

**TOWNSHIP OF UPPER  
2100 TUCKAHOE ROAD  
PETERSBURG, NJ 08270  
CAPE MAY COUNTY  
MINUTES FOR FEBRUARY 9, 2026**

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

**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 February 6, 2026 the notice of this Workshop meeting of the Upper Township Committee was posted on the official Township Bulletin Board and the Upper Township Website, emailed to the Atlantic City Press, the Ocean City Sentinel-Ledger, the Herald Times and filed with the Township Clerk. I hereby direct that this announcement be made a part of the minutes of this meeting.”

**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, and Township Administrator James Van Zlike.

**DISCUSSION**

1. Mailbox replacement policy. The Township Administrator reported that a standardized mailbox replacement policy is needed to establish procedures for addressing mailboxes damaged during snow plowing operations. After a lengthy discussion, there was consensus to provide a one-time payment of \$50.00 for mailboxes that are either physically struck by municipal equipment or rendered inoperable due to the force and weight of snow discharged by municipal equipment. The Township will not assume responsibility for damages occurring along state or county roads.
2. 2026 Budget. **The Chief Financial Officer reported that each Committee member has met with the Registered Municipal Accountant to review the budget. While still a work in progress, the budget is currently well within both the spending and levy caps. She noted that the budget cannot be finalized until the Governor announces the State Aid figures, after which the budget will be formally introduced.**

**ADJOURNMENT OF WORKSHOP MEETING**

Motion by Tyler Casaccio, second by Zachary Palombo, to adjourn the workshop meeting. During roll call vote all five Committee members voted in the affirmative.

There was then a brief recess before the regular meeting began.

**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 February 6, 2026, 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**

**MOMENT OF SILENCE AND REFLECTION**

**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, and Township Administrator James Van Zlike.

**APPROVAL OF MINUTES** – February 2, 2026 Workshop, Regular, and Closed Session Minutes

Motion by Victor Nappen, second by Tyler Casaccio, to approve the February 2, 2026 Workshop, Regular, and Closed Session Minutes as submitted. During roll call vote all five Committee members voted in the affirmative.

**REPORT OF GOVERNING BODY MEMBERS**

**Victor Nappen, Deputy Nappen,** reported that a monthly update for Upper Township has been posted on Facebook and the Township’s official website and encouraged everyone to review it. He next reported that the Township has been addressing parking issues at the Community Center during wrestling events. As previously noted, the New Jersey State Police will maintain a presence for the remainder of the season. The Township is currently exploring alternate event locations for next season and evaluating long-term solutions to alleviate the parking concerns.

**Zachary Palombo, Committeeman,** reported the Public Works has been working to ensure that properties throughout Upper Township remain safely accessible as snow and ice continue to melt.

**Samuel Palombo, Committeeman,** gave a shout out to the Upper Township Cheerleading squads.

**Tyler Casaccio, Committeeman,** reported the second free rabies clinic of 2026 will be held on Saturday February 21<sup>st</sup> from 1:00 to 3:00 at Shore Veterinarians. He next reported that he recently met with Assignment Judge Sheppard along with the Township’s Court staff, the Township Administrator, and the Mayor of Woodbine. Judge Sheppard offered assistance in improving court operations to ensure they run more smoothly and efficiently, and expressed interest in expanding shared service agreements throughout the County. She also offered to explore ways to help financially offset the burden associated with the Township’s use of private court security services. He then commended Court Administrator Loren Ready and all Township Court personnel for being recognized throughout the County as one of the best and most efficiently operated courts.

**Curtis Corson, Mayor**, announced that a public information meeting will be held on March 2, 2026 at the Municipal Building regarding the Safe Routes to School project. He then stated that Public Works did an excellent job during and after the recent snowstorm. Lastly, he encouraged everyone to check in on their neighbors to ensure they are safe and doing well.

**ADMINISTRATOR OVERVIEW**

**James Van Zlike, Township Administrator**, reported that he recently met with Upper Township EMS, Township Engineers, and the Township’s lobbyist to discuss and plan the proposed new Public Safety Building and the Congressionally Directed Spending grant application. Next, he reported that he is scheduled to meet with the New Jersey Department of Environmental Protection tomorrow regarding the approval process to utilize clean quarry sand to restore portions of the Strathmere dune system. Lastly, he congratulated the Upper Township Cheerleading squads on their accomplishments.

