

**TOWNSHIP OF UPPER
2100 TUCKAHOE ROAD
PETERSBURG, NJ 08270
CAPE MAY COUNTY
MINUTES FOR MAY 12, 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 May 9, 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 - April 28, 2025 Regular and Closed Session Minutes

Motion by Victor Nappen, second by Zachary Palombo, to approve the April 28, 2025 Regular and Closed Session Minutes as submitted. During roll call vote all five Committee members voted in the affirmative.

PRESENTATION

Zachary Palombo, Committeeman, gave a power point presentation on the Strathmere Beach erosion issues, a timeline of events, and actions being taken.

REPORT OF GOVERNING BODY MEMBERS

Samuel Palombo, Committeeman, reported that the Township will be holding a Summer Celebration and Fireworks event on June 28th, with a rain date of June 29th. Gates will open at 4:00 pm at Amanda’s Field with free parking.

Victor Nappen, Deputy Mayor, reported that he recently spoke with the Township’s OEM Coordinator, Frank Donato, regarding the Township’s readiness for any major emergencies. Next, he commended Chief John Brittin on his incredible work in coordinating and finding candidates to hire as seasonal EMTs. He then reported that he recently attended opening day for baseball and thanked the Township for the great day. He next reported that the IT protocol is being worked on. Lastly, he made a motion to refer

a potential amendment to Township Code 20.5-10, related to flag and banner signs, to the Planning Board. The motion was seconded by Tyler Casaccio. During roll call vote all five Committee Members voted in the affirmative.

Zachary Palombo, Committeeman, commended Public Works on the great job they are doing.

Tyler Casaccio, Committeeman, reported he attended the Upper Township Business Association mixer at Luna Souls and Bowls and was able to speak with business members of the community. He stated that it was a nice event and Luna Souls and Bowls has great healthy food.

Curtis Corson, Mayor, had no report at this time.

ADMINISTRATOR OVERVIEW

Joe Veruni, Temporary Township Administrator, reported that the engineer, Public Works and Beach Patrol have been working together to deal with the immediate beach issues and then it will just be maintenance for the rest of the summer. He next reported that summer employment is gearing up for public works, beach patrol, and EMS. Next, he reported that JPM has completed the administrator recruitment process, and he is preparing a transition plan for the new administrator. Lastly, he reported EMS is requesting permission for up to 10 EMTs to attend training for an EMT refresher courses for a total cost of \$4,200.00. Motion by Victor Nappen, second by Curtis Corson, to approve the request. During roll call vote all five Committee Members voted in the affirmative.

Joanne Herron, Municipal Clerk, reported that May 20th is the last day to register to vote for the Primary election. Applications are available at the clerk's office, on the Township's website, and Cape May County Votes. The Primary was moved to June 10th for this year.

Barbara Ludy, Chief Financial Officer, request approval for Sarah Steiner to attend CFO classes for 5 weeks at a cost of \$760.00. Motion by Curtis Corson, second by Victor Nappen, to approve the request. During roll call vote all five Committee Members voted in the affirmative.

Ryan MacNeill, Township Engineer, reported on the status of the Athletic Court Resurfacing project. He then reported that NJDOT has approved an extension on the Putnam Avenue project which can be awarded in November. Mayor Corson requested an update on the Mill Road Construction project. Ryan stated that he will follow up with the County and have a report at the next meeting.

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

Nathalie Neis, Petersburg, inquired about consent agenda items 27, 28, and 29. The Resolutions were explained.

Sue Willard, Strathmere, thanked the committee for all the work being done on behalf of Strathmere citizens.

Scott Akman, Strathmere, inquired about the pedestrian access on Willard Avenue.

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 Zachary Palombo, to approve the consent agenda items listed below. During roll call vote four Committee members voted in the affirmative. Tyler Casaccio abstained from #13 and voted in the affirmative on all the remaining consent agenda items.

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.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 142-2025

**RE: DESIGNATING MAY 2025 AS AMYOTROPHIC LATERAL SCLEROSIS
(ALS) AWARENESS MONTH**

WHEREAS, amyotrophic lateral sclerosis, also commonly known as Lou Gehrig's disease, is a progressive fatal neurodegenerative disease in which a person's brain loses connection with their muscles, slowly reducing a person's ability to walk, talk, eat, and eventually breathe; and

WHEREAS, thousands of new amyotrophic lateral sclerosis (ALS) cases are reported every year, and estimates show that every 90 minutes, someone is diagnosed with ALS and someone passes away from ALS; and

WHEREAS, on average, patients diagnosed with ALS survive only two to five years from the time of diagnosis; and

WHEREAS, the exact causes of ALS are unknown and there is no known cure for ALS; and

WHEREAS, people who have served in the military are more likely to develop ALS and die from the disease than those with no history of military service; and

WHEREAS, securing access to new therapies, durable medical equipment, and communication technologies is of vital importance to people living with ALS; and

WHEREAS, clinical trials play a pivotal role in evaluating new treatments, enhancing quality of life, and fostering assistive technologies for those living with ALS; and

WHEREAS, the ALS Association is the largest philanthropic funder of ALS research globally and has committed more than \$154 million to support more than 550 projects across the United States and 18 other countries; and

WHEREAS, the ALS Association is committed to accelerating the pace of discovery, fueled by the hope that one day ALS will be a livable disease for everyone, everywhere, until a cure can be found; and

WHEREAS, Amyotrophic Lateral Sclerosis Awareness Month provides an opportunity to increase public awareness of the dire circumstances of people living with ALS, acknowledge the terrible impact this disease has on those individuals and their families, and support research to eradicate this disease; and

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Upper, that May 2025 is hereby designated as ALS Awareness Month, and we call upon all Americans to join in supporting ALS research, advocating for increased funding, and standing in solidarity with those affected by this relentless disease.

