

**WORKSESSION/REGULAR MEETING OF THE DENNIS TOWNSHIP
COMMITTEE - JUNE 03, 2013 – 4:00 P.M.**

Meeting called to order.

Opening Announcement
Pledge of Allegiance & Moment of Silence/List of the Fallen
Roll Call & Determination of Quorum

Work Session:

Discuss the Janitorial Services Contract.

Public Comment on Agenda Items:

Review of Consent & Regular Agenda Items:

Consent Agenda

Minutes	Approval of the March 05, 2013 (Worksession/Regular Meeting).
Motions	Authorizing Girl Scout Troop #42529 use of the Community Room.
Res. #2013-90	Authorizing the Hiring of Seasonal Part-Time Employees for the Municipal Alliance Summer Peer Leadership Program (Paige Rumaker & Donna Konczyk).
Res. #2013-91	Authorizing the Extension of a Shared Services Agreement with the Borough of Woodbine and the Township of Upper for the Sharing of a Radar Equipped Vehicle for an Additional Term of One (1) Year Commencing July 1, 2013 to June 30, 2014.
Res. #2013-92	Authorizing the Hiring of a Seasonal Part-Time Recreation Attendant for the Recreation Department (Fabio Pawlus).
Res. #2013-93	Authorizing a Refund of a Senior Center Trip (Geraldine Nesensohn).
Res. #2013-94	Authorizing a Refund of a Payroll Deduction (Randy Grant).

Regular Agenda:

Ord. #2013-03	An Ordinance of the Township of Dennis, County of Cape May, and State of New Jersey Repealing and Replacing Chapter 165, and Chapter 185 of the Code of the Township of Dennis, Entitled, "Subdivision of Land" and "Zoning" Respectively. (for Second Reading, Public Hearing & Possible Amendment).
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**WORKSESSION/REGULAR MEETING OF THE DENNIS TOWNSHIP
COMMITTEE – JUNE 03, 2013 – 4:00 P.M. (page 2)**

Res. #2013-95

Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12 - Investigatory: Discussion of investigation of items contained in letter of October 3, 2012, from Recreation Department.

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

Municipal Clerk's Report	May, 2013
Registrar's Report	May, 2013
Construction Official's Report	May, 2013
Engineer's Report	06/03/2013

General Public Comments

Committee Comments

Executive Session:

Investigatory: Discussion of investigation of items contained in letter of October 3, 2012, from Recreation Department.

Adjournment

**TOWNSHIP OF DENNIS
DENNISVILLE, NEW JERSEY 08214**

**BID FORM
FOR
CUSTODIAL SERVICES**

Township of Dennis
571 Petersburg Road
P. O. Box 204
Dennisville, New Jersey 08214

Mayor & Committee:

In accordance with your Notice to Bidders, the Bid Proposal, General Instructions, Conditions and Specifications, we wish to quote the following:

ITEM	DESCRIPTION	TOTAL ANNUAL COST (12 MONTHS)	TOTAL ANNUAL COST (24 MONTHS)	TOTAL ANNUAL COST (36 MONTHS)
1.	Township Hall & Public Works Garage 571 Petersburg Road	\$ 8760.00	\$ 17,520.00	\$ 26,280.00
2.	Senior Citizen Center 571 Petersburg Road	\$ 4140.00	\$ 8,280.00	\$ 12,420.00
3.	Recreation Building 565 Dennisville Road South Dennis	\$ 9300.00	\$ 18,600.00	\$ 27,900.00
4.	Recreation Garage 565 Dennisville Road South Dennis	\$ 299.00	\$ 598.00	\$ 897.00
BID TOTALS:		\$ 22,499.00	\$ 44,998.00	\$ 67,497.00

We hereby acknowledge that the Township of Dennis reserves the right to select the lowest qualified bidder for either a twelve (12) month, twenty-four (24) month, or thirty-six (36) month period. The Township will determine which bid term to select based on what bid price and relative term is what the Township deems to be in its best interest.

