

# REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE

NOVEMBER 20, 2012 – 7:00 P.M.

## Meeting called to order.

Opening Announcement

Pledge of Allegiance & Moment of Silence

Roll Call & Determination of Quorum

## Special Presentations:

James H. Pickering, Jr., Esq. will be present representing Pine Haven, LLC regarding their request to place certain improvements within 200 feet of a road, within 200 feet of a dwelling, and within 100 feet of a property line, which would be a waiver of Chapter 75, Section 2, Item C (a) in concurrence with Planning Board Resolution No. 2012-08.

## Public Comment on Agenda Items:

Review of Consent & Regular Agenda Items

## Consent Agenda

Approval of Minutes

Res. #2012-130

May 15, 2012 (Regular Meeting)

Authorizing the Release of a Performance Bond for Block 251, Lots 8,9,13,14,15,16,18,22,103,105 106 – Pine Haven LLC Phase II.

Res. #2012-131

Authorizing a Professional Service Contract for Pogue, Inc. to Coordinate Alcohol and Drug Testing Services.

Res. #2012-132

Approving the Specifications for a 2012 or Newer Emergency Medical Vehicle and Authorizing the Clerk and Engineer to go to Bid for the Same.

Res. #2012-133

Authorizing the Chief Finance Officer to Execute the Administrative Services Agreement with Nationwide Retirement Solutions, Inc. for the Township's Deferred Compensation Program.

Res. #2012-134

Authorizing the Mayor and Municipal Clerk to Execute the Necessary Documents to Allow the Township's Athletic Associations to Participate in Stream Energy Power Up Program. (Discussion and possible adoption).

Res. #2012-135

Concurring with Planning Board Resolution No. 2012-08 and Allowing for Approval of Construction in Accordance with Dennis Township Code §75-2(C)(a). (Discussion and possible adoption).

Ord. #2012-12

An Ordinance Amending Chapter 75 and 185 of the Code of the Township of Dennis (Clarifying the Requirements for Campground Construction and Permitting and Adding Campground Requirements to the Zoning Code) 1<sup>st</sup> reading (2<sup>nd</sup> reading & public hearing 12/18/2012).

# REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE

NOVEMBER 20, 2012 – 7:00 P.M. (page 2)

## Motion for the Bills

Motion authorizing the payment of the bills, providing that proper vouchers have been filed and that funds are available.                      General Account                      \$

## Administrative Reports

Construction Official's Report	October, 2012
Tax Collector's Report	October, 2012
Engineer's Report	

## General Public Comments

## Committee Comments

## Adjournment

**TOWNSHIP OF DENNIS  
DENNISVILLE, NJ  
MAY 15, 2012**

**7:00 P.M. TWP. COMMITTEE REGULAR MEETING**

Mayor Glembocki opened the meeting in compliance with the Open Public Meetings Act requirements.

Mayor Glembocki presided with Committeemembers: DiCicco, Murphy, Germanio and Teefy present.

Mayor Glembocki asked for a moment of silence for our troops and any personal reasons and Committeeman DiCicco read a list of recent soldiers lost in Afghanistan and Iraq.

Jerry Velazques of TRIAD Associations was present and gave a presentation regarding possible grant opportunities for the Township. Mr. Velazques gave a brief history about TRIAD Associates and indicated that some grants for fire companies and infrastructure are coming. He recommended them meeting with a couple of Committee Members to get a feel for the Township's needs and its Capital Budget. Mr. Velazques also commented on sharing opportunities with the School District. The Committee thanked Mr. Velazques and indicated they look forward to working with him. Mr. Velazques commented on great opportunities with lower match requirements due to the economy.

Motion was made by Teefy, seconded by Murphy, with 5 ayes and no nays, that the following Officer's Report were approved:

Tax Collector's Report	-	April, 2012
Construction Official's Report	-	April, 2012

Mayor Glembocki commented on the Township Committee's desire to pursue the completion of the Plan Endorsement Process and the Committee discussed authorizing the Clerk to notify the State Department of Planning Advocacy as well as authorizing the Engineer to coordinate with the State and County with regards to the Water Quality Management Plan for Dennis Township. Mayor Glembocki asked the Engineer, Jack Gibson to comment as well as Leslie Gimeno the Director of the County's Planning Department. Mr. Gibson and Mrs. Gimeno commented on the Waste Water Management Plan and how it relates to the Plan Endorsement. Mr. Gibson commented on reducing the number of units in the Ocean View Center and the Clermont Center. He indicated that it is very important to the business owners in those areas to be included in the County's Waste Water Management Plan. Mr. Gibson indicated that two items that needed to be done, 1) the State's Office of Planning Advocacy needs to be notified of the Township's desire to achieve Plan Endorsement and that 2) Mr. Gibson needs to be authorized to coordinate the process. Mrs. Gimeno commented on the County's Waste Water Quality Plan. She commented on sewer development difficulties with the NJDEP for the business areas due to lack of the Plan Endorsement and gave examples. Mrs. Gimeno indicated that if the Township were successful in getting our Centers together and that they could be whatever we wanted them to look like, then the NJDEP could approve projects within those centers. Mayor Glembocki questioned the availability of lots that would be in a Center but not currently within the Water Quality Plan ability to obtain NJDEP approvals and Mrs. Gimeno stated that the NJDEP recognized the Centers. Deputy Mayor Teefy questioned the sewer requirements from restaurants. Committeeman DiCicco stated that there have been talks with New Jersey American Water reference running a water line down Route 9 and he asked Mrs. Gimeno if the Plan included water. Mrs. Gimeno indicated that water supply is mentioned generally in the

Plan, but not specifics. Mr. Gibson commented on items that were included such as Campgrounds and Pinelands. Mrs. Gimeno commented on the Memorandum of Agreement with the NJ DEP and the Pinelands. Mr. Gibson commented on isolated cases such as the Recreation Complex and the Municipal Complex and he indicated that the Committee and the Planning Board Members are encouraged to make suggestions. Mr. Gibson commented on the Plan amendment process. Mrs. Gimeno commented on help the Township could receive from the County thru a grant that the County has from the NJDEP. Mayor Glembocki commented on the Plan Endorsement Process. Committeeman Germanio asked if Mr. Gibson could get together a list of some drawbacks and downsides to the Plan. Committeeman Murphy commented on concerns that residents have had with the Clermont Center. Mr. Gibson indicated that he had reviewed previous meeting's minutes and commented on shrinking the Clermont Center. He indicated that he has been in contact with the State Department of Planning Advocacy and that they are being more flexible. Mr. Gibson indicated that problems that we have experienced with the Master Plan do not have to follow us with the Water Quality Management process we just need to finish it so that we can participate in the Water Quality Management process. Mr. Donohue asked Mr. Gibson what action was needed now and Mr. Gibson advised that authorization was needed for the Clerk to forward a letter to the State Department of Planning Advocacy indicated that Township's desire to pursue Plan Endorsement and authorization for Mr. Gibson to coordinate with the State and County with regards to the Water Quality Management Plan for Dennis Township.

Motion was made by Teefy, seconded by DiCicco, with 5 ayes and no nays, that the above referenced authorizations for the Municipal Clerk and Municipal Engineer were made.

The Committee discussed correspondence from the former Environmental Commission regarding outdoor wood boilers. Mayor Glembocki indicated that later this evening they would be appointing members to the newly established Natural Resources Committee and they would forward this issue to them for their review. Mr. Donohue advised the Mayor that he had a file on this issue that he could provide to the Natural Resources Committee. Committeeman DiCicco asked if these boilers were an issue here in Dennis Township. Mayor Glembocki indicated that he had been contacted by the Environmental Commission of one situation and witnessed the effects first hand. He indicated that he believes it to be an issue and with the economy the way it is the numbers will increase. Mr. Donohue indicated that it becomes a very challenging enforcement issue and he commented further on NJDEP issues. The Committee discussed their appearance and the major issue of the smoke due to the stack being much shorter than a woodstove type that is inside a house with a much taller chimney. The Committee also discussed possible zoning issues with these outside wood boilers. Alma George, a former Environmental Commission Member, shared with the Committee that there are currently 3 of these boilers that they are aware of and that 1 was inspected by the NJDEP which required a clear stack be installed to regulate emissions. Mrs. George commented further on the outside wood boilers and indicated that a real concern is that a lot of them are self built. There was a general discussion regarding possible permits that would be required. Mrs. George continued to comment and indicated that she feels they need to be regulated. Mayor Glembocki reiterated that this issue will be forwarded to the Natural Resources Committee and it will be one of the first issues they start working on.

The Committee discussed the renewal of the contract with South Jersey Technical Partnership for the remote server maintenance. The Clerk gave some history of how we came by using SJTP which was thru sharing of the PARIS grant funds with the County. The Committee requested that the Solicitor review the new and old contract. The Mayor indicated that we should look into obtaining quotes from a more local provider.

Committeeman Germanio explained the Shared Services Agreement with Upper Township and the Borough of Woodbine for the Radar Unit. He reviewed the costs associated with the maintenance with the Radar Unit that he obtained from Assistant

Supervisor of Public Works. Committeeman Germanio voiced concerns regarding how the unit is calibrated. Committeeman Murphy talked about the future of the program due to the age of the unit. The Committee discussed options available such as use of the County unit. Committeeman Germanio indicated that the State Police unit stores data so you can evaluate when the speeding is occurring.

Motion was made by Teefy, seconded by Glembocki, with all in favor, that the Clerk proceed with the renewal of the Shared Service Agreement for the Radar Unit.

The Committee discussed increasing the fees for Vital Statistics. The Mayor asked that the Committee review the information that is attached which shows fees charged by other municipalities and that the issue will be on the next worksession agenda for further discussion.

Committeeman Germanio commented on the School's request to store buses in our Public Works Yard. He indicated that the School was acquiring 7-8 new buses that they needed to store due to lack of space in their own facility. Committeeman Germanio commented on the electrical needs that the buses would require and indicated that the School would assume the costs associated with them. He indicated that he is all for helping the School and would not charge for the use of the lot and from the School to pay for all the costs associated with the required electric. Committeeman Germanio indicated that we would have to supply the bus drivers with gate keys. The Committee discussed the busing issue and School Board Member, Jesse Gery, commented. The Committee discussed the length of agreement and advised the Solicitor to draft a Shared Services Agreement with the School to store 7-8 buses in our Public Works yard for one (1) year at no fee except for the School to assume the electrical costs associated with this project.

Committeeman Germanio commented on the Cable Franchise Renewal and the required Public Hearing. The Clerk indicated that the proposed date of July 17<sup>th</sup> would be ok for the time frame. He commented on issues with the wires and what has been replaced such as wires going down the roads and ones that haven't such as wires going to houses and these issues are being addressed. Committeeman Germanio also indicated that there are certain areas, such as Stoney Court, that are not being serviced and that must be addressed also. He asked if anyone know of other areas that are not being serviced that they advise the Committee so those issues can be addressed also. Committeeman DiCicco questioned when we could sit down with Comcast to discuss these issues. Committeeman Germanio stated that he sent out an email today to Mr. DeAndrea requesting possible dates. The Committee discussed the need for a local Channel. The Solicitor advised the Committee that the Clerk must comply with advertising requirements for the Public Hearing on July 17<sup>th</sup> and would need a motion authorizing her to do so.

Motion was made by Teefy, seconded by Murphy, with all in favor that the Municipal Clerk be authorized to comply with the 45 day and 15 day noticing requirement for the July 17<sup>th</sup> Comcast Public Hearing.

