

**TOWNSHIP OF UPPER
2100 TUCKAHOE ROAD
PETERSBURG, NJ 08270
CAPE MAY COUNTY
MINUTES FOR DECEMBER 12, 2022**

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

CALL TO ORDER

SUNSHINE ANNOUNCEMENT

Mayor Corson read the following Open Public meeting notice into the record:

“In compliance with the Open Public Meetings Law, I wish to state that on December 9, 2022, the notice of this meeting of the Upper Township Committee was posted on the official Township Bulletin Board, the Upper Township Website, and 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

John Coggins	Present
Kimberly R. Hayes	Present
Jay Newman	Present
Mark E. Pancoast	Present
Curtis T. Corson, Jr.	Present

Also present were Municipal Deputy Clerk Joanne Herron, Chief Financial Officer Barbara Ludy, Municipal Attorney Daniel Reeves, and Township Administrator Gary DeMarzo.

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

Motion by Jay Newman, second by Kimberly Hayes, to approve the November 28, 2022, Regular and Closed Session Minutes as submitted. During roll call vote all five Committee members voted in the affirmative.

REPORT OF GOVERNING BODY MEMBERS

Kimberly Hayes, Committeewoman, reported that the drive-in movie night held at Amanda’s Field on Saturday December 10th was a great success. She thanked Cape Assist, Reels on Wheels, and Larry Cole for organizing the event. She also thanked the Tuckahoe Fire Company for bringing Santa Claus as a special guest to the event.

Mark Pancoast, Committeeman, thanked the Department of Public Works for quickly and professionally handling a dead whale that had washed up on the beach in Strathmere over the weekend.

Jay Newman, Committeeman, gave a brief report on the EMS Department’s activity for the month of November. He next encouraged all to stay safe for the holiday season.

Curtis Corson, Mayor, reported for the past year the Township has been working on a project to consolidate and organize the signs in Strathmere. He stated the new design has been completed and

presented an example to all in attendance. He thanked Craig Reeves and Gary DeMarzo for their efforts with the project.

ADMINISTRATOR OVERVIEW AND FILING OF REPORTS

Gary DeMarzo, Township Administrator, thanked other beach communities for providing various ideas and inspirations on what to include on the beach signs. He next reported on a few items for discussion in closed session and requested a contract negotiation discussion for Kronos be added to the closed session agenda.

Motion by Jay Newman, second by Kimberly Hayes, to accept the following reports as submitted. During roll call vote all five Committee members voted in the affirmative.

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.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 357-2022

**HONORING BARBARA YOUNG, MUNICIPAL CLERK OF THE
TOWNSHIP OF UPPER, ON HER RETIREMENT**

WHEREAS, on December 1, 2022 Barbara Young retired as Municipal Clerk of the Township of Upper after twenty-eight years of exemplary public service to this community; and

WHEREAS, in 1994 Barbara began her employment with the Township of Upper as a Building Maintenance Worker, was appointed as a Clerk-Typist in the Municipal Clerk’s office in 2002, promoted to Deputy Clerk in 2008, and appointed as Municipal Clerk in 2012; and

WHEREAS, throughout her years of public service, Barbara has faithfully and diligently executed her duties with dignity, grace, and compassion; and

WHEREAS, through her dedication and skill, Barbara has positively impacted the lives of the residents of this Township, and has served as an inspiration to her fellow employees; and

WHEREAS, it is most appropriate that Barbara's tenure of public employment and her years of faithful and dedicated service to this Township be publicly recognized; 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. That Barbara Young be publicly congratulated on the occasion of her retirement as Municipal Clerk of the Township of Upper.
2. That she be publicly thanked for her many years of dedicated public service to our community.
3. That this Committee, on behalf of all the citizens of the Township of Upper, extend to our Municipal Clerk, our fellow employee, and our friend Barbara Young our very best of wishes on her retirement and her future.

GIVEN UNDER OUR HANDS and the seal of the Township of Upper this 12th day of December, 2022.

Resolution No. 357-2022

Offered by: Newman

Seconded by: Pancoast

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

12. Honoring Robert J. Young, Sr. for his dedicated service to the Upper Township Planning Board.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 358-2022

**RE: HONORING ROBERT J. YOUNG, SR. FOR HIS DEDICATED SERVICE
TO THE UPPER TOWNSHIP PLANNING BOARD**

WHEREAS, Robert J. Young, Sr. has decided to step down from his position on the Upper Township Planning Board, where he has served with distinction since January 1, 2016; and

WHEREAS, the Township Committee wishes to thank Robert for his invaluable service as a member of the Planning Board; and

WHEREAS, it is most appropriate that we honor Robert for his generous contribution of time, knowledge, and expertise to our community; 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, that we extend to Robert J. Young, Sr. our heartfelt thanks and gratitude for his commitment, leadership, and public service to this Township and wish him well in his future endeavors.

GIVEN UNDER OUR HANDS and the seal of the Township of Upper this 12th day of December, 2022.

Resolution No. 358-2022

Offered by: Newman

Seconded by: Pancoast

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

13. Honoring Janet McCrosson for her dedicated service to the Upper Township Planning Board.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 359-2022

**RE: HONORING JANET MCCROSSON FOR HER DEDICATED SERVICE
TO THE UPPER TOWNSHIP PLANNING BOARD**

WHEREAS, Janet McCrosson has decided to step down from her position on the Upper Township Planning Board, where she has served the community with distinction for eight years; and

WHEREAS, the Township Committee wishes to thank Janet for the invaluable service, knowledge, and guidance she has provided through the years as a member of the Planning Board; and

WHEREAS, it is most appropriate that Janet's years of faithful and dedicated service to this community be publicly recognized; 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, that we extend to Janet McCrosson our heartfelt

thanks and gratitude for her generous donation of time, leadership, and public service to this Township and wish her well in her future endeavors.

