

**WORKSESSION/REGULAR MEETING OF THE DENNIS TOWNSHIP
COMMITTEE - NOVEMBER 04, 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 Elected Officials Liability Seminar.

Discuss the posting of the RFP's for the 2014 Professionals on the website.

Discuss the Exemption from the Spill Act Liability Form regarding Block 57, Lot 27,
1414 Route 47.

Discuss the Animal Control Services.

Public Comment on Agenda Items:

Review of Consent & Regular Agenda Items:

Consent Agenda

Minutes	Approval of the August 20, 2013 (Regular Meeting) and September 03, 2013 (Work Session/Regular Meeting).
Res. #2013-133	Authorizing the Refund of a Planning/Zoning Escrow Fee (Block 121, Lot 18.04 - \$131.25).
Res. #2013-134	Approving a Shared Services Agreement with the County of Cape May for use of Certain Equipment of the Office of Emergency Management.
Res. #2013-135	Authorizing the Governor's Council on Alcoholism and Drug Abuse Fiscal Grant Extension January 1, 2014 to June 30, 2014.

Regular Agenda:

Ord. #2013-05	Ordinance Reappropriating \$190,025 Proceeds of Obligations not Needed for their Original Purpose in Order to Provide for Several Capital Improvements and Acquisitions in and by the Township of Dennis, in the County of Cape May, New Jersey. (for Second Reading and Final Adoption).
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**WORKSESSION/REGULAR MEETING OF THE DENNIS TOWNSHIP
COMMITTEE – NOVEMBER 04, 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 \$731,126.57

Administrative Reports

Municipal Clerk's Report	October, 2013
Registrar's Report	October, 2013
Construction Official's Report	October, 2013
Administrator's Report	11/04/2013
Engineer's Report	11/04/2013

General Public Comments

Committee Comments

Adjournment

**Municipal
Joint Insurance
Fund** 

South Jersey Communities Securing Their Future
P. O. Box 530, Marlton, New Jersey 08053

To: Municipal Clerks
Fund Commissioners

From: Kris Kristie, Sr. Account Representative

Date: October 25, 2013

Re: Elected Officials Seminar

It is once again time to extend an invitation to the JIF Elected Officials for this year's training program. This year's program will focus on controlling the cost of Workers Compensation and Liability Claims.

As in the past, the New Jersey Municipal Excess Liability Joint Insurance Fund (MEL) will reduce each member's 2014 MEL Loss funding by \$250 for each municipal elected official who completes the course by March 31, 2014. This credit is also extended to the member's CEO (i.e. municipal manager/administrator). The maximum credit for each member is 25% of the member's 2014 MEL's Workers Compensation Loss funding.

The schedule of local Elected Official's training seminars is listed below. You are welcome to attend any of the sessions listed. To register, please complete the attached form and return it to Kris Kristie at our office.

Locally, the dates & location of this training is as follows:

Registration for all seminars is 5:30PM – 6:00 PM. Seminars are from 6:00pm – 8:00 pm

Thursday, December 5, 2013 – Merighi's Savoy Inn, Vineland

Tuesday, December 10, 2013 - Nicolosi's Caterers, West Deptford

Thursday, January 30, 2014 – Kerri Brooke Caterers, Hammonton

Wednesday, March 12, 2014 – Charley's Other Brother, Eastampton

Please feel free to contact my office if you have any questions.

cc: Risk Management Consultants

NOTICE

The Township of Dennis is seeking proposals for the following contracts for the calendar year 2013:

- 1) Township Solicitor
- 2) Township Auditor
- 3) Township Labor Attorney
- 4) Consolidated Land Use Board Attorney
- 5) Consolidated Land Use Board Engineer
- 6) Grants Consultant
- 7) Township Bond Counsel
- 8) Risk Management Consultant

Please submit 7 copies each of Solicitor, Auditor, Labor Attorney, Grants Consultant, Bond Counsel and Risk Management Consultant and 13 copies each of the Consolidated Land Use Board Attorney and Consolidated Land Use Board Engineer.

Please place proposal in a sealed envelope plainly identified on the outside for what contract it is for.

Proposals must be received by Jacqueline B. Justice, RMC no later than 4:00 p.m. on Friday, November 29, 2013.

Please review attached Resolution No. 2006-35, which establishes the Fair and Open Proposal Award Criteria.

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2006-35

**RESOLUTION ESTABLISHING THE FAIR AND OPEN
PROPOSAL AWARD CRITERIA**

WHEREAS, Public Law 2004, c 19 is known as the "New Jersey Local Unit Pay-To-Play" law (N.J.S.A. 19:44A20.4 et seq.) and requires that all contracts with a value of \$17,500 be awarded pursuant to a "fair and open" or "non-fair and open" process; and

WHEREAS, the Township Committee feel the best interests of the residents of Dennis Township would be better served by the Township awarding contracts by use of the "fair and open" process.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Township of Dennis shall award contracts through the "fair and open" process and that the following award criteria is hereby established:

1. Proposals will be evaluated by the Township Committee of the Township of Dennis on the basis of the most advantageous, price and other factors considered. The evaluation will consider:
 - a. Experience and reputation in the field;
 - b. Knowledge of the Township of Dennis and the subject matter to be addressed under the contact;
 - c. Availability to accommodate any required meetings of the agency;
 - d. Compensation proposal;
 - e. Other factors if demonstrated to be in the best interest of the Township of Dennis.
2. The following criteria, found under the competitive contracting rules at N.J.A.C. 5:34-4.2 may also be of assistance. These criteria are not intended to be limiting or all-inclusive, and they may be adapted or supplemented in order to meet the Township's needs. No criteria should unfairly or illegally discriminate or exclude otherwise capable vendors.
 - I. Technical criteria:
 - A. Proposed methodology:
 1. Does the vendor's proposal demonstrate a clear understanding of the scope of work and related objectives?

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2. Is the vendor's proposal complete and responsive to the specific RFP requirements?
3. Has the past performance of the vendor's proposed methodology been documented?
4. Does the vendor's proposal use innovative technology and techniques?
5. Are sound environmental practices such as recycling, energy efficiency, and waste reduction used?

II. Management criteria:

A. Project management:

1. How well does the proposed scheduling timeline meet the agency's needs?
2. Is there a project management plan?

B. History and experience in performing the work:

1. Does the vendor document a record of reliability of timely delivery and on-time and on-budget implementation?
2. Does the vendor demonstrate a track record of service as evidenced by on-time, on-budget, and contract compliance performance?
3. Does the vendor document industry or program experience?
4. Does the vendor have a record of moral integrity?

C. Availability of personnel, facilities, equipment and other resources:

1. To what extent does the vendor rely on in-house resources vs. contracted resources?
2. Are the availability of in-house and contract resources documented?

D. Qualification and experience of personnel:

1. Documentation of experience in performing similar work by employees and when appropriate, sub-contractors?
2. Does the vendor make use of business capabilities or initiatives that involve women, the disadvantaged, small and/or minority owned business establishments?
3. Does the vendor demonstrate cultural sensitivity in hiring and training staff?

III. Cost criteria:

A. Cost of goods to be provided or services to be performed:

1. Relative cost: How does the cost compare to other similarly scored proposals?
2. Full explanation: Is the price and its component charges, fees, etc., adequately explained or documented?

- B. Assurances of performance:
 - 1. If required, are suitable bonds, warranties, or guarantees provided?
 - 2. Does the proposal include quality control and assurance programs?
 - C. Vendor's financial stability and strength:
 - 1. Does the vendor have sufficient financial resources to meet its obligations?
3. Contracts will be awarded in the following manner:
- A. The Municipal Clerk shall have a notice of "Request for Proposal" for a specific service; e.g. Attorney, Auditor, Engineer, Planner, Prosecutor, etc. prominently placed on the Township's website.
 - B. The notice shall contain a closing date by which all proposals shall be received in a sealed envelope.
 - C. On the closing date the Municipal Clerk shall open the proposal for Township positions and prepare one copy for each member of the Township Committee. Proposals for various Boards shall be forwarded to the Administrator of the Boards.
 - D. At the next regular meeting the appointment shall be on the agenda for discussion and adoption.
 - E. Upon an affirmative vote of a majority of the Township Committee, interviews may be scheduled, which shall be conducted as soon as practical.
 - F. Thereafter, a resolution shall be prepared for the award of the contract and advertised as appropriate.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Ruth J. Blessing, Mayor

PRESENTED BY: MURPHY

SECONDED BY: CRIPPEN

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ROLL CALL VOTE:

AYES	:	BECK, O'CONNOR, CRIPPEN, MURPHY & BLESSING
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 January 17, 2006 at 6:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk



