

**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE -  
APRIL 19, 2016 – 6:30 P.M.**

**Meeting called to order:**

The meeting is now open. Adequate notice of the meeting was provided by posting a copy of the time and place on the Municipal Clerk's bulletin board and by publishing notice in the official newspaper on the Township.

Will the Clerk please call the Roll to determine a quorum.

Will everyone please rise to salute the flag and for a moment of silence.

**Special Presentations:**

Dr. Peter J. Bosak, Director of the Cape May County Mosquito Control Commission is scheduled to discuss mosquito control.

**Public Comment on Agenda Items:**

Review of Consent & Regular Agenda Items

**Consent Agenda**

Motion: Authorizing the Municipal Engineer to request proposals for proposed Speed Humps on Paper Mill and Lehner Roads in Eldora again due to the initial proposals exceeding the budget constraints.

Ord. #2016-03 An Ordinance of the Township of Dennis, County of Cape May and State of New Jersey Establishing the Compensation of the Officers and Employees of the Township of Dennis. (For Introduction and First Reading).

**Regular Agenda:**

**Motion for the Bills**

Motion authorizing the payment of the bills, providing that proper vouchers have been filed and that funds are available. **General Account** \$

**Administrative Reports**

Tax Collector's Report March, 2016  
Engineer's Report 04/19/2016

**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE –  
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**Regular Agenda Continued:**

**General Public Comments**

**Committee Comments**

**Adjournment**

**TOWNSHIP OF DENNIS**

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

**ORDINANCE NO. 2016-03**

**AN ORDINANCE OF THE TOWNSHIP OF DENNIS, COUNTY OF CAPE MAY, AND  
STATE OF NEW JERSEY ESTABLISHING THE COMPENSATION OF THE  
OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF DENNIS**

**BE IT ORDAINED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey as follows:

**SECTION 1.** The positions listed in the attached schedule are either positions that currently exist or positions that may be created by the Township Committee prior to this Ordinance being amended.

**SECTION 2.** The salary ranges specified in the attached schedule are hereby adopted for each and every position listed therein. In those cases where only one rate or figure appears in said schedule, said rate or figure shall be the maximum rate or figure applicable to said position. In those cases where a minimum and maximum salary appear the exact salary to be paid to the holder of said position shall be as determined from time to time by Resolution of the Township Committee.

**SECTION 3.** Longevity pay shall terminate. Employees who, in the year 2004, received longevity pay have had that amount merged into their 2005 salary.

**SECTION 4.** The duties to be performed by each person holding any position listed herein shall be those duties as outlined in Job Descriptions provided by the New Jersey Department of Personnel or the Township of Dennis.

**SECTION 5.** All other Ordinances in conflict or inconsistent with this Ordinance are hereby repealed to the extent of such conflict or inconsistency.

**SECTION 6.** The range of salaries are hereby listed by title or position, with a minimum and a maximum base salary if applicable.

<u>TITLE/POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
<b>Salaried Employees:</b>		
Mayor	10,020.00	13,500.00
Township Committee Member	10,020.00	13,500.00
Business Administrator (full time)	50,000.00	90,000.00
Business Administrator (part time)	15,000.00	25,000.00
Municipal Clerk	50,000.00	80,000.00
Deputy Municipal Clerk	25,000.00	45,000.00
Registrar of Vital Statistics	2,000.00	5,000.00
Deputy Registrar of Vital Statistics	500.00	2,000.00
Attorney	45,000.00	59,000.00
Senior Clerk Typist	21,000.00	40,000.00
Clerk Typist	18,000.00	25,000.00
Clerk Typist (per hour)	10.00	18.50
Chief Financial Officer/Treasurer	40,000.00	75,000.00
Purchasing Agent	1,000.00	5,000.00
Director of Finance	7,000.00	15,000.00
Tax Assessor	40,000.00	75,000.00
Deputy Tax Assessor	25,000.00	45,000.00
Tax Collector	40,000.00	68,000.00
Deputy Tax Collector	25,000.00	45,000.00
Municipal Judge	14,000.00	22,000.00
Prosecutor	15,000.00	22,000.00
Court Administrator	40,000.00	65,000.00
Deputy Court Administrator	25,000.00	44,000.00
Public Defender	4,000.00	12,000.00
Emergency Management Coord.	4,000.00	12,000.00
Deputy Emergency Management Coord.	2,500.00	9,000.00
Construction Official	45,000.00	80,000.00
Construction Official (part-time)	12,000.00	25,000.00
Technical Assistant to the Construction Official	20,000.00	40,000.00
Building Inspector	8,000.00	18,000.00
Fire Sub-Code Official	100.00	5,500.00
Electrical Sub-Code Official	5,000.00	18,000.00
Plumbing Sub-Code Official	5,000.00	18,000.00
Code Enforcement Officer	4,000.00	15,000.00
Zoning Officer	4,000.00	15,000.00
Planning Administrative Officer	1,500.00	10,000.00
Director, Parks and Recreation	55,000.00	75,000.00