GIVEN UNDER OUR HANDS and the seal of the Township of Upper this 12th day of December, 2022.

Resolution No. 359-2022

Offered by: Newman

Seconded by: Pancoast

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

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.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 360-2022

**RE: 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**

WHEREAS, the Township of Upper wishes to continue its Employee Assistance Program to provide assessment, evaluation intervention, referral, and case management services for employees of the Township; and

WHEREAS, the Township of Upper has previously contracted with Cape May County Council on Alcoholism and Drug Abuse, Inc., a New Jersey non-profit corporation (hereinafter referred to as "Cape Assist") for such services and wishes to continue such relationship by entering into a Professional Services Contract to cover the period from January 1, 2023 to December 31, 2023; and

WHEREAS, Cape Assist has the required expertise to provide and implement the Upper Township Employee Assistance Program; and

WHEREAS, the Township Committee intends to engage the services of Cape Assist under a Professional Services Contract attached hereto as Exhibit A; and

WHEREAS, the Chief Financial Officer has certified the availability of funds to permit said Contract to be entered into; and

WHEREAS, Cape Assist has completed and submitted a Business Entity Disclosure Certification which certifies that Cape Assist 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 Cape Assist 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. Cape Assist 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.
3. The proposed Professional Services Contract between the Township of Upper and Cape Assist, a copy of which is on file in the office of the Township Clerk, is hereby approved and the Mayor and the Township Clerk are hereby authorized, directed and empowered to execute said Contract on behalf of the Township of Upper and the Township Clerk is further authorized, directed, and empowered to seal said Contract with the seal of the Township of Upper.
4. The Township Clerk shall cause a Notice of Award of this Contract to be published in the official newspaper of the Township of Upper as required by N.J.S.A. 40A:11-5.
5. This Contract has been awarded without competitive bidding for the following reason or reasons:
 - (A) Professional services of the type herein sought are of such a nature as to require a high degree of trust or confidence in the individual providing the service and, in fact, may require the creation of a confidential or fiduciary relationship between that individual and the municipality;
 - (B) The services required are highly specialized or technical in nature;
 - (C) The services require peculiar ability or skill and demand a high degree of specialized knowledge or expertise;
 - (D) The services are such that their relative work must be judged by subjective considerations that are not susceptible of valuation by competitive bidding; and

(E) The individuals who will provide these services have demonstrated their

competence and particular expertise in the services required.

Resolution No. 360-2022

Offered by: Newman

Seconded by: Pancoast

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

15. Authorizing a contract with ACT Engineers, Inc. for survey, environmental, and engineering consulting services for the Living Shoreline project.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 361-2022

**RE: AUTHORIZING A CONTRACT WITH ACT ENGINEERS, INC. FOR SURVEY,
ENVIRONMENTAL, AND ENGINEERING CONSULTING SERVICES
FOR THE LIVING SHORELINE PROJECT**

WHEREAS, the Township requires survey, environmental, and engineering consulting services for the construction of a rock sill living shoreline in the Strathmere section of Upper Township; and

WHEREAS, ACT Engineers, Inc. possesses the requisite skill and knowledge to perform these services; and

WHEREAS, a Resolution is required authorizing the award of a contract for professional services to ACT Engineers, Inc. as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, ACT Engineers, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that ACT Engineers, Inc. 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 ACT Engineers, Inc. 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. ACT Engineers, Inc. with offices at 320 S. Shore Road, Unit D, Marmora, New Jersey, is hereby appointed as an environmental and engineering consultant for construction of a rock sill living shoreline in the Strathmere section of Upper Township.

3. This contract shall have a term of one (1) year commencing upon 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 ACT Engineers, Inc. has professional knowledge as to environmental and engineering issues which knowledge is particularly valuable to the Township Committee.

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 ACT Engineers, Inc. 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 the contract and showing the line-item appropriation of the official budget to which the 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 Mayor and the Township Clerk are hereby authorized and directed to execute, on behalf of the Township of Upper, a Professional Contract with ACT Engineers, Inc. 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.

8. 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.

9. This Resolution shall be effective as of adoption.

Resolution No. 361-2022

Offered by: Newman

Seconded by: Pancoast

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

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.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 362-2022

**RE: 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**

WHEREAS, there is a need for beach replenishment in the Strathmere section of the Township;
and

WHEREAS, the New Jersey Department of Environmental Protection, Office of Engineering and Construction, (NJDEP), and the Army Corps of Engineers entered into a Project Partnership Agreement on June 23, 2014 for the initial construction of the beach and dune features in the City of Ocean City, City of Sea Isle City and the Township of Upper, and for periodic renourishment, operation, and maintenance of the Project; and

WHEREAS the NJDEP and the Township of Upper entered into a State Aid Agreement, Project Number 6038-I, to facilitate initial construction of the Project on November 10, 2014; and

WHEREAS, the NJDEP and the Township of Upper desire to enter into this State Aid Agreement, Project Number 6038-UT-R1-19, for the previously constructed first periodic renourishment cycle of the project; and

WHEREAS, the Township Committee has reviewed the contents of the said State Aid Agreement and has determined that it is in the best interest of the Township to enter into same.

