

**TOWNSHIP OF UPPER
2100 TUCKAHOE ROAD
PETERSBURG, NJ 08270
CAPE MAY COUNTY
MINUTES FOR MAY 11, 2020**

REGULAR MEETING OF THE TOWNSHIP COMMITTEE –7:30 P.M.

CALL TO ORDER

SUNSHINE ANNOUNCEMENT

Mayor Palombo read the following announcement. “In compliance with the Open Public Meetings Law, I wish to state that on May 8, 2020, the notice of this meeting of the Upper Township Committee was posted on the official Township Bulletin Board, the Upper Township Website, and the Town Hall Foyer, mailed to the Cape May County Gazette, the Atlantic City Press, the Ocean City Sentinel-Ledger, the Herald Times and filed with the Township Clerk. Tonight's meeting is being audio recorded up until the closed session portion of this meeting and will be available on the Upper Township website. I hereby direct that this announcement be made a part of the minutes of this meeting.”

SALUTE TO THE FLAG

ROLL CALL

Edward Barr	Present
John Coggins	Present
Curtis Corson	Present
Hobart Young	Present
Richard Palombo	Present

Also present were Municipal Clerk Barbara Young, Municipal Attorney Daniel Young, Township Administrator Scott Morgan, Township Engineer Paul Dietrich, and Chief Financial Officer Barbara Ludy.

APPROVAL OF MINUTES - April 27, 2020 Regular and Closed Session Minutes

Motion by Edward Barr, second by Hobie Young, to approve the April 27, 2020 Regular Session Minutes as submitted. During roll call vote all five Committeemen voted in the affirmative.

REPORT OF GOVERNING BODY MEMBERS

John Coggins, Committeeman, requested that Department Heads be mindful of reduced revenues and postpone any nonemergent expenditures towards the end of the year. He stated that the Township’s auditor and CFO predict that State Aid will be delayed by a few months. He next requested that the CFO prepare a report summarizing budget expenditures and revenues year to date. He next thanked Mayor Palombo for working with the Mayors of Ocean City and Sea Isle to open the beaches. He stated that he along with many residents are ready for businesses and services to open up, and suggested that the Township hold their next meeting at Town Hall. It was stated that the Governors stay at home order is still in effect until June 5th, and a public hearing of Ordinance 005-2020 has been advertised and noticed for May 26th as an electronic meeting. If changed, the public hearing will need to be re-noticed, which will postpone the hearing. Mayor Palombo suggested that the first meeting in June potentially be held at Town Hall, and requested the Township Administrator to prepare for ways to enable social distancing in the meeting room.

Hobie Young, Committeeman, requested that the tennis courts be opened up at Caldwell Park. He next reported that people are still jumping the fence at the Amanda's Field Skate Park, and suggested that it also be opened in a limited capacity. After a lengthy discussion there was a motion by Hobie Young, second by Edward Barr, to open the tennis and pickle ball courts at Caldwell Park and the pickle ball courts in Tuckahoe, contingent upon compliance with social distancing guidelines. During roll call vote all five Committeemen voted in the affirmative. It was decided to keep the Skate Park closed for now with a request for an increased patrol from NJSP. Committeeman Young next reported that preliminary plans are underway for the 4th of July. He stated that he would like to incorporate the cancelled egg hunt into the 4th of July event. There was then a lengthy discussion at which time it was decided to revisit the matter at the first meeting in June. He next stated that he received great feedback from the last Mayor's message and suggested that, with the County's proposed plans and dates to reopen, it may be a good idea to do another message to the public just to give people some hope. Mayor Palombo stated that the County is waiting for a response from the Governor approving the proposed plan.

Richard Palombo, Mayor, reported that the County has unfortunately cancelled the Memorial Day ceremonies, and asked that residents remember those that sacrificed their lives for this country. He stated that the VFW will ensure that flags are placed on the gravesites. He next reported that in conjunction with Ocean City and Sea Isle, the Township instituted a soft opening of the beaches this past weekend. He stated that as long as visitors comply with the social distancing guideline he hopes to have a full opening of the beaches by Memorial Day. Mayor Palombo then requested the Committee to consider, once retail business are allowed to open, allowing restaurants to utilize sidewalk and parking lot space for outdoor seating in order to help alleviate some of the capacity restrictions. The Municipal Attorney stated that ordinarily this would require a site plan amendment and an application to the planning board to allow them to do that. He stated that another issue is businesses requesting the use of the Township's right of way for outdoor seating. However, due to the emergency, these issues can be addressed through an emergency order issued by the Township's Emergency Management Coordinator. Mayor Palombo directed the Township Engineer, in conjunction with the Municipal Attorney and Township Administrator, to prepare a plan to address these issues, allowing for an internal administrative review, and giving guidance to businesses.