Resolution No. 142-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

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”.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 143-2025

**RE: SUPPORTING THE COUNTY OF CAPE MAY’S RECERTIFICATION APPLICATION
TO THE UNITED STATES COAST GUARD FOR THE OFFICIAL DESIGNATION
AS A “COAST GUARD COMMUNITY”**

WHEREAS, the United States Congress, through federal legislation, has enabled the United States Coast Guard to designate a community having a special relationship with the Coast Guard as a “Coast Guard Community”; and

WHEREAS, a local Coast Guard command is empowered to recommend that the “Coast Guard Community” designation be awarded to a surrounding city, county or other jurisdictional entity that meets rigorous application standards, with only 28 communities across the nation having received such designation; and

WHEREAS, the residents of Cape May County have enjoyed a unique relationship with Coast Guard personnel and their families for over a century, by virtue of, among other things, the Coast Guard’s ownership and maintenance of properties in municipalities throughout the County; and

WHEREAS, most notably, since as early as 1917, the Coast Guard has had a presence at what has grown into the 352-acre site in the Cape May City, County of Cape May, now known as Training Center Cape May, or “TRACEN”; and

WHEREAS, Coast Guard personnel and their families reside in both on-base housing in Cape May City and in private housing located in municipalities throughout the County, which, by virtue of its unique geographic configuration as a peninsula surrounded by water, is comprised of 16 contiguous municipalities whose economic, social and civic structures are closely interdependent; and

WHEREAS, the Cape May County community members interact with and support Coast Guard personnel and their families in all aspects of community living; and

WHEREAS, the Coast Guard presence at TRACEN today includes approximately 600 permanent party staff consisting of active duty, reserve, civilian and contractor personnel. At any given time, 500 or more recruits are on base in training. From 2014 to present, TRACEN has trained approximately 3,000 recruits per year. Additionally, TRACEN provides officer training and education, vessel support, air/sea rescue, investigative services, communication facilities, and homeland security services, all in furtherance of the continuous coastal patrol and defense of our nation; and

WHEREAS, Coast Guard personnel and their families welcome over 41,000 visitors into Cape May County annually, with approximately 21,000 of those being for graduations. The rest are visitors for tours, sunset parades and other special events held on base; and

WHEREAS, Coast Guard families are an integral part of our Jersey Cape community who live and work in our neighborhoods. Their presence contributes to a vibrant and welcoming hometown which recognizes their service to both their nation and the community in which they live; and

WHEREAS, Cape May County residents and businesses have a longstanding history of recognizing and supporting their Coast Guard neighbors, and wish to formalize their continuing commitment to these men, women and children and make known to the public their commitment by retaining its designation of “Coast Guard Community”; and

WHEREAS, the County of Cape May has joined with its sixteen municipalities and a local nonprofit, the Cape May County Coast Guard Community Foundation, in this collaborative initiative as a “Coast Guard Community” for the past five years.

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 supports the County of Cape May and the Cape May County Coast Guard Community Foundation in their efforts to again attain the official designation as a “Coast Guard Community”.
3. On behalf of the residents of the Township of Upper, the Township Committee affirms its lengthy and honored relationship with the United States Coast Guard and pledges to continue its long history of full and unwavering support for Coast Guard personnel and their families.

Resolution No. 143-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

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.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 144-2025

**RE: 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**

WHEREAS, Section 26-2.3 of the Code of Upper Township authorizes the Township to hold and sponsor events at Township facilities and charge fees for vendors or others to participate in the event; and

WHEREAS, the Township of Upper desires to hold a Summer Celebration and Fireworks Event on June 28, 2025, (rain date June 29, 2025), at Amanda’s Field; and

WHEREAS, appropriate advice and approvals from the Township’s Risk Management Consultant, the New Jersey State Police, and the Division of EMS shall be obtained prior to the event; 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 does hereby authorize the Upper Township Summer Celebration and Fireworks Event to be held on June 28, 2025, with a rain date scheduled for June 29, 2025, at Amanda’s Field.
3. The following fees will be charged for participation in the Upper Township Fourth of July Event:
 - Food Vendor Fee - \$100.00, per 20 x 15 space
 - Non-Food Vendor Fee - \$30.00, per 10 x 15 space
 - Veteran Owned Business – No Fee
4. All Vendors will be assigned their spaces prior to arrival and will be required to provide their own canopy/tent, table, chairs, electricity, and any other equipment or supplies they may need for their space.
5. All Food Vendors must submit a Certificate of Insurance naming the Township of Upper, its officials, officers and employees as additional insureds. If a Non-Food Vendor currently has insurance

in place, a Certificate of Insurance shall be requested naming the Township of Upper, its officials, officers, and employees as additional insureds.

6. All Food Vendors shall submit a Temporary Food Vendor Application to the Cape May County Department of Health and shall follow the “Guidelines for Compliance with Chapter 24, Subchapter 8 Temporary Retail Food Establishments” as established by the Cape May County Department of Health.

7. Applicable Food Vendors shall obtain a Temporary Cooking Vendor Permit through the New Jersey Department of Community Affairs, Division of Fire Safety.

8. The Township of Upper reserves the right to limit the size, amount, and type of Vendors that will participate during the event.

9. The Township Administrator shall have the authority to establish such additional rules, terms or conditions relating to the event as may be appropriate due to safety, cost or efficiency reasons, including any such terms or conditions recommended by the New Jersey State Police, the Township Department of EMS or the Township’s Risk Management Consultant.

10. 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. 144-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

11. Authorizing a fireworks display by KS Productions/DBA Schaefer Fireworks, Inc.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 145-2025

**RE: AUTHORIZING A FIREWORKS DISPLAY BY
KS PRODUCTIONS/DBA SCHAEFER FIREWORKS, INC.**

WHEREAS, the Township wishes to provide a display of fireworks during the Upper

Township Summer Celebration and Fireworks event on June 28, 2025 (rain date June 29, 2025); and

WHEREAS, the Township has solicited proposals from several fireworks companies and has selected KS Productions/DBA Schaefer Fireworks, Inc., PO Box 100, Strasburg, PA 17579; and

WHEREAS, the State of New Jersey, Department of Community Affairs, requires that the Township provide a Resolution approving same; and

WHEREAS, the site for the fireworks display will be determined in conjunction with a State of New Jersey Fire Inspector; and

WHEREAS, FAA Clearance will be applied for; and

WHEREAS, a plot/site plan for site display, showing the distances from the public and structures to the fireworks discharge area, has been provided by the Township Engineer; and

WHEREAS, the Chief Financial Officer has certified the availability of funds to permit said Contract to be entered into.

