

**TOWNSHIP OF UPPER
2100 TUCKAHOE ROAD
PETERSBURG, NJ 08270
CAPE MAY COUNTY
AGENDA FOR DECEMBER 12, 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 - November 28, 2022 Regular and Closed Session Minutes

REPORT OF GOVERNING BODY MEMBERS

ADMINISTRATOR OVERVIEW AND FILING OF REPORTS

1. Animal Control
2. Clerk's Office
3. Construction Code
4. Division of EMS
5. Finance Office
6. Municipal Court
7. MUA Report
8. Public Works
9. Tax Collector
10. Tax Collector - Affidavit of Tax Sale

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

11. Honoring Barbara Young, Municipal Clerk of the Township of Upper, on her retirement.
12. Honoring Robert J. Young, Sr. for his dedicated service to the Upper Township Planning Board.
13. Honoring Janet McCrosson for her dedicated service to the Upper Township Planning Board.

14. Authorizing a professional services contract with the Cape May County Council on Alcoholism and Drug Abuse, Inc. for an employee assistance program for Township employees.
15. Authorizing a contract with ACT Engineers, Inc. for survey, environmental, and engineering consulting services for the Living Shoreline project.
16. Authorizing the Township to enter into a State Aid Agreement with the New Jersey Department of Environmental Protection for the construction of the Great Egg Harbor Inlet to Townsends Inlet, New Jersey Hurricane and Storm Reduction Project First Renourishment Cycle (Project Number 6038-UT-R1-19) in the Strathmere Section of Upper Township.
17. Setting the date and time of the 2023 Reorganization Meeting of the Township of Upper.
18. Adopting revisions to the Upper Township Personnel Policies and Procedures Manual.
19. Appointing Joseph Sharp as a part-time Laborer 1 to the Upper Township Department of Public Works.
20. Authorizing Township Officials to sign agreements with OceanFirst Bank N.A. for various accounts with regard to banking services.
21. Authorizing the use of facsimile signatures for banking services with OceanFirst Bank N.A. for the Payroll account.
22. Authorizing the use of facsimile signatures for banking services with OceanFirst Bank N.A. for the Current Fund and Operating Fund accounts.
23. Budget transfers.

RESOLUTIONS TO BE ACTED ON SEPARATELY

24. Directing the distribution of the Township of Upper's net returned surplus funds held in trust by the Atlantic County Municipal Joint Insurance Fund.

ORDINANCES

25. Public hearing and final adoption of Ordinance No. 027-2022 RE: AN ORDINANCE AMENDING REVISED GENERAL ORDINANCE CHAPTER III (POLICE REGULATIONS) AND CHAPTER VII (TRAFFIC) OF THE CODE OF UPPER TOWNSHIP.

CORRESPONDENCE

NEW BUSINESS

UNFINISHED BUSINESS

PAYMENT OF BILLS

26. "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."

PUBLIC COMMENT – LIMITED TO FIVE (5) MINUTES PER PERSON

CLOSED SESSION

27. 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 - Fixed Asset Maintenance
- Contract negotiation - Block 730, Lots 23-26
- Contract negotiation - Annual Appointments

RECONVENE PUBLIC PORTION OF MEETING

RESOLUTION TO BE ACTED ON AFTER CLOSED SESSION

28. Appointing Joanne Herron as Municipal Clerk of the Township of Upper for a three (3) year term commencing December 1, 2022.

ADJOURNMENT

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