

COUNCIL MEETING MINUTES – December 16, 2024

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on December 16, 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
Councilmember Roland Roy, Jr.
Deputy Mayor David Perry
Mayor Frank Sippel

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

Mayor Sippel recognized Assemblyman Erik Simonsen and thanked him for his attendance.

Work Session

Swearing In – Pastor William Shelton Marsden - Police Chaplain

Mayor Sippel administered the Oath of Office to Police Chaplain, Pastor William Shelton Marsden, while his wife Heather Marsden held the Bible. Pastor Marsden thanked Police Chief Kevin Lewis for supporting the Chaplain program.

Swearing In - Police Officer Catherine DelGuidice

Police Chief Lewis read Officer Catherine DelGuidice's biography.

Mayor Sippel administered the Oath of Office to Police Officer Catherine DelGuidice while her mother Karen held the Bible and pinned her badge.

Presentation to OEM Coordinator Ed Donohue

Councilmember Coombs, on behalf of Council, presented a Certificate of Appreciation to OEM Coordinator, Ed Donohue, for his dedicated years of service to the Township.

Mayor Sippel personally thanked Ed Donohue for his dedication to the Township.

Presentation to Georgia Dougherty

Councilmember Coombs, on behalf of Council, presented a Certificate of Recognition to Georgia Dougherty for being named Volunteer of the Year by the Municipal Alliance.

Mayor Sippel thanked Georgia Dougherty for her dedication to the Township and throughout the community.

Presentation regarding the Beach Drive Pedestrian Safety Improvement Project

Deputy Mayor Perry emphasized the importance of volunteers in the community and offered his appreciation to the Recreation Advisory Board and all persons involved in the Beach Drive Pedestrian Safety Improvement Project.

Councilmember Coombs, on behalf of Council, presented plaques of recognition to the individuals involved in the Beach Drive Pedestrian Improvement Project.

Mayor Sippel personally thanked Deputy Mayor Perry for his contributions to the Township. Deputy Mayor Perry will be publicly recognized during the January 2, 2025 meeting.

Assemblyman Simonsen acknowledged Deputy Mayor Perry for his role in many Township improvements during his time served on Council and thanked him for his service to the community.

Presentation - Safe Streets and Roads Program Action Plan Cape Island

Dave Kuhn, GPI, Project Manager for Safe Streets & Roads Program Action Plan, addressed Council with a power point presentation (see attached) and requested the Township approve and implement the Cape Island Safe Streets & Roads Program Action Plan in an effort to prevent roadway fatalities and serious injuries.

Manager Laffey pointed out several of the Township's initiatives in addressing roadway safety and thanked Dave Kuhn and Dale Foster for their presentation.

Mayor Sippel reiterated the efforts of the Township regarding roadway safety improvements and thanked Mr. Kuhn

for his presentation.

Consent Agenda

Approval of Minutes – December 2, 2024

- Res. #2024-395 Authorization for the Payment of Vouchers \$ 403,207.14
- Res. #2024-396 Resolution Designating Lieutenant Charles Ryan as Deputy Custodian of Public Records for the Police Department
- Res. #2024-397 A Resolution Authorizing and Approving the Settlement of Certain Tax Appeals Pending in the New Jersey Superior Court
- Res. #2024-398 A Resolution Authorizing the Execution of a License and Indemnification Agreement with the County of Cape May to Facilitate the Installation of an Automated License Plate Recognition Device within the Railroad Avenue (CR628) Public Right-Of-Way
- Res. #2024-399 Authorization for the Payout of Accumulated Compensatory Time (T. Shough \$3,471.34)
- Res. #2024-400 Approval of Change Order #1 to Insight Public Sector for the New Jersey State Mandated Additional Data Retention for Automatic License Plate Reader (ALPR) Flock Cameras Expiring 12/13/2028
- Res. #2024-401 Award National Cooperative Purchasing Agreement with Sourcewell to Hunter Jersey Peterbilt to Purchase One (1) 2025 or Newer Peterbilt 548 Tandem Axle Cab & Chassis with a 60,000 LB GVW
- Res. #2024-402 Approving a Professional Service Contract with DeBlasio & Associates for the Engineering and Survey Services for Resurfacing of Beach Avenue & Delaware Avenue – Spruce Avenue to Frances Avenue (LT-C-061)
- Res. #2024-403 Amend Resolution #2024-05; Appointment of Municipal Engineer for the year 2024 as a Professional Service Contract without Public Bidding
- Res. #2024-404 A Resolution Ratifying and Affirming a Memorandum of Understanding Between the Lower Township Police Department, the United States Attorney's Office for the District of Columbia and the Metropolitan Police Department of Washington D.C to provide additional Law Enforcement Personnel and Resources during the 2025 Presidential Inauguration in Washington D.C.
- Res. #2024-405 Transfer of 2024 Appropriations
- Res. #2024-406 A Resolution Authorizing the Execution of a Mutual Release concerning the Restoration of Dunes located between Rosehill Parkway and Beach Drive damaged by Woozy Pictures, LLC while filming a movie in the Township of Lower
- Res. #2024-407 A Resolution Authorizing the Appointment of an Emergency Management Coordinator and Deputy Emergency Management Coordinators
- Res. #2024-408 Approving a Professional Service Contract with Martin Appraisal Associates, Inc. for two (2) Commercial Appraisals
- Res. #2024-409 A Resolution Authorizing the Execution of a contract with American Bounce for the Provisions of Recreation Amenities at Lower Township New Years Eve Party on December 31, 2024
- Res. #2024-410 A Resolution Authorizing the Execution of a Memorandum of Understanding between the Township of Lower and the Lower Cape May Regional School District for the Joint Acquisition of a Wrestling Mat

