

**TOWNSHIP OF UPPER
2100 TUCKAHOE ROAD
PETERSBURG, NJ 08270
CAPE MAY COUNTY
AGENDA FOR DECEMBER 16, 2024**

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

CALL TO ORDER

SUNSHINE ANNOUNCEMENT

SALUTE TO THE FLAG

ROLL CALL

APPROVAL OF MINUTES – December 9, 2024 Regular and Closed Session Minutes

REPORT OF GOVERNING BODY MEMBERS

ADMINISTRATOR OVERVIEW

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

PRESENTATION

1. In recognition and appreciation of Upper Township Mayor John “Jay” Newman for his dedicated public service to the Township of Upper.

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

2. Municipal Court

RESOLUTIONS TO BE APPROVED BY CONSENT

3. In recognition and appreciation of Upper Township Committee Member Mark Pancoast for his dedicated public service to the Township of Upper.
4. In recognition and appreciation of Upper Township Deputy Mayor Kimberly R. Hayes for her dedicated public service to the Township of Upper.
5. Adopting revisions to the Upper Township Personnel Policies and Procedures Manual.
6. Authorizing Township officials to sign agreements with OceanFirst Bank N.A. for various accounts with regard to banking services effective January 1, 2025.

7. Authorizing the use of facsimile signatures for banking services with OceanFirst Bank N.A. for the current Fund and operating Fund accounts effective January 1, 2025.
8. Authorizing the use of facsimile signatures for banking services with OceanFirst Bank N.A. for the payroll account effective January 1, 2025.
9. Authorizing the award of a contract with Wireless Electronics, Inc. for P-25 compliant pagers.
10. Authorize payments from the Affordable Housing Trust Fund of Upper Township.
11. Budget transfers.
12. Hiring Charles Clunn to the Upper Township Construction Code office to serve as Plumbing Sub-Code Official.
13. Tax refund Block 547, Lot 3.02.
14. Authorizing a Settlement Agreement and Mutual Release regarding Block 826, Lot 1.

RESOLUTION TO BE ACTED ON SEPARATELY

15. Hiring Jay Newman as a part-time employee to the Upper Township Division of Emergency Medical Services.

ORDINANCES

CORRESPONDENCE

NEW BUSINESS

16. Shirley White request for waiver of interest on delinquent property taxes.

UNFINISHED BUSINESS

PAYMENT OF BILLS

17. "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."

CLOSED SESSION

18. Resolution to conduct a closed meeting pursuant to N.J.S.A. 10:4-12, from which the public shall be excluded.

- Personnel - Board Appointments
- Contract negotiation – EMS Billing

RECONVENE PUBLIC PORTION OF MEETING

ADJOURNMENT

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