

**WORKSESSION/REGULAR MEETING OF THE DENNIS TOWNSHIP
COMMITTEE - DECEMBER 03, 2013 – 7:00 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:

Presentation of the Acting Administrator's Report of Observations & Recommendations.
Discuss the Elected Officials Liability Seminar.
Distribute the RFP's for the 2014 Professionals.
Discuss the 2014 Meeting Schedule & Reorganization.
Discuss the Chief Financial Officer's Recommended Transfers in the 2013 Budget.

Public Comment on Agenda Items:

Review of Consent & Regular Agenda Items:

Consent Agenda

Res. #2013-142	Authorizing a Professional Services Contract for Pogue, Inc. to Coordinate Alcohol and Drug Testing Services.
Res. #2013-143	Approving the Specifications for a 2014 or Newer Emergency Medical Vehicle and Authorizing the Clerk to go to Bid for the Same.
Res. #2013-144	Authorizing a Professional Service Contract for Shore Animal Control Services, LLC for Animal Control Services.
Res. #2013-145	Authorizing a Professional Service Contract with Daycare Cleaning Services for Floor Maintenance Services.
Res. #2013-146	Authorizing Various Employees to Carry 2013 Vacation Days into 2014.
Res. #2013-147	Authorizing Execution of a Contract with Experience Works for Janitorial Services.

**WORKSESSION/REGULAR MEETING OF THE DENNIS TOWNSHIP
COMMITTEE – DECEMBER 03, 2013 – 7:00 P.M. (page 2)**

Regular Agenda:

Res. #2013-148

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 - Collective Bargaining – Negotiations with United Food & Commercial Workers Union Local 152, Matters Involving Individual Privacy - Employee Complaint & Potential Investigation & Matters Relating to the Employment Relationship - Employee Complaint & Potential Investigation.

Motion for the Bills

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

General Account \$

Administrative Reports

Municipal Clerk's Report	November, 2013
Registrar's Report	November, 2013
Construction Official's Report	November, 2013
Tax Collector's Report	October, 2013
Administrator's Report	12/03/2013
Engineer's Report	12/03/2013

General Public Comments

Committee Comments

Executive Session:

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 - Collective Bargaining – Negotiations with United Food & Commercial Workers Union Local 152, Matters Involving Individual Privacy - Employee Complaint & Potential Investigation & Matters Relating to the Employment Relationship - Employee Complaint & Potential Investigation.

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

TOWNSHIP OF DENNIS

COUNTY OF CAPE MAY
STATE OF NEW JERSEY

Draft

RESOLUTION NO. 2013-

**RESOLUTION ESTABLISHING A MEETING SCHEDULE
FOR THE YEAR 2014**

WHEREAS, pursuant to N.J.S.A. 10:4-6 TO 10:4-21 "The Open Public Meetings Act" the Township Committee is required to post and maintain a meeting schedule.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee, of the Township of Dennis, County of Cape May, State of New Jersey, that the regular Township Committee Meetings and the Worksession Meetings will be held in accordance with the following schedule at 7:00 p.m. prevailing time or as otherwise noted in the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ:

- | | |
|---|--|
| Jan. 02, 2014 (Reorganization - 5:00 pm) | July 01, 2014 (Worksession & Reg - 7:00 pm) |
| Jan. 21, 2014 (Worksession & Reg - 7:00 pm) | July 15, 2014 (Regular - 7:00 pm) |
| Feb. 04, 2014 (Worksession & Reg - 7:00- pm) | Aug. 04, 2014 (Worksession & Reg - 4:00 pm) |
| Feb. 18, 2014 (Regular - 7:00 pm) | Aug. 19, 2014 (Regular - 7:00 pm) |
| Mar. 04, 2014 (Worksession & Reg - 7:00 pm) | Sept. 02, 2014 (Worksession & Reg - 7:00 pm) |
| Mar. 18, 2014 (Regular - 7:00 pm) | Sept. 16, 2014 (Regular - 7:00 pm) |
| Apr. 01, 2014 (Worksession & Reg - 7:00 pm) | Oct. 07, 2014 (Worksession & Reg - 7:00 pm) |
| Apr. 15, 2014 (Regular - 7:00 pm) | Oct. 21, 2014 (Regular - 7:00 pm) |
| May 06, 2014 (Worksession & Reg - 7:00 pm) | Nov. 03, 2014 (Worksession & Reg - 4:00 pm) |
| May 20, 2014 (Regular - 7:00 pm) | Nov. 18, 2014 (Regular - 7:00 pm) |
| June 02, 2014 (Worksession & Reg -4:00 pm) | Dec. 02, 2014 (Worksession & Reg - 7:00 pm) |
| June 17, 2014 (Regular - 7:00 pm) | Dec. 16, 2014 (Regular - 7:00 pm) |

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

ATTEST _____
Eugene L. Glembocki, Mayor

PRESENTED BY:

SECONDED BY:

**RESOLUTION NO. 2013-
PAGE 2**

ROLL CALL VOTE:

AYES :
NAYS :
ABSTAINING:
ABSENT :

This is certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on December 17, 2013 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
Department of Finance and Revenue
Office of Chief Financial Officer/Treasurer
571 Petersburg Road
P.O. Box 204
Dennisville, New Jersey 08214-0204

Glenn O. Clarke
 CMFO/CGFM/QPA/RPPO

MEMO

(609) 861-9700
 (609) 861-9719 Fax

TO : Township Committee

FROM : Glenn O. Clarke, Chief Financial Officer *Mr*

RE : Recommended Transfer In 2013 Budget

DATE : November 27, 2013

Here are the transfer I recommend in the 2013 Municipal Budget to carry the Township of Dennis until December 31, 2013 for all expenditures to the best of my knowledge:

