

**TOWNSHIP OF UPPER  
2100 TUCKAHOE ROAD  
PETERSBURG, NJ 08270  
CAPE MAY COUNTY  
AGENDA FOR DECEMBER 11, 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** – November 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. Congratulating the Upper Township Green Hornets for their wrestling achievements in 2023.
11. Congratulating the Upper Township Indians varsity football team on becoming the 2023 Cape Atlantic Junior Football League Champions.

12. Authorizing the Township of Upper to accept a Federal Fiscal Year 2023 Emergency Management Performance Grant Emergency Management Agency Assistance Subaward.
13. Authorizing the submittal of a grant application to the New Jersey Department of Environmental Protection for a Municipal Stormwater Assistance Grant.
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 the award of a contract with CM3 Building Solutions, Inc. for the installation and maintenance of Township security systems.
16. Authorizing the Mayor and Township Clerk to sign a contract with Ancero, LLC for VoIP Telecommunication Services.
17. Authorizing the assignment of the contract for emergency medical billing services from Administrative Advantage, LLC to Revascent, LLC.
18. Authorizing a Shared Services Agreement with the Cape May County Municipal Utilities Authority for solid waste disposal and recycling services.
19. Authorizing additional compensation to certain employees.
20. Appointing Jacob Spiegel as a part-time employee to the Upper Township Construction Code Office to serve as Fire Protection Sub-Code Official.
21. Appointing Ryan Schaefer as a full-time employee to the Upper Township Division of Emergency Medical Services.
22. Budget transfers.
23. Authorize contracts with CM3 Building Solutions, Inc. through the Camden County Educational Services Commission Cooperative Pricing System #66CCEPS contract #FY 21-01, Integrated Building Automation Solutions.
24. Authorize payments from the Affordable Housing Trust Fund of Upper Township.
25. Authorizing a progress payment for engineering services for the 2023 paving project with funds from the 2023 Capital Improvement Bond Ordinance in the amount of \$13,065.25.

## **ORDINANCES**

26. Public hearing and final adoption of Ordinance No. 018-2023 RE: AN ORDINANCE AMENDING ORDINANCE NO. 028-2022 KNOWN AS THE SALARY RANGE ORDINANCE FOR THE CALENDAR YEAR 2023.

## **CORRESPONDENCE**

**NEW BUSINESS**

- 27. John Mayberry request to vacate Valley Avenue in Tuckahoe.
- 28. Employee request for conference/seminar attendance.
- 29. Mayors Wellness Campaign.
- 30. Payment Card Interchange Fee Settlement.
- 31. JIF 2023 Dividend Announcement.

**UNFINISHED BUSINESS**

**PAYMENT OF BILLS**

- 32. “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**

- 33. 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 - Annual Appointments
  - Contract negotiation - Fixed Asset Maintenance
  - Contract negotiation - MUA Host Community Benefit Agreement
  - Contract negotiation - Communications Tower
  - Contract negotiation - Timber Groins
  - Contract negotiation - Prescott Avenue

**RECONVENE PUBLIC PORTION OF MEETING**

**ADJOURNMENT**

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