OTHER REPORTS

Scott Morgan, Township Administrator, gave a brief status report on the total Covid-19 cases in New Jersey, Cape May County, and Upper Township. He next thanked the NJSP for their response to several recent ATV issues at Amanda's Field and Caldwell Park. He next reported that Public Works has completed the brush and leaf collection. The next brush collection is scheduled for October. Later in the meeting, Mr. Morgan reported that an emergency order has been prepared to extend the 2020 period of operation for residential campgrounds to December 1, 2020. After a brief discussion, there was a motion by John Coggins second by Hobie Young to recommend an emergency order extending the 2020 campground operation period to December 1, 2020. During roll call vote, four Committeemen voted in the affirmative. Committeeman Corson abstained.

Barbara Young, Municipal Clerk, reported that due to Covid-19 the opening of the Beesley's Point boat ramp has been delayed. She stated that per the Ordinance, permits to use the boat ramp purchased before May 31st cost \$50.00 for residents and \$100.00 for nonresidents. Permits purchased after May 31st increase to \$75.00 and \$150.00 respectively. She requested that the Township consider amending the cost of the permits to remain at the pre May 31st costs for the whole season. The Municipal Attorney stated again that normally this would require an Ordinance amendment. However, due to the state of emergency, the Township's Emergency Management Coordinator can effectuate this request by emergency order. He recommended a motion supporting this action. Motion by John Coggins, second by Edward Barr, supporting an emergency order for the 2020 boat ramp permit fees to remain at the preseason rate. During roll call vote all five Committeemen voted in the affirmative. Mrs. Young then encouraged all residents to complete the 2020 Census.

Daniel Young, Municipal Attorney, reported that there are a few items for closed session.

Paul Dietrich, Township Engineer, reported that there are some areas closed on the Strathmere beach because of nesting birds. He requested that all visitors be mindful of the protected areas. He next reminded everyone that after March 31st dogs are not permitted on the beach.

Barbara Ludy, Chief Financial Officer, requested authorization to participate in the South Jersey Power Cooperative for electric supply. Motion by Curtis Corson, second by John Coggins, to approve the request. During roll call vote all five Committeemen voted in the affirmative. Mrs. Ludy next reported that, due to Covid-19, revenues were down for the month of April and she expect revenues will be down for the month of May. She stated that the decrease in revenues will affect the budget next year, and cautioned everyone to be mindful with spending. Mayor Palombo requested that an inventory be kept of all expenditures due to Covid-19 for possible reimbursement. The CFO assured the Mayor that her office is doing so. The Township Administrator also stated that an application for public assistance has been submitted.

RESOLUTIONS

1. Appointing Louis M. Belasco as an appraiser for the Township of Upper.

TOWNSHIP OF UPPER CAPE MAY COUNTY R E S O L U T I O N

RESOLUTION NO. 150-2020

RE: APPOINTING LOUIS M. BELASCO AS AN APPRAISER FOR THE TOWNSHIP OF UPPER

WHEREAS, the Township periodically requires an appraiser to provide services to obtain the fair market value of lots owned by the Township with respect to the anticipated sale of said lots; and

WHEREAS, the Township has decided to acquire the services of Louis M. Belasco as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, a resolution is required authorizing the award of such contract for professional services; and

WHEREAS, Louis M. Belasco has completed and submitted a Business Entity Disclosure Certification which certifies that Louis M. Belasco has not made any reportable contributions to a political or candidate committee in the Township that would bar the award of this contract and that the contract will prohibit Louis M. Belasco from making any reportable contributions through the term of the contract; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Upper, in the County of Cape May and State of New Jersey, as follows:

1. The allegations of the preamble are incorporated herein by this reference.
2. Louis M. Belasco with offices at PO Box 305, Wildwood, New Jersey is hereby appointed appraiser for the Township of Upper for the appraisal of lots in connection with the Township's anticipated sale to land owners.
3. This Contract shall have a term of one (1) year from date of full execution.
4. This Contract is awarded without competitive bidding as a "professional service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the New Jersey Local Public Contract Law because Louis M. Belasco has professional knowledge as to appraisal issues which knowledge is particularly valuable to the Township Committee and this service is acquired as a non-fair and open contract pursuant to N.J.S.A. 19:44A-20.5.

