

**TOWNSHIP OF UPPER
2100 TUCKAHOE ROAD
PETERSBURG, NJ 08270
CAPE MAY COUNTY
MINUTES FOR FEBRUARY 24, 2025**

REGULAR MEETING OF THE TOWNSHIP COMMITTEE – 5:30 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 February 21, 2025, the notice of this meeting of the Upper Township Committee was posted on the official Township Bulletin Board, the Upper Township Website, and emailed to the Atlantic City Press, the Ocean City Sentinel-Ledger, the Herald Times and filed with the Township Clerk. Tonight’s meeting is being video 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

Tyler Casaccio	Present
Victor Nappen	Present
Samuel Palombo	Present
Zachary Palombo	Present
Curtis Corson	Present

Also present were Municipal Clerk Joanne Herron, Municipal Attorney John Amenhauser, Chief Financial Officer Barbara Ludy, Township Engineer Ryan MacNeill, and Township Administrator Joe Verruni.

APPROVAL OF MINUTES - February 10, 2025 Regular and Closed Session Minutes

Motion by Zachary Palombo, second by Tyler Casaccio, to approve the February 10, 2025 Regular and Closed Session Minutes as submitted. During roll call vote four Committee members voted in the affirmative. Committeeman Nappen abstained.

REPORT OF GOVERNING BODY MEMBERS

Zachary Palombo, Committeeman, stated that despite the predictions on a major storm last week, the Township dodged a bullet with little to no snow. He then reported that Public Works has been performing a lot of inhouse repairs, and he has been very impressed with the Department of Public Works operations.

Tyler Casaccio, Committeeman, reported that the Township held a second free rabies clinic on February 22nd during which 53 dogs and 23 cats were vaccinated and 22 dog licenses were sold.

Samuel Palombo, Committeeman, reported that at the last meeting he had reported that the Township’s Easter Egg Hunt was cancelled due to budget cuts. He stated that obviously events like this are very important to the community and so he is very happy to announce that after speaking with local small

business owners and potential sponsors, funding has been obtained and the Easter Egg Hunt will be held on April 6th. He stated that after Easter is planned, they will start working on the 4th of July.

Victor Nappen, Committeeman, congratulated John Amenhauser and his family on the birth of a new baby! He next reported that he is happy to welcome two new full time EMTs Pamala Jones and Timothy Leeds. Lastly, he made a small correction to his report from the January 27th meeting in which he had reported that the Division of EMS had responded to over 800 calls in 2024. In actuality they had responded to over 1,700 calls. Next, he gave a brief report on the Division's upcoming projects and stated that he has been working with them for a possible Easter event. More details will be forthcoming. Lastly, he thanked and praised his fellow committee members for the great job they are doing.

Curtis Corson, Mayor, reported that at the last meeting it was announced that the budget was going to be introduced tonight. However, it was decided to wait to hear the Governor's budget address which is scheduled for tomorrow. It is anticipated that the budget will be introduced at the March 10th meeting.

ADMINISTRATOR OVERVIEW

Joe Verruni, Temporary Township Administrator, gave a brief report on several agenda items including the Community Project Funding grant and authorization to bid for the Tuckahoe Train Station roof replacement. He next reported on the deteriorated condition of the Cedar Square shopping center and stated that he and the Code Enforcement Officer will be meeting next week to go over the issue. Last, he gave a brief update on the recruitment process for candidates for the Township Administrator position.

Ryan MacNeill, Township Engineer, gave an update on several matters including the Athletic Court Resurfacing project, the Strathmere Living Shoreline project, and Butter Road.

PUBLIC COMMENT ON AGENDA ITEMS ONLY – LIMITED TO FIVE (5) MINUTES PER PERSON

Nathalie Neiss, 759 Route 50, inquired about number 2 on the agenda. The Township Engineer reported that this Resolution is in response to a public comment at the last meeting requesting a lower speed limit on Route 50 north of the intersection of Tuckahoe Road and also the installation of a center turn lane. Ms. Neiss requested that the lowered speed limit area be extended south to the intersection of Rt 610. It was stated that the Township was going to move forward with the Resolution as written and the Engineer was directed to look into Ms. Neiss' request. She next inquired about number 16 on the agenda, and if the Township will be using architectural shingles or cedar shakes. It was stated that because the Tuckahoe train Station is a historical building, the roof will be restored with cedar shakes.

Lou Barbitto, Frances Drive, complained about the bumps on the Route 50 Cedar Swamp Creek bridge. The Engineer stated that the bridge is scheduled to be replaced in 2026.

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.

Motion by Victor Nappen, second by Tyler Casaccio, to approve the consent agenda items listed below. During roll call vote all five Committee members voted in the affirmative.