**New Jersey Department of Environmental Protection
Site Remediation Program**

**INSTRUCTIONS FOR EXEMPTION FROM SPILL ACT LIABILITY CERTIFICATION
FORM**

General Instructions

1. **Applicability** – Use this form to certify that a particular federal, state, or local governmental entity is exempt from Spill Act liability.
2. **Updates.** The NJDEP may update this form periodically. Please ensure you are using the latest version of this form. Download the latest version of this form from the NJDEP Website: <http://www.nj.gov/dep/srp/srra/forms/>.
3. **Signatures.** The form must be signed by the representative of the person authorized to certify for the governmental entity.
4. Completed forms should be sent to:
Bureau of Case Assignment & Initial Notice
Site Remediation Program
NJ Department of Environmental Protection
401-05H
PO Box 420
Trenton, NJ 08625-0420

Section A. Site Name and Location

- **Site Name:** Provide the name of the site (i.e., ABC Corporation);
- **List all AKAs:** Provide all other known names for the site;
- **Street Address:** Provide the street address for the site. NOTE: This should be the physical location of the site – not the mailing address;
- **Municipality:** Provide the name of the municipality where the site is located and indicate if it is a township, a borough, or a city. NOTE: This should be the name of the municipality - not the local name;
- **County:** Provide the name of the county where the site is located;
- **Zip code:** Self-explanatory;
- **Program Interest (PI) Numbers:** The PI Number is assigned by the NJDEP and can be obtained via the web at <http://www.nj.gov/dep/srp/> (DEP DATA MINER REPORTS). If this is a new site with no previous SRP involvement, leave blank;
- **Case Tracking Numbers:** Provide all NJDEP generated site identification numbers (UST Notice of Intent to Close numbers, ISRA numbers, etc.);
- **Incident Number(s)/Com. Center Number(s):** Self-explanatory;
- **Municipal Block(s) and lot(s):** Provide all lot and block numbers for the site.

Section B. Property Owner

Indicate if you are the current owner of the property identified in section A. If you are, provide the date you acquired the property. If you are NOT the current owner, indicate if you have ever owned the property. If you have previously owned the property, provide the date you sold the property. If you are NOT the current owner also provide the name, address, and contact information for the current owner of the property.

Section C. Description of Conditions That Allow an Exemption from Spill Act Liability

A federal, state, or local governmental entity can determine whether it is responsible to remediate the contamination at a property by reviewing the Spill Compensation and Control Act at N.J.S.A. 58:10-23.11g.d(4).

1. Provide information to the NJDEP about how the governmental entity acquired the site by selecting either a or b.
2. Indicate if you have conducted remediation work at the site within the last year.
3. Indicate if you plan on conducting remediation work at the site within the next year.

Section D. Information Concerning Parties Responsible For Contaminants Discharged at the Site

Check the applicable box regarding information you may have about the responsible party or parties for contaminants discharged at the site and attach supporting documentation to support that information.

Section E. Person Authorized to Certify for the Governmental Entity Information and Certification

The certification in this section shall be signed and dated by the person authorized to certify for the governmental entity. Have a Notary Public witness the certification of the person that is authorized to certify for the governmental entity. The certification required in this section shall be executed as follows:

- Provide the full legal name of the person authorized to certify for the governmental entity;
- Provide the title of the of the person authorized to certify for the governmental entity;
- Provide the telephone number, extension number, and fax number of the of the person authorized to certify for the governmental entity;
- Provide the mailing address, including the city/town, state, and zip code of the of the person authorized to certify for the governmental entity;
- Provide the email address of the of the person authorized to certify for the governmental entity;
- The person authorized to certify for the governmental entity shall provide His/her signature where indicated.



New Jersey Department of Environmental Protection
 Site Remediation Program

EXEMPTION FROM SPILL ACT LIABILITY CERTIFICATION FORM

Date Stamp
 (For Department use only)

SECTION A. SITE NAME AND LOCATION

Site Name: _____

List all AKAs: _____

Street Address: _____

Municipality: _____ (Township, Borough or City)

County: _____ Zip Code: _____

Program Interest (PI) Number(s): _____ Case Tracking Number(s): _____

Municipal Block(s) and Lot(s):

Block # _____	Lot # _____	Block # _____	Lot # _____
Block # _____	Lot # _____	Block # _____	Lot # _____
Block # _____	Lot # _____	Block # _____	Lot # _____
Block # _____	Lot # _____	Block # _____	Lot # _____

SECTION B. PROPERTY OWNER

Are you the current owner of the property identified in Section A above? Yes No

If "Yes,"

Provide the date of property acquisition: _____

If "No,"

1. Have you ever owned the property identified in Section A above? Yes No

If "Yes," provide the date of transfer: _____

2. Identify the current owner of the property below:

Name of Owner: _____

Firm Name: _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

Email Address: _____

Telephone Number: _____

SECTION C. DESCRIPTION OF CONDITIONS THAT ALLOW AN EXEMPTION FROM SPILL ACT LIABILITY

A federal, state, or local governmental entity can determine whether it is responsible for the contamination at a property by reviewing the Spill Compensation and Control Act at N.J.S.A. 58:10-23.11g.d(4) and reporting that finding to the NJDEP.

1. Select either a. or b. below:

a.) The governmental entity is exempt from joint and several liability because it acquired the property by virtue of its function as sovereign through:

- | | | |
|--|--------------------------------------|---|
| <input type="checkbox"/> Bankruptcy | <input type="checkbox"/> Abandonment | <input type="checkbox"/> Condemnation |
| <input type="checkbox"/> Tax delinquency | <input type="checkbox"/> Escheat | <input type="checkbox"/> Eminent domain |

b.) The governmental entity is exempt from joint and several liability because the governmental entity acquired the property by any means for the purpose of promoting the redevelopment of that property.

2. Have you conducted remediation work within the last year? Yes No
3. Will you be conducting remediation work within the next year?..... Yes No

SECTION D. INFORMATION CONCERNING PARTIES RESPONSIBLE FOR CONTAMINANTS DISCHARGED AT THE SITE

Please include any information that you may have regarding individuals and/or corporate entities that are or may be responsible for contaminants discharged at the site.

Select One

- I do **not** have information regarding individuals and/or corporate entities that are or may be responsible for contaminants discharged at the site
- I have information regarding individuals and/or corporate entities that are or may be responsible for contaminants discharged at the site (Attach all pertinent information to this form).

SECTION E. PERSON AUTHORIZED TO CERTIFY FOR THE GOVERNMENTAL ENTITY INFORMATION AND CERTIFICATION

Full Legal Name of the Person Authorized to Certify for governmental entity: _____

Title: _____

Phone Number: _____ Ext: _____ Fax: _____

Mailing Address: _____

City/Town: _____ State: _____ Zip Code: _____

Email Address: _____

This certification shall be signed by the person authorized to certify for the governmental entity.

I certify that the governmental entity:

- a. *Has not discharged, at the Site, any hazardous substance as defined pursuant to N.J.S.A. 58:10-23.11b, hazardous waste as defined pursuant to N.J.S.A. 13:1E-38, or pollutant defined pursuant to N.J.S.A. 58:10A-3;*
- b. *Has not been in any way responsible, pursuant to any law, for any contaminant at or emanating from the Site, or contamination that has emanated from the Site, other than by acquiring ownership of the Site, if applicable, after all of the discharges occurred at the Site;*
- c. *Has not aggravated or contributed to contamination at or emanating from the Site, or contamination that has emanated from the Site;*
- d. *Has not, as a holder of a security interest in a facility or underground storage tank facility, actively participated in the management of a facility or underground storage tank facility at the Site, as those terms are defined in N.J.S.A. 58:10-23.11a et seq.;*
- e. *Has not negligently caused a new discharge at the Site, after the date of [insert name of person]'s foreclosure on a security interest in the Site, pursuant to N.J.S.A. 58:10-23.11g.6.e(1); and*
- f. *Is not at the time of this certification, and has never been, an owner or operator of an industrial establishment at the Site pursuant to the Industrial Site Recovery Act, N.J.S.A. 13:1K-6 et seq.*
- g. *Did not acquire the property when the property was being remediated in a timely manner by another party (if the municipality acquired ownership of the property by condemnation or eminent domain).*

I further certify, on behalf of the governmental entity, that I am authorized to make this binding Certification, am familiar with the Site and with all matters addressed in this Certification, and that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

Signature: _____ Date: _____

Name/Title: _____

Completed forms should be sent to:

Bureau of Case Assignment & Initial Notice
 Site Remediation Program
 NJ Department of Environmental Protection
 401-05H
 PO Box 420
 Trenton, NJ 08625-0420

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2011-39

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE CONTRACT FOR
SHORE ANIMAL CONTROL SERVICES, LLC FOR ANIMAL CONTROL SERVICES**

WHEREAS, the Township's Animal Control Services Agreement expires on 12/31/2010; and

WHEREAS, Tri-County Animal Control Services and South Jersey Animal Services have submitted proposals for Animal Control Services in the Township of Dennis; and

WHEREAS, the Chief Financial Officer and Municipal Clerk have reviewed the proposals and recommended that the Township Committee award a 1 year agreement with the option of two (2) one (1) year extensions to Shore Animal Control Services, LLC.

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 Shore Animal Control Services, LLC for services related to Animal Control within the Township of Dennis for a period of 1 year with the option of two (2) one (1) year extensions.
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 that the total sum will not exceed the limits established in P.L. 2004 Chapter 19.
5. This resolution shall take effect immediately.