NOTICE OF CONTRACT AWARD

5. The Township Committee of the Township of Upper, State of New Jersey has awarded the contract without competitive bidding as a professional service pursuant to N.J.S.A. 40A:11-5(1)(a) to Louis M. Belasco for appraisal services. This contract and the resolution authorizing same shall be available for public inspection in the office of the municipal clerk of the Township of Upper, State of New Jersey.
6. A certificate from the Chief Financial Officer of Upper Township showing the availability of adequate funds for this contract and showing the line item appropriation of the official budget to which this contract will be properly charged has been provided to the governing body and shall be attached to this Resolution and kept in the files of the municipal clerk.
7. The contractor has registered with the State of New Jersey pursuant to c.57, Laws of 2004 and has provided proof of that registration to the Township of Upper.
8. The Mayor and the Township Clerk are hereby authorized and directed to execute, on behalf of the Township of Upper, a Professional Contract with Louis M. Belasco in accordance with the terms and provisions of the Local Public Contracts Law, subject to and in accordance with the limitations imposed herein. Upon execution of all parties thereto said contract shall become effective.
9. A notice of this contract award shall be published in the official newspaper of the Township of Upper within ten (10) days from the date of adoption.

10. This Resolution shall be effective as of adoption.

Resolution No. 150-2020

Offered by: Barr

Seconded by: Young

Adopted: May 11, 2020

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Barr	X			
Coggins	X			
Corson	X			
Young	X			
Palombo	X			

2. Appointing Jennifer Teasenfitz as a part-time employee to the Upper Township Division of Emergency Medical Services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
R E S O L U T I O N**

RESOLUTION NO. 151-2020

**RE: APPOINTING JENNIFER TEASENFITZ AS A PART-TIME EMPLOYEE TO THE
UPPER TOWNSHIP DIVISION OF EMERGENCY MEDICAL SERVICES**

WHEREAS, a need exists to appoint qualified personnel as a part-time employee to the Upper Township Division of Emergency Medical Services to insure optimal operation; and

WHEREAS, Jennifer Teasenfitz possesses all of the requisite qualifications for appointment to said position; and

WHEREAS, this individual's appointment is conditioned upon successful completion of pre-employment testing; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Upper, in the County of Cape May and State of New Jersey, as follows:

1. The allegations of the preamble are incorporated herein by this reference.
2. Jennifer Teasenfitz is hereby conditionally appointed, pending successful completion of pre-employment testing, to the Division of Emergency Medical Services as a part-time Emergency Medical Technician at a rate of \$16.00 per hour, in accordance with the Salary Ordinance.
3. All Township officials and officers are hereby authorized and empowered to take all action deemed necessary or advisable to carry into effect the intent and purpose of this Resolution.

Resolution No. 151-2020

Offered by: Corson

Seconded by: Barr

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Barr	X			
Coggins	X			
Corson	X			
Young	X			
Palombo	X			

3. Refund EMS ambulance billing overpayment to Cigna Healthcare Proclaim.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
R E S O L U T I O N**

RESOLUTION NO. 152-2020

**RE: REFUND EMS AMBULANCE BILLING OVERPAYMENT
TO CIGNA HEALTHCARE PROCLAIM**

WHEREAS, an overpayment has occurred in the account of an EMS ambulance billing patient, where the monies sent to Township of Upper by Cigna Healthcare Proclaim were in excess as evidenced by the attached copy of correspondence attached hereto as Exhibit A.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Upper, Cape May County, that the refund is hereby authorized, and the Chief Financial Officer is hereby directed to refund monies as indicated below:

AMOUNT
\$914.00

NAME
ACCENT
P.O. Box 952366
St. Louis, MO 63195-2366

Resolution No. 152-2020

Offered by: Coggins

Seconded by: Barr

Adopted: May 11, 2020

ROLL CALL VOTE:

NAME	YES	NO	ABSTAIN	ABSENT
Barr	X			
Coggins	X			
Corson	X			
Young	X			
Palombo			X	

4. Authorizing the purchase of certain items and for the Chief Financial Officer to withdraw funds in the amount of \$97,295.00 from the account entitled Recycling Trust Account for such purposes.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
R E S O L U T I O N**