FILING OF REPORTS BY CONSENT

1. Animal Control

RESOLUTIONS TO BE APPROVED BY CONSENT

2. In support of Roadway Improvements and a reduction of the speed limit along State Highway Route 50 in the Petersburg section of Upper Township between MP 4.87 and MP 6.26.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 63-2025

**RE: IN SUPPORT OF ROADWAY IMPROVEMENTS AND A
REDUCTION OF THE SPEED LIMIT ALONG STATE HIGHWAY
ROUTE 50 IN THE PETERSBURG SECTION OF
UPPER TOWNSHIP BETWEEN MP 4.87 AND MP 6.26**

WHEREAS, in order to ensure the safety of residents and the general public, the Township Committee of the Township of Upper strongly supports safety improvements to State Highway Route 50 in the Petersburg Section of Upper Township between MP 4.87 and MP 6.26; and

WHEREAS, there currently exists double yellow line striping preventing vehicles from legally making a left turn into area businesses along this portion of the roadway; and

WHEREAS, the installation of a designated left turn lane along this portion of Route 50, along with a reduction of the speed limit to 35 MPH, would safely allow vehicles to make left turns from both directions on this two-way road; 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 Township Committee hereby requests and supports the installation of a designated center turn lane, and the reduction of the speed limit, be made to State Highway Route 50 in the Petersburg Section of Upper Township between MP 4.87 and MP 6.26.
3. The Township Committee hereby requests State officials to take all appropriate action forthwith in order to implement safety improvements at the location named above.
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. 63-2025

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

3. Approving the application of the Marmora Volunteer Fire Company for highway coin drops.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 64-2025

**RE: APPROVING THE APPLICATION OF THE MARMORA
VOLUNTEER FIRE COMPANY FOR HIGHWAY COIN DROPS**

WHEREAS, the Marmora Volunteer Fire Company, a non-profit corporation providing firefighting services, has made application to the Township Committee to hold coin drop solicitations in Upper Township; and

WHEREAS, the Township Committee has approved the request; and

WHEREAS, the request requires approval from the County of Cape May; 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 application of the Marmora Volunteer Fire Co. to hold a coin drop within Upper Township at Roosevelt Boulevard from the intersection of Vernon Road to the end of the shopping plaza is hereby approved for the following dates:

Saturday, May 24, 2025 from 9:00 a.m. to 3:00 p.m.; and

Saturday, July 26, 2025 from 9:00 a.m. to 3:00 p.m.; and

Saturday, August 16, 2025 from 9:00 a.m. to 3:00 p.m.

3. Attached to this Resolution is a certified copy of Ordinance No. 7-2001, authorizing coin drops within Upper Township enacted pursuant to N.J.S.A. 39:4-60.

4. A certified copy of this Resolution shall be provided to the Cape May County Board of Commissioners.

Resolution No. 64-2025

Offered by: Nappen

Second by: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

4. Authorizing the Mayor and Township Clerk to sign a contract with Phoenix Advisors, a Division of First Security Municipal Advisors, Inc., for Municipal Advisory services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 65-2025

**RE: AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO SIGN A CONTRACT WITH
PHOENIX ADVISORS, A DIVISION OF FIRST SECURITY MUNICIPAL ADVISORS, INC.,
FOR MUNICIPAL ADVISORY SERVICES**

WHEREAS, the Township has decided to acquire the services of the firm of Phoenix Advisors, a Division of First Security Municipal Advisors, Inc., (hereinafter “Phoenix Advisors”) as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Phoenix Advisors has submitted a proposal to the Township to provide municipal advisory services; and

WHEREAS, the Township wishes to accept said proposal and to authorize the execution of a contract with Phoenix Advisors; and

WHEREAS, the proposed contract has been reviewed and approved by the Municipal Attorney and will be on record in the office of the Township Clerk and available for public inspection; and

WHEREAS, Phoenix Advisors has completed and submitted a Business Entity Disclosure Certification which certifies that Phoenix Advisors 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 Phoenix Advisors 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. The Mayor and Township Clerk are hereby authorized, directed and empowered to execute a contract with Phoenix Advisors in accordance with the terms and provisions of the Local Public Contracts Law, subject to and in accordance with the limitations imposed herein.
3. This contract shall have a term of one (1) year from date of 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 Phoenix Advisors has professional knowledge which is particularly valuable to the Township Committee and this service is acquired as a non-fair and open contract pursuant to N.J.S.A. 19:44A-20.5.

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 Phoenix Advisors for municipal advisory services. 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 this contract and showing the line item appropriation of the official budget to which this 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 contractor has registered with the State of New Jersey pursuant to c.57, Laws of 2004 and will provide proof of that registration to the Township of Upper.