FROM :	Administration – Salary & Wages	\$	15,000.00
TO :	Administration – Other Expenses	\$	15,000.00
FROM :	Township Clerk – Salary & Wages	\$	7,500.00
TO :	Township Clerk – Other Expenses	\$	7,500.00
FROM :	State/Fed Grant Coord – Other Expenses	\$	10,000.00
TO :	Legal Services – Other Expenses	\$	10,000.00
FROM :	State/Fed Grant Coord – Other Expenses	\$	2,000.00
TO :	Dog Regulation – Other Expenses	\$	2,000.00
FROM :	Liability Insurance – Other Expenses	\$	5,000.00
TO :	Special Events – Other Expenses	\$	5,000.00

I have put a Year To Date 2013 Municipal Budget Budget Account Status report, as of November 27, 2013 in your respective mail bin. If you should have any questions, please do not hesitate to contact my office.

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2013-142

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

WHEREAS, the Township's Alcohol and Drug Testing Services Agreement expires on 12/31/2013; and

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

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

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

1. The averments of the preamble are incorporated herein by reference.
2. The Mayor and Clerk are hereby authorized and directed to enter into a Professional Service Contract with Pogue, Inc. for services related to Alcohol and Drug Testing Services for the 2014 year.
3. The Clerk shall cause of notice of the award of this contract to be published in the official newspaper of the Township of Dennis as required by N.J.S.A. 40A: 11-5(1)(a)(i).
4. This contract is awarded without competitive bidding, pursuant to the Local Public Contract Law, N.J.S.A. 40A:11-1 et seq. and the total sum of the contract does not exceed the limits established in P.L. 2004 c. 19.
5. This resolution shall take effect immediately.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

ATTEST _____
Eugene L. Glembocki, Mayor

RESOLUTION NO. 2013-142
PAGE 2

PRESENTED BY:

SECONDED BY:

ROLL CALL VOTE:

AYES :
NAYS :
ABSTAINING:
ABSENT :

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on December 03, 2013 at 7:00 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

FAX 609-476-3366

382LTR-M.WRI

TEL 609-476-3526

POGUE

SAFETY & HEALTH CONSORTIUM

TOM POGUE, C/TPA 164 CUMBERLAND AVE ESTELL MANOR, NJ 08319-1712

November 25, 2013

Township of Dennis
571 Petersburg Road
Dennisville, NJ 08214

Dear Ms. Justice:

This letter is our proposal to be your direct service provider for your alcohol and controlled substances program for the year 2014. We have been providing on site services to the Township since 1996.

The Pogue Safety & Health Consortium is an organization that acts on behalf of employers who are operators of Commercial Motor Vehicles and therefore required to provide ALCOHOL and CONTROLLED SUBSTANCES training and testing for their CDL drivers in compliance with 49 CFR 382 of the Federal Motor Carrier Safety Regulations.

Our Alcohol and Controlled Substances Training and Testing Program provides the following services at your municipal site:

1. Policy Development with C/Third Party Administrator
2. Employer Notification of Driver Random Selection by Computer
3. Collection for HHS-5 Controlled Substances Testing by DHHS-certified Laboratory and certified Medical Review (MRO) for Random, Reasonable Suspicion, Post-Accident and Return-to-Duty Testing
4. Breath Alcohol Testing with Evidential Breath Tester
5. Quarterly and Annual Report Preparation for the Employer
6. Quality Assurance for the Employer

This group of professional services will continue to be performed for a special governmental "bundled" fee of \$58.00 per driver to include all the above listed services for compliance with 49 CFR 382 for Calendar Year 2014. Reasonable suspicion training for supervisors and awareness training for employees is available for \$50 per participant. Testing will be evenly spread throughout the calendar year at a rate of 50% for controlled substances and 10% for alcohol.

We hope to continue to be given the opportunity to meet your needs.

Thank you,



Creed S. Pogue, President

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2013-143

**RESOLUTION APPROVING THE SPECIFICATIONS FOR
A 2014 EMERGENCY MEDICAL VEHICLE AND AUTHORIZING THE CLERK
TO GO TO BID FOR THE SAME**

WHEREAS, the Township Committee is required to provide Belleplaine Emergency Corp with a 2014 Emergency Medical Vehicle pursuant to the Emergency Medical Services Agreement authorized by Resolution No. 2012-105; and

WHEREAS, the Township Clerk's Office has prepared specifications for said 2014 Emergency Medical Vehicle.

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

1. That the plans and specifications prepared by the Township Clerk's Office are hereby approved.
2. That the Municipal Clerk is hereby authorized and directed to advertise for bids for the 2014 Emergency Medical Vehicle.
3. That the specifications will be available at the Municipal Clerk's Office located at 571 Petersburg Road, Dennisville, NJ 08214, at a cost of \$5.00 to cover the cost of preparation, no part of which will be refunded.

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

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

RESOLUTION NO. 2013-143
PAGE 2

PRESENTED BY:

SECONDED BY:

ROLL CALL VOTE:

AYES :
NAYS :
ABSTAINING:
ABSENT :

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on December 03, 2013 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
CAPE MAY COUNTY
NEW JERSEY

NOTICE TO BIDDERS

NOTICE is hereby given that on Friday, December 13, 2013, sealed proposals will be received by the TOWNSHIP OF DENNIS at Township Hall, 571 Petersburg Road, Dennisville, New Jersey, at the hour of **2:00 PM prevailing time**, for FURNISHING AND DELIVERY OF A 2014 FORD E-350 VAN CHASSIS OR EQUIVALENT FOR DENNIS TOWNSHIP, at which place and time the said bids will be publicly opened and read.

