

**TOWNSHIP OF UPPER
2100 TUCKAHOE ROAD
PETERSBURG, NJ 08270
CAPE MAY COUNTY
AGENDA FOR DECEMBER 8, 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 - November 10, 2025 Workshop, Regular, and Closed Session Minutes and November 24, 2025 Regular and Closed Session Minutes

REPORT OF GOVERNING BODY MEMBERS

ADMINISTRATOR OVERVIEW

PRESENTATION

1. Honoring Daniel Dubbs on the occasion of his retirement after 27 years of service with the Upper Township Division of EMS.

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

2. Animal Control
3. Clerk’s Office
4. Construction Code
5. Finance Office
6. MUA Report
7. Public Works
8. Tax Collector

RESOLUTIONS TO BE APPROVED BY CONSENT

9. Re-appointing Joanne Herron as Municipal Clerk, with tenure, for the Township of Upper effective December 1, 2025.
10. Authorizing T-Mobile to install equipment and antennas on the licensed space of the cell tower and ground located at 2028 Tuckahoe Road.

11. Refund tax Block 558, Lot 5.
12. Adopting revisions to the Township of Upper Purchasing Policy.
13. Authorizing the submission of a grant application for the 2026 National Fitness Campaign.
14. Budget transfers.

ORDINANCES

15. Public hearing and final adoption 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.
16. Public hearing and final adoption 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

17. Christian Pittman request to vacate a portion of Woods Road, also known as Washington Avenue and Old Turnpike Road.
18. 201 W. Willard Avenue dredge project.

UNFINISHED BUSINESS

PAYMENT OF BILLS

19. "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

20. Resolution to conduct a closed meeting pursuant to N.J.S.A. 10:4-12, from which the public shall be excluded.
 - Pending litigation – State Agricultural Development Committee
 - Pending litigation – Block 559, Lot 51
 - Contract negotiation – Annual Appointments
 - Personnel

RECONVENE PUBLIC PORTION OF MEETING

ADJOURNMENT

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