

## COUNCIL MEETING MINUTES – December 18, 2023

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on December 18, 2023 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 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

### Work Session

Presentation to Detective Kevin O'Brien – 2022 MADD Award

Mayor Sippel, on behalf of Council, recognized Detective Kevin O'Brien, former Patrolman, for receiving the Top Cop Award of Excellence in 2022, as well as the #1 Police Officer in Cape May County for DWI/DUI arrests.

Deputy Mayor Perry presented Detective O'Brien with a commemorative coin and a Certificate of Excellence.

Chief Lewis shared words of appreciation for Detective O'Brien's eagerness and dedication to his work.

### Consent Agenda

Approval of Minutes – December 4, 2023

Res. #2023-408 Authorization for the Payment of Vouchers \$1,107,135.95

Res. #2023-409 Authorization for the Payout of Accumulated Compensatory Time (M. Nuscis \$8807.00)

Res. #2023-410 Insertion of Special Item of Revenue Pursuant to NJSA 40A:4-87, Chapter 159 (Opioid Settlement Fund \$13,547.57)

Res. #2023-411 FY2025 Lower Cape Alliance

Res. #2023-412 Amend Designation of Official Depositories

Res. #2023-413 Approving a Professional Service Contract with DeBlasio & Associates for the Lower Township Municipal Pool Building Evaluation (LT-C-046) for the 2024 NJDCA Small Cities Grant

Res. #2023-414 Bid Acceptance and Contract Award to Supply Asphalt to the Township of Lower for Thirty-Six (36) Months (Seashore Asphalt)

Res. #2023-415 Transfer of 2023 Appropriations

Res. #2023-416 Authorization to Cancel Uncashed Checks

Res. #2023-417 Authorizing Competitive Contracting for Records System Feasibility Study to Evaluate the Township Scanning of Records and storage including recurring fees

Res. #2023-418 Revise Resolution to add BRT Technologies, LLC to the Annual New Jersey State Contract Vendor for the Assessor/Tax Mod-IV Software Contract Listing Pursuant to NJSA 40A:11-12a

Res. #2023-419 Renewal of Trailer Park Licenses for the Year 2024

Res. #2023-420 A Resolution Authorizing a Shared Service Agreement between the Township of Lower and the Lower Cape May Regional School District for the Placement of School Resource Officers (SRO) within the Lower Cape May Regional School District

Res. #2023-421 A Resolution Requesting Release of Revegetation and Restoration Guarantee for Dune Site Plan Block 164.02 Lot 1.05 and Block 158, Lot 1 Escrow #P-15-10-01; Bond PSTANOCH

Res. #2023-422 Authorization for the Payout of Accumulated Sick Time (W. Galestok \$18,615.71)

Res. #2023-423 Bid Acceptance and Award for Various Law Enforcement Vehicle Equipment

Res. #2023-424 Bid Acceptance and Award for Police Vehicle Equipment Installation Service for Township of Lower and Lower Township Police Department

Motion to Table Resolution #2023-420:

	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		X					
ROY			X					
PERRY			X					
SIPPEL			X					

**Regular Agenda**

**Ord # 2023-21** An Ordinance Amending Chapter 340, Fire Prevention, Article II, Uniform Fire Safety Code, of the Code of the Township of Lower, in order to Modify Annual Fire Inspection Fees. 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				
COOMBS			X				
ROY		X	X				
PERRY	X		X				
SIPPEL			X				

**Ord # 2023-22** An Ordinance Amending Chapter 90, Police Department, of the Code of the Township of Lower to Amend the Requirements Associated with the Employment of Police Officers to Ensure Compliance with the New Jersey Police Licensure Act. 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				
COOMBS	X		X				
ROY		X	X				
PERRY			X				
SIPPEL			X				

**Ord #2023-23** Salary & Benefit Ordinance for 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.

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

**Ord #2023-24** An Ordinance Authorizing the Township of Lower to Accept and Execute an Easement with the Property Owners Association of Cape May Beach Inc. and Historic Townbank Inc. Concerning the Improvement and Maintenance of Public Beach Access Points 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				
COOMBS			X				
ROY		X	X				
PERRY			X				
SIPPEL			X				

**Monthly Reports**

Clerk, Construction, Dog, Tax, Vital

**Engineer Report**

Will Hanson presented the 2023 Year End Summary of Services, summarizing the 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 for the opportunity to provide their services and looks forward to 2024. Mayor Sippel thanked DeBlasio & Associates for their dedication and services to the Township. Marc DeBlasio thanked the Township and wished everyone Happy Holidays. Deputy Mayor Perry complimented DeBlasio & Associates on their outstanding work.

Mayor Sippel thanked Donna Blackley, Lower Township Bureau of Fire Safety, for her attendance at the meeting.

**Public Comment - no comments**

**Council Comments**

Mayor Sippel shared information on a proposed indoor athletic sports complex. He announced the upcoming Tom Beheler Youth Basketball Tournament and the New Year's Eve Celebration.

Mayor Sippel wished everyone a Merry Christmas and a Happy New Year.

Deputy Mayor Perry wished everyone a Merry Christmas and a Happy New Year.

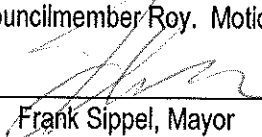
Councilmember Roy wished everyone a Merry Christmas and a Happy New Year.

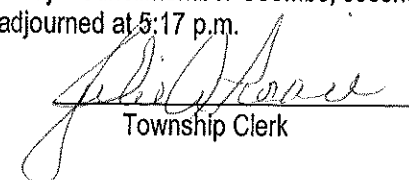
Councilmember Coombs thanked all Township personnel and wished everyone a happy, safe holiday season.

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

**Adjournment**

There being no further business to address, motion to adjourn moved by Councilmember Coombs, seconded by Councilmember Roy. Motion to adjourn was unanimous. Meeting adjourned at 5:17 p.m.

  
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 Frank Sippel, Mayor

  
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 Township Clerk

Approved: 1/3/2024