

**TOWNSHIP OF UPPER
2100 TUCKAHOE ROAD
PETERSBURG, NJ 08270
CAPE MAY COUNTY
MINUTES FOR APRIL 28, 2025**

REGULAR MEETING OF THE TOWNSHIP COMMITTEE – 5:30 P.M.

CALL TO ORDER

SUNSHINE ANNOUNCEMENT

Deputy Mayor Nappen read the following Open Public meeting notice into the record:
“In compliance with the Open Public Meetings Law, I wish to state that on April 25, 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	Absent

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 - April 14, 2025 Special, Regular and Closed Session Minutes

Motion by Tyler Casaccio, second by Zachary Palombo, to approve the April 14, 2025 Special, Regular and Closed Session Minutes as submitted. During roll call vote all four Committee members present voted in the affirmative.

REPORT OF GOVERNING BODY MEMBERS

Tyler Casaccio, Committeeman, reported that he recently attended the Cub Scouts Arrow of Light Award event and congratulated them on their accomplishments.

Zachary Palombo, Committeeman, reported the Great Egg Harbor River Council is looking for volunteers to help clear debris from the Great Egg Harbor River on May 10th from 9:00 to 1:00 pm. He next reported that the annual Strathmere Beach Patrol tryouts will be held on June 14th at 11:00 am at a location to still be determined. Lastly, he reported the Township has been in contact with State officials regarding the Strathmere Beach erosion.

Samuel Palombo, Committeeman, recognized Public Works on how well they maintain the athletic fields, and Larry Cole for his organization of the sports organizations. He next reported that everyone is invited to attend the National Day of Prayer ceremony on May 1st at 10:00 at Town Hall.

Victor Nappen, Deputy Mayor, reported that he recently attended a meeting with Senator Booker's officer regarding a grant for a new public safety building.

ADMINISTRATOR OVERVIEW

Joe Verruni, Temporary Township Administrator, also reported on the Strathmere beach issue and stated that the DEP has been responsive. He next reported that summer employment is gearing up for beach patrol, EMS, and the boat ramp. Lastly, he gave a brief report on the recruitment process for a Township Administrator and a decision will be made soon. Later in the meeting he requested approval for a Division of EMS employee to attend a dispatch course at a cost of \$400.00 from May 12th to the 15th. Motion by Victor Nappen, second by Tyler Casaccio, to approve the request. During roll call vote all four Committee members voted in the affirmative.

Ryan MacNeill, Township Engineer, gave a brief update on the Strathmere Living Shoreline project.

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

Nathalie Neiss, Petersburg, inquired about item #6 on the agenda. It was stated that Triad Associated will be implementing the grant process for the recently received Local Recreation Improvement grant. She then requested an update on the financial aspect of firing Gary DeMarzo and certification of funds for Jersey Professional Management. It was stated that there is no update at this time.

Elsie Jamison, requested more information of the living shoreline project. The Township Engineer gave a brief overview of the project, and the grant received by the Strathmere Fishing and Environmental Association.

PRESENTATION

1. Honoring the Cub Scouts of Pack 79 on attaining the Arrow of Light Award.

TOWNSHIP OF UPPER CAPE MAY COUNTY R E S O L U T I O N

RESOLUTION NO. 127-2025

RE: HONORING THE CUB SCOUTS OF PACK 79 ON ATTAINING THE ARROW OF LIGHT AWARD

WHEREAS, the Scouts of Cub Scout Pack 79, Navin Joseph Caywood, Emily Hiddeman, Logan Doe, Max Maurone, Owen C. Bowker, and Chase Scalfaro have recently achieved the Arrow of Light Award, which is the highest rank of advancement for a Cub Scout; and

WHEREAS, the Township of Upper wishes to acknowledge this outstanding accomplishment; and

NOW, THEREFORE, BE IT RESOLVED, that the Township Committee of the Township of Upper extends its sincere congratulations to these graduating Cub Scouts on the occasion of their receiving the Arrow of Light Award and commends them for this outstanding accomplishment; and it is

FURTHER RESOLVED, that this Township Committee extends its congratulations and best wishes to their parents, family and friends on this happy occasion; and it is

FURTHER RESOLVED, that this Township Committee also extends its congratulations and appreciation to Den Leaders Julie Caywood and Frank Bowker who give so freely and generously of their time for the benefit of our youth.