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 Mayor to sign the State Aid Agreement with the New Jersey Department of Environmental Protection, Office of Engineering and Construction for the construction of the Great Egg Harbor Inlet to Townsend's Inlet, New Jersey Hurricane and Storm Damage Reduction Project First Renourishment Cycle, Project Number 6038-UT-R1-19.

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. 362-2022

Offered by: Newman

Seconded by: Pancoast

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

17. Setting the date and time of the 2023 Reorganization Meeting of the Township of Upper.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 363-2022

**RE: SETTING THE DATE AND TIME OF THE
2023 REORGANIZATION MEETING OF THE TOWNSHIP OF UPPER**

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 annual Reorganization Meeting of the Township Committee shall be held on Friday, January 6, 2023, commencing at 6:00 P.M. at the Upper Township Municipal Building, 2100 Tuckahoe Road, Petersburg, New Jersey.

2. The annual Reorganization Meeting of the Township Committee may be held remotely by electronic means due to a declared emergency.

3. Notification of this meeting shall be given in accordance with the requirements of the Open Public Meetings Act of the State of New Jersey.

Resolution No. 363–2022
Offered by: Newman
Adopted: December 12, 2022
Roll Call Vote:

Seconded by: Pancoast

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

18. Adopting revisions to the Upper Township Personnel Policies and Procedures Manual.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 364-2022

**RE: ADOPTING REVISIONS TO THE UPPER TOWNSHIP
PERSONNEL POLICIES AND PROCEDURES MANUAL**

WHEREAS, the Township Committee of the Township of Upper has determined there is a need to adopt revisions to the Township’s Personnel Policies and Procedures Manual (the “Manual”) to revise the section entitled “Retiree Health Coverage” (the “Policy”); and

WHEREAS, the Township Committee of the Township of Upper has reviewed and approved such revisions attached hereto as Exhibit A; and

WHEREAS, the Township Committee has determined that these revisions should be adopted to revise the existing Manual; 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 revisions to the Manual set forth in the attached Exhibit A are hereby adopted and approved and modify the existing personnel policies, procedures, manuals and handbooks of the Township. Said revisions shall replace in its entirety the Policy set forth in the Manual.
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. 364-2022
Offered by: Newman
Adopted: December 12, 2022
Roll Call Vote:

Seconded by: Pancoast

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

19. Appointing Joseph Sharp as a part-time Laborer 1 to the Upper Township Department of Public Works.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 365-2022

**RE: APPOINTING JOSEPH SHARP AS A PART-TIME LABORER 1, TO THE
UPPER TOWNSHIP DEPARTMENT OF PUBLIC WORKS**

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

WHEREAS, Joseph Sharp possesses all the requisite qualifications for appointment to said position; 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. Joseph Sharp is hereby appointed to the Upper Township Department of Public Works effective December 12, 2022 as a Part-time Laborer 1 at the 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. 365-2022

Offered by: Newman

Seconded by: Pancoast

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

20. Authorizing Township Officials to sign agreements with OceanFirst Bank N.A. for various accounts with regard to banking services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 366-2022

**RE: AUTHORIZING TOWNSHIP OFFICIALS TO SIGN AGREEMENTS
WITH OCEANFIRST BANK N.A. FOR VARIOUS ACCOUNTS
WITH REGARD TO BANKING SERVICES**

WHEREAS, the Township of Upper has designated OceanFirst Bank N.A. as an approved depository for the Municipality’s funds for the performance of banking transactions; and

WHEREAS, OceanFirst Bank N.A. has provided to the Township agreements for various accounts; and

WHEREAS, the Township wishes to accept and authorize the appropriate officials to execute the agreements with OceanFirst Bank N.A.; and

WHEREAS, the agreements have been reviewed and approved by the Chief Financial Officer and will be attached hereto and made a part of this Resolution; 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 agreements between the Township and OceanFirst Bank N.A. are hereby approved and all appropriate and necessary Township officials are hereby authorized, directed and empowered to execute said agreements on behalf of the Township of Upper.
3. The Township Clerk is further authorized, directed and empowered to sign and seal said Agreements with the seal of the Township of Upper.
4. 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. 366-2022

Offered by: Newman Seconded by: Pancoast

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			

Corson	X			
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21. Authorizing the use of facsimile signatures for banking services with OceanFirst Bank N.A. for the Payroll account.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 367-2022

**RE: AUTHORIZING THE USE OF FACSIMILE SIGNATURES FOR
BANKING SERVICES WITH OCEANFIRST BANK N.A. FOR THE PAYROLL ACCOUNT**

WHEREAS, the Township of Upper desires to have its checks, drafts or other orders for the payment or withdrawal of money from the Payroll Account, up to a maximum amount of \$100,000.00, signed with facsimile signatures; and

WHEREAS, the Township of Upper realizes that it is impossible for OceanFirst Bank N.A. (hereinafter referred to as the “Bank”) to determine whether or not a genuine facsimile signature has been affixed by an authorized person or means; 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 Bank, as a designated depository of the Township of Upper, is hereby requested, authorized and directed to honor any and all checks, drafts, or other orders for the payment or withdrawal of money up to a maximum amount of \$100,000.00, drawn in the Township of Upper’s name, including those drawn to the individual order of the authorized person or persons whose name or names appear thereon as a signer or signers thereof, when bearing the facsimile signature(s), attached hereto as Exhibit A, whether made by machine or other mechanical device.
3. The Bank shall be entitled to pay and charge to the Payroll account of the Township of Upper any and all such checks, drafts, wire transfers or other orders, up to a maximum amount of \$100,000.00, regardless of by whom or by what means the attached facsimile signature(s) thereon may have been affixed thereto.
4. The Township of Upper assumes full responsibility for all payments made by the Bank in good faith in reliance upon the attached facsimile signature(s) of such person or person(s) and agrees to indemnify and hold harmless the Bank, its successors, agents and employees for any loss which may result in connection with transactions made by use of facsimile signatures, due to unauthorized use of the facsimile signature or otherwise, where such transactions were handled by the Bank without negligence.
5. The Chief Financial Officer of the Township of Upper is hereby authorized and directed to furnish to the Bank the attached specimen(s) of the facsimile signature(s).