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

Regular Agenda

Ord #2024-19 Salary & Benefit Ordinance for the Township of Lower. This is the second reading and public hearing of this Ordinance. The Ordinance has been published, posted and made available to the public.

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

Engineer's Report

Will Hanson addressed Council with the 2024 Year End Summary of Services provided to the Township by DeBlasio and Associates, highlighting various capital projects and the firm's assistance with grant and loan initiatives. Mr. Hanson thanked the Township on behalf of DeBlasio & Associates for the opportunity to provide engineering services to the Township.

Mayor Sippel thanked DeBlasio & Associates for the quality services they've provided.

Marc DeBlasio thanked the Township for a great year and wished everyone a Happy Holiday.

Councilmember Conrad voiced appreciation to DeBlasio & Associates for keeping projects within the budget.

Deputy Mayor Perry complimented DeBlasio & Associates on their outstanding work.

Administrative Reports

Clerk, Construction, Dog, Tax, Vital

Public Comment – no comments

Council Comments

Councilmember Conrad wished everyone a Merry Christmas and a Happy New Year.

Councilmember Coombs thanked Deputy Mayor Perry for his dedicated service to Lower Township. He also wished everyone a Merry Christmas.

Councilmember Roy extended heartfelt wishes to Deputy Mayor Perry and wished everyone a Merry Christmas.

Deputy Mayor Perry thanked the people responsible for helping him get involved in politics. He reflected on the numerous projects and improvements the Township has accomplished in his ten years in office and thanked all parties involved, from the County Open Space Board, Township employees, professionals and volunteers. He personally thanked his fellow elected officials and the residents of Lower Township for the honor and privilege of serving the Township.

Mayor Sippel reflected on some of the projects Dave Perry helped facilitate while serving on Council and reminded everyone that he will be honored at the Reorganization meeting on January 2, 2025.

Councilmember Conrad complimented Dave Perry on his time served on Council and thanked him for doing a great job.

Closed Session

Res. # 2024-411 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 6:07 p.m.

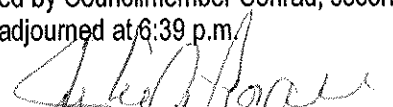
Council returned to Open Session at 6:38 p.m.

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 6:39 p.m.




Frank Sippel, Mayor



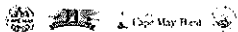
Township Clerk

Approved: 1/21/2025

 Safe Streets & Roads Program Action Plan
Cape Island

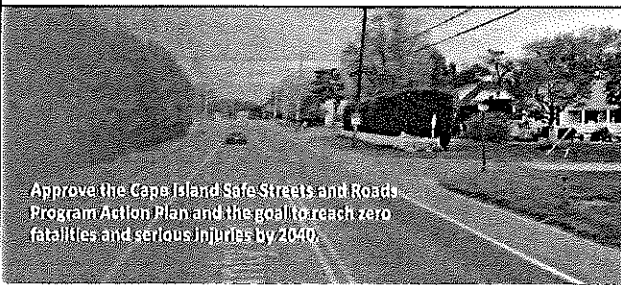
**Lower Township
Council Meeting**

December 16, 2024

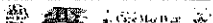


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Action Requested




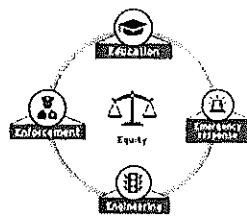
Approve the Cape Island Safe Streets and Roads Program Action Plan and the goal to reach zero fatalities and serious injuries by 2040.



