

**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE -  
JUNE 17, 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

**Discussion:**

Discuss the Membership Renewal in the Atlantic County Municipal Joint Insurance Fund.

Discuss the 2012 Audit.

**Public Comment on Agenda Items:**

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**Review of Consent & Regular Agenda Items:**

**Consent Agenda**

Minutes	Approval of the March 19, 2013 (Regular Meeting) Minutes.
Res. #2013-96	Approving the Discharge of Fireworks During the Activities at National Night Out in August.

**Regular Agenda:**

Ord. #2013-04	An Ordinance of the Township of Dennis, County of Cape May, and State of New Jersey, Amending Chapter 78 of the Code of the Township of Dennis Entitled, "Charitable Solicitations. (For Second Reading & Public Hearing).
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Res. #2013-97	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 - <u>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.</u>
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**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE -  
JUNE 17, 2013 – 4:00 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**

Tax Collector's Report	May, 2013
Engineer's Report	06/17/2013

**Mayoral Appointments:**

Jim Esposito	-	Alt. #1 term expiring 12-31-2013
Garland Cherry	-	Alt. #2 term expiring 12-31-2014
Ed Chelius	-	Alt. #3 term expiring 12-31-2013

**General Public Comments**

**Committee Comments**

**Adjournment**



June 10, 2013

Glenn O. Clarke  
Dennis Township  
P.O. Box 204  
Dennisville, NJ 08214

**Re: Membership Renewal**

Dear Glenn:

It is time to re-affirm your membership in the Atlantic County Municipal Joint Insurance Fund for the period beginning January 1, 2014.

***ACMJIF Membership Agreement***

Please place the attached *Resolution for Renewal of Membership in the ACMJIF* on your next agenda for adoption. In order to ensure a smooth budget and renewal process for the JIF, we ask that you forward your renewal resolution and the attached *Agreement to Renew Membership in the ACMJIF* to our office by August 15, 2013. Your prompt response will enable the Finance Committee to develop a realistic 2014 Fund Year budget in a timely manner.

As you consider your continuing membership in the JIF, we would like to invite you to discuss any questions directly with our staff so that we have an opportunity to frankly reply to your needs.

If you intend to compare the JIF to other programs, we ask that you please contact our office. Comparing insurance programs can be a difficult and confusing process. One thing is for sure; all insurance and all JIFs are not alike. Items to be considered include financial stability, coverage, limits, deductibles, co-insurance requirements, programs, and services. If you intend to conduct a marketing exercise, we recommend that you begin the process immediately so as to meet the Fund's August 15<sup>th</sup> date.

***Discounts for Renewing Members***

The JIF recognizes the need to hold on to members who have contributed to our financial success and we have developed programs designed to reward renewing members whose claims experience has been above average. For members who have had less favorable experience, we have developed loss sensitive programs that can reduce your renewal premium and allow your future claims experience to determine your ultimate premium. The JIF will also consider high deductible or SIR programs as a way of reducing premiums for members who qualify. Please contact our office if you wish to discuss any of these options.

***Dividends***

We are pleased to report that the JIF returned \$750,000 to our members this past year and in excess of \$24,000,000 since the JIF's inception. These dividends would have been insurance company profits. Return of surplus is made possible because of the conservative nature of the JIF operations and because every penny not spent on claims is returned to our members with interest!

***Additional Services***

As you know, the JIF will not be out-serviced. Our safety and claims management services are second to none. The JIF also provides its members with training seminars on important issues such as Police, Public Officials, and Employment Liability. Each of these programs has been enthusiastically received by all who have attended. In addition to the superior safety, liability, and claims management services mentioned above, the JIF offers many other valuable member benefits. For example, the JIF provides *Property Appraisals* for all members and has made discounts available for your Fixed Asset Inventory reports. The *Employment Practices Liability Helpline* is another member service that has been implemented to assist you in addressing employment issues before they become lawsuits.