ATTEST

Jacqueline B. Justice, RMC/Clerk

ATTEST

John Murphy, Mayor

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PRESENTED BY: O'CONNOR

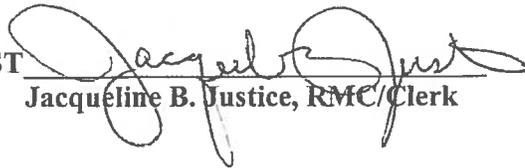
SECONDED BY: CRIPPEN

ROLL CALL VOTE:

AYES : GLEMBOCKI, DiCICCO, O'CONNOR, CRIPPEN & MURPHY
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 January 18, 2011 at 6:30 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

AGREEMENT FOR ANIMAL CONTROL SERVICES

THIS AGREEMENT entered into this 1st day of January, 2011, between the Township of Dennis (hereinafter referred to as MUNICIPALITY) and Shore Animal Control Services, LLC (hereinafter referred to as CONTRACTOR).

WHEREAS, the MUNICIPALITY is in need of Animal Control Services as required by N.J.S.A., Title 4, Chapter 19 et seq., for the Township of Dennis.

WHEREAS, the MUNICIPALITY has decided to employ a contractor to perform this work.

NOW, THEREFORE, it is agreed as follows:

1. SCOPE OF STANDARD SERVICES

The CONTRACTOR shall undertake the following activities to conduct the MUNICIPALITY'S animal control services by insuring compliance with N.J.S.A. 4:19 AND THE Code of the Township of Dennis, Chapters 76 and 88. All work performed by the CONTRACTOR will be performed in a professional manner acceptable to the MUNICIPALITY as follows:

- A. Maintain regular inspection patrols of the MUNICIPALITY.
- B. Pick up and impound dogs/cats running at large upon public streets and property. Dogs/cats that are picked up will be transported to the Cape May County Animal Shelter. Every effort will be made to contact owners of dogs/cats bearing registration/identification tags prior to the transporting of animals to the shelter.
- C. Provide residential/commercial wildlife removal services, provided there is a health or safety hazard present, or the animal is injured. Wildlife will be removed from residential/commercial structures (occupied areas) and will be released outside in the immediate vicinity, unless the animal displays symptoms of disease, or is injured. Will advise residents of proper measures to discourage wildlife intrusion. Work with local Wildlife and Aviary Rehabilitators as well as maintain membership in the New Jersey State Certified Animal Control Officers Association. Dead animals on private property are the responsibility of the homeowner.
- D. Maintain availability and easy access (800 Number, Pagers, Cell phones) on a 24 hour per day basis. During normal business hours (8:00 AM – 7:00 PM) and in emergency situations be available to respond to animal

control/wildlife complaints from Township residents and/or authorized officials within one (1) hour for the following; aggressive animals, injured animals, suspect rabid animals, bite cases and at the Official's discretion. If an emergency call is required by the on duty Animal Control Officer after regular business hours an hourly emergency fee of \$50.00 will be charged. An emergency is defined as a call representing a situation that puts a resident or an animal at risk. Two (2) emergency calls per week will be at NO CHARGE to the MUNICIPALITY.

- E. Pick up and dispose of domestic/wildlife "road kill" on request, up to approximately 100 pounds (excluding deer) in compliance with New Jersey Department of Health regulations (D.E.P. approved). Larger domestic animals (livestock) that are creating a road, or safety hazard will be removed to a non-hazardous area and authorities designated by the Township will be notified immediately. We are not responsible for removing dead animals from private residential property.
- F. The MUNICIPALITY will be responsible for any emergency veterinary expenses incurred by CONTRACTOR in conjunction with their duties in the MUNICIPALITY. If the owner of the injured animal is located, these expenses will become the responsibility of the owner.
- G. Be a source of information to the MUNICIPALITY'S residents and officials concerning animal control regulations and related current information. Maintain a professional image and make public relations a top priority.
- H. Maintain a \$500,000.00 liability insurance coverage in compliance with the Municipal Joint Insurance Fund (JIF) requirements. Give the MUNICIPALITY a "Certificate of Liability Insurance" naming them as additional insured. Will maintain \$500,000.00 commercial vehicle liability insurance on all vehicles in use.
- I. Will appear on behalf of the MUNICIPALITY for Court proceedings necessary to enforce animal regulations. The MUNICIPALITY will be responsible for supplying summonses.
- J. Will provide all necessary vehicles, equipment and maintenance required to conduct the MUNICIPALITY'S animal control services in a professional manner. All equipment and vehicles will be kept in compliance with New Jersey State Department of Health standards. All vehicles in use shall be lettered with company name, origin and "800" telephone number. All animal control officers will wear appropriate uniforms and carry State Department of Health picture identification. Each residential contact will be given the responding Animal Control Officer's personal business card with company name and "800" telephone number for future reference.

- K. Provide the MUNICIPALITY'S residents and officials with animal control services, cruelty investigation, residential wildlife removal and road kill disposal for an annual fee of \$7,800.00, payable in monthly installments of \$650.00

2. BIENNIAL CANVAS FOR UNLICENSED DOGS

Conduct the MUNICIPALITY'S Dog Census in even numbered years, as required by N.J.S.A. 4.19-15.15. Compose a flyer outlining Township Ordinances, licensing requirements and general information. Flyers will be distributed to Township residences during a door-to-door canvass. A 7-Day Warning Notice will be issued to residents owning, possessing or harboring unlicensed dogs. Residents failing to obtain the required license will be issued a Court Summons and the CONTRACTOR shall appear on behalf of the MUNICIPALITY for the Court proceedings necessary to enforce licensing. The MUNICIPALITY will be responsible for the issuance of licenses, collection of fees and supplying summonses. The CONTRACTOR will incur all expenses necessary to conduct the Census.

- A. There is no canvas requirement for the year 2011 or 2013.
- B. The CONTRACTOR will provide a detailed printed log of call activity and resolution of all animal control issues. This report log will be mailed electronically or through conventional mail to the Municipal Clerk on a monthly basis.
- C. The CONTRACTOR shall notify the Municipal Clerk in writing of the date the canvas is actually started and the names, addresses, telephone number and age of anyone assisting in the canvas. No fee will be paid prior to this start date regardless of whether or not the MUNICIPALITY collects a late fee.
- D. The CONTRACTOR understands and agrees that the MUNICIPALITY shall pay the CONTRACTOR the sum of Two Dollars and Twenty-Five Cents (\$2.25) per license issued between the actual start date of the Biennial Canvas (as was notified in writing) and the completion date of the canvas, which shall be no later than September 1, 2012.
- E. This Two Dollars and Twenty-Five Cents (\$2.25) fee will only apply to licenses where the MUNICIPALITY has collected a late fee from the resident. For example, this will not include licenses issued to new dog owners or to new residents of the MUNICIPALITY, where the MUNICIPALITY does not charge a late fee.
- F. The CONTRACTOR shall issue a summons to all persons who fail to obtain the required licenses after receiving a 7-day warning notice. The CONTRACTOR shall appear in the Township of Dennis Municipal Court as the Charging Official or Plaintiff in such cases at no additional cost to the MUNICIPALITY.

- G. The CONTRACTOR shall file a completed final report of the Biennial Canvas, on the required State forms, with the New Jersey Veterinarian Health Department on or before the deadline of September 1st, established by the State for submission of said report and submit a copy thereof to the Municipal Clerk.

3. DURATION OF CONTRACT

This agreement shall be for a period of one (1) year, commencing on the 1st day of January, 2011 with the option of two (2) one (1) year extensions.

4. FEE AND METHOD OF PAYMENT

- A. A fee of six hundred and fifty dollars (\$650.00) for the standard services, will be paid by the MUNICIPALITY to the CONTRACTOR each month.
- B. Payment shall be made to the CONTRACTOR in accordance with established procedures by the MUNICIPALITY. A billing, invoice or requisition from the CONTRACTOR indicating with specificity the work performed in accordance with the provisions of this Agreement.
- C. A fee of \$2.25 per newly licensed dog (see Sections 2C & 2D).

5. NOTICE OF DEFAULT

If the CONTRACTOR persistently or repeatedly fails or neglects to carry out the work in accordance with this Agreement and fails within fifteen (15) days after written notice to commence and continue correction of such default or neglect with diligence and promptness, the MUNICIPALITY may, and without prejudice to any other remedy it may have, terminate the Agreement.

6. NOTICES

Notices pursuant to this Agreement shall be given, in writing by certified mail, to the parties at the following addresses:

- A. To the MUNICIPALITY:

Township of Dennis
Office of the Clerk/Administrator
571 Petersburg Road
P.O. Box 204
Dennisville, NJ 08214

- B. To the CONTRACTOR:

Shore Animal Control Services, LLC
73 Hope Corson Road
Seaville, NJ 08230

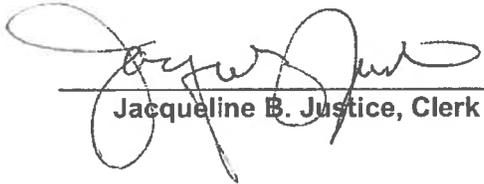
7. EFFECT OF AGREEMENT

This agreement constitutes the entire Agreement of the parties and supersedes all prior or contemporaneous agreement and/or understandings, and there are no other terms or conditions other than those set forth herein. No convenient or conditions not expressed in this Agreement shall be effective to interpret, change or restrict this Agreement.

