

## COUNCIL MEETING MINUTES – January 4, 2021

The Re-Organization meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on January 4, 2021 at 6:00 p.m. in the theater of Lower Cape May Regional High School, Lower Township.

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.

Meeting called to order by Mayor Frank Sippel

Pledge of Allegiance

Invocation - Deacon Erik Simonsen

Swearing In:

Mayor Frank Sippel - Oath of Office administered by Cape May County Sheriff Robert Nolan and his grandchildren Colin and Ava held the Bible. Mayor Sippel thanked Sheriff Nolan, his family and friends, and all attendees, and recognized all elected officials and Manager Laffey. He commended the Police Department's Command Staff for their leadership, and affirmed Council's commitment and vision for the future of Lower Township.

Deputy Mayor David Perry – Oath of Office administered by Cape May County Sheriff Robert Nolan and his wife Janet held the Bible.

Councilman Kevin Coombs – Oath of Office administered by Assemblyman Erik Simonsen and his daughters Gabriella and Keva held the Bible.

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, David Stefankiewicz, Township Solicitor and Karen Fournier, Deputy Township Clerk

Presentation of Proclamations/Plaques:

Chief William Mastriana - Mayor Sippel read a proclamation honoring Chief William Mastriana for his dedicated service to the Township and congratulating him on his retirement. Chief Priole presented a plaque to Chief Mastriana on behalf of the Police Department. Chief Mastriana expressed appreciation to Mayor and Council, the entire Police Department staff, and his family for their love and support.

Lieutenant Doug Whitten – Mayor Sippel read a proclamation honoring Lieutenant Doug Whitten for his service to the Township and wishing him well on his retirement. Lieutenant Whitten thanked the Police Department, Chief Mastriana and Chief Priole, the administrative staff, and his biggest supporter, his wife. Chief Priole and Chief Mastriana, on behalf of the Police Department, presented a plaque to Lieutenant Whitten.

Officer Eric Danze – MADD Award

Captain Vanaman, on behalf of Mothers against Drunk Drivers in New Jersey, presented Officer Danze with a plaque and congratulated him on receiving the Top Cop Award. Captain Vanaman commended Officer Danze for his professionalism and thanked him for his service.

Swearing In:

Lower Township Chief of Police William Priole; Oath of Office Administered by Mayor Frank Sippel. Virginia Nichols held the Bible and Chief Mastriana pinned his badge. Chief Priole thanked Mayor and Council and Manager Laffey for the opportunity and asserted to continue the great work that Chief Mastriana upheld.

Recognition of Provisional Promotions

Captain Kevin Lewis  
Captain Donald Vanaman  
Lieutenant Charles J. Ryan

Lower Township **Sergeant Michael Perry**; Oath of Office Administered by Deputy Mayor and Dad, David Perry; Michael's children Michael and Madden held the Bible and his wife Kourtney pinned his badge.

Lower Township Police **Officer Christopher Vassar Jr. Badge #217**; Oath of Office administered by Mayor Frank Sippel; Chris's mother Maria held the Bible and his father Chris pinned his badge.

Lower Township Police **Officer Patrick Dunn Badge #218**; Patrick's mother Maureen held the Bible and his father Bill pinned his badge.

Lower Township Police **Officer Antonio A. Marroquin Badge #219**; Antonio's children Brooke, Delilah and Landon held the Bible and his wife Rachel pinned his badge.

**Work Session**

Res. #2021-01 Appointment of Municipal Solicitor for the year 2021 as a Professional Service Contract without Public Bidding (Stefankiewicz & Belasco NTE \$150,000)

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

**Consent Agenda**

Approval of Minutes/Closed Session Minutes December 21, 2020

Res. #2021-02 Appointment of Township Labor Attorney for the year 2021 as a Professional Service Contract without Public Bidding (W. Blaney NTE \$40,000)

Res. #2021-03 Appointment of Township Tax Appeal Attorney for the year 2021 as a Professional Service Contract without Public Bidding (M. Karavan \$10,000)

Res. #2021-04 Appointment of Municipal Prosecutor for the Year 2021 (Blaney & Karavan \$40,000)