Specifications & Plans may be obtained at the office of the Township Clerk, Township Hall, 571 Petersburg Road, Dennisville, New Jersey, for a fee of \$5.00 to cover the cost of preparation, no part of which will be refunded. Individual bids will be accepted for the 2014 FORD E-350 VAN CHASSIS OR EQUIVALENT

Bids must be enclosed in a sealed envelope and plainly marked in the lower quadrant: "FURNISHING AND DELIVERY OF A 2014 FORD E-350 VAN CHASSIS OR EQUIVALENT FOR DENNIS TOWNSHIP. The name and address of the bidders shall be on the envelope.

The form of bid supplied by the TOWNSHIP OF DENNIS must be used in bidding.

Bids must be submitted prior to the time designated above for receipt and opening of bids, and must be submitted either by mail or in person by the bidder or his agent. No bids will be received after the time designated above for their receipt.

Bids must be addressed to the Township Committee, TOWNSHIP OF DENNIS, 571 Petersburg Road, Dennisville, New Jersey, 08214. Each bidder must deposit with his bid a certified check, cashiers check, or bid bond in the amount of ten (10) percent of the total lump sum bid. The right is reserved to reject any or all bids or to waive minor irregularities in any bid presented. Award, if any, will be made to the lowest and best responsible bidder at a formal meeting of Township Committee.

No bidder may withdraw his bond within 60 days after the actual date of opening.

Bidders are required to comply with the requirements of N.J.S.A. 105-31 (P.L. 1975, C. 127, as amended, Law Against Discrimination Affirmative Action Supplement).

Bidders are required to submit a statement of ownership with the bid, in compliance with N.J.S. 52:25-24.2 (P.L. 1977, C. 33).

Bidder attention is called to the requirements of P.L. 2004, C.57 concerning registration with the State of New Jersey in order to do business with local contracting agencies. Proof of registration in the form of a copy of the Business Registration Certificate must be submitted at time of bid submission by all bidders and named or listed subcontractors. Failure to comply will result in mandatory bid rejection.

BY ORDER OF THE TOWNSHIP COMMITTEE

Jacqueline B. Justice
Township Clerk

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2013-144

**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 12/31/2013; and

WHEREAS, the Acting Township Administrator has solicited providers and received a proposal from Shore Animal Control Services for Animal Control Services in the Township of Dennis; and

WHEREAS, the Acting Township Administrator has reviewed the proposal 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 _____
Eugene L. Glembocki, Mayor

RESOLUTION NO. 2013-144
PAGE 2

PRESENTED BY:

SECONDED BY:

ROLL CALL VOTE:

AYES :
NAYS :
ABSTAINING:
ABSENT :

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on December 03, 2013 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

Office of Chief Financial Officer

Treasurer / Purchasing Agent

Glenn O. Clarke, CMFO/RPPO

P.O. Box 204

571 Petersburg Road

Dennisville, New Jersey 08214

(609) 861-9700 • Fax (609) 861-9719

CHIEF FINANCIAL OFFICER'S CERTIFICATION
OF AVAILABILITY OF FUNDS
FOR CONTRACT AWARDS

I, Glenn O. Clarke, Chief Financial Officer for the Township of Dennis hereby certify that \$ 7,800.00 will be available in the following appropriations in the 2014 Municipal Budget:

Dog Regulation – Other Expenses

4-01-27-340-020

These funds are sufficient to meet the contractual commitment providing for:

Animal Control Services

And awarded to:

Shore Animal Control Services, LLC

73 Hope Corson Road

Seaville, NJ 08230

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balances available for this purpose, to the best of my knowledge.



Glenn O. Clarke, CMFO/CGFM

November 27, 2013

MAYOR
EUGENE L. GLEBOCKI

Administration
Revenue & Finance
Public Works
Recreation Department
Senior Center
Emergency Management

DEPUTY MAYOR
BRIAN W. TEEFY

Administration
Board of Health
Revenue & Finance
Public Works
Code Enforcement
Planning & Zoning Boards
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
Recreation, Public Safety
Emergency Management
911 Coordinator/Fire/Rescue
Construction Office

MEMORANDUM

NOVEMBER 25, 2013

TO: TOWNSHIP COMMITTEE
FROM: TOM SHANNON, INTERIM TOWNSHIP ADMINISTRATOR
RE: ANIMAL CONTROL OFFICER SERVICES

The Township's current contract for Animal Control Officer (ACO) services is with Shore Animal Control Services (SACS) and expires on 12/31/13. They have provided three years of service under a one year contract with the provision for two one year extensions.

SACS has performed ACO services for the Township over these three years in an above satisfactory manner. The service fee over the three years has been \$650 per month.

SACS has proposed to essentially renew the current contract; a one year contract with two one year extension options at the same monthly fee of \$650.

Proposals were solicited from two other potential providers. Middle Township will be concluding their current multi-town ACO shared service and thus will not be able to serve the Township. The Director of the Cape May County Animal Shelter was also contacted in regard to providing the Township with ACO service. They are not currently providing ACO service.

The SACS provides the service of performing the state mandated bi-annual Dog Census for the township at no fee as part of their current contract as well as their proposed contract. This census attempts to identify unlicensed dogs for the purpose of getting them licensed and receiving rabies shots.

