	Core Competencies	Redevelopment	
N.J.S.A. 40A:20-9(d) requires an urban renewal entity with which the municipality has a financial agreement for a payment in lieu of taxes (PILOT) under the Long-Term Tax Exemption Law to submit annually, within 90 days after the close of its fiscal year, its auditor's reports to the mayor and the governing body. Does your municipality enforce the annual submission of urban renewal entity audit reports and review those reports?			[1.00] Yes

052	Core Competencies	Redevelopment	
For financial agreements under the Long-Term Tax Exemption Law (Long-Term PILOTs) that were entered into on or after July 9, 2003, N.J.S.A. 40A:20-12 requires municipalities to remit to the county five percent (5%) of each quarterly installment of the annual service charge paid by the urban renewal entity to the municipality. The county portion must be included with the quarterly tax installment paid to the county pursuant to N.J.S.A. 54:4-74. P.L. 2025, c.91 also requires a quarterly report of all Long Term PILOTs to which the county share applies to be filed with the county along with the required payment. See LFN 2025-12 for further information. Does your municipality pay over to the county its statutory share of each Long-Term PILOT entered into on or after July 9, 2003 and file the required quarterly report?			[1.00] Yes
053	Core Competencies	Redevelopment	
PILOTs can be a useful tool for economic development. However, municipalities must monitor PILOT agreements to ensure recipients comply with all agreement terms, particularly timely payment and reporting. Does your municipality have an official designated to monitor exemptions/abatements and ensure compliance with the PILOT agreement terms?			[1.00] Yes
054	Unscored Survey	Redevelopment	
If your municipality has one or more PILOTs under the Long-Term Tax Exemption Law (NJSA 40A:20-1 et seq.), which municipal official is responsible for collecting the annual service charge? If selecting "Other", please list the official under Comments.			[0.00] Tax Collector
055	Unscored Survey	Redevelopment	
If your municipality has one or more PILOTs under the Long Term Tax Exemption Law (NJSA 40A:20-1 et seq.), does your municipality share with its school district(s) any portion of the annual service charge revenue generated from one or more PILOT agreements?			[0.00] No

056	Core Competencies	Shared Services & Consolidation	
N.J.S.A. 40A:65-4(b) requires a copy of each shared services agreement to be filed with the Division of Local Government Services. Has your municipality filed with the Division the most current copy of each shared services agreement under which the municipality provides one or more services to another local unit as defined by N.J.S.A. 40A:65-3 of the Uniform Shared Services and Consolidation Act? Only answer N/A if your municipality does not provide a shared service to another local unit.			[1.00] Yes
057a	Unscored Survey	Shared Services & Consolidation	
If your municipality currently provides a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendant to another municipality pursuant to a shared services agreement, please select one or more of the options provided and list under Comments each municipality (and the county in which that municipality is located) along with the position being provided to that municipality. If your municipality currently provides none of these positions pursuant to a shared services agreement, select None of the Above and insert N/A into Comments.			Comment: N/A
057b	Unscored Survey	Shared Services	
If the answer to Question 57a is yes, did one or more of the identified shared service agreements result in the dismissal of a tenured official? If yes, please insert under Comments 1) the position or positions where an agreement resulted in the dismissal of a tenured official; and 2) an estimate of the cost savings anticipated to be achieved by the participating municipalities at the outset of the agreement. If the answer is No or N/A, please insert "No" or "N/A" under Comments. See LFN 2018-3R for more information on this provision of the Common Sense Shared Service Act.			[0.00] N/A Comment: N/A
058	Unscored Survey	Tax Collection	
What method does your municipality use to conduct its annual tax lien sale? If an online sale is used, please include the name of the vendor in the Comments. If an in-person sale, insert "in-person sale" under Comments.			[0.00] In-Person Sale Comment: in-person sale
059	Unscored Survey	Technology	
Does your municipality routinely utilize an artificial intelligence (AI) platform in one or more of its departments?			[0.00] Yes

060	Unscored Survey	Transient Accomodations	
Has your municipality authorized the issuing of licenses for rental of short-term transient accomodations (e.e. Airbnb, VRBO) pursuant to N.J.S.A. 40:52-1(n)?			[0.00] Yes
061	Unscored Survey	Transient Accomodations	
Has your municipality established a municipal occupancy tax on hotel rooms or transient accomodation rentals pursuant to N.J.S.A. 40:48F-1 through 7?			[0.00] Yes
062	Core Competencies	Transparency	
Signed into law on June 30, 2025, L. 2025, c.72 replaces the previous newspaper publication of legal notices with mandatory publication on the local government's website. A municipality shall make the complete text of each legal notice available on a dedicated legal notices webpage for at least one week from the date of initial posting or such other time period as may be required by law. See LFN 2026-01 for further information. Does your municipality maintain a prominent "Current Legal Notices" link conspicuously displayed on the homepage of its official website?			[1.00] Yes
063	Core Competencies	Transparency	
Starting July 1, 2026, L. 2025, c.72 requires each municipality to maintain an archive on its official website for all legal notices that have been removed from conspicuous placement on its Current Legal Notices webpage. An archived legal notice must be maintained in the municipality's Internet archive for at least one year after being transferred from, its Current Legal Notices webpage. See LFN 2026-01 for further information. Does your municipality currently have an online archive for its legal notices?			[1.00] Yes
064	Core Competencies	Transparency	
Are your municipality's codified and uncoded ordinances, including all current salary ordinances, posted on the municipality's website? Please provide the link to the webpage on which the ordinances are posted under Comments. If the answer is "No" type "Answered No" under Comments.			[1.00] Yes Comment: www.townshipofflower.org/ordir