**Joanne Herron, Municipal Clerk**, reported that the Township Public Safety Awards will be held prior to the next Committee meeting on February 23rd at 5:30 p.m. The regular meeting will begin at 6:30 p.m.

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

**There was no public comment.**

**PRESENTATION**

1. Honoring the Upper Township Pee Wee, Junior Varsity, and Varsity Cheerleading Squads. **The Township Committee presented the following Resolutions to the Upper Township Cheerleading squads.**

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

**RESOLUTION NO. 028-2026**

**RE: HONORING THE UPPER TOWNSHIP  
PEE WEE CHEERLEADING SQUAD**

---

**WHEREAS**, the Upper Township Cheerleading program provides a dynamic sport for our youth by championing the ideals of sportsmanship, fair play, and physical fitness both on and off the field; and

**WHEREAS**, with their infectious and energetic spirit, the Upper Township Pee Wee Cheerleading Squad’s whole-hearted participation in the Island Championship Cheer Competition in Wildwood with a strong showing by placing 4<sup>th</sup> in the Pee Wee Category; and

**WHEREAS**, it is appropriate that on behalf of the citizens of Upper Township we recognize and honor the following members of the Upper Township Cheerleading Squad:

**Upper Township Pee Wee Cheerleaders**

Felicity Anglada	Raelin Gillespie	Norah Mitchell
Riley Bernard	Julianne Haberman	Brooklyn Modder
Carley Bossuyt	Chloe Kilroy	Lizzie Mullen
Mackenzie Brown-Gerber	Jordan Lauer	Ava Perry
Helena Butterfield	Addy Mayer	Madyn Robinson
Brenna Dever	Mia McDevitt	Taylor Ruban
Emma Fagerstrom	Malani Mckinley	Marissa Shone
Margo Gentilini		Nora Zappasodi

**WHEREAS**, we also extend this recognition and thanks to Michelle Drewnowski, Bernadette Gentilini, Evelyn Grisinger, Katrina Warren for the generous donation of their personal time and service to coach this team; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee on behalf of the citizens of the Township of Upper, to honor the 2025 Pee Wee Cheerleading Squad for their dedication and hard work, and to each coach our heartfelt thanks and gratitude for the generous donation of their time and service to the young people of this community.

**GIVEN UNDER OUR HANDS**, and the seal of the Township of Upper on this 12<sup>th</sup> day of January, 2026.

**TOWNSHIP OF UPPER  
CAPE MAY COUNTY  
RESOLUTION**

**RESOLUTION NO. 392-2025**

**RE: HONORING THE UPPER TOWNSHIP JUNIOR VARSITY CHEERLEADING SQUAD**

---

**WHEREAS**, the Upper Township Cheerleading program provides a dynamic sport for our youth by championing the ideals of sportsmanship, fair play, and physical fitness both on and in competitions; and

**WHEREAS**, the Upper Township Junior Varsity Cheerleading Squad displayed their infectious energy and enthusiasm by dominating the competition during the Island Championship Cheer Competition in Wildwood, earning 1st place in the Junior Varsity Category; and

**WHEREAS**, it is appropriate that on behalf of the citizens of Upper Township we recognize and honor the following members of the Upper Township Cheerleading Squad:

**Upper Township Junior Varsity Cheerleaders**

Ally Adams	Emerson MacNeill	Kylie Rosario
Brynlee Adams	Tru Miloshevsky	Kadence Schallawitz
Hadley Blizzard	Ellie Murphy	Riley Schrader
Emma DeFazio	Charlytte Ocello	Hazel Shoop
Harper Garvey	Selena Phillips	Ellie Simmerman
Snow Godfrey	Ella Preuhs	Mia Trajkovska
Alana Greger	Skylar Preuhs	Vittoria Tridente
Riley Kordomenos	Acey Robinson	Sophie Wallash
Alivia Laielli		Abigail Young

**WHEREAS**, we also extend this recognition and gratitude to Amanda Preuhs, April Miloshevsky, and Samantha Wallash for the generous donation of their personal time and service to coach this team; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee on behalf of the citizens of the Township of Upper, to honor the 2025 Junior Varsity Cheerleading Team for their dedication to the entire season, and to each coach our heartfelt thanks and gratitude for the generous donation of their time and service to the young people of this community.