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 in full herein by this reference. 2. Upon meeting all requirements of the State of New Jersey, Department of Community Affairs as well as any and all recommendations or requirements of the Township's Risk Management Consultant and the Joint Insurance Fund, the Township Clerk is hereby directed and authorized to provide a certified copy of this Resolution, with all attachments, to the Department of Community Affairs for their review and issuance of a Fireworks Permit.

3. The contractor shall comply with all terms and provisions of the Municipal Excess Liability Joint Insurance Fund Bulletin MEL 25-05, dated January 1, 2025.

4. The contractor 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.

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, including but not limited to the entering into and execution of a Display Contract with KS Productions/DBA Schaefer Fireworks, Inc. for the sum of \$16,000.00.

Resolution No. 145-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

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).

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 146-2025

**RE: 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)**

WHEREAS, The Upper Township Code Section 7-3.2 provides that upon the declaration of an emergency temporary no parking restrictions may be instituted; and

WHEREAS, the Upper Township Summer Celebration and Fireworks event scheduled for Saturday, June 28, 2025 (rain date June 29, 2025) requires temporary parking restrictions for this public event consistent with the provisions of said Code Section 7-3.2; and

WHEREAS, the Township Committee deems it appropriate to declare an emergency so as to institute temporary no parking restrictions along the following roads in Upper Township:

**Route 50 between Sunset Road and Perry Road
Sunset Road
California Road
Jonathan Drive**

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 declares an emergency pursuant to Township Code Section 7-3.2 and directs the posting of “EMERGENCY-NO PARKING” signs on Route 50 between Sunset Road and Perry Road, Sunset Road, California Road, and Jonathan Drive.

3. Said no parking restrictions shall be effective on Saturday June 28, 2025, or in the event of inclement weather, June 29, 2025.

4. A copy of this resolution shall be provided to the New Jersey State Police and the Cape May County Sheriff’s Office.

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. 146-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

13. Authorizing a contract with ACT Engineers, Inc. for construction management and inspection services for the Strathmere Living Shoreline project.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 147-2025

**RE: AUTHORIZING A CONTRACT WITH ACT ENGINEERS, INC. FOR CONSTRUCTION
MANAGEMENT AND INSPECTION SERVICES FOR THE STRATHMERE LIVING
SHORELINE PROJECT**

WHEREAS, the Township requires construction management and inspection services for the living shoreline project in the Strathmere section of Upper Township; and

WHEREAS, ACT Engineers, Inc. possesses the requisite skill and knowledge to perform these services; and

WHEREAS, a Resolution is required authorizing the award of a contract for professional services to ACT Engineers, Inc. as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

WHEREAS, ACT Engineers, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that ACT Engineers, Inc. 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 ACT Engineers, 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. ACT Engineers, Inc. with offices at 320 S. Shore Road, Unit D, Marmora, New Jersey, is hereby appointed to provide construction management and inspection services during the construction of a rock sill living shoreline in the Strathmere section of Upper Township.

3. This contract shall have a term of one (1) year commencing upon 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 ACT Engineers, Inc. has professional knowledge which is particularly valuable to the Township Committee.

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 ACT Engineers, Inc. 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 the 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.

7. The Mayor and the Township Clerk are hereby authorized and directed to execute, on behalf of the Township of Upper, a Professional Contract with ACT Engineers, Inc. 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.

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. 147-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

14. Authorizing Consulting and Municipal Engineers, LLC to perform professional surveying services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 148-2025

**RE: AUTHORIZING CONSULTING AND MUNICIPAL ENGINEERS, LLC
TO PERFORM PROFESSIONAL SURVEYING SERVICES**

WHEREAS, the Township acquired the services of Consulting and Municipal Engineers, LLC, hereinafter “CME”, for engineering services as a non-fair and open contract pursuant to Resolution No. 88-2025 adopted on March 10, 2025; and

WHEREAS, pursuant to said contract, CME has proposed additional services which requires the Township’s authorization; and

WHEREAS, the additional services consist of professional surveying services for the proposed street vacation of Landis Avenue, Morris Avenue, and Nelson Avenue, as outlined in the proposal dated May 8, 2025 and attached hereto as Exhibit A; and

WHEREAS, Township Committee wishes to authorize CME to perform these 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. CME is hereby authorized to perform the additional services, as outlined in Exhibit A.
3. A certificate from the Chief Financial Officer of Upper Township showing the availability of adequate funds for this contract 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. 148-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

15. Appointing the 2025 Boat Ramp Attendants.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 149-2025

RE: APPOINTING THE 2025 BOAT RAMP ATTENDANTS

WHEREAS, the individuals hereinafter named have been determined to possess the requisite skills, training and are otherwise eligible for appointment to the position of Boat Ramp Attendants 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 part-time seasonal boat ramp attendants, effective May 24, 2025, contingent upon successful pre-employment testing, at a salary stated below in accordance with the Salary Ordinance:

James Laird	\$17.00 per hour
David Read	\$17.00 per hour
Don Polo	\$17.00 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. 149-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

16. Appointing seasonal Parking Enforcement Officers.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 150-2025

RE: APPOINTING SEASONAL PARKING ENFORCEMENT OFFICERS

WHEREAS, a need exists to appoint qualified personnel as seasonal employees to ensure optimal operation; and

WHEREAS, the individuals below possess all the requisite qualifications for appointment as seasonal Parking Enforcement Officers; 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 seasonal Parking Enforcement Officers, effective upon successful pre-employment testing where applicable, at the following rates in accordance with the Salary Ordinance:

Joshua Tozer	\$20.00 Per Hour
Linwood Chatten	\$20.00 Per Hour
Brian Keenan	\$52.27 Per Hour Stipend
Richard Kaczmarek	\$64.54 Per Hour Stipend

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. 150-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

17. Appointing Ronald Reign as a part-time seasonal Beach Sweeper for the Upper Township Public Works Department.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 151-2025

RE: APPOINTING RONALD REIGN AS PART-TIME SEASONAL BEACH SWEEPER FOR THE UPPER TOWNSHIP PUBLIC WORKS DEPARTMENT

WHEREAS, a need exists to appoint qualified personnel as part-time employees to the Upper Township Public Works Department to insure optimal operation; 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. Ronald Reign is hereby appointed as part-time seasonal beach sweeper, pending successful pre-employment testing, at a salary of \$18.00 per hour in accordance with the Salary Ordinance.