GIVEN UNDER OUR HANDS and the seal of the Township of Upper this 28th day of April, 2025.

Resolution No. 127-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: April 28, 2025

Roll Call Vote:

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

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 Zachary Palombo, second by Tyler Casaccio, to approve the consent agenda items listed below. During roll call vote all four Committee members present voted in the affirmative.

FILING OF REPORTS BY CONSENT

RESOLUTIONS TO BE APPROVED BY CONSENT

2. Authorizing the Township of Upper to solicit bids for the Strathmere Living Shoreline project.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 128-2025

**RE: AUTHORIZING THE TOWNSHIP OF UPPER TO SOLICIT BIDS FOR THE
STRATHMERE LIVING SHORELINE PROJECT**

WHEREAS, the Township Committee of the Township of Upper has determined a need to solicit bids for the Strathmere Living Shoreline project located at the marsh shoreline at the southern end of Bayview Drive; and

WHEREAS, pursuant to the provisions of the Local Public Contracts Law, the Township of Upper intends to solicit bids as herein indicated;

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. All Township officials and officers are hereby authorized and directed in consultation with the ACT Engineers, Inc., to prepare specifications, bid documents and solicit bids for the Strathmere Living Shoreline project.
3. Sealed bids shall be received by the Township of Upper in accordance with the directives contained in the Notice of Bidders.

Resolution No. 128-2025

Offered by: Z. Palombo

Seconded by: Casaccio

Adopted: April 28, 2025

Roll Call Vote:

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

3. Authorizing a contract with Adams, Rehmann & Heggan Associates, Inc. for the maintenance of the official tax map.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY**

RESOLUTION

RESOLUTION NO. 129-2025

RE: AUTHORIZING A CONTRACT WITH ADAMS, REHMANN & HEGGAN ASSOCIATES, INC. FOR THE MAINTENANCE OF THE OFFICIAL TAX MAP

WHEREAS, the Township requires a professional land surveyor for the maintenance of the official tax map; and

WHEREAS, a resolution is required authorizing the award of a contract for professional services; and

WHEREAS, the Township has decided to acquire the services of Adams, Rehmann & Heggan Associates, Inc. as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Adams, Rehmann & Heggan Associates, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Adams, Rehmann & Heggan Associates, Inc. has not made any reportable contributions to a political or candidate committee in the Township that would bar the award of the contract and that the contract will prohibit Adams, Rehmann & Heggan Associates, Inc. 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 Adams, Rehmann & Heggan Associates, Inc., of 215 Bellevue Avenue, Hammonton, New Jersey 08037, for professional land surveying services for the maintenance of the official tax map of Upper Township.
3. The Contract is awarded 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 Adams, Rehmann & Heggan Associates, Inc., has professional knowledge as to land surveying issues which knowledge is particularly valuable to the Township Committee.

4. The contract shall have a term of one (1) year from full execution.

5. 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 the 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.

6. Adams, Rehmann & Heggan Associates, Inc. has registered with the State of New Jersey pursuant to c.57, Laws of 2004 and has provided proof of that registration to the Township of Upper.

7. A notice of the contract award shall be published in the official newspaper of the Township of Upper.

8. This Resolution shall be effective as of adoption.

Resolution No. 129-2025

Offered by: Z. Palombo

Seconded by: Casaccio

Adopted: April 28, 2025

Roll Call Vote:

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

4. Authorizing a contract with Remington & Vernick Engineers for professional engineering design and construction phase services for the North Shore Road Pedestrian Improvements project.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 130-2025

**RE: AUTHORIZING A CONTRACT WITH REMINGTON & VERNICK ENGINEERS
FOR PROFESSIONAL ENGINEERING DESIGN AND CONSTRUCTION PHASE SERVICES
FOR THE NORTH SHORE ROAD PEDESTRIAN IMPROVEMENTS PROJECT**

WHEREAS, the Township of Upper was awarded a FY2024 Local Aid Infrastructure Fund grant in the amount of \$1,000,000.00 for the installation of pedestrian safety improvements needed along North Shore Road in Beesley’s Point; and

