

COUNCIL MEETING MINUTES – January 3, 2024

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on January 3, 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

Res #2024-01 Appointment of Municipal Solicitor for the Year 2024 As a Professional Service Contract without public bidding (Stefankiewicz & Belasco NTE \$150,000)

Mayor Sippel thanked Stefankiewicz and Belasco for their hard work and dedication to the Township. Solicitor Belasco thanked Council for the opportunity to work together and looks forward to continuing their service to the Township.

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

**Consent Agenda**

Approval of Minutes - December 18, 2023

- Res. #2024-02 Appointment of Township Labor Attorney for the year 2024 as a Professional Service Contract without Public Bidding (W. Blaney NTE \$40,000)
- Res. #2024-03 Appointment of Municipal Prosecutor for the Year 2024 (Blaney, Donohue & Weinberg \$ 45,000 + 10,000 WW Crest)
- Res. #2024-04 Appointment of Municipal Public Defender for the Year 2024 (S. Fuscillaro \$ 16,500 + 13,500 WW Crest)
- Res. #2024-05 Appointment of Municipal Engineer for the Year 2024 as a Professional Service Contract without Public Bidding (DeBlasio & Associates NTE \$450,000)
- Res. #2024-06 Appointment of Public Information Officer for the year 2024 as a Professional Service Contract without Public Bidding (L. Suit \$16,280)
- Res. #2024-07 Establishment of Council Meeting Dates and Times for the year 2024 (annual)
- Res. #2024-08 Designation of Official Newspapers for Legal Advertising for the Year 2024 (annual)
- Res. #2024-09 Appointment of Risk Management Consultant Atlantic County JIF (J. Byrne Agency year 1 of 3 year agreement)
- Res. #2024-10 Approval of Emergency Management Council (annual)
- Res. #2024-11 Authorizing the Cash Management Plan (annual)
- Res. #2024-12 Designation of Official Depositories (annual)
- Res. #2024-13 Adopting 2024 Temporary Current Budget
- Res. #2024-14 Resolution to Defer Regional School Tax (annual)
- Res. #2024-15 Authorizing Payment of 2024 Pension Amounts Due 4/1/2024
- Res. #2024-16 Authorizing Payment of 2024 Debt Service (annual)
- Res. #2024-17 Authorizing Payment for 2024 Local School Taxes to Lower Township Board of Education (annual)
- Res. #2024-18 Authorizing Payment for 2024 Regional School Taxes to Lower Cape May Regional (annual)