<u>TITLE/POSITION</u>	<u>MINIMUM</u>	<u>MAXIMUM</u>
<b>Salaried Employees Continued:</b>		
Recreation Supervisor	25,000.00	50,000.00
Recreation Leader (full time)	20,000.00	40,000.00
Recreation Leader (part-time hourly)	11.00	20.00
Recreation Director	55,000.00	70,000.00
Recreation Attendant	20,000.00	40,000.00
Recreation Attendant (per hour)	10.00	15.00
Recreation Aide (per hour)	10.00	12.50
Municipal Alliance Coordinator	3,000.00	9,000.00
Peer Leadership Counselor	1,280.00	4,500.00
Constable (per hour)	9.50	12.50
Senior Center Aide (per hour)	11.00	19.00
Director of Public Works/C.P.W.M.	50,000.00	65,000.00
Director of Public Works (part time)	5,000.00	15,000.00
Assistant Supervisor, Public Works	48,000.00	63,000.00
Supervisor, Recreation Maintenance	15.00	26.00
Recreation Maintenance Worker	10.00	20.00
Laborer (per hour)	11.00	25.00
Truck Driver (per hour)	14.25	29.00
Mechanic (per hour)	14.50	29.00
Recycling Coordinator	2,500.00	4,500.00
Museum Attendant (part-time)	2,500.00	5,000.00
<b>Miscellaneous Items:</b>		
Code Enforcement Officer (per day)	110.00	150.00
Electrical Sub-Code Official (per hour)	20.00	40.00
Plumbing Sub-Code Official (per hour)	20.00	40.00
Recreation Aide (per dance session)	20.00	50.00
Municipal Court Attend. (per session)	50.00	75.00
Recorder Operator Courts (per session)	40.00	100.00
Secretary Planning Bd. (per meeting)	45.00	75.00
Secretary Commissions (per meeting)	40.00	50.00
Required Meeting Attendance (per meeting)	40.00	50.00
Recording Clerk (per meeting)	40.00	75.00
Mileage (per mile)	.32	.55

**SECTION 7.** This Ordinance shall become effective retroactive to January 1, 2014, immediately upon passage and publication according to law. All wages for employees covered under the contract with I.B.E.W. 1293 will be paid in accordance with that contract. All other employees will be paid in accordance with a subsequent resolution passed by the governing body detailing each employee's salary.

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John Murphy, Mayor

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Brian O'Connor, Deputy Mayor

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Lisa Salimbene, Committee Member

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Donald L. Tozer, Committee Member

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Julie Fry-DeRose, Committee Member

The foregoing Ordinance was introduced at a meeting of the Township Committee of the Township of Dennis on April 19, 2016. Publication will be held on April 27, 2016 and a Public Hearing will be held at a meeting of the said Township Committee to be held on May 17, 2016 at 6:30 p.m. in the Municipal Building located at 571 Petersburg Road in Dennisville.

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

# Collector's Report of Receipts and Disbursements

To the COMMITTEE of the TOWNSHIP of DENNIS, N. J.

Gentlemen:

I herewith submit to you my report of Receipts and Disbursements for <sup>Year</sup> ending:

MARCH 31, 2016

Dated APRIL 14, 2016

*Michele T. Heim, CTC*  
Michele T. Heim, CTC Collector.

## COLLECTIONS

Taxes Year 2015	25,555.39						
“ “ 2016	196,834.44						
“ “							
“ “							
“ “							
RETURNED CHECK CHARGE	30.00						
Gross Receipts Tax, Year							
Franchise Tax “							
Property Redeemed							
Interest and Costs	3,628.21						
Fees for Searches							
<u>TOTAL Receipts</u>	226,048.04						
Discount on Taxes							
<u>Net Receipts</u>	226,048.04						

## DISBURSEMENTS

Paid to Treasurer	226,048.04						
Total Disbursements	226,048.04						
Cash on hand							
MARCH 31, 2016	100.00						

Remarks:

**ENGINEERS REPORT**

**APRIL 19, 2016**

THE PROJECT RECONSTRUCTION AND REALIGNMENT OF ACADEMY ROAD WITH FIDLER ROAD HAS BEEN ADVERTISED WITH BIDS SCHEDULED TO BE RECEIVED MAY 10.

I CONTINUE TO MONITOR THE SITE WORK OF THE ATLANTIC CITY ELECTRIC OCEAN VIEW SUB STATION.

QUOTES FOR THE PROPOSED SPEED HUMPS ON PAPER MILL AND LEHNER ROADS IN ELDORA WERE AGAIN REQUESTED . THIS TIME WITH THE TOWNSHIP ASSISTING WITH TRAFFIC MAINTENANCE. SHOULD THE COMMITTEE DECIDE TO ONLY DO PAPER MILL ROAD, I WILL BE PREPARED TO REVISE THE SPECS.

I REVIEWED AND APPROVED A SOUTH JERSEY GAS CO. ROAD OPENING PERMIT.

I COMPLETED AND SUBMITTED TO THE DEP THE ANNUAL MUNICIPAL STORM WATER POLLUTION PREVENTION REPORT- TIER A

I ATTENDED THE ANNUAL JOINT INSURANCE FUND SAFETY BREAKFAST.

RESPECTFULLY SUBMITTED,

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JOHN C. GIBSON, P.E. 4/19/16