Res. #2021-05 Appointment of Municipal Public Defender for the Year 2021 (S. Fuscellaro \$15,000)

Res. #2021-06 Appointment of Municipal Auditor for the Year 2021 as a Professional Service Contract without Public Bidding (Ford, Scott \$40,000)

Res. #2021-07 Appointment of Bond Counsel for the year 2021 as a Professional Service Contract without Public Bidding (Archer & Griener)

Res. #2021-08 Appointment of Public Information Officer for the year 2021 as a Professional Service Contract without Public Bidding (L. Suit \$12,900)

Res. #2021-09 Appointment of Joint Insurance Fund Risk Management Consultant (J. Byrne Agency year 1 of 3 year agreement)

Res. #2021-10 Approval of Petty Cash Funds (annual)

Res. #2021-11 Establishment of Council Meeting Dates and Times for the Year 2021 (annual)

Res. #2021-12 Approval of Annual Contribution to Volunteers in Medicine (\$7,960.)

Res. #2021-13 Approving 2021 Contract with Cape Assist (\$3,213)

Res. #2021-14 Setting the Interest Rate for Delinquent Taxes (annual)

Res. #2021-15 Designation of Official Newspapers for Legal Advertising for the Year 2021 (annual)

Res. #2021-16 Annual Approval of Emergency Management Council (annual)

Res. #2021-17 Authorizing the Cash Management Plan (annual)

Res. #2021-18 Authorizing the Clerk to Issue Bingo & Raffle Licenses Throughout 2021 to Qualified Organizations (annual)

Res. #2021-19 Authorization for Public Bidding (annual)

Res. #2021-20 Designation of Public Agency Compliance Officer for Lower Township (M. Vitelli, QPA)

Res. #2021-21 Authorizing the Tax Assessor to file Tax Appeals (annual)

Res. #2021-22 Resolution Establishing the Quote Threshold Pursuant to NJSA 40A:11-3a (annual)

- Res. #2021-23 Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission (annual)
- Res. #2021-24 Resolution Authorizing Contracts with Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A. 40A:11
- Res. #2021-25 Designation of Official Depositories (annual)
- Res. #2021-26 Confirmation of Officials for Joint Insurance Fund and Municipal Excess Liability Fund (annual)
- Res. #2021-27 Appointment of Municipal Engineer for the Year 2021 As a Professional Service Contract without Public Bidding (DeBlasio & Associates NTE \$450,000)
- Res. #2021-28 Contract Award for Township of Lower Animal Control Services – Year 2 of 3 (Shore Animal Control \$56,000 plus \$75. Per emergency call)
- Res. #2021-29 Authorizing 2021 Annual Payment for Animal Shelter Fees to Cape May County (annual)
- Res. #2021-30 Adopting 2021 Temporary Current Budget (required annually)
- Res. #2021-31 Authorizing Payment of 2021 Debt Service (annual)
- Res. #2021-32 Resolution to Defer the Regional School Tax (annual)
- Res. #2021-33 Authorizing Payments of 2021 Pension Amounts Due 4/1/2021 (annual)
- Res. #2021-34 Authorizing Payment for 2021 Regional School Taxes to Lower Cape May Regional (2021 1<sup>st</sup> Half)
- Res. #2021-35 Authorizing Payments for 2021 Local School Taxes to Lower Township Board of Education (2021 1<sup>st</sup> Half)
- Res. #2021-36 Authorizing Payment for Dispatch Services (2021)
- Res. #2021-37 Authorizing Debt Service Payment for the Joint Public Safety Building (\$167,811.26)
- Res. #2021-38 Authorizing Pay Out of Terminal Leave (W.Mastriana \$107,874.13)
- Res. #2021-39 Authorizing Pay Out of Terminal Leave (D.Whitten \$52,862.53)
- Res. #2021-40 Authorizing Pay Out of Terminal Leave (T.Solenski \$42,212.57)
- Res. #2021-41 A Resolution Authorizing a Shared Service Agreement with the Cape May County Municipal Utilities Authority for Solid Waste Disposal and Recycling Services (Annual)
- Res. #2021-42 Appointment of Health Insurance Brokerage Consultant for the Year 2021 As A Professional Service Contract Without Public Bidding (Marsh & McLennan \$43,517.)
- Res. #2021-43 A Resolution Establishing Rules and Regulations Governing Public Comment During Township Council Meetings
- Res. #2021-44 Resolution Designating Captain Donald Vanaman as Deputy Custodian of Public Records for the Police Department
- Res. #2021-45 Authorization for the Payout of Accumulated Sick Time (\$53,687.40 per contracts)
- Res. #2021-46 Authorization for Refund of Taxes (4 properties)
- Res. #2021-47 A Resolution Requesting Release of Performance Guarantee for Marie Nicole's Restaurant; Block 697, Lots 3-7 Escrow #Z02-12-03
- Res. #2021-48 A Resolution Requesting Release of Demolition Bond for Block 447, Lots 1 & 3; 358 Route 9, Cape May, NJ 08204
- Res. #2020-49 Approving a Professional Service Contract with Engineering Design Associates for Engineering Services on the Schellengers Landing Traffic Calming Measures (\$6,500.)
- Res. #2021-50 Approval of Secondhand Merchant and Dealer of Precious Metals License (Lucky 7)
- Res. #2021-51 Renewal of Trailer Park Licenses for the Year 2021(4 parks)
- Res. #2021-52 Resolution Approving A Contract with Delta Dental as Extraordinary Unspecifiable Services (Dental)
- Res. #2021-53 Resolution Approving A Contract with USABLE as Extraordinary Unspecifiable Services (Life Insurance)
- Res. #2021-54 Approving 2021 Contract with Cape Mediation Services (\$3,201.24)
- Res. #2021-55 Authorization for Payment of 2020 Vouchers \$64,674.87
- Res. #2021-56 Authorization for Payment of 2021 Vouchers \$298,784.66
- Ordinance #2021-01 An Ordinance to Exceed the Municipal Budget Appropriation Limits and To Establish a Cap Bank (N.J.S.A.40A:4-15.14) This is the first reading of this Ordinance, The second reading and public hearing has been scheduled for January 20.

