

**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE -
NOVEMBER 15, 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. (Carry over from Board of Health).

Will everyone please rise to salute the flag and for a moment of silence. (Carry over from Board of Health).

Public Comment on Agenda Items:

Review of Consent & Regular Agenda Items

Consent Agenda

- | | |
|----------------|--|
| Res. #2016-127 | Authorizing the Refund of a Tax Overpayment for Block 25, Lot 4. |
| Res. #2016-128 | Authorizing the Township to Exercise the Option of the Second One (1) Year Extension of the Animal Control Services Contract for Animal Control of South Jersey. |
| Res. #2016-129 | Awarding a Professional Services Contract to Pogue Safety & Health Consortium, to Coordinate Alcohol and Drug Testing Services for 2017. |
| Res. #2016-130 | Approving the Specifications and Authorizing the Advertisement for Bids of the Paving and Striping of the Parking Areas at the Dennis Township Recreation Complex. |

Regular Agenda:

- | | |
|---------------|--|
| Ord. #2016-08 | An Ordinance of the Township of Dennis, County of Cape May and State of New Jersey Amending Chapter 139, Article III, Section 13(B) of the Code of the Township of Dennis Entitled, "Parks and Recreation". (For Second Reading and Public Hearing). |
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**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE –
NOVEMBER 15, 2016 – 6:30 P.M. (page 2)**

Regular Agenda Continued:

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

Construction Official's Report	October, 2016
Engineer's Report	11/15/2016

General Public Comments

Committee Comments

Adjournment

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2016-127

**RESOLUTION AUTHORIZING A REFUND OF A
TAX OVERPAYMENT – BLOCK 25, LOT 4**

WHEREAS, the Tax Collector, Michele T. Heim, has notified the Clerk of a tax overpayment on Block 25, Lot 4; and

WHEREAS, the overpayment was a result of the Mortgage Company and the Title Company making duplicate payments; and

WHEREAS, the amount of the overpayment requested to be refunded for Block 25, Lot 4 is seven three hundred eighty-two dollars and no cents (\$782.00).

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 be and is hereby authorized and directed to refund the total amount of \$782.00 to: The Title Company of Jersey, 701 West Avenue, Suite 101, Ocean City, NJ 08226.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk John Murphy, Mayor

PRESENTED BY:

SECONDED BY:

ROLL CALL VOTE:

AYES :
NAYS :
ABSTAINING:
ABSENT :

RESOLUTION NO. 2016-127
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 15, 2016 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. 2016-128

**RESOLUTION AUTHORIZING THE TOWNSHIP TO EXERCISE THE OPTION OF THE
SECOND ONE (1) YEAR EXTENSION OF THE ANIMAL CONTROL SERVICES CONTRACT
TO ANIMAL CONTROL OF SOUTH JERSEY**

WHEREAS, Resolution No. 2014-156 authorized a Professional Services Contract with Animal Control of South Jersey for the Township's animal control service needs; and

WHEREAS, said Contract allowed for two (2), one (1) year extensions and Resolution No. 2015-127 exercised the first one (1) year extension; and

WHEREAS, the Township desires to exercise the option for the second one (1) year extension until 12/31/2017.

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 Animal Control of South Jersey.

BE IT FURTHER RESOLVED, that said contract commences on the 1st day of January, 2017 and said fee will remain \$600.00 per month.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk John Murphy, Mayor

PRESENTED BY:

SECONDED BY:

ROLL CALL VOTE:

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NAYS :
ABSTAINING:
ABSENT :**

RESOLUTION NO. 2016-128
PAGE 2

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ATTEST _____
Jacqueline B. Justice, RMC/Clerk

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2016-129

**RESOLUTION AUTHORIZING A PROFESSIONAL SERVICE CONTRACT FOR
POGUE SAFETY & HEALTH CONSORTIUM TO COORDINATE
ALCOHOL AND DRUG TESTING SERVICES FOR 2017**

WHEREAS, the Township's Alcohol and Drug Testing Services Agreement expires on 12/31/2016; and

WHEREAS, Pogue Safety & Health Consortium 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 Safety & Health Consortium for services related to Alcohol and Drug Testing Services for the 2017 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

John Murphy, Mayor

RESOLUTION NO. 2016-129
PAGE 2

PRESENTED BY:

SECONDED BY:

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ATTEST _____
Jacqueline B. Justice, RMC/Clerk

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2016-130

**RESOLUTION APPROVING THE SPECIFICATIONS AND AUTHORIZING THE
ADVERTISEMENT FOR BIDS OF THE PAVING AND STRIPING OF THE PARKING
AREAS AT THE DENNIS TOWNSHIP RECREATION COMPLEX**

WHEREAS, the Dennis Township Committee has determined to Pave and Stripe the Parking Areas at the Dennis Township Recreation Complex; and

WHEREAS, plans and specifications have been prepared for the project, "Paving and Striping of Parking Areas at the Dennis Township Recreation Complex".