RE: AUTHORIZING THE PURCHASE OF CERTAIN ITEMS AND FOR THE CHIEF FINANCIAL OFFICER TO WITHDRAW FUNDS IN THE AMOUNT OF \$97,295.00 FROM THE ACCOUNT ENTITLED RECYCLING TRUST ACCOUNT FOR SUCH PURPOSES

WHEREAS, from time to time it is necessary for the Township of Upper to make certain capital purchases; and

WHEREAS, the Township of Upper has available \$97,295.00 in the Recycling Trust account to make such purchase; and

WHEREAS, the Township Committee has determined that a purchase from the national cooperative contract will result in cost savings after all factors have been considered; and

WHEREAS, N.J.S.A. 52:34-6.2 allows the Township of Upper to utilize national cooperative contracts as a method of procurement; and

WHEREAS, the Township of Upper intends to purchase a 2020 Ford F-550 with a Pac Mac Rear Load Body in the amount of \$97,295.00 from National Auto Fleet Group through Sourcewell Contract No. 120716-NAF as herein indicated; and

WHEREAS, National Auto Fleet Group has completed and submitted a Business Entity Disclosure Certification which certifies that National Auto Fleet Group has not made any reportable contributions to a political or candidate committee in the Township in the previous one year, and that the contract will prohibit National Auto Fleet Group from making any reportable contributions through the term of the contract; and

WHEREAS, the Township's QPA has reviewed and approved the quote from National Auto Fleet Group of Watsonville, CA.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Upper, in the County of Cape May and State of New Jersey, as follows:

1. The allegations of the preamble are incorporated herein by this reference.
2. The Township Committee of the Township of Upper hereby authorizes the purchase of a 2020 Ford F-550 with a Pac Mac Rear Load Body in the amount of \$97,295.00 from National Auto Fleet Group.
3. The Chief Financial Officer of the Township of Upper is hereby authorized,

directed and empowered to withdraw funds in the amount of \$97,295.00 from the Recycling Trust Account to pay for the 2020 Ford F-550 with a Pac Mac Rear Load Body and is empowered to execute any and all necessary documents in order to implement the intent of this Resolution.

Resolution No. 153-2020

Offered by: Coggins

Seconded by: Barr

Adopted: May 11, 2020

ROLL CALL VOTE:

NAME	YES	NO	ABSTAIN	ABSENT
Barr	X			
Coggins	X			
Corson	X			
Young	X			
Palombo	X			

5. In support of the Cape May County-Wide Recovery Initiative for the safe, thoughtful and progressive reopening of Cape May County in the time of Covid.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
R E S O L U T I O N**

RESOLUTION NO. 154-2020

**IN SUPPORT OF THE CAPE MAY COUNTY-WIDE RECOVERY INITIATIVE FOR THE
SAFE, THOUGHTFUL AND PROGRESSIVE
REOPENING OF CAPE MAY COUNTY IN THE TIME OF COVID**

WHEREAS, on April 14, 2020, the Cape May County Board of Chosen Freeholders adopted Resolution 251-20, which created a Business Recovery Task Force assigned to assist the County of Cape May with its economic response to the Covid-19 pandemic; and

WHEREAS, the Business Recovery Task Force, with the participation of numerous Cape May County business leaders, the Cape May County Chamber of Commerce, and with the unanimous support from the Mayors of the sixteen Municipalities in Cape May County, transformed into the Cape May County-Wide Recovery Initiative; and

WHEREAS, the members of the Cape May County-Wide Recovery Initiative, have developed a proposal for the reopening of Cape May County that advances every measure reasonably possible to ensure the safety of the public while allowing needed economic activity to progressively begin; and

WHEREAS, the Township Committee of the Township of Upper is committed to a progressive reopening of Cape May County over the next several weeks, subject to strict mitigation and protocols in the most responsible reopening of County and Township public and business facilities.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Upper, in the County of Cape May and State of New Jersey, hereby supports the efforts of the Cape May County-Wide Recovery Initiative to reopen Cape May County and ensure the safety of the public.

BE IT FURTHER RESOLVED that the Municipal Clerk shall send a copy of this Resolution to the Honorable Phillip D. Murphy, Cape May County Board of Chosen Freeholder, and the Municipal Clerks of the all municipalities in Cape May County.