3. This Resolution shall be effective immediately and is further intended to ratify, confirm and approve any formal action taken by the Township Committee.

Resolution No. 151-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

18. Appointing the 2025 season Beach Patrol personnel.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 152-2025

RE: APPOINTING THE 2025 SEASON BEACH PATROL PERSONNEL

WHEREAS, the individuals hereinafter named have been determined to possess the requisite skills, training and are otherwise eligible for appointment to the position of lifeguard; 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 appointed as lifeguards in the Township of Upper at a salary, contingent upon successful pre-employment testing where applicable, as stated below in accordance with the Salary Ordinance:

RETURNING GUARDS

Chase, Bruckner	EMT Lifeguard	\$22.00 per hour
Culmone, Gabriella	EMT Lifeguard	\$22.00 per hour
Liepe, Gavin	EMT Lifeguard	\$22.00 per hour
Chiarello, Eve	5+ yrs	\$20.00 per hour
Durst, Corson	5+ yrs	\$20.00 per hour
Garoh, James	5+ yrs	\$20.00 per hour
Grimley, Kailey	5+ yrs	\$20.00 per hour
O'Hara, John	5+ yrs	\$20.00 per hour
VanGilder, Gregory	5+ yrs	\$20.00 per hour
Young, Nathaniel	5+ yrs	\$20.00 per hour
Steele, Ian	5+ yrs	\$20.00 per hour

Nilsen, James	5+ yrs	\$20.00 per hour
Schwarz, Emma	5+ yrs	\$20.00 per hour
Connell, Cheryl	4 th yr	\$19.20 per hour
Durst, Hayden	4 th yr	\$19.20 per hour
Edwards, Robert	4 th yr	\$19.20 per hour
Manning, Ryan	4 th yr	\$19.20 per hour
Matthews, Ellie	4 th yr	\$19.20 per hour
Miner, Owen	4 th yr	\$19.20 per hour
Montgomery, Lauren	4 th yr	\$19.20 per hour
Parsons, Michael	4 th yr	\$19.20 per hour
Riess, Lewis	4 th yr	\$19.20 per hour
Brown, Chase M.	3 rd yr	\$19.20 per hour
Kohles, Taggart Joseph	3 rd yr	\$19.20 per hour
Malcarney, Grace	3 rd yr	\$19.20 per hour
Malcarney, Courtney	2 nd yr	\$18.50 per hour
Nagle, Kevin	2 nd yr	\$18.50 per hour
Smith, Ava	2 nd yr	\$18.50 per hour
Stein, Alek	2 nd yr	\$18.50 per hour
Williams, Dennis	2 nd yr	\$18.50 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. 152-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

19. Appointing seasonal Beach Emergency Medical Technicians.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 153-2025

RE: APPOINTING SEASONAL BEACH EMERGENCY MEDICAL TECHNICIANS

WHEREAS, a need exists to appoint qualified personnel as seasonal Beach Emergency Medical Technicians to the Upper Township Division of Emergency Medical Services to ensure optimal operation; and

WHEREAS, the individuals hereinafter named have been determined to possess the requisite skills, training and are otherwise eligible for appointment to said position; 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 following individuals are hereby appointed as part-time seasonal Beach Emergency Medical Technicians, contingent upon successful pre-employment testing, at a salary stated below in accordance with the Salary Ordinance:

Sean Brannon	\$23.50 per hour
Thomas Grimley	\$23.50 per hour
Gavin Liepe	\$24.00 per hour
Bruckner Chase	\$24.00 per hour
Wally Welliver	\$26.00 per hour

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. 153-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

20. Appointing Lauren DiGiovanni as a full-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 154-2025

**RE: APPOINTING LAUREN DIGIOVANNI AS A FULL-TIME
EMERGENCY MEDICAL TECHNICIAN TO THE UPPER TOWNSHIP
DIVISION OF EMERGENCY MEDICAL SERVICES**

WHEREAS, a need exists to appoint qualified personnel as a full-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services to ensure optimal operation; and

WHEREAS, Lauren DiGiovanni possesses all the requisite qualifications for appointment to said position; 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. Lauren DiGiovanni is hereby appointed to the Division of Emergency Medical Services as a full-time Emergency Medical Technician, effective May 27, 2025 at an annual salary of \$58,000.00, in accordance with the Salary Ordinance and subject to all policies of the Township of Upper.