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

**BRIEF RECESS** – Mayor Sippel announced a brief recess at approximately 6:50 p.m. Council returned at approximately 6:59 p.m.

**Regular Agenda**

Res. #2021-57 Re-Appointment of Class III Member to the Planning Board (R. Roy)

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

Res. #2021-58 Resolution Designating the Lower Township Rescue Squad, Inc as the Provider of Emergency Medical Services in Lower Township

James Sanford, Diamond Beach, asked if this resolution will affect funding for any potential agreement with Wildwood Crest.

Solicitor Stefankiewicz responded in the negative. A brief discussion ensued.

Mr. Sanford wished Council a Happy New Year on behalf of the Diamond Beach Citizens Action Group.

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

**Council Comments**

Councilmember Conrad congratulated Mayor Sippel, Deputy Mayor Perry, Councilmember Coombs, and the Police Department Command Staff, and wished everyone a Happy New Year.

Councilmember Coombs congratulated Mayor Sippel, Deputy Mayor Perry and the Police Command Staff, and thanked his family for their support. He also wished everyone a Happy New Year.

Councilmember Roy congratulated the new hires and all who were promoted, and thanked Council for their continued service to the community, and wished everyone a safe and Happy New Year.

Deputy Mayor Perry congratulated Mayor Sippel and Councilmember Coombs and thanked his family for their support. He shared his pride on his son's promotion and congratulated the Police Administrative Staff. He also wished everyone a prosperous and Happy New Year.


Mayor Sippel thanked Manager Laffey, Township staff and everyone in attendance of the meeting.

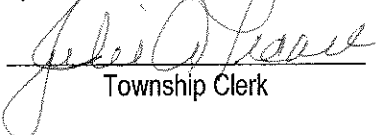
**Call to the Public**

No comments

**Adjournment**

There being no further business to address, motion to adjourn moved by Councilmember Conrad, seconded by Councilmember Coombs. Motion to adjourn was unanimous. Meeting adjourned at 7:07 p.m.

  
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 Mayor

  
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 Township Clerk

Approved: 1/20/2021