It is recommended that the Township Committee authorize the contracting of Shore Animal Control Services to provide ACO services in accordance with the proposed contract.

Cc: Township Attorney / Township Clerk

Shore Animal Control Services L.L.C.



Dr. Nick Holland, Owner/Operator
Ken Schein, ACO
Stan Carr, ACO,ACI
Jay Jessie, ACO

Pam Jessie, Chief Operating Officer
Greg Boddy, ACO
Chris Hillman, ACO
Mike McCullough, ACO

Steve Serwatka, ACO, Wildlife Specialist

“We Serve the Community with Pride and Dedication”

October 25, 2013

Township of Dennis
Mayor Glembocki and Committee
571 Petersburg rd
P.O. Box 204
Dennisville, N.J. 08214

Dear Mayor Glembocki and Committee

We are pleased to be able to present a proposal to provide animal control services to your municipality. Ninety percent of our animal control contracts are in the County of Cape May which allows us to respond and focus more efficiently to calls from your area. We currently service the following municipalities in Cape May County:

UPPER TOWNSHIP
DENNIS TOWNSHIP
WOODBINE
WEST CAPE MAY

Shore Animal Control Services is a quality professional services company which has several unique advantages as a partner with Shore Veterinarians Animal Hospital.. In addition to providing superior animal control services SACS provides:

PROFESSIONAL GLOBAL ANIMAL SERVICES: Shore Animal Control Services was created as a branch of our veterinary practice which has been in business for over 35 years in 3 counties. Our medical experience with companion pets give us an advantage when assessing medical emergency needs which can often save municipalities money. Our offices are open for our animal control officers at any time to request assistance in evaluating what is a true animal medical emergency.

DISPATCH SERVICES: SACS provides 24 hour 7 day a week dispatch control of its officers via toll free telephone service. This phone is answered live by our dispatcher or by one of our animal control officers, relieving police departments of the dispatch function, reducing their workload. We work closely with all law enforcement departments to insure seamless animal control service to the municipality.

INFORMATIONAL WEBSITE: Shore ACS has a website for lost pets for all the municipalities it currently serves and all animals picked up will be listed on the site for resident's convenience.

EMERGENCY VETERINARY CARE DISCOUNT: Shore Animal Control Services functions in cooperation with Shore Veterinarians and will provide a 10% discount for any emergency veterinary services provided to the Borough.

PUBLIC INFORMATION SERVICES: Press releases are routinely submitted to the newspapers by SHORE ACS to keep the public informed of animal issues. In addition, information for residents is available on our website: www.ShoreAnimalControl.com. Our officers also present educational programs in schools on the various animal health and safety issues.

RECORD KEEPING: Because we use a special phone service, all our calls are recorded and documented for official records and proof of service and follow up can easily be tracked. We provide monthly reports to each municipality which is important when residents have questions about services and lost pets. These calls are easily tracked with our recording system.

NJSPCA WORKING RELATIONSHIP: Because at Shore Animal Control Services, we feel animal cruelty investigations are best dealt with by the NJSPCA, we have developed a close working relationship with their Cape May County officer. Working closely with the NJSPCA rather than pursuing cases by ourselves relieves the municipality of involvement and the organization has a track record of efficiency which cannot be matched. This saves the municipality time and money as well as leaving reducing vulnerability.

Our company can provide any additional professional services you may require. Your municipality can be proud that all our employees act with the same professionalism that our veterinary hospital employees have provided to all of Cape May County for over 35 years.

We look forward to working with your municipality and that our letters of reference from the other municipalities we serve will assure you that SACS will provide exceptional service throughout our professional relationship.

Thank you and if you have any questions, please feel free to contact me directly at 609 602 1802.

Dr. Nick Holland

Owner
Shore Animal Control Services

73 Hope Corson Rd, Seaville, NJ, 08230 PHONE: 1-800-351-1822 FAX: 609: 390-1023

ShoreVetsAnimalControlServices@gmail.com

www.ShoreAnimalControl.com

Shore Animal Control Services LLC.



Dr. Nick Holland, Owner/Operator
Ken Schein, ACO
Stan Carr, ACO,ACI
Jay Jessie, ACO

Pam Jessie, Chief Operating Officer
Greg Boddy, ACO
Chris Hillman, ACO
Mike McCullough, ACO

Steve Serwatka, ACO, Wildlife Specialist

"We Serve the Community with Pride and Dedication"

Proposal Form

Dennis Township
571 Petersburg Rd
Dennisville, N.J. 08214

Proposal Form

Contractual Service

Annual Cost

Year One

\$7,800.00

Start Date-January 1, 2014

Completion Date-December 31,2014

Year Two Option-12 month extension

\$7,800.00

Start Date-January 1, 2015

Completion Date-December 31, 2015

Year Three Option-12 month extension

\$7,800.00

Start Date-January 1, 2016

Completion Date-December 31, 2016

Year One

Dog Census: \$2.25 per dog these fees will be paid on any dog license that is renewed after the deadline date as a result of our census protocol, as well as dogs in violation of license ordinance.

Year Three

Dog Census \$2.50 per dog (same requirements as 2014)

73 Hope Corson Rd, Seaville, NJ, 08230

PHONE: 1-800-351-1822 FAX: 609: 390-1023

ShoreVetsAnimalControlServices@gmail.com

www.ShoreAnimalControl.com

Shore Animal Control Services L.L.C.