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. 154-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

21. Appointing Paula Wiel as provisional Supervising Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 155-2025

**RE: APPOINTING PAULA WIEL AS PROVISIONAL SUPERVISING EMERGENCY
MEDICAL TECHNICIAN TO THE UPPER TOWNSHIP DIVISION OF EMERGENCY
MEDICAL SERVICES**

WHEREAS, a need exists to appoint qualified personnel as full-time employees to the Upper Township Division of Emergency Medical Services to ensure optimal operation; and

WHEREAS, Paula Wiel possesses all the requisite qualifications for appointment to the position of Provisional Supervising Emergency Medical Technician; 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. Paula Wiel is hereby appointed to the Division of Emergency Medical Services as Provisional Supervising Emergency Medical Technician, effective May 13, 2025 at an annual salary of \$70,000.00 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. 155-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

22. Appointing Johnathan Carter as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 156-2025

**RE: APPOINTING JOHNATHAN CARTER AS A PART-TIME
EMERGENCY MEDICAL TECHNICIAN TO THE UPPER TOWNSHIP
DIVISION OF EMERGENCY MEDICAL SERVICES**

WHEREAS, a need exists to appoint qualified personnel as part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services to ensure optimal operation; and

WHEREAS, Johnathan Carter possesses all the requisite qualifications for appointment to said position; 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. Johnathan Carter is hereby appointed to the Division of Emergency Medical Services as a part-time Emergency Medical Technician effective May 13, 2025 at a rate of \$23.00 per hour, 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. 156-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

23. Appointing Thomas Burns as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 157-2025

**RE: APPOINTING THOMAS BURNS AS A PART-TIME
EMERGENCY MEDICAL TECHNICIAN TO THE UPPER TOWNSHIP
DIVISION OF EMERGENCY MEDICAL SERVICES**

WHEREAS, a need exists to appoint qualified personnel as part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services to ensure optimal operation; and

WHEREAS, Thomas Burns possesses all the requisite qualifications for appointment to said position; 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. Thomas Burns is hereby appointed to the Division of Emergency Medical Services as a part-time Emergency Medical Technician, pending successful pre-employment testing, at a rate of \$22.00 per hour, 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. 157-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

24. Appointing Hannah Tozer as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 158-2025

**RE: APPOINTING HANNAH TOZER AS A PART-TIME
EMERGENCY MEDICAL TECHNICIAN TO THE UPPER TOWNSHIP
DIVISION OF EMERGENCY MEDICAL SERVICES**

WHEREAS, a need exists to appoint qualified personnel as part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services to ensure optimal operation; and

WHEREAS, Hannah Tozer possesses all the requisite qualifications for appointment to said position; 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. Hannah Tozer is hereby appointed to the Division of Emergency Medical Services as a part-time Emergency Medical Technician, pending successful pre-employment testing, at a rate of \$22.00 per hour, 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. 158-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

25. Appointing Robert E. Lane as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 159-2025

**RE: APPOINTING ROBERT E. LANE AS A PART-TIME
EMERGENCY MEDICAL TECHNICIAN TO THE UPPER TOWNSHIP
DIVISION OF EMERGENCY MEDICAL SERVICES**

WHEREAS, a need exists to appoint qualified personnel as part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services to ensure optimal operation; and

WHEREAS, Robert E. Lane possesses all the requisite qualifications for appointment to said position; 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. Robert E. Lane is hereby appointed to the Division of Emergency Medical Services as a part-time Emergency Medical Technician, pending successful pre-employment testing, at a rate of \$22.00 per hour, 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. 159-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

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.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 160-2025

RE: DESIGNATING CERTAIN STRATHMERE BEACH AREAS IN THE TOWNSHIP OF UPPER AS A SURFING BEACH AND A CATAMARAN/SAILBOAT BEACH FOR THE 2025 SUMMER SEASON

WHEREAS, in accordance with Chapter 9, entitled Recreational Facilities, of the Revised General Ordinances it is necessary to designate certain beach areas along the Strathmere shore in the Township of Upper strictly for the use of surfboards, sailboats, catamarans and other similar devices for the 2025 summer season; 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. It has been determined by the Township Committee to designate the following for the 2025 summer season:

- **Surfing Beach: Between Vincent Avenue and Sherman Avenue**

- **Catamaran/Sailboat Beach: Between Hawthorne Avenue and Hamilton Avenue**

3. A map designating the Surfing Beach and Catamaran/Sailboat Beach areas has been provided by the Township Engineer and shall be attached hereto as Exhibit A.

4. During imminent storm all watercraft shall be removed from the designated beach areas.

Resolution No. 160-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

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

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 161-2025

**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

WHEREAS, the Township of Upper replaced this Spending Plan pursuant to Resolution No. 167-2020 adopted on May 26, 2020 and consistent with P.L. 2008, c.46 COAH regulations and the Fair Share Housing Center Settlement Agreement, which was subsequently approved by the Court on June 30, 2020 in connection with the Township’s Declaratory Judgment Action; and

WHEREAS, the Township of Upper’s Affordable Housing Trust Fund collects development fee revenues consistent with the Township of Upper’s development fee ordinance for both residential and non-residential developments in accordance with FHAA’s rules and P.L. 2008, c.46, sections 8 (C. 52:27D-329.2) and 32-28 (C. 40:55D-8.1 through 8.7).; and

WHEREAS, pursuant to the terms of the current Spending Plan, the release of funds requires the adoption by the Township Committee of a resolution; and

WHEREAS, the Township Committee has reviewed the requested release of funds from the Affordable Housing Trust Fund for the specific use set forth herein and has determined it is in the best interest of the Township to authorize the release of payment from said fund.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Upper, Cape May County, and State of New Jersey, as follows:

1. The allegations of the preamble are incorporated herein by this reference.
2. The Chief Financial Officer is authorized to release the following funds pursuant to the

Township’s Spending Plan:

Daniel J. Young, Esquire (Affordable Housing Services)	\$ 810.00
Triad Associates	
(AA/MTA Wait List Maint./	\$ 200.00
AA Wait List Rentals/	\$ 200.00
AA Technical Assistance	\$ 75.00
AA Harriet Lane Compliance	<u>\$ 375.00</u>
	<u>\$ 850.00</u>

Resolution No. 161-2025

Offered By: Nappen

Seconded By: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

28. Canceling and refunding tax on exempt property Block 477, Lot 2.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 162-2025

**CANCELING AND REFUNDING TAX ON EXEMPT PROPERTY
BLOCK 477, LOT 2**

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

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

WHEREAS, Dennis Bock is a 100% disabled American veteran residing at 503 Perry Road, Petersburg, NJ 08270, Block 477, Lot 2 on the municipal tax map of Upper Township, New Jersey; and