***Member Visitation Program***

In the near future, our office will begin contacting renewing members to schedule a meeting with you and representatives of your governing body. During our visit, we will review with you detailed information on your performance in the JIF and utilization of JIF Programs. I invite you to provide us with your feedback, both positive and negative on all JIF Programs. Your feedback is invaluable to making the JIF responsive to the needs of its members.

***Questions?***

Should you have any questions regarding your JIF membership or require additional information, please don't hesitate to call me at (856) 446-9130 or email Paul\_Miola@ajg.com.

Thanks for your prompt attention to this matter.

Very truly yours,

**ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

*Paul J. Miola*

Paul J. Miola, CPCU, ARM  
Executive Director

Enclosures

cc: Jacqueline B. Justice, Clerk  
Charles Pessagno, RMC  
Risk Management Distribution (PF, SO, KK)

File: ACMJIF/Gen/Member Resolutions & Agreements  
ACMJIF/2014/Renewal

Tab: Membership Renewal

## Jackie Justice

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**From:** Sheila Ortiz [Sheila\_Ortiz@ajg.com]  
**Sent:** Monday, June 10, 2013 2:12 PM  
**To:** Glenn Clarke  
**Cc:** Jacqueline Justice; Charles Pessagno  
**Subject:** Three Year Membership Renewal - ACMJIF

Dear Fund Commissioner,

Attached, please find correspondence inviting your municipality to renew its three year membership in the Atlantic County Municipal Joint Insurance Fund effective January 1, 2014.

In addition, I have also attached for your convenience a *Resolution* authorizing the three year agreement along with corresponding *Agreement* to join the Atlantic County Municipal Joint Insurance Fund in Word Format. (We ask that you **do not** change the date of the three year renewal period.)

We ask that you please forward a copy of the authorizing *Resolution* and executed *Agreement* to our office by August 15, 2013.

As always, if you have any questions, please do not hesitate to contact our office.

Thank you for your attention in this matter. We look forward to your continuing membership in the Atlantic County Municipal Joint Insurance Fund.

Regards,  
Sheila

*Sheila Ortiz*

Account Representative



Arthur J. Gallagher & Co.

P.O. Box 530 | 6000 Sagemore Drive, Suite 6203 | Marlton, NJ 08053

O (856) 446-9137 | F (856) 446-9149

Arthur J. Gallagher Risk Management Services, Inc.

**RESOLUTION FOR RENEWAL OF MEMBERSHIP IN THE  
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the \_\_\_\_\_ is a member of the Atlantic County Joint Insurance Fund (hereinafter the "FUND"); and

WHEREAS, said membership terminates as of January 1, 2014 unless earlier renewed by agreement between the municipality and the FUND; and

WHEREAS, the \_\_\_\_\_ desires to renew said membership;

NOW THEREFORE, be it resolved as follows:

1. The \_\_\_\_\_ agrees to renew its membership in the FUND and to be subject to the Bylaws, Rules and Regulations, coverages, and operating procedures thereof as presently existing or as modified from time to time by lawful act of the FUND.
2. \_\_\_\_\_, Fund Commissioner, shall be and hereby is authorized to execute the "Agreement to Renew Membership" annexed hereto and made a part hereof and to deliver same to the FUND evidencing the \_\_\_\_\_'s intention to renew its membership.

This Resolution agreed to this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by a vote of:  
\_\_\_\_\_ Affirmative      \_\_\_\_\_ Negative      \_\_\_\_\_ Abstentions

(Municipal Official)

\_\_\_\_\_

CERTIFICATION

I hereby certify that the foregoing is a true copy of Resolution \_\_\_\_\_ adopted by the \_\_\_\_\_ in the County of \_\_\_\_\_, at a regular meeting thereof held on \_\_\_\_\_, 2013

\_\_\_\_\_  
(Clerk)

**AGREEMENT TO RENEW MEMBERSHIP TO THE  
ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND**

WHEREAS, the Atlantic County Municipal Joint Insurance Fund (hereinafter the "FUND") is a duly chartered Municipal Joint Insurance Fund as authorized by NJSA 40A:10-36 et seq., and;

WHEREAS, the \_\_\_\_\_ is currently a member of said FUND, and;