NAME OF COMPANY Day care cleaning services inc
 ADDRESS 1892 Greentree Road Cherry Hill NJ 08003
 CONTACT PERSON ROBERT NESTORE
 TELEPHONE # 856-874-1600 FAX # 856-874-1601
 SIGNATURE [Signature] DATE 7/1/10

**TOWNSHIP OF DENNIS
P.O. BOX 204
571 PETERSBURG ROAD
DENNISVILLE, NJ 08214
(609) 861-9700
Fax (609) 861-9719**

BID PACKAGE

CUSTODIAL SERVICES

A. SUPPLEMENTARY SPECIFICATIONS:

1. Intent

These specifications are intended to cover the requirements for furnishing Custodial Services to the Township of Dennis for a period of twelve (12), twenty-four (24) or thirty-six (36) months:

July 15, 2010 through July 14, 2011 – One Year
July 15, 2010 through July 14, 2012 – Two Year
July 15, 2010 through July 14, 2013 – Three Years

2. Qualifications

All bidders must submit with their bids a list of at least three (3) references for whom they are currently performing custodial work, or for whom they have performed custodial work of a similar nature within the past year. This requirement is mandatory, and failure to submit contract references may result in rejection of the bid.

Information on contract references must include the following:

Name of Company
Address
Contact Person
Contract Price
Date and Term of Contract

Prior experience on similar contracts will be taken into consideration in determining the award of contract. Evidence of unsatisfactory performance will be sufficient cause for disqualification of any bidder, and in making this determination, the decision of the Township will be final.

APPLICATION FOR USE OF FACILITIES



APPLICANT: Laura Colwell

ADDRESS: 467 Hands Mill Rd Belle Plain

ADDRESS: NJ 08270

Person Responsible:

Name: Laura Colwell Title: Troup Leader #42529

Address: 467 Hands Mill Rd Belle Plain NJ 08270

Telephone: (H) 427-6024 (C) 224-4172 (W) Laura.colwell1112@gmail.com

The Applicant requests the use of the Township of Dennis Community Room located at 571 Petersburg Road, Dennisville, NJ 08214, for the following purpose:

(State the Purpose)

On the following date(s): June-18th - Sep-3 Every Tue 6:30-7:30

Specify the hours of use: From: 6:30 pm To: 7:30 pm

Number of people to attend: 9 kids 6 adults

Will juveniles be present? Yes No If yes, what ages? _____

If juveniles will be present, the Applicant **must** submit the names, addresses and telephone numbers of chaperones prior to the event.

Alcoholic beverages **are not** permitted on Township property.

Please note: The Township has the right, in its sole discretion, to deny, limit or revoke the use of the requested facility when in the opinion of the Township the use presents a risk of unreasonable injury to persons or damage to property of the Township or others.

APPLICANT:
(Signature)

DATE: 16-May-13

19 May 2013

To whom it may concern my name is Laura Colwell I am troop Leader of a Daisy Girl Scout. Right now we are using the Dennis Township Primary School and in a few weeks the school will be closed for summer so the moms and I talked it over and we wanted to find a place for summer and I called and asked about the municipal building and we are going to be there starting June 18- September 3 from 6:30-7:30pm. Our troop number is 42529.

Thank you

Laura Colwell

INDEMNITY AND HOLD HARMLESS AGREEMENT

USER shall indemnify, save harmless and defend the TOWNSHIP, its elected and appointed officials, its employees, agents, volunteers and others working on behalf of the TOWNSHIP, from and against any and all claims, losses, costs, attorney's fees, damages or injury, including death and/or property loss, expense claims or demands arising out of USER's use of the FACILITY, including all suits or actions of every kind or description brought against the TOWNSHIP, either individually or jointly with USER for or on account of any damage or injury to any person or persons or property, caused or occasioned or alleged to have been caused by, or on account of, any of the activities conducted by or caused to be conducted by USER, or through any negligence or alleged negligence in safeguarding the FACILITY, participants or members of the public, or through any act, omission or fault or alleged act, omission or fault or alleged act, omission or fault of the USER, its employees, agents, volunteers, subcontractors or others under the direction, control or under any contractual relationship with the USER.

INSURANCE

Notwithstanding the indemnification and defense obligations of the USER, USER shall purchase and maintain such insurance described in the attached schedule and as is appropriate for the type of use and hazards present and as well provide any protection from any and all covered claims which may arise out of or caused or alleged to have been caused in any manner from USER's use of the FACILITY, whether it is to be used by the USER, its employees, agents, volunteers, subcontractors or others under the direction, control or under any contractual relationship with the USER or by anyone for whose acts any of them may be liable.