- Res. #2024-19 Authorizing 2024 Annual Shelter Fee Payments
- Res. #2024-20 Appointment of Municipal Auditor for the Year 2024 as a Professional Service Contract without Public Bidding (Ford, Scott NTE \$ 42,000)
- Res. #2024-21 Authorizing Debt Service Payment for the Joint Public Safety Building Payment (\$169,651.26)
- Res. #2024-22 Setting the Interest Rate for Delinquent Taxes (annual)
- Res. #2024-23 Authorizing the Clerk to Issue Bingo and Raffle Licenses throughout 2024 to Qualified Organizations (annual)
- Res. #2024-24 Authorizing the Tax Assessor to File Tax Appeals (annual)
- Res. #2024-25 Confirmation of Officials for Joint Insurance Fund and Municipal Excess Liability Fund (annual)
- Res. #2024-26 Governing Body Certification of Compliance with the United States Equal Employment Opportunity Commission (annual)
- Res. #2024-27 Bid Acceptance and Award of Lower Township Animal Control Services for 2024 with an Option of 2025
- Res. #2024-28 Approval of Petty Cash Funds – 2024 (annual)
- Res. #2024-29 Resolution Establishing the Quote Threshold Pursuant to NJSA 40A:11-3a(annual)
- Res. #2024-30 Authorization for Public Bidding (annual)
- Res. #2024-31 Designation of Public Agency Compliance Officer for Lower Township(annual)
- Res. #2024-32 A Resolution Approving an Interlocal Services Agreement Between the Twp of Lower and Lower Township Fire District #3
- Res. #2024-33 Approving 2024 Contract with Cape Assist (annual)
- Res. #2024-34 Approval of Annual Contribution to Volunteers in Medicine (annual)
- Res. #2024-35 Resolution Authorizing Contracts with Approved State Contract Vendors for Contracting Units Pursuant to N.J.S.A.40A:11-12a
- Res. #2024-36 Appointment of Tax Appeal Attorney for the Year 2024 as a Professional Service Contract without Public Bidding (M. Karavan)
- Res. #2024-37 Appointment of Bond Counsel for the year 2024 as a Professional Service Contract without Public Bidding (Archer & Greiner)
- Res. #2024-38 Contract Award to Supply Fireworks Display Including Barge for July 3, 2024 Independence Day Event
- Res. #2024-39 Bid Acceptance and Award for Fertilizing Lawn Services for Various Locations 2024 and 2025 Option for 2026
- Res. #2024-40 Bid Acceptance and Award for Landscaping Services for Various Locations 2024 and 2025 Option for 2026
- Res. #2024-41 Authorization for the Refund of Taxes
- Res. #2024-42 Appointment of Health Insurance Brokerage Consultant for the Year 2024 as a Professional Service Contract without Public Bidding (\$40,000)
- Res. #2024-43 Appointment of Keith Bonchi, Esq. as Tax Foreclosure Attorney for the Township of Lower as a Professional Service Contract without Public Bidding (NTE \$12,000)
- Res. #2024-44 Renewal of Trailer Park Licenses for the Year 2024
- Res.#2024-45 Bid Acceptance and Award for Management Information System (MIS) Consultant for Township of Lower and Lower Township Police Department for 2024/2025 with an option for 2026
- Res.#2024-46 Authorizing Payment of 2024 County Taxes (First and second quarters) and 2023 Added Taxes
- Res. #2024-47 Authorization for the Payout of Accumulated Compensatory Time (M. Harkin \$5,691.69)
- Res. #2024-48 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) with the Lower Cape May Regional School District
- Res. #2024-49 Authorizing Payment for Dispatch Services (annual)
- Res. #2024-50 Approval for payment of 2024 Vouchers
- Res. #2024-51 Approval for payment of 2023 Vouchers
- Res. #2024-52 Approving 2024 Contract with Cape Mediation
- Res. #2024-53 Bid Acceptance and Contract Award of Diamond Beach Park Improvements (LT-C-016)
- Ordinance 2024-01 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 February 5, 2024)

**Motion to TABLE Resolution #2024-53:**

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

Res. #2024-54 Authorizing Payout of Terminal Leave (E. Coombs \$11,591.65)

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

**Call to the Public** - no comments

**Council Comments**

Mayor Sippel thanked all Township employees for their hard work and wished everyone a healthy, happy 2024. Mayor Sippel announced the next meeting to be held on Wednesday, January 17<sup>th</sup>.

Deputy Mayor Perry thanked all Township employees and professionals for their services in 2023.


Councilmember Roy echoed appreciation for the great work done in 2023 and wished everyone a happy 2024.

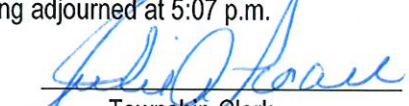
Councilmember Coombs echoed the above comments thanking everyone for a great year and said he looks forward to the new year.

Councilmember Conrad gave an update on Fishing Creek Road improvements.

**Adjournment**

There being no further business to address, motion to adjourn moved by Deputy Mayor Perry, seconded by Councilmember Coombs. Motion to adjourn was unanimous. Meeting adjourned at 5:07 p.m.

  
 \_\_\_\_\_  
 Frank Sippel, Mayor

  
 \_\_\_\_\_  
 Township Clerk

Approved: 1/17/2024