

TOWNSHIP OF DENNIS
TOWNSHIP COMMITTEE
WORKSESSION AGENDA

FEBRUARY 04, 2014

6:30 P.M. (prevailing time)

CALL TO ORDER:

Mayor's announcement: The notice requirements provided for in the "Open Public Meetings Act" have been satisfied. Notice of this meeting was properly given in Resolution No. 2013-148 entitled the Annual Meeting Notice which was adopted by the Dennis Township Committee on December 17, 2013. A meeting notice has been published and posted in accordance with the act.

FLAG SALUTE:

ROLL CALL OF MEMBERS PRESENT:

___ Germanio, F.; ___ Teefy, B.; ___ DiCicco, A.; ___ O'Connor, B.; ___ Murphy, J;

SPECIAL PRESENTATIONS OR DISCUSSIONS:

None.

DEPARTMENTAL REPORTS AND PROJECT UPDATES:

Administration & Finance:

Discuss amending the 2014 Meeting Schedule.

Legal:

Discuss the issue of Code Enforcement.

Discuss Defined Contribution Retirement Program (DCRP).

**WORKSESSION AGENDA
PAGE TWO**

Public Buildings & Grounds:

Discuss the issue of cleaning.

Engineering:

Discuss 13 Fish Hawk Lane.

RESOLUTIONS:

Proclaiming March 3, 2014 – NEA's Read Across America Day.

ORDINANCES:

None.

MOTION TO ADJOURN THE MEETING:

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2014-148

**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 6:30 p.m. prevailing time or as otherwise noted in the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ:

Jan. 07, 2014 (Reorganization – 6:30 pm)	July 01, 2014 (Worksession & Reg - 4:00 pm)
Jan. 21, 2014 (Worksession & Reg – 6:30 pm)	July 15, 2014 (Regular – 4:00 pm)
Feb. 04, 2014 (Worksession & Reg – 6:30- pm)	Aug. 04, 2014 (Worksession & Reg – 4:00 pm)
Feb. 18, 2014 (Regular – 6:30 pm)	Aug. 19, 2014 (Regular – 4:00 pm)
Mar. 04, 2014 (Worksession & Reg – 6:30 pm)	Sept. 02, 2014 (Worksession & Reg – 6:30 pm)
Mar. 18, 2014 (Regular – 6:30 pm)	Sept. 16, 2014 (Regular – 6:30 pm)
Apr. 01, 2014 (Worksession & Reg – 6:30 pm)	Oct. 07, 2014 (Worksession & Reg – 6:30 pm)
Apr. 15, 2014 (Regular – 6:30 pm)	Oct. 21, 2014 (Regular – 6:30 pm)
May 06, 2014 (Worksession & Reg – 6:30 pm)	Nov. 03, 2014 (Worksession & Reg – 4:00 pm)
May 20, 2014 (Regular – 6:30 pm)	Nov. 18, 2014 (Regular – 6:30 pm)
June 02, 2014 (Worksession & Reg – 4:00 pm)	Dec. 02, 2014 (Worksession & Reg – 6:30 pm)
June 17, 2014 (Regular – 4:00 pm)	Dec. 16, 2014 (Regular – 6:30 pm)

ATTEST _____

Jacqueline B. Justice, RMC/Clerk

ATTEST _____

Eugene L. Glembocki, Mayor

PRESENTED BY: TEEFY

SECONDED BY: MURPHY

April 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
National County Government Month		Election Board Meeting 9 a.m.	Women's Commission Meeting 5:30 p.m.			CMC Health Dept. Healthcare Resource Day 11 a.m. - 2 p.m. Wildwoods Convention Ctr.
"Cape May County Report" - NBC 40 11:30 a.m.	Park Advisory Meeting 5:30 p.m.	Freeholders' Meeting 5:30 p.m. Caucus 7 p.m. Regular	"My County Poster Contest" 3:30 p.m. County Courthouse		Ballot position drawing for Primary Election 3 p.m.	"Easter Bunny in the Park" CMC Park and Zoo Starting at 10 a.m.
6	7	8	9	10	11	12
13	14	15	16	17	18	19
Passover Begins Animal Shelter Advisory Board Meeting 4:30 p.m.	Fare Free "Roado" County Airport Starts - 8:30 a.m.	Library Commission Meeting 1:30 p.m.	Good Friday County Offices Closed			
20	21	22	23	24	25	26
Easter	Reminder! Tomorrow is last day to register to vote for Municipal Election	Earth Day Passover Ends Open Space Meeting 10 a.m. Freeholders' Meeting 3 p.m. Caucus 4:30 p.m. Regular	Social Services Board Meeting 12 p.m.			Earth Day Celebration CMC Park and Zoo 5K Run - 9 a.m. Fair - 10 a.m. - 4 p.m.
27	28	29	30			