6. This Resolution shall continue and remain in full force and effect until notice of its revocation by further Resolution of the Township Committee of the Township of Upper has been received in writing by the Bank.

Resolution No. 367-2022

Offered by: Newman

Seconded by: Pancoast

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

22. Authorizing the use of facsimile signatures for banking services with OceanFirst Bank N.A. for the Current Fund and Operating Fund accounts.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 368-2022

**RE: AUTHORIZING THE USE OF FACSIMILE SIGNATURES FOR
BANKING SERVICES WITH OCEANFIRST BANK N.A. FOR THE CURRENT FUND AND
OPERATING FUND ACCOUNTS**

WHEREAS, from time to time, the Township of Upper desires to have its checks, drafts or other orders for the payment or withdrawal of money from the Current Fund and Operating Fund Accounts, up to a maximum amount of \$2,500,000.00, signed with facsimile signatures; and

WHEREAS, the Township of Upper realizes that it is impossible for OceanFirst Bank N.A. (hereinafter referred to as the "Bank") to determine whether or not a genuine facsimile signature has been affixed by an authorized person or means; 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:

7. The allegations of the preamble are incorporated herein by this reference.
8. The Bank, as a designated depository of the Township of Upper, is hereby requested, authorized and directed to honor any and all checks, drafts, or other orders for the payment or withdrawal of money up to a maximum amount of \$2,500,000.00, drawn in the Township of Upper's name, including those drawn to the individual order of the authorized person or persons whose name or names appear thereon as a signer or signers thereof, when bearing the facsimile signature(s), attached hereto as Exhibit A, whether made by machine or other mechanical device.

9. The Bank shall be entitled to pay and charge to the Current Fund and Operating Fund accounts of the Township of Upper any and all such checks, drafts, wire transfers or other orders, up to a maximum amount of \$2,500,000.00, regardless of by whom or by what means the attached facsimile signature(s) thereon may have been affixed thereto.
10. The Township of Upper assumes full responsibility for all payments made by the Bank in good faith in reliance upon the attached facsimile signature(s) of such person or person(s) and agrees to indemnify and hold harmless the Bank, its successors, agents and employees for any loss which may result in connection with transactions made by use of facsimile signatures, due to unauthorized use of the facsimile signature or otherwise, where such transactions were handled by the Bank without negligence.
11. The Chief Financial Officer of the Township of Upper is hereby authorized and directed to furnish to the Bank the attached specimen(s) of the facsimile signature(s).
12. This Resolution shall continue and remain in full force and effect until notice of its revocation by further Resolution of the Township Committee of the Township of Upper has been received in writing by the Bank.

Resolution No. 368-2022

Offered by: Newman

Seconded by: Pancoast

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

23. Budget transfers.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 369-2022

RE: BUDGET TRANSFERS

WHEREAS, budgetary transfers between line items can be made after November 1st; and

WHEREAS, it is necessary to make transfers between certain line items of the Municipal Budget of the Township of Upper.

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 following transfers between line items in the Municipal Budget of the Township of Upper shall be made immediately:

TO

FROM

MAYOR/COMMITTEE O/E
 \$1,000.00
 ENGINEER-CONSULTANT
 \$26,000.00
 DIVISION OF EMS S/W
 \$16,000.00
 STREET LIGHTING
 \$15,000.00
 PERS
 \$100.00

CLERK S/W
 \$10,000.00
 FINANCE ADMIN. S/W
 \$10,000.00
 CONSTRUCTION CODE S/W
 \$8,000.00
 ZONING/CODE ENFORCE S/W
 \$1,000.00
 REGIONAL DISPATCH O/E
 \$23,000.00
 GARBAGE & TRASH S/W
 \$6,100.00

Resolution No. 369-2022

Offered by: Newman

Seconded by: Pancoast

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

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.

**TOWNSHIP OF UPPER
 CAPE MAY COUNTY
 RESOLUTION**

RESOLUTION NO. 370-2022

RE: DIRECTING THE DISTRIBUTION OF THE TOWNSHIP OF UPPER'S NET RETURNED SURPLUS FUNDS HELD IN TRUST BY THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Township of Upper hereinafter referred to as MUNICIPALITY, participated as a member municipality of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as FUND, for one or more of the following FUND fiscal years beginning January 1, 2007; and

WHEREAS, the FUND is a statutory filed municipal joint insurance fund as defined in N.J.A.C. 11:15-2.1 et seq.; and

WHEREAS, the MUNICIPALITY joined the FUND knowing that membership carries with it joint and several liability with all other member municipalities for each year of the MUNICIPALITY's membership; and

WHEREAS, the MUNICIPALITY understands that the FUND's Executive Committee are the only persons authorized in law to make decisions as to when and how much of any available statutory surplus will be released by the FUND; and