8. A copy of this Resolution 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. 65-2025

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

- 5. Amending Resolution No. 061-2025 appointing Timothy Leeds as a full-time employee to the Upper Township Division of Emergency Medical Services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 66-2025

RE: AMENDING RESOLUTION NO. 061-2025 APPOINTING TIMOTHY LEEDS AS A FULL-TIME EMPLOYEE TO THE UPPER TOWNSHIP DIVISION OF EMERGENCY MEDICAL SERVICES

WHEREAS, Resolution No. 061-2025 appointed Timothy Leeds as a full-time employee to the Upper Township Division of Emergency Medical Services; and

WHEREAS, the Township Committee has determined it necessary to amend said Resolution No. 061-2025 in order to reflect the correct effective date of hire; 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. Resolution No. 061-2025 is hereby amended to appoint Timothy Leeds to the Division of Emergency Medical Services as a full-time Emergency Medical Technician effective March 4, 2025 at an annual salary of \$58,000, 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. 66-2025

Offered by: Nappen
Adopted: February 24, 2025
Roll Call Vote:

Seconded by: Casaccio

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

6. Refunding tax on exempt property Block 723, Lot 20.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 67-2025

**REFUNDING TAX ON EXEMPT PROPERTY
BLOCK 723, LOT 20**

WHEREAS, certain corrections have been recommended by the Upper Township Tax Collector in order to refund monies; and

WHEREAS, certain properties became tax exempt in the year 2024; and

WHEREAS, Karl Ruf is a 100% disabled American veteran residing at 8 Lake Corson Lane, Marmora, Block 723, Lot 20 on the municipal tax map of Upper Township, New Jersey; and

WHEREAS, the Mortgage Company paid 2025 1st quarter taxes on the above tax exempt property and it is therefore necessary to refund Karl Ruf in the amount of \$2,056.36.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Upper, Cape May County, that corrections to the Tax records are hereby authorized and the Tax Collector is hereby directed to correct said records or take such action as indicated on the attached sheet.

Resolution No. 67-2025

Offered by: Nappen
Adopted: February 24, 2025
Roll Call Vote:

Seconded by: Casaccio

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

REFUND TAX 2025

BLOCK/LOT

723/20

AMOUNT

\$ 2,379.71

NAME

Karl and Karol Ruf
8 Lake Corson Lane
Marmora, NJ 08223

100% Totally Disabled Veteran

- 7. Canceling tax on exempt property Block 647, Lot 8.02.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 68-2025

**CANCELING TAX ON EXEMPT PROPERTY
BLOCK 647, LOT 8.02**

WHEREAS, certain corrections have been recommended by the Upper Township Tax Collector in order to cancel taxes; and

WHEREAS, certain properties became tax exempt in the year 2025; and

WHEREAS, David VanAltvorst is a 100% disabled American veteran residing at 3 Henry Rd., Marmora, Block 647, Lot 8.02 on the municipal tax map of Upper Township, New Jersey; and

WHEREAS, the Department of Veterans Affairs has determined that Mr. VanAltvorst’s 100% permanent military service-connected disability was effective October 24th, 2021; and

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Upper, Cape May County, that corrections to the Tax records are hereby authorized and the Tax Collector is hereby directed to correct said records or take such action as indicated below.

Resolution No. 68-2025

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

CANCEL TAX 2025

<u>BLOCK/LOT</u>	<u>AMOUNT</u>	<u>NAME</u>
647/8.02	\$922.50	David VanAltvorst 3 Henry Rd. Marmora, NJ 08223

8. Canceling and refunding tax on exempt property Block 453.03, Lot 36.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 69-2025

**CANCELING AND REFUNDING TAX ON EXEMPT PROPERTY
BLOCK 453.03, LOT 36**

WHEREAS, certain corrections have been recommended by the Upper Township Tax Collector in order to refund monies; and

WHEREAS, certain properties became tax exempt in the year 2025; and

WHEREAS, Brandon Wheeley is a 100% disabled American veteran residing at 451 Dennisville/Petersburg Rd, Woodbine, NJ, Block 453.03, Lot 36 on the municipal tax map of Upper Township, New Jersey; and

WHEREAS, the Department of Veterans Affairs has determined that Mr. Wheeley's 100% permanent military service-connected disability was effective January 1st, 2025; and

WHEREAS, Mr. Wheeley made application February 10th, 2025 and requested a refund for the first quarter of 2025; and

WHEREAS, Township of Upper Ordinance No. 009-2012 allows for the refund of property taxes paid for the calendar year in which claim is made.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Upper, Cape May County, that corrections to the Tax records are hereby authorized and the Tax Collector is hereby directed to correct said records or take such action as indicated below.

