

**TOWNSHIP OF UPPER  
2100 TUCKAHOE ROAD  
PETERSBURG, NJ 08270  
CAPE MAY COUNTY  
AGENDA FOR FRIDAY JANUARY 7, 2022**

**2022 ANNUAL REORGANIZATION MEETING**

6:00 P.M. Call to Order

Sunshine Announcement

Presentation of Colors by Boy Scout Troop 79

Salute to the Flag

National Anthem performed by Treasa Hayes

Invocation - Pastor Randy Jenkins (Interim Pastor) Second Cape May Baptist Church

Statement of Determination of Election

Oaths of Office -

Committeewoman Elect Kimberly R. Hayes - administered by Cape May County  
Commissioner Marie Hayes

Committeeman Elect John "Jay" Newman - administered by Congressman Jeff Van Drew

Roll Call

Nominations for Mayor - 2022

**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 2022.

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. Establishing salaries for various officers and employees.
13. Meeting Procedures.
14. Imposing a fee of thirty-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 2022 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. 2022 Temporary Budget.
19. Appointment of Thomas H. Heist IV as 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. Appointment of various persons to Township positions.

Executive Order of the Mayor - Planning Board Appointments

Comments by Members of the Governing Body

Benediction - Pastor Randy Jenkins (Interim Pastor) Second Cape May Baptist Church

Adjournment