

**TOWNSHIP OF UPPER  
2100 TUCKAHOE ROAD  
PETERSBURG, NJ 08270  
CAPE MAY COUNTY  
AGENDA FOR MARCH 13, 2023**

**REGULAR MEETING OF THE TOWNSHIP COMMITTEE – 6:30 P.M.**

**CALL TO ORDER**

**SUNSHINE ANNOUNCEMENT**

**SALUTE TO THE FLAG**

**ROLL CALL**

**APPROVAL OF MINUTES** - February 27, 2023 Regular and Closed Session Minutes

**REPORT OF GOVERNING BODY MEMBERS**

**ADMINISTRATOR OVERVIEW**

**CONSENT AGENDA**

All Consent Agenda items listed below are routine in nature and will be enacted by one motion. If the Mayor or any Committee member wishes a particular agenda item to be considered separately, it will be removed from the consent agenda and acted on separately.

**FILING OF REPORTS BY CONSENT**

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

**RESOLUTIONS TO BE APPROVED BY CONSENT**

10. Authorize payments from the Affordable Housing Trust Fund of Upper Township.
11. Canceling and refunding tax on exempt property Block 453, Lot 48.
12. Authorizing a five (5) year extension to the Lease Agreement between the Township of Upper and the Historical Preservation Society of Upper Township, Inc. for the premises commonly known as the "Gandy Property".
13. Adopting revisions to the Upper Township Personnel Policies and Procedures Manual Division of Emergency Medical Services (EMS) Standard Operating Policies and Procedures.
14. Revised 2023 Temporary Budget.
15. Reassignment of Keyboarding Clerk 1 Rosemary Trout from the Finance Office to the Clerk's Office.

16. Appointing Sarah Steiner as a full-time employee to the Upper Township Finance Department.
17. Rescinding a prior authorization to dispose of Township property by sale on an online auction website.
18. Appointing Patrick Baker, Jr. as temporary Electrical Subcode Official to the Upper Township Construction Code Office.

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

19. Authorizing a permit to deposit dredge material on Block 735, Lot 61, 62.01, 62.02, 64, and 65, commonly known as All Seasons Marina, 551 Roosevelt Boulevard, Upper Township, New Jersey.
20. Authorizing the Mayor to sign an Authorization to Proceed from Triad Associates for additional grant consultant services.

### **ORDINANCES**

21. Public hearing and final adoption of Ordinance 002-2023 RE: BOND ORDINANCE AUTHORIZING THE COMPLETION OF VARIOUS CAPITAL IMPROVEMENTS AND THE ACQUISITION OF VARIOUS PIECES OF CAPITAL EQUIPMENT IN AND FOR THE TOWNSHIP OF UPPER, COUNTY OF CAPE MAY, NEW JERSEY; APPROPRIATING THE SUM OF \$3,494,500, THEREFOR; AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OR BOND ANTICIPATION NOTES OF THE TOWNSHIP OF UPPER, COUNTY OF CAPE MAY, NEW JERSEY, IN THE AGGREGATE PRINCIPAL AMOUNT OF UP TO \$3,319,775; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING.
22. Public hearing and final adoption of Ordinance No. 003-2023 RE: AN ORDINANCE AMENDING REVISED GENERAL ORDINANCE CHAPTER III (POLICE REGULATIONS) AND CHAPTER X (BUILDING AND HOUSING) OF THE CODE OF UPPER TOWNSHIP.
23. Introduction and first reading of Ordinance No. 005-2023 RE: AN ORDINANCE AMENDING REVISED GENERAL ORDINANCE CHAPTER 15, SECTION 2 (DREDGE SOIL) OF THE CODE OF UPPER TOWNSHIP.
24. Introduction and first reading of Ordinance No. 006-2023 RE: AN ORDINANCE VACATING A PORTION OF PENNSYLVANIA AVENUE, WITHIN THE TOWNSHIP OF UPPER, COUNTY OF CAPE MAY AND STATE OF NEW JERSEY.
25. Introduction and first reading of Ordinance No. 007-2023 RE: AN ORDINANCE VACATING OF LANDS, BLOCK 414, LOT 39.12.
26. Introduction and first reading of Ordinance No. 008-2023 RE: AN ORDINANCE AMENDING REVISED GENERAL ORDINANCE CHAPTER IV OF THE CODE OF UPPER TOWNSHIP TO ADD SECTION 4-6 ENTITLED RENTAL HOUSING.

### **CORRESPONDENCE**

### **NEW BUSINESS**

27. American Legion Post #239 Aaron Wittkamp Colwell request to hold Raffle RA #557 at the Heritage Links Golf Course, 1375 Route 9, on August 12, 2023.
28. Ocean City Crew Boosters request to hold Raffle RA #558 at Yesterday's Creekside Tavern, 316 Roosevelt Blvd., on various dates beginning March 31, 2023 through May 19, 2023.

29. Stockton Coastal Research Center final annual report for 2022.
30. Bid results for Replacement of Roof for Historic Structures.
31. Historical Preservation Society of Upper Township request for an archeological scan and potential dig at the site of the former Tuckahoe Academy.
32. Beesley's Point Boat Ramp - 2023 Fees.

### **UNFINISHED BUSINESS**

33. Draft Ordinance amending Chapter 3, Section 1 of the Code of Upper Township to regulate Hawking or Peddling Merchandise or Services.

### **PAYMENT OF BILLS**

34. "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**

35. 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 - Shared Services Agreement with the Borough of Woodbine
  - Contract negotiation - Brian P. Trelease, Hearing Officer
  - Contract negotiation - Trinity Code Inspections, LLC
  - Litigation - National Opioid Class Action Settlement
  - Potential litigation - Cape May County Agriculture Development Board

### **RECONVENE PUBLIC PORTION OF MEETING**

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

36. Appointing Brian P. Trelease, Esquire as Hearing Officer for the Township of Upper.
37. Authorizing a contract with Trinity Code Inspections, LLC for interim building, electric, plumbing, and fire protection inspections and plan review services.

### **ADJOURNMENT**

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