WHEREAS, the MUNICIPALITY understands that the FUND's Executive Committee are the only persons authorized in law to make decisions as to when and how much of any projected deficit will be declared as an additional assessment due to the FUND; and

WHEREAS, the MUNICIPALITY understands that Available Statutory Surplus is defined to be the amount of money in excess of the projected value of claims by line of coverage, plus an actuarially determined value for Incurred But Not Reported claims, subject to the surplus reserve calculations as defined in N.J.A.C. 11:15-4.6 et seq., and subject to review and approval by the Department of Banking and Insurance and Department of Community Affairs, State of New Jersey, prior to release by the Executive Committee of the FUND; and

WHEREAS, the MUNICIPALITY understands that it remains jointly and severally liable into perpetuity despite the earlier release of Available Statutory Surplus due to the possibility that a FUND year wherein a return of Statutory Surplus has been duly authorized could later be presented with a claim for which it could be responsible causing a demand for an additional assessment from each participating member municipality of that FUND year; and

WHEREAS, the MUNICIPALITY understands that it remains jointly and severally liable into perpetuity despite the earlier collection of an additional assessment due to the possibility that a FUND year wherein an additional assessment has been duly authorized could later be presented with a need for additional assessments from each participating member municipality of that FUND year; and

WHEREAS, the MUNICIPALITY understands that its options for directing the distribution of its net share of released Statutory Surplus are as follows:

1. Direct the FUND to apply the MUNICIPALITY's share to the MUNICIPALITY's premium as a credit in the next FUND fiscal year (N.J.A.C. 11:15-4.21(e)),
2. Direct the FUND to issue a check to the MUNICIPALITY for the MUNICIPALITY's share,
3. Direct the FUND to apply the MUNICIPALITY's share to the FUND's Aggregate Excess Loss Contingency Fund (A.E.L.C.F.), which provides member municipalities with an available individual contingency balance for use in satisfying any possible need for a supplemental assessment for any year they were a member and an annual capacity to use all or a portion of a member municipality's available balance in offsetting future premiums, **or**

4. Direct the FUND to apportion the MUNICIPALITY's share as a stated dollar amount among options 1, 2 and 3 above such that the sum total of allocated dollars equals the amount of the Net Distribution available to the MUNICIPALITY as noted above.

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 MUNICIPALITY does hereby direct the FUND to apply the MUNICIPALITY'S net returned surplus funds, in the amount of \$47,298.00, to the FUND'S A.E.L.C.F.
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. 370-2022

Offered by: Corson

Seconded by: Newman

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins	X			
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

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. The Municipal Attorney stated that as approved at the November 14th meeting this Ordinance has been amended to change the prohibited hours of operation for landscaping, excepting the Resort Residential and Resort Commercial zones, to be between 9:00 pm to 7:00 am Monday through Saturday between Memorial Day and Labor Day and between the hours of 7:00 pm and 7:00 am the rest of the year. He stated that in the course of making these amendments it was discovered that the Planning Board subcommittee had recommended that Strathmere would have no landscaping activities allowed on Sundays between Memorial Day and Labor Day, however that provision did not make it into the original Ordinance. Due to the timing, it is too late to amend this Ordinance again to add that provision. He advised that the Committee could move forward with the Ordinance as drafted, or this Ordinance can be withdrawn, and a new Ordinance introduced in 2023. Mayor Corson then opened the public hearing portion. During the public hearing portion there were the following speaker:

Blanche Adams, Steelmantown, Upper Township Business Association, stated that she had concerns with first version of this ordinance regarding the hours of operation for landscaping. She stated that the amended Ordinance has been reviewed by the Business Association board members and they have no reason to oppose this Ordinance. She thanked the Committee for amending the Ordinance to fix those issues.

Mayor Corson then closed the public hearing. Motion by Jay Newman, second by Kimberly Hayes, to adopt Ordinance No. 027-2022. During roll call vote all five Committee members voted in the affirmative.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
O R D I N A N C E**

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**

WHEREAS, Township Committee requested the Upper Township Planning Board to make recommendations for revised ordinances for several quality-of-life issues and elements to comply with the Plan Endorsement’s Planning and Implementation Agenda; and

WHEREAS, on July 21, 2022, the Upper Township Planning Board had a general discussion about the request from Township Committee and appointed a subcommittee to develop revisions to the Township ordinance; and

WHEREAS, after several subcommittee meetings the proposed revisions were presented at the September 15, 2022 Planning Board meeting and the Planning Board made a recommendation to forward the proposed revisions to Township Committee for consideration; and

WHEREAS, the Township Committee, after review of Planning Board Special Resolution 04-2022, agrees that Chapter III and VII of the Code of Upper Township should be amended as recommended by the Upper Township Planning Board.

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

SECTION 1. Chapter 3 of the Revised General Ordinances of the Township of Upper, also known as the Code of Upper Township, shall be amended, and supplemented as hereinafter provided:

Add the following to Section 3-17.3 Determination of Unreasonable or Unnecessary Noise

- g. Restricted uses and activities. The following standards shall apply to the activities or sources of sound set forth below:
 - 1. Power tools, home-maintenance tools, landscaping and/or yard-maintenance equipment, excluding emergency work, used by a residential property owner or tenant, shall not be

operated before 7:00 a.m. or after 9:00 p.m. Monday through Saturday or before 9:00 a.m. or after 6:00 p.m. on Sunday. All motorized equipment used in these activities shall be operated with a muffler and/or sound-reduction device consistent with the original manufacturer specifications for such motorized equipment.

