

COUNCIL MEETING MINUTES – October 6, 2025

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on October 6, 2025 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 telephone
Deputy Mayor Kevin Coombs
Mayor Frank Sippel

Also present: Michael Laffey, Township Manager, Robert Belasco, Township Solicitor and Karen Fournier, Deputy Township Clerk

Consent Agenda

Approval of Minutes - September 15, 2025

Res. #2025-322 Authorization for the Payment of Vouchers \$ 1,154,046.54

Res. #2025-323 Authorization for Refund of Taxes

Res. #2025-324 Authorizing a Professional Services Contract with Standard & Poor's for Analytical Review and Issuance of a Credit Rating for the Township's 2025 Bond Sale

Res. #2025-325 Authorizing the Payout of Terminal Leave (S. Gindville \$5,087.35)

Res. #2025-326 Certification of Lot Clearing Charges to the Tax Collector

Res. #2025-327 Local Arts Program Grant

Res. #2025-328 Authorizing Competitive Contracting for Banking Services for the Township of Lower

Res. #2025-329 Authorization for the Payout of Accumulated Compensatory Time (K. Boyle, \$12,704.79)

Res. #2025-330 A Resolution Requesting Release of Performance Guarantee for Block 510, Lots 8 & 18.01; Escrow #10-09-03; Performance Bond: PA amusemen

Res. #2025-331 A Resolution Requesting Release of Performance Guarantee for Block 820; Lot 2.23; Escrow #Z23-02-03; P PKBrady

Res. #2025-332 A Resolution Requesting Release of Performance Guarantee for Block 571, Lots 1-6 + 9-14 Re: Escrow #Z18-05-01

Res. #2025-333 Bid Acceptance and Contract Award for Resurfacing of Ridgewood Avenue – Bayshore Road to Delaware Avenue – to South State Inc (LT-C-047) \$237,412.87

Res. #2025-334 A resolution amending the Personnel Policies and Procedures Manual of Lower Township – Emergency Action & Fire Prevention Plan

Res. #2025-335 A Resolution Authorizing a Shared Service Agreement with the Cape May County Municipal Utilities Authority for Solid Waste Disposal and Recycling Services

Res. #2025-336 Bid Rejection for the Clem Mulligan Sports Complex Storm Sewer Pump Station (LT-C-067)

Res. #2025-337 Authorizing the sale of Township of Lower Surplus no longer needed or public use on Govdeals Online Auction Website

Res. #2025-338 Approving Change Order #1 for DeBlasio & Associates for the Construction Phase of the Resurfacing of Ridgewood Avenue – Bayshore Road to Delaware (LT-C-047) \$23,000.

Res. #2025-339 Approving Change Order #1 with South State, Inc to include the Resurfacing of Bayberry Road from Cardinal Avenue to Maryland Avenue on the Cardinal Avenue Resurfacing Project – Beach Avenue to Main Street (LT-C-062) \$13,050

Res. #2025-340 Authorization for the Payout of Accumulated Compensatory Time (A. Hegarty \$7,199.38)

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

Regular Agenda

Ord. #2025-20 An Ordinance Amending Chapter 7, Traffic, of the Code of the Township of Lower to enact Article IV, Electric Bicycle/Scooters, to establish regulations associated with the Operation of Electric Bicycles and Scooters. This is the second reading and public hearing of 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				

Ord #2025-21 An Ordinance Amending Chapter 583, Streets and Sidewalks, Article I, Excavation of Streets, Subsection 4(B)(8), Street Restoration, of the Code of the Township of Lower . This is the second reading and public hearing of this Ordinance. This Ordinance has been posted, published and made available to the public.

Mayor Sippel gave a brief explanation of the Ordinance.

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

Res. #2025-341 A Resolution Appointing James Craft as Acting/Interim Chief Financial Officer for the Township of Lower

Mayor Sippel expressed his best wishes to the Township's current CFO, Lauren Read.

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

Administrative Reports

Tax Sale Report, Tax, Treasurer

Public Comment

Christina O'Leary, 211 Oak Ave, thanked Council for their continued efforts and voiced interest in improvements to the remaining beach access paths in Villas.

Mayor Sippel informed that not all access paths are owned by the Township.

Manager Laffey explained the process involved in obtaining a beach maintenance permit from the DEP and communicated the Township's intent moving forward.

Councilmember Conrad reiterated the process and informed about the opinions of different ownership entities.

Marianne Devlin, 202 Hollywood Ave, addressed Council with concern about speeding on Hollywood Avenue and requested a stop sign be erected to alleviate the problem.

Mayor Sippel informed that the Township is awaiting the results of a traffic study being conducted by the Lower Township Police Department.

Laurie Schiffelbein, 12 Beverly Road, addressed Council with concern about flooding on her street when it rains.

Manager Laffey agreed to look into the matter further.

Councilmember Wareham also agreed to follow up on the matter.

Council Comments

Mayor Sippel announced the following upcoming events: Halloween Costume Parade; Blood Drive; Beach Sweeps; Trunk or Treat; Haunted Trails; and Veterans Parade.

Deputy Mayor Coombs – no comments

Councilmember Roy – no comments

Councilmember Wareham – no comments

Councilmember Conrad – no comments

Closed Session

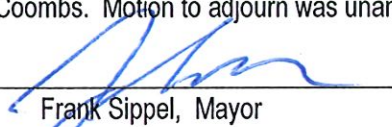
Res. # 2025-342 A Resolution Providing for a Meeting Not Open to the Public in accordance with the provisions of the New Jersey Open Public Meetings Act, NJSA 10:4-12 Attorney/Client Privilege

MOTION TO TABLE:

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

Adjournment

There being no further business to address, motion to adjourn moved by Mayor Sippel, seconded by Deputy Mayor Coombs. Motion to adjourn was unanimous. Meeting adjourned at 5:22 p.m.


Frank Sippel, Mayor


Township Clerk

Approved: 