Resolution No. 154-2020

Offered by: Barr

Seconded by: Coggins

Adopted: May 11, 2020

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Barr	X			
Coggins	X			
Corson	X			
Young	X			
Palombo	X			

6. Authorizing the Upper Township Tax Collector to extend the grace period for the payment of the second quarter property taxes until June 1, 2020 pursuant to Executive Order 130.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
R E S O L U T I O N**

RESOLUTION NO. 155-2020

**AUTHORIZING THE UPPER TOWNSHIP TAX COLLECTOR
TO EXTEND THE GRACE PERIOD FOR THE PAYMENT OF THE SECOND QUARTER
PROPERTY TAXES UNTIL JUNE 1, 2020 PURSUANT TO EXECUTIVE ORDER 130**

WHEREAS, R.S. 54:4-66 provides that real estate taxes are payable in quarterly installments on February 1st, May 1st, August 1st and November 1st in each year; and

WHEREAS, under NJSA 54:4-66(a), second-quarter property taxes are due May 1, 2020 for municipalities on a calendar year budget cycle; and

WHEREAS, R.S. 54:4-67 authorizes municipalities to provide a grace period not exceeding ten (10) days without a charge for interest; and

WHEREAS, the Township of Upper has heretofore adopted a resolution that no interest may be charged if any installment of taxes or payment of an assessment is made within the tenth calendar day following the date on which same shall become due and payable; and

WHEREAS, as a result of the declared state of emergency by the Governor due to COVID 19, many businesses, residents and taxpayers of the Township of Upper have suffered a loss of income which has created a financial hardship making it difficult to meet May 1, 2020 due date for timely payment of real property taxes; and

WHEREAS, the Governor has issued Executive Order 130 (2020) which provides that any governing body of a municipality with a calendar year budget cycle adopt a resolution instituting a grace period concluding on a date no later than June 1, 2020 for the payment of second-quarter property taxes, and

WHEREAS, the Township Committee finds that it would be in the best interest of the residents and taxpayers of the Township of Upper to extend the grace period for the payment of the second quarter taxes until June 1, 2020.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Upper, Cape May County, hereby authorizes that the grace period for the payment of the second quarter property taxes is hereby extended until June 1, 2020, as authorized pursuant to Executive Order 130 (2020); and be it

FURTHER RESOLVED that the Township Clerk shall notify the Director of the Division of Local Government Services in the Department of Community Affairs of the within resolution instituting an extended grace period adopted under authority of Executive Order 130 (2020) not later than the third business day next following the Township Committee's adoption of the within resolution; and be it

FURTHER RESOLVED that nothing contained herein shall provide an additional extension of the installment date or grace period for the payment of property taxes, or otherwise temporarily fix, reduce, or retroactively modify the rate of interest charged for failure to make timely

payment that will or might in any way conflict with any of the provisions of Executive Order 130

(2020), or that will in any way interfere with or impede its achievement.

Resolution No. 155-2020

Offered by: Coggins

Seconded by: Barr

Adopted: May 11, 2020

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Barr	X			
Coggins	X			
Corson	X			
Young	X			
Palombo	X			

7. Appointing the 2020 season Beach Patrol Personnel contingent upon background clearance.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
R E S O L U T I O N**

RESOLUTION NO. 156-2020

**RE: APPOINTING THE 2020 SEASON BEACH PATROL PERSONNEL
CONTINGENT UPON BACKGROUND CLEARANCE**

WHEREAS, the individuals hereinafter named have been determined to possess the requisite skills, training and are otherwise eligible for appointment to the position of lifeguard, contingent upon background clearance; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Upper, in the County of Cape May and State of New Jersey, as follows:

1. The allegations of the preamble are incorporated herein by this reference.
2. The following individuals are appointed as lifeguards in the Township of Upper contingent upon background clearance at a salary as stated below in accordance with the Salary Ordinance:

RETURNING GUARDS

Connell, Lorna	2nd Yr	\$14.50 per hour
Dickinson, Michael	2nd Yr	\$14.50 per hour
Millar, Rebecca	2nd Yr	\$14.50 per hour
Robbins, Lindsay	2nd Yr	\$14.50 per hour
Blake, Aiden	3rd Yr	\$15.20 per hour
Byerly, Ian	3rd Yr	\$15.20 per hour
Chiarello, Eve	3rd Yr	\$15.20 per hour

