

**TOWNSHIP OF UPPER  
2100 TUCKAHOE ROAD  
PETERSBURG, NJ 08270  
CAPE MAY COUNTY  
AGENDA FOR APRIL 11, 2022**

**REGULAR MEETING OF THE TOWNSHIP COMMITTEE - 4:30 P.M.**

**CALL TO ORDER**

**SUNSHINE ANNOUNCEMENT**

**SALUTE TO THE FLAG**

**ROLL CALL**

**APPROVAL OF MINUTES** - March 28, 2022 Regular and Closed Session Minutes

**REPORT OF GOVERNING BODY MEMBERS**

**OTHER REPORTS**

**CONSENT AGENDA:**

**ALL RESOLUTIONS LISTED BELOW ARE CONSIDERED TO BE ROUTINE IN NATURE AND WILL BE ENACTED BY ONE MOTION. IF THE MAYOR OR ANY COMMITTEE MEMBER WISHES A PARTICULAR RESOLUTION TO BE CONSIDERED SEPARATELY, IT WILL BE REMOVED FROM THE CONSENT AGENDA AND ACTED ON SEPARATELY.**

**RESOLUTIONS-CONSENT AGENDA**

1. Authorizing the award of a contract with Service Tire Truck Centers, Inc. for tires.
2. Accepting the written Indoor Air Quality program and confirming the appointment of Paul E. Dietrich as Air Quality Control Officer in charge of compliance of the program, pursuant to the "PEOSH", Indoor Air Quality Compliance program under N.J.A.C. 12:100-13.
3. Designating the 1<sup>st</sup> Thursday in May "A Day of Prayer in Upper Township".
4. Accepting the conveyance of real property known as Block 519, Lots 1, 2-4, 10, 12, 13, 21-28, and 38-40 on the municipal tax map of the Township of Upper, County of Cape May and State of New Jersey by gift.
5. Appointing Sean O'Brien as a full-time Laborer 1 to the Upper Township Department of Public Works.
6. Amending the 2022 Solid Waste and Recycling Collection Rules and Regulations Resident Information packet.
7. Tax refunds, Homestead Benefits.

8. Appointing Richard Kaczmarek as Senior Sanitation Inspector to the Upper Township Department of Public Works.
9. Appointing Roger Van Order as Maintenance Worker 2, Grounds to the Upper Township Department of Public Works.
10. Appointing Sean Ferrier as Maintenance Worker 1, Grounds to the Upper Township Department of Public Works.
11. Refund EMS Ambulance Billing overpayment to Cigna Healthcare Proclaim.
12. Authorize payments from the Affordable Housing Trust Fund of Upper Township.
13. Authorizing the Upper Township Fourth of July celebration event to be held on July 4, 2022 at Amanda's Field and setting the vendor fees.
14. Declaration of emergency pursuant to Township Ordinance section 7-3.2 in order to provide Temporary No Parking restrictions during the Upper Township Fourth of July celebration event on July 4, 2022 (rain date July 5, 2022).
15. Authorizing the Upper Township Fall Fest to be held on Sunday, October 9, 2022 at Amanda's Field and setting the vendor fees.
16. Adopting revisions to the Upper Township Supervisor's Personnel Policies and Procedures Manual and Employee Handbook.
17. Authorizing the execution of a Collective Bargaining Agreement between the Township of Upper and the AFSCME NJ Council 63 American Federation of State, County and Municipal Employees, AFL-CIO Majority Representative, for the term January 1, 2021 to December 31, 2023.
18. Revised 2022 Temporary Budget.
19. Amending Resolution No. 013-2022 with respect to the procedure to be followed at regular meetings of the Township Committee.
20. Appointing Mellissa Coker as temporary Chief Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
21. Appointing Michael Linz as temporary Deputy Chief Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
22. Appointing John Brittin as temporary Supervising Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.