Dr. Nick Holland, Owner/Operator
Ken Schein, ACO
Stan Carr, ACO,ACI
Jay Jessie, ACO

Pam Jessie, Chief Operating Officer
Greg Boddy, ACO
Chris Hillman, ACO
Mike McCullough, ACO

Steve Serwatka, ACO, Wildlife Specialist

“We Serve the Community with Pride and Dedication”

PROPOSAL TO PROVIDE ANIMAL CONTROL SERVICES

SHORE ANIMAL CONTROL SERVICES submits this proposal to provide animal control services for the Township of Dennis for the sum of \$650 per month for a total of \$7,800.00 per year this proposal shall be for the period of one year with a two one year extension options.

In addition SACS will perform the biennial census. This will be done at cost to The Township of Dennis \$2.25 for every non-licensed animal issued between the actual start day and the completion day of the canvas, which shall be no later than September 1, of the year the census is due.

SHORE ANIMAL CONTROL SERVICES shall provide the following services for this sum:

1. Maintain proper licensing and certification at all times during the term of the contract in accordance with N.J.S.A. 4:19-15.16a. SHORE ANIMAL CONTROL SERVICES shall be responsible for animal control within the TOWNSHIP and shall enforce and abide by the provisions of N.J.S.A. 4:19-15.16. SHORE ANIMAL CONTROL SERVICES shall have the authority and be responsible to enforce all State Statutes and municipal ordinances including such duties as enumerated in N.J.S.A. 4:19-15.16(c) and 4:19-15.16(d). Shore Animal Control Services currently has 3 vehicles in use, 24 hour live phone service for residents and 9 animal control officers and staff on payroll.
2. Maintain regular inspection patrols of the in the municipality. Our main business is in the county of Cape May and our officers respond to any and all calls emergency or non-emergency within 30 minutes. Our officers are on call 24/7.
3. Pick up and impound dogs/cats running at large upon public streets and property. Dogs/cats that are captured and are in good health will be transported to the Cape May County Animal Shelter. SACS makes every effort to contact owners of dogs/cats bearing registration/identification tags prior to the transporting of animals to the shelter. Sick or injured animals will be treated by a veterinary facility and released to the shelter as appropriate. SACS

will provide adequate shelter whenever the Cape May County shelter is not available for whatever reason at Shore Veterinarians licensed kennel facility at no charge to the municipality for the first 24 hours. SACS maintains a website for lost pets for all the municipalities it currently serves and all animals picked up will be listed on the site.

5. Maintain availability and easy access (800 Number, Cell phones) on a 24 hour per day basis. ACO dispatch will be initiated either by direct resident contact or by police via the SACS 800 number at the Boroughs discretion. During normal business hours (9:00 AM - 5:00 PM) and in emergency situations will 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. Coordination of calls with the police department will be maintained as deemed necessary by the Township. During normal operating hours SACS will respond to calls for strays, injured domestic animals and wildlife, and perform patrol operations.

6. Pick up and dispose of domestic/wildlife "road kill" on request, up to approximately 75 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 nonhazardous area and authorities designated by the Township will be notified immediately. SHORE ANIMAL CONTROL SERVICES will not be responsible for removing dead animals from private residential property.

7. The municipality will be responsible for any emergency veterinary expenses incurred by SHORE ANIMAL CONTROL SERVICES in conjunction with their duties in the municipality, however close coordination with municipal officials will be accomplished whenever possible prior to administering any emergency treatment. This will not be construed to mean that humane lifesaving measures or euthanasia will be not accomplished whenever indicated. If the owner of the injured animal is located, these expenses will become the responsibility of the owner.

8. Provide regular patrol during regular hours on a daily basis as defined by the state of New Jersey requirements. Patrols will be interrupted to respond to any issues regarding animal control covered under the contract.

9. Provide the municipality a monthly report to include details of all calls as follows: date and time of call, name of a ACO taking the call, name of a ACO responding to the call, name, address, and phone number of caller; municipality, reason for the call and resolution of the call.

10. Provide and promote Trap Neuter Release (TNR) in the interest of feline population control is an integral part of our service. A situation in which TNR is appropriate as a recommendation we will work very closely with the citizens of the municipality to accomplish trapping, coordinate spaying and neutering and the re-release. We will also render assistance whenever citizens wish to trap themselves for reasons of convenience and efficiency.

11. Be a source of information to the TOWNSHIP, residents and officials concerning animal control regulations and related current information. Maintain a professional image and make

public relations a top priority. Regular press releases will be issued on various animal issues of importance to the health and safety of pets and residents.

12. Will appear on behalf of the TOWNSHIP for Court proceedings necessary to enforce animal regulations. The BOROUGH will be responsible for supplying summonses.

13. All animal control officers shall wear appropriate identifying uniforms and carry State Department of Health identification. Each residential contact shall be provided with the responding officer's business card with company name and number. All ACO's and ACI's will conduct themselves in a professional manner.

14. Shall conduct the requisite Animal Control Census on behalf of the TOWNSHIP OF DENNIS.

15. Will maintain general liability insurance insuring SHORE ANIMAL CONTROL SERVICES, L.L.C and all employees with a minimum of \$1,000,000 in general liability coverage. Please see attached certificate of insurance.

16. Report all cruelty issues to the New Jersey Society for the Prevention of Cruelty to Animals. SHORE ANIMAL CONTROL SERVICES, L.L.C has a close working relationship with the NJSPCA to alleviate the CITY of liability in conjunction with cruelty issues and prosecutions. All cruelty investigations shall be reported to the NJSPCA to respond accordingly.