**GIVEN UNDER OUR HANDS** and the seal of the Township of Upper on this 15<sup>th</sup> day of December, 2025.

**TOWNSHIP OF UPPER  
CAPE MAY COUNTY  
RESOLUTION**

**RESOLUTION NO. 391-2025**

**RE: HONORING THE UPPER TOWNSHIP VARSITY CHEERLEADING SQUAD**

---

**WHEREAS**, the Upper Township Cheerleading program provides a dynamic sport for our youth by championing the ideals of sportsmanship, fair play, and physical fitness both on and off the field; and

**WHEREAS**, the Upper Township Varsity Cheerleading Squad demonstrated their infectious energy and enthusiasm by dominating the Island Championship Cheer Competition in Wildwood, earning 1st place in the Varsity Category and being crowned Grand Champion overall; and

**WHEREAS**, it is appropriate that on behalf of the citizens of Upper Township we recognize and honor the following members of the Upper Township Cheerleading Squad:

**Upper Township Varsity Cheerleaders**

Vivian Becker	Emmarcie Curran	Morgan Lechner
Karsyn Belles	Miranda DeFazio	Zoe Mayfield
Kaleena Cabalo	Zoey DelBeato	Tanner Moeller
McKenzie Camp	Ashlynn Farrel	Allison Pineo
Emily Costello	Aubrey Germanio	Vanessa Swayngim
Megan Couse	Sophia Giamberardino	Savannah Tudor
Quinn Crowley	Evelyn Grisinger	Madisyn Turner

**WHEREAS**, we also extend this recognition and thanks to Stefanie Grisinger, Desiree Devine, and Meghan Giamberardino for the generous donation of their personal time and service to coach this team; and

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee on behalf of the citizens of the Township of Upper, to honor the 2025 Varsity Cheerleading Team for their dedication and hard work, and to each coach our heartfelt thanks and gratitude for the generous donation of their time and service to the young people of this community.

**GIVEN UNDER OUR HANDS** and the seal of the Township of Upper on this 15<sup>th</sup> day of December, 2025.

**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 Tyler Casassio, to approve the consent agenda items listed below. During roll call vote all five Committee members present voted in the affirmative.

**FILING OF REPORTS BY CONSENT**

2. Animal Control
3. Clerk's Office
4. Construction Code
5. Finance Office
6. MUA Report
7. Tax Collector

**RESOLUTIONS TO BE APPROVED BY CONSENT**

8. Authorizing the Township Administrator to submit a grant application for the South Jersey Gas First Responders Grant program on behalf of the Upper Township Division of Emergency Medical Services.

**TOWNSHIP OF UPPER  
CAPE MAY COUNTY  
RESOLUTION**

**RESOLUTION NO. 60-2026**

**AUTHORIZING THE TOWNSHIP ADMINISTRATOR TO SUBMIT  
A GRANT APPLICATION FOR THE SOUTH JERSEY GAS FIRST RESPONDERS  
GRANT PROGRAM ON BEHALF OF THE UPPER TOWNSHIP  
DIVISION OF EMERGENCY MEDICAL SERVICES**

---

**WHEREAS**, the South Jersey Gas First Responders Grant Program is intended to provide critical support for operations conducted by first responder departments; and

**WHEREAS**, the Township of Upper carefully considers grant programs that assist the Township in achieving projects and programs that are a benefit to the community; and

**WHEREAS**, the Township Committee believes it is in the best interest of the Township to apply for the grant on behalf of the Upper Township Division of Emergency Medical 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. The Township Administrator is hereby authorized to submit a grant application, attached hereto as Exhibit A, on behalf of the Upper Township Division of Emergency Medical Services for the South Jersey Gas First Responders Grant Program.
3. All Township officials, officers and employees are empowered to take such action as may be necessary or advisable in order to carry out the intent and purpose of this Resolution.