Resolution No. 69-2025
Offered by: Nappen
Adopted: February 24, 2025

Seconded by: Casaccio

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

CANCEL TAX 2025

<u>BLOCK/LOT</u>	<u>AMOUNT</u>	<u>NAME</u>
453.03/36	\$ 2961.42	Brandon Wheeley 451 Dennisville/ Petersburg Rd Woodbine, NJ 08270

REFUND TAX 2025

<u>BLOCK/LOT</u>	<u>AMOUNT</u>	<u>NAME</u>
453.03/36	\$ 1480.71	Brandon Wheeley 451 Dennisville/ Petersburg Rd Woodbine, NJ 08270

100% Totally Disabled Veteran

9. Revised temporary budget.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 70-2025

RE: REVISED 2025 TEMPORARY BUDGET

WHEREAS, N.J.S.A. 40A:4-19 provides that the governing body shall by Resolution adopted prior to January 31 of the fiscal year make appropriations to provide for the period between the beginning of the fiscal year and the adoption of the budget; and

WHEREAS, the total of the appropriations so made shall not exceed 26.25% of the total of the appropriations made for all purposes in the Budget for the preceding year excluding public assistance, such amount being **\$4,062,468.05.**

NOW, THEREFORE BE IT RESOLVED, that the following appropriations shall constitute the Temporary Budget for the year 2025:

ADMINISTRATIVE & EXECUTIVE

Salary and Wages	\$ 42,600.00	
Other Expenses	\$ 2,000.00	14,000.00

**Revise
To:**

MAYOR AND COMMITTEE

Salary and Wages	\$ 20,000.00
Other Expenses	\$ 5,000.00
Cape Mediation	\$ 3,400.00
Cape Assist EAP	\$ 2,751.00

MUNICIPAL CLERK			
	Salary and Wages	\$ 60,500.00	62,500.00
	Miscellaneous O/E	\$ 10,000.00	
FINANCIAL ADMINISTRATION			
	Salaries & Wages	\$ 62,400.00	
	Miscellaneous O/E	\$ 5,000.00	
	Computer	\$ 45,000.00	
	Hardware/Software		
	Annual Audit	\$ 25,000.00	
ASSESSMENT OF TAXES			
	Salaries & Wages	\$ 26,250.00	27,250.00
	Miscellaneous O/E	\$ 4,000.00	
COLLECTION OF TAXES			
	Salaries & Wages	\$ 56,000.00	
	Miscellaneous O/E	\$ 1,500.00	
LEGAL SERVICES AND COSTS			
	Other Expenses	\$ 40,000.00	55,000.00
MUNICIPAL COURT			
	Salaries & Wages	\$ 60,000.00	64,000.00
	Miscellaneous O/E	\$ 8,000.00	
PUBLIC DEFENDER			
	Other Expenses	\$ 7,400.00	
MUNICIPAL PROSECUTOR			
	Other Expenses	\$ 16,100.00	17,500.00
ENGINEERING SERVICES & COSTS			
	Salaries & Wages	\$ 0.00	
	Other Expenses	\$ 90,000.00	
PUBLIC BUILDINGS & GROUNDS			
	Salaries & Wages	\$ 224,000.00	249,000.00
	Other Expenses	\$ 95,000.00	105,000.00
PLANNING BOARD			
	Salaries & Wages	\$ 7,000.00	
	Other Expenses	\$ 4,000.00	
BOARD OF ADJUSTMENT			
	Salaries & Wages	\$ 7,000.00	
	Other Expenses	\$ 4,000.00	6,000.00
CONSTRUCTION CODE			
	Salaries & Wages	\$ 69,000.00	79,000.00
	Other Expenses	\$ 1,500.00	2,000.00
INSURANCE			
	Group Insurance for Employees	\$ 660,000.00	
	Other Insurance Premiums	\$ 80,000.00	100,000.00
	Workers Compensation	\$ 130,000.00	220,000.00
SCHOOL TRAFFIC GUARD			
	Salaries & Wages	\$ 3,800.00	
	Miscellaneous O/E	\$ 200.00	
BEACH PATROL			

