

**TOWNSHIP OF UPPER
2100 TUCKAHOE ROAD
PETERSBURG, NJ 08270
CAPE MAY COUNTY
AGENDA FOR JULY 8, 2024**

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

CALL TO ORDER

SUNSHINE ANNOUNCEMENT

SALUTE TO THE FLAG

ROLL CALL

APPROVAL OF MINUTES – June 24, 2024 Regular Meeting 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. Clerk's Office
2. Construction Code
3. Division of EMS
4. Finance Office
5. MUA Report
6. Public Works
7. Tax Collector

RESOLUTIONS TO BE APPROVED BY CONSENT

8. Adopting revisions to the Upper Township Personnel Policies and Procedures Manual.
9. Title change for David Pennello to Supervising Maintenance Repairer in the Upper Township Department of Public Works.
10. Title change for Elizabeth Oaks to Zoning Officer in the Upper Township Zoning Office.
11. Amending Resolution No. 291-2023 appointing William Handley as a part-time employee to the Upper Township Division of Emergency Medical Services.

12. Amending Resolution No. 115-2024 appointing Bruckner Chase as a part-time employee to the Upper Township Division of Emergency Medical Services.
13. Amending Resolution No. 121-2024 appointing Gavin Liepe as a part-time employee to the Upper Township Division of Emergency Medical Services.
14. Amending Resolution No. 189-2024 appointing Michael Bruno as a full-time Laborer 1, Probational to the Upper Township Department of Public Works.
15. Appointing Anthony Lamanna Jr. as a part-time employee to the Upper Township Division of Emergency Medical Services.
16. Appointing the 2024 season beach patrol personnel.
17. Authorizing the award of a contract with Modern Group, Ltd. for equipment and services.
18. Authorizing the award of a contract with Service Tire Truck Centers, Inc. for tires.
19. Authorizing the award of a contract with Amazon.com Services, LLC, dba Amazon Business, for equipment and supplies.
20. Authorizing a contract with Kerry Dietz for video recording services.
21. Authorizing payments from the Affordable Housing Trust Fund of Upper Township.

ORDINANCES

22. Public hearing and final adoption of Ordinance No. 012-2024 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 \$3,700,000, 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 \$3,515,000; MAKING CERTAIN DETERMINATIONS AND COVENANTS; AND AUTHORIZING CERTAIN RELATED ACTIONS IN CONNECTION WITH THE FOREGOING.

RESOLUTION TO BE ACTED ON SEPARATELY

23. Resolution of the Township Committee of the Township of Upper, County of Cape May, New Jersey, authorizing the issuance and sale of up to \$8,000,000 of general obligation bonds, series 2024, of the Township of Upper, County of Cape May, New Jersey; making certain covenants to maintain the exemption of the interest on said bonds from federal income taxation; and authorizing such further actions and making such determinations as may be necessary or appropriate to effectuate the issuance and sale of the bonds.

CORRESPONDENCE

NEW BUSINESS

24. Meeting procedures.
25. South Shore Stitchers, Inc. request to hold a Raffle RA-578 at the Upper Township Community Center on November 23, 2024.
26. Order of Eastern Star Shekinah Chapter #82 of New Jersey request to hold Raffles RA-579 and RA-580 at the Tuckahoe Inn, 1 Harbor Road, Marmora on October 16, 2024.
27. SDL Computer Management program for the Construction Office.

UNFINISHED BUSINESS

PAYMENT OF BILLS

28. "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

29. Resolution to conduct a closed meeting pursuant to N.J.S.A. 10:4-12, from which the public shall be excluded.
 - Personnel
 - Potential Litigation - Prescott Avenue
 - Contract negotiation - Block 566, Lot 1

RECONVENE PUBLIC PORTION OF MEETING

RESOLUTIONS TO BE ACTED ON AFTER CLOSED SESSION

30. Title change for Gary S. DeMarzo to Keyboarding Clerk 1 and authorizing the execution of an agreement.
31. Title change for April Johnston to Keyboarding Clerk 1 in the Upper Township Construction Code Office.
32. Hiring Donna Heiler as a full-time employee to the Upper Township Tax Collection Department.

ADJOURNMENT

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