WHEREAS, Remington & Vernick Engineers has submitted a proposal to the Township to provide engineering design and construction phase services for the installation of ADA compliant sidewalk along portions of North Shore Road between Seaview Avenue and Harding Avenue; and

WHEREAS, the Township wishes to accept said proposal and to authorize the execution of a contract with Remington & Vernick Engineers as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Remington & Vernick Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Remington & Vernick Engineers 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 Remington & Vernick Engineers 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 Remington & Vernick Engineers with offices at 4907 New Jersey Avenue, Wildwood, New Jersey, to provide professional engineering design and construction phase services.
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 Remington & Vernick Engineers 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 Remington & Vernick Engineers for professional engineering design and construction phase 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 notice of this contract award 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. 130-2025

Offered by: Z. Palombo

Seconded by: Casaccio

Adopted: April 28, 2025

Roll Call Vote:

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

5. Authorizing a contract with Consulting & Municipal Engineers for professional land surveying and engineering services for the Safe Routes to School Improvements project.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 131-2025

**RE: AUTHORIZING A CONTRACT WITH CONSULTING & MUNICIPAL ENGINEERS
FOR PROFESSIONAL LAND SURVEYING AND ENGINEERING SERVICES FOR THE SAFE
ROUTES TO SCHOOL IMPROVEMENTS PROJECT**

WHEREAS, the Township of Upper was awarded a FY2024 Safe Routes to School grant in the amount of \$925,000.00 for the installation of pedestrian improvements along Old Tuckahoe Road and North Shore Road; and

WHEREAS, Consulting & Municipal Engineers has submitted a proposal to the Township to provide professional land surveying and engineering services for the installation of ADA compliant sidewalk and on-street bike lanes along portions of Old Tuckahoe Road and North Shore Road; and

WHEREAS, the Township wishes to accept said proposal and to authorize the execution of a contract with Consulting & Municipal Engineers as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, Consulting & Municipal Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Consulting & Municipal Engineers 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 Consulting & Municipal Engineers 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:

3. The allegations of the preamble are incorporated herein by this reference.
4. The Mayor and Township Clerk are hereby authorized, directed and empowered to execute a contract with Consulting & Municipal Engineers with offices at 849 W. Bay Avenue, Suite 16, Barnegat, New Jersey, to provide professional land surveying and engineering services.
 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 Consulting & Municipal Engineers 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 Consulting & Municipal Engineers for professional land surveying and engineering 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 notice of this contract award 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. 131-2025

Offered by: Z. Palombo

Seconded by: Casaccio

Adopted: April 28, 2025

Roll Call Vote:

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

6. Authorizing the Mayor to sign an Authorization to Proceed from Triad Associates for additional grant consultant services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 132-2025

**RE: AUTHORIZING THE MAYOR TO SIGN AN AUTHORIZATION TO PROCEED FROM
TRIAD ASSOCIATES FOR ADDITIONAL GRANT CONSULTANT SERVICES**

WHEREAS, the Township acquired the services of Triad Advisory Services, Inc. (trading as Triad Associates) for grant consultant services as a non-fair and open contract pursuant to Resolution No. 168-2024 adopted on May 28, 2024; and

WHEREAS, pursuant to said contract, Triad Associates has proposed additional services and has submitted a letter of authorization to proceed; and

WHEREAS, the additional services consist of the implementation and administration of the NJDCA Local Recreation Improvement Grant (LRIG) grant award for the Improvements at Caldwell Park project; and

WHEREAS, Township Committee has determined that these services are beneficial to the Township and wishes to authorize Triad to perform the additional services; 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 the attached Authorization to Proceed from Triad Associates for the additional services related to the implementation and administration of the LRIG grant award for the Improvements at Caldwell Park project.
3. 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.
4. This Resolution shall be effective as of adoption.

