

**TOWNSHIP OF UPPER  
2100 TUCKAHOE ROAD  
PETERSBURG, NJ 08270  
CAPE MAY COUNTY  
AGENDA FOR OCTOBER 25, 2021**

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

**CALL TO ORDER**

**SUNSHINE ANNOUNCEMENT**

**SALUTE TO THE FLAG**

**ROLL CALL**

**APPROVAL OF MINUTES** - October 12, 2021 Regular and Closed Session Minutes

**REPORT OF GOVERNING BODY MEMBERS**

**OTHER REPORTS**

**PRESENTATIONS**

1. Presentation of Blue Star Banner to Joseph and Theresa Cotton for their son Captain Joseph D. Cotton.
2. Presentation of Blue Star Banner to Steven and Maryanne Callahan for their sons Corporal Steven M. Callahan and Seaman Recruit Christopher B. Callahan.

**RESOLUTIONS**

3. Designating November 7, 2021 as “Change Your Clock, Change Your Battery Day” in Upper Township.
4. Authorizing a Shared Services Agreement with the Cape May County Municipal Utilities Authority for the review and submission of the Township of Upper’s 2021 Annual Recycling Tonnage Reports.
5. Appointing Maley Givens, PC and M. James Maley, Jr. to act as Special Legal Counsel with regards to Redevelopment Law.
6. Authorizing a contract with Marathon Engineering and Environmental Services for Environmental Consultant Services.
7. Amending Resolution 287-2021 appointing James Cotton as a temporary Construction Official on an as needed basis.

8. Appointing an official to bid at the Tax Sale scheduled for December 7, 2021 at 10:00 a.m.
9. Appointing Christopher Belles as a part-time employee to the Upper Township Division of Emergency Medical Services.
10. Appointing Kirby Stiltner as a part-time employee to the Upper Township Division of Emergency Medical Services.
11. Appointing William Marsden as a part-time employee to the Upper Township Construction Code Office to serve as Electrical Sub-Code Official.
12. Refunding a Zoning Board of Adjustment application fee for Block 647, Lot 19 in the Township of Upper, County of Cape May.
13. Authorizing the disposal of personal property with no market value.
14. Certification of costs for abatement of nuisance on Block 476, Lot 9 and Block 549, Lot 85.
15. Approval of settlement of litigation, Case Number: CPM-L-000277-21.
16. Approval of settlement of litigation, Case Number: CPM-L-111-20/App. Div. Docket No. A-3103-20.
17. Authorizing adoption of amendments to the Township's employee handbook to be entitled "Personnel Policies and Procedures Manual" and personnel policies and procedures manual to be entitled "Personnel Policies and Procedures Manual Supervisory Supplement".

## **ORDINANCES**

18. Public hearing and final adoption of Ordinance No. 014-2021 RE: AN ORDINANCE AUTHORIZING SALE OF LANDS, TO WIT BLOCK 848, LOT 3.
19. Introduction and first reading of Ordinance No. 015-2021 RE: AN ORDINANCE REVISING JOB CLASSIFICATIONS AND TITLES AND AMENDING CHAPTER V, ENTITLED "PERSONNEL", OF THE CODE OF UPPER TOWNSHIP.
20. Introduction and first reading of Ordinance No. 016-2021 RE: AN ORDINANCE AMENDING ORDINANCE NO. 012-2020 KNOWN AS THE SALARY ORDINANCE FOR THE CALENDAR YEAR 2021.

## **CORRESPONDENCE**

## **NEW BUSINESS**

21. New Jersey Best Practices Worksheet CY2021/SFY2022.

## **UNFINISHED BUSINESS**

## **DISCUSSION**

## **PAYMENT OF BILLS**

22. “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.”

## **REPORT OF MUNICIPAL DEPARTMENTS**

## **PUBLIC COMMENT**

## **CLOSED SESSION**

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

- Personnel
- Contract negotiation - Potential Land Exchange
- Contract negotiation - Collective Bargaining Agreement

## **RECONVENE PUBLIC PORTION OF MEETING**

## **ADJOURNMENT**

\*\*Please note—the order of the agenda may be changed at the discretion of the Township Committee.