8. TERMINATION

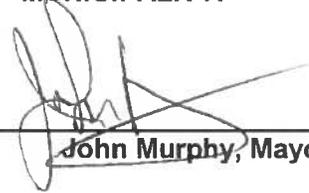
Either party has the right to terminate this Agreement by giving the other party ninety (90) days notice.

ATTEST:



Jacqueline B. Justice, Clerk

MUNICIPALITY:



John Murphy, Mayor

ATTEST:

CONTRACTOR:



Shore Animal Control Services, LLC

EXHIBIT A

MANDATORY EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE
N.J.S.A. 10:5-31 et seq., N.J.A.C. 17:27

GOODS, PROFESSIONAL SERVICES AND GENERAL SERVICE CONTRACTS

During the performance of this contract, the contractor agrees as follows:

The contractor or subcontractor, where applicable, will not discriminate against any employee or applicant for employment because of age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Except with respect to affectional or sexual orientation, the contractor will take affirmative action to ensure that such applicants are recruited and employed, and that employees are treated during employment, without regard to their age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex. Such action shall include, but not limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Public Agency Compliance Officer setting forth provisions of this nondiscrimination clause.

The contractor or subcontractor, where applicable will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to age, race, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex.

The contractor or subcontractor, where applicable, will send to each labor union or representative or workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer advising the labor union or workers' representative of the contractor's commitments under this act and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The contractor or subcontractor where applicable, agrees to comply with any regulations promulgated by the Treasurer pursuant to N.J.S.A. 10:5-31 et seq. as amended and supplemented from time to time and the Americans with Disabilities Act.

The contractor or subcontractor agrees to make good faith efforts to employ minority and women workers consistent with the applicable county employment goals established in accordance with N.J.A.C. 17:27-5.2, or a binding determination of the applicable county employment goals determined by the Division, pursuant to N.J.A.C. 17:27-5.2.

EXHIBIT A (Cont)

The contractor or subcontractor agrees to inform in writing its appropriate recruitment agencies including, but not limited to, employment agencies, placement bureaus, colleges, universities, labor unions, that it does not discriminate on the basis of age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, and that it will discontinue the use of any recruitment agency which engages in direct or indirect discriminatory practices.

The contractor or subcontractor agrees to revise any of its testing procedures, if necessary, to assure that all personal testing conforms with the principles of job-related testing, as established by the statutes and court decisions of the State of New Jersey and as established by applicable Federal law and applicable Federal court decisions.

In conforming with the applicable employment goals, the contractor or subcontractor agrees to review all procedures relating to transfer, upgrading, downgrading and layoff to ensure that all such actions are taken without regard to age, creed, color, national origin, ancestry, marital status, affectional or sexual orientation or sex, consistent with the statutes and court decisions of the State of New Jersey, and applicable Federal law and applicable Federal court decisions.

The contractor shall submit to the public agency, after notification of award but prior to execution of a goods and services contract, one of the following three documents:

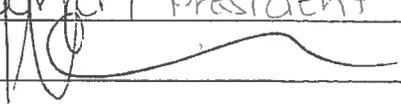
Letter of Federal Affirmative Action Plan Approval
Certificate of Employee Information Report
Employee Information Report Form AA302

The contractor and its subcontractor shall furnish such reports or other documents to the Division of Contract Compliance & EEO as may be requested by the Division from time to time in order to carry out the purposes of these regulations, and public agencies shall furnish such information as may be requested by the Division of Contract Compliance & EEO for conducting a compliance investigation pursuant to Subchapter 10 of the Administrative Code at N.J.A.C.17:27.

Name of Company: Shore Animal Control Services

Name of Highest Official: Nick Holland

Title: Owner / President

Signature: 

TOWNSHIP OF DENNIS

COUNTY OF CAPE MAY
STATE OF NEW JERSEY

RESOLUTION NO. 2011-152

RESOLUTION AUTHORIZING THE TOWNSHIP TO EXERCISE THE OPTION OF A ONE (1) YEAR EXTENSION OF THE ANIMAL CONTROL SERVICES CONTRACT TO SHORE ANIMAL CONTROL SERVICES, LLC.

WHEREAS, Resolution No. 2011-39 authorized a Professional Services Contract with Shore Animal Control Services, LLC for the Township's animal control services needs; and

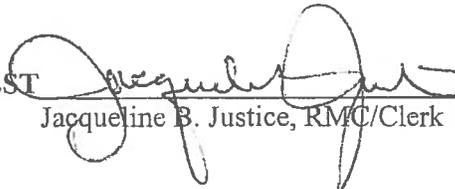
WHEREAS, said Contract allowed for two (2), one (1) year extensions; and

WHEREAS, the Township desires to exercise the option for an one (1) year extension until 12/31/2012.

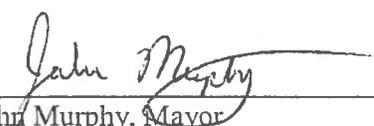
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the necessary Township Officials are hereby authorized and directed to take the necessary steps to exercise the Township's option of a One (1) year Extension of the Animal Control Services Contract to Shore Animal Control Services, LLC.

BE IT FURTHER RESOLVED, that said contract commences on the 1st day of January, 2012 with a remaining one (1) year extension option and said fee will remain \$650.00 per month.

ATTEST


Jacqueline B. Justice, RMC/Clerk

ATTEST


John Murphy, Mayor

PRESENTED BY: O'CONNOR

SECONDED BY: DiCICCO

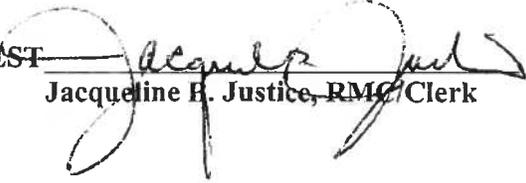
ROLL CALL VOTE:

AYES : GLEMBOCKI, DiCICCO, O'CONNOR, CRIPPEN & MURPHY
NAYS :
ABSTAINING:
ABSENT :

RESOLUTION NO. 2011-152
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 October 18, 2011 at 6:30 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. 2012-120

RESOLUTION AUTHORIZING THE TOWNSHIP TO EXERCISE THE OPTION OF A SECOND ONE (1) YEAR EXTENSION OF THE ANIMAL CONTROL SERVICES CONTRACT TO SHORE ANIMAL CONTROL SERVICES, LLC.

WHEREAS, Resolution No. 2011-39 authorized a Professional Services Contract with Shore Animal Control Services, LLC for the Township's animal control services needs and Resolution No. 2011-152 exercised the first one (1) year extension; and

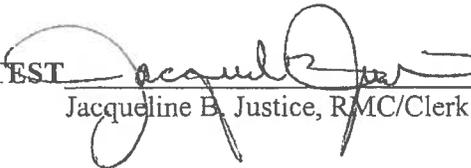
WHEREAS, said Contract allowed for two (2), one (1) year extensions; and

WHEREAS, the Township desires to exercise the option for the second one (1) year extension until 12/31/2013.

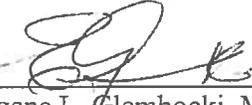
NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the necessary Township Officials are hereby authorized and directed to take the necessary steps to exercise the Township's option of a One (1) year Extension of the Animal Control Services Contract to Shore Animal Control Services, LLC.

BE IT FURTHER RESOLVED, that said contract commences on the 1st day of January, 2013 and said fee will remain \$650.00 per month.

ATTEST


Jacqueline B. Justice, RMC/Clerk

ATTEST


Eugene L. Glembocki, Mayor

PRESENTED BY: TEEFY

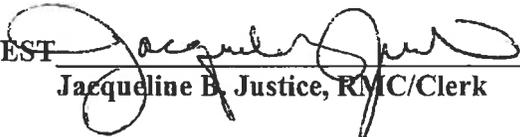
SECONDED BY: GERMANIO

ROLL CALL VOTE:

AYES : DiCICCO, MURPHY, GERMANIO, TEEFY & GLEMBOCKI
NAYS :
ABSTAINING:
ABSENT :

RESOLUTION NO. 2012-120
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 October 16, 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. 2013-133

**RESOLUTION AUTHORIZING THE REFUND OF A
PLANNING/ZONING ESCROW FEE**

WHEREAS, the Administrator to the Planning and Zoning Boards has requested the refund of a Planning/Zoning Escrow Fee; and

WHEREAS, said Planning/Zoning application project has been completed or withdrawn and the escrow fund balance remains.