Handley, Reghan	3rd Yr	\$15.20 per hour
Japzon, Blasé	3rd Yr	\$15.20 per hour
McLees, Casey	3rd Yr	\$15.20 per hour
Buckland, Sean	4th Yr	\$15.20 per hour
Hadley, Jane	4th Yr	\$15.20 per hour
O'Connell, Gregory	4th Yr	\$15.20 per hour
Young, Nathaniel	4th Yr	\$15.20 per hour
Chase, Bruckner	5+	\$15.50 per hour
Culmone, Emily	5+	\$15.50 per hour
Davis, Jacob	5+	\$15.50 per hour
Handley, Brooke	5+	\$15.50 per hour
Holibaugh, Aaron	5+	\$15.50 per hour
LaRosa, Joseph, Jr.	5+	\$15.50 per hour
MacMurray, Wayne	5+	\$15.50 per hour
O'Hara, John	5+	\$15.50 per hour
Pierpoint, Logan	5+	\$15.50 per hour
Rumaker, Kyle	5+	\$15.50 per hour
Steele, Grace	5+	\$15.50 per hour
Steele, Ian	5+	\$15.50 per hour
Steele, Meredith	5+	\$15.50 per hour
Van Gilder, Gregory	5+	\$15.50 per hour
Dugan, James F.	Lieutenant	\$21.50 per hour
LaRosa, Joseph, A III	Lieutenant	\$21.50 per hour
O'Neil, Joseph	Lieutenant	\$21.50 per hour
Stull, William	Lieutenant	\$21.50 per hour
Tobiasen, Andrew	Lieutenant	\$21.50 per hour
Eller, Amanda	Lieutenant	\$21.50 per hour
Fisher, Ryan	Senior	\$18.25 per hour
Boffa, Blake	Senior	\$18.25 per hour

Resolution No. 156-2020

Offered by: Barr

Seconded by: Coggins

Adopted: May 11, 2020

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Barr	X			
Coggins	X			
Corson	X			
Young	X			
Palombo	X			

8. Appointing Ronald Reign as a part-time seasonal Beach Sweeper for the Upper Township Public Works Department.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 157-2020

**RE: APPOINTING RONALD REIGN AS A PART-TIME SEASONAL BEACH SWEEPER
FOR THE UPPER TOWNSHIP PUBLIC WORKS DEPARTMENT**

WHEREAS, a need exists to appoint qualified personnel as a part-time employee to the Upper Township Public Works Department to insure optimal operation; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Upper, in the County of Cape May and State of New Jersey, as follows:

1. The allegations of the preamble are incorporated herein by this reference.
2. Ronald Reign is hereby appointed in a part-time seasonal position as beach sweeper, contingent upon pre-employment testing, at a salary of \$15.00 per hour in accordance with the Salary Ordinance.
3. This Resolution shall be effective immediately and is further intended to ratify, confirm and approve any formal action taken by the Township Committee.

Resolution No. 157-2020

Offered by: Barr

Seconded by: Young

Adopted: May 11, 2020

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Barr	X			
Coggins	X			
Corson	X			
Young	X			
Palombo	X			

9. Appointing the 2020 season Boat Ramp Attendants.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
R E S O L U T I O N**

RESOLUTION NO. 158-2020

RE: APPOINTING THE 2020 SEASON BOAT RAMP ATTENDANTS

WHEREAS, a need exists to appoint qualified personnel as part-time seasonal employees for the Upper Township Boat Ramp for the 2020 season; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Upper, in the County of Cape May and State of New Jersey, as follows:

1. The allegations of the preamble are incorporated herein by this reference.

2. Thomas Duffy, Joseph M. Marrongelli, John Rattigan, and Donald Polo are hereby appointed as part-time seasonal Boat Ramp Attendants, pending pre-employment testing, at a salary of \$14.00 per hour in accordance with the Salary Ordinance.

3. This Resolution shall be effective immediately and is further intended to ratify, confirm and approve any formal action taken by the Township Committee.

Resolution No. 158-2020

Offered by: Barr

Seconded by: Young

Adopted: May 11, 2020

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Barr	X			
Coggins	X			
Corson	X			
Young	X			
Palombo	X			

ORDINANCES

CORRESPONDENCE

NEW BUSINESS

10. **Karen Galle request a portion of Belcroft Avenue be designated as “No Parking”.** After a lengthy discussion it was decided to canvas the affected property owners about the request and bring the matter back for review at a future meeting.
11. **Annual Stormwater Report and Supplemental Questionnaire.** Municipal Engineer Paul Dietrich stated that the annual stormwater report is a summary of all the Township does to maintain our stormwater management system. He stated that the report demonstrates all the hard work that the Public Works department does to keep our stormwater system clear and keep the pollutants from entering into the drainage way. The report also collects data regarding how many miles of street are swept and the amount of debris collected, as well as how many inlets are cleaned, and the amount of debris collected. The data is then entered into a statewide database and reported back to the Federal Government to show how pollution is being kept out of our waterways statewide. He stated that the report as prepared will be sent to the NJDEP.