2. Power tools, landscaping and/or yard-maintenance equipment used by nonresidential operators (i.e., commercial operators), excluding emergency work, shall not be operated on a residential, commercial, or industrial property during the following hours:

Labor Day through Memorial Day (Exclusive):

Monday through Saturday, all Zones: Before 7:00 a.m. or after 7:00 p.m.

Sunday, all Zones: Before 9:00 a.m. or after 6:00 p.m.

Memorial Day through Labor Day (Inclusive):

Monday through Saturday, Resort Residential (RR) and Resort Commercial (RC) Zones: Before 8:00 a.m. or after 6:00 p.m.

Monday through Saturday, all other Zones: Before 7:00 a.m. or after 9:00 p.m.

Sunday, all Zones: Before 9:00 a.m. or after 6:00 p.m.

All motorized equipment used in these activities shall be operated with a muffler and/or sound-reduction device consistent with the manufacturer specifications for such motorized equipment.

3. All construction and demolition activity, excluding emergency work, roadway work authorized by the Township, N.J. Department of Transportation or the County of Cape May, or beachfill operations authorized by the U.S. Army Corps of Engineers or N.J. Department of Environmental Protection, shall not be performed before 7:00 a.m. or after 9:00 p.m. Monday through Saturday, before 9:00 a.m. or after 6:00 p.m. on Sunday, or, in the Resort Residential (RR) and Resort Commercial (RC) Zones between Memorial Day and Labor Day, before 8:00 a.m. or after 6:00 p.m. Monday through Saturday or at any time on Sunday. All motorized equipment used in construction and demolition activity shall be operated with a muffler and/or sound-reduction device consistent with the manufacturer specifications for such motorized equipment.
4. Collection of solid waste and/or recycling shall not be performed between the hours of 6:00 p.m. and 6:00 a.m.

SECTION 2. Chapter 7 of the Revised General Ordinances of the Township of Upper, also known as the Code of Upper Township, shall be amended, and supplemented as hereinafter provided:

Add the following to Section 7-14 ELECTICAL VEHICLE SUPPLY PARKING.

- a. Publicly-accessible Electric Vehicle Supply/Service Equipment (EVSE) shall be reserved for parking and charging electric vehicles only. Electric vehicles shall be connected to the EVSE.
- b. Electric vehicles may be parked in any parking space designated for parking, subject to the restrictions that would apply to any other vehicle that would park in that space.
- c. Public Parking. Pursuant to NJSA 40:48-2, publicly-accessible EVSE parking spaces shall be monitored and enforced in the same manner as any other parking. It shall be a violation

of this Section to park or stand a non-electric vehicle in such a space, or to park an electric vehicle in such a space when it is not connected to the EVSE. Any non-electric vehicle parked or standing in a EVSE parking space, or any electric vehicle parked and not connected to the EVSE or any electric vehicle parked longer than the posted time limit shall be subject to fine and/or impoundment of the offending vehicle as described in the general penalty provisions of section 7-20. Signage indicating the penalties for violations shall comply with Section 20-5.7d.

SECTION 3: EFFECTIVE DATE: This ordinance shall take effect immediately upon the following publication as required by law.

SECTION 4: REPEALER: All Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistency only.

SECTION 5: SEVERABILITY: If any section, paragraph, subdivision, subsection, clause or provision of this Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, subsection, clause or provision declared invalid and the remainder of this Ordinance shall remain in full force and effect and shall be enforceable.

SECTION 6: CODIFICATION: This Ordinance shall be codified in the Upper Township Code at the sections referred to above.

NOTICE IS HEREBY GIVEN THAT THE FOREGOING ORDINANCE WAS INTRODUCED FOR A FIRST READING AT A MEETING OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF UPPER HELD ON THE 11th DAY OF OCTOBER, 2022, AND A NOTICE WAS PUBLISHED FOR CONSIDERATION AS TO FINAL ADOPTION AT A PUBLIC HEARING HELD ON THE 14th DAY OF NOVEMBER, 2022, DURING WHICH TIME AN AMENDMENT TO THE ORDINANCE WAS APPROVED AND THE ORDINANCE, AS AMENDED, WAS TAKEN UP FOR CONSIDERATION AS TO FINAL ADOPTION AT A PUBLIC HEARING OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF UPPER HELD ON THE 12th DAY OF DECEMBER, 2022 AT 4:30 P.M. AT THE TOWNSHIP HALL, PETERSBURG, NEW JERSEY, AT WHICH TIME SAID ORDINANCE WAS ADOPTED.

JOANNE R. HERRON, DEPUTY CLERK
TOWNSHIP OF UPPER

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." **Motion by Jay Newman, second by Kimberly Hayes. During roll call vote all five Committee members voted in the affirmative.**

Bills approved for payment: **\$396,257.18**
Payroll: **\$179,922.98**

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

Janice Connell, Strathmere Improvement Association, stated that she is happy to end the year on a positive note with so many wonderful things happening for Strathmere such as the living shoreline project, the noise ordinance, and the new beach signs. She thanked the Committee for their work to improve Strathmere this past year. She also thanked the Department of Public Works for their assistance with the beached whale.

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.

**TOWNSHIP OF UPPER
RESOLUTION NO. 371-2022
MOTION GOING INTO CLOSED SESSION
DECEMBER 12, 2022**

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. Personnel
2. Contract negotiation – Fixed Asset Maintenance
3. Contract negotiation - Block 730, Lots 23-26
4. Contract negotiation - Kronos
5. Contract negotiation - Annual Appointments

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.
- C. With respect to employment and personnel matters such discussions will be made public if and when formal action is taken or when the individuals involved consent that it can be made public.