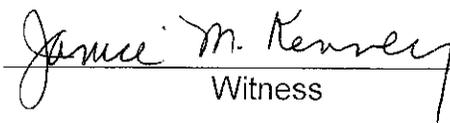
USER shall be required to name the TOWNSHIP as an "Additional Insured" on the USER's policy of commercial general liability insurance and simultaneously with the delivery of the executed **Use of Facilities Agreement**, USER shall provide the TOWNSHIP with a Certificate of Insurance indicating that the insurance coverage as described in the attached schedule, and as is appropriate for the type of use and hazards present, has been obtained and that the TOWNSHIP has been designated as an "Additional Insured" where required. On or before the renewal date of said policy, USER shall be required to provide the TOWNSHIP with a Certificate of Insurance indicating the continuation of insurance coverage and designating the TOWNSHIP as an "Additional Insured" for the duration of the agreement.

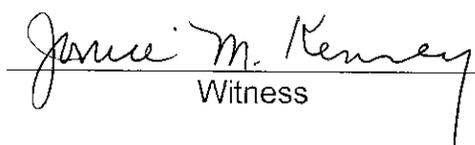
The Schedule of insurance and limits of liability for the insurance shall provide coverage for not less than the amounts listed in the attached schedule or greater where required by law.

Signed by an authorized representative of the USER and the TOWNSHIP on this _____ day of MAY 30th, 2013.


USER


TOWNSHIP


Witness


Witness

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2013-90

**RESOLUTION AUTHORIZING THE HIRING OF SEASONAL PART-TIME
EMPLOYEES FOR THE MUNICIPAL ALLIANCE
SUMMER PEER LEADERSHIP PROGRAM**

WHEREAS, the Dennis Township Municipal Alliance Committee is running a Peer Leadership Summer Program which requires the hiring of part-time seasonal employees; and

WHEREAS, the Municipal Alliance Coordinator has conducted interviews with the various applicants; and

WHEREAS, the Municipal Alliance Coordinator has made her recommendations to 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, that the following people be hired as seasonal part-time employees with the title Recreation Attendant: Paige Rumaker - \$25.00 per hour not to exceed 30.3 hours and Donna Konczyk - \$25.00 per hour not to exceed 30.3 hours, effective retroactive to 06/03/2013.

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

PRESENTED BY:

SECONDED BY:

ROLL CALL VOTE:

AYES :
NAYS :
ABSTAINING:
ABSENT :

RESOLUTION NO. 2013-90
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 June 03, 2013 at 4:00 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. 2013-91

**RESOLUTION AUTHORIZING THE EXTENSION OF A
SHARED SERVICES AGREEMENT WITH THE
BOROUGH OF WOODBINE AND THE TOWNSHIP OF UPPER FOR THE
SHARING OF A RADAR EQUIPPED VEHICLE FOR AN ADDITIONAL TERM OF
ONE (1) YEAR COMMENCING JULY 1, 2013 TO JUNE 30, 2014**

WHEREAS, pursuant to Ordinance No. 99-09 the Township of Dennis was authorized to enter into an Interlocal Services Agreement with the municipalities of Woodbine and Upper for the sharing of a radar equipped vehicle; and

WHEREAS, the parties desire to extend the term of such Agreement for an additional term of one (1) year; and

WHEREAS, the matter has been duly considered by the Township Committee, which has concluded that such extension is in the public interest and will promote the public health, safety and welfare.

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 allegations of the preamble are incorporated herein by reference.
2. The Interlocal Services Agreement, dated May 10, 1999, entered into by the municipalities of Woodbine and Upper for the sharing of a radar equipped vehicle is hereby extended for an additional term of one (1) year, commencing July 1, 2013 through and inclusive of June 30, 2014, upon the same terms and conditions.
3. Paragraph 5 of Item 2 of the Agreement of May 10, 1999 is hereby deemed amended so that the Contract term will expire on June 30, 2014.
4. This Resolution extending the term of the aforesaid Contract is conditioned upon similar action being taken by the Governing Bodies of the Borough of Woodbine and the Township of Upper.
5. All officers and officials of the Township of Dennis are authorized, directed and empowered to take such action as may be reasonable, required or necessary to carry out the intent and purpose of this Resolution.

RESOLUTION NO. 2013-91
PAGE 2

6. A certified copy of this Resolution shall be forwarded to each of the municipalities who are parties to such Interlocal Services Agreement.

