

**TOWNSHIP OF UPPER  
2100 TUCKAHOE ROAD  
PETERSBURG, NJ 08270  
CAPE MAY COUNTY  
AGENDA FOR JUNE 23, 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** - June 9, 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. Animal Control
2. Municipal Court

**RESOLUTIONS TO BE APPROVED BY CONSENT**

3. Amending Resolution 014-2025, imposing a fee on all checks given to the Township of Upper which are dishonored for any reason.
4. Authorizing the Mayor to sign and submit a Fiscal Year 2026 Municipal Aid Grant application for roadway preservation.
5. Adopting procedures for administration and inspection of federal aid highway projects.
6. Authorize payments from the Affordable Housing Trust Fund of Upper Township.
7. Authorizing the repair of certain items and for the Chief Financial Officer to withdraw funds in an amount not to exceed \$12,500.00 from the account entitled Recycling Trust Account for such purposes.

8. Accepting the bid and authorizing the execution of a contract with All Vinyl Fencing, LLC of Hammonton, New Jersey, for the project known as Athletic Court – Fencing Improvements at a cost of \$91,140.00.
9. Appointing DeBlasio & Associates, PC as the Township Engineer for the Township of Upper.
10. Appointing Michael Gift as a full-time Laborer 1, probational to the Upper Township Department of Public Works.
11. Appointing the 2025 season Beach Patrol personnel.
12. Appointing Valerie McKim as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
13. Appointing Donna Heiler as Assistant Claims Coordinator for the Township of Upper.
14. Authorizing a salary increase for Donna Heiler.
15. Authorizing the Upper Township Tax Collector to extend the 3<sup>rd</sup> quarter grace period.
16. Certification of costs for abatement of nuisance on Block 653.01, Lot 4.
17. Renewal of Alcoholic Beverage License for the 2025/2026 license year for Levariland, Inc.

### **PUBLIC HEARING**

18. 201 Willard Liquor, LLC, dba Deauville Inn – Renewal of Alcoholic Beverage License for the 2025/2026 license year.

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

19. Renewal of Alcoholic Beverage License for the 2025/2026 license year for 201 Willard Liquor, LLC.

### **ORDINANCES**

20. Public hearing and final adoption of Ordinance No. 002-2025 RE: AN ORDINANCE ESTABLISHING SALARY RANGES FOR THE TOWNSHIP OF UPPER FOR THE CALENDAR YEAR 2025.

### **CORRESPONDENCE**

### **NEW BUSINESS**

21. South Shore Stitchers request to hold a Raffle RA #601 at the Upper Township Community Center on October 18, 2026.

### **UNFINISHED BUSINESS**

## **PAYMENT OF BILLS**

22. “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**

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

- Personnel
- Litigation – DeMarzo v. Upper Township, et al.
- Contract negotiation – EMS Services
- Contract negotiation – Municipal Court Services
- Contract negotiation – Video Recording Services

## **RECONVENE PUBLIC PORTION OF MEETING**

## **ADJOURNMENT**

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