UNFINISHED BUSINESS

DISCUSSION

PAYMENT OF BILLS

12. **“I hereby move that all claims submitted for payment at this meeting be approved and then incorporated in full in the minutes of this meeting.”** Motion by John Coggins, second by Edward Barr. During roll call vote all five Committeemen voted in the affirmative.

Bills approved for payment: \$484,413.60

Payroll: \$180,239.20

REPORT OF MUNICIPAL DEPARTMENTS

- 13. Animal Control**
- 14. Clerk's Office**
- 15. Construction Code**
- 16. Finance Office**
- 17. Municipal Court**
- 18. MUA Report**
- 19. Tax Collector**

Motion by Richard Palombo, second by Edward Barr, to accept the reports as submitted. During roll call vote all five Committeemen voted in the affirmative.

PUBLIC COMMENT

Linda Bateman, Strathmere, inquired into several issues regarding the opening of the tennis courts, county libraries, the extension of the 2nd quarter tax grace period, the installation of mobi-mats on the beaches, procedures to police social distancing guidelines on the beach, and guidelines for the changeover cleaning of rental properties. It was stated that the Township will follow the County Health Department guidelines for the reopening.

Blanch Adams, Upper Township Business Association, gave a report on the UTBA's survey of Township businesses. She stated that of those that responded 40% are fully open because they are considered essential services. Another 40% are open in a limited capacity through either online or telephone orders. None of the businesses that replied have fully gone out of business. She stated the overriding concern is that the Township opens smartly and slowly while protecting the health and safety of employees, families, and customers.

CLOSED SESSION

- 20. Resolution to conduct a closed meeting pursuant to N.J.S.A. 10:4-12, from which the public shall be excluded.

TOWNSHIP OF UPPER RESOLUTION NO. 159-2020 MOTION GOING INTO CLOSED SESSION MAY 11, 2020

I hereby move that a resolution be incorporated into the minutes authorizing the Township Committee to enter into an executive session for the following matters pursuant to the Open Public Meetings Act:

MATTERS:

- 1. Contract negotiation - New Jersey Interoperable Communications System (NJICS) User Agreement
- 2. Contract negotiation - Suasions Communications Group
- 3. Contract negotiation - EMS Medical Direction

I also include in my motion the estimated time and the circumstances under which the discussion conducted in closed session can be disclosed to the public as follows:

- A. It is anticipated that the matters discussed in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.
- B. With respect to contract negotiations such matters will be made public when negotiations have ceased and there is no longer a reason for confidentiality.

Moved by: John Coggins
Motion seconded by: Edward Barr
During roll call vote all five Committee members voted in the affirmative.

RECONVENE PUBLIC PORTION OF MEETING

Motion by John Coggins, second by Edward Barr, to reconvene the public portion of the meeting.
During roll call vote all five Committeemen voted in the affirmative.

ADJOURNMENT

There being no further business this evening the meeting was adjourned at 9:30 P.M., with a motion by Curtis Corson, second by Edward Barr, and all five Committeemen voting in the affirmative. The next regular meeting is scheduled for May 26, 2020 at 7:30 P.M.