Resolution No. 132-2025

Offered by: Z. Palombo

Seconded by: Casaccio

Adopted: April 28, 2025

Roll Call Vote:

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

Corson				X
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7. Appointing Judge Marian R. Ragusa to serve as substitute Municipal Judge on an as needed basis.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 133-2025

**RE: APPOINTING JUDGE MARIAN R. RAGUSA TO SERVE AS SUBSTITUTE MUNICIPAL
JUDGE ON AN AS NEEDED BASIS**

WHEREAS, the Township has decided to acquire the services of Judge Marian R. Ragusa, to serve as a substitute municipal judge, as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, a resolution is required authorizing the award of such a contract for professional services; and

WHEREAS, Judge Marian R. Ragusa has completed and submitted a Business Entity Disclosure Certification which certifies that she has not made any contributions to a political or candidate committee in the Township that would bar the award of this contract and that the contract will prohibit her from making any contributions through the term of his 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. Judge Marian R. Ragusa is hereby appointed as a substitute municipal judge to serve on an as needed basis.
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 Judge Marian R. Ragusa has professional knowledge as to legal and municipal court matters, which knowledge is particularly valuable to the Township Committee, and this service is acquired as non-fair and open contract pursuant to N.J.S.A. 19:44A-20.5.

NOTICE OF CONTRACT AWARD

The Township Committee of the Township of Upper, State of New Jersey have awarded a contract without competitive bidding as a professional service pursuant to N.J.S.A. 40A:11-5(1)(a) to Judge Marian R. Ragusa for municipal judge services. The 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.

5. 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 the 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.

6. The Mayor and the Township Clerk are hereby authorized and directed to execute, on behalf of the Township of Upper, a Professional Contract with Judge Marian R. Ragusa in accordance with the terms and provisions of the Local Public Contracts Law, subject to and in accordance with the limitations imposed herein. Upon execution of all parties thereto said contract shall become effective.

7. 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.

8. This Resolution shall be effective as of adoption.

Resolution No. 133-2025

Offered by: Z. Palombo

Seconded by: Casaccio

Adopted: April 28, 2025

Roll Call Vote:

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

8. Authorizing the award of a contract with Service Tire Truck Centers, Inc.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 134-2025

**RE: AUTHORIZING THE AWARD OF A CONTRACT WITH
SERVICE TIRE TRUCK CENTERS, INC. FOR TIRES**

WHEREAS, from time to time the Township of Upper has a need to purchase tires from Service Tire Truck Centers, Inc. as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, the Qualified Purchasing Agent has determined and certified in writing that the value of acquisitions with Service Tire Truck Centers, Inc. for the year 2025 will exceed \$17,500; and

WHEREAS, Service Tire Truck Centers, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that Service Tire Truck Centers, Inc. has not made any reportable contributions to a political or candidate committee in the Township in the previous one year, and that the contract will prohibit Service Tire Truck Centers, Inc. from making any reportable contributions through the term of the contract; and

WHEREAS, the total amount to be paid for the goods and/or services will not exceed the bid threshold of the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-3) and the contract has been approved by the Township's Qualified Purchasing Agent; 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 in the 2025 Municipal Budget.

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 the Qualified Purchasing Agent to enter into a contract with Service Tire Truck Centers, Inc. as described herein.
3. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.
4. 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.134-2025

Offered by: Z. Palombo

Seconded by: Casaccio

Adopted: April 28, 2025

Roll Call Vote:

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

9. Amending Resolution No. 119-2025: appointing the 2025 season Beach Patrol personnel.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 135-2025

**AMENDING RESOLUTION NO. 119-2025: APPOINTING THE
2025 SEASON BEACH PATROL PERSONNEL**

WHEREAS, the individuals hereinafter named have been determined to possess the requisite skills and training for the position of lifeguard and were appointed on April 14, 2025 by Resolution No. 119-2025; and

WHEREAS, there is a need to amend Resolution 119-2025 to correct the salary rates as indicated below; 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 following individuals are hereby appointed as lifeguards in the Township of Upper contingent upon successful pre-employment testing at the corrected salary as stated below in accordance with the Salary Ordinance:

CHIEF

William Handley \$34.00 per hour

CAPTAIN

Joseph O’Neil \$32.00 per hour
Andrew Tobiasen \$32.00 per hour

Lindsay Robbins	\$22.75 per hour
Emily Culmone	\$22.75 per hour
William Schlucter	\$22.75 per hour
Lorna Connell	\$22.75 per hour

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. 136-2025

Offered by: Z. Palombo

Seconded by: Casaccio

Adopted: April 28, 2025

Roll Call Vote:

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

11. Amending Resolution No. 012-2025 establishing salaries for various officers and employees.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 137-2025