WHEREAS, the Department of Veterans Affairs has determined that Mr. Bock’s 100% permanent military service-connected disability was effective September 12, 2024; and

WHEREAS, Dennis Bock made application April 8, 2025 and requested a refund for the taxes paid in 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. 162-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

CANCEL TAX 2025

BLOCK/LOT

477/2

AMOUNT

\$2,258.26

NAME

Dennis and Maryann Bock
503 Perry Rd.
Petersburg, NJ 08270

REFUND TAX 2025

BLOCK/LOT

477/2

AMOUNT

\$1,129.13

NAME

Dennis and Maryann Bock
503 Perry Rd.
Petersburg, NJ 08270

29. Canceling and refunding tax on exempt property Block 246, Lot 30.01.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 163-2025

**CANCELING AND REFUNDING TAX ON EXEMPT PROPERTY
BLOCK 246, LOT 30.01**

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

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

WHEREAS, Joseph Maduzia is a 100% disabled American veteran residing at 70 Narrows Road, Steelmantown, NJ 08270, Block 246, Lot 30.01 on the municipal tax map of Upper Township, New Jersey; and

WHEREAS, the Department of Veterans Affairs has determined that Mr. Maduzia’s 100% permanent military service-connected disability was effective April 15, 2025; and

WHEREAS, Joseph Maduzia made application April 17, 2025 and requested a refund for the taxes paid in 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. 163-2025

Offered by: Nappen

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

CANCEL TAX 2025

BLOCK/LOT
246/30.01

AMOUNT
\$1,945.82

NAME
Joseph Maduzia
70 Narrows Rd.
Steelmantown, NJ 08270

REFUND TAX 2025

BLOCK/LOT
246/30.01

AMOUNT
\$1,945.82

NAME
Joseph Maduzia
70 Narrows Rd.
Steelmantown, NJ 08270

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

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

RESOLUTION NO. 164-2025

**RE: AUTHORIZING THE PURCHASE OF CERTAIN ITEMS THROUGH THE
SOURCEWELL NATIONAL COOPERATIVE CONTRACT
IN THE AMOUNT OF \$22,686.00**

WHEREAS, from time to time it is necessary for the Township of Upper to utilize certain equipment; and

WHEREAS, the Township Committee has determined that a purchase from a national cooperative contract will result in cost savings after all factors have been considered; and

WHEREAS, N.J.S.A. 52:34-6.2 allows the Township of Upper to utilize national cooperative contracts as a method of procurement; and

WHEREAS, the Township's Qualified Purchasing Agent has reviewed and approved the quote for rental of a bulldozer from Foley, Inc. of Bensalem, Pennsylvania through Sourcewell National Cooperative Contract No. 062320-CAT in the amount of \$22,686.00; and

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

WHEREAS, the Qualified Purchasing Agent has confirmed that the Township has complied with N.J.S.A. 52:34-6.2 as well as all other legal requirements for this method of procurement.

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 Foley, Inc. as herein described.
3. The Qualified Purchasing Agent is hereby authorized, directed and empowered to execute any and all necessary documents in order to implement the intent of this Resolution.

Resolution No. 164-2025

Offered By: Nappen

Seconded By: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

RESOLUTIONS TO BE ACTED ON SEPARATELY

31. Appointing James Van Zlike as Township Administrator for the Township of Upper.

Mayor Corson read the following statement on the appointment of James Van Zlike.

As the public is aware, the Township Administrator’s position has been in an interim status since February 2025. The Township Committee is grateful to Mr. Joseph Verruni of Jersey Professional Management (JPM) for his administrative leadership during this period, and for his assistance while a search was conducted, and wish him well in his next endeavor.

To fill the township administrator’s position, the Township Committee commenced a search for the right candidate to take over this pivotal position, serving as the chief executive and administrative official of the municipality. To assist them with this venture, the Township Committee engaged the services of Jersey Professional Management (also known as “JPM”), a firm that specializes in executive recruitment for municipal leadership positions, to seek qualified candidates for the position. Advertisements were placed on the job advertisement boards of the New Jersey League of Municipalities website, the International City and County Management Association website and the Association for Pennsylvania Municipal Management.

Following one-on-one interviews with the Township Committee members and municipal department heads, JPM developed a more detailed brochure that was distributed through JPM’s internal digital marketing database which reaches approximately 1,500 municipal managers throughout the mid-Atlantic region. In response, 21 resumes from interested candidates were received, 3 of which were from outside of New Jersey. From this initial list, 8 individuals were granted preliminary screening interviews, all with

impressive credentials and experience. This resulted in the identification of 3 finalists who were interviewed in person by the Township Committee in April.

Through the course of the process, it became clear that one candidate stood out from the rest – Mr. James Van Zlike, who is here with us this evening, along with his wife Lindsay, their 5 year old daughter Liberty, 3 year old son James, and 22 month old daughter Violet. Mr. Van Zlike is an accomplished professional public administrator and holds a Master of Public Administration degree from the University of Texas as well as the Project Management Professional credential from the Project Management Institute. Mr. Van Zlike comes to Upper Township following a very successful career in the United States Army, which began in 2001. While his technical expertise is in the field of information technology, he has extensive leadership and management experience and training. Since 2022 Mr. Van Zlike has served as the Garrison Command Sergeant Major at Fort Dix, New Jersey. This position is comparable to that of a deputy city manager of a large municipality. In this role, he was responsible for the day to day management of this US Army installation serving 48,000 community members, across approximately 65 square miles, and responsible for approximately \$24 billion dollars of infrastructure.