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 refund the following Planning/Zoning Escrow balance:

<u>Block</u>	<u>Lot</u>	<u>Amount</u>	<u>Applicant</u>
121	18.04	\$131.25	Thomas Perry 189 Tattlers Road Cape May Court House, NJ 08210

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:

RESOLUTION NO. 2013-133
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 04, 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. 2013-134

**RESOLUTION APPROVING A SHARED SERVICES AGREEMENT
WITH THE COUNTY OF CAPE MAY
FOR USE OF CERTAIN EQUIPMENT OF THE OFFICE OF EMERGENCY MANAGEMENT**

WHEREAS, the Township of Dennis and the County of Cape May are authorized and encouraged by state law to enter into shared services agreements for the benefit of citizens and taxpayers under the New Jersey Shared Services Act, NJSA 40A:65-1 *et seq.*; and

WHEREAS, the Cape May County Office of Emergency Management, through certain grants awarded by the United States Department of Homeland Security, has come into possession of equipment that it wishes to make available to Dennis Township and other municipalities; and

WHEREAS, the Dennis Township Office of Emergency Management has recommended that the Township enter into the Shared Services Agreement attached hereto and made a part hereof by reference and it appearing that entering into such Shared Services Agreement is in the best interests of the health, safety and welfare of the citizens of the Township of Dennis;

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Dennis in the County of Cape May and State of New Jersey, duly assembled in public session this 4th day of November, 2013, that the Mayor and Clerk be and are hereby authorized and directed to execute the aforementioned Shared Services Agreement with the County of Cape May for the purposes aforesaid.

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

PRESENTED BY:

SECONDED BY:

ROLL CALL VOTE:

AYES :
NAYS :
ABSTAINING:
ABSENT :

RESOLUTION NO. 2013-134
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 04, 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

CAPE MAY COUNTY



EMERGENCY MANAGEMENT COMMUNICATIONS CENTER

30 WEST MECHANIC STREET, CAPE MAY COURT HOUSE, NJ 08210

{O} 609.463.6570 {F} 609.463.0252 {Email} mpagliughi@co.cape-may.nj.us

Gerald M. Thornton, Freeholder

Martin L. Pagliughi, Director

Arthur E. Treon, Deputy

SHARED SERVICES AGREEMENT BETWEEN TOWNSHIP OF DENNIS AND COUNTY OF CAPE MAY

THIS AGREEMENT made and entered into on the 1 day of January, 2014, by and between:

A Municipal Corporation of the State of New Jersey with offices located at:

571 Petersburg Road, P.O. Box 204

Dennisville, NJ 08214

hereinafter referred to as "Municipality";

And the: **COUNTY OF CAPE MAY**

A Body Politic and Corporate of the State of New Jersey with offices located at:

William E. Sturm Jr. Administration Building

4 Moore Road

Cape May Court House, New Jersey 08210

hereinafter referred to as the "County".

WHEREAS, the County has been the recipient of various grants from the Office of Homeland Security and Federal Emergency Management Agency for the purchase of various vehicles, equipment, materials and control devices hereinafter referred to as "Equipment"; and

WHEREAS, the Equipment as identified in 'Schedule A' was purchased with the intent to be shared with the various municipalities in the County; and

WHEREAS, from time to time the Municipality has a need to use some of the Equipment for a short duration when the County is not in need for the use of the Equipment; and

WHEREAS, the Municipality desire to enter into an agreement with the County to use the Equipment identified in 'Schedule A'; and

WHEREAS, NJSA 401:65-1 et.seq. authorizes local government units, including municipalities and counties, to enter into agreements for the exchange of services pursuant to the provisions of that statute known as the "Uniform Shared Services and Consolidation Act";

NOW, THEREFORE, it is agreed, stipulated and understood between parties, in consideration of the mutual promises contained herein as follows:

1. All of the above recitals are incorporated herein by reference as it fully set forth at length.
2. The County is the owner of the Equipment identified in 'Schedule A'.
3. The Municipality hereby agrees to indemnify the County and to hold it harmless from and against any and all damages, claims, losses and/or liabilities of any sort (including reasonable attorney's fees) which the Municipality may incur from using the County Equipment. In addition, the Municipality agrees to have the County named as an additional insured on any existing insurance contracts carried by the Municipality to provide general comprehensive liability coverage in the amount of \$1,000,000.00 dollars.

A certificate of insurance evidencing said coverage and the additional insured designation shall be provided by the Municipality and Attached to this agreement.

4. The Municipality agrees to reimburse the County or perform the repairs themselves for any damage inflicted upon the Equipment while in the possession of the Municipality.
5. The Municipality is responsible for any servicing or re-fueling of the Equipment while in the possession of the Municipality.
6. The Municipality shall immediately return the Equipment to the County when the Equipment is not in use by the Municipality.
7. In the event of a dispute between the parties arising out of this Agreement, the parties agree that they will immediately meet and make a good faith effort to resolve such conflict.
8. The parties have read this Agreement. It is a full statement of their understandings. It may not be changed except in writing signed by both parties.
9. This agreement shall be governed by the laws of New Jersey with venue in the County of Cape May.
10. The term of this agreement is from January 1, 2014 to December 31, 2014. An option to renew can be exercised by both parties upon correspondence prior to the expiration date.

IN WITNESS WHEREOF the parties affix their signatures to this Agreement, intending to be legally bound. If a party is a corporation, this Agreement is signed by its proper corporate officers and its corporate seal is affixed.

COUNTY OF CAPE MAY

BOROUGH / CITY/ TOWNSHIP

Date

Date

Gerald M. Thornton, Director
Board of Chosen Freeholders

City of _____

By: _____

ATTEST: _____
Clerk Of The Board Of Chosen Freeholders

ATTEST: _____
Municipal Clerk

APPROVED AS TO FORM:

Barbara Bakley-Marino, Esq.
County Counsel

'SCHEDULE A'

EQUIPMENT LIST

This equipment is not limited to the list below.

QUANTITY	DESCRIPTION
2	POLARIS MEDICAL UTV aka "GATOR"
1	COMMUNICATIONS VAN
4	HIGH WHEEL FIVE TON TRUCKS
1	TRUCK, TRACTOR
1	GENERATOR 65KW
1	PUMP, TRASH 4" W/HOSE
1	PUMP, TRASH 6" W/HOSE
1	TRUCK, PRIME MOVER TRANSPORT

Jackie Justice

From: Ricco, Ann Marie [aricco@co.cape-may.nj.us]
Sent: Friday, October 25, 2013 2:48 PM
To: DAWN STIMMEL; AMY KLEUSKENS ; Andy Bednarek; Treon,Arthur; clerk@uppertownship.com; BRUCE MACLEOD ; COHala@westwildwood.org; cridings@westwildwood.org; CHRISTOPHER WOOD ; CINDY GRIFFITH; CLAUDIA KAMMER; CONSTANCE MAHON ; COUNTY CLERK; drutherford@westcapemay.us; DIANE WELDON; dfrederick@westwildwood.org; DOROTHY TOMLIN; ELAINE WALLACE; GEORGANN BERARDIS ; JACQUELINE JUSTICE ; jholzmer@wildwoodcrest.org; JANET McBRIDE ; JILL GOUGHER ; JOANNE HERRON ; mtclerk@middletownship.com; khodsdon@capemaypoint.org; KIMBERLY TOMKINSON; LINDA MACINTYRE ; LISA GARRISON ; stefankiewicz@stone-harbor.nj.us; LOU BELASCO ; cityclerk@capemaycity.com; Pagliughi,Martin; maryjaye@boroughofwoodbine.net; MICHAEL DATTILO; pharbora@capemaycity.com; Fulginiti,Rita; SCOTT JETT; SHEILA COTTREL; SUZANNE STANFORD; WANDA GAGLIONE
Cc: Pagliughi,Martin; Treon,Arthur
Subject: Shared Service Agreement

Importance: High

Good afternoon

Attached you will find the Shared Services Agreement. This agreement is necessary if your municipality is requesting the use of various County equipment.

At the top of the agreement after "Shared Services Agreement Between" is a drop down screen. Please select your municipality. And include your office location. (This is a fill able form).

When you return your signed agreement make sure you have attached the Insurance Certificate for the year January 1 to December 31, 2014.

Please return 3 signed copies by November 18, 2013 so I can have it put on the Freeholders agenda.

I will return a fully signed agreement to you once the Freeholders approve.

Once fully signed and approved, EMS, Fire, and Police in your municipality will only need to call CMC EMCC to request / reserve the vehicles or equipment.

If you have any questions please feel free to call.

Thank you
Annemarie

Annemarie Ricco
Chief of Telecommunicators
Cape May County EMCC
30 West Mechanic Street
Cape May Court House, NJ 08210
Office 609-463-6570
Fax 609-463-0252
Email: aricco@co.cape-may.nj.us

10/25/2013

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2013-135

**RESOLUTION AUTHORIZING THE GOVERNOR'S COUNCIL ON
ALCOHOLISM AND DRUG ABUSE FISCAL GRANT EXTENSION
JANUARY 1, 2014 TO JUNE 30, 2014**

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey; and

WHEREAS, the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and

WHEREAS, Township was approved for a Municipal Alliance grant for the January 1, 2013 through December 31, 2013 grant term; and

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse has extended the 2013 grant term until June 30, 2014, in order to transition the grant to a fiscal year rather than calendar year cycle; and

WHEREAS, funding has been made available to Dennis Township Municipal Alliance in the amount of 50% of its approved 2013 grant total for the six-month extension period of January 1, 2014 to June 30, 2014, contingent upon meeting the 25% Cash Match and 75% In-Kind Match grant requirement for the extension funding.