NOW THEREFORE BE RESOLVED, by the Township Committee of the Township of Dennis, that said plans and specifications are hereby approved.

BE IT FURTHER RESOLVED, that the Township Clerk be and is hereby directed to advertise for bids for said project.

BE IT FURTHER RESOLVED, that the Township Engineer is authorized to apply for a Soil Erosion and Sediment Control Plan Certification for said project.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk John Murphy, Mayor

PRESENTED BY:

SECONDED BY:

RESOLUTION NO. 2016-130
PAGE 2

ROLL CALL VOTE:

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ABSENT :

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ATTEST _____
Jacqueline B. Justice, RMC/Clerk

TOWNSHIP OF DENNIS

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

ORDINANCE NO. 2016-08

AN ORDINANCE OF THE TOWNSHIP OF DENNIS, COUNTY OF CAPE MAY, AND STATE OF NEW JERSEY AMENDING CHAPTER 139, ARTICLE III, SECTION 13(B) OF THE CODE OF THE TOWNSHIP OF DENNIS ENTITLED, "PARKS AND RECREATION"

WHEREAS, the Township of Dennis established fees associated with using the Recreational Facilities in 1996; and

WHEREAS, the Recreational Director has had the opportunity to review said fees and has made a recommendation to increase these user fees based on current costs associated with the maintenance of the facilities.

NOW THEREFORE BE IT ORDAINED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey that Chapter 139 Code of the Township of Dennis be amended as follows:

Section 139-13 Fee schedule.

The following schedule of fees shall be established:

- A. The facilities of the Dennis Township Parks & Recreation Department are available for use by members of the public. There is no charge for individuals to use the facilities as long as it is not an organized or scheduled event and as such use does not interfere with an approved Township event, program or activity. Programs, leagues, activities and events operated or sponsored by the Dennis Township Parks & Recreation Department and Dennis Township Athletic Associations have priority use of all facilities. Providing that there are no games, practices or maintenance scheduled and adequate staff is available, the facilities listed below can be utilized by groups and organizations through the issuance of a permit by the Township Recreation Department.
- B. In order to be considered for a permit the applicant must complete and submit the official "Dennis Township Facility Use Application." Applicant will be required to execute an indemnity and hold harmless agreement and provide insurance coverage to the Township at the amount and type recommended by the Township's risk management consultant. All necessary paperwork must be submitted at least thirty (30) days before the requested use date. If approval is granted, fees must be paid in full seven days before the event. Following the use of the township facility, the building/field/court must be left in the same condition as it was prior to the event. Rental times must include time needed for set up and clean up. The following facilities can be utilized with a permit from the Recreation Department at the cost listed:

Baseball Field - \$75 per hour, per field (no lights) – 2 Hr. Minimum

Baseball Field C-3 - \$125 per hour (w/use of lights) – 2 Hr. Minimum

Baseball Field C-5 - \$150 per hour (w/use of lights) – 2 Hr. Minimum

Football Game Field - \$150 per hour – 2 Hr. Minimum
Football Practice Field - \$125 per hour – 2 Hr. Minimum
Outdoor Basketball Courts - \$75 per hour (no lights) – 2 Hr. Minimum
Outdoor Basketball Courts - \$100 per hour (w/use of lights) – 2 Hr. Minimum
Tennis Court - \$50 per hour – 2 Hr. Minimum
Gymnasium - \$200 per hour – 2 Hr. Minimum
Hockey Rink - \$75 per hour – 2 Hr. Minimum
Hockey Rink - \$100 per hour (w/use of lights) – 2 Hr. Minimum
Micro Soccer Field - \$100 per hour – 2 Hr. Minimum
Mid- Size Soccer Field - \$125 per hour – 2 Hr. Minimum
Regulation Soccer Field - \$150 per hour – 2 Hr. Minimum

Skate Night - \$2.00 admission - \$1.50 skate rental

A staff member or designee of the Dennis Township Recreation Department is required at all events to open and close the facility, to ensure that township property and equipment are protected and to provide additional oversight as needed. If the recreation director determines that the size and scope of the activity requires additional staff, the applicant will be charged an additional fee of \$30 per hour per staff member.

- C. For all township civic, charitable, fraternal, philanthropic and religious not for profit organizations, holding a tax exempt status under the Federal Internal Revenue Code, and which have their offices or principal place of business in the Township of Dennis the fees will be reduced 25%.
- D. Insurance requirements. Upon the issuance of the permit, the applicant must provide a Certificate of Insurance, naming the Township of Dennis as an additional insured and provide the minimum liability limits:
 - (1) Minimum general liability limit of five hundred thousand dollars (\$500,000) per occurrence.
 - (2) If the insurance policy contains an aggregate limit, such aggregate shall equal double the occurrence limit.
 - (3) All leagues and/or teams as well as any commercial (for profit) group, which are not under the direction of the township associations or the Recreation Department must provide general liability insurance with a minimum limit of one million (\$1,000,000) per occurrence.
 - (4) If the gymnasium is being used for the display of artwork, antiques, or other collectibles that are the property of others, an aggregate value must be provided of the items to be displayed, along with the required certificate of insurance.
 - (5) Additional insurance coverage may be required if recommended by the township's risk management consultant.
- E. Summer CAMP Fees. The Dennis Township Recreation Department Summer CAMP has a maximum number of one hundred (100) camp spaces with Package A having a limit of

sixty (60) spaces. The fees are set as follows and will be further amended from time to time as needed by resolution:

- (1) Package A - \$625.00 (Ages 5 to 13) – Tuesday, Wednesday, Thursday Sessions
9:00 a.m. to 3:00 p.m.
- (2) Package B - \$375.00 (Ages 5 to 13) – Tuesday, Wednesday, Thursday Sessions
9:00 a.m. to 3:00 p.m.

BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately upon final passage and publication in accordance with law.

John Murphy, Mayor

Brian O'Connor, Deputy Mayor

Lisa Salimbene, Committee Member

Donald Tozer, Committee Member

Julie Fry DeRose, Committee Member

The foregoing Ordinance was introduced at a meeting of the Township Committee of the Township of Dennis on October 18, 2016. Publication will be held on October 26, 2016 and a Public Hearing will be held at a meeting of the said Township Committee to be held on November 15, 2016 at 6:30 p.m. in the Municipal Building located at 571 Petersburg Road in Dennisville.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

Dennis Township

571 Petersburg Rd

Dennisville, NJ 08214

(609)861-9700 FAX (609)861-9719

Summary Report

Permits for the Period 10/01/2016 thru 10/31/2016

FROM THE PERMITS FILE

Number of Permits Processed	Ownership	Housing Unit Changes		
			Sale	Rental
Permits 41	Private 41	Gained	0	0
Certificates 17	Public 0	Lost	0	0
		Change	0	0

Type of Work

New Building	2
Additions	3
Alterations	33
Demolitions	1
Technical Subcodes	
Building	31
Electric	26
Fire	5
Plumbing	4
Elevator	0
Mechanical	1

Fee Summary (From the PERMITS File. Does not include Walkthru & Ongoing)

Type	Inspection	Admin	Total	Waived	Net
Building	9,282	0	9,282	0	9,282
Electric	3,655	0	3,655	0	3,655
Fire	400	0	400	0	400
Plumbing	725	0	725	0	725
Elevator	0	0	0	0	0
Mechanical *	50	0	50	0	50
Other <i>-Zoning</i>	0	----	0	0	325
DCA	1,487	----	1,487	----	1,487
Cert & Misc	955	----	955	----	630
Totals		0	16,554	0	16,554

* Per State instructions, MECHANICAL is combined with OTHER for transmittal

	Summary Statistics	Public	Non-Public
Certificates			
Total Area		0	18,092
Total Volume		0	221,538
Total Value of Constr.		4,000	939,916
Total Value of Alter'ns		0	348,556

FROM THE PAYMENTS FILE (Includes fees paid in-period against permits issued outside of report date range)

		Permits	
Violations/Penalties	0	Permit fees (DCA) Inc Part Pymt	16,554
Contractor Licenses	0	Adjustments	0
Misc Fees	0.00	Net	\$16,554
Elevator Ongoing	0	Ongoing Total	0
Pool Ongoing	0	Walkthru	0
Other Ongoing	0	Part Pd, e.g. Review	0
		PERMIT TOTAL	\$16,554
		GRAND TOTAL	\$16,554.00

Report Date: 10/31/2016

ENGINEERS REPORT

NOVEMBER 15, 2016

THE ATLANTIC CITY ELECTRIC COMPANY IS REVIEWING OUR REQUEST TO USE THAT PORTION OF THEIR RIGHT OF WAY, WHICH WAS THE FORMER SOUTH JERSEY AND MILLVILLE RAILROAD, FOR THE PROPOSED PHASE ONE BIKEWAY.

PLANS AND SPECS FOR THE PROPOSED PAVING AND STRIPING OF THE PARKING AREAS AT THE RECREATION COMPLEX ARE COMPLETED. AN APPROVING RESOLUTION AND AUTHORIZATION TO ADVERTISE FOR BIDS HAS BEEN PREPARED FOR YOUR CONSIDERATION. SPECIFICATIONS CALL FOR CONSTRUCTION TO START EARLY APRIL, 2017 AND BE COMPLETED IN THIRTY CALENDAR DAYS.

I INSPECTED AND APPROVED ONE (1) GAS COMPANY ROAD OPENING APPLICATION.

THE LOCAL GOVERNMENT AID OFFICE OF THE DOT PERFORMED THEIR FINAL INSPECTION OF THE PROJECT RECONSTRUCTION AND REALIGNMENT OF ACADEMY ROAD WITH FIDLER ROAD. THE CHIEF FINANCIAL OFFICER CAN CERTIFY TO COSTS AND APPLY FOR REMAINING GRANT FUNDS.

RESPECTFULLY SUBMITTED,
JOHN C. GIBSON, P.E. 11/15/16