	Salaries & Wages	\$	1,000.00	
	Other Expenses	\$	1,000.00	
EMERGENCY MANAGEMENT/RTK				
	Salaries & Wages	\$	1,800.00	
	Other Expenses	\$	8,000.00	
ROAD REPAIRS & MAINTENANCE				
	Salaries & Wages	\$	269,000.00	289,000.00
	Miscellaneous O/E	\$	55,000.00	75,000.00
SURFACING OF ROADS CONTRACTUAL STREET LIGHTING GARBAGE & TRASH REMOVAL		\$	0.00	
		\$	150,000.00	
	Salaries & Wages	\$	132,000.00	145,000.00
	Miscellaneous O/E	\$	20,000.00	25,000.00
	Tipping Fees	\$	130,000.00	
BOARD OF HEALTH				
	Miscellaneous O/E	\$	100.00	
DOG REGULATION				
	Miscellaneous O/E	\$	34,000.00	
PUBLIC INFORMATION				
	Miscellaneous O/E	\$	0.00	
ZONING/CODE OFFICIAL				
	Salaries & Wages	\$	5,500.00	
	Miscellaneous O/E	\$	1,000.00	
SPORTS & RECREATION				
	Salaries & Wages	\$	18,500.00	
	Miscellaneous O/E	\$	8,000.00	13,000.00
DIVISION OF EMS				
	Salaries & Wages	\$	290,000.00	300,000.00
	Miscellaneous O/E	\$	15,000.00	30,000.00
RECYCLING				
	Salaries & Wages	\$	95,500.00	100,500.00
	Miscellaneous O/E	\$	20,000.00	25,000.00
AFFORDABLE HOUSING				
	Salaries & Wages	\$	0.00	
	Miscellaneous O/E	\$	500.00	
COMMUNITY CENTER				
	Miscellaneous O/E	\$	10,000.00	15,000.00
CELEBRATION OF PUBLIC EVENTS		\$	5,000.00	10,000.00
SOCIAL SECURITY SYSTEM		\$	165,000.00	
SPECIAL LITIGATION		\$	35,000.00	
SUI CONTRIBUTION		\$	3,500.00	4,000.00
CENTRAL DISPATCH		\$	70,000.00	
ALCOHOL & DRUG TESTING		\$	1,000.00	
COMP. ABSENCES RESERVES		\$	100.00	
PERS		\$	626,782.00	
DCRP		\$	3,800.00	
GYPSY MOTH MISC.		\$	100.00	
	Total		\$4,054,483.00	

Resolution No. 70-2025

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

10. Authorizing the disposal of personal property with no market value.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 71-2025

**RE: AUTHORIZING THE DISPOSAL OF PERSONAL PROPERTY
WITH NO MARKET VALUE**

WHEREAS, N.J.S.A. 40A:11-36 authorizes a municipality to sell or dispose of certain personal property or equipment which is not needed for public use; and

WHEREAS, the Township of Upper determines that the property and equipment set forth on Exhibit A attached hereto is not needed for public use and has no market value, and should be disposed of.

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 property and equipment aforementioned on Exhibit A hereto is hereby determined to be useless for any public purpose and is also determined to be of no market value such that the Township Committee directs its disposal.
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. 71-2025

Offered By: Nappen

Seconded By: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

EXHIBIT "A"

<u>Asset No.</u>	<u>Division No.</u>	<u>Identifying Information</u>
90	20-130	Hewlett Packard Printer-Laser Serial No. JPRGL28711
230	25-260	Infotronics ID Finger Reader Punch Serial No. 7326046
547	20-145	Datacard Printer-ID Card Duplex Serial No. B51143
374	20-110	Lenovo ThinkPad L390 Serial No. NR000FUSR90WENSK

11. Authorizing the purchase of certain items with funds from Capital Improvement Bond Ordinance No. 012-2024 in the amount of \$2,145.00.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 72-2025

**RE: AUTHORIZING THE PURCHASE OF CERTAIN ITEMS
WITH FUNDS FROM CAPITAL IMPROVEMENT BOND ORDINANCE NO. 012-2024
IN THE AMOUNT OF \$2,145.00**

WHEREAS, it is necessary for the Township of Upper to make certain capital purchases;
and

WHEREAS, the Township Committee adopted the 2024 Capital Improvement Bond Ordinance No. 012-2024 on July 8, 2024; and

WHEREAS, the Township’s Qualified Purchasing Agent has reviewed and approved the quote for electrical work for the future pickleball courts at Caldwell Park from Anzelone Electric Company of Cape May Court House, New Jersey; and

WHEREAS, the Chief Financial Officer of the Township has certified the availability of funds to allow the award of contract for the purchase herein authorized and has certified that adequate funds have been appropriated for this purpose from Capital Improvement Bond Ordinance No. 012-2024.

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, County of Cape May, New Jersey hereby authorizes electrical work for the future pickleball courts at Caldwell Park from Anzelone Electric Company of Cape May Court House, New Jersey in the amount of **\$2,145.00** with funds from 2024 Capital Improvement Bond Ordinance No. 012-2024.
3. The Chief Financial Officer is hereby authorized, directed and empowered to execute any and all necessary documents in order to implement the intent of this Resolution.

Resolution No. 72-2025

Offered By: Nappen Seconded By: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

12. Authorizing the execution of a NJDEP TWA-1 Application Statements of Consent form regarding 26 E. Vincent Avenue, Strathmere, Block 838, Lot 8.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 73-2025

**RE: AUTHORIZING THE EXECUTION OF NJDEP TWA-1 APPLICATION
STATEMENTS OF CONSENT FORM REGARDING REGARDING 26 E VINCENT AVENUE,
STRATHMERE, BLOCK 838, LOT 8**