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 does hereby authorize the submission of the grant extension for the Dennis Township Municipal Alliance grant in the amount of:

DEDR	\$3,031.00
Cash Match	\$ 757.00
In-Kind	\$2,274.00

RESOLUTION NO. 2013-135

PAGE 2

The Township Committee acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

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 November 04, 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

CAPE MAY COUNTY
DEPARTMENT of HUMAN SERVICES

Kristine Gabor
Freeholder
Patricia A. Devaney
Director

4 Moore Road, DN 907
Cape May Court House, N.J. 08210
(609) 465-1055 ☐ Fax: (609) 465-4639

October 24, 2013



Honorable Eugene L. Glembocki
Township of Dennis
P.O. Box 204
Dennisville, New Jersey 08214

Re: Municipal Alliance Grant Extension

Dear Mayor Glembocki:

The Governor's Council on Alcoholism and Drug Abuse (GCADA) has approved the transition of the Municipal Alliance grant term from a calendar year to a fiscal year beginning July 1, 2014. This change necessitates the extension of the current grant year, originally scheduled to terminate on December 31, 2013, for an additional six months until June 30, 2014. In order to ensure continuity in program activity and funding, 50% of the township's 2013 allocation will be granted to amend the already approved Municipal Alliance programs for this six-month period from January 1, 2014 to June 30, 2014.

This letter serves to notify you that the Dennis Township Municipal Alliance is eligible for the additional extension grant funds in the amount of \$3,031 DEDR. The Municipal Alliance must meet the 25% Cash Match (\$757) and 75% In-Kind match (\$2,274) requirement for the extension funds. The award is contingent upon Cape May County's receipt of the anticipated grant funds from GCADA.

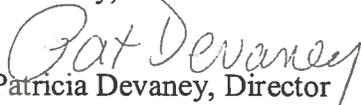
The following documents must be submitted to access the extension funds:

1. Amended Form 1 – please submit on or before 12/9/2013
2. Amended Resolution – please submit on or before 12/9/2013
3. Executed Contract: Amended Contracts will be sent to you for signature as soon as the amended Form 1 and amended Resolution are submitted.

The Municipal Alliance Coordinator received the extension instructions and will provide you with the amended Form 1. A sample resolution from GCADA is attached.

Thank you for your assistance with the extension process.
Please call my office if you have any questions at 465-1055.

Sincerely,


Patricia Devaney, Director
Department of Human Services

Cc: J. Justice, Clerk
G. Clarke, Treasurer
A. McCurdy, Municipal Alliance Coordinator

TOWNSHIP OF DENNIS

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

BOND ORDINANCE NO. 2013-05

**ORDINANCE REAPPROPRIATING \$190,025 PROCEEDS
OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL
PURPOSE IN ORDER TO PROVIDE FOR SEVERAL
CAPITAL IMPROVEMENTS AND ACQUISITIONS IN AND
BY THE TOWNSHIP OF DENNIS, IN THE COUNTY OF
CAPE MAY, NEW JERSEY.**

BE IT ORDAINED BY THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF DENNIS, IN THE COUNTY OF CAPE MAY, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. Pursuant to N.J.S.A. 40A:2-39, it is hereby determined that \$190,025 of the proceeds of obligations originally made available pursuant to the following bond ordinances of the Township of Dennis, in the County of Cape May, New Jersey (the "Township") are no longer necessary for the various purposes for which the obligations previously were authorized:

<u>Ordinance Number</u>	<u>Improvement Description and Date of Adoption</u>	<u>Amount to be Reappropriated</u>
2004-14	Bond Ordinance Appropriating \$100,000, Providing for Various 2004 Capital Improvements, finally adopted 11/08/04	\$60,000.00
2007-11	Bond Ordinance Associated with the Construction and Engineering Expenses for Road and Parking Lot Projects: (i) Meadow Creed Drive Road Improvements, (ii) Parking Lot Improvements at the Recreation Complex, and (iii) Handicap Access Improvements at Belleplain Recreation Complex, finally adopted 08/06/07	98,443.70
2012-11	Ordinance re-appropriating \$150,3000 for Several Capital Purposes, finally adopted 12/04/11	<u>31,581.30</u>

<u>Ordinance Number</u>	<u>Improvement Description and Date of Adoption</u>	<u>Amount to be Reappropriated</u>
	Total	\$190,025.00

Section 2. The \$190,025 described in Section 1 and made available pursuant to N.J.S.A. 40A:2-39 is hereby re-appropriated for the following purposes:

<u>Improvement/Acquisition Description</u>	<u>Amount</u>
All fees and costs associated for the improvements to the Academy Road and Fidler Road intersection in the Dennisville section of the Township, including but not necessarily limited to, permitting, engineering (preparation of specification and evaluation of bids), and application to the Pinelands Commission.	\$10,000.00
Acquisition of ambulance for Belleplain Rescue Squad	55,000.00
Acquisition of automated external defibrillators	5,000.00
Water heater upgrade/repair in Township's municipal building.	1,025.07
Heating and cooling improvements to Township Hall and recreation facility.	20,000.00
Various improvements and equipment acquisitions for recreation-related functions, consisting of resurfacing of outdoor basketball court and related improvements; improvements to parking lots; wood chips for playground areas; acquisition of utility vehicle; acquisition of computers and related software; acquisition of a line striper-painter; gutter repairs to recreational facility; doors that are both ADA compliant and non-compliant; acquisition of cooking grill.	<u>98,999.93</u>
Total	\$190,025.00

Section 3. The Township hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Township is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 4. This ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond 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 October 08, 2013. Publication will be held on October 16, 2013 and a Public Hearing will be held at a meeting of the said Township Committee to be held on November 04, 2013 at 4:00 p.m. in the Municipal Building located at 571 Petersburg Road in Dennisville.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

NOTICE OF PENDING BOND ORDINANCE AND SUMMARY

The bond ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the Township of Dennis, in the County of Cape May, State of New Jersey, on October 08, 2013. It will be further considered for final passage, after public hearing thereon, at a meeting of the governing body to be held at the Municipal Building, in the Township on November 04, 2013 at 4 o'clock p.m. During the week prior to and up to and including the date of such meeting, copies of the full ordinance will be available at no cost and during regular business hours at the Clerk's office for the members of the general public who shall request the same. The summary of the terms of such bond ordinance follows:

Title: ORDINANCE REAPPROPRIATING \$190,025 PROCEEDS OF OBLIGATIONS NOT NEEDED FOR THEIR ORIGINAL PURPOSE IN ORDER TO PROVIDE FOR SEVERAL CAPITAL IMPROVEMENTS AND ACQUISITIONS IN AND BY THE TOWNSHIP OF DENNIS, IN THE COUNTY OF CAPE MAY, NEW JERSEY

<u>Improvement/Acquisition Description</u>	<u>Amount</u>
All fees and costs associated for the improvements to the Academy Road and Fidler Road intersection in the Dennisville section of the Township, including but not necessarily limited to, permitting, engineering (preparation of specification and evaluation of bids), and application to the Pinelands Commission.	\$10,000.00
Acquisition of ambulance for Belleplain Rescue Squad	55,000.00
Acquisition of automated external defibrillators	5,000.00
Water heater upgrade/repair in Township's municipal building.	1,025.07
Heating and cooling improvements to Township Hall and recreation facility.	20,000.00
Various improvements and equipment acquisitions for recreation-related functions, consisting of resurfacing of outdoor basketball court and related improvements; improvements to parking lots; wood chips for playground areas; acquisition of utility vehicle; acquisition of computers and related software; acquisition of a line striper-painter; gutter repairs to recreational facility; doors that are both ADA compliant and non-compliant; acquisition of cooking grill.	<u>98,999.93</u>
Total	\$190,025.00

Bonds/Notes Authorized: \$0
 Section 20 Costs: N/A
 Useful Life: N/A

Jacqueline Justice, Clerk

This Notice is published pursuant to N.J.S.A. 40A:2-17.

