

**COUNCIL MEETING MINUTES – November 4, 2024**

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on November 4, 2024 at 5:00 p.m. in the meeting room of Township Hall, 2600 Bayshore Road, Villas, New Jersey.

The Deputy 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 via telephone
- Councilmember Roland Roy, Jr.
- Deputy Mayor David Perry
- Mayor Frank Sippel

Also present: Michael Laffey, Township Manager, Robert Belasco, Township Solicitor and Amy Belasco, Township Registrar

**Work Session**

Proclamation – Epilepsy Awareness Month

**Consent Agenda**

Approval of Minutes – October 21, 2024

- Res. #2024-342 Authorization for the Payment of Vouchers \$1,383,580.75
- Res. #2024-343 Certification of Lot Clearing Charges to the Tax Collector
- Res. #2024-344 Approval of Change Order #1 for the Resurfacing of Corson Lane – Woolson Road to Southern End of Corson Lane (LT-C-050)
- Res. #2024-345 Authorization for Refund of Taxes
- Res. #2024-346 A Resolution Authorizing the Execution and Recording of a Deed Memorializing a New Jersey Department of Environmental Protection Flood Hazard Area Verification Approval
- Res. #2024-347 Authorization for the Payout of Accumulated Compensatory Time (J. Mathis)
- Res. #2024-348 Authorization for the Payout of Accumulated Compensatory Time (Adjustments)
- Res. #2024-349 Reappointment to the Planning Board (A. Parker)
- Res. #2024-350 Approving a Professional Service Contract with Blauer Associates for the Application Submission and Administrative Work for the FY2025 Small Cities Project
- Res. #2024-351 Transfer of 2024 Appropriations
- Res. #2024-352 Public Facilities Grant Application for \$400,000 ADA Accessibility
- Res. #2024-353 Authorizing Payout of Terminal Leave (R. Hansberry, \$768.93)
- Ordinance #2024-16 An Ordinance Amending Chapter 3, Administration of Government, Article VI, Office of the Township Manager; Departments, Subsection 3-21, Township Manager, of The Code of The Township of Lower to Formally Establish the Duties and Obligations of the Position of Deputy Manager. This is the first reading of Ordinance 2024-16. The second reading and public hearing will be scheduled for December 2, 2024.
- Ordinance #2024-17 Salary and Benefit Ordinance for the Township of Lower. This is the first reading of Ordinance 2024-17. The second reading and public hearing will be scheduled for December 2, 2024.

Motion to **TABLE** Ordinance #2024-17

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

On the Consent Agenda:

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

**Regular Agenda**

Res. #2024-354 A Resolution Ratifying the Memorandum of Agreement Between Lower Township and the Lower Township Supervisors Union

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

**Administrative Reports**

Tax Collector Tax Sale Report

**Call to the Public**

Pary Tell, Chairperson for Historic Preservation Commission (HPC), extended an invitation to Mayor, Council and Manager to Union Bethel Cemetery on Veteran's Day. She also informed that the HPC is awaiting an update from the Township on the Foster House and reminded that the Foster House and Fishing Creek School belong to the Township.

Mayor Sippel acknowledged Ms. Tell's comments and thanked HPC and Public Works for work done on the Foster House.

**Council Comments**

Councilmember Conrad complimented the Recreation Department and all Volunteers for the best ever Haunted Trails event.

Councilmember Coombs offered condolences to the Souder/Fournier family on the passing of David Souder.

Councilmember Roy echoed the above comments.

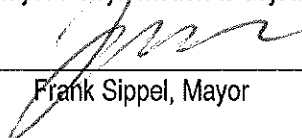
Deputy Mayor Perry echoed the above comments.

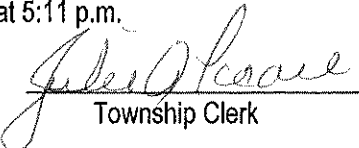
Mayor Sippel announced the Veteran's Parade, VFW Veteran's Day Service and reminded residents to vote.

Manager Laffey elaborated on details of the grant for the Foster House.

**Adjournment**

There being no further business to address, motion to adjourn moved by Councilmember Roy, seconded by Deputy Mayor Perry. Motion to adjourn was unanimous. Meeting adjourned at 5:11 p.m.

  
Frank Sippel, Mayor

  
Township Clerk

Approved: 11.4.2024