Minutes prepared by,

Barbara L. Young, RMC
Municipal Clerk

BILL LIST

75709 05/11/20 A0025 ADVANTAGE RENTAL & SALES 322.63 3133
75710 05/11/20 A0091 ATLANTIC CITY ELECTRIC 5,112.28 3133
75711 05/11/20 A0175 Adams Rehmann & Haggan Assoc 396.00 3133
75712 05/11/20 A0212 ANCERO, LLC 10,175.64 3133
75713 05/11/20 A0231 ALL UNIQUE GIFTS, INC. 1,848.00 3133
75714 05/11/20 B0035 BELMONT & CRYSTAL SPRINGS 39.93 3133
75715 05/11/20 B0220 BERGEY'S TRUCK CENTERS 739.66 3133
75716 05/11/20 B0232 BLUE FLAME GAS 625.50 3133
75717 05/11/20 B0248 BARNES LAW GROUP LLC 2,261.92 3133
75718 05/11/20 B0274 BIO BLASTING, LLC 2,538.75 3133
75719 05/11/20 C0068 COMCAST 655.27 3133
75720 05/11/20 C0078 CARTER, EDWARD, SR. 290.00 3133
75721 05/11/20 C0182 CDW GOVERNMENT, INC 1,899.12 3133
75722 05/11/20 C0201 CRUZAN'S TRUCK SERVICE INC. 339.96 3133
75723 05/11/20 C0223 CASA PAYROLL SERVICE 216.75 3133
75724 05/11/20 C0279 CASA REPORTING SERVICES LLC 152.55 3133
75725 05/11/20 C0283 CUSTOM-BANDAG, INC 2,373.17 3133
75726 05/11/20 C0321 COLE, LAWERENCE 15.00 3133
75727 05/11/20 D0015 DAN'S WELDING 80.00 3133
75728 05/11/20 F0048 LESLIE G. FOGG INC 11.10 3133
75729 05/11/20 F0053 FORD, SCOTT & ASSOCIATES 5,000.00 3133
75730 05/11/20 G0169 GROFF TRACTOR NEW JERSEY LLC 279.84 3133
75731 05/11/20 G0194 E.M. GRANT 4,934.95 3133
75732 05/11/20 H0095 HORIZON BCBSNJ 212,396.95 3133
75733 05/11/20 H0189 HERITAGE BUSINESS SYSTEMS, INC 41.40 3133
75734 05/11/20 H0193 ARTHUR R. HENRY, INC. 102,380.80 3133
75735 05/11/20 I0045 ICC GENERAL CODE, INC. 5,580.00 3133
75736 05/11/20 K0007 KACZMARSKI, RICHARD 145.00 3133
75737 05/11/20 K0103 KYOCERA DOCUMENT SOLUTIONS 144.67 3133
75738 05/11/20 K0091 KRISTEES DESIGNS 5,680.00 3133
75739 05/11/20 M0303 MALEY GIVENS, A PROF CORP 86.00 3133
75740 05/11/20 N0004 NJ-AMERICAN WATER CO. 93.03 3133
75741 05/11/20 N0054 NEWMAN, JOHN C 42.80 3133
75742 05/11/20 O0005 OFFICE BUSINESS SYSTEMS INC 4,935.00 3133
75743 05/11/20 O0006 SJSHORE MARKETING,LLC 117.57 3133

75744 05/11/20 O0012 OCEAN CITY BD. OF EDUCATION 1,798.75 3133
75745 05/11/20 P0032 PEDRONI FUEL CO. 213.88 3133
75746 05/11/20 P0136 POSTNET 219.05 3133
75747 05/11/20 R0030 RIGGINS, INC. 1,178.27 3133
75748 05/11/20 R0065 ROBERT BROWN TREE SERVICE 2,500.00 3133
75749 05/11/20 R0115 RID PEST CONTROL INC. 55.00 3133
75750 05/11/20 R0119 RUDERMAN, ROTH LLC 1,786.00 3133
75751 05/11/20 S0020 THE HOME DEPOT PRO 136.23 3133
75752 05/11/20 S0057 SERVICE TIRE TRUCK CENTERS 1,155.01 3133
75753 05/11/20 S0113 SMITH, THOMAS G. 2,301.25 3133
75754 05/11/20 S0134 SO. JERSEY GAS COMPANY 695.96 3133
75755 05/11/20 S0239 SHORE VET. ANIMAL CONTROL LLC 2,250.00 3133
75756 05/11/20 S0253 SAMPLE MEDIA, INC. 5,800.00 3133
75757 05/11/20 S0292 SURENIAN EDWARDS & NOLAN LLC 1,102.00 3133
75758 05/11/20 T0192 MARSH & McLENNAN AGENCY/TRION 280.25 3133
75759 05/11/20 U0067 UT HEALTH REIMB. ACCOUNT 1,418.55 3133
75760 05/11/20 V0013 VERIZON WIRELESS 952.77 3133
75761 05/11/20 V0027 VANORDER, ROGER 220.00 3133
75762 05/11/20 W0050 MOTOROLA SOLUTIONS INC. C/O 66,234.00 3133
75763 05/11/20 X0008 XEROX FINANCIAL SERVICES 207.89 3133
75764 05/11/20 Y0008 YOUNG, DANIEL J. ESQUIRE PC 21,957.50 3133
TOTAL: \$484,413.60