**RE: AMENDING RESOLUTION NO. 012-2025
ESTABLISHING SALARIES FOR VARIOUS OFFICERS AND EMPLOYEES**

WHEREAS, Resolution No. 012-2025 fixed the salaries for various administrative, clerical, and other personnel for the year 2025; and

WHEREAS, the Township Committee has determined it necessary to amend said Resolution No. 012-2025; 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. 012-2025 is hereby amended to reflect the positions and salary for Rhonda Sharp effective April 14, 2025 in accordance with the Salary Ordinance as follows:

NAME	POSITION	SALARY
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Rhonda Sharp	Tax Collector	\$95,200.00
	Tax Search Officer	No Salary on
	Claims Coordinator	these titles

3. Resolution No. 012-2025 is hereby amended to reflect the positions and salary for Loren Ready effective April 28, 2025 in accordance with the Salary Ordinance as follows:

NAME	POSITION	SALARY
Loren Ready	Municipal Court Administrator	\$100,500.00
	Assistant Personnel Officer	No Salary on
	Safety Coordinator	these titles

4. In the event Loren Ready is required to attend a Township Committee meeting, in lieu of receiving compensatory time, Loren Ready will receive \$200.00 per meeting.

5. 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. 137-2025

Offered by: Z. Palombo Seconded by: Casaccio

Adopted: April 28, 2025

Roll Call Vote:

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

12. Authorize payments from the Affordable Housing Trust Fund of Upper Township.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 138-2025

**RE: AUTHORIZE PAYMENTS FROM THE
AFFORDABLE HOUSING TRUST FUND OF UPPER TOWNSHIP**

WHEREAS, the Township of Upper adopted an Affordable Housing Trust Fund Spending Plan (hereinafter “Spending Plan”) on April 30, 2012 pursuant to Resolution No. 105-2012; and

13. Chapter 159 Resolution requesting approval of items of revenue and appropriation into the 2025 budget—National Oceanic and Atmospheric Administration SFEA-Living Shoreline grant in the amount of \$915,000.00.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 139-2025

**RE: CHAPTER 159 RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE
AND APPROPRIATION INTO THE 2025 BUDGET—NATIONAL OCEANIC AND
ATMOSPHERIC ADMINISTRATION SFEA-LIVING SHORELINE GRANT IN THE AMOUNT
OF \$915,000.00**

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for an equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Upper, County of Cape May, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2025 in the sum of \$915,000.00, which is now available as a revenue from:

REVENUE: STATE & FEDERAL REVENUE OFFSET WITH APPROPRIATIONS:
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION SFEA-LIVING SHORELINE
GRANT, AND

BE IT FURTHER RESOLVED that a like sum of \$915,000.00 is hereby appropriated under the caption of:

APPROPRIATION: STATE AND FEDERAL PROGRAMS OFFSET BY REVENUE:
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION SFEA-LIVING SHORELINE
GRANT, AND

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Director of Local Government Services.

Resolution No. 139-2025

Offered By: Z. Palombo

Seconded By: Casaccio

Adopted: April 28, 2025

Roll Call Vote:

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

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

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 140-2025

**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. 140-2025

Offered By: Z. Palombo

Seconded By: Casaccio

Adopted: April 28, 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>Site/Area</u>	<u>Identifying Information</u>
318	1/20	Hewlett Packard DesignJet 800 Printer-Computer Wide Format Serial No. SG2CH31085

ORDINANCES

CORRESPONDENCE

NEW BUSINESS

15. Michelle and Robert Salvucci, Jr. request to purchase Township owned land Block 802, Lot 1.
Motion by Victor Nappen, second by Tyler Casaccio, to move forward with the request to obtain an appraisal and bring an Ordinance back for introduction at a future meeting. During roll call vote all four Committee members present voted in the affirmative.

UNFINISHED BUSINESS

PAYMENT OF BILLS

16. "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 two Committee members voted in the affirmative. Committeeman Casaccio recused himself from voting on PO #25-00615 and voted in the affirmative on the remaining items. Committeeman Nappen recused himself from voting on PO #25-00574 and voted in the affirmative on the remaining items.**

Bills approved for payment: **\$1,929,594.06**
Payroll: **\$216,367.76**

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

Greg Hefron, Osprey Cove, reported that the new property owners of Osprey Cove gave a 30 day notice that the lot rent will increase by 30% and inquired if the Township is considering legislation to cap this type of increase. The Municipal Attorney requested a copy of the bill in order to review the matter.