In these challenging financial times for municipalities, we are very pleased to note that Mr. Van Zlike's appointment is accompanied by a paid fellowship from the International City/County Management Association, which is intended to help retiring members of the military bring their considerable skills and training to work in the field of local government management. When we consider Mr. Van Zlike's ICMA fellowship, and the various post-retirement benefits he will receive from the United State Army, and thus not require from the Township, the financial impact of his appointment is 100% aligned with the resources budgeted for the position.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 165-2025

**RE: APPOINTING JAMES VAN ZLIKE AS TOWNSHIP ADMINISTRATOR
FOR THE TOWNSHIP OF UPPER**

WHEREAS, a need exists to appoint a Township Administrator, in accordance with and subject to the terms and provisions of Chapter 2-2.4 of the Code of Upper Township; and

WHEREAS, the Township Administrator will be under the supervision and control of the Township Committee and, to the extent not prohibited by law, shall have the powers and duties set forth in Chapter 2-2.4(e); and

WHEREAS, the Township Committee has duly considered the matter and has determined that James Van Zlike possesses knowledge and experience in local government and all the requisite qualifications for appointment to said position.

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. James Van Zlike is hereby appointed as Township Administrator for the Township of Upper, effective June 2, 2025.
3. For an initial period of ten (10) weeks, compensation for James Van Zlike shall be paid by a Veterans Local Government Management Fellowship (VLGMF) award from the International City/County Management Association (ICMA).
4. Commencing August 11, 2025, compensation for James Van Zlike shall be paid by the Township of Upper at an annual salary of \$155,000.00, in accordance with the Salary Ordinance.
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. 165-2025

Offered by: Corson

Seconded by: Z. Palombo

Adopted: May 12, 2025

Roll Call Vote:

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

32. Appointing James Van Zlike as Fund Commissioner for the Township of Upper.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 166-2025

**APPOINTING JAMES VAN ZLIKE AS FUND COMMISSIONER
FOR THE TOWNSHIP OF UPPER**

WHEREAS, the Township of Upper is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws of the FUND require that in the manner generally prescribed by law, each member shall appoint one (1) Fund commissioner to the Fund. Each Fund commissioner shall be either a member of the local unit's governing body or one of its employees and that no individual may serve as Fund commissioner for more than one (1) member; and

WHEREAS, N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is a member of the appointing local unit’s governing body, shall hold office for two years or for the remainder of his/her term of office as a member of the local unit’s governing body, whichever shall be less; and

WHEREAS, N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is an employee of the appointing member shall hold office at the pleasure of the member and can be removed by the member at any time without cause; 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. James Van Zlike is hereby appointed as Fund Commissioner for the Township of Upper in accordance with the FUND Bylaws.
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. 166-2025

Offered by: Z. Palombo

Seconded by: T. Casaccio

Adopted: May 12, 2025

Roll Call Vote:

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

33. Appointing James Van Zlike as Municipal Housing Liaison for the Township of Upper.

**TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION**

RESOLUTION NO. 167-2025

**RE: APPOINTING JAMES VAN ZLIKE AS
MUNICIPAL HOUSING LIAISON FOR THE TOWNSHIP OF UPPER**

WHEREAS, pursuant to N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq., the Township of Upper is required to appoint a Municipal Housing Liaison for the administration of the Township of Upper’s

affordable housing program to enforce the requirements of N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq.;
and

WHEREAS, Chapter 20-14.3 of the Code of Upper Township provides for the appointment of a Municipal Housing Liaison to administer the Township’s affordable housing program.

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. James Van Zlike is hereby appointed as the Municipal Housing Liaison for the administration of the Township of Upper’s affordable housing program, pursuant to and in accordance with Chapter 20-14.3 of the Code of Upper Township, effective June 2, 2025.

Resolution No. 167-2025

Offered by: Z. Palombo

Seconded by: Casaccio

Adopted: May 12, 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

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.” **Motion by Zachary Palombo, second by Victor Nappen. During roll call vote four Committee members voted in the affirmative. Committeeman Casaccio recused himself from voting on PO #25-00173 and PO #25-00222 and voted in the affirmative on the remaining items.**

Bills approved for payment: **\$335,722.99**

Payroll: **\$216,376.76**

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

Nathalie Neiss, Petersburg, welcomed new Administrator James Van Zlike.

Barbara Leary, Seaville, congratulated new Administrator Van Zlike and the Committee for the transparency of the hiring process. She then spoke on the safety issue and future prescribed burns for Great Cedar Swamp. She also spoke on available grants for the bike path project.

Greg Hefron, Osprey Cove, spoke on the rent increase at Osprey Cove.

CLOSED SESSION

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

RESOLUTION NO. 168-2025 MOTION GOING INTO CLOSED SESSION MAY 12, 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 – Grant Consultant
3. Contract negotiation – Actuarial Services
4. Contract negotiation – Medical Director Services
5. Contract negotiation – Municipal Court Services
6. Contract negotiation – EMS Services
7. 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: Victor Nappen

Motion seconded by: Zachary Palombo

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

RECONVENE PUBLIC PORTION OF MEETING

Motion by Zachary Palombo, second by Tyler Casaccio, 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 7:18 P.M., with a motion by Curtis Corson, second by Tyler Casaccio, and all five Committee members voting in the affirmative. The next regular Committee meeting is scheduled for Tuesday, May 27, 2025 at 5:30 P.M.