Motion was made by Teefy, seconded by Germanio, with all in favor that the meeting be open for public comment.

Alma George, Ocean View commented on the website and indicated that the ordinances to abolish the Environmental Commission and the Zoning Board were done at the same time, however the website reflects that the Environmental Commission is abolished and a Natural Resources Committee was created, however it still shows the Zoning Board even though they were abolished and their duties vested in the Planning Board. The Solicitor

explained that there are applications pending before the Zoning Board that must be completed.

Mrs. George questioned how the Committee was going to proceed with the Natural Resources Committee and indicated that she wanted to bring to the Committee's attention an issue with the Community Shade Tree and Forestry Act. Mrs. George let the Committee know that the Environmental Commission was able to submit the Annual Accomplishment Report in time. She commented on the required C.O.R.E. training that 1 employee and 1 volunteer are required to be certified and that the C.O.R.E. trained employee was Clarence Ryan and the training follows the person not the facility and the Township would now need to get another employee C.O.R.E. trained. Mrs. George advised the Committee that the next training will be available in October. Mrs. George indicated that she is the C.O.R.E. trained volunteer and if she is not serving in an official capacity, the Township would need to get a C.O.R.E. volunteer as well. She has checked with the State and the Mayor is allowed to appoint her to just that purpose. Mrs. George continued regarding the Community Forestry Plan and its importance. Mrs. George commented on the outdoor wood boilers and indicated that the Cape May County Health Department and the NJDEP will come out to investigate these issues.

Mayor Glembocki asked the Solicitor to look into the Community Forestry Plan & Act and give a legal opinion. Mrs. George indicated that she has all the information and will forward it to Mr. Donohue.

Jesse Gery, School Board Member, thanked the Committee for the use of the Public Works yard to house the buses.

Motion was made by Murphy, seconded by Germanio, with all in favor that the public comment portion of the meeting be closed.

Motion was made by Teefy, seconded by Germanio, Committeeman DiCicco indicated that the Municipal Budget is a perfect storm and a tri-facta with is raising taxes, the municipality losing employees and which will result in some loss of some services. He indicated that it was unfortunate and commented on holding the line on taxes and services in pass years under different Mayors and various Committee Members such as Jim Pettit, Ed Beck and Gene Glembocki. Committeeman DiCicco reiterated that it was unfortunate and that regrettably he has to vote no, Committeeman Murphy voted yes, Committeeman Germanio voted yes and indicated that for Committeeman DiCicco to indicate that the cuts are because of the current Committee and not the previous Committee is not reasonable and he disagrees emphatically, Deputy Mayor Teefy indicated that he agrees with Committeeman Germanio and that unfortunately they were handed a financial problem that Committeeman DiCicco could have been looking at for the last six years and could have taken the advise of the Township's Auditor and has slight increases and not be in the situation we are in here in 2012 and if the problem was taken previous years they would not be were they are at today. Deputy Mayor Teefy stated that unfortunately there a tough decisions to be made and we have to make them now to insure the Township keeps running. He reiterated that he disagreed with Committeeman DiCicco and indicated this issues should have been address years ago with previous Committee Members. Deputy Mayor Teefy indicated that to vote no when you offered no input with the budget is not the answer and he voted yes on the budget.

Let the record reflect that Mr. Dave Weygand from Belleplain indicated that he was sorry he should have spoken during the public comment, but he needs to leave due to his son, Jared, having homework to do. He thanked the Mayor, Committeeman Germanio and the Engineer, Mr. Gibson for their help with his son's Eagle Scout Project. Mr. Weygand indicated that a damper had been on it and you guys stepped in and did the right thing and it is back on track.

Mayor Glembocki asked Mr. Weygand to stay because he was going to address Jared's Eagle Scout Project during his Committee Comments.

The Clerk continued the roll call on the 2012 Municipal Budget with Mayor Glembocki who voted yes. Resolution No. 2012-74 to adopt the 2012 Municipal Budget was passed with 4 ayes and 1 nay (DiCicco):

**SECTION 2 - UPON ADOPTION FOR YEAR 2012**  
 (Only to be Included in the Budget as Finally Adopted)

**RESOLUTION NO. 2012-74**

Be it Resolved by the DENNIS TOWNSHIP COMMITTEE of the CAPE MAY TOWNSHIP  
 of DENNIS County of CAPE MAY that the budget hereinbefore set forth is hereby  
 adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$ 1,749,509.81 (Item 2 below) for municipal purposes, and
- (b) \$ - (Item 3 below) for school purposes in Type I School Districts only (N.J.S. 18A:9-2) to be raised by taxation and;
- (c) \$ - (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in Type II School Districts only (N.J.S. 18A:9-3) and certification to the County Board of Taxation of the following summary of general revenues and appropriations:
- (d) \$ - (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy

**RECORDED VOTE**  
 (insert last name)

<p><b>Ayes</b></p> <div style="border: 1px solid black; padding: 5px; display: inline-block;">           MURPHY            GERMANIO            TERRY            GLIMBOCKI         </div>	<p><b>Nays</b></p> <div style="border: 1px solid black; padding: 5px; display: inline-block;">           DISTICOLO         </div>	<p><b>Abstained</b></p> <div style="border: 1px solid black; width: 50px; height: 20px; margin: 0 auto;"></div>	<p><b>Absent</b></p> <div style="border: 1px solid black; width: 50px; height: 20px; margin: 0 auto;"></div>
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**SUMMARY OF REVENUES**

<b>1. General Revenues</b>			
Surplus Anticipated		08-100	\$ 698,000.00
Miscellaneous Revenues Anticipated		13-099	\$ 1,839,223.22
Receipts from Delinquent Taxes		15-499	\$ 365,000.00
<b>2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6(a), Sheet 11)</b>			
<b>3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:</b>			
Item 6, Sheet 42	07-195		
Item 6(b), Sheet 11 (N.J.S. 40A:4-14)	07-191		
TOTAL AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY			
<b>4. To Be Added TO THE CERTIFICATE FOR THE AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:</b>			
Item 6(b), Sheet 11 (N.J.S. 40A-4-14)		07-191	
<b>Total Revenues</b>		13-299	\$ 4,651,733.03

**SUMMARY OF APPROPRIATIONS**

<b>5. GENERAL APPROPRIATIONS:</b>		XXXXXX	XXXXXXXXXXXXXXXXXX
<u>Within "CAPS"</u>		XXXXXX	XXXXXXXXXXXXXXXXXX
(a & b) Operations Including Contingent		34-201	\$ 3,247,555.00
(e) Deferred Charges and Statutory Expenditures - Municipal		34-209	\$ 256,741.01
(g) Cash Deficit		46-885	\$ -
<b>Excluded from "CAPS"</b>		XXXXXX	XXXXXXXXXXXXXXXXXX
(a) Operations - Total Operations Excluded from "CAPS"		34-305	\$ 38,675.22
(c) Capital Improvements		44-999	\$ -
(d) Municipal Debt Service		45-999	\$ 669,477.00
(e) Deferred Charges - Municipal		46-999	\$ 11,500.00
(f) Judgments		37-480	\$ -
(n) Transferred to Board of Education for Use of Local Schools (N.J.S. 40:48-17.1 & 17.3)		29-405	\$ -
(g) Cash Deficit		46-885	\$ -
(k) For Local District School Purposes		29-410	\$ -
(m) Reserve for Uncollected Taxes		50-899	\$ 427,784.80
<b>6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICT ONLY (N.J.S. 40A:4-13)</b>		07-195	
<b>Total Appropriations</b>		34-499	\$ 4,651,733.03

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on 15th day of May, 2012. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2012 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this 15th day of May, 2012, [Signature], Clerk

Let the record reflect that the following Resolution Nos. 2012-75 thru 2012-80 were part of a consent agenda with a block roll call vote.

Motion was made by Germanio, seconded by DiCicco, Committecman DiCicco questioned Resolution No. 2012-75 – Authorizing the Formation of a Minutes Review Committee and asked if it was going to be a formal Committee. Solicitor Donohue explained and indicated that it has always been a requirement to release closed session minutes when they are no longer confidential. He stated that a couple years ago it was reiterated that this must be done on a regular basis and most towns have an “adhoc” committee some by motion and some by resolution which he feels is better. Mr. Donohue indicated that it is usually the Solicitor, the Clerk and a member of the governing body (usually the Mayor) and that they go over the closed session minutes and make an initial determination on what is no longer confidential and then it would go to the governing body probably in an Executive Session to review so that they can be released. The resolutions were adopted with 5 ayes and no nays:

#### **RESOLUTION NO. 2012-75**

#### **A RESOLUTION AUTHORIZING THE FORMATION OF A MINUTES REVIEW COMMITTEE**

WHEREAS, the Township Committee of the Township of Dennis in the County of Cape May and State of New Jersey is empowered by law to conduct from time-to-time certain executive sessions not open to the public; and

WHEREAS, the Township Clerk maintains certain written minutes of the proceedings of those executive sessions; and

WHEREAS, recent developments in the law require the Township to make periodic review of those executive session minutes and to release certain portions no longer deemed confidential; and

WHEREAS, the Township Committee desires to have an established process for the review and release of such minutes and the Committee is authorized by law to create certain committees necessary for the effectuation of the administration of government;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Dennis, duly assembled in public session this 15<sup>th</sup> day of May, 2012, as follows:

1. The preamble of this Resolution is incorporated here by reference;
2. There shall be and is hereby created a Minutes Review Committee (“MRC”) consisting of the Township Clerk, the Mayor and the Township Solicitor, for the purpose of periodically reviewing the executive session minutes of the Township and making a recommendation on the release of such minutes to the Township Committee;
3. The MRC shall have no power to take action on behalf of the Township and shall not be a “Public Body” within the meaning of the Open Public Meetings Act;
4. The MRC shall be governed in its activities by the provisions of this Resolution;
5. The MRC shall meet on an “as needed” basis to comply with certain records requests but shall meet at least quarterly in order to review executive session minutes and make recommendations to the Township Committee on the release of certain portions thereof;

6. The decision to reclassify the minutes of any executive session shall be made only by the Township Committee on motion in open session after reviewing the recommendation of the MRC in executive session and shall be based on the finding that public disclosure of such minutes will not be detrimental to the public interest under applicable exceptions to the Open Public Meetings Act allowable for executive sessions
7. Where more than one matter was discussed during an executive session, it may be appropriate to reclassify certain items and others, provided that all materials required to be reclassified are included in released minutes.
8. Reclassified minutes will be included in the regular minutes once released and treated as other open session minutes.

ATTEST

Jacqueline B. Justice, RMC/Clerk

ATTEST

Eugene L. Glembocki, Mayor

HB-0077-0510

STATE OF NEW JERSEY — DEPARTMENT OF THE TREASURY  
 DIVISION OF PENSIONS AND BENEFITS  
 STATE HEALTH BENEFITS PROGRAM  
 SCHOOL EMPLOYEES' HEALTH BENEFITS PROGRAM  
 PO BOX 299 TRENTON, NEW JERSEY 08625-0299

**RESOLUTION** 2012 - 76

A RESOLUTION to authorize participation in the State Health Benefits Program and/or School Employees' Health Benefits Program of the State of New Jersey.