DR. NICK HOLLAND, OWNER
SHORE ANIMAL CONTROL SERVICES, LLC,
SHORE VETERINARIANS, PA

Township of Dennis Official

DATE

DATE

73 Hope Corson Rd, Seaville, NJ, 08230 PHONE: 1-800-351-1822 FAX: 609: 390-1023

ShoreVetsAnimalControlServices@gmail.com

www.ShoreAnimalControl.com

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2013-145

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE CONTRACT WITH
DAYCARE CLEANING SERVICES FOR FLOOR MAINTENANCE SERVICES**

WHEREAS, the Township's Janitorial Services Agreement expired on 07/14/2013; and

WHEREAS, the Township has received and evaluated three quotes for floor maintenance services; and

WHEREAS, the Acting Township Administrator has recommended that the Township Committee award a 1 year agreement for floor maintenance services with Daycare Cleaning Services.

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 is hereby authorized and directed to enter into a Professional Service Contract with Daycare Cleaning Services for services related to floor maintenance for the Township of Dennis for a period of 1 year.
3. The Clerk shall cause of notice of the award of this contract to be published in the official newspaper of the Township of Dennis as required by N.J.S.A. 40A: 11-5(1)(a)(i).
4. This contract is awarded without competitive bidding, pursuant to the Local Public Contract Law, N.J.S.A. 40A:11-1 et seq and 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 _____
Eugene L. Glembocki, Mayor

RESOLUTION NO. 2013-145
PAGE 2

PRESENTED BY:

SECONDED BY:

ROLL CALL VOTE:

AYES :
NAYS :
ABSTAINING:
ABSENT :

This is to certify that this is a true copy of a Resolution adopted by the Dennis Township Committee at their regular meeting held on December 03, 2013 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

*Department of Finance and Revenue
Office of Chief Financial Officer/Treasurer
571 Petersburg Road
P.O. Box 204
Dennisville, New Jersey 08214-0204*

Glenn O. Clarke
CMFO/CGFM/QPA/RPPO

(609) 861-9700
(609) 861-9719 Fax

CHIEF FINANCIAL OFFICER'S CERTIFICATION
OF AVAILABILITY OF FUNDS
FOR CONTRACT AWARDS

I, Glenn O. Clarke, Chief Financial Officer for the Township of Dennis hereby certify that \$ 11,050.00 will be available in the following appropriations in the 2014 Municipal Budget:

**Public Buildings & Grounds – Other Expenses
4-01-26-310-020**

These funds are sufficient to meet the contractual commitment providing for:

Floor Maintenance – Various Buildings

And awarded to:

**Daycare Cleaning Services, Inc.
1909 Fairfax Avenue
Cherry Hill, NJ 08003**

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balances available for this purpose, to the best of my knowledge.



**Glenn O. Clarke, CMFO/CGFM
November 27, 2013**

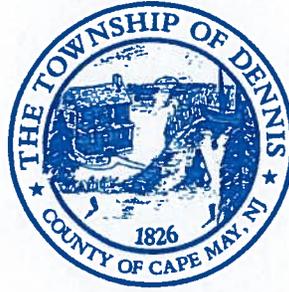
MAYOR
EUGENE L. GLEBOCKI

Administration
Revenue & Finance
Public Works
Recreation Department
Senior Center
Emergency Management

DEPUTY MAYOR
BRIAN W. TEEFY

Administration
Board of Health
Revenue & Finance
Public Works
Code Enforcement
Planning & Zoning Boards
School Liaison

MUNICIPAL CLERK
JACQUELINE B. JUSTICE, RMC



571 Petersburg Road
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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
Recreation, Public Safety
Emergency Management
911 Coordinator/Fire/Rescue
Construction Office

MEMORANDUM

NOVEMBER 25, 2013

TO: TOWNSHIP COMMITTEE
FROM: TOM SHANNON, INTERIM TOWNSHIP ADMINISTRATOR
RE: FLOOR MAINTENANCE SERVICES

The Township has received and evaluated three quotes for the performance of the above services.

The scope of work includes one year of stripping and waxing of tile floors and the shampooing of carpets at all Township buildings. Special services are designated for the gym floor at the Rec Center.

The low bidder is Daycare Cleaning Services located in Cherry Hill with local people to perform the services. The bid amount is \$11,050.

It is recommended that the Township Committee authorize the contracting of Daycare Cleaning Services to perform floor maintenance services for Township buildings over the next year.

The assistance of the Rec Department staff in procuring quotes is appreciated.

Cc: Township Attorney
Township Clerk
Recreation Director

RFQ 2013FM – Dennis Township Floor Maintenance

Facility: Township Hall – Municipal Complex – 571 Petersburg Road, Dennisville, NJ 08214

Strip and wax all floors and thoroughly shampoo and clean all carpets, runners and mats – Two Times (12/28/13 and 6/07/14). Cost per service = \$ 975 x 2 = \$ 1950

Facility: Public Works Garage – Municipal Complex – 571 Petersburg Road, Dennisville, NJ 08214

Strip and wax all floors and thoroughly shampoo and clean all carpets, runners and mats – Two Times (12/28/13 and 6/07/14). Cost per service = \$ 500 x 2 = \$ 1000

Facility: Senior Citizens Center – Municipal Complex – 571 Petersburg Road, Dennisville, NJ 08214

Strip and wax all floors and thoroughly shampoo and clean all carpets, runners and mats – Two Times (12/28/13 and 6/07/14). Cost per service = \$ 750 x 2 = \$ 1500