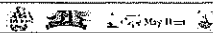
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What is a Local Safety Action Plan?






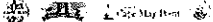
- Actionable plan to prevent roadway deaths and injuries
- Provides opportunity for future grants



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Steering Committee Members

 <p>City of Cape May</p> <ul style="list-style-type: none"> • Jeff Vacare • Terry DiUbaldo • Hilary Prichard • James Moffatt • Robert Morris • Michael Yeager • Chief Dekon Fashaw • Paul Dietrich • Justin Riggs 	<p>Borough of West Cape May</p> <ul style="list-style-type: none"> • George Dick, Deputy Mayor <p>Lower Township</p> <ul style="list-style-type: none"> • Michael Laffey, Administrator • Kevin Lewis, Police Chief <p>Borough of Cape May Point</p> <ul style="list-style-type: none"> • Catherine Busch, Commissioner
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USDOT Safe Streets for All (SS4A) Eligible Action Plan Components




- 1) **Leadership Commitment and Goal Setting**
Endorsement by high-ranking official or governing body.
Zero goal or major reduction goal.
- 2) **Planning Structure**
Oversight Committee
- 3) **Safety Analysis**
Hot Spots and Systemic Safety Treatment on all roads.
- 4) **Engagement and Collaboration**
Include private, non-profit, community groups.




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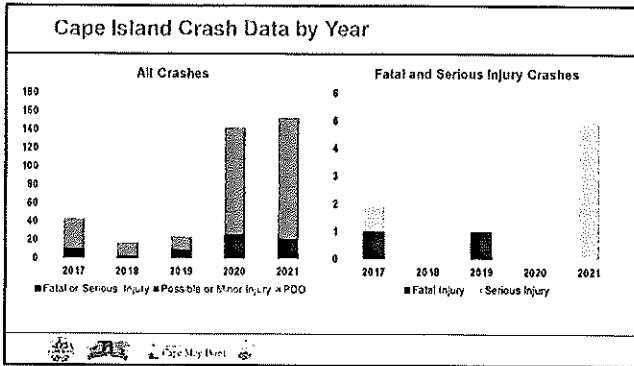
USDOT Safe Streets for All (SS4A) Eligible Action Plan Components



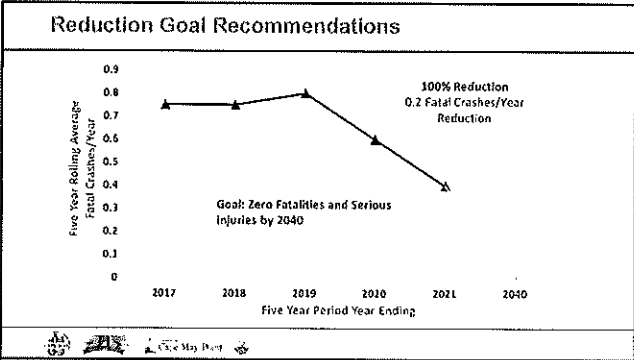
- 5) **Equity Considerations**
Inclusive process. Assessment of impacts to underserved communities.
- 6) **Policy and Process Changes**
Assessment of policies, plans, guidance to identify opportunities to prioritize transportation safety.
- 7) **Strategy and Project Selection**
Prioritized set of projects and strategies shaped by data and stakeholder input.
- 8) **Progress and Transparency**
Method to measure progress. Transparent progress reporting. Post Action Plan online.



