

## COUNCIL MEETING MINUTES – November 18, 2024

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on November 18, 2024 at 5:00 p.m. in the meeting room of 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 Kevin Coombs  
Deputy Mayor David Perry  
Mayor Frank Sippel

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

### Work Session

#### Presentation – ACES Mechanical

Mayor Sippel, on behalf of Council and Manager Laffey, presented a certificate of recognition honoring ACES Mechanical for being named business of the year by the Lower Township Chamber of Commerce. In addition, Mayor Sippel thanked them for their service and contribution to our community and congratulated them on their success.

#### Presentation of Plaques – Historic Preservation Commission

Pary Teil, on behalf of the Historic Preservation Commission (HPC), presented plaques to the following homeowners for the restoration and historic preservation of their homes: 1077 Seashore Road; 901 Seashore Road; 731 Seashore Road; 1097 Seashore Road; 1099 Seashore Road; and 713 Seashore Road.

Mayor Sippel thanked the HPC for their commitment to preserving the history of Lower Township.

Mayor Sippel also thanked Dr. Joe and Annie Salvatore for their passion and commitment to historic preservation.

### Consent Agenda

#### Approval of Minutes – November 4, 2024

- Res. #2024-355 Authorization for the Payment of Vouchers \$365,809.92
- Res. #2024-356 Authorization for Refund of Taxes
- Res. #2024-357 A Resolution Requesting Release of Demolition Bond for Block 292, Lot 1; 202 Woodland Avenue, Villas, NJ; D Westerfer
- Res. #2024-358 A Resolution Authorizing Increases for Non-Union Employees (AFSCME)
- Res. #2024-359 A Resolution Authorizing Increases for Non-Union Employees (Supervisors)
- Res. #2024-360 Authorization for the Payout of Accumulated Compensatory Time (A. Parker, \$5,979.14)
- Res. #2024-361 Authorization for the Payment of College Credits
- Res. #2024-362 Identifying Small Cities Fair Housing Officer
- Res. #2024-363 Adoption of State Model Citizen Participation Plan for DCA Small Cities Program
- Res. #2024-364 Approval of Public Facilities Grant Management Plan ADA Compliance Improvements at David Douglass, Jr. Memorial Park
- Res. #2024-365 Approval of Change Order #1 for Paul J. Baldini, Esq. for Additional Tax Appeal Services
- Res. #2024-366 Authorization for the Payout of Accumulated Vacation Time (K. Lewis, \$7,122.73)
- Res. #2024-367 Approval of a Professional Service Contract with Wizard's Festival of Fun Inc. for the Township of Lower's Ferry Merry Christmas Party, December 15, 2024
- Res. #2024-368 Bid Acceptance and Award for Outfitting Township Owned 2024 RAM Promaster 159" Van as a Drone Command Control Mobile Unit
- Res. #2024-369 Approval for 2024 Christmas Parade
- Res. #2024-370 Resolution Amending Contracts with Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11-12A Adding Municipal Emergency Services Vendor #V00004418
- Res. #2024-371 Approving Change Order #4 to Fred M. Schiavone Construction, Inc. for Expanded Paving Limits/Installation of Sluice Gate in Lieu of Plug Valve and As Built Quantity Adjustments for Frances Avenue Emergency Storm Sewer Piping at Ohio Pump Station (LT-C-045)
- Res. #2024-372 Approving a Professional Service Contract with DeBlasio & Associates for the Engineering and Survey Phase for the Bay Outfalls Extensions (LT-C-059)

- Res. #2024-373 Approving a Professional Service Contract with DeBlasio & Associates for the Municipal Storm Sewer System Compliance (MS4) Permit Program (LT-C-060)
- Res. #2024-374 A Resolution Approving an Agreement Between the Township of Lower and Donald Vanaman, Lower Township Deputy Chief of Police
- Res. #2024-375 A Resolution Amending Manager Michael Laffey's Agreement with the Township of Lower

Ordinance #2024-18 Salary & Benefit Ordinance for the Township of Lower. This is the first reading of Ordinance #2024-18. The second reading and public hearing will be scheduled for December 16, 2024.

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

**Regular Agenda**

Ordinance #2024-15 An Ordinance Amending Chapter 90, Police Department, Article III, Off-Duty Police Services in Order to Modify Compensation Rates from Private Persons and Entities for Extra-Duty Details for Police-Related Matters. 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				
COOMBS			X				
ROY							X
PERRY		X	X				
SIPPEL	X		X				

**Engineer Report**

Will Hanson gave Council an update on the following engineering projects being handled by DeBlasio & Associates, including: Rotary Community Park Renovations; Bay Outfall Extensions; Reconstruction of Ridgewood Avenue; 2023 Stormwater GIS Mapping Services; Frances Avenue Storm Sewer Evaluation; David Douglass Sr. Memorial Park Renovations; Public Works Building Concept Design; Corson Lane Roadway Resurfacing; Holmes, Gorham & Scott Avenues Storm Sewer & Roadway Improvement Project; Municipal Pool Building Evaluation; Reconstruction of Beach Avenue; and Town Bank ADA Ramp Project.

Councilmember Conrad commented in favor of the Bay Outfall Extension.

Mayor Sippel asked for a projected completion date for the Public Works Building. Mr. Hanson informed of a projected 6–8-month completion once the work is started.

Councilmember Coombs made favorable comments about the David Douglass Sr. Memorial Park Renovation.

**Administrative Reports**

Clerk, Construction, Dog, Tax Collector, Vital Statistics

**Public Comment** – no comments

**Council Comments**

Mayor Sippel informed of designated Warming Centers and Shelters in the Township and announced the Tree Lighting Ceremony and Christmas Parade. He also wished everyone a Happy Thanksgiving.

Deputy Mayor Perry congratulated Mayor Sippel and Councilmember Coombs on their election victory and wished everyone a Happy Thanksgiving.

Councilmember Coombs wished everyone a Happy Thanksgiving.

Councilmember Conrad wished everyone a Happy Thanksgiving and gave a special thanks to Township employees.

**Closed Session**

Res. # 2024-376 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

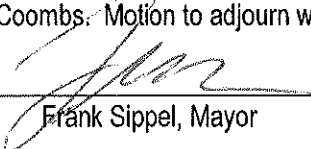
	MOTION	SECOND	AYE	NAY	RECUSE	ABSTAIN	ABSENT
CONRAD			X				
COOMBS			X				
ROY							X
PERRY		X	X				
SIPPEL	X		X				

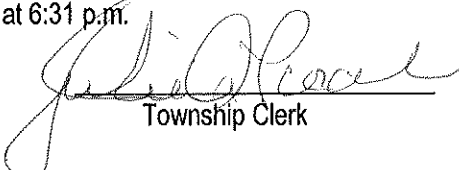
Council Adjourned to Closed Session at 5:31 p.m.

Council returned to Open Session at 6:30 p.m.

**Adjournment**

There being no further business to address, motion to adjourn moved by Mayor Sippel, seconded by Councilmember Coombs. Motion to adjourn was unanimous. Meeting adjourned at 6:31 p.m.

  
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Frank Sippel, Mayor

  
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Township Clerk

Approved: 12-2-2024