Mary Calhoun, Osprey Cove, also spoke about the rent increase at Osprey Cove and the reduced services the residents are getting.

Maria Busz, Gardners Lane, spoke about the water issues in her neighborhood and requested that the Township explore grant opportunities to connect the residents to New Jersey American Water.

Kathleen Gouser, Pine Hill, stated that the residents of Pine Hill have also gone through high rent increases and stated that she was informed that two bills, A3361 and S2953, were passed by Upper Township and will go before the governor. The Municipal Attorney stated that those are state legislature bills, not Township. He stated that he will look into the matter and advise if the Committee can take any action.

Susan Steidl, Osprey Cove, also spoke about the rent increase matter and requested the Township's help on the matter.

Carolyn Kemenosh, Bayaire Rd, also spoke on the water issues in her neighborhood and requested Township action.

CLOSED SESSION

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

**RESOLUTION NO. 141-2025
MOTION GOING INTO CLOSED SESSION
APRIL 28, 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 - Delta Dental
3. Contract negotiation - State Health Benefits
4. Contract negotiation - Engineering Services
5. Contract negotiation - 2028 Tuckahoe Road Cell Tower
6. Contract negotiation - Municipal Court Services
7. Litigation - Township of Upper v. 315 Washington Ave, LLC
8. Litigation - DeMarzo v. Upper Township, et al.

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.
- D. With respect to litigation matters such discussions will be made public when litigation is complete and the applicable appeal period has expired.

Moved by: Zachary Palombo

Motion seconded by: Tyler Casaccio

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

RECONVENE PUBLIC PORTION OF MEETING

Motion by Victor Nappen, second by Zachary Palombo, to reconvene the public portion of the meeting. During roll call vote all four Committee members present voted in the affirmative.

RESOLUTION TO BE ADOPTED AFTER CLOSED SESSION

18. Authorizing Consulting and Municipal Engineers, LLC to perform professional surveying services. **No action was taken on this item.**

ADJOURNMENT

There being no further business this evening the meeting was adjourned at 7:20 P.M., with a motion by Victor Nappen, second by Zachary Palombo, and all four Committee members present voting in the affirmative. The next regular Committee meeting is scheduled for May 12, 2025 at 5:30 P.M.