Rcvd Batch Id Range: First		to Last		Rcvd Date Start: 0		End: 10/31/13		Report Format: Detail	
Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Contract			
10/31/13	GOC	12-00020	07760 COMPUTER ACCESS SYSTEMS 42 PAYROLL PROCESSED FOR TOWNSHIP	81.25	2-01-20-130-029 OTHER CONTRACTUAL*FINANCE ADMN				
10/31/13	GOC	12-00149	09666 CODY'S POWER EQUIPMENT 1 STIHL FARM BOSS CHAIN SAW	420.56	2-01-26-290-038 HARDWARE/MINOR TOOLS*PUB WORKS				
10/31/13	GOC	12-00424	21400 FP MAILING SOLUTIONS 9 POSTAGE METER/SCALE/BASE/ETC	150.00	3-01-20-120-036 OFFICE SUPPLIES*TOWNSHIP CLERK				
10/31/13	GOC	13-00005	71040 S.S.C.I. 16 BACKGROUND CHECKS/RECREATION	20.00	3-01-28-370-042 EDUCATION/TRAINING*RECREATION				
10/31/13	GOC	13-00006	71610 CAROLYN P. SWAGLER 11 MEDICARE B/PRESRIPTS**SWAGLER	107.08	3-01-23-220-092 EMPLOYEE GROUP INSURANCE				
10/31/13	GOC	13-00032	00705 ADVANTAGE RENTAL CENTER, INC. 9 ASPHALT SAW RENTAL	70.20	3-01-26-290-038 HARDWARE/MINOR TOOLS*PUB WORKS				
10/31/13	GOC	13-00049	09707 COMCAST 51 MUNICIPAL BUILDING	109.90	3-01-20-120-059 DATA PROCESS EQUIP*TWP CLERK				
10/31/13	GOC	13-00049	52 SENIOR CITIZEN CENTER	104.95	3-01-28-372-036 OFFICE SUPPLIES*SENIOR CENTER				
10/31/13	GOC	13-00049	53 PUBLIC WORKS BUILDING	104.95	3-01-26-290-037 ELCTRC/COMMUNICAT*PUBLIC WORKS				
10/31/13	GOC	13-00049	54 RECREATION DEPARTMENT BUILDING	104.95	3-01-28-370-059 DATA PROCESS EQUIP*RECREATION				
10/31/13	GOC	13-00049	55 SCHOOLHOUSE MUSEUM/HISTORY CTR	69.95	3-01-28-373-036 OFFICE SUPPLIES*HISTORY CENTER/CULTURAL				
P.O. Total:				494.70					
10/31/13	GOC	13-00051	74736 TRI STATE OFFICE SOLUTIONS 10 COPIER RENTAL @ SENIOR CENTER	26.86	3-01-28-372-036 OFFICE SUPPLIES*SENIOR CENTER				
10/31/13	GOC	13-00068	05408 BLANEY & DONOHUE, PA 11 TOWNSHIP SOLICITOR FOR 2013	4,177.08	3-01-20-155-027 LEGAL SERVICES*LEGAL SERVICES				
10/31/13	GOC	13-00079	28726 ROY J. HOPE 10 MEDICARE B/PRESRIPTS*ROY HOPE	302.99	3-01-23-220-092 EMPLOYEE GROUP INSURANCE				

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Contract
10/31/13	GOC	13-00096	22898 MIKE GARDNER PLUMBING 5 SEWERAGE EJECTOR LID INSTALLED	161.50	3-01-28-375-058 WORK EQUIPMENT*PARKS/PLAYGRNDS	
10/31/13	GOC	13-00111	71184 STAPLES CREDIT PLAN 11 INK CARTRIDGES	53.53	3-01-28-370-036 OFFICE SUPPLIES*RECREATION	
10/31/13	GOC	13-00111	12 INK CARTRIDGES RETURNED	67.13-	3-01-28-370-036 OFFICE SUPPLIES*RECREATION	
10/31/13	GOC	13-00111	13 FALL SCHEDULED PRINTED	286.98	3-01-28-370-036 OFFICE SUPPLIES*RECREATION	
P.O. Total:				<u>273.38</u>		
10/31/13	GOC	13-00122	68982 SEASHORE FOOD DISTRIBUTORS, INC 7 SALAD/SLAW/CHEESE/COOKIES/ETC	316.10	3-01-28-372-036 OFFICE SUPPLIES*SENIOR CENTER	
10/31/13	GOC	13-00129	69078 SERVICE TIRE TRUCK CENTERS 8 TIRES/REPAIRS/TREADS/SERVICING	707.32	3-01-26-290-034 MOTOR VEHICLE PARTS*PUBLIC WRK	
10/31/13	GOC	13-00140	15294 EAST COAST DISTRIBUTORS 13 BLADES/GREASE/WASHERS/DRILLS	402.79	3-01-26-290-034 MOTOR VEHICLE PARTS*PUBLIC WRK	
10/31/13	GOC	13-00142	09666 CODY'S POWER EQUIPMENT 4 STIHL FARM BOSS CHAIN SAW	5.38	3-01-26-290-026 MAINT OTHER EQUIP*PUBLIC WORKS	
10/31/13	GOC	13-00183	69710 S.J.T.P. 1 COMPUTER/NETWORK SERVICE/SPPRT	114.89	3-01-20-120-059 DATA PROCESS EQUIP*TWP CLERK	
10/31/13	GOC	13-00183	3 VIPRE BUSINESS STD 1 YR SUB	57.44	3-01-20-130-059 DATA PROCESS EQUIP*FINANCE ADM	
10/31/13	GOC	13-00183	4 VIPRE BUSINESS STD 1 YEAR SUB	172.33	3-01-20-145-059 DATA PROCESSING*TAX COLLECTION	
10/31/13	GOC	13-00183	5 VIPRE BUSINESS STD 1 YEAR SUB	114.89	3-01-55-900-015 OTHER EXPENSES*CONSTRUCTION	
10/31/13	GOC	13-00183	6 VIPRE BUSINESS STD 1 YEAR SUB	57.45	3-01-20-165-028 OTHER PROF/CONSULT*ENGINEER	
P.O. Total:				<u>517.00</u>		
10/31/13	GOC	13-00206	04580 BELLEPLAIN EMERGENCY CORP. 1 ELECTRICITY REIMBURSED/RESCUE	1,278.57	3-01-31-430-071 ELECTRICITY	
10/31/13	GOC	13-00214	41910 FRANK M. LAUGHLIN 1 CDL DRIVER COST REIMBURSEMENT	0.00	3-01-26-290-042 EDUCATION/TRAIN*PUBLIC WORKS	
10/31/13	GOC	13-00214	2 PAID RECEIPT ATTACHED	125.00	3-01-26-290-042	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Contract
				P.O. Total:	125.00	EDUCATION/TRAIN*PUBLIC WORKS
10/31/13	GOC	13-00262	12015 DENNIS TWP BOARD OF EDUCATION 6 SCHOOL DISTRICT TAX*NOVEMBER	711,048.00	3-01-55-900-003 DENNIS TWP B.O.E. SCHOOL TAXES	
10/31/13	GOC	13-00268	69491 SHORE COUNSELING, LLC 5 QUARTERLY PAYMENT: NOV 2013	575.00	3-01-23-220-092 EMPLOYEE GROUP INSURANCE	
10/31/13	GOC	13-00268	6 QUARTERLY PAYMENT: FEB 2014	575.00	3-01-23-220-092 EMPLOYEE GROUP INSURANCE	
				P.O. Total:	1,150.00	
10/31/13	GOC	13-00283	13448 DOBSON TURF MANAGEMENT 2 REC COMPLEX SOCCER/BASEBALL	1,187.50	3-01-28-375-031 CHEMICALS/GASES*PARKS/PLAYGRND	
10/31/13	GOC	13-00283	4 ACADEMY ROAD BASEBALL	300.00	3-01-28-375-031 CHEMICALS/GASES*PARKS/PLAYGRND	
10/31/13	GOC	13-00283	6 CHESTNUT STREET PRK PRACTICE	530.00	3-01-28-375-031 CHEMICALS/GASES*PARKS/PLAYGRND	
				P.O. Total:	2,017.50	
10/31/13	GOC	13-00413	49514 NATIONAL TIME SYSTEMS 4 ATTENDANCE PROGRAM SUPPORT	585.00	3-01-20-120-059 DATA PROCESS EQUIP*TWP CLERK	
10/31/13	GOC	13-00444	69710 S.J.T.P. 1 SJTP EDGE STANDARD 1-10 USERS	0.00	3-01-20-130-036 OFFICE SUPPLIES*FINANCE ADMIN	
10/31/13	GOC	13-00444	2 SJTP EDGE SECURITY SUITE	0.00	3-01-20-130-036 OFFICE SUPPLIES*FINANCE ADMIN	
10/31/13	GOC	13-00444	3 INSTALLATION/CONFIGURATION SRV	0.00	3-01-20-130-036 OFFICE SUPPLIES*FINANCE ADMIN	
10/31/13	GOC	13-00444	4 CHARGED TO: CONSTRUCTION DEPT	273.78	3-01-55-900-015 OTHER EXPENSES*CONSTRUCTION	
10/31/13	GOC	13-00444	5 CHARGED TO: TAX COLLECT DEPT	410.67	3-01-20-145-036 OFFICE SUPPLIES*TAX COLLECTION	
10/31/13	GOC	13-00444	6 CHARGED TO: MUNIC CLERK DEPT	273.78	3-01-20-120-036 OFFICE SUPPLIES*TOWNSHIP CLERK	
10/31/13	GOC	13-00444	7 CHARGED TO: FINANCE/REVENUE	136.88	3-01-20-130-036 OFFICE SUPPLIES*FINANCE ADMIN	
10/31/13	GOC	13-00444	8 CHARGED TO: ENGINEERING DEPT	136.89	3-01-20-165-028 OTHER PROF/CONSULT*ENGINEER	
				P.O. Total:	1,232.00	
10/31/13	GOC	13-00445	07652 CALVARY BAPTIST CHURCH 1 FIDLER RD:PETERSBURG 2 ACADEMY	500.00	3-01-41-770-101	