School off This Week for Easter



July 2014

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Summer Safety Awareness Month cmcwellness.org		Election Board Meeting 9 a.m.	Women's Commission Meeting 5:30 p.m.		Independence Day County Offices Closed	
6 "Cape May County Report" – NBC 40 11:30 a.m.	7	8 Freeholders' Meeting 5:30 p.m. Caucus 7 p.m. Regular	9	10	11	12 CMC Health Dept. "Choose Your Cover" Event 10 a.m. – 1 p.m. Cape May City Convention Hall
13	14	15	16 Library Commission Meeting 1:30 p.m. 10th Anniversary Open House CMC Animal Shelter & Adoption Center	17 4-H Fair CMC Fairgrounds Planning Board Meeting 5 p.m.	18 4-H Fair CMC Fairgrounds	19 4-H Fair CMC Fairgrounds
20	21	22 Open Space Meeting 10 a.m. Freeholders' Meeting 3 p.m. Caucus 4:30 p.m. Regular	23 Social Services Board Meeting 12 p.m.	24	25	26
27 Ramadan Ends	28 Agriculture Development Meeting 7:30 p.m.	29	30	31		



**“SENIOR CITIZEN CENTER”
SERVICES REQUIRED
2007/2010**

TWICE PER WEEK (Wednesday AFTER 9:00 PM and Sunday AFTER 4:00 PM)

- Empty all Wastebaskets / Replace Liners _____
- Clean Door Glass (Entrance) _____
- Vacuum Door Mats / Runners _____
- Spot Clean Spills / Floors _____
- Spot Clean Furniture _____
- Clean Sanitize Bathroom Fixtures / Bowls / Basins _____
- Clean Mirrors _____
- Spot Clean Walls / Doors _____
- Refill all Dispensers / Paper (Township provides materials) _____
- Sweep / Damp Mop Floors / Sanitize (Bathrooms) _____
- Sweep Entryway (Inside & Outside) _____
- Dust Mop / Sweep & Damp Mop all Floors _____
- Empty Outside Ashtray and Trash Container _____
- Complete Customer's Log Job Sheet _____

ONCE PER WEEK – (Wednesday)

- Dust all Furniture / Cabinets / Shelves / Etc _____
- Clean / Sanitize Drinking Fountains _____
- Damp Wipe Countertops _____
- Dust Surfaces _____

ONCE PER MONTH – (First Wednesday of the Month)

- Clean / Sanitize Telephones _____
- Dust Sills / Ledges / Ducts / Picture Frames / Etc. _____
- Dust Blinds _____
- Clean Interior Glass (Doors / Windows / Lobby) _____
- Clean / Dust Ceiling Areas _____

FOUR TIMES PER YEAR - (Every 3rd Saturday in July, October, January & April)

- Window and Screens (Cleaned Inside & Outside) _____

FOUR TIMES PER YEAR - (Every 3rd Sunday in July, October, January & April)

- Strip and Wax All Floors _____

**“TOWNSHIP HALL” & “PUBLIC WORKS GARAGE”
SERVICES REQUIRED
2007/2010**

TWICE PER WEEK (Wednesday AFTER 10:00 PM and Sunday AFTER 4:00 PM)