Moved by: John Coggins

Motion seconded by: Kimberly Hayes

Roll Call Vote with all five Committee members voting in the affirmative.

RECONVENE PUBLIC PORTION OF MEETING

Motion by Curtis Corson, second by Kimberly Hayes, to reconvene the public portion of the meeting. During roll call vote all four Committee members present voted in the affirmative. Committeeman Coggins was not in attendance for this portion of the 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.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 372-2022

**RE: APPOINTING JOANNE HERRON AS MUNICIPAL CLERK
OF THE TOWNSHIP OF UPPER FOR A THREE (3) YEAR TERM
COMMENCING DECEMBER 1, 2022.**

WHEREAS, a vacancy exists in the office of the Municipal Clerk, and in various other positions which were filled by the Municipal Clerk, as of December 1, 2022; and

WHEREAS, the Township Committee has duly considered the matter and has determined that Joanne Herron, the current Deputy Municipal Clerk, possesses all of the requisite qualifications for appointment to said position as required by law; and

WHEREAS, the Township Committee is of the further opinion that Joanne Herron is a competent, fit, and suitable person for appointment to the hereinafter designated positions; 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. In accordance with N.J.S.A. 40A:9-133, Joanne Herron is hereby appointed as Municipal Clerk of the Township of Upper for a three (3) year term effective December 1, 2022 and expiring November 30, 2025.
3. In addition to Municipal Clerk, Joanne Herron is hereby appointed to the following positions:
 - 1) Registrar of Vital Statistics.
 - 2) Official to Certify Municipal Improvement Searches.
 - 3) General Licensing Official.
 - 4) Data Information Coordinator.
 - 5) Public Agency Compliance Officer.
4. Compensation for said appointments shall be an annual salary of \$74,500 and such other terms and conditions of employment as set forth in an employment agreement between the Township of Upper and Joanne Herron.
5. All Township officials, officers, and employees are empowered to take such action as may be necessary or advisable in order to carry out the intent and purpose of this Resolution.

Offered by: Newman

Seconded by: Hayes

Adopted: December 12, 2022

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Coggins				X
Hayes	X			
Newman	X			
Pancoast	X			
Corson	X			

ADJOURNMENT

There being no further business this evening the meeting was adjourned at 6:40 P.M., with a motion by Curtis Corson, second by Kimberly Hayes, and all four Committee members present voting in the affirmative. The next regular meeting is scheduled for December 19, 2022, at 6:30 P.M.

Minutes prepared by,

Joanne R. Herron, RMC
Municipal Clerk

Bills

80593 12/12/22 A0025 ADVANTAGE RENTAL & SALES 438.75 3272
80594 12/12/22 A0078 ANCHOR RUBBER STAMP & PRINTING 45.46 3272
80595 12/12/22 A0091 ATLANTIC CITY ELECTRIC 22,849.50 3272
80596 12/12/22 A0100 ATLANTIC CITY ELECTRIC 860.00 3272
80597 12/12/22 A0212 ANCERO, LLC 22,782.50 3272
80598 12/12/22 A0239 AT&T MOBILITY NAT'L ACCTS LLC 120.69 3272
80599 12/12/22 A0241 AMTRUST NORTH AMERICA, INC. 12,690.00 3272
80600 12/12/22 A0242 AMTRUST NORTH AMERICA, INC. 30,995.00 3272
80601 12/12/22 A0243 AMTRUST NORTH AMERICA, INC. 19,622.00 3272
80602 12/12/22 A0244 AMTRUST NORTH AMERICA, INC. 11,876.00 3272
80603 12/12/22 A0248 AIRESRING, INC. 2,125.60 3272
80604 12/12/22 B0035 BELMONT & CRYSTAL SPRINGS 52.47 3272
80605 12/12/22 B0076 BOND, LAURENCE E. 767.38 3272
80606 12/12/22 B0220 BERGEY'S TRUCK CENTERS 839.39 3272
80607 12/12/22 B0232 BLUE FLAME GAS 215.48 3272
80608 12/12/22 B0287 BIGLEAF NETWORKS, INC. 697.00 3272
80609 12/12/22 C0042 CAMPBELL SUPPLY COMPANY 602.96 3272
80610 12/12/22 C0068 COMCAST 1,675.77 3272
80611 12/12/22 C0143 CODY'S POWER EQUIPMENT 1,116.80 3272
80612 12/12/22 C0223 CASA PAYROLL SERVICE 217.50 3272
80613 12/12/22 C0247 CMRS-FP 4,000.00 3272
80614 12/12/22 C0279 CASA REPORTING SERVICES LLC 148.50 3272
80615 12/12/22 C0340 COLLIERS ENGINEERING & DESIGN 9,901.58 3272
80616 12/12/22 D0045 DEPTCOR 217.00 3272
80617 12/12/22 D0077 DIETRICH, PAUL 359.88 3272
80618 12/12/22 D0237 DIETZ, KERRY 125.00 3272
80619 12/12/22 E0012 EHRlich PEST CONTROL INC 116.64 3272
80620 12/12/22 E0018 ONSOLVE INTERMEDIATE HOLDING 9,108.15 3272
80621 12/12/22 F0227 FEHRLE MASONRY LLC 8,155.00 3272
80622 12/12/22 G0016 GARDNER HARDWARE INC. 63.96 3272
80623 12/12/22 G0037 GOVT FINANCE OFFICER ASN OF NJ 90.00 3272
80624 12/12/22 G0048 GIUSEPPE'S GOURMET 2,625.00 3272
80625 12/12/22 G0112 GEORGE ELY ASSOCIATES, INC. 21,974.00 3272
80626 12/12/22 G0124 GRIFFIN AUTOMOTIVE INFO SVC 3,180.00 3272
80627 12/12/22 G0147 GREATAMERICA FINANCIAL SVCS. 191.00 3272
80628 12/12/22 H0073 HOME DEPOT CRC/GEFC 332.64 3272
80629 12/12/22 H0162 HARTFORD FIREINSURANCE CO. 1,059.00 3272
80630 12/12/22 H0195 HOHMAN, CHRISTOPHER 174.99 3272
80631 12/12/22 J0023 JED'S SHEDS, INC. 450.00 3272
80632 12/12/22 K0014 KEENAN, BRIAN 353.24 3272
80633 12/12/22 K0019 KEL TEX IMPRINTS 766.00 3272
80634 12/12/22 K0086 K D NATIONAL FORCE SECURITY 900.00 3272
80635 12/12/22 K0100 KEEN COMPRESSED GAS CO. 436.14 3272
80636 12/12/22 K0103 KYOCERA DOCUMENT SOLUTIONS 144.67 3272