WHEREAS, the Estate of Mary E. Souder, and or Nominee or Assigns (hereinafter “Applicant”), has or is about to make application to the New Jersey Department of Environmental Protection (hereinafter “DEP”) for Treatment Works Approval for a proposed three bedroom single family dwelling, and has requested that the Township complete a portion of DEP Form No. WQM-003, which merely consents to the submission of the application to the DEP and certifies that the project, as proposed, conforms with the requirements of all municipal Ordinances and does not otherwise impose any obligation or liability on the Township; and

WHEREAS, the Applicant must apply to the New Jersey Department of Environmental Protection for Treatment Works Approval for the construction of a new septic system for a three bedroom single family dwelling to be constructed on 26 E. Vincent Avenue, Block 838, Lot 8 of the municipal tax map of Upper Township, New Jersey; and

WHEREAS, the Township Engineer has informed the Township Committee as to the general nature of the project and has indicated that the Township has no ordinance prohibiting the proposed project; and

WHEREAS, the matter has been considered by the Township Committee and it has been determined that the consent by the Governing Body should be granted to this application to permit the application process to go forward; and

WHEREAS, the Township Committee wishes to authorize the Township officials to execute said documentation; 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 Mayor is hereby authorized to execute on behalf of the Township of Upper a Statements of Consent, Section A-1, in the form attached hereto as Exhibit “A” and said consent shall be completed by inserting therein this Resolution number and the date of its adoption.

3. This Statements of Consent is submitted in conjunction with the application of the Estate of Mary E. Souder for treatment works approval for the property at Block 838, Lot 8 on the municipal tax map.

4. A certified copy of this Resolution shall be provided to the applicant.

Resolution No. 73-2025

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

13. Authorizing Verizon Wireless to install additional and replacement equipment and/or antennas on the licensed space of the cell tower located at 1721 Mt. Pleasant Road.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 74-2025

**RE: AUTHORIZING VERIZON WIRELESS TO INSTALL ADDITIONAL
AND REPLACEMENT EQUIPMENT AND/OR ANTENNAS ON THE LICENSED SPACE
OF THE CELL TOWER LOCATED AT 1721 MT. PLEASANT ROAD**

WHEREAS, the Township of Upper and Verizon Wireless entered into a License Agreement on October 11, 2016 for the license of space on the cell tower and ground located at 1721 Mt. Pleasant Road, Township of Upper; and

WHEREAS, Verizon Wireless has requested consent for the installation of additional and replacement equipment and/or antennas on the licensed space; and

WHEREAS, in accordance with Sections 2(D) and 2(E) of the license agreement, Verizon Wireless has submitted plans and specifications and a structural analysis report verifying the tower and foundation have sufficient capacity for the work associated with the installation of additional and replacement equipment and/or antennas; and

WHEREAS, the Township Engineer has reviewed the aforesaid plans and specifications and has issued a report, attached hereto as Exhibit A, stating they meet the requirements of the License Agreement; and

WHEREAS, the Township Committee has determined that it is appropriate to consent to the proposed project; 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. Verizon Wireless is hereby authorized to install additional and replacement equipment and/or antennas on the licensed space of the cell tower located at 1721 Mt. Pleasant Road, Township of Upper, in accordance with the plans and specifications attached hereto as Exhibit B.
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. 74-2025

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

14. Authorizing the Mayor to sign and submit a license application for a revocable license for the Strathmere Bay Living Shoreline to the NJDEP, Bureau of Tidelands Management in accordance with N.J.S.A. 12:3-10 and N.J.S.A. 13:1b-13.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 75-2025

AUTHORIZING THE MAYOR TO SIGN AND SUBMIT A LICENSE APPLICATION FOR A REVOCABLE LICENSE FOR THE STRATHMERE BAY LIVING SHORELINE TO THE NJDEP, BUREAU OF TIDELANDS MANAGEMENT IN ACCORDANCE WITH N.J.S.A. 12:3-10 AND N.J.S.A. 13:1B-13

WHEREAS, the Township of Upper wishes to apply for a revocable license for the Strathmere Bay Living Shoreline located in Block 805, Lots 2 & 3, and Block 814, Lots 1, 2, 3, & 4 in Upper Township with the State of New Jersey, Bureau of Tidelands Management; 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 Mayor is hereby authorized to execute said application in accordance with N.J.S.A. 12:3-10 and N.J.S.A. 13:1B-13, a copy of which is attached hereto as Exhibit A.
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. 75-2025

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

15. Authorizing the Mayor to sign and submit a license renewal application for a revocable license for Sumner Avenue street end to the NJDEP, Bureau of Tidelands Management in accordance with N.J.S.A. 12:3-10 and N.J.S.A. 13:1b-13.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 76-2025

AUTHORIZING THE MAYOR TO SIGN AND SUBMIT A LICENSE RENEWAL APPLICATION FOR A REVOCABLE LICENSE FOR SUMNER AVENUE STREET END TO THE NJDEP, BUREAU OF TIDELANDS MANAGEMENT IN ACCORDANCE WITH N.J.S.A. 12:3-10 AND N.J.S.A. 13:1B-13