Facility: Parks & Playgrounds Garage – Recreation Complex – 565 Dennisville Road, South Dennis, NJ 08245

Strip and wax all floors and thoroughly shampoo and clean all carpets, runners and mats – Two Times (12/15/13 and 06/08/14). Cost per service = \$ 750 x 2 = \$ 1500

Facility: Recreation Center – Recreation Complex – 565 Dennisville Road, South Dennis, NJ 08245

Strip and wax all floors (except gym floor) and thoroughly shampoo and clean all carpets, runners and mats – 3 Times (12/15/13, 03/15/14 and 06/08/14). Cost per service = \$ 400 x 3 = \$ 1200

Strip gym floor and apply two coats of synthetic floor sealer. Must follow specific instructions detailed by Dynamic Sports Construction (attached) and use only materials specified by Dynamic – Four Times (12/22/13, 02/02/14, 03/09/14 and 06/15/14). Cost per service = \$ 975 x 4 = \$ 3900

Name of Business: DYNAMIC CLEANING SERVICES INC

*Total Amount Quoted: \$ 11,050

Mailing Address: 1909 FAIRFAX AVE CHERRY HILL NJ 08003

Phone Number: 856-874-1600

Fax Number: 856-874-1601

Contact Person: ROBERT NESTORC

Email Address: RNESTORC@DCCS-USA.COM

Signature: 

Date: 11-11-13

*A copy of the contractor's NJ Business Registration Certificate must be submitted with quote.

*By submitting a quote, the contractor agrees to accept a Purchase Order/Voucher issued by the Township of Dennis and acknowledges that they must sign and return the Voucher to receive payment for services rendered. Voucher will be submitted for payment at the next township committee meeting following the service date provided the contractor successfully performed the required service to the Township's satisfaction and turned in all necessary paperwork in a timely fashion.

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2013-146

**RESOLUTION AUTHORIZING VARIOUS EMPLOYEES TO CARRY 2013
VACATION DAYS INTO 2014**

WHEREAS, the Township Committee has established a policy regarding vacation time to be carried into the upcoming calendar year; and

WHEREAS, for various reasons, certain employees have been unable to utilize their 2013 vacation allotment; and

WHEREAS, in accordance with the vacation policy, the individuals requesting to carry vacation days have made their requests in writing.

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 following employees are hereby authorized to carry vacation time into 2014 providing that such time is available to them.

Jacqueline B. Justice	25	Days
Glenn O. Clarke	25	Days
Kimberly Herron	12	Days
Sheree L. Dever	13	Days
Christina Jamison	5	Days
Patricia A. Sutton	25	Days
Monica Heim	8.60	Days
Michele T. Heim	25	Days
Eileen McFillin	19.51	Days
Rosemarie Essig	15	Days
Larry Dixon	5	Days
Nelson Kern	4.5	Days
Frank Laughlin	8	Days
Arthur Schellinger	25	Days
Vernon Champion	4	Days

**RESOLUTION NO. 2013-146
PAGE 2**

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 December 03, 2013 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. 2013-147

**RESOLUTION AUTHORIZING EXECUTION OF A CONTRACT WITH
EXPERIENCE WORKS FOR JANITORIAL SERVICES**

WHEREAS, the Township of Dennis has had an ongoing dialogue with the Experience Works organization over the past several months; and

WHEREAS, This organization provides senior citizen workers for a variety of services including janitorial services; and

WHEREAS, the Experience Works janitorial option is appealing as compared to contractual services and in-house services inasmuch as the tasks are likely to be performed better and at reduced cost to the Township; and

WHEREAS, the Administrator has interviewed the two prospective workers to be provided by Experience Works who would each work 18 hours per week for a no cost training / trial period which could extend for as long as six months, all in accordance with the proposed contract with Experience Works which is attached hereto and made a part hereof by reference; and

WHEREAS, each applicant has janitorial experience and displays a hard working and pleasant demeanor and are prepared to start working immediately; and

WHEREAS, it is recommended by the Administrator that the Township Committee authorize janitorial services to be provided by Experience Works workers on a no-cost basis with each worker providing approximately 18 hours per week of service.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Dennis, duly assembled in public session this 3rd day of December, 2013, as follows:

1. That the preamble of this Resolution is hereby incorporated by reference and made the finding of fact of the Township Committee;
2. That the Mayor and Clerk be and are hereby authorized and directed to execute the contract with Experience Works for the purposes aforesaid.

RESOLUTION NO. 2013-147
PAGE 2

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 December 03, 2013 at 7:00 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

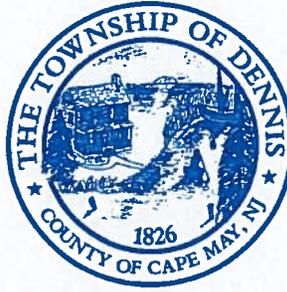
MAYOR
EUGENE L. GLEBOCKI

Administration
Revenue & Finance
Public Works
Recreation Department
Senior Center
Emergency Management

DEPUTY MAYOR
BRIAN W. TEEFY

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MUNICIPAL CLERK
JACQUELINE B. JUSTICE, RMC



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

MEMORANDUM

NOVEMBER 25, 2013

TO: TOWNSHIP COMMITTEE
FROM: TOM SHANNON, INTERIM TOWNSHIP ADMINISTRATOR
RE: JANITORIAL SERVICES

The Township has had an ongoing dialogue with the Experience Works organization over the past several months. This organization provides senior citizen workers for a variety of services including janitorial services.

The Experience Works janitorial option is appealing as compared to contractual services and services provided by the Public Works Department.