BE IT RESOLVED:

1. The Township of Dennis 216-000-529  
CORPORATE NAME OF EMPLOYER STATE SOCIAL SECURITY I.D. NUMBER  
 hereby elects to participate in the Health Program provided by the New Jersey State Health Benefits Act of the State of New Jersey (N.J.S.A. 52:14-17.26 and N.J.S.A. 52:14-17.46.2) and to authorize coverage for all the employees and their dependents thereunder in accordance with the statute and regulations adopted by the State Health Benefits Commission and/or School Employees' Health Benefits Commission.
2. A.  We elect to participate in the Employee Prescription Drug Plan defined by N.J.S.A. 52:14-17.25 et seq. and authorize coverage for all employees and their dependents in accordance with the statute and regulations adopted by the State Health Benefits Commission and/or School Employees' Health Benefits Commission.  
 B.  We will be maintaining \_\_\_\_\_ as our prescription drug plan.  
NAME OF PLAN  
 C.  We will not have a stand-alone prescription drug plan and understand that prescription drug coverage will be provided based on the medical plan chosen by the subscriber.
3. A.  We elect to participate in the Employee Dental Plans defined by N.J.S.A. 52:14-17.25 et seq. and authorize coverage for all employees and their dependents in accordance with the statute and regulations adopted by the State Health Benefits Commission.  
 B.  We will be maintaining \_\_\_\_\_ as our dental plan.  
NAME OF PLAN  
 C.  We will not have a dental plan.
4. We elect \_\_\_\_\_ hours per week (average) as the minimum requirement for full time status in accordance with N.J.A.C. 17:9-4.6.
5. As a participating employer we will remit to the State Treasury all charges due on account of employee and dependent coverage and periodic charges in accordance with the requirements of the statute and the rules and regulations duly promulgated thereunder.
6. We hereby appoint Glenn O. Clarke, Chief Financial Officer to act as  
NAME/TITLE  
 Certifying Officer in the administration of this program.
7. This resolution shall take effect immediately and coverage shall be effective as of 07/01/2012  
DATE  
 or as soon thereafter as it may be effectuated pursuant to the statutes and regulations (can be no less than 75 or 90 days pursuant to the provisions of N.J.S.A. 17:9-1.4).

NOTE: AN INDIVIDUAL IS PERMITTED COVERAGE AS AN EMPLOYEE, RETIREE, OR DEPENDENT. MULTIPLE COVERAGE UNDER THE SHBP OR SEHP IS PROHIBITED.

- <sup>1</sup> If not electing prescription drug coverage and/or dental plan participation through the State Health Benefits Program or School Employees' Health Benefits Program, attach copies of the current prescription drug and dental plan contracts.
- <sup>2</sup> As of 6/1/2010, may not be less than 25 hours per week for employees, or 35 hours per week for elected or appointed officials.

I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the:

25 Active Employees as of 04/30/2012  
NUMBER OF EMPLOYEES  
Township of Dennis  
CORPORATE NAME OF EMPLOYER  
571 Petersburg Road, P.O. Box 204  
STREET ADDRESS  
 on the 15th day of May, 2012  
Glenn O. Clarke  
SIGNATURE  
Dennisville, NJ 08214  
CITY STATE ZIP CODE  
(609) 861 - 9708  
AREA CODE TELEPHONE  
Chief Financial Officer/Certifying Officer  
OFFICIAL TITLE  
216-000-529  
EMPLOYER'S STATE SOCIAL SECURITY IDENTIFICATION NUMBER

ATTEST

Jacqueline B. Justice, Clerk

ATTEST

Eugene L. Glembocki, Mayor

**RESOLUTION NO. 2012-77**

**RESOLUTION APPOINTING MEMBERS TO THE  
NATURAL RESOURCES COMMITTEE**

**WHEREAS**, the Dennis Township Committee adopted Ordinance No. 2012-03 on April 16, 2012; and

**WHEREAS**, said ordinance establishes a Natural Resources Committee and allows for the appointment of its members; and

**WHEREAS**, the Township Committee desires to appoint the Members of the Natural Resources Committee at this time.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the following list be the Public Members of the Natural Resources Committee: Lorraine Baldwin, Edward J. Chelius, Lisa Salimbene, Eileen Turner, Chairperson, Bob Bonnet and Bob Penrose.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Eugene L. Glembocki, Mayor

**RESOLUTION NO. 2012-78**

**RESOLUTION SUPPORTING THE PHASED-IN FUNDING RESTORATION  
FOR MUNICIPAL PROPERTY TAX RELIEF**

**WHEREAS**, taxes on gas and electric utilities were originally collected by the host municipalities, and when the State made itself the collection agent for these taxes, it promised to dedicate the proceeds to municipal property tax relief; and

**WHEREAS**, just as municipalities collect property taxes for the benefit of school districts, counties and other entities; the State is supposed to collect Energy Taxes for the benefit of municipal governments; and

**WHEREAS**, for years, though, State budget makers have diverted funding from Energy Taxes to fund State programs; and

**WHEREAS**, the cumulative impact of years of underfunding has left many municipalities with serious needs and burdensome property taxes; and

**WHEREAS**, municipalities lost \$331 million in combined Energy Tax and Consolidated Municipal Property Tax Relief Aid (CMPTRA) funding in Fiscal Years 2009, 2010, and 2011, while also being denied scheduled incremental funding; and

**WHEREAS**, as a result of these cuts, in a number of municipalities property taxes are higher now, despite the fact that they are spending less, proving that the State's diversion of tax relief funding has overwhelmed local efforts to reduce property taxes; and

**WHEREAS**, S-1900, sponsored by Senators Paul Sarlo and Linda Greenstein, and A-2921, sponsored by Assemblyman Troy Singleton, would phase-in, over five years, the restoration of \$331 million in municipal property tax relief funding, and ensure that each municipality will be restored to the 2007 (SFY 2008) ETR/CMPTRA level.; and

**WHEREAS**, the sponsors recognize that the loss of those revenues has led to increased property taxes and has hampered local efforts to meet local needs; and

**WHEREAS**, the sponsors agree that the time has come to begin to restore to local budgets the millions that were cut to meet State needs in FY 2009, 2010 and 2011; and

**WHEREAS**, the restoration of \$66.2 million this year is a great first step, which should be easily manageable in a budget that is slated to grow to \$32.15 Billion in the coming year; and the restoration of \$331 million, in 20% increments, over five years will make a big difference in municipalities all around New Jersey; and

**WHEREAS**, the bill would apply the protection of the 'poison pill' to the SFY 2012 distribution of CMPTRA funding, which will prevent further shifts of CMPTRA funding; and which will help to further restrain the appetites of future State policy makers for these municipal property tax relief resources; now therefore be it

**NOW THEREFORE BE IT RESOLVED**, that the Township Committee of the Township of Dennis, County of Cape May and State of New Jersey salutes the sponsors for listening to the Mayors in their districts and all around New Jersey and for advancing this legislation; and be it further

**BE IT FURTHER RESOLVED** that we enthusiastically support S-1900/A-2921, together with any refinements that may be needed to account for any recent changes in the statutes governing local budgets in order to provide municipalities with appropriate budgetary flexibility; and be it finally

**BE IT FURTHER RESOLVED** that certified copies of this Resolution be forwarded to Governor Chris Christie, Lieutenant Governor Kim Guadagno, Department of Community Affairs Acting Commissioner Richard Constable, our State Senator Jeff Van Drew, our Assemblymen Nelson Albano and Matt Milam, and to the New Jersey League of Municipalities.

ATTEST \_\_\_\_\_ ATTEST \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Eugene L. Glembocki, Mayor

**RESOLUTION NO. 2012-79**

**RESOLUTION AUTHORIZING THE ISSUANCE OF A  
2012 CAMPGROUND LICENSE**

**WHEREAS**, pursuant to Chapter 75 of the Code of the Township of Dennis, the Township Committee is required to approve the issuance of Campground Licenses; and

**WHEREAS**, the Clerk's Office has received the necessary compliance items to issue the following license:

Lake & Shore Resort – 452 Sites

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Clerk's Office is hereby authorized and directed to issue the 2012 Campground License to the aforementioned campground.

ATTEST \_\_\_\_\_ ATTEST \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Eugene L. Glembocki, Mayor

**RESOLUTION NO. 2012-80**

**RESOLUTION AUTHORIZING A REFUND OF A  
SENIOR CENTER TRIP**

**WHEREAS**, the Dennis Township Senior Citizen Center has scheduled a Freedom Tour in New York City on September 19, 2012; and

**WHEREAS**, the Clerk has received notification from the Senior Center's Director that due to a health emergency a senior cannot attend; and

**WHEREAS**, the Township has received payment for this trip that must be refunded.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Chief Financial Officer be and is hereby authorized and directed to refund the following payment made for the September 19, 2012 Freedom Tour in New York City:

Barbara Dix	\$134.00
1402 Route 9, South Lot 223	
Cape May Court House, NJ 08210	

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Eugene L. Glembocki, Mayor

Motion was made by Teefy, seconded by DiCicco, with 5 ayes and no nays, that the following Ordinance No. 2012-07 be introduced for first reading:

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**ORDINANCE NO. 2012-07**

**AN ORDINANCE OF THE TOWNSHIP OF DENNIS, COUNTY OF  
CAPE MAY AND STATE OF NEW JERSEY AMENDING  
ORDINANCE NO. 2012-05 TO MODIFY THE BUSINESS ENTITY OF THE  
MUNICIPAL ENGINEER**

**BE IT ORDAINED** by the Members of Committee of the Township of Dennis, in the County of Cape May and State of New Jersey, as follows:

**WHEREAS**, N.J.S.A. 40A:9-140 provides that the governing body of each municipality shall provide for the appointment of a Municipal Engineer and fix his compensation by ordinance; and

**WHEREAS**, through Ordinance No. 2012-05, the Township appointed John C. Gibson as the Engineer, with Mr. Gibson being associated with Gibson Associates; and

**WHEREAS**, in order to avoid certain subsequently identified potential conflicts of interest, Mr. Gibson has left the employ of Gibson Associates and is now operating as the sole proprietorship known as John C. Gibson, P.E.; and

**WHEREAS**, John C. Gibson's qualifications were included in a response to a Request for Qualifications in accordance with the "Fair and Open Process," and it was upon the qualifications of John C. Gibson that the Township Committee appointed Mr. Gibson as Municipal Engineer; and

**WHEREAS**, the Township wishes to update and amend Ordinance No. 2012-05 to reflect the above;

**NOW, THEREFORE, BE IT ORDAINED** by the Members of Committee of the Township of Dennis, in the County of Cape May and State of New Jersey, that the Preamble to this Ordinance is incorporated herein and adopted as the findings of the Township Committee;

**BE IT FURTHER ORDAINED** that John C. Gibson shall continue as Municipal Engineer for the Township of Dennis for a term expiring on the date of the reorganization meeting of Township Committee in January 2015; that the business entity which Mr. Gibson will utilize for this contract is John C. Gibson, P.E. and that Gibson Associates is not and shall not be deemed to be a vendor for the Township of Dennis.

**BE IT FURTHER ORDAINED** that all other portions of Ordinance No. 2012-05 shall remain in full force and effect and relate to John C. Gibson and John C. Gibson, P.E.

**BE IT FURTHER ORDAINED**, that this ordinance shall take effect immediately upon final passage and publication in accordance with law.