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

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 special meeting held on June 03, 2013 at 4:00 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. 2013-92

**RESOLUTION AUTHORIZING THE HIRING OF A SEASONAL PART-TIME
RECREATION ATTENDANT FOR THE RECREATION DEPARTMENT**

WHEREAS, the Dennis Township Recreation Department is in need of an additional part-time attendant to cover the basketball games during the summer; and

WHEREAS, the Recreation Director has indicated that one of the seasonal part-time employees for the 2013 Summer Camp Program would be available for said additional duties.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that Fabio Pawlus who is currently employed as a seasonal part-time camp counselor be also hired as a seasonal part-time Recreation Attendant at the hourly rate of \$10.00 per hour to cover basketball games during the summer season effective 06/26/2013.

BE IT FURTHER RESOLVED, that total hours as the seasonal part-time Recreation Attendant will not exceed sixty (60) hours.

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

PRESENTED BY:

SECONDED BY:

ROLL CALL VOTE:

AYES :
NAYS :
ABSTAINING:
ABSENT :

RESOLUTION NO. 2013-92
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 June 03, 2013 at 4:00 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. 2013-93

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

WHEREAS, the Dennis Township Senior Citizen Center has scheduled a trip to the Atlantic City Air Show on June 26, 2013; and

WHEREAS, the Clerk has received notification from the Senior Center's Director that due to a health issue 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 June 26, 2013 Atlantic City Air Show trip:

Geraldine Nesensohn	\$216.00
125 79 th Street	
Sea Isle City, NJ 08243	

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

ATTEST _____
Eugene L. Glembocki, Mayor

PRESENTED BY:

SECONDED BY:

ROLL CALL VOTE:

AYES :
NAYS :
ABSTAINING:
ABSENT :

RESOLUTION NO. 2013-93
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 June 03, 2013 at 4:00 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. 2013-94

**RESOLUTION AUTHORIZING A REFUND OF A
PAYROLL DEDUCTION**

WHEREAS, an employee assigned to the Public Works Department was a member of the South Jersey Federal Credit Union; and

WHEREAS, said employee closed his account with the South Jersey Federal Credit Union without notifying the Dennis Township Finance Office which resulted in the Credit Union deduction being withheld from the employee's May 17, 2013 pay; and

WHEREAS, the South Jersey Federal Credit Union has refunded the payment to 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 Chief Financial Officer be and is hereby authorized and directed to refund Randy Grant the \$10.00 South Jersey Federal Credit Union payment that was withheld from his May 17, 2013 pay.

BE IT FURTHER RESOLVED, that said refund be made thru the Township of Dennis Payroll Account.

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

PRESENTED BY:

SECONDED BY:

ROLL CALL VOTE:

AYES :
NAYS :
ABSTAINING:
ABSENT :

RESOLUTION NO. 2013-94
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 June 03, 2013 at 4:00 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. 2013-95

**RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN
ACCORDANCE WITH THE PROVISIONS OF THE
NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12**

WHEREAS, the Township Committee of the Township of Dennis is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Committee of the Township of Dennis to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12 b and designated below:

- (1) Matters Required by Law to be Confidential: Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.
- (2) Matters Where the Release of Information Would Impair the Right to Receive Funds: Any matter in which the release of information would impair a right to receive funds from the Government of the United States.
- (3) Matters Involving Individual Privacy: Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual, unless the individual concerned (or in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.
- (4) Matters Relating to Collective Bargaining Agreements: Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body.

RESOLUTION NO. 2013-95

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- (5) Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds: Any matter involving, the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed.
- (6) Matters Relating to Public Safety and Property: Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law. Investigatory: Discussion of investigation of items contained in a letter of October 3, 2012, from the Recreation Department.
- (7) Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege: Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.
- (8) Matters Relating to the Employment Relationship: Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance of promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting.
- (9) Matters Relating to the Potential Imposition of a Penalty: Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, assembled in public session on June 03, 2013, that an Executive Session closed to the public shall be held on June 03, 2013 prior to the close of the above night's meeting in the Dennis Township Municipal Complex, 571 Petersburg Road, Dennisville, New Jersey, for the discussion of matters relating to the specific items designed above.

BE IT FURTHER RESOLVED, that it is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

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

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 June 03, 2013 at 4:00 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk