

**TOWNSHIP OF UPPER  
2100 TUCKAHOE ROAD  
PETERSBURG, NJ 08270  
CAPE MAY COUNTY  
AGENDA FOR JANUARY 6, 2017**

**2017 ANNUAL REORGANIZATION MEETING**

6:30 P.M. Call to order

Sunshine Announcement

Presentation of the Colors - Boy Scout Troop 95 of Upper Township

Roll Call

A patriotic song presented by Melissa Schenck

Invocation - Monsignor Peter Joyce, Parish of Saint Maximilian Kolbe

Statement of Determination of Election

Oath of Office

Committeeman John D. Coggins, Jr. - Administered by the Honorable James R. Birchmeier, J.M.C.

Committeeman Hobart Young - Administered by the Honorable James R. Birchmeier, J.M.C.

Nominations for Mayor - 2017

**RESOLUTIONS**

1. Appointment of Deputy Mayor.
2. Assignment of Township Committee Members to oversee Departments.
3. Appointment of Municipal Auditor, Solicitor, Prosecutor, and Public Defender.
4. Appointment of Official to Certify Municipal Improvement Searches.
5. Designation of Banking Institutions as Official Depositories.
6. Designation of Official Newspapers.
7. Payment of Real Estate Taxes and Penalty for Late Payments.
8. Schedule of Township Committee meetings for 2017.

9. Providing for a Bi-Weekly Payroll.
10. Appointments to the Upper Township Zoning Board of Adjustment.
11. Appointment of Class 3 member to the Upper Township Planning Board.
12. Appointment of various Officers and Employees to annual and specified terms.
13. Meeting Procedures.
14. Imposing a fee of twenty-five dollars on all checks given to the Township of Upper, which are dishonored for any reason.
15. Authorizing the Chief Financial Officer to maintain a Petty Cash Fund.
16. Authorizing the Tax Assessor to file a petition of Appeal or Appeals for the Tax Year 2017 with the Cape May County Board of Taxation and/or the Tax Court of New Jersey to seek corrections of errors and proper values.
17. Adopting the Cash Management Plan for the Township of Upper.
18. Temporary Budget for year 2017.
19. Appointment of the Risk Management Consultant.
20. Confirming Appointments to various positions required by the Atlantic County Municipal Joint Insurance Fund.
21. Appointments to the Upper Township Sports and Recreation Advisory Board.
22. Adoption of the National Incident Management System.
23. Appointing members to the Upper Township Municipal Court Security Committee.
24. Naming the overall winner of the 2016 Safety Program.

Executive Order of the Mayor - Planning Board Appointments.

Comments by Members of the Governing Body

Recognition of Distinguished Guests

Benediction - Monsignor Peter Joyce of the Parish of Saint Maximilian Kolbe

Adjournment