We have interviewed the two prospective workers to be provided by Experience Works. They would each work 18 hours per week for a no cost training / trial period which could extend for possibly six months. Each applicant has janitorial experience and displays a hard working and pleasant demeanor. They are prepared to start work asap.

It is recommended that the Township Committee authorize janitorial services to be provided by Experience Works workers on a no cost basis with each worker providing approximately 18 hours per week of service.

Cc: Township Attorney
Township Clerk

Why Hire an Older Worker?

- ✓ Superior work ethic
- ✓ Punctual and good attendance
- ✓ Loyalty to an employer
- ✓ Maturity in the workplace
- ✓ Eagerness to learn new technologies
- ✓ Invaluable work experience
- ✓ Excellent judgment
- ✓ Enjoy working flexible schedules

The National Council on the Aging commissioned a study that asked executives from 240 companies all across America, ranging in size from 10 to 90,000 employees, what they thought were the benefits of hiring older workers. Here's what they said:

- 97% of employers said older workers are thorough and reliable.
- 88% said older workers have low turnover rates.
- 85% said older workers adapt to change well.
- 81% said older workers want to learn new things.
- 94% said older workers do not miss work because of bad health.

"Older workers have a great deal to offer in terms of energy, skills, experience and knowledge. When this is shared, all employees benefit."

Barbara Peacock-Coady, Career Consultant, MIT

"I want other companies to understand that it makes good business sense to leverage the skills, talents, and knowledge of older workers."

Fred Hartman, CEO, Vita Needle.

"By having these hard-working associates (older employees) the company is able to achieve its service goals and has seen an increase in productivity."

Karla Padilla, Human Resource Manager, Marriott Guest Services

"Older workers are important to the development of a diverse workforce, which helps in serving a diverse customer base that includes many older people. They serve as role models for younger people and excel in such areas as customer service."

Steve Wing, CVS Corporation

Over the next decade, the number of Americans age 55 or older will increase by almost 30 percent, and they'll be working well beyond the traditional age of retirement. Employers who adapt now to take advantage of the benefits of hiring older workers will have an edge on the competition.

Where will you be?

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2013-148

**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. Employee Complaint & Potential Investigation.
- (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. Union Negotiations – UFCW.

RESOLUTION NO. 2013-148

PAGE 2

- (5) Matters Relating to the Purchase, Lease of 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.
- (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. Employee Complaint & Potential Investigation.
- (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 December 03, 2013, that an Executive Session closed to the public shall be held on December 03, 2013 prior to the close of the above night's meeting in the Dennis Township Municipal Complex, 571 Petersburg Road, Dennisville, New Jersey, for the discussion of matters relating to the specific items designed above.

RESOLUTION NO. 2013-148
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 December 03, 2013 at 7:00 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

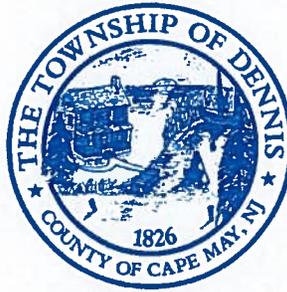
MAYOR
EUGENE L. GLEBOCKI

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BRIAN W. TEEFY

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Board of Health
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Recreation Department
Code Enforcement
Planning & Zoning Boards
School Liaison

MUNICIPAL CLERK
JACQUELINE B. JUSTICE, RMC



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COMMITTEE MEMBER
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Administration, Grants
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Municipal Alliance
Clean Communities

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Museum & History Center

COMMITTEE MEMBER
FRANK L. GERMANIO, JR.

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

November 27, 2013

To: Ms. Kimberly A. Herron

Please be advised that pursuant to N.J.S.A. 10:4-12b(8), an executive session of the Township Committee not open to the public will be conducted on December 03, 2013 at 7:00 p.m., during which certain issues related your employment with respects your complaint and potential investigation may be discussed.

Under the holding in Rice v. Union County Regional High School Board of Education, 155 N.J. Super. 64 (App. Div. 1977), the Township is required to give you notice of such meeting.

In the event that you indicate to the Township in writing prior to the meeting that you wish for these discussions to be held in open, public session, then the discussion may be in public session should the Committee choose to proceed. Otherwise, in accordance with law, the discussion will be in executive session as indicated hereinabove.

Please acknowledge your receipt of this letter by signing and dating below.

Kimberly Herron

Date

MAYOR
EUGENE L. GLEBOCKI

Administration
Revenue & Finance
Public Works
Recreation Department
Senior Center
Emergency Management

DEPUTY MAYOR
BRIAN W. TEEFY

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FRANK L. GERMANIO, JR.

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

NOVEMBER, 2013 REGISTRAR'S REPORT

Certified Marriages (9)	\$	90.00
Marriage License (2)		56.00
Certified Death (10)		100.00
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
TOTAL		\$ 246.00

MAYOR
EUGENE L. GLEMBOCKI

Administration
Revenue & Finance
Public Works
Recreation Department
Senior Center
Emergency Management

DEPUTY MAYOR
BRIAN W. TEEFY

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

NOVEMBER, 2013 MUNICIPAL CLERK'S REPORT

Planning/Zoning Board	\$	2,000.00
Clerk Search (0)		0.00
Property Lists (5)		50.00
Copies		0.00
Zoning Book & Maps		0.00
Vital Statistics		246.00
Campground Licenses (0)		0.00
Mercantile Licenses (0)		0.00
Street Opening Permit (1)		50.00
Miscellaneous ()		0.00
TOTAL	\$	2,346.00