WHEREAS, effective January 1, 2014, said membership will expire unless earlier renewed, and;

WHEREAS, the Governing Body of the \_\_\_\_\_ has resolved to renew said membership;

NOW, THEREFORE, it is agreed as follows:

1. The \_\_\_\_\_ hereby renews its membership in the FUND for a three (3) year period, beginning January 1, 2014 and ending January 1, 2017.
2. The \_\_\_\_\_ hereby ratifies and reaffirms the Indemnity and Trust Agreement, Bylaws and other organizational and operating documents of the FUND as from time to time amended and altered by the Department of Banking and Insurance in accordance with the applicable statutes and administrative regulations as if each and every one of said documents were re-executed contemporaneously herewith.
3. The \_\_\_\_\_ agrees to be a participating member of the FUND for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.
4. In consideration of the continuing membership of \_\_\_\_\_ in the FUND, the FUND agrees, subject to the continuing approval of the Commissioner of Banking and Insurance to accept the renewal application of the \_\_\_\_\_.
5. Executed this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ as the lawful and binding act and deed of the \_\_\_\_\_ which execution has been duly authorized by public vote of the governing body.

\_\_\_\_\_  
(Municipal Official)

Attest: \_\_\_\_\_

Date: \_\_\_\_\_

**TOWNSHIP OF DENNIS**  
**SUMMARY OR SYNOPSIS OF AUDIT REPORT FOR PUBLICATION**

Attention is directed to the fact that a summary or synopsis of the audit report, together with the recommendations, is the minimum required to be published pursuant to N.J.S. 40A:5-7.

**COMPARATIVE BALANCE SHEET - REGULATORY BASIS**

<b><u>ASSETS</u></b>	<u>Dec. 31, 2012</u>	<u>Dec. 31, 2011</u>
Cash and Investments	\$ 3,515,471.15	\$ 4,019,087.59
Taxes, Assessments & Liens Receivable	574,922.15	494,166.79
Property Acquired for Taxes- Assessed Valuation	1,125,115.00	1,125,115.00
Accounts Receivable	1,244,002.62	1,201,455.26
Deferred Charges	1,726,877.70	2,361,875.57
General Fixed Assets	<u>4,736,950.75</u>	<u>4,729,052.76</u>
<b>TOTAL ASSETS</b>	<b><u>\$ 12,923,339.37</u></b>	<b><u>\$ 13,930,752.97</u></b>
<b><u>LIABILITIES, RESERVES &amp; FUND BALANCE</u></b>		
Serial Bonds & Bond Anticipation Notes	\$ 1,510,000.00	\$ 2,138,277.56
Improvement Authorizations	462,286.00	530,212.07
Other Liabilities & Special Funds	4,162,974.28	4,081,012.84
Reserve for Certain Assets Receivable	1,726,644.49	1,674,392.53
Fund Balance	324,483.85	777,805.21
Investment in General Fixed Assets	<u>4,736,950.75</u>	<u>4,729,052.76</u>
<b>TOTAL LIABILITIES, RESERVES AND FUND BALANCES</b>	<b><u>\$ 12,923,339.37</u></b>	<b><u>\$ 13,930,752.97</u></b>