Minutes prepared by,

Joanne R. Herron, RMC
Township Clerk

Bills

85509 05/12/25 A0025 ADVANTAGE RENTAL & SALES 681.42 3420
85510 05/12/25 A0091 ATLANTIC CITY ELECTRIC 33,239.39 3420
85511 05/12/25 A0117 AT&T 113.34 3420
85512 05/12/25 A0212 ANCERO, LLC 9,409.87 3420
85513 05/12/25 A0218 ATLANTIC CITY CYCLE CENTER LLC 171.96 3420
85514 05/12/25 A0231 ALL UNIQUE GIFTS, INC. 6,109.00 3420
85515 05/12/25 A0235 AMAZON CAPITAL SERVICES, INC. 79.51 3420
85516 05/12/25 A0248 AIRESRING, INC. 1,227.60 3420
85517 05/12/25 A0251 ACT ENGINEERS, INC. 320.00 3420
85518 05/12/25 B0076 BOND, LAURENCE E. 942.00 3420
85519 05/12/25 B0090 BROADLEY'S MDI 477.42 3420
85520 05/12/25 B0287 BIGLEAF NETWORKS, INC. 697.00 3420
85521 05/12/25 B0288 KINGBARNES LLC 1,012.50 3420
85522 05/12/25 C0042 CAMPBELL SUPPLY COMPANY 1,294.06 3420
85523 05/12/25 C0068 COMCAST 1,548.71 3420
85524 05/12/25 C0223 CASA PAYROLL SERVICE 253.50 3420
85525 05/12/25 C0246 CRAFT OIL CORPORATION 452.32 3420
85526 05/12/25 C0247 CMRS-FP 2,000.00 3420
85527 05/12/25 C0279 CASA REPORTING SERVICES LLC 162.00 3420
85528 05/12/25 C0346 CME ASSOCIATES 15,264.08 3420
85529 05/12/25 C0352 COLUMN SOFTWARE, PBC 237.08 3420
85530 05/12/25 D0040 DELTA DENTAL OF N.J. INC. 5,283.54 3420
85531 05/12/25 D0237 KERRY SCALFARO 125.00 3420
85532 05/12/25 D0248 DEL VEL CHEMICAL COMPANY 1,048.02 3420
85533 05/12/25 D0251 THE DEWEESE LAW FIRM, P.C. 7,600.00 3420
85534 05/12/25 E0012 EHRLICH PEST CONTROL INC 138.58 3420
85535 05/12/25 F0053 FORD, SCOTT & ASSOCIATES 7,000.00 3420
85536 05/12/25 G0028 GENTILINI FORD, INC. 529.60 3420
85537 05/12/25 G0120 PATRICK F. MARTIN 2,291.67 3420
85538 05/12/25 H0073 HOME DEPOT CRC/GEFC 2,177.00 3420
85539 05/12/25 H0148 THOMAS H. HEIST INS AGENCY INC 1,864.00 3420
85540 05/12/25 K0047 KLINE, EDWARD T. 86.95 3420
85541 05/12/25 L0075 LEXISNEXIS 422.00 3420
85542 05/12/25 M0188 MCCARTHY TIRE SERVICE OF PHILA 1,478.23 3420
85543 05/12/25 N0004 NJ-AMERICAN WATER CO. 32.75 3420
85544 05/12/25 N0043 NAPA AUTO PARTS 1,278.22 3420
85545 05/12/25 N0052 NATL ALLIANCE FOR YOUTH SPORTS 393.00 3420
85546 05/12/25 N0143 NATIONAL TIME SYSTEMS 450.80 3420
85547 05/12/25 N0154 NEW HORIZON COMMUNICATIONS 1,129.51 3420
85548 05/12/25 N0171 NATIONAL HIGHWAY PRODUCTS INC. 1,086.75 3420
85549 05/12/25 O0006 SJSHORE MARKETING, LLC 645.00 3420
85550 05/12/25 O0025 OLD DOMINION BRUSH 4,072.95 3420
85551 05/12/25 P0032 PEDRONI FUEL CO. 5,902.67 3420
85552 05/12/25 P0056 TURF EQUIPMENT AND SUPPLY CO 1,151.30 3420
85553 05/12/25 R0030 RIGGINS, INC. 0.00 05/12/25 VOID 0
85554 05/12/25 R0030 RIGGINS, INC. 6,451.85 3420
85555 05/12/25 R0100 ROBERTS OXYGEN COMPANY, INC. 127.75 3420
85556 05/12/25 R0101 R.R. DONNELLEY 319.50 3420
85557 05/12/25 R0154 RAGUSA, MARIAN R. 700.00 3420
85558 05/12/25 S0056 SEASHORE ASPHALT CORPORATION 428.79 3420
85559 05/12/25 S0057 SERVICE TIRE TRUCK CENTERS 4,152.00 3420
85560 05/12/25 S0113 LAW OFFICES OF THOMAS G SMITH 1,475.82 3420
85561 05/12/25 S0185 STOCKTON UNIVERSITY 2,015.77 3420
85562 05/12/25 S0196 STEWART BUSINESS SYSTEMS LLC 1,504.73 3420
85563 05/12/25 S0253 SAMPLE MEDIA, INC. 5,846.50 3420
85564 05/12/25 S0254 SHOPRITE 35.42 3420
85565 05/12/25 S0275 SCHAEFER FIREWORKS 8,000.00 3420
85566 05/12/25 S0363 STARR SEPTIC, LLC. 1,240.00 3420
85567 05/12/25 T0005 TCTA OF NEW JERSEY 590.00 3420
85568 05/12/25 T0028 TRACTOR SUPPLY COMPANY CREDIT 69.56 3420
85569 05/12/25 T0032 THE PRESS OF ATLANTIC CITY 1,464.79 3420
85570 05/12/25 T0168 TOWNSHIP OF UPPER 397.54 3420

85571 05/12/25 T0192 MARSH & McLENNAN AGENCY/TRION 237.50 3420
85572 05/12/25 T0213 TREASURER, STATE OF NEW JERSEY 158,941.58 3420
85573 05/12/25 T0221 TEAM LIFE, INC. 1,918.00 3420
85574 05/12/25 U0067 UT HEALTH REIMB. ACCOUNT 14,857.45 3420
85575 05/12/25 U0076 U.S.BANK NATIONAL ASSOCIATION 330.00 3420
85576 05/12/25 V0013 VERIZON WIRELESS 325.45 3420
85577 05/12/25 V0025 V.E. RALPH & SON,INC. 178.94 3420
85578 05/12/25 V0053 VERIZON CONNECT FLEET USA LLC 545.60 3420
85579 05/12/25 W0038 WILLIAMS, JEREMIAH J. 244.87 3420
85580 05/12/25 W0135 THE LAW OFFICE OF BRANDON D 1,048.46 3420
85581 05/12/25 X0008 XEROX FINANCIAL SERVICES 214.82 3420
85582 05/12/25 Y0008 YOUNG, DANIEL J. ESQUIRE PC 180.00 3420
Total: #335,722.99