065	Core Competencies	Transparency	Does your municipality maintain on its website minutes and agendas, along with meeting dates, for the governing body, planning board, board of adjustment and all commissions? Please provide the link to the webpage on which the agendas and minutes are listed under Comments. If the answer is "No" type "Answered No" under Comments. [1.00] Yes Comment: www.townshipoflower.org/authr www.townshipoflower.org/mayr
066	Core Competencies	Transparency	Municipalities will need to implement ADA-compliant design principles for rendering links and notice content accessible to the visually impaired. The current Federal compliance deadlines are April 24, 2027 for municipalities 50,000 or more in population, and April 24, 2028 for municipalities of less than 50,000. See LFN 2026-01 for further information. Is your municipality working with its IT personnel/firm and legal counsel to ensure the compliance deadline is met? [1.00] Yes
067	Core Competencies	Transparency	Does your municipality maintain on its website the previous three years of adopted budgets and the current year introduced or adopted budget, inclusive of the user-friendly budget section, as required pursuant to N.J.S.A. 40A:4-10? Please provide the link to the webpage on which the budgets are posted under Comments. If the answer is "No" type "Answered No" under Comments. [1.00] Yes Comment: www.townshipoflower.org/treas
068	Best Practices	Transparency	Does your municipality maintain on its website, in a location easily accessible to the public, the municipal master plan and the current and most immediate prior master plan elements (e.g. land use, housing, stormwater management plan, traffic, open space and recreation)? Please provide the link to the webpage on which the master plan information is posted under Comments. If the answer is "No" type "Answered No" in the comments. [0.50] Yes Comment: www.townshipoflower.org/Planr

069	Best Practices	Transparency	
Does your municipality maintain on its website all current labor agreements, including memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements? Please provide the link to the webpage on which current labor agreements are posted under Comments. If the answer is "No" type "Answered No" under Comments.			[0.50] Yes Comment: www.townshipofflower.org/unioi
070	Best Practices	Transparency	
Does your municipality maintain on its website the most recent annual financial statement (AFS) and annual audit, including any corrective action plan? Please provide the link to the webpage on which both are posted under Comments. If the answer is "No" type "Answered No" under Comments.			[0.50] Yes Comment: www.townshipofflower.org/treas
071a	Core Competencies	Hospital Contributions	
Does your municipality collect a community service contribution under N.J.S.A. 40:48J-1 from tax-exempt hospitals and satellite emergency care facilities located within your municipality?			[1.00] N/A
071b	Core Competencies	Hospital Contributions	
If your answer to Question 71(a) was yes, is your municipality remitting 5% of the installment to the county pursuant to subsection d. of N.J.S.A. 40:48J-1?			[1.00] N/A

Clerk Report September 2026

Register Report - Last month

9/1/2026 through 9/30/2026

10/6/2026

Page 1

Date	Description	Category	Amount
	INCOME		9,915.35
	Bus Lic 2026		5,000.00
	Opra Request		0.35
	Short Term Rental 2026		1,345.00
	Street Openings		690.00
	Vac Prop Reg		2,500.00
	Yard Sales		155.00
	Year Round Rental		225.00
	TRANSFERS		-9,915.35
	Council Checking		-9,915.35
	OVERALL TOTAL		0.00

Total Collected \$160.00

**2026 CASH RECEIPTS
SEPTEMBER**

Township of Lower
Office of the Tax Collector

	MONTH TO DATE	YEAR TO DATE
Receipts		
Preliminary Tax Year (2027)	108,810.00	1,351,792.93
Current year taxes (2026)	891,813.99	59,589,978.92
Prior year taxes (2025)		780,873.79
Previously exempt property		-
State Audit Pay Back		-
Municipal Lien		-
Recording		-
Bankruptcy		-
6% Penalty		2,289.57
Municipal Service Fees	13,680.00	41,880.00
Tax Search Fees		10.00
Interest	9,466.11	112,530.62
Lot clearing		1,217.34
Returned Check Fees*	100.00	560.00
Duplicate Bills	30.00	525.00
Trash	4,507.75	44,503.75
Tax Sale Costs		-
MUA		-
TOTAL DEPOSITS	1,028,407.85	61,926,161.92
DEPOSITED TO COUNCIL CHECK	592,884.94	52,346,734.41
DEPOSITED TO WIPP ACCOUNT	435,522.91	10,067,115.02
TOTAL DEPOSITS	1,028,407.85	62,413,849.43
NSF Reversals *	2,889.16	57,076.15
WIPP NSF Reversals	6,810.26	114,413.46
NSF Fee Reversal (20.00)*		
TOTAL NSF	9,699.42	171,489.61
TOTAL	1,018,708.43	62,242,359.82

Prepared by Kathy Brown

**SEPTEMBER 2026
VITAL STATISTICS**

Marriages,Civil Unions	16
Domestic Partners	0
Ceritified Copies	133
Certified Copies EDRS	0
Burial Permits	0

Marriages, Civil Unions State	\$400.00
Domestic Partners State	\$0.00
Marriages, Civil Unions Twp	\$48.00
Domestic Partners Twp	\$0.00
Certified Copies	\$1,330.00
Certified Copies EDRS	\$0.00
Burial Permits	\$0.00

TOTAL	\$1,778.00
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