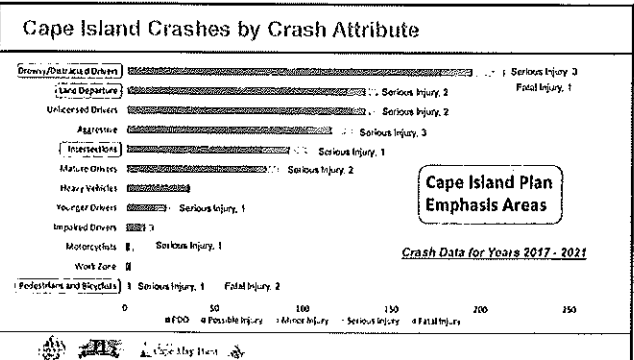
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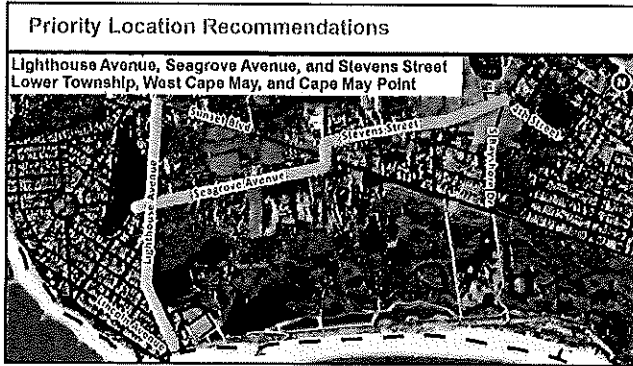
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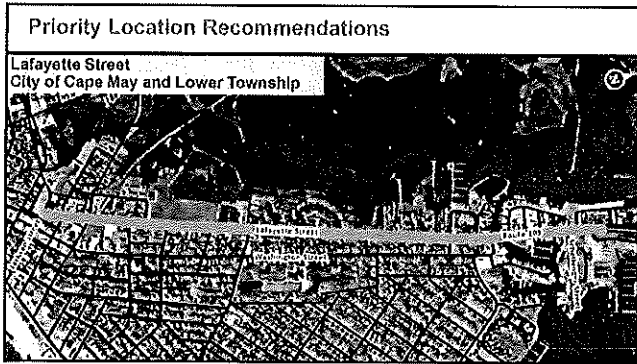
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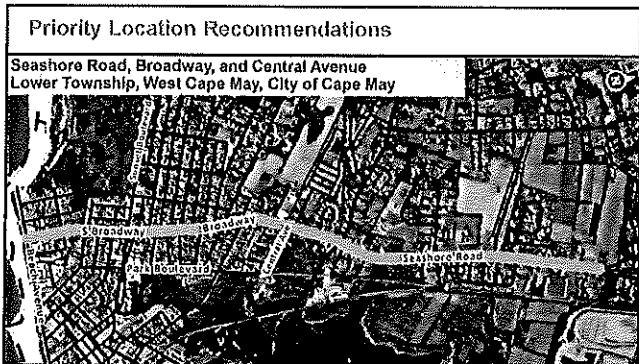
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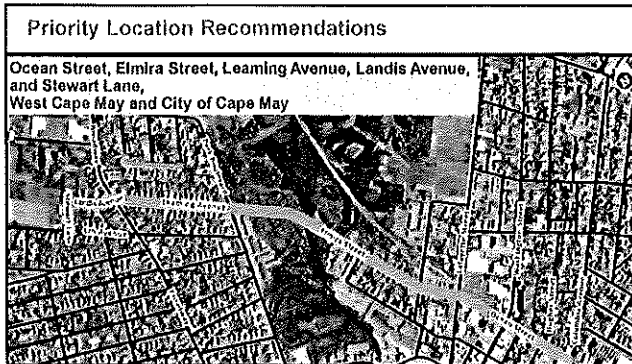
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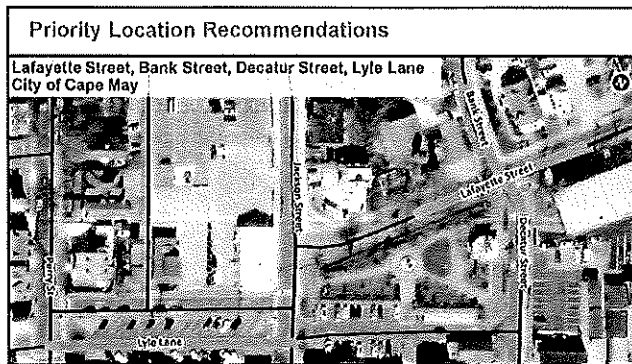
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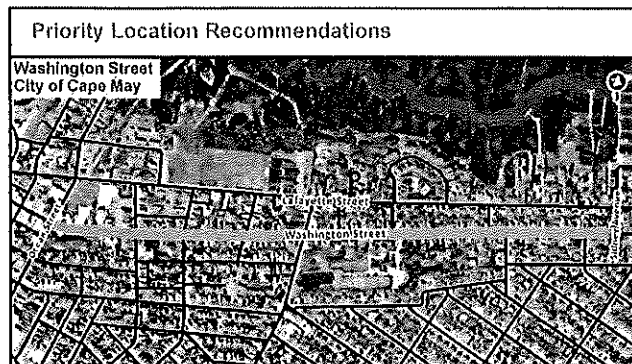
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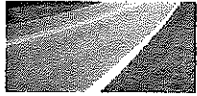



