

**TOWNSHIP OF UPPER
2100 TUCKAHOE ROAD
PETERSBURG, NJ 08270
CAPE MAY COUNTY
AGENDA FOR DECEMBER 15, 2025**

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

SUNSHINE ANNOUNCEMENT

ROLL CALL

DISCUSSION

1. Cannabis Ordinance

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 – December 8, 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. Division of EMS
2. Municipal Court

RESOLUTIONS TO BE APPROVED BY CONSENT

3. Honoring the Upper Township Varsity Cheerleading Squad.
4. Honoring the Upper Township Junior Varsity Cheerleading Squad.
5. Appointing James M. Jones as the Municipal Emergency Management Coordinator for the Township of Upper.
6. Appointing Daniel Spatol as a full-time Laborer 1, Probational to the Upper Township Department of Public Works.
7. Appointing Anthony Lamanna, Jr. as Senior Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
8. Appointing Timothy Leeds as Senior Emergency Medical Technician to the Upper Township Division of Emergency Medical Services.
9. Canceling and refunding tax on exempt property Block 453.03, Lot 42.
10. Canceling and refunding tax on exempt property Block 558, Lot 52.10.
11. Canceling and refunding tax on exempt property Block 569, Lot 7.
12. Canceling and refunding tax on exempt property Block 597, Lot 19.
13. Adopting revisions to the Upper Township Personnel Policies and Procedures Manual.
14. Budget transfers.
15. Authorize payments from the Affordable Housing Trust Fund of Upper Township.
16. Authorizing the purchase of certain items with funds from Capital Improvement Bond Ordinance No. 012-2024 in an amount not to exceed \$4,023.00.
17. Authorizing the Mayor to sign an Authorization to Proceed from Triad Associates for additional grant consultant services.
18. Authorizing an emergency contract with Mullen Coughlin LLC and S-RM Intelligence Risk and Consulting LLC for breach counsel and cybersecurity response services.

ORDINANCES

19. Public hearing and final adoption of Ordinance No.012-2025 RE: AN ORDINANCE AMENDING ORDINANCE NO. 002-2025 KNOWN AS THE SALARY RANGE ORDINANCE FOR THE CALENDAR YEAR 2025.

20. Public hearing and final adoption of Ordinance No. 013-2025 RE: AN ORDINANCE ESTABLISHING SALARY RANGES FOR THE TOWNSHIP OF UPPER FOR THE CALENDAR YEAR 2026.

21. Public hearing and final adoption of Ordinance No. 014-2025 RE: AN ORDINANCE AMENDING CHAPTER 3, SECTION 17 (NOISE) OF THE MUNICIPAL CODE OF UPPER TOWNSHIP.

CORRESPONDENCE

NEW BUSINESS

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.

- Pending litigation – Sharp v. Upper Township
- Safety and Security – Cybersecurity
- Contract negotiation – Cannabis Licensing
- Contract negotiation – Annual Appointments

RECONVENE PUBLIC PORTION OF MEETING

ADJOURNMENT

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