- Empty all Wastebaskets / Replace Liners _____
- Empty & Clean Outside Ashtrays _____
- Dust all Furniture / Cabinets / Shelves / Etc. _____
- Clean / Sanitize Drinking Fountains _____
- Damp Wipe Countertops _____
- Spot Clean Door Glass / Inside Glass / Lobby _____
- Vacuum all Carpets _____
- Sweep Entry Way (Inside & Outside) _____
- Spot Clean Spills / Stains on Carpet / Floors _____
- Spot Clean Furniture _____
- Clean / Sanitize Bathroom Floors / Fixtures / Bowls / Basins _____
- Clean Mirrors _____
- Spot Clean Walls / Dividers / Doors _____
- Refill all Dispensers / Paper (Township provides materials) _____
- Dust Surfaces _____
- Dust Mop / Sweep / Damp Mop Floors / Sanitize _____
- Spot Dry Mop all Floors _____
- Dispose all Trash into Dumpster _____
- Complete Customer’s Log Job Sheet _____

ONCE PER WEEK – (Wednesday)

- Clean / Sanitize Telephones _____
- Dust Heater Ducts / Return Air Vents _____
- Dust Blinds / Sills / Ledges / Pictures Frames / Etc. _____

ONCE PER MONTH – (First Wednesday)

- Clean / Dust Ceiling Areas _____
- Clean Main Corridor / Interior Glass _____

ONCE PER QUARTER - (Every 3rd Saturday in July, October, January & April)

- Window and Screens (Cleaned Inside & Outside) _____
- Vacuum Furniture _____
- Strip and Wax All Floors _____

ONCE PER QUARTER - (Every 3rd Sunday in July, October, January & April)

- Thoroughly Shampoo & Clean all Carpets _____

February 3, 2014
03:51 PM

TOWNSHIP OF DENNIS
Purchase Order Inquiry

Purchase No: 12-00008
Status: Clsd
Order Date: 01/06/12
Due Date:
Description: TOWNSHIP JANITORIAL SERVICES
P.O. Total: 24,740.04
Void Total: 0.00

Vendor: 11536
DAYCARE CLEANING SERVICES, INC
1909 FAIRFAX AVENUE
CHERRY HILL NJ 08003

Seq Catalog Num	Qty	Unit	Price	Item Total	Stat/chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice
Line Item Description					Charge Acct			Charge Acct	Description
1 JANUARY 2012	1.00		1,903.0800	1,903.08	P 34240	01/06/12	01/17/12	01/17/12	7981
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
2 FEBRUARY 2012	1.00	MTH	1,903.0800	1,903.08	P 34295	01/06/12	02/07/12	02/07/12	8039
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
3 MARCH 2012	1.00	MTH	1,903.0800	1,903.08	P 34443	03/20/12	03/20/12	03/20/12	8102
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
4 APRIL 2012	1.00	MTH	1,903.0800	1,903.08	P 34532	04/16/12	04/16/12	04/16/12	8163
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
5 MAY 2012	1.00	MTH	1,903.0800	1,903.08	P 34608	05/15/12	05/15/12	05/15/12	8216
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
6 JUNE 2012	1.00	MTH	1,903.0800	1,903.08	P 34712	05/22/12	06/19/12	06/19/12	8273
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
7 JULY 2012	1.00	MTH	1,903.0800	1,903.08	P 34844	05/22/12	07/23/12	07/23/12	8332
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
8 AUGUST 2012	1.00	MTH	1,903.0800	1,903.08	P 34939	05/22/12	08/20/12	08/21/12	AUGUST 2012
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
9 SEPTEMBER 2012	1.00	MTH	1,903.0800	1,903.08	P 35034	05/22/12	09/18/12	09/18/12	8465
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
10 OCTOBER 2012	1.00	MTH	1,903.0800	1,903.08	P 35112	05/22/12	10/16/12	10/16/12	8526
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
11 NOVEMBER 2012	1.00	MTH	1,903.0800	1,903.08	P 35211	05/22/12	11/20/12	11/20/12	8583
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
12 DECEMBER 2012	1.00	MTH	1,903.0800	1,903.08	P 35317	05/22/12	12/17/12	12/18/12	8648
TOWNSHIP JANITORIAL SERVICES					2-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS
13 JANUARY 2013	1.00	MTH	1,903.0800	1,903.08	P 35428	02/01/13	02/01/13	02/05/13	8713
TOWNSHIP JANITORIAL SERVICES					3-01-26-310-024				CLEANING/MAINTENANCE OF BLDGS