WHEREAS, the Township of Upper entered into a revocable license for Sumner Avenue Street End in Upper Township on February 6, 2015 with the State of New Jersey, Bureau of Tidelands Management; and

WHEREAS, said revocable license expired on February 6, 2025; and

WHEREAS, the Township Committee of the Township of Upper has determined that the Township should make application for a license renewal; 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:

4. The allegations of the preamble are incorporated herein by this reference.
5. The Mayor is hereby authorized to execute said application in accordance with N.J.S.A. 12:3-10 and N.J.S.A. 13:1B-13, a copy of which is attached hereto as Exhibit A.
6. 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. 76-2025

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

16. Authorizing the Qualified Purchasing Agent to solicit bids for Roof Replacement for the Tuckahoe Train Station.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 77-2025

**RE: AUTHORIZING THE QUALIFIED PURCHASING AGENT TO SOLICIT BIDS FOR
ROOF REPLACEMENT FOR THE TUCKAHOE TRAIN STATION**

WHEREAS, the Township Committee of the Township of Upper has determined a need to solicit bids for the roof replacement of the Tuckahoe Train Station; and

WHEREAS, pursuant to the provisions of the Local Public Contracts Law, the Township of Upper intends to solicit bids as herein indicated; 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 Qualified Purchasing Agent is hereby authorized and directed to prepare

specifications, bid documents and solicit bids for the following:

ROOF REPLACEMENT FOR TUCKAHOE TRAIN STATION

3. Sealed bids shall be received by the Township of Upper in accordance with the directives contained in the Notice to Bidders.

Resolution No. 77-2025

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 24, 2025

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			
S. Palombo	X			
Z. Palombo	X			
Corson	X			

ORDINANCES

CORRESPONDENCE

NEW BUSINESS

17. Special events. **This matter was discussed during Committeeman Palombo’s report.**
18. FY 2026 Community Project Funding Grant. **Mayor Corson reported on the different project options that could be applied for with this grant funding opportunity. He stated that a needs assessment has already been prepared for the EMS building and recommended that the grant application be used for a new public safety facility. After a brief discussion there was a motion by Curtis Corson, second by Victor Nappen to authorize Triad to prepare a CPF grant application for a new EMS building. During roll call vote all five Committee members voted in the affirmative. A Resolution for formal action will be placed on the next agenda.**

UNFINISHED BUSINESS

PAYMENT OF BILLS

19. “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 Zachary Palombo, second by Victor Nappen. During roll call vote three Committee members voted in the affirmative. Committeeman Samuel Palombo and Committeeman Zachary Palombo voted in the affirmative but recused themselves from voting on PO #25-00284.**

Bills approved for payment: **\$186,929.48**

Payroll: **\$231,780.79**

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

Fred Banner, Upper Township resident, VP and Chief Information Officer of Shore Medical Center, thanked the Public Works department, the Division of EMS, and the volunteer fire departments. He next stated on behalf of the newly appointed CEO of Shore Medical Center he would like to introduce himself to the Committee and offer his services as a conduit between the Township and Shore Medical Center to address any needs of the Township and the Community.

Nathalie Neiss, 759 Route 50, thanked Joe Verruni and Elizabeth Oaks for meeting with her regarding her property deed concerns. She next requested a meeting with the Committee for a discussion with regard to the Administrator. Last, she spoke about the Township's affordable housing obligations.

CLOSED SESSION

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

**RESOLUTION NO. 78-2025
MOTION GOING INTO CLOSED SESSION
FEBRUARY 24, 2025**

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 – Right to Know Inventory Services
3. Contract negotiation – Special Legal Counsel, Tax Appeals
4. Contract negotiation – 2200 Route 50

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 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.
- C. With respect to contract negotiations such matters will be made public when negotiations have ceased and there is no longer a reason for confidentiality.

Moved by: Zachary Palombo

Motion seconded by: Victor Nappen

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

RECONVENE PUBLIC PORTION OF MEETING

Motion by Tyler Casaccio, second by Victor Nappen, to reconvene the public portion of the meeting. During roll call vote all five Committee members voted in the affirmative.

ADJOURNMENT

There being no further business this evening the meeting was adjourned at 6:49 P.M., with a motion by Victor Nappen, second by Tyler Casaccio, and all five Committee members voting in the affirmative. The next regular Committee meeting is scheduled for March 10, 2025 at 5:30 P.M.