\_\_\_\_\_  
Eugene L. Glembocki, Mayor

\_\_\_\_\_  
Brian W. Teefy, Deputy Mayor

\_\_\_\_\_  
John Murphy, Committee Member

\_\_\_\_\_  
Albert M. DiCicco, Committee Member

\_\_\_\_\_  
Frank L. Germanio, Committee Member

The foregoing Ordinance was introduced at a meeting of the Township Committee of the Township of Dennis on May 15, 2012. Publication will be held on May 23, 2012 and a Public Hearing will be held at a meeting of the said Township Committee to be held on June 04, 2012 at 4:00 p.m. in the Municipal Building located at 571 Petersburg Road in Dennisville.

**ATTEST**  
\_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk

Motion was made by Teefy, seconded by Germanio, with 5 ayes and no nays, that providing that proper vouchers have been filed and that funds are available, the following bills are authorized to be paid:

**GENERAL ACCOUNT:**

034594-Twp of Dennis Payroll Account	\$ 58,459.26
034595-Super Value	203.26
034596-Atlantic City Electric	2,562.51
034597-Catherine Dougherty	309.51
034598-Berco Fleet Services, Inc.	2,739.33
034599-Belleplain Emergency Corp.	26,250.00
034600-Blaney & Donohue, PA	2,943.50
034601-Calvary Baptist Church	800.00
034602-Caprioni Portable Toilets, Inc.	450.00
034603-Computer Access Systems	92.95
034604-John L. Collins	231.80
034605-Nelson B. Creamer	151.90
034606-Crystal Springs	119.00
034607-Dan's Welding	390.00
034608-Daycare Cleaning Services, Inc.	1,903.08
034609-Dobson Turf Management	1,800.00
034610-East Coast Distributors	144.43
034611-Jeanette M. Ennis	104.51
034612-Fro Me a Party	100.00
034613-Mike Gardner & Son, Inc.	127.17
034614-The Gem Grocery & Gas	520.91
034615-Girl Scout Troop #42198	400.00
034616-G & K Services, Inc.	593.48
034617-Gerald C. Harris	107.90
034618-H. H. Garrison & Son, Inc.	1,975.00
034619-Herald Newspaper, Inc.	200.46
034620-Home Depot Credit Services	282.51
034621-Inkwell Global Marketing	35.12
034622-James M. Rutala Associates, LLC	202.50
034623-Seaville Napa Auto Parts	1,436.87
034624-Keen Compressed Gas Co., Inc.	20.10
034625-KO Pest Control	75.00
034626-Edward F. Leith, Jr.	211.85
034627-Nextel Communications	385.60
034628-NJ Dept Health/Senior Services	57.60
034629-Oriental Trading Company, Inc.	54.08
034630-Power of Production Studio	375.00
034631-QC, Inc.	52.00
034632-Regal Cinmedia	398.00
034633-Cooltronics, Inc.	215.00
034634-S.S.C.I.	280.00
034635-Carolynn P. Swagler	118.26
034636-Treasurer, State of New Jersey	42.00
034637-Treasurer, St of N.J./1987 GCH	1,663.40
034638-Verizon	1,313.91
034639-Cintas First Aid & Safety	98.44

Mayor Glembocki extended the Committee's condolences to Glenn Clarke and the Clarke Family on the loss of Neil Clarke.

Mayor Glembocki acknowledged Dave Weygand and his son, Jared, who were in attendance. He commented on Jared's Eagle Scout Project which is an additional of a pavilion out at the Belleplain V.F.W. Mayor Glembocki announced that Jared is having a meatball hoagie sale on Saturday out at the V.F.W.

Jared Weygand explained his Eagle Scout Project which is a 22' x 43' addition onto the existing pavilion with an overhang on the other side.

Mayor Glembocki indicated that it is a benefit to the Township. He stated that he has know Jared for a couple years thru 4-H as well as his brother Josh and his sister Brelynn. He indicated that Josh is on his 2<sup>nd</sup> tour the 1<sup>st</sup> was in Iraq and he is now in Afghanistan. Brelynn is in the Navy currently serving on the USS Nimitz in the Pacific. Mayor Glembocki expressed how wonderful it was of Jared to be doing this for the V.F.W. and reiterated the Meatball Hoagie Sale at the V.F.W. on Saturday from 11:00 a.m. to 1:00 p.m. to raise funds for the project. He indicated that the hoagies are 12" for \$5.00 and people can pre-order. Mayor Glembocki indicated that his family business, Delancyy's Farm Market will be donating all the rolls and that he understands that the meatballs were donated. Mayor Glembocki also share that he was able to get 12 lbs of provolone cheese donated as well. He wished Jared luck with the sale.

Mayor Glembocki commented on the Senior Center receiving the approval from the Freeholders for the Nutrition Center which will be 3 days a week, Mondays, Wednesdays and Fridays beginning May 1<sup>st</sup>. He stated that it will benefit the Seniors of our community and that they are working on getting Fare Free Transportation.

Mayor Glembocki commented on the Ludlam School Building and indicated that they are looking into a resolution to adopt a Dedication by Rider. He indicated that they need approximately \$3,500.00 to get the School on the National Registrar. He stated that they need to raise that much to get on the Registrar and much more for restoration. Mayor Glembocki commented on talks with the grants consultant, Jerry Velazques of TRIAD Associates for possible grants to help fund the restoration. He indicated that he believes that this is something that we should do and that the Ludlam Family donated the building to the Township.

Committeeman Murphy indicated that he had no comments at this time.

Committeeman DiCicco commented on the South Jersey Gas Company's presentation to the School Board and indicated that he is working on getting a second presentation. Committeeman DiCicco stressed the importance of everyone getting on-board with the Gas Company. He indicated that Mr. Gery has been very cooperative and he will keep in-touch. Committeeman DiCicco commented on the \$1,000.00 donation to the Museum from the Lathers Estate and indicated that a portion of that is to be used for a plaque. He questioned how the funds can be used and perhaps a portion could go towards the Ludlam School Building.

Leon Costello, the Municipal Auditor, indicated that he will advised the Clerk on what needs to be done to use said funds and they can act at the next meeting to formally set it up.

Committeeman DiCicco, Mr. Costello and Mr. Donohue discussed what needed to be done and Mr. Donohue indicated that it would be best if it was scheduled for the next meeting.

Committeeman DiCicco indicated that he volunteers at the Food Bank in Woodbine and that there are approximately 15-16 Food Banks within Cape May County. He stated that it is a tough time of year and if anyone can to please donate to a Food Bank.

Committeeman Germanio indicated that he had no comments at this time.

Deputy Mayo Teefy indicated that he had no comments at this time.

Mayor Glembocki commented on Jared Weygand's Eagle Scout Project and the Engineer's letter of review of the project and his determination that it is not a permanent structure and in his option does not require permits. Township Engineer, Jack Gibson, commented and indicated that he has discussed the project with the Planning Board Engineer to see if he concurs.

Mr. Donohue asked Mr. Gibson if it is his recommendation that it is not a permanent structure and Mr. Gibson indicated that he feels it can be classified as a temporary structure, however, he indicated that he does not know if a temporary structure requires a permit from the Pinelands Commission.

Motion was made by Germanio, seconded by Murphy, with 5 ayes and no nays, that Jared Weygand's Eagle Scout Project at the Belleplain V.F.W. is approved by the Township Committee.

Motion was made by Teefy, seconded by DiCicco, that the meeting be adjourned. All were in favor and the motion carried.

ATTEST \_\_\_\_\_ ATTEST \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Eugene L. Glembocki, Mayor

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2012-130**

**RESOLUTION AUTHORIZING THE RELEASE  
OF A PERFORMANCE BOND FOR BLOCK 251, LOTS 8,9,13,14,15,16,18,22,103,105 &  
106 – PINE HAVEN LLC, PHASE II**

**WHEREAS**, the Administrator to the Planning and Zoning Boards has requested the release of the Planning/Zoning Performance Bond for Block 251, Lots 8,9,13,14,15,16,18,22,103,105 & 106 due to the completion of the site improvements; and

**WHEREAS**, Township Engineer has authorized the release of the performance bond which is in the form of a Bond #0503030.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Chief Financial Officer is hereby authorized and directed to release the \$627,443.00 performance bond in the form a Bon No. 0503030 and to refund any remaining inspection fees providing that all professional cost have been satisfied.

**BE IT FURTHER RESOLVED**, that the Clerk forward a certified copy of this resolution to the Administrator to the Planning and Zoning Boards and the Chief Financial Officer.

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Eugene L. Glembocki, Mayor

**PRESENTED BY:**

**SECONDED BY:**

**ROLL CALL VOTE:**

**AYES :  
NAYS :  
ABSTAINING:  
ABSENT :**

**RESOLUTION NO. 2012-130**  
**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on November 20, 2012 at 7:00 p.m. (prevailing time) at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2012-131**

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE CONTRACT FOR  
POGUE, INC. TO COORDINATE  
ALCOHOL AND DRUG TESTING SERVICES**

**WHEREAS**, the Township's Alcohol and Drug Testing Services Agreement expires on 12/31/2012; and

**WHEREAS**, Pogue, Inc. has submitted a proposal for Alcohol and Drug Testing Services in the Township of Dennis; and

**WHEREAS**, the Clerk has reviewed the proposal and finds that it meets the needs of the Township and has recommended acceptance by the Township Committee.

**NOW, THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, as follows:

1. The averments of the preamble are incorporated herein by reference.
2. The Mayor and Clerk are hereby authorized and directed to enter into a Professional Service Contract with Pogue, Inc. for services related to Alcohol and Drug Testing Services for the 2013 year.
3. The Clerk shall cause of notice of the award of this contract to be published in the official newspaper of the Township of Dennis as required by N.J.S.A. 40A: 11-5(1)(a)(i).
4. This contract is awarded without competitive bidding, pursuant to the Local Public Contract Law, N.J.S.A. 40A:11-1 et seq. and the total sum of the contract does not exceed the limits established in P.L. 2004 c. 19.
5. This resolution shall take effect immediately.

**ATTEST**

\_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk

**ATTEST**

\_\_\_\_\_  
Eugene L. Glembocki, Mayor

**RESOLUTION NO. 2012-131**  
**PAGE 2**

**PRESENTED BY:**

**SECONDED BY:**

**ROLL CALL VOTE:**

**AYES           :**  
**NAYS           :**  
**ABSTAINING:**  
**ABSENT       :**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on November 20, 2012 at 7:00 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2012-132**

**RESOLUTION APPROVING THE SPECIFICATIONS FOR  
A 2012 OR NEWER EMERGENCY MEDICAL VEHICLE AND AUTHORIZING THE  
CLERK AND THE ENGINEER TO GO TO BID FOR THE SAME**

**WHEREAS**, the Township Committee is required to provide Belleplain Emergency Corp with a 2012 or Newer Emergency Medical Vehicle pursuant to the Emergency Medical Services Agreement authorized by Resolution No. 2012-105; and

**WHEREAS**, the Township Clerk's Office has prepared specifications for said 2012 or Newer Emergency Medical Vehicle which has been reviewed by the Engineer.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, as follows:

1. That the plans and specifications prepared by the Township Clerk's Office and reviewed by the Township Engineer are hereby approved.
2. That the Municipal Clerk is hereby authorized and directed to advertise for bids for the 2012 or Newer Emergency Medical Vehicle.
3. That the specifications will be available at the Municipal Clerk's Office located at 571 Petersburg Road, Dennisville, NJ 08214, at a cost of \$5.00 to cover the cost of preparation, no part of which will be refunded.

