

COUNCIL MEETING MINUTES – November 3, 2025

The meeting of the Township Council of the Township of Lower, County of Cape May, State of New Jersey was held on November 3, 2025 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 Joseph Wareham
Councilmember Roland Roy, Jr.
Deputy Mayor Kevin Coombs
Mayor Frank Sippel

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

Work Session

Commissioner Andrew Bulakowski presented the Volunteers in Medicine award that he accepted on behalf of The Township of Lower. Mayor Sippel thanked the County Commissioners. Commissioner Bulakowski stated he was honored to accept the award on behalf of the Township.

Mayor Sippel asked Manager Laffey for an update regarding Res. #2025-361.

Manager Laffey gave an update regarding Resolution #2025-361, stating that it is a JIF requirement to update the Personnel Policy on a yearly basis.

Consent Agenda

Approval of Minutes – October 20, 2025

Approval of New Jersey State Firefighter's Association Membership – M. Alexander, Erma Volunteer Fire Company

Res. #2025-357 Authorization for the Payment of Vouchers \$5,232,154.41

Res. #2025-358 Authorization for Refund of Taxes

Res. #2025-359 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. #2025-360 Insertion of Special Item of Revenue Pursuant to NJSA 40A:4-87, Chapter 159 (Community History Grant \$5,000)

Res. #2025-361 A Resolution Adopting a Revised Personnel Policy Manual for the Township of Lower

Res. #2025-362 Authorization for Waiver of Permitting Fees for Naval Air Station Wildwood Associated with the Museum Egress Plan

Res. #2025-363 Transfer of 2025 Appropriations

Res. #2025-364 A Resolution Approving the Annual Level of Compensation for the Commissioners of Fire District #1 Pursuant to N.J.S.A 40A:14-88 and Local Finance Notice 2021-16

Res. #2025-365 A Resolution Authorizing and Approving a Shared Service Agreement Between the Township of Lower and the County of Cape May for Public Safety Answering, Dispatch and Related Services

Res. #2025-366 Authorizing the Assignment of Eight (8) Tax Sale Certificates

Res. #2025-367 Approval of Change Order #1 to 10-75 Emergency Vehicles to Install Four (4) Television Monitors in the Drone Command Control Mobile Unit

Res. #2025-368 A Resolution Approving the Annual Level of Compensation for the Commissioners of Fire District #3 Pursuant to N.J.S.A 40A:14-88 and Local Finance Notice 2021-16

Res. #2025-369 Authorization for the Payout of Accumulated Compensatory Time (M. Harkin, \$9,097.28)

Ord. #2025-22 An Ordinance Amending Chapter 400, Land Development, of the Code of the Township of Lower. This is the first reading of this Ordinance. The second reading and public hearing has been scheduled for December 1, 2025.

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

Call to the Public-

Christopher South, Cape May County Herald, asked Council who will be going to Haddonfield on Friday to cheer on the LCMR football playoff game.

Commissioner Bulakowski thanked Mayor & Council and apologized for the delays of getting some of the road projects done. He also commended Council for their hard work and improvements to the Township. Commissioner Bulakowski acknowledged Veterans Day and thanked all service members.

Commissioner Barr thanked Mayor & Council for all their hard work.

Manager Laffey acknowledged Veterans Day and informed of local discounts for Veterans at local establishments including the Ferry.

Council Comments

Mayor Sippel announced the upcoming Election Day and reminded residents to vote. He also announced the Veterans Day Parade and the Veterans Ceremony at the VFW.

Councilmember Conrad reminded residents to vote and thanked all volunteers who participated with the Haunted Trails event.

Councilmember Wareham stated his intention to support LCMR at their playoff game in Haddonfield and reminded residents to vote.


Councilmember Roy reminded residents to vote and commented on the success of the Halloween events in Lower Township.

Deputy Mayor Coombs congratulated LCMR football team on their playoff win and reminded residents to vote.

Manager Laffey thanked all volunteers for their participation in Haunted Trails and estimated approximately 1500-1800 people came out for this great event.

Adjournment

There being no further business to address, motion to adjourn moved by Mayor Sippel, seconded by Deputy Mayor Coombs. Motion to adjourn was unanimous. Meeting adjourned at 5:16 p.m.



 Frank Sippel, Mayor



 Deputy Township Clerk

Approved: *November 17, 2025*