

**TOWNSHIP OF UPPER  
2100 TUCKAHOE ROAD  
PETERSBURG, NJ 08270  
CAPE MAY COUNTY  
AGENDA FOR MAY 12, 2025**

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

**CALL TO ORDER**

**SUNSHINE ANNOUNCEMENT**

**SALUTE TO THE FLAG**

**ROLL CALL**

**APPROVAL OF MINUTES** - April 28, 2025 Regular and Closed Session Minutes

**REPORT OF GOVERNING BODY MEMBERS**

**ADMINISTRATOR OVERVIEW**

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

**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. Municipal Court
7. Tax Collector

**RESOLUTIONS TO BE APPROVED BY CONSENT**

8. Designating May 2025 as Amyotrophic Lateral Sclerosis (ALS) Awareness Month.
9. Supporting the County of Cape May's recertification application to the United States Coast Guard for the official designation as a "Coast Guard Community".
10. Authorizing the Upper Township Summer Celebration and Fireworks event to be held on June 28, 2025 at Amanda's Field and Setting the vendor fees.

11. Authorizing a fireworks display by KS Productions/DBA Schaefer Fireworks, Inc.
12. Declaration of emergency pursuant to Township Code Section 7-3.2 in order to provide temporary no parking restrictions during the Upper Township Summer Celebration and Fireworks event on June 28, 2025, (rain date June 29, 2025).
13. Authorizing a contract with ACT Engineers, Inc. for construction management and inspection services for the Strathmere Living Shoreline project.
14. Authorizing Consulting and Municipal Engineers, LLC to perform professional surveying services.
15. Appointing the 2025 Boat Ramp Attendants.
16. Appointing seasonal Parking Enforcement Officers.
17. Appointing Ronald Reighn as a part-time seasonal Beach Sweeper for the Upper Township Public Works Department.
18. Appointing the 2025 season Beach Patrol personnel.
19. Appointing seasonal Beach Emergency Medical Technicians.
20. Appointing Lauren DiGiovanni as a full-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
21. Appointing Paula Wiel as provisional Supervising Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
22. Appointing Johnathan Carter as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
23. Appointing Thomas Burns as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
24. Appointing Hannah Tozer as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
25. Appointing Robert E. Lane as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
26. Designating certain Strathmere beach areas in the Township of Upper as a surfing beach and a catamaran/sailboat beach for the 2025 summer season.
27. Authorize payments from the Affordable Housing Trust Fund of Upper Township.
28. Canceling and refunding tax on exempt property Block 477, Lot 2.
29. Canceling and refunding tax on exempt property Block 246, Lot 30.01.

30. Authorizing the purchase of certain items through the Sourcewell National Cooperative contract in the amount of \$22,686.00.

### **RESOLUTIONS TO BE ACTED ON SEPARATELY**

31. Appointing James Van Zlike as Township Administrator for the Township of Upper.
32. Appointing James Van Zlike as Fund Commissioner for the Township of Upper.
33. Appointing James Van Zlike as Municipal Housing Liaison for the Township of Upper.

### **ORDINANCES**

### **CORRESPONDENCE**

### **NEW BUSINESS**

### **UNFINISHED BUSINESS**

### **PAYMENT OF BILLS**

34. “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**

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

- Personnel
- Contract negotiation – Grant Consultant
- Contract negotiation – Actuarial Services
- Contract negotiation – Medical Director Services
- Contract negotiation – Municipal Court Services
- Contract negotiation – EMS Services
- Litigation – DeMarzo v. Upper Township, et al.

### **RECONVENE PUBLIC PORTION OF MEETING**

### **ADJOURNMENT**

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