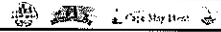
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Systemic Treatment Recommendations


 <p>6-inch edge line striping</p> <ul style="list-style-type: none">➤ Speeds 25 mph or less, straight alignment➤ 198 segments	 <p>Treatments at Stop-controlled Intersections</p> <ul style="list-style-type: none">➤ 431 stop-controlled intersections on Cape Island➤ Ped crossing installation/upgrades➤ Pavement markings
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Systemic Treatment Recommendations


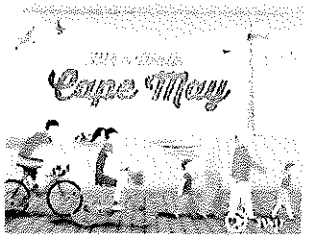
 <p>Speed Humps</p>	 <p>Speed Cushions</p>	 <p>Speed Tables</p>
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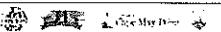


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Non-Infrastructure Strategies

Update the 2016 Cape May Bicycle and Pedestrian Plan

	
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Previously Identified Strategies Recommended for Continuation	
Public Education / Awareness Public Service Announcements and Brochures on Safety Topics Publish Bike-Vap Highlight Ped and Bike Improvements Promote taking and owning assets Consider applying to become a Bike or Walk Friendly Community	School Related Integrate education programs in school curriculum Encourage "Walking School Buses" or "Bike Trains" Utilize SRTS or "VA" services to encourage biking and walking to school Integrate education programs in school curriculum
Training Partner with community groups, police, business locations, to provide bicycle training	Enforcement Implement a Pedestrian Safety Enforcement (PSE) Program Institute a community oriented traffic calming campaign

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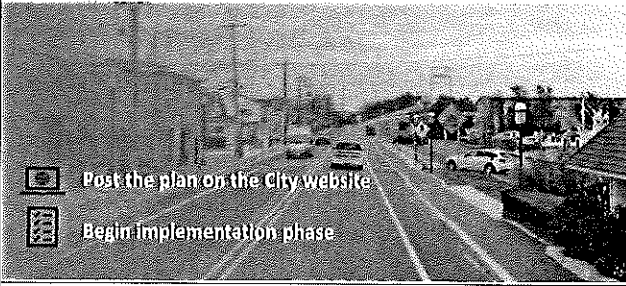
Additional Strategies Recommended for Advancement
<p>Strategy</p> <ul style="list-style-type: none"> Implement school safety competition/recognition program in elementary/middle schools Implement or strengthen video/discussions, speakers for high school students Implement social media plan, engage key influencers Increase messaging to visitors through LSV / bike rental businesses and tour operators

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Coordination with Cape May County Countywide Local Road Safety Plan	
<p>Plan Similarities</p> <ul style="list-style-type: none"> • SS4A Components • Data sources • Common Stakeholders • Non-Infrastructure Strategies 	<p>Plan Differences</p> <ul style="list-style-type: none"> • Geographic Area • Emphasis areas • Projects • Implementation responsibilities

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Next Steps

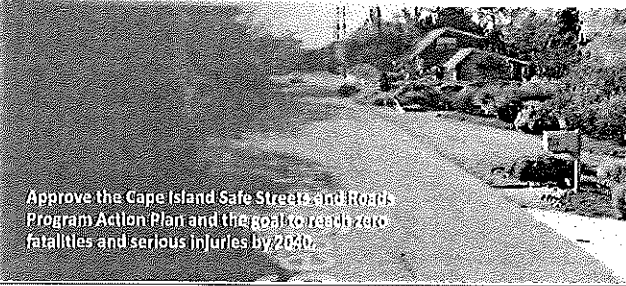


- Post the plan on the City website
- Begin implementation phase

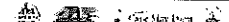


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Request to Council




Approve the Cape Island Safe Streets and Roads Program Action Plan and the goal to reach zero fatalities and serious injuries by 2030.



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 **Safe Streets & Roads Program Action Plan**
Cape Island



Contact

Dale Foster, Stakeholder Coordination
dfoster@capinet.com
908-287-2721

Dave Kuhny, Project Manager
dkuhny@capinet.com
908-287-2730



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