80637 12/12/22 M0173 MONROE SYSTEMS FOR BUSINESS 68.65 3272
80638 12/12/22 M0188 MCCARTHY TIRE SERVICE OF PHILA 216.00 3272
80639 12/12/22 M0290 MADDEN & MADDEN, PC 1,676.20 3272
80640 12/12/22 N0004 NJ-AMERICAN WATER CO. 122.29 3272
80641 12/12/22 N0043 NAPA AUTO PARTS 1,047.86 3272
80642 12/12/22 N0070 MARSH & McLENNAN AGENCY, LLC 2,000.00 3272
80643 12/12/22 N0107 N.J.DIV ALCHOLOIC BEV CONTROL 24.00 3272
80644 12/12/22 N0143 NATIONAL TIME SYSTEMS 336.10 3272
80645 12/12/22 N0154 NEW HORIZON COMMUNICATIONS 821.64 3272
80646 12/12/22 O0074 O'BRIEN, SEAN 600.00 3272
80647 12/12/22 P0032 PEDRONI FUEL CO. 4,241.62 3272
80648 12/12/22 P0140 PIONEER MANUFACTURING CO, INC 1,968.50 3272
80649 12/12/22 R0030 RIGGINS, INC. 17,393.50 3272
80650 12/12/22 R0100 ROBERTS OXYGEN COMPANY, INC. 273.85 3272
80651 12/12/22 R0101 R.R. DONNELLEY 198.00 3272
80652 12/12/22 S0018 SUBURBAN PROPANE, LP 203.27 3272
80653 12/12/22 S0020 THE HOME DEPOT PRO 629.59 3272
80654 12/12/22 S0021 COKER, MELLISSA 140.00 3272
80655 12/12/22 S0057 SERVICE TIRE TRUCK CENTERS 4,883.70 3272
80656 12/12/22 S0113 SMITH, THOMAS G. 1,833.50 3272
80657 12/12/22 S0134 SO. JERSEY GAS COMPANY 1,569.49 3272
80658 12/12/22 S0139 SOUTH JERSEY WATER COND SERV 165.00 3272
80659 12/12/22 S0196 STEWART BUSINESS SYSTEMS LLC 698.24 3272
80660 12/12/22 S0209 STAPLES ADVANTAGE 204.21 3272
80661 12/12/22 S0239 SHORE VET. ANIMAL CONTROL LLC 2,400.00 3272
80662 12/12/22 S0363 STARR GENERAL CONTRACTING CORP 1,002.00 3272
80663 12/12/22 T0032 THE PRESS OF ATLANTIC CITY 1,391.26 3272
80664 12/12/22 T0074 TRANSAXLE LLC 2,067.94 3272
80665 12/12/22 T0159 TRIAD ADVISORY SERVICES, INC. 350.00 3272
80666 12/12/22 T0168 TOWNSHIP OF UPPER 247.68 3272
80667 12/12/22 T0180 TRI-COUNTY PEST CONTROL, INC 25.00 3272
80668 12/12/22 T0192 MARSH & McLENNAN AGENCY/TRION 257.01 3272
80669 12/12/22 T0194 TAG CONSULTING GROUP 1,850.00 3272
80670 12/12/22 T0213 TREASURER, STATE OF NEW JERSEY 135,583.66 3272
80671 12/12/22 U0010 UPPER TOWNSHIP CHEERLEADING 1,500.00 3272
80672 12/12/22 U0024 UNIVERSAL COMPUTING SERV. INC. 1,271.80 3272
80673 12/12/22 U0067 UT HEALTH REIMB. ACCOUNT 4,321.80 3272
80674 12/12/22 V0013 VERIZON WIRELESS 463.94 3272
80675 12/12/22 V0022 VERIZON 604.56 3272
80676 12/12/22 V0025 V.E. RALPH & SON, INC. 3,941.06 3272
80677 12/12/22 V0026 VITAL COMMUNICATIONS, INC. 100.00 3272
80678 12/12/22 W0030 WEST PUBLISHING CO. 784.32 3272
80679 12/12/22 W0131 WEX BANK 65.09 3272
80680 12/12/22 Z0017 ZOLL DATA SYSTEMS, INC. 1,252.21 3272
Total: \$396,257.18