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Contract
10/31/13	GOC	13-00445	4 FIDLER: ACADEMY 2 FIDLER HILL	500.00	CLEAN COMMUNITIES DONATIONS 3-01-41-770-101	
			P.O. Total:	<u>1,000.00</u>	CLEAN COMMUNITIES DONATIONS	
10/31/13	GOC	13-00447	71184 STAPLES CREDIT PLAN 1 WALL CALENDARS	26.98	3-01-20-130-036 OFFICE SUPPLIES*FINANCE ADMIN	
10/31/13	GOC	13-00447	2 ANTIBACTERIAL SOAP	7.96	3-01-20-130-036 OFFICE SUPPLIES*FINANCE ADMIN	
10/31/13	GOC	13-00447	3 ORANGE BINDERS	101.43	3-01-20-130-036 OFFICE SUPPLIES*FINANCE ADMIN	
10/31/13	GOC	13-00447	4 BINDER PACKAGE	21.99	3-01-20-130-036 OFFICE SUPPLIES*FINANCE ADMIN	
10/31/13	GOC	13-00447	5 COUPONS/GIFTS/REDUCTIONS/ETC	30.00-	3-01-20-130-036 OFFICE SUPPLIES*FINANCE ADMIN	
			P.O. Total:	<u>128.36</u>		
10/31/13	GOC	13-00460	59140 POSITIVE PROMOTIONS 1 PENCIL: SAY BOO TO DRUGS!	104.85	3-01-55-900-021 REFUNDS*OTHER DEPARTMENTS/ETC	
10/31/13	GOC	13-00460	2 REFLECTIVE TRICK/TRICK BAGS	125.85	3-01-55-900-021 REFUNDS*OTHER DEPARTMENTS/ETC	
10/31/13	GOC	13-00460	3 SAY BOO TO DRUGS LOLLIPOPS	45.50	3-01-55-900-021 REFUNDS*OTHER DEPARTMENTS/ETC	
10/31/13	GOC	13-00460	4 SHIPPING/HANDLING TO BE ADDED	29.00	3-01-55-900-021 REFUNDS*OTHER DEPARTMENTS/ETC	
			P.O. Total:	<u>305.20</u>		
10/31/13	GOC	13-00472	34878 JERSEY PROFESSIONAL MGMT, INC. 3 OCTOBER 14 TO OCTOBER 25	3,272.50	3-01-20-111-042 EDUCATION/TRAINING - ADMINISTRATION	
10/31/13	GOC	13-00475	50719 N.J.A.P.Z.A. 1 LUNCHEON FOR EILEEN MCFILLIN	65.00	3-01-21-185-042 EDUCATION/TRAIN*PLANNING & ZONING	
10/31/13	GOC	13-00476	71189 STATE TREASURER 1 CMFO LICENSE GLENN O. CLARKE	50.00	3-01-20-130-042 EDUCATION/TRAIN*FINANCE ADMIN	
10/31/13	GOC	13-00478	08645 CHEMSEARCH CORP. 2 AEROSOL & CHERRY WIPES	585.25	3-01-26-290-031 CHEMICALS/GASES*PUBLIC WORKS	
10/31/13	GOC	13-00482	45899 CHARLES MCCARRICK 1 SENIOR TRIP BUS DRIVER TIP	50.00	3-01-28-372-036 OFFICE SUPPLIES*SENIOR CENTER	
			Total for Batch: GOC	<u>731,126.57</u>		

October 31, 2013
01:26 PM

TOWNSHIP OF DENNIS
Received P.O. Batch Listing By P.O. Number

Page No: 5

Rcvd Date	Batch Id	PO #	Vendor Item Description	Amount	Charge Account Description	Contract
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Total for Date: 10/31/13 Total for All Batches: 731,126.57

Batch Id	Batch Total
Total for Batch: GOC	731,126.57
Total of All Batches:	<u>731,126.57</u>

Fund Description	Fund	Budget Total	Revenue Total
	2-01	501.81	0.00
	3-01	730,624.76	0.00
Total of All Funds:		<u>731,126.57</u>	<u>0.00</u>

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Recreation Department
Senior Center
Emergency Management

DEPUTY MAYOR
BRIAN W. TEEFY

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Code Enforcement
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School Liaison

MUNICIPAL CLERK
JACQUELINE B. JUSTICE, RMC



571 Petersburg Road
P.O. Box 204
Dennisville, NJ 08214
(609) 861-9700 Fax: (609) 861-9719

COMMITTEE MEMBER
JOHN MURPHY

Administration, Grants
Municipal Court
Municipal Alliance
Clean Communities

COMMITTEE MEMBER
ALBERT M. DICICCO

Administration, Grants
Cultural & Heritage
Museum & History Center

COMMITTEE MEMBER
FRANK L. GERMANIO, JR.

Administration
Public Works, Public Safety
Emergency Management
911 Coordinator/Fire/Rescue
Construction Office

OCTOBER, 2013 MUNICIPAL CLERK'S REPORT

Planning/Zoning Board	\$	0.00
Clerk Search (0)		0.00
Property Lists (3)		30.00
Copies		0.00
Zoning Book & Maps		0.00
Vital Statistics		332.00
Campground Licenses (0)		0.00
Mercantile Licenses (3)		150.00
Street Opening Permit (0)		0.00
Miscellaneous ()		0.00
TOTAL	\$	512.00

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OCTOBER, 2013 REGISTRAR'S REPORT

Certified Marriages (20)	\$	200.00
Marriage License (4)		112.00
Certified Death (2)		20.00
Certified Birth (0)		0.00
Burial Permit (0)		0.00
Civil Union (0)		0.00
Certified Civil Union (0)		0.00
Certification (0)		0.00
<hr/>		
TOTAL	\$	332.00

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**Township of Dennis
Interim Administrator Services
Activities Report: October 14 - 25, 2013**

Jersey Professional Management and Senior Vice President Tom Shannon were contracted to perform Interim Township Administrator and Management Consulting Services by the Township Committee on October 8, 2013.

Service was provided by Tom Shannon during the period of October 14 – 25, 2013 as follows;

- ! Tuesday 10/15/13 - full day services
- ! Thursday 10/17/13 - full day services
- ! Friday 10/18/13 – full day services
- ! Tuesday 10/22/13 – full day services and attendance of Township Committee meeting
- ! Wednesday 10/23/13 – full day services
- ! Friday 10/25/13 – full day services

The following are some of the matters dealt with over this period;

- Missed collection of trash / recycling materials - a guidance memorandum was developed and issued to staff and a staff meeting was conducted to address the issue.
- Continued attention to acquiring quotes for the cleaning, waxing, and

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shampooing of floors in Township buildings.

- Attention to the file storage needs of the Tax Assessor's office.
- Attention to customer complaints re code enforcement and property maintenance issues. Reviewed the complaints and inspected the relevant properties with the Township Construction Official. Formed preliminary judgments on the status of compliance of each of the relevant properties, and began to develop courses of action if appropriate.
- Issued a guidance memo to staff regarding the handling of code enforcement and property maintenance complaints.

During this period individual introductory meetings with staff were completed. Set up of my office was completed including furniture, computer, and telephone service.

Tom Shannon

ENGINEERS REPORT: November 4, 2013

I reviewed and signed the well monitor reports for the Belleplain and South Seaville landfills

The Department of Public Works promptly accomplished the maintenance items I recommended for Evergreen Drive in Belleplain. The northerly 0.2 mile of the divided roadway requires bituminous resurfacing at an estimated cost of \$38,000.00. The East lane is in greater disrepair if the committee determines budgetary constraints require phasing the work at half the cost for each lane.

I met with Dale Foster, County Engineer as directed on a number of Township issues. He is in favor of crossing guards at Academy and 610 and will paint the required cross walk if the School or the Township wishes to proceed. ; He will recommend providing the required road work at the intersection of Tyler Road and Old Mill. ; The Route 610 project in Dennisville is still in the works. I advised that the Township Committee continues to endorse the project. Dale will advise if any further communication is required from the Township. ; He will write a letter endorsing our application for a DOT grant to reconstruct the intersection of Fidler Road and Academy Road. ; Route 610 remains a truck route, however he will attempt to have the small signs on route 47, which are encouraging truck traffic to 610, removed. ; The Executive Director of the South Jersey Transportation Planning Organization was present and will provide the required "Problem Statement" to NJDOT. This will advance the requested traffic study of Sea Isle Boulevard and Route 9 without local financial commitment.

RESPECTFULLY SUBMITTED,

JOHN C. GIBSON, P.E. 11/4/2013