

**TOWNSHIP OF UPPER  
2100 TUCKAHOE ROAD  
PETERSBURG, NJ 08270  
CAPE MAY COUNTY  
AGENDA FOR NOVEMBER 10, 2025**

**WORKSHOP MEETING OF THE TOWNSHIP COMMITTEE – 5:00 P.M.**

**SUNSHINE ANNOUNCEMENT**

**ROLL CALL**

**DISCUSSION**

1. 2026 Reorganization Meeting Date.

**ADJOURNMENT OF WORKSHOP MEETING**

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

**CALL TO ORDER**

**SUNSHINE ANNOUNCEMENT**

**SALUTE TO THE FLAG**

**ROLL CALL**

**APPROVAL OF MINUTES** – October 27, 2025 Workshop, 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. Clerk's Office
3. Construction Code
4. Division of EMS

5. Finance Office
6. MUA Report
7. Municipal Court
8. Public Works
9. Tax Collector

### **RESOLUTIONS TO BE APPROVED BY CONSENT**

10. Accepting the 2026 Solid Waste and Recycling Collection Rules and Regulations Resident Information packet pursuant to Chapter 24 of the Revised General Ordinances of Upper Township.
11. Adopting revisions to the Upper Township Personnel Policies and Procedures Manual Division of Emergency Medical Services (EMS) Standard Operating Policies and Procedures.
12. Appointing Triad Advisory Services, Inc. to provide administrative services with regard to the Upper Township affordable housing programs.
13. Authorizing a Shared Services Agreement with the Salem County Improvement Authority for CDL-A training services.
14. Authorizing a construction permit fee refund to Big Wave Roofing and Solar, LLC for 34 Peach Orchard Road in Upper Township.
15. A Resolution of the Township of Upper authorizing the Township of Upper to join the NJ Solutions Joint Health Insurance Fund.
16. Authorizing the Chief Financial Officer to sign a Horizon application, notification about disclosures of private information to group health plan vendors form, and a plan sponsor certification form for enrollment in the NJ Solutions JHIF.
17. Authorizing the Chief Financial Officer to sign a spending account service center benefits design guide for an employee health reimbursement account.
18. Withdrawing prior authorization for an award of a contract with Starr Construction, LLC for demolition of unsafe structures.
19. Authorizing the award of a contract with KCS Recycling, LLC for demolition of unsafe structures in the amount of \$32,000.00.
20. Authorizing Change Order No. 1 to the Replacement of Roof for Historic Structure contract with Kupex Exteriors LLC resulting in an increase in the amount of \$696.18.
21. Budget Transfers.
22. Appointing Gabriella Culmone as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.

23. Appointing Sean Brannon as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
24. Appointing Zoey Allegretto as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
25. Appointing Jacob Campsmith as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
26. Appointing Matthew Jefferson as a part-time Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
27. Tax refund Block 479, Lot 14.
28. Amending Resolution No. 314-2025 canceling and refunding tax on exempt property Block 453, Lot 264.13.

### **ORDINANCES**

29. Public hearing and final adoption of Ordinance No. 007-2025 RE: AN ORDINANCE AMENDING CHAPTER 10, SECTION 2 (LEAD-BASED PAINT INSPECTION IN RESIDENTIAL DWELLINGS) OF THE MUNICIPAL CODE OF UPPER TOWNSHIP.
30. Public hearing and final adoption of Ordinance No. 008-2025 RE: AN ORDINANCE AMENDING CHAPTERS 19 AND 20 OF THE MUNICIPAL CODE OF UPPER TOWNSHIP TO ABSOLISH THE UPPER TOWNSHIP ZONING BOARD OF ADJUSTMENT AND TO GRANT THE UPPER TOWNSHIP PLANNING BOARD THE POWERS FORMERLY HELD BY THE UPPER TOWNSHIP ZONING BOARD OF ADJUSTMENT PURSUANT TO THE NEW JERSEY MUNICIPAL LAND USE LAW.
31. Introduction and first reading of Ordinance No. 010-2025 RE: AN ORDINANCE AMENDING REVISED GENERAL ORDINANCE CHAPTER 13 (STREETS, SIDEWALKS AND SANITATION) OF THE MUNICIPAL CODE OF UPPER TOWNSHIP.
32. Introduction and first reading of Ordinance No. 011-2025 RE: AUTHORIZING THE SALE OF LAND TO WIT, A PORTION OF BLOCK 455, LOT 29, TO THE STATE OF NEW JERSEY DEPARTMENT OF TRANSPORTATION.

### **CORRESPONDENCE**

### **NEW BUSINESS**

33. Country Shore Women's Club request to hold Bing BA-610 and Raffle RA-611 at the Upper Township Community Center on March 21, 2026.
34. Aaron Wittkamp Colwell Post #239, American Legion request to hold Raffle RA #612 at the Heritage Links Golf Course, 1375 Route 9, on August 15, 2026.

35. Historical Preservation Society request to install sheds at the Gandy farmstead.

36. JIF 2025 Dividend Announcement.

**UNFINISHED BUSINESS**

37. Noise Ordinance discussion.

**PAYMENT OF BILLS**

38. “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**

39. 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 – Special Legal Counsel
- Contract negotiation – Warwick Group Consultants
- Contract negotiation – Cape Assist

**RECONVENE PUBLIC PORTION OF MEETING**

**ADJOURNMENT**

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