**BE IT FURTHER RESOLVED**, that the Township Committee reserves the right to reject any and all bids.

**ATTEST**

\_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk

**ATTEST**

\_\_\_\_\_  
Eugene L. Glembocki, Mayor

**RESOLUTION NO. 2012-132  
PAGE 2**

**PRESENTED BY:**

**SECONDED BY:**

**ROLL CALL VOTE:**

**AYES                   :**  
**NAYS                   :**  
**ABSTAINING         :**  
**ABSENT               :**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on November 20, 2012 at 7:00 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2012-133**

**RESOLUTION AUTHORIZING THE CHIEF FINANCE OFFICER TO EXECUTE THE  
ADMINISTRATIVE SERVICES AGREEMENT WITH  
NATIONWIDE RETIREMENT SOLUTIONS, INC. FOR THE TOWNSHIP'S  
DEFERRED COMPENSATION PROGRAM**

**WHEREAS**, the Township participates in a Deferred Compensation Program administered by Nationwide Retirement Solutions, Inc.; and

**WHEREAS**, the Township is required to update the Administrative Services Agreement.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Chief Finance Officer is hereby authorized and directed to execute the Administrative Services Agreement with Nationwide Retirement Solutions, Inc. for the Township's Deferred Compensation Program

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Eugene L. Glembocki, Mayor

**PRESENTED BY:**

**SECONDED BY:**

**ROLL CALL VOTE:**

**AYES** :  
**NAYS** :  
**ABSTAINING** :  
**ABSENT** :

**RESOLUTION NO. 2012-133**  
**PAGE 2**

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on November 20, 2012 at 7:00 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2012-134**

**RESOLUTION AUTHORIZING THE MAYOR AND MUNICIPAL CLERK TO  
EXECUTE AND PROVIDE THE NECESSARY DOCUMENTS TO ALLOW THE  
TOWNSHIP'S ATHLETIC ASSOCIATIONS TO PARTICIPATE IN  
STREAM ENERGY POWER UP PROGRAM (IGNITE)**

**WHEREAS**, the Township's Athletic Associations desire to participate in a program know as Stream Energy Power Up Program (Ignite); and

**WHEREAS**, the Program allows individuals to sign up with Stream Energy as their electricity provider and Stream Energy would in turn forward \$4.00 per moth to the Township and those funds would be disbursed evenly among the athletic associations; and

**WHEREAS**, the Township believes this to be a good program which will provide funds to help off-set the costs associated with running the various athletic programs within the Township.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Mayor and Municipal Clerk are hereby authorized and directed to execute and provide the necessary documents to allow the Township's Athletic Associations to participate in Stream Energy Power Up Program (Ignite).

**ATTEST** \_\_\_\_\_ **ATTEST** \_\_\_\_\_  
Jacqueline B. Justice, RMC/Clerk Eugene L. Glembocki, Mayor

**PRESENTED BY:**

**SECONDED BY:**

**RESOLUTION NO. 2012-134  
PAGE 2**

**ROLL CALL VOTE:**

**AYES**                   :  
**NAYS**                   :  
**ABSTAINING**       :  
**ABSENT**               :

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on November 20, 2012 at 7:00 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**RESOLUTION NO. 2012-135**

**A RESOLUTIONS CONCURRING WITH PLANNING BOARD RESOLUTION  
NO. 2012-08 AND ALLOWING FOR APPROVAL OF CONSTRUCTION  
IN ACCORDANCE WITH DENNIS TOWNSHIP CODE §75-2(C)(a)**

**WHEREAS**, Pine Have, LLC, is the owner of a campground facility in the Township of Dennis and seeks to install an in-ground swimming pool at the campground; and

**WHEREAS**, Pine Haven, LLC, presented the swimming pool project to the Planning Board of Dennis Township and received approval for same in accordance with Planning Board Resolution 2012-08, a copy of which is attached hereto as Exhibit A and incorporated herein by reference; and

**WHEREAS**, under Dennis Township Code §75-2(C)(a), the applicant for such construction is required to present the matter to the Township Committee for approval; and

**WHEREAS**, the matter was presented to the Township Committee on November 20, 2012, by James Pickering, Esquire, attorney for Pine Haven, LLC, after notice to all property owners within 200 feet and publication in the newspaper; and

**WHEREAS**, the Township Committee, after hearing from the applicant and all members of the public present being afforded the opportunity to be heard on the application, concurs in the approval issued by the Planning Board and specifically finds and agrees with the Planning Board that the new pool will occupy less area than the miniature golf course it is replacing and will increase the setback distance from neighboring properties; and

**WHEREAS**, the Township Committee finds that Pine Haven, LLC, has satisfied the requirements of §75-2(C)(a) and that approval of the construction under said ordinance is appropriate;

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Dennis, duly assembled in public session this 20<sup>th</sup> day of November, 2012, as follows:

1. The preamble of this Resolution is incorporated herein by reference and adopted as a finding of fact of the Township Committee;
2. The findings of fact and recitals and conclusions of the aforementioned Planning Board Resolution 2012-08 are hereby adopted by the Township Committee;



**TOWNSHIP OF DENNIS**

**COUNTY OF CAPE MAY  
STATE OF NEW JERSEY**

**ORDINANCE NO. 2012-12**

**AN ORDINANCE AMENDING CHAPTERS 75 AND 185  
OF THE CODE OF THE TOWNSHIP OF DENNIS**

(Clarifying the Requirements for Campground Construction and Permitting and Adding  
Campground Requirements to the Zoning Code)

**Section 1. Chapter 75 of the Code of the Township of Dennis is hereby amended as follows:**

**§ 75-1. Adoption of standards; availability of copies.**

Pursuant to the provisions of ~~Laws of 1946, Chapter 21 (N.J.S.A. 40:49-5.1),~~ N.J.A.C. 8:22, Chapter XI, Campgrounds, of the New Jersey State Sanitary Code, with the exceptions hereinafter set forth, is hereby accepted, adopted and established as a standard in determining whether campground dwellings, as well as their facilities, located in this municipality are safe, sanitary and fit for human habitation and rental. A copy of Chapter XI, Campgrounds of the New Jersey State Sanitary Code is annexed to this Article, and three (3) copies of the same have been placed on file in the office of the Township Clerk and are available to all persons desiring to use and examine the same.

**§ 75-2. Zoning and Planning Requirements Amendments to state standards.**

The following sections are hereby amended as follows:

~~A. Section 1.3c. The statement shall be from the Planning Board.~~

~~B. Section 3.2. Add: "Service roads providing access to campsites shall be a minimum of thirty (30) feet in width."~~

~~C. Section 3.4a.:~~

~~a. No campsite shall be less than two hundred (200) feet from a public right-of-way nor less than one hundred (100) feet from a property line nor less than two hundred (200) feet from an existing dwelling house. The above designated setback shall not be used for any aboveground use of any nature whatsoever, and no structures or improvements of any type shall be permitted therein, except for such underground installations as may be approved by the Township Committee and the Township Planning Board. The above designated areas are intended to serve as buffer zones between a campground and adjoining properties.~~

~~D. Section 3.5b.:~~

b. ~~Each campsite shall provide a minimum of one thousand two hundred (1,200) square feet of space.~~

E. ~~Section 5.1b.:~~

b. ~~No privies or pit type toilets shall be allowed.~~

F. ~~Section 5.4. Delete the section in its entirety.~~

**In accordance with N.J.A.C 8:22 and any subsequent amendments thereto, applicants for construction or expansion of a public campground shall conform with the applicable provisions of Chapter XI, of the New Jersey Sanitary Code, including the section 8:22-2.1(a)(3), which requires, "A statement of approval from the municipal agency responsible for the administration of planning and zoning ordinances for the proposed construction or expansion of the public campground." No such statement of approval shall be issued without conformance with Chapter 185, Section 185-41 of the Zoning Ordinance of the Township of Dennis.**

**§ 75-3. ~~Land requirements.~~**

~~Each campground shall contain a minimum of forty (40) acres, fifty percent (50%) of which shall be wooded land.~~

**§ 75-4.3. Administrative authority.**

The Township Committee is hereby designated as the administrative authority to issue campground permits. **All existing campgrounds must apply annually for a permit as detailed herein below. Approval of construction or expansion, in accordance with N.J.A.C. 8:22, is within the purview of the Board of Health and Planning Board. Upon approval of any construction or expansion of any public campground in accordance with N.J.A.C. 8:22, the owner shall make application for a permit as required hereunder.**

**§ 75-5.4. Permit duration; submission procedure; fees; application by condominium campground.**

A. All permits shall be issued for a one-year period **or portion thereof**, commencing on the first day of January in each year and terminating on the 31st day of December. In the event that application is made after **the deadline established under §75-4(B) below**, January 1 of each year, **there shall be an additional administrative fee of \$50.00 and** the permit shall expire on the 31st day of December nonetheless, with no reduction in the base fee.

B. All applications for permits for a calendar year shall be submitted to the Township Committee together with the requisite fees on or before February 1 **of 2013 and then for 2014 and all subsequent years, on or before December 1 of the calendar year preceding** the year for which the permit is desired. No permit shall be issued for campgrounds in cases where the necessary applications and fees have not been presented to the Township Committee by said date without payment of the additional fee as detailed in §75-4(A).

C. There shall be an annual charge of two hundred dollars (\$200.00), plus two dollars (\$2.00), per campsite for each site in excess of one hundred (100) sites, which fee shall accompany the application.

D. [No change]

[§ 75-6 through §75-11 shall be renumbered appropriately but are unchanged except for §75-9 as detailed below]

**§ 75-9. Applicability to new campgrounds.**

All ~~size and setback~~ provisions of this Article relating to approvals required under N.J.A.C. 8:22 shall apply to all applications for new campgrounds and/or new construction or expansion of existing campgrounds.

~~§ 75-12. Effect of revocation on maximum number.~~

~~—If a campground permit is revoked, the maximum number of permits, as set forth in the previous section, shall be reduced by one (1), and no permit shall be issued in place thereof either to the holder of the revoked permit or to any other person, firm or corporation.~~

~~§ 75-13. Failure to renew; effect on maximum number.~~

~~—Should the holder of any permit fail to renew that permit for a period of two (2) calendar years, the permit shall lapse and shall thereafter be nonrenewable. The number of permits authorized will then be reduced by one (1) for each remaining inactive for a period of two (2) years and not renewed.~~

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~~§ 75-14. Minimum number of permits.~~

~~—Notwithstanding anything in the foregoing sections, the number of campground permits issued by the township at any one (1) time shall not be reduced below ten (10).~~

**Section 2. Chapter 185 of the Code of the Township of Dennis is hereby amended as follows:**

[New Section]

**§185-41 Campground Requirements**

In addition to the requirements of N.J.A.C. 8:22, compliance with which must be demonstrated, and all other applicable requirements of the Zoning Ordinance of the Township of Dennis, all improved campgrounds, as defined in §185-7, shall conform to the following requirements. Where the requirement(s) of N.J.A.C 8:22, other sections of the Zoning Ordinance and this section are in conflict, the least restrictive requirement(s) shall apply. Campgrounds existing

prior to the effective date of this ordinance which seek expansion shall not be required to bring existing portions of the campground into conformity herewith in order to effectuate such expansion if such expansion does not include any portion of the existing campground, but shall be required to bring existing portions into conformity if such expansion or alterations are proposed which includes existing portions in such proposed plan.

(1) In accordance with §185-7, the minimum tract area for a campground is 40 acres. The tract may consist of one or more separate tax lots, but all lots must be contiguous and under common ownership. The owner must demonstrate that no deed restrictions or other restrictions of record exist that would preclude the use of the property for campground purposes.