Minutes prepared by,

Joanne R. Herron, RMC
Township Clerk

Bills

85015 02/24/25 A0025 ADVANTAGE RENTAL & SALES 475.17 3407
85016 02/24/25 A0091 ATLANTIC CITY ELECTRIC 27,985.90 3407
85017 02/24/25 A0117 AT&T 418.85 3407
85018 02/24/25 A0191 ACTION UNIFORM CO. LLC 150.00 3407
85019 02/24/25 A0235 AMAZON CAPITAL SERVICES, INC. 970.02 3407
85020 02/24/25 B0035 BELMONT & CRYSTAL SPRINGS 103.70 3407
85021 02/24/25 B0076 BOND, LAURENCE E. 1,050.42 3407
85022 02/24/25 B0139 BATTELINI TRANSPORTATION 639.27 3407
85023 02/24/25 B0182 BRIGGS LAW OFFICE, P.C. 192.50 3407
85024 02/24/25 B0288 KINGBARNES LLC 2,132.50 3407
85025 02/24/25 C0042 CAMPBELL SUPPLY COMPANY 1,117.98 3407
85026 02/24/25 C0048 CAPE MAY COUNTY MUA 46,261.43 3407
85027 02/24/25 C0223 CASA PAYROLL SERVICE 252.50 3407
85028 02/24/25 C0246 CRAFT OIL CORPORATION 1,527.27 3407
85029 02/24/25 C0346 CME ASSOCIATES 11,344.50 3407
85030 02/24/25 D0040 DELTA DENTAL OF N.J. INC. 5,540.64 3407
85031 02/24/25 D0186 DOCUTREND IMAGING SOLUTIONS 87.55 3407
85032 02/24/25 D0237 KERRY SCALFARO 125.00 3407
85033 02/24/25 G0120 PATRICK F. MARTIN 2,500.00 3407
85034 02/24/25 H0002 H.A. DEHART & SON CORP. 2,255.78 3407
85035 02/24/25 H0180 HD SUPPLY FACILITIES MANT 1,961.13 3407
85036 02/24/25 I0016 INSTITUTE FOR PROF DEVELOPMENT 50.00 3407
85037 02/24/25 J0090 JPMORGAN CHASE BANK, N.A. 248.00 3407
85038 02/24/25 J0318 JERSEY PROFESSIONAL MANAGEMENT 4,000.50 3407
85039 02/24/25 K0038 KINDLE FORD LINCOLN, INC. 149.99 3407
85040 02/24/25 K0118 J.F. KIELY CONSTRUCTION CO. 3,245.00 3407
85041 02/24/25 L0143 Lick, Greg 56.75 3407
85042 02/24/25 L0146 LAWSON PRODUCTS, INC. 438.41 3407
85043 02/24/25 M0188 MCCARTHY TIRE SERVICE OF PHILA 1,442.36 3407
85044 02/24/25 M0235 MODERN GROUP, LTD 5,260.00 3407
85045 02/24/25 M0327 MONZO CATANESE DeLOLLIS, P.C. 8,679.00 3407
85046 02/24/25 M0342 MC NAIR, RYAN 337.92 3407
85047 02/24/25 N0052 NATL YOUTH SPORTS COACHED ASSN 32.00 3407
85048 02/24/25 N0070 MARSH & MCLENNAN AGENCY, LLC 2,000.00 3407
85049 02/24/25 P0056 TURF EQUIPMENT AND SUPPLY CO 525.94 3407
85050 02/24/25 P0102 PUBLIC WORKS ASSOC OF N.J. 75.00 3407
85051 02/24/25 S0018 SUBURBAN PROPANE, LP 1,067.81 3407
85052 02/24/25 S0035 SCHOPPY WILLIAM TROPHY CO. 44.52 3407
85053 02/24/25 S0134 SO. JERSEY GAS COMPANY 10,027.74 3407
85054 02/24/25 S0161 SPICA STEEL, INC./J.D.L.GARAGE 19,048.26 3407
85055 02/24/25 S0196 STEWART BUSINESS SYSTEMS LLC 274.40 3407
85056 02/24/25 S0253 SAMPLE MEDIA, INC. 294.00 3407
85057 02/24/25 S0270 HOFFMAN SERVICES, INC 700.00 3407
85058 02/24/25 T0166 TREASURER, STATE OF NEW JERSEY 1,072.00 3407
85059 02/24/25 T0180 TRI-COUNTY PEST CONTROL, INC 25.00 3407
85060 02/24/25 V0022 VERIZON 604.56 3407

85061 02/24/25 V0025 V.E. RALPH & SON,INC. 1,333.94 3407
85062 02/24/25 V0027 VANORDER, ROGER 179.98 3407
85063 02/24/25 W0087 W.B. MASON EGG HARBOR 377.60 3407
85064 02/24/25 W0123 WIRELESS ELECTRONICS, INC. 16,135.20 3407
85065 02/24/25 W0135 THE LAW OFFICE OF BRANDON D 1,048.46 3407
85066 02/24/25 X0008 XEROX FINANCIAL SERVICES 232.48 3407
85067 02/24/25 Y0003 Y-PERS INC 830.55 3407
Total: \$186,929.48