

## COUNCIL MEETING MINUTES – November 5, 2018

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on November 5, 2018 at 7:00 p.m. in the meeting room of the Township Hall, 2600 Bayshore Road, Villas, New Jersey.

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

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

Councilmember Thomas Conrad  
Councilmember David Perry  
Councilmember Roland Roy, Jr.  
Deputy Mayor Frank Sippel  
Mayor Erik Simonsen

Also present: James Ridgway, Township Manager, David Stefankiewicz, Township Solicitor and Karen Fournier, Deputy Township Clerk

### Work Session

Discussion on Authorities - as required by the Best Practices

Manager Ridgway addressed Council and stated that Lauren Read, CFO, has reached out to all Lower Township Authorities and discussed the requirements with them. He informed that the operations of the MUA and the Fire Districts are being run in a manner that is both transparent and conscientious. All meet the requirements according to the Department of Community Affairs.

Councilmember Conrad made favorable comments about the strengths of the MUA and the Fire Districts.

Mayor Simonsen agreed and commended the MUA and the Fire Districts on their services.

Councilmember Roy echoed the above comments.

### Consent Agenda

Approval of Minutes            October 15, 2018

Approval of Closed Session Minutes – October 15, 2018

Res. #2018-329    Payment of Vouchers \$ 1,154,729.00

Res. #2018-330    Authorization for Refund of Taxes ( 8 properties \$4,741.24)

Res. #2018-331    Transfer of 2018 Appropriations (\$121,010)

Res. #2018-332    Certification of Lot Clearing Charges to the Tax Collector (111 Fire Lane \$850.)

Res. #2018-333    Certification of Best Practices Inventory

Res. #2018-334    Approval for Lower Township Veterans Day Parade (Nov 10, 2018)

Res. #2018-335    Appointment of Registrar of Vital Statics (per Statute NJSA 26:8-15)

Res. #2018-336    A Resolution Requesting Release of Performance Guarantee for DiFelice, 1205 Bayshore Road; Block 137, Lot 10; Escrow #Z-17-02-01

Res. #2018-337    Authorization for the Payout of Accumulated Compensatory Time (J.Anzelone \$2,761.64)

Res. #2018-338    Authorizing Pay Out of Terminal Leave (E.Greenway \$3,601.25)

Res. #2018-339    Authorization for the Payout of Accumulated Compensatory Time (W.Kocis \$2,262.36)

Res. #2018-340    Lower Cape Alliance (7/1/2019-6/30/2020)

Res. #2018-341    Authorization for the Payout of Accumulated Compensatory Time (M.James \$1,688.02)

Res. #2018-342    A Resolution Authorizing the Transfer of Portable Radios No Longer In Use, from the Lower Township Police Department to Lower Cape May Regional and Lower Township Elementary School Districts, to be Used by School Staff and School Security (50 radios)

Res. #2018-343    Appointment to the Recreation Advisory Board (J.Wareham, Sr)

Res. #2018-344    Authorizing the Sale of Township of Lower Surplus No Longer Needed for Public Use on GOVDEALS Online Auction Website (ipad and vehicle)

Res. #2018-345    Approving a Professional Service Contract with DeBlasio & Associates for Professional Engineering Services for the New Public Works Department Administration Building – Concept Phase (\$7,000)

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD	X		X			
PERRY			X			
ROY		X	X			
SIPPEL			X			
SIMONSEN			X			

**Regular Agenda**

Res. #2018-346 Payment of Voucher – Lower Twp Rescue (EMS Final) \$35,000

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD					X	
PERRY	X		X			
ROY			X			
SIPPEL		X	X			
SIMONSEN			X			

Res. #2018-347 Authorization for the Payout of Accumulated Compensatory Time (M.Perry \$4,602.74)

	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
CONRAD			X			
PERRY					X	
ROY	X		X			
SIPPEL			X			
SIMONSEN		X	X			

**Manager's Report**

Manager Ridgway gave an update on the new pre-school program at the Recreation Department. He spoke briefly about the Best Practices Worksheet, commending the Clerk and CFO for their efforts, and he communicated the Township's progress with shared services.

**Administrative Reports**

Monthly Report – Construction, Finance,  
Finance Quarterly Report

**Council Comments**

Councilmember Conrad commented on the Best Practices Worksheet and thanked everyone involved. He also encouraged everyone to vote and gave special thanks to the Villas Fire Co. for staging the Veterans' Parade.

Councilmember Perry gave an update on the Roseann Avenue Project.

Councilmember Roy reminded about the Veterans' Parade, VFW and County Veteran Services.

Deputy Mayor Sippel spoke of some of the details of the upcoming Veterans' Parade and encouraged everyone to show their support.

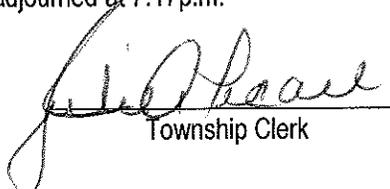
Mayor Simonsen spoke briefly about the Veterans' Parade and the Sprout Spot pre-school program, and informed about a financial assistance program.

**Call to the Public** – No comments

**Adjournment**

There being no further business to address, motion to adjourn moved by Councilmember Conrad, seconded by Councilmember Roy. Motion to adjourn was unanimous. Meeting adjourned at 7:17p.m.

  
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Mayor

  
\_\_\_\_\_  
Township Clerk

Approved: 11/19/2018