Resolution No. 60-2026

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 9, 2026

Roll Call Vote:

NAME	YES	NO	ABSTAIN	ABSENT
Casaccio	X			
Nappen	X			

S. Palombo	X			
Z. Palombo	X			
Corson	X			

9. Authorizing participation in the South Jersey Power Cooperative for supply and delivery of natural gas.

**TOWNSHIP OF UPPER  
CAPE MAY COUNTY  
RESOLUTION**

**RESOLUTION NO. 061-2026**

**RE: AUTHORIZING PARTICIPATION IN THE SOUTH JERSEY POWER COOPERATIVE FOR  
SUPPLY AND DELIVERY OF NATURAL GAS**

---

**WHEREAS**, the County of Camden on behalf of the South Jersey Power Cooperative (“SJPC”) publicly advertised bids for the purpose of procuring natural gas supply services; and

**WHEREAS**, Cape May County is currently a member of the SJPC with Camden County as Lead Agency for the purchase of electric generation supply services for Cape May County and its Cooperative members; and

**WHEREAS**, the Township of Upper has been a member and wishes to continue its participation with the Cape May County Cooperative; and

**WHEREAS**, Camden County awarded a three year contract to UGI Energy Services of 835 Knitting Mills Way, Wyomissing, PA 19610, to provide retail natural gas services at the rate of \$2.13 per dekatherm; and

**WHEREAS**, the Township of Upper, as a participant of the SJPC, wishes to obtain natural gas services from UGI Energy Services.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Upper, Cape May County, that the Township hereby authorizes participation in the Cape May County Cooperative and the SJPC with Camden County as the Lead Agency; and

**BE IT FURTHER RESOLVED** that the Township of Upper hereby acknowledges the following:

1. The Lead Agency of the SJPC will enter into a contract with the winning supplier on behalf of the entire SJPC including Cape May County and its Cooperative members.

2. The Township of Upper will not sign a contract directly with the winning bidder but will adhere to the terms and conditions of the master contract.
3. The contract for natural gas supply and delivery services under the SJPC will begin March 1, 2026 and continue to November 30, 2028; and

**BE IT FURTHER RESOLVED** that the Township of Upper shall ensure that sufficient funds shall be appropriated for this purpose in the Township’s permanent 2026 budget and, contingent upon the availability, shall appropriate sufficient funds for the remainder of the contract upon the adoption of the 2027, and 2028 temporary and/or permanent budgets; and

**BE IT FURTHER RESOLVED** that no participating contracting unit in the Energy Cooperative shall be responsible for any items ordered or for performance by any other participating contracting unit. Each participating contracting unit shall be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility of liability.

Resolution No. 061-2026

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 9, 2026

Roll Call Vote:

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

10. Authorizing the Mayor and Township Clerk to sign and submit a safety contract for participation in the Atlantic County Municipal Joint Insurance Fund 2026 Safety Incentive Program.

**TOWNSHIP OF UPPER  
CAPE MAY COUNTY  
RESOLUTION**

**RESOLUTION NO. 062-2026**

**RE: AUTHORIZING THE MAYOR AND TOWNSHIP CLERK TO  
SIGN AND SUBMIT A SAFETY CONTRACT FOR PARTICIPATION IN THE  
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND  
2026 SAFETY INCENTIVE PROGRAM**

---

**WHEREAS**, the Atlantic County Municipal Joint Insurance Fund (ACMJIF) has offered a Safety Incentive Program to participating members in order to promote workplace safety and wellness in our community; and

**WHEREAS**, the goal of the Safety Incentive program is to build a program that will be effective in promoting safe work practices, employee morale, and claims management; and

**WHEREAS**, the Township of Upper wishes to take advantage of the Safety Incentive Program and to authorize the execution and submittal of the 2026 Safety Contract to the ACMJIF; and

**WHEREAS**, the Safety Contract has been reviewed and approved by the Municipal Attorney and is attached hereto; 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 Mayor and Township Clerk of the Township of Upper are hereby authorized, directed, and empowered to sign and submit the Atlantic County Municipal Joint Insurance Fund 2026 Safety Contract.
3. All Township officials, officers and employees are empowered to take such action as may be necessary or advisable in order to carry out the intent and purpose of this Resolution.

Resolution No. 062-2026

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 9, 2026

Roll Call Vote:

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

11. Authorizing participation in the Fiscal Year 2027 Municipal Alliance Grant program.

**TOWNSHIP OF UPPER  
COUNTY OF CAPE MAY  
RESOLUTION**

**RESOLUTION NO. 063-2026**

**AUTHORIZING PARTICIPATION IN THE  
FISCAL YEAR 2027 MUNICIPAL ALLIANCE GRANT PROGRAM**

---

**WHEREAS**, the Governor’s Council on Substance Use Disorder (GCSUD) established the Municipal Alliances for the Prevention of Substance Use Disorder in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent substance use disorder in communities throughout New Jersey; and

**WHEREAS**, the Township Committee of the Township of Upper, County of Cape May, State of New Jersey recognizes that substance use disorder is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

**WHEREAS**, the Township Committee further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent substance use disorder in our community; and

**WHEREAS**, the Township Committee has applied for funding to the Governor’s Council on Substance Use Disorder through the County of Cape May.

**NOW THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Upper, County of Cape May, 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 submission of a strategic plan for the Township of Upper/City of Ocean City Municipal Alliance grant for fiscal year 2027 in the amount of:

GCSUD Grant Fund.....	\$18,894.00
Amount of Local Cash Match.....	\$ 4,723.50
Amount of Local In-Kind Match.....	\$14,170.50
<b>TOTAL BUDGET.....</b>	<b>\$37,788.00</b>

3. The Township of Upper Cash Match portion will be \$1,889.40.
4. The Township Committee acknowledges the terms and conditions for administering the

Municipal Alliance grant, including the administrative compliance and audit requirements.

- 5. All Township officials and officers are hereby authorized and directed to take all action necessary in order to carry out the intent and purpose of this Resolution.

Resolution No. 063-2026

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 9, 2026

Roll Call Vote:

Table with 5 columns: NAME, YES, NO, ABSTAIN, ABSENT. Rows include Casaccio, Nappen, S. Palombo, Z. Palombo, and Corson, with 'X' marks in the YES column.

- 12. Authorizing the adoption of the 2026 Cape May County Hazard Mitigation Plan.

TOWNSHIP OF UPPER
CAPE MAY COUNTY
RESOLUTION

RESOLUTION NO. 064-2026

RE: AUTHORIZING THE ADOPTION OF THE
2026 CAPE MAY COUNTY HAZARD MITIGATION PLAN

WHEREAS, the Upper Township Committee recognizes the threat that natural hazards pose to people and property within Upper Township; and

WHEREAS, the Township Committee has prepared a multi-hazard mitigation plan, hereby known as 2026 Cape May County Hazard Mitigation Plan in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, 2026 Cape May County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in Upper Township from the impacts of future hazards and disasters; and

WHEREAS, adoption by the Township Committee demonstrates their commitment to hazard mitigation and achieving the goals outlined in the 2026 Cape May County Hazard Mitigation Plan.

NOW, THEREFORE, BE IT RESOLVED that the Township Committee of the Township of Upper in the County of Cape May and State of New Jersey:

- 1. The allegations of the preamble are incorporated herein by this reference.
2. The Township of Upper hereby adopts the 2026 Cape May County Hazard Mitigation Plan. This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

Resolution No. 064-2026  
Offered by: Nappen  
Adopted: February 9, 2026  
Roll Call Vote:

Seconded by: Casaccio

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

13. Authorizing an amendment to the lease agreement with Jon Kevin Grubb for the property known as Block 382, Lots 11.01 and 11.02.

**TOWNSHIP OF UPPER  
CAPE MAY COUNTY  
RESOLUTION**

**RESOLUTION NO. 065-2026**

**RE: AUTHORIZING AN AMENDMENT TO THE LEASE AGREEMENT WITH  
JON KEVIN GRUBB FOR THE PROPERTY KNOWN  
AS BLOCK 382, LOTS 11.01 AND 11.02**

---

**WHEREAS**, the Township of Upper (“Lessee”) and Jon Kevin Grubb (“Lessor”) entered into a Lease Agreement, effective November 1, 2025, for the property known as 1750-1760 NJ Route 50, Tuckahoe, New Jersey, and identified as Block 382, Lots 11.01 and 11.02 on the Official Tax Map of the Township of Upper; and

**WHEREAS**, an amendment to said Lease Agreement is needed in order to grant the Lessor an extension of time to file the required land development applications; 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 hereby authorizes the Mayor to sign an Amendment to Lease Agreement, attached hereto as Exhibit A, with Jon Kevin Grubb for the premises known as Block 382, Lots 11.01 and 11.02.
3. The Amendment to Lease Agreement shall not be effective as between the Parties until such time as it is countersigned by the Lessor.

4. 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. 065-2026

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 9, 2026

Roll Call Vote:

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

14. Adopting revisions to the Upper Township Personnel Policies and Procedures Manual.

**TOWNSHIP OF UPPER  
CAPE MAY COUNTY  
RESOLUTION**

**RESOLUTION NO. 066-2026**

**RE: ADOPTING REVISIONS TO THE UPPER TOWNSHIP PERSONNEL POLICIES  
AND PROCEDURES MANUAL**

---

**WHEREAS**, the Township Committee of the Township of Upper has determined there is a need to adopt revisions to the Township’s Personnel Policies and Procedures Manual (the “Manual”) to revise the section entitled “No Smoking Policy”; and

**WHEREAS**, the Township Committee of the Township of Upper has reviewed and approved such revisions attached hereto as Exhibit A; and

**WHEREAS**, the Township Committee has determined that these revisions should be adopted to revise the existing Township Personnel Policies and Procedures Manual; 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 revisions to the Personnel Policies and Procedures Manual as set forth in the attached Exhibit A are hereby adopted and approved and modify the existing personnel policies, procedures, manuals and handbooks of the Township.

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. 066-2026

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 9, 2026

Roll Call Vote:

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

15. Authorizing the Township of Upper to issue a Request for Proposals (RFP) for Beach Vending Services.

**TOWNSHIP OF UPPER  
CAPE MAY COUNTY  
RESOLUTION**

**RESOLUTION NO. 067-2026**

**RE: AUTHORIZING THE TOWNSHIP OF UPPER TO ISSUE A REQUEST FOR PROPOSALS (RFP) FOR BEACH VENDING SERVICES**

**WHEREAS**, the Township of Upper (“Township”) owns and maintains public beaches within its jurisdiction; and

**WHEREAS**, the Township seeks to provide beach vending services to the public in a manner that is safe, orderly, and beneficial to the community; and

**WHEREAS**, the Township desires to issue a Request for Proposals (“RFP”) to solicit proposals from qualified vendors to provide beach vending services for the 2026 season; and

**WHEREAS**, the Township Clerk is responsible for posting public notices and ensuring compliance with all applicable New Jersey statutes, including the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq., and any other relevant regulations;

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Upper, County of Cape May, State of New Jersey, that:

1. The allegations of the preamble are incorporated herein by this reference.
2. The Township is hereby authorized to issue an RFP for beach vending services for the 2026 season.

- 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. 067-2026

Offered by: Nappen

Seconded by: Casaccio

Adopted: February 9, 2026

Roll Call Vote:

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

### ORDINANCES

### CORRESPONDENCE

### NEW BUSINESS

- The Activities Club of Oak Ridge, Inc. request to hold Raffle RA #614 at 516 Route 9 South, Marmora on August 6, 2026. **Motion by Victor Nappen, second by Tyler Casaccio, to approve the request. During roll call vote all five Committee members voted in the affirmative.**

### UNFINISHED BUSINESS

### PAYMENT OF BILLS

- "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 Victor Nappen, second by Zachary Palombo. During roll call vote four Committee members voted in the affirmative. Committeeman Casaccio abstained from voting on PO #26-0000175 and voted in the affirmative on the remaining items.**

Bills approved for payment: \$2,774,687.41

Payroll: \$252,178.51

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

There was no public comment.

### CLOSED SESSION

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

**RESOLUTION NO. 068-2026  
MOTION GOING INTO CLOSED SESSION  
FEBRUARY 9, 2026**

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. Contract negotiation – Special Legal Counsel
2. Contract negotiation – Special Legal Counsel, Tax Appeals
3. Contract negotiation – Appraisal Services

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 contract negotiations such matters will be made public when negotiations have ceased and there is no longer a reason for confidentiality.

Moved by: Zachary Palombo

Motion seconded by: Tyler Casaccio

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

**RECONVENE PUBLIC PORTION OF MEETING**

Motion by Tyler Casaccio, second by Zachary Palombo, 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 6:04 P.M., with a motion by Victor Nappen, second by Tyler Casaccio, and all five Committee members voting in the affirmative. The next regular Committee meeting is scheduled for February 23, 2026 at 6:30 P.M.

Minutes prepared by,

Joanne R. Herron, RMC  
Township Clerk

Bills

86970 02/09/26 H0097 HERRON, JOANNE R. 30.00 3443  
86971 02/09/26 P0136 POSTNET 3.99 3427  
86972 02/09/26 N0015 N.J. STATE DEPT. OF HEALTH 325.80 3479  
86973 02/09/26 T0071 TOWNSHIP OF UPPER DOG ACCOUNT 655.20 3479  
86974 02/09/26 U0028 UPPER TOWNSHIP BD.OF EDUCATION 2,651,948.00 3479  
86975 02/09/26 A0025 ADVANTAGE RENTAL & SALES 621.61 3480  
86976 02/09/26 A0091 ATLANTIC CITY ELECTRIC 8,558.92 3480  
86977 02/09/26 A0117 AT&T 410.22 3480  
86978 02/09/26 A0191 ACTION UNIFORM CO. LLC 42.00 3480  
86979 02/09/26 A0212 ANCERO, LLC 991.01 3480  
86980 02/09/26 A0218 ATLANTIC CITY CYCLE CENTER LLC 15,460.91 3480  
86981 02/09/26 A0235 AMAZON CAPITAL SERVICES, INC. 114.61 3480  
86982 02/09/26 A0248 AIRESRING, INC. 1,259.37 3480  
86983 02/09/26 A0260 AMENHAUSER, JOHN P. 7,500.00 3480  
86984 02/09/26 A0265 ARC REPROGRAPHICS SJ, INC 225.00 3480  
86985 02/09/26 B0090 BROADLEY'S MDI 2,987.50 3480  
86986 02/09/26 B0220 BERGEY'S TRUCK CENTERS 1,584.05 3480  
86987 02/09/26 B0287 BIGLEAF NETWORKS, INC. 732.88 3480  
86988 02/09/26 C0009 CAPE MAY COUNTY TCTA 485.00 3480