(2) In accordance with §185-7, the density of campsites shall not exceed 6 campsites per gross acre in the Pinelands Area and 5 units per acre in the non-Pinelands area. Additionally, the number of persons permitted to camp at the campground shall not exceed 60 persons per gross acre.

(a) Each campsite shall consist of a minimum of 900 square feet including the parking space.

(3) Internal roadways within campgrounds shall be properly graded and drained so as not to permit the collection of standing water, potholes, mudholes, obstructions, hazards and limitations to visibility. The minimum width for any one-way drives shall be 10 feet, and for two-way drives, 24 feet. Adequate space shall be provided for parking and maneuvering of camping units and emergency vehicles. The minimum overhead clearance on access roads shall be 15 feet to permit maneuvering of emergency vehicles. Entrance roads and roads providing access to the general public shall be paved with a minimum of six inches of compacted gravel and two inches of FABC or crushed stone.

(4) Adequate space must be provided for the parking of vehicles for employees, campers and other visitors within the premises and not within the public right-of-way and not within required buffer areas. For purposes of this section, adequacy shall be determined by the presentation of evidence by a professional engineer which will demonstrate that there will be no negative traffic issues, safety issues or overflow onto public or private rights-of-way as a result of inadequate parking facilities.

(5) Sewage, solid waste and water disposal shall be provided in accordance with existing local, county and state health regulations. Compliance with same shall be demonstrated by the owner.

(6) Electric, gas and other utilities shall be provided in conformity with all state, county and local safety and construction codes. All electric, gas and telephone transmission lines shall be installed underground in connection with all new construction.

(7) A minimum of 25% of the total acreage of all campgrounds shall be reserved as open space on which campsites shall not be permitted. At least 10% of the total acreage of all campgrounds shall be devoted to active or passive recreational uses. Such recreational areas shall be considered part of the open space requirements. Recreational open space may contain structures

used for or related to recreational activities such as pavilions, picnic areas, playgrounds, swimming pools, lakes, athletic fields, trails, bike paths, bridle paths, cultural, historic and ecological displays and activities and other spaces, buildings or structures designed primarily for educational, recreational, physical and amusement activities, provided that they are clearly accessory to the campground, primarily serve the needs of those persons using the campsites and are in use only during those times when the campground is open.

(8) A minimum buffer area of 100 feet shall be provided around the entire perimeter of all campgrounds and no camp site may be located less than 200 feet from any adjacent dwelling unit. A vegetative buffer including evergreens spaced to provide a year-round buffer or a six-foot-high privacy fence shall be provided in the buffer area along adjoining properties unless adequate natural screening already exists within the 100 foot buffer area. For purposes of this paragraph, adequacy may be determined by provision of sufficient, competent evidence which demonstrates a year round visual buffer between the campsite(s) and adjoin properties.

(9) No campsite, recreation area or other campground facility or structure, except for roadways or drives giving access to public roadways, shall be located less than 200 feet from the edge of any public right-of-way.

**Section 2.** This Ordinance shall take effect immediately upon final passage and publication in accordance with the law.

**Section 3.** The provisions of this Ordinance shall be severable. In the event that any portion of this Ordinance is found to be invalid for any reason by any Court of competent jurisdiction, such judgment shall be limited in its effect only to the portion of the Ordinance actually adjudged invalid and shall not be deemed to affect the operation of any other portion thereof, which shall remain in full force and effect.

**Section 4.** All other Ordinances or parts of Ordinances inconsistent herewith are hereby repealed to the extent of such inconsistencies.

**Section 5.** The Municipal Clerk is hereby authorized and directed to make any and all required referrals and provide any all required notices of the introduction of this ordinance.

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Eugene L. Glembocki, Mayor

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Brian W. Teefy, Deputy Mayor

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John Murphy, Committee Member

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Albert M. DiCicco, Committee Member

\_\_\_\_\_  
Frank L. Germanio, Jr., Committee Member

The foregoing Ordinance was introduced at a meeting of the Township Committee of the Township of Dennis on November 20, 2012. Publication will be November 28, 2012 and a Public Hearing will be held at a meeting of the Township Committee on December 18, 2012 at 7:00 p.m. in the Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

ATTEST

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Jacqueline B. Justice, RMC/Clerk



# NEW JERSEY STATE SANITARY CODE

## CHAPTER XI

### PUBLIC CAMPGROUNDS

NEW JERSEY DEPARTMENT  
OF HEALTH AND SENIOR SERVICES  
P.O. BOX 369  
TRENTON, NJ 08625-0369

**N.J.A.C. 8:22**  
**Authority: N.J.S.A. 26:1A-7**  
**Effective Date: January 4, 2007**  
**Expiration Date: January 4, 2014**

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## SUBCHAPTER 1. GENERAL PROVISIONS

### 8:22-1.1 Purpose and scope

This chapter sets forth the standards by which all public campgrounds, and the owners and operators thereof, shall be governed. Proprietary campgrounds are exempted from these requirements.

#### Case Notes

Codes and regulations pertaining to campgrounds continue to apply after condominium master deed filed on campground property; municipal subdivision approval not required for conversion as no such approval previously required for campground. *Upper Twp. v. Oak Ridge Corp.*, 188 N.J. Super 367, 457 A.2d 844 (Ch. Div. 1983). Trailer on campground not real property for tax purposes; no senior citizens' property tax deduction allowed to trailer owner-occupant. *McDougall v. Vernon Twp.*, 6 N.J. Tax 488 (Tax Ct. 1984).

### 8:22-1.2 Definitions

The following words and terms, when used in this chapter, shall have the following meanings unless the context clearly indicates otherwise:

"Camper" means any person who occupies a campsite and participates in camping or RVing.

"Camping cabin" means a hardsided shelter camping unit less than 400 square feet in area and meets the requirements of the New Jersey State Uniform Construction Code, N.J.A.C. 5:23-4A, Industrialized/ Modular Buildings and Building Components.

"Camping trailer" means a recreational vehicle that is mounted on wheels and constructed with collapsible partial side walls that fold for towing and unfold for use.

"Camping unit" means any tent or recreational vehicle which is capable of being temporarily located on a campsite; or a cabin, lean-to, or similar structure established or maintained and operated in a public campground. The term "camping unit" does not include a unit kept on land occupied by the owner or any camping unit which is unoccupied and which is kept at a public campground for storage purposes only.

"Campsite" means any plot of ground within a public campground which is intended for the exclusive occupation by a camping unit or units.

"Construction official" means a person who is appointed by the municipal appointing authority or the Commissioner of the New Jersey Department of Community Affairs pursuant to the New Jersey Uniform Construction Code Act, N.J.S.A. 52:27D-119 et seq., and rules promulgated under that authority.

"Fifth wheel trailer" means a recreational vehicle designed to be towed by a motorized vehicle containing a towing mechanism mounted above or forward of the tow vehicle's rear axle.

"Local health authority" means the local board of health of any municipality or the boards, body, or officers in such

municipality lawfully exercising any of the powers of a local board of health under the laws governing such municipality.

"Motor home" means a recreational vehicle built on or permanently attached to a self-propelled motor vehicle chassis, chassis cab or van that is an integral part of the completed vehicle.

"Owner" means the person or persons having legal authority to permit the occupancy of a public campground by campers.

"Park trailer" means a recreational vehicle that is built on a single chassis mounted on wheels and certified by the manufacturer as complying with the American National Standards Institute standard A119.5. (See American National Standard Institute's Recreational Vehicle Industry Association, 1896 Preston White Drive, Reston, VA 22090.)

"Pit toilet" means a receptacle for the containment and disposal of excrement which is not connected to a pressurized water supply.

"Potable water" means any water used or intended to be used for drinking and culinary purposes.

"Privy" means an outbuilding with one or more seats containing a pit for use as a toilet.

"Proprietary campground" means any real property designed and used for the purpose of camping and associated recreational uses under a condominium or cooperative form of ownership.

"Public campground" means a plot of ground upon which two or more campsites are located, established, or maintained for occupancy by camping units of the general public as temporary living quarters, for children or adults, of both, for a total of 15 days or more in any calendar year, for recreation, education or vacation purposes.

"Public wilderness campground" means a public campground or portion of a public campground, with no permanent structures or facilities, that is intended only for occasional use as an overnight tent camping site.

"Recreational vehicle" means a vehicular-type unit primarily designed as temporary living quarters for recreational camping or travel use. The vehicle shall have either its own motive power or be mounted on or towed by another vehicle. Recreational vehicles include, but are not limited to, camping trailers, fifth wheel trailers, motor homes, park trailers, travel trailers, and truck campers.

"Responsible party" means a person who is 18 years of age or older, who shall be accountable to the public campground owner for the actions of all campers in his or her party.

"RVer" means a camper who uses a recreational vehicle.

“Sanitary sewage” means any liquid waste containing animal or vegetable matter in suspension or solution, or the water-carried wastes resulting from the discharge of water closets, laundry tubs, washing machines, sinks, dishwashers, or any other source of water-carried wastes of human origin or containing putrescible material. This term specifically excludes industrial, hazardous, or toxic wastes and materials.

“Septage” means the combination of liquid and solid residues resulting from the treatment of waterborne domestic waste in on-site treatment systems.

“Solid waste” means any garbage, refuse, sludge, or any other waste material if it is disposed of by being discharged, deposited, injected, dumped, spilled, leaked, or placed into or on any land or water so that such material or any constituent thereof may enter the environment or be emitted into the air or discharged into ground or surface waters.

“Tipi” means a conical shaped tent.

“Travel trailer” means a recreational vehicle designed to be towed by a motorized vehicle containing a towing mechanism which is mounted behind the tow vehicle’s bumper.

“Truck camper” means a recreational vehicle consisting of a roof, floor, and sides, designed to be loaded onto and unloaded from the bed of a pickup truck.

“Yurt” means a light rounded tent with covering stretched over a lattice framework.

## **SUBCHAPTER 2. APPROVAL TO CONSTRUCT, EXPAND OR OPERATE**

### **8:22-2.1 Review and approval by the local health authority**

(a) Any person desiring to construct or expand a public campground shall apply in writing to the local health authority for review and approval. Such application shall include the following information:

1. The applicant’s full name, residence, telephone number, post office address, and whether the applicant is an individual, partnership, firm or corporation. If the applicant is a partnership, the names and addresses of the partners shall be included on the application. If the applicant is a corporation, the names and addresses of all corporate officers shall be included on the application;
2. Plans and specifications prepared by a professional engineer licensed to practice in New Jersey and bearing his or her seal and signature. Such plans and specifications shall illustrate the locations and dimensions of the proposed service roads, campsites, water supplies, sanitary conveniences, sewers, sewage disposal facilities, and auxiliary buildings; and
3. A statement of approval from the municipal agency responsible for the administration of planning and zoning ordinances for the proposed construction or expansion of the public campground.

(b) Upon compliance with the provisions in (a) above, the local health authority shall review and either approve or disapprove the application in writing within 30 days of the date of submission. Approval by the local health authority does not relieve the applicant of his or her responsibility for compliance with all other applicable Federal, State, and local requirements.

(c) The applicant shall confer with the County Agricultural Extension Service, the Soil Conservation District, or the District Forester of the New Jersey Department of Environmental Protection in which the public campground is situated to ensure that vegetation drainage, contours, and scenery shall add to the utility and natural beauty of the area.