## **ORDINANCES**

23. Public hearing and final adoption of Ordinance No. 007-2022 RE: AN ORDINANCE AMENDING REVISED GENERAL ORDINANCE CHAPTERS 7 AND 7A OF THE CODE OF UPPER TOWNSHIP.

24. Public hearing and final adoption of Ordinance No. 011-2022 RE: AN ORDINANCE AMENDING REVISED GENERAL ORDINANCE CHAPTER 9, SECTION 4 (BOAT RAMP) OF THE CODE OF UPPER TOWNSHIP.
25. Introduction and first reading of Ordinance No. 012-2022 RE: AN ORDINANCE VACATING A PORTION OF OCEAN CREST AVENUE, WITHIN THE TOWNSHIP OF UPPER, COUNTY OF CAPE MAY AND STATE OF NEW JERSEY.
26. Introduction and first reading of Ordinance No. 013-2022 RE: AN ORDINANCE AMENDING ORDINANCE NO. 012-2020 KNOWN AS THE SALARY ORDINANCE FOR THE CALENDAR YEAR 2021.
27. Introduction and first reading of Ordinance No. 014-2022 RE: AN ORDINANCE REVISING JOB CLASSIFICATIONS AND TITLES AND AMENDING CHAPTER V, ENTITLED “PERSONNEL”, OF THE CODE OF UPPER TOWNSHIP.
28. Introduction and first reading of Ordinance No. 015-2022 RE: AN ORDINANCE AMENDING ORDINANCE NO. 018-2021 KNOWN AS THE SALARY ORDINANCE FOR THE CALENDAR YEAR 2022.

#### **RESOLUTIONS TO BE ACTED ON SEPARATELY**

29. Designating certain Strathmere beach areas in the Township of Upper as a surfing beach and a catamaran/sailboat beach and setting the Beesley’s Point Boat Ramp Fees for the 2022 Summer Season.
30. Urging the Cape May County Board of Commissioners to support local farms and agriculture in Upper Township.

#### **CORRESPONDENCE**

#### **NEW BUSINESS**

31. Parish of Saint Maximilian Kolbe requests use of Strathmere beach at East Williams Road for a Feast Day Mass and Celebration on August 14, 2022.
32. Parish of Saint Maximilian Kolbe request to hold Raffle RA #546 on Strathmere Beach at East Williams Road on August 14, 2022.
33. NJ Surf Soccer Club request use of Tyler Davis Field, Amanda’s Field, and Old Tuckahoe Road Field for a Copa Surf NJ Soccer Tournament on June 18, 2022 and June 19, 2022.

#### **UNFINISHED BUSINESS**

#### **DISCUSSION**

34. Grant letter of interest for Bayview Drive Living Shoreline Resiliency project.
35. Upper Township First Responder Kid’s Camp.

## **PAYMENT OF BILLS**

36. "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**

- 37. Clerk's Office
- 38. Construction Code
- 39. Division of EMS
- 40. Finance Office
- 41. MUA Report
- 42. Public Works
- 43. Tax Collector

## **PUBLIC COMMENT**

## **CLOSED SESSION**

44. 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 - Municipal Solicitor
- Contract negotiation - Special Legal Counsel
- Contract negotiation - Township Administrator
- Contract negotiation - CASA Reporting Services
- Contract negotiation - CASA Payroll Services
- Contract negotiation - Ancero IT Services
- Contract negotiation - Adams Rehmann & Heggan Tax Map Maintenance Services
- Contract negotiation - Shared Services with Corbin City for Municipal Court Services
- Contract negotiation - Block 296, Lot 2
- Contract negotiation - Life Insurance
- Potential Litigation - Cape May County Agriculture Development Board

## **RECONVENE PUBLIC PORTION OF MEETING**

## **RESOLUTIONS TO BE ACTED ON AFTER CLOSED SESSION**

45. Separation from service of Scott Morgan as Township Administrator.

46. Appointing Gary Demarzo as Township Administrator on a temporary basis.

## **ADJOURNMENT**

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