~~24,740.04~~

22,836.96
were paying per year

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 NESTOR

Email Address: RNESTOR@DCCS-4ST.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

Construction Official

P.O. Box 204

571 Petersburg Road

Dennisville, New Jersey 08214

(609) 861-9705 • Fax (609) 861-9719

TO : DENNIS TWP COMMITTEE
: JACK GIBSON, DENNIS TWP ENGR

OWNER TOM SHUTE

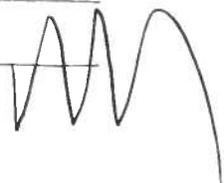
BLOCK _____ LOT _____

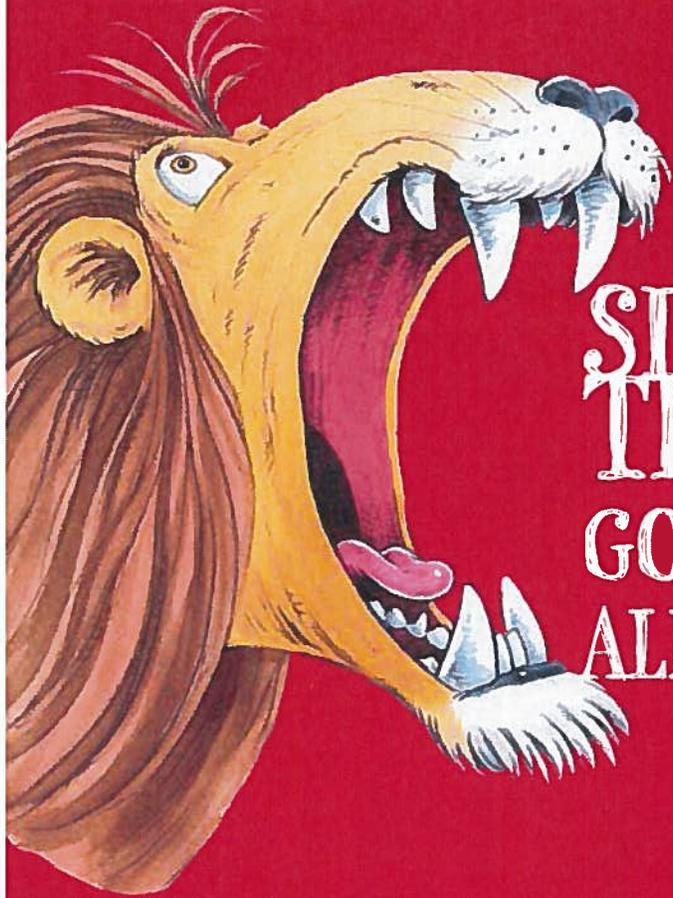
CONTRACTOR _____

LOCATION # 13 FISH HAWK LN.

DATE OF INSPECTION 1/27/14

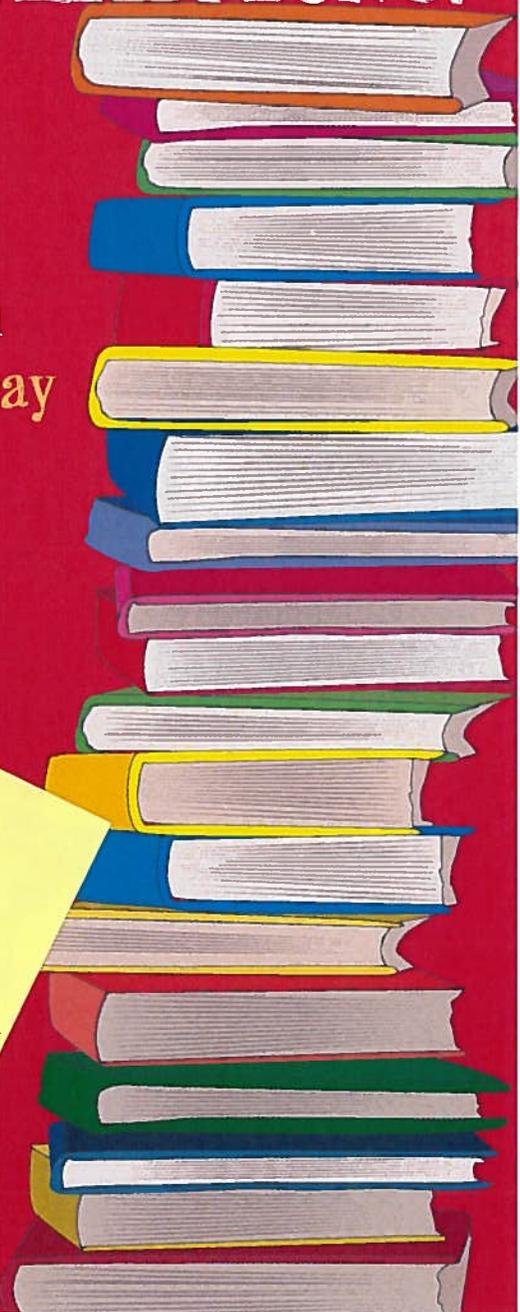
INSPECTOR MARIO ZACCARIA
CONTR. OFFICIAL