**COMPARATIVE STATEMENT OF OPERATIONS AND CHANGE IN  
FUND BALANCE - CURRENT FUND**

	<u>Dec. 31, 2012</u>	<u>Dec. 31, 2011</u>
<b>Revenue and Other Income Realized</b>		
Fund Balance Utilized	\$ 698,000.00	\$ 1,463,000.00
Miscellaneous From Other than Local Property Tax Levies	2,237,063.44	2,227,956.26
Collection of Delinquent Taxes and Tax Title Liens	381,363.17	410,754.05
Collection of Current Tax Levy	<u>13,077,502.28</u>	<u>12,711,669.32</u>
Total Income	<u>16,393,928.89</u>	<u>16,813,379.63</u>
<b>Expenditures</b>		
Budget Expenditures:		
Municipal Purposes	4,294,770.59	4,651,727.10
County Taxes	2,149,534.07	2,149,347.61
Local School Taxes	8,944,581.00	8,690,613.00
Special District Taxes	752,543.00	728,695.00
Other Expenditures	<u>9,715.59</u>	<u>15,363.04</u>
Total Expenditures	16,151,144.25	16,235,745.75
Less: Expenditures to be Raised by Future Taxation	<u>-</u>	<u>618.48</u>
Total Adjusted Expenditures	<u>16,151,144.25</u>	<u>16,235,127.27</u>
Excess in Revenue	242,784.64	578,252.36
Fund Balance January 1	<u>756,740.54</u>	<u>1,641,488.18</u>
	999,525.18	2,219,740.54
Less: Utilization as Anticipated Revenue	<u>698,000.00</u>	<u>1,463,000.00</u>
Fund Balance December 31	<u>\$ 301,525.18</u>	<u>\$ 756,740.54</u>

**RECOMMENDATIONS:**

None

The above summary or synopsis was prepared from the report of the audit of the Township of Dennis, County of Cape May, for the calendar year 2012. This report of audit, submitted by Leon P. Costello, Registered Municipal Accountant, of Ford, Scott & Associates, L.L.C., CPA's, is on file at the Municipal Clerk's office and may be inspected by any interested person.

A corrective action plan, which outlines actions the Township of Dennis will take to correct the findings listed above, will be prepared in accordance with federal and state requirements. A copy of it will be placed on file and made available for public inspection in the Office of the Municipal Clerk in the Township of Dennis within 45 days of this notice.

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Jacqueline Justice, Municipal Clerk

**TOWNSHIP OF DENNIS**

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

**RESOLUTION NO. 2013-96**

**RESOLUTION APPROVING OF THE DISCHARGE OF FIREWORKS DURING THE  
ACTIVITIES AT NATIONAL NIGHT OUT IN AUGUST**

**WHEREAS**, the Township scheduled its National Night Out Event for Tuesday, August 06, 2013 at the Recreation Complex located at 565 Dennisville Road, South Dennis; and

**WHEREAS**, a fireworks display has been scheduled for the event; and

**WHEREAS**, the State requires that the municipality pass a resolution authorizing the discharge of fireworks.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that this governing body hereby approves and authorizes the discharge of fireworks during the National Night Out Event scheduled for August 06, 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. 2013-96**  
**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 17, 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**

**ORDINANCE NO. 2013-04**

**AN ORDINANCE OF THE TOWNSHIP OF DENNIS, COUNTY OF CAPE MAY, AND  
STATE OF NEW JERSEY AMENDING CHAPTER 78 OF THE CODE OF THE TOWNSHIP  
OF DENNIS ENTITLED, "CHARITABLE SOLICITATIONS".**

**BE IT ORDAINED**, by the Township Committee of the Township of Dennis, County of Cape May, and State of New Jersey that Chapter 78, Article I, Section A. of the Code of the Township of Dennis be amended as follows:

§ 78-1. Solicitation permitted.

- A. Upon application to the Township Committee, in writing, and approval by the same by motion or resolution, nonprofit charitable organizations are hereby permitted to solicit contributions along the roadways in the Township of Dennis pursuant to the provisions of R.S. 39:4-60.

**BE IT FURTHER ORDAINED**, that this ordinance shall take effect immediately with accordance to the law.

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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

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Frank L. Germanio, Committee Member

The foregoing Ordinance was introduced at a meeting of the Township Committee of the Township of Dennis on May 21, 2013. Publication will be held on May 29, 2013 and a Public Hearing will be held at a meeting of the said Township Committee to be held on June 18, 2013 at 7:00 p.m. in the Municipal Building located at 571 Petersburg Road in Dennisville.

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

**TOWNSHIP OF DENNIS**

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

**RESOLUTION NO. 2013-97**

**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. 2013-97**

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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. Possible hiring, terms & status – Municipal Clerk's Office.
- (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 17, 2013, that an Executive Session closed to the public shall be held on June 17, 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.

**RESOLUTION NO. 2013-97**

**PAGE 3**

**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 17, 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**