(d) Plans to construct or expand public campgrounds operated by the division of Parks and Forestry and the New Jersey Department of Environmental Protection shall be submitted to the New Jersey Department of Health and Senior Services rather than to the local health authority for review and approval.

(e) A campground shall not be opened for public use until the local health authority has given formal approval by issuance of an appropriate approval, license or permit. This approval, license or permit shall be displayed in a conspicuous place on the premises where it may be readily observed by all patrons. No person shall operate a campground whose approval, license or permit has been suspended.

### **8:22-2.2 Review and approval by the Department of Environmental Protection**

(a) Following review and approval of the water supply and sewage disposal facilities by the local health authority, any person desiring to construct, expand, or operate a public campground shall forward copies of the applicable plans and specifications for approval to any subdivisions of the New Jersey Department of Environmental Protection having jurisdiction, including, but not limited to:

1. Well permits - Bureau of Water Allocation, PO Box 426, Trenton, New Jersey 08625-0426.
2. On-site subsurface sewage disposal - Bureau of Operational Groundwater permits, PO Box 029, Trenton, New Jersey 08625-0029.
3. New Jersey Pollutant Discharge Elimination System (NJPDES) permit - Bureau of Pretreatment and Residuals, PO Box 029, Trenton, New Jersey 08625-0029.
4. Sewage collection systems - Bureau of Construction and Connection Permits, PO Box 029, Trenton, New Jersey 08625-0029.
5. Water supply - Bureau of Safe Drinking Water, PO Box 029, Trenton, New Jersey 08625-0029.

6. Coastal critical areas (CAFRA) and wetlands - Land Use Regulation, PO Box 401, Trenton, New Jersey 08625-0401.

7. Pine Barrens Critical Areas – The Pinelands Commission, P.O. Box 7, New Lisbon, New Jersey 08064.

### **8:22-2.3 Construction**

(a) All construction involving both temporary and permanent buildings or structures shall conform to the requirements of the New Jersey Uniform Construction Code, N.J.A.C. 5:23, and applicable local land use ordinances.

(b) All construction, remodeling, substantial alterations and additions to buildings, structures, and facilities used by the public shall comply with the barrier-free subcode, N.J.A.C. 5:23-7.

## **SUBCHAPTER 3. COMPOSITION OF THE PUBLIC CAMPGROUND**

### **8:22-3.1 Access**

Each public campground shall have convenient access for the entry and exit of traffic from the public highway.

### **8:22-3.2 Service roads and parking areas**

(a) Service roads within a public campground shall permit convenient and safe movement of traffic. Service roads, constructed after July 15, 1996, shall have a width of at least 10 feet per traffic lane and eight feet per parallel parking lane. Curves on such service roads shall have a minimum internal radius of 25 feet. Turnabouts shall be provided for all dead-end driveways over 100 feet in length. Turnabouts designed for recreational vehicles shall have a minimum internal radius of 25 feet.

(b) Service roads and parking areas shall be maintained free of potholes, dust nuisance, and safety hazards.

### **8:22-3.3 Campsite location**

(a) Campsite shall be located at least 50 feet from any public highway right-of-way.

(b) Campsites shall be located at least 10 feet from any property line.

### **8:22-3.4 Campsite layout**

(a) Each campsite shall be well-drained, with no pooling of water, and shall provide sufficient open and graded space for the accommodation of camping units.

(b) Each campsite shall provide parking space for an automobile which space shall not interfere with the convenient and safe movement of traffic.

(c) Unless necessary to meet the requirements of this chapter, trees, underbrush, large rocks and vegetative cover shall be left intact, in order to ensure privacy, facilitate drainage, prevent erosion and preserve the scenery.

### **8:22-3.5 Campsite density and area**

(a) Density shall not exceed 200 persons and 20 campsites per acre, inclusive of service roads, toilet buildings, and all other buildings.

(b) Each campsite shall consist of a minimum of 900 square feet, including the parking space.

### **8:22-3.6 Campsite occupancy**

(a) The public campground owner shall require the responsible party to register prior to occupancy and to provide the following information:

1. The name of the responsible party;
2. The permanent address of the responsible party;
3. The make and model of vehicle, state of vehicle registration, and vehicle license tag number;
4. The number of persons in the party;
5. The length of stay;
6. The signature of the responsible party; and
7. Permanent home telephone number.

(b) Public campgrounds shall not be used for the public of domicile or residence unless otherwise permitted by municipal ordinance. The public campground owner shall take such measures as are necessary to prevent the use of any camping unit within a campground for domicile or residence.

(c) Policies and procedures shall be established by the public campground owner to effectively implement the provisions of this chapter. Such policies and procedures shall be reflected in all lease agreements.

## **SUBCHAPTER 4. POTABLE WATER**

### **8:22-4.1 Approval of potable water supply**

No person shall construct, expand, or operate a public campground unless the local health authority or the Department of Environmental Protection have granted approval for the potable water supply.

### **8:22-4.2 Potable water supply and distribution**

(a) The potable water supply shall meet the requirements of the New Jersey Safe Drinking Water Act, N.J.S.A.: 58:12A-1 et seq., and all rules promulgated there under, regarding construction, operation, and water quality.

(b) The water supply points shall not be farther than 600 feet from any campsite.

(c) Faucet overflow from water supply points shall empty into a drainage structure to prevent the accumulation of standing water or the creation of muddy conditions.

(d) Hand-pumps shall be installed so there is no unprotected opening to the interior of the pump. The pump spout shall be closed and directed downward. The handpump shall be bolted to a mounting flange which is securely fastened to the well casing. The top

of the well casing shall extend as least one inch above the face of the flange.

(e) Hand-pumps shall be protected by a concrete apron. This apron shall surround the pump suction pipe and shall divert wastewater away from the well.

(f) The connections for potable water piped to individual campsites shall be installed so that they will not be damaged by automobiles or recreational vehicles while following the normal flow of traffic on a service road.

(g) Water risers shall conform to the requirements of the New Jersey Uniform Construction Code, N.J.A.C.

(h) Drinking fountains shall conform to the requirements of the New Jersey Uniform Construction Code, N.J.A.C. 5:23.

(i) Personal washing and the washing of clothing, dishes, utensils, or any other equipment shall not be permitted at any location intended solely for use as a potable water supply location.

#### **8:22-4.3 Water sampling results**

The results of water samples which are required by this chapter at N.J.A.C. 8:22-4.2 shall be assembled, recorded, and maintained on site by the owner for inspection by the New Jersey Department of Health, the local health authority, and/or the New Jersey Department of Environmental Protection.

### **SUBCHAPTER 5. WATER CLOSETS AND SHOWERS**

#### **8:22-5.1 Building requirements**

(a) Buildings housing water closets or showers shall be substantially constructed and shall have adequate natural lighting and ventilation.

(b) Building housing water closets or shower facilities for males and females within the same structure shall be separated by a sound-resistant wall.

(c) Exterior water closet and shower building doors shall be self-closing. The exterior doors shall be screened by a vestibule or wall to prevent direct view of the interior when the exterior doors are open.

(d) All water closet and shower building windows and vents shall have fly-proof screens.

(e) The window area of water closet and shower buildings shall equal at least 12 percent of the floor area. Windows shall be located as high as possible and, wherever possible, along more than one wall.

(f) The interior finish of water closets and showers shall be made from moisture resistant material which shall withstand frequent washing and cleaning.

(g) Water closet and shower floors shall be constructed from material that is impervious to water.

(h) Shower floors shall be sloped to properly trapped floor drains connected to the sewerage system, in accordance with N.J.A.C. 5:23-3.

(i) The interior finish of all water closets and showers shall be washed and painted regularly to maintain them in a clean and sanitary condition. The floors shall be washed at least once daily with disinfectant solution.

(j) Portable showers shall be permitted pursuant to the provisions of Treatment Works Approvals, Sewer Bans, Sewer Ban Exemptions, and Technical Requirements for Treatment Works Approval Applications, N.J.A.C. 7:14A-22 and 23, respectively.

### **SUBCHAPTER 6. SANITATION**

#### **8:22-6.1 Plumbing**

All plumbing and plumbing fixtures shall conform to the requirements of the New Jersey Uniform Construction Code, N.J.A.C. 5:23.

#### **8:22-6.2 Sewer lines and appurtenances**

Sewer lines and appurtenances shall conform to the requirements of the New Jersey Water Pollution Control Act rules, N.J.A.C. 7:14.

#### **8:22-6.3 Storm water drainage**

Storm water sewers shall be separate and apart from any sanitary sewage disposal system.

#### **8:22-6.4 Sewage disposal facilities**

(a) No person shall construct, expand, or operate a public campground unless the local health authority and the Department of Environmental Protection have granted approval for the sewage disposal facilities.

(b) Where sewage disposal is to be effected by subsurface means, the sewage disposal facilities shall be designed and constructed pursuant to Standards for Individual Subsurface Sewage Disposal Systems, N.J.A.C. 7:9A-1, and the New Jersey Water Pollution Control Act rules, N.J.A.C. 7:14. The subsurface sewage disposal facility shall not be operated unless approved by the local health authority and the Department of Environmental Protection.

(c) Where sewage disposal is to be effected by means of a wastewater treatment plant discharging a treated effluent into the waters of this State, such wastewater treatment plant shall be designed and constructed pursuant to the rules for the Preparation and Submission of Plans for Sewer and Wastewater Treatment Plants, N.J.A.C. 7:9A-1, and the New Jersey Water Pollution Control Act rules, N.J.A.C. 7:14. The wastewater treatment plant shall not be operated unless approved by the Department of Environmental Protection prior to the construction of the plant.

(d) A subsurface sewage disposal system or a wastewater treatment plant shall not be approved by a local health authority where a public sanitary sewer system is available within 100 feet of any sewer

building or campsite, or as specified by local ordinance.

(e) Septage shall be disposed of pursuant to the rules for the Statewide Management of Septage Disposal, N.J.A.C. 7:14-5.

#### **8:22-6.5 Individual sewer connections for recreational vehicles**

(a) Individual sewer connections shall conform to the requirements of the New Jersey Uniform Construction Code, N.J.A.C. 5:23.

(b) The sewer connection shall have nominal slope. All joints shall be water tight and the drain connector shall be sealed to the sewer connection.

(c) All material used for sewer connections shall be corrosion resistant, nonabsorbent, and durable, and have a smooth inner surface.

(d) Sanitary sewage from recreational vehicles shall be discharged only into individual sewer connections or holding tank emptying stations. Prepared "soakaways," "gopher holes" and similar temporary methods of sanitary sewage disposal shall not be permitted in any public campground.

#### **8:22-6.6 Holding tank emptying station for recreational vehicles**

(a) Holding tank emptying stations for recreational vehicles shall conform to the requirements of the New Jersey Water Pollution Control Act rules, N.J.A.C. 7:14.

(b) In addition to the requirements set forth in (a) above, holding tank emptying stations for recreational vehicles shall comply with the following provisions:

1. Each emptying station shall be accessible from the service road and be readily accessible for recreational vehicles.
2. Each emptying station shall be located at least 50 feet from any campsite.
3. Each emptying station shall consist of an emptying trough and a means for flushing the recreational vehicle holding tank and emptying trough with pressurized water.
  - i. The emptying trough shall consist of a concrete slab at least four feet by six feet by five inches thick. The surface of the emptying trough shall be trowelled to a smooth finish and sloped from each side inward to a sewer inlet.
  - ii. The sewer inlet shall consist of a four inch self-closing, foot-operated hatch constructed from durable material and equipped with a tightly fitting cover. The hatch body shall be set in the concrete of the emptying trough with the lip of the opening set flush with the surface of the trough in order to facilitate the cleansing of the trough. The hatch shall be properly connected to a sewer inlet which shall discharge to an approved sanitary sewage

disposal facility constructed pursuant to this chapter, and the requirements of N.J.A.C. 5:23-3.

4. A piped supply of pressurized water shall be made available for flushing the recreational vehicle holding tank and emptying trough.
5. The pressurized water supply line shall terminate into a valved connection so located and installed that it shall not be damaged by automobiles or recreational vehicles. The connection shall consist of a properly supported riser terminating at least two feet above the ground surface, with a ¾ inch valved outlet into which a flexible hose and nozzle may be connected.
6. If the flushing water is from a potable source, the plumbing connection shall be protected from backflow by a vacuum breaker which complies with the standards of N.J.A.C. 5:23-3.
7. A sign, measuring at least two feet by two feet, shall be posted adjacent to the flushing arrangement. The sign shall state in clearly legible letters, "DANGER! THIS OUTLET IS NOT TO BE USED FOR DRINKING OR DOMESTIC PURPOSES" or equivalent wording acceptable to the local health authority.

#### **8:22-6.7 Flush toilets**

(a) Flush toilets and urinals shall be provided at one or more locations in every public campground. Flush toilets and urinals shall not be located farther than 600 feet from any campsite.

(b) Separate water closets shall be provided for males and females and shall be clearly marked as such.

(c) Each flush toilet within a water closet shall be in a separate compartment equipped with a door to ensure privacy.

(d) An adequate supply of toilet paper shall be provided at each toilet.

(e) Flush toilets and urinals shall be maintained in a clean and sanitary condition. Whenever a public campground is occupied, toilet seats shall be washed at least once a day with a disinfectant solution. Unless provided with a flushing device, urinals shall be washed daily with a disinfectant solution.

(f) The female water closet shall have a container for sanitary napkin disposal. The container shall have a lid and shall be made from durable, impervious, and readily cleanable material.

(g) Portable toilets shall be permitted pursuant to the provisions of Treatment Works Approvals, Sewer Bans, Sewer Ban Exemptions, and Technical Requirements for Treatment Works Approval Applications, N.J.A.C. 7:14A-22 and 23, respectively.

(h) Plastic bags containing feces shall not be deposited into toilets.

#### **8:22-6.8 Existing privies and pit-toilets**

(a) Privies and pit-toilets which were in existence and continued use since June 6, 1994 shall be permitted in public wilderness campgrounds or at public campgrounds having widely dispersed campsites where it would be impracticable to provide flush toilets.

(b) Privies and pit-toilets shall be constructed of readily cleanable material and shall be provided with adequate natural lighting and ventilation.

(c) Privy and pit-toilet doors shall be selfclosing.

(d) Privy and pit-toilet windows and vents shall be equipped with fly-proof screens.

(e) Each privy and pit-toilet shall be provided with a watertight vault so that flies cannot gain access to the excrement. Excrement shall not be allowed to fall or spill onto the ground. The vault shall not extend below the prevailing water table.

(f) Each privy and pit-toilet shall have a raisable seat and lid and both shall be made from smooth, durable, impervious, and readily cleanable material.

(g) Each privy and pit-toilet shall be located at least 150 feet from any well or point well, stream, or lake, and at least 50 feet from any campsite.

(h) Lime or other deodorant substances shall be sprinkled at least once daily on the contents of privy vaults to minimize odors.

(i) The vault of a privy or pit-toilet shall be emptied regularly and the contents thereof shall be disposed of pursuant to the requirements of N.J.A.C. 7:14A-22 and 23.

#### **SUBCHAPTER 7. SOLID WASTE**

##### **8:22-7.1 Storage, collection, and disposal of solid waste**

(a) The storage, collection, and disposal of solid waste shall be managed to prevent health hazards, rodent harborage, insect breeding, accident hazards, and air pollution.

(b) All solid waste shall be stored in durable, watertight containers.

(c) Where the separation of solid waste and recyclables is required as an aid to municipal solid waste collection, separate marked containers shall be provided and appropriately identified as required by local ordinance.

(d) All solid waste shall be stored in a durable container that is kept covered so as to control accessibility to vermin.

(e) Solid waste and recycling containers shall be located either at each campsite or at one or more centralized locations within the campground.

(f) The storage capacity of solid waste and recycling containers shall be sufficient to hold all of the solid waste and recyclables which accumulate between periods of removal from the premises.

(g) Solid waste and recycling containers shall be washed regularly to maintain them clean and odor-free and to prevent the breeding of insects therein.

(h) All solid waste and recyclables shall be collected regularly.

(i) Solid waste disposal shall conform to the requirements of the Rules of the Bureau of Solid Waste Management, N.J.A.C. 7:26, and the applicable District Solid Waste Management Plan.

#### **SUBCHAPTER 8. MANAGEMENT**

##### **8:22-8.1 Duties and responsibilities of the owner**

(a) The owner shall not cause or permit any services, facilities, equipment, or utilities required under the provisions of this chapter to be removed, shut off, or discontinued in any occupied public campground. Temporary, interruptions as may be necessary while actual repairs are in process, or during temporary emergencies when discontinuance of service is authorized by the New Jersey Department of Health and Senior Services, Department of Environmental Protection, or local health authority shall be permitted.

(b) The owner shall maintain in good repair all roads, water supply systems, drinking facilities, sanitary conveniences, sewers, storm drains, recreational vehicle holding tank emptying stations, sanitary sewage disposal facilities, electrical equipment, auxiliary, building, and other services, facilities, equipment, and utilities installed in any occupied public campground.

(c) The owner shall ensure that the public campground is well-maintained, and that all sanitary conveniences, auxiliary buildings, and other services, facilities, equipment, and utilities are kept in a clean and sanitary condition.

(d) The owner shall ensure that the public campground is kept clear of any broken glass, bottles, cans, solid waste, and other litter to prevent and eliminate potential safety hazards. The owner shall ensure that said solid waste and recyclables are collected and disposed of with a frequency, and in a manner consistent with, requirements of local and county solid waste plans, and any applicable laws, rules and ordinances.

(e) The owner shall ensure that order is maintained within the public campground. The owner may terminate the occupancy of any camper who violates any provision of N.J.A.C. 8:22 or the rules established and published by the campground owner/operator.

(f) The owner shall carry out measures to prevent and control infestations of rodents, insects, or other vermin.

### **8:22-8.2 Caretaker**

(a) Every public campground shall be under the supervision of a caretaker who, if not a resident at the public campground, shall visit the public campground each day the public campground is occupied. The owner may serve as the caretaker.

(b) If the caretaker is not a resident at the public campground, information shall be posted as to where he or she may be contacted.

### **8:22-8.3 Responsibilities of campers**

(a) The campsite occupied by a camper and his or her party shall be maintained in a clean and safe condition.

(b) No live wooded vegetation or other live plants shall be cut, disturbed or removed from the area.

(c) Campers shall not feed wildlife.

(d) Parents or guardians shall maintain supervision of children in their custody.

(e) Undue noise shall not be permitted during hours of 11:00 P.M. to 8:00 A.M.

(f) Vandalism or other unseemly or rowdy behavior shall not be permitted.

### **8:22-8.4 Operator enforcement of the Campground Facilities Act, N.J.S. A. 5:16-1 et seq**

(a) The owner of the campground shall post and maintain in a conspicuous place, a written notice which states that owner of the campground facility has a lien on all personal property located at the campground facility for rent, labor or other reasonable charges due as specified in the rental agreement, and for expenses necessary for its preservation or for expenses reasonably incurred in any sale executed pursuant to the Campground Facilities Act, N.J.S.A. 5:16-1 et seq.

(b) A campground facility owner may remove or cause to be removed from such campground facility any person residing in the campground facility or portion thereof in violation of the terms of the rental agreement by notifying such a person that the campground facility no longer desires to entertain them and requesting that they immediately leave. Such removal shall be construed as eviction. Any person who remains or attempts to remain after being so requested to leave, shall be guilty of a disorderly persons offense.

(c) The enforcement of a lien or eviction shall be carried out as prescribed in the Campground Facilities Act.

## **SUBCHAPTER 9. UTILITIES**

### **8:22-9.1 Electricity**

All electrical systems, equipment, and grounding shall conform to the requirements of the New Jersey Uniform Construction Code, N.J.A.C. 5:23.

### **8:22-9.2 Fuel, flammable liquids, and gases**

The storage and handling of flammable liquids shall conform to the requirements of the New Jersey Uniform Construction Code, N.J.A.C. 5:23, and applicable local laws and ordinances.

## **SUBCHAPTER 10. MISCELLANEOUS**

### **8:22-10.1 Auxiliary buildings**

(a) All buildings shall be constructed pursuant to the requirements of the New Jersey Uniform Construction Code, N.J.A.C. 5:23.

(b) Buildings used in the preparation of food and drink shall also be constructed and operated pursuant to the requirements of Retail Food Establishments, N.J.A.C. 8:24.

### **8:22-10.2 Insect, rodent, and weed control**

(a) Mosquito breeding shall be controlled by keeping the public campground free of cans, jars, buckets, old tires, and other articles which may hold water and provide temporary breeding places for mosquitoes. When mosquito control measures and supplemental larvicidal measures are necessary to control mosquito populations, such measures shall be undertaken pursuant to the requirements of the New Jersey Pesticide Control rules, N.J.A.C. 7:30-1.

(b) Fly breeding shall be controlled by eliminating the unsanitary practices which provide breeding places. Leaking solid waste and recycling containers shall be repaired or replaced. The area surrounding the containers shall not be littered with food wastes or other solid wastes.

(c) All enclosed buildings shall be maintained so as to eliminate rodent harborage. Special emphasis shall be placed on buildings where food is stored or served.

(d) Weed growth shall be controlled along pathways and within each campsite so as to reduce to the greatest extent possible ticks and chiggers. Poison ivy, poison oak, and poison sumac shall be controlled within each campsite. The application of pesticide shall conform to the requirements of the New Jersey Pesticide Control rules, N.J.A.C. 7:30.

### **8:22-10.3 Fireplaces and fire rings**

(a) Fireplaces shall be located, and shall be used, in such a manner so as not to constitute a fire hazard.

(b) Campfires shall be built and maintained only in fire rings and/or fireplaces provided at the public campground. Fires shall not be left unattended, and shall be completely extinguished before the campers retire for the night and before the campsite is vacated.

**8:22-10.4 Emergency notification**

(a) The following information shall be printed on water-proof material and prominently posted at the main office and at all public telephone areas:

1. The names of the campground owner and caretaker;
2. The telephone numbers at which the owner and caretaker may be reached;
3. The street address and municipality of the campground; and
4. The locations and telephone numbers of the local emergency medical service, the local fire department, the local police, and the nearest acute care hospital.

(b) At least one public telephone shall be provided, accessible, and in working order at each campground 24 hours per day.

**8:22-10.5 Pets**

Pets shall be controlled at all times and shall not be allowed to create a public health or noise nuisance. Pets shall not be left unattended. Feces shall be immediately disposed of in a manner acceptable to the caretaker.

**8:22-10.6 Swimming pools, hot tubs and bathing beaches**

Swimming pools, hot tubs, and bathing beaches shall conform to the requirements of N.J.A.C. 8:26, and all other applicable laws, rules, and ordinances.