DESCRIPTION	CODE	SECTION
① PLEASE REVIEW FOLLOWING ITEMS:		
ACCESS TO ABOVE PROPERTY THRU HWY RT. 9, BROOKS AVE & FISH HAWK LANE TO ENTER ONTO # 13 FISH HAWK LN. DENNIS TWP THEN REVERSE TRAVEL TO DENNIS TWP. BOUNDARY.		
→ DETERMINE PROVIDER OF SERVICES TO PROPERTY		
→ VERIFY ANY INSURANCE IMPACT TO DENNIS TWP. IF SERVICES ARE PROVIDED.		
→ BUILDING PERMIT HAS BEEN ISSUED & CONSTRUCTION IS ONGOING IN AN APPROVED STATUS CURRENTLY.		
AFTER REVIEWING ABOVE PLEASE ADVISE OF ANY AGREEMENTS TO BE IN PLACE BEFORE ISSUANCE OF CERT. OF OCCUPANCY TO OWNER.		
	THANK YOU	

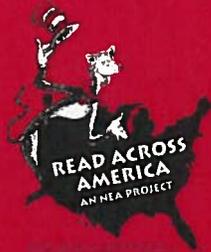


SINK YOUR
TEETH INTO
GOOD BOOKS
ALL YEAR LONG!

Share your love of reading on
NEA's Read Across America Day
March 3, 2014



Read Across
America
Proc
RAA-2014-Proc



www.nea.org/readacross



Renaissance
Dental

2014 National Sponsor of Read Across America
Promoting good oral health and reading skills
to children nationwide.

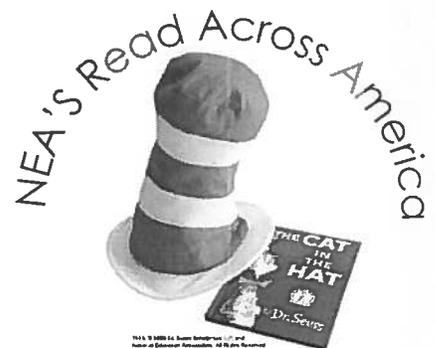
NEA's Read Across America Proclamation

WHEREAS, the citizens of _____ stand firmly committed to promoting reading as the catalyst for our students' future academic success, their preparation for America's jobs of the future, and their ability to compete in a global economy; and **WHEREAS**, _____ has provided significant leadership in the area of community involvement in the education of our youth, grounded in the principle that educational investment is key to the community's well-being and long-term quality of life; and **WHEREAS**, "NEA's Read Across America," a national celebration of reading on March 3, 2014, sponsored by the National Education Association, promotes reading and adult involvement in the education of our community's students; **THEREFORE**, **BE IT RESOLVED** that the _____ calls on the citizens of _____ to assure that every child is in a safe place reading together with a caring adult on March 3, 2014; **AND BE IT FURTHER RESOLVED** that this body enthusiastically endorses "NEA's Read Across America" and recommits our community to engage in programs and activities to make America's children the best readers in the world.

Signed: _____

Signed: _____

Signed: _____



www.nea.org/readacross



www.nea.org/readacross