86989 02/09/26 C0042 CAMPBELL SUPPLY COMPANY 115.10 3480  
86990 02/09/26 C0068 COMCAST 1,482.29 3480  
86991 02/09/26 C0091 CHISHOLM, JOHN R. 55.17 3480  
86992 02/09/26 C0223 CASA PAYROLL SERVICE 270.20 3480  
86993 02/09/26 C0247 CMRS-FP 2,000.00 3480  
86994 02/09/26 C0305 CM3 BUILDING SOLUTIONS, INC. 432.00 3480  
86995 02/09/26 C0307 CNS ACQUISITION CORPORATION 1,000.00 3480  
86996 02/09/26 C0346 CME ASSOCIATES 1,627.25 3480  
86997 02/09/26 C0352 COLUMN SOFTWARE, PBC 770.84 3480  
86998 02/09/26 C0362 CLINICAL DESIGN LLC 1,875.00 3480  
86999 02/09/26 D0186 DOCUTREND IMAGING SOLUTIONS 8.00 3480  
87000 02/09/26 E0012 EHRlich PEST CONTROL INC 155.58 3480  
87001 02/09/26 G0028 GENTILINI FORD, INC. 0.00 02/09/26 VOID 0  
87002 02/09/26 G0028 GENTILINI FORD, INC. 1,430.49 3480  
87003 02/09/26 G0120 PATRICK F. MARTIN 2,083.33 3480  
87004 02/09/26 G0147 GREATAMERICA FINANCIAL SVCS. 191.00 3480  
87005 02/09/26 G0214 Green, Nicholas 31.75 3480  
87006 02/09/26 H0073 HOME DEPOT CRC/GECF 681.99 3480  
87007 02/09/26 H0180 HD SUPPLY FACILITIES MANT 54.96 3480  
87008 02/09/26 I0047 IZONE 1,390.22 3480  
87009 02/09/26 J0077 Jackson Anthony 31.75 3480  
87010 02/09/26 K0100 KEEN COMPRESSED GAS CO. 662.45 3480  
87011 02/09/26 L0034 LAYTON, BRENDA 4,440.00 3480  
87012 02/09/26 M0046 MASON, DAVID 4,440.00 3480  
87013 02/09/26 M0345 MAJESTIC OIL 4,224.62 3480  
87014 02/09/26 N0004 NJ-AMERICAN WATER CO. 112.74 3480  
87015 02/09/26 N0043 NAPA AUTO PARTS 435.81 3480  
87016 02/09/26 N0052 NATL ALLIANCE FOR YOUTH SPORTS 435.00 3480  
87017 02/09/26 N0154 NEW HORIZON COMMUNICATIONS 1,274.78 3480  
87018 02/09/26 N0171 NATIONAL HIGHWAY PRODUCTS INC. 1,850.40 3480  
87019 02/09/26 O0006 SJSHORE MARKETING,LLC 325.00 3480  
87020 02/09/26 P0032 PEDRONI FUEL CO. 1,112.90 3480  
87021 02/09/26 R0030 RIGGINS, INC. 0.00 02/09/26 VOID 0  
87022 02/09/26 R0030 RIGGINS, INC. 10,272.00 3480  
87023 02/09/26 R0076 REGISTRARS' ASSOCIATION N.J. 50.00 3480  
87024 02/09/26 R0100 ROBERTS OXYGEN COMPANY, INC. 133.95 3480  
87025 02/09/26 R0101 R.R. DONNELLEY 106.50 3480  
87026 02/09/26 S0018 SUBURBAN PROPANE, LP 1,674.24 3480  
87027 02/09/26 S0035 SCHOPPY WILLIAM TROPHY CO. 44.09 3480  
87028 02/09/26 S0057 SERVICE TIRE TRUCK CENTERS 425.29 3480  
87029 02/09/26 S0072 SEGIn, STEWART S. 66.22 3480  
87030 02/09/26 S0134 SO. JERSEY GAS COMPANY 2,450.95 3480  
87031 02/09/26 S0239 SHORE ANIMAL CONTROL SERV LLC 4,550.00 3480  
87032 02/09/26 S0253 SAMPLE MEDIA, INC. 71.50 3480  
87033 02/09/26 S0363 STARR SEPTIC, LLC. 280.00 3480  
87034 02/09/26 S309 Sharp, Joseph 179.99 3480  
87035 02/09/26 T0076 TREASURER, STATE OF N.J. 749.00 3480  
87036 02/09/26 U0067 UT HEALTH REIMB. ACCOUNT 14,485.17 3480  
87037 02/09/26 U0076 U.S.BANK NATIONAL ASSOCIATION 92.73 3480  
87038 02/09/26 U0077 UNITED UNIFORMS LLC 1,079.00 3480  
87039 02/09/26 V0013 VERIZON WIRELESS 278.27 3480  
87040 02/09/26 V0024 VAL-U AUTO PARTS L.L.C. 827.34 3480  
87041 02/09/26 V0025 V.E. RALPH & SON,INC. 1,205.11 3480  
87042 02/09/26 V0052 VIKING TERMITE & PEST CONTROL 76.05 3480  
87043 02/09/26 W0131 WEX BANK 98.30 3480  
87044 02/09/26 W0135 THE LAW OFFICE OF BRANDON D 1,048.46 3480  
87045 02/09/26 W0137 WARWICK GROUP CONSULTANTS LLC 5,000.00 3480  
87046 02/09/26 X0008 XEROX FINANCIAL SERVICES 171.30 3480  
87047 02/09/26 Z0017 ZOLL DATA SYSTEMS, INC. 335.26 3480  
Total: \$2,774,687.41