Minutes prepared by,

Joanne R. Herron, RMC
Township Clerk

Bills

85375 04/28/25 A0018 ACTION SUPPLY INC. 602.75 3418
85376 04/28/25 A0025 ADVANTAGE RENTAL & SALES 497.22 3418
85377 04/28/25 A0091 ATLANTIC CITY ELECTRIC 2,114.84 3418
85378 04/28/25 A0117 AT&T 305.51 3418
85379 04/28/25 A0123 AIRPOWER INTERNATIONAL, INC. 70,500.00 3418
85380 04/28/25 A0212 ANCERO, LLC 8,251.00 3418
85381 04/28/25 A0219 ALTERNATIVE MICROGRAPHICS, INC 2,064.00 3418
85449 04/28/25 Alignment Check VOID
85450 04/28/25 A0260 AMENHAUSER, JOHN P. 7,500.00 3418
85451 04/28/25 B0035 BELMONT & CRYSTAL SPRINGS 104.19 3418
85452 04/28/25 B0288 KINGBARNES LLC 1,047.50 3418
85453 04/28/25 C0019 CITY OF OCEAN CITY 78,373.38 3418
85454 04/28/25 C0031 CAPE ASSIST 2,751.00 3418
85455 04/28/25 C0048 CAPE MAY COUNTY MUA 40,790.49 3418
85456 04/28/25 C0052 CAPE MAY COUNTY TREASURER 1,603,393.69 3418
85457 04/28/25 C0068 COMCAST 1,534.13 3418
85458 04/28/25 C0143 CODY'S POWER EQUIPMENT 217.69 3418
85459 04/28/25 C0194 CUMMINS EQUIPMENT COMPANY, INC. 74.15 3418
85460 04/28/25 C0223 CASA PAYROLL SERVICE 252.50 3418
85461 04/28/25 C0279 CASA REPORTING SERVICES LLC 439.40 3418
85462 04/28/25 C0307 CNS ACQUISITION CORPORATION 1,750.00 3418
85463 04/28/25 C0346 CME ASSOCIATES 13,310.75 3418
85464 04/28/25 C0352 COLUMN SOFTWARE, PBC 225.12 3418
85465 04/28/25 C0360 CONTINENTAL FIRE & SAFETY SVCS 570.00 3418
85466 04/28/25 C0361 CIVICPLUS LLC 4,332.51 3418
85467 04/28/25 D0040 DELTA DENTAL OF N.J. INC. 5,503.76 3418
85468 04/28/25 E0012 EHRlich PEST CONTROL INC 275.80 3418
85469 04/28/25 F0053 FORD, SCOTT & ASSOCIATES 13,000.00 3418
85470 04/28/25 F0225 FIRE DEFENSE SYSTEMS LLC 620.00 3418
85471 04/28/25 G0028 GENTILINI FORD, INC. 2,439.77 3418
85472 04/28/25 G0096 GRUND, GEORGE 150.00 3418
85473 04/28/25 G0120 PATRICK F. MARTIN 2,500.00 3418
85474 04/28/25 G0147 GREATAMERICA FINANCIAL SVCS. 191.00 3418
85475 04/28/25 G0169 GROFF TRACTOR MID ATLANTIC LLC 51.00 3418
85476 04/28/25 G0182 GOLDENBERG, MACKLER & SAYEGH 1,653.05 3418
85477 04/28/25 H0062 HOPE, JOHN J. 500.00 3418
85478 04/28/25 H0073 HOME DEPOT CRC/GECF 2,204.31 3418
85479 04/28/25 J0318 JERSEY PROFESSIONAL MANAGEMENT 3,619.50 3418
85480 04/28/25 M0235 MODERN GROUP, LTD 1,800.00 3418
85481 04/28/25 M0277 EQUITABLE FINANCIAL LIFE INS. 201.26 3418
85482 04/28/25 N0052 NATL ALLIANCE FOR YOUTH SPORTS 560.00 3418
85483 04/28/25 N0070 MARSH & MCLENNAN AGENCY, LLC 2,000.00 3418

85484 04/28/25 N0143 NATIONAL TIME SYSTEMS 453.80 3418
85485 04/28/25 N0165 Nappen, Victor 10.00 3418
85486 04/28/25 P0056 TURF EQUIPMENT AND SUPPLY CO 396.61 3418
85487 04/28/25 R0030 RIGGINS, INC. 4,673.02 3418
85488 04/28/25 S0056 SEASHORE ASPHALT CORPORATION 440.99 3418
85489 04/28/25 S0057 SERVICE TIRE TRUCK CENTERS 1,102.44 3418
85490 04/28/25 S0134 SO. JERSEY GAS COMPANY 2,467.33 3418
85491 04/28/25 S0185 STOCKTON UNIVERSITY 8,961.55 3418
85492 04/28/25 S0191 STRATHMERE FIRE CO.DISTRICT #1 27,835.08 3418
85493 04/28/25 S0196 STEWART BUSINESS SYSTEMS LLC 41.40 3418
85494 04/28/25 S0253 SAMPLE MEDIA, INC. 95.00 3418
85495 04/28/25 S0254 SHOPRITE 125.76 3418
85496 04/28/25 S0356 R.J. SHERMAN & ASSOCIATES, INC 649.87 3418
85497 04/28/25 T0032 THE PRESS OF ATLANTIC CITY 278.89 3418
85498 04/28/25 T0080 TREASURER STATE OF N.J. 112.00 3418
85499 04/28/25 T0180 TRI-COUNTY PEST CONTROL, INC 25.00 3418
85500 04/28/25 V0013 VERIZON WIRELESS 649.73 3418
85501 04/28/25 V0025 V.E. RALPH & SON,INC. 751.07 3418
85502 04/28/25 V0027 VANORDER, ROGER 99.99 3418
85503 04/28/25 V0052 VIKING TERMITE & PEST CONTROL 13.60 3418
85504 04/28/25 V0053 VERIZON CONNECT FLEET USA LLC 1,091.20 3418
85505 04/28/25 W0135 THE LAW OFFICE OF BRANDON D 1,048.46 3418
Total: \$1,929,594.06