

6:30 P.M. (PREVAILING TIME) TWP. COMMITTEE REGULAR MEETING

The Mayor opened the meeting in compliance with the Open Public Meetings Act requirements.

The Mayor requested that the roll call and flag salute be carried over from the Work Session (VanArtsdalen, Germanio, Cox, Turner and Matalucci present).

The Mayor asked if there were any comments on the consent agenda.

There being none, the Mayor asked for a motion adopting the consent agenda, motion was made by Cox, seconded by VanArtsdalen, with 5 ayes and no nays, that the consent agenda be adopted.

The following minutes were approved as part of the Consent Agenda: 12/17/2019 Regular Meeting and 01/02/2020 Reorganization Meeting.

The following correspondence was approved as part of the Consent Agenda: Letter of Resignation of the Tax Collector.

The following resolution numbers 2020-13 thru 2020-37 were a part of the Consent Agenda:

RESOLUTION NO. 2020-13

**RESOLUTION FIXING THE RATE OF INTEREST TO BE CHARGED
ON DELINQUENT TAXES**

WHEREAS, N.J.S. 54:4-67 et seq. Permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, N.J.S. 54:4-67 et seq. has been amended to permit the fixing of said rate of eight percent (8%) per annum on the first fifteen hundred dollars (\$1,500.00) of the delinquency and eighteen percent (18%) per annum on any amount in excess of fifteen hundred dollars (\$1,500.00) and allows an additional penalty of six percent (6%) be collected against a delinquency in excess of ten thousand dollars (\$10,000.00) on properties that fail to pay the delinquency prior to the end of the calendar year.

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 Tax Collector is hereby authorized and directed to charge eight percent (8%) per annum on the first fifteen hundred dollars (\$1,500.00) of taxes becoming delinquent after the due date, eighteen percent (18%) per annum on any amount of taxes in excess of fifteen hundred dollars (\$1,500.00) and if a delinquency is in the excess of ten thousand dollars (\$10,000.00) and remains in arrears beyond December 31st, an additional penalty of six percent (6%) shall be charged against the delinquency.
2. Effective January 1, 2020, there will be a ten (10) day grace period of quarterly tax payments made by cash, check, or money order.

3. Any payments not made in accordance with item two of this resolution shall be charged interest from the due date as set forth in item one of this resolution.
4. The Clerk is hereby authorized and directed to provide a copy of this resolution to the Tax Collector, Township Solicitor, and the Municipal Auditor for the Township of Dennis.
5. This resolution shall take effect immediately.

ATTEST _____ ATTEST _____
 Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-14

RESOLUTION AUTHORIZING A FEE TO BE CHARGED FOR ALL RETURNED CHECKS

WHEREAS, upon occasion, various persons have issued checks to the Township of Dennis for payment of taxes, permit fees, registrations, etc.; and

WHEREAS, when such payments are returned to the Township for non-payment or insufficient funds, it causes a burden on the various departments, with additional bookkeeping and increased paperwork.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that a fee of twenty-five dollars (\$25.00) be and is hereby authorized to be collected for each check returned to the Township for non-payment or insufficient funds.

ATTEST _____ ATTEST _____
 Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-15

RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CHARGE FOR POSTAGE

WHEREAS, upon occasion, it is necessary to return tax bills, late notices and other pertinent information to taxpayers who have not enclosed the correct postage fees; and

WHEREAS, the Township Committee, desires to charge the correct fees to the taxpayer requesting such information.

NOW THEREFORE BE IT RESOLVED, by the Township Committee, of the Township of Dennis, County of Cape May, State of New Jersey, that the Tax Collector is hereby authorized and directed to charge the current postage rate, plus costs for each piece of mail required to be returned and not having the correct postage fees.

ATTEST _____ ATTEST _____
 Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-16

RESOLUTION AUTHORIZING THE TAX COLLECTOR TO CREDIT OVERPAYMENTS TO THE 2020 TAX YEAR

WHEREAS, during the 2019 tax year, odd payments, deductions granted, and assessment corrections result in the overpayment of taxes on some properties; and

WHEREAS, the Township Committee desires to authorize the Tax Collector to credit the aforementioned overpayments to the 2020 Tax Year.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Tax Collector is hereby authorized and directed to credit the aforementioned overpayments to the 2020 Tax Year.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-17

RESOLUTION AUTHORIZING THE DISPOSITION OF A TAX APPEAL BY THE COUNTY TAX BOARD

WHEREAS, pursuant to N.J.A.C. 18:12A-1.6 c. a directive from the Cape May County Board of Taxation indicates that any and all tax appeals for the increase or decrease of assessments submitted to the Cape May County Board of Taxation by the Tax Assessor and/or the Tax Collector on behalf of the Township of Dennis for the year 2020 must be authorized by this governing body for disposition by the County Board of Taxation.

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 Tax Assessor is hereby authorized to file any and all tax appeals for the increase or decrease of assessments to the Cape May County Board of Taxation for disposition.
2. The Tax Assessor shall have the right to terminate and/or settle by stipulation of otherwise any such tax appeals that the Assessor may institute.

BE IT FURTHER RESOLVED, that the Clerk is hereby authorized and directed to forward a copy of this resolution to the Cape May County Board of Taxation and to furnish copies of the same to the Tax Assessor, Tax Collector and the Solicitor.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-18

RESOLUTION AUTHORIZING THE TAX ASSESSOR TO FILE TAX APPEALS

WHEREAS, by a directive from the Cape May County Board of Taxation pursuant to N.J.A.C. 18:12A-1 ©, all tax appeals submitted to the Cape May County Board of Taxation by the Tax Assessor on behalf of the Township of Dennis must be authorized by resolution of the Township Committee for the tax year 2020.

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 Township Committee hereby authorizes the Tax Assessor to file Tax Appeals on behalf of the Township of Dennis for Farmland Assessment Roll Back Taxes for the properties.
2. The Tax Assessor shall have the right to terminate and/or settle by stipulation of otherwise any such Tax Appeals that the Assessor may institute.

BE IT FURTHER RESOLVED, that the Clerk is hereby authorized and directed to forward a copy of this resolution to the Cape May County Board of Taxation and to furnish copies of the same to the Tax Assessor and the Solicitor.

ATTEST _____ ATTEST _____
 Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-19

RESOLUTION ESTABLISHING A FEE FOR DUPLICATE TAX BILLS

WHEREAS, upon occasion, property owners request duplicate tax bills from the Tax Collector’s Office; and

WHEREAS, the Township Committee desires to establish a fee to be charged for the duplicate tax bills.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Tax Collector is hereby authorized and directed to charge the current postage rate and \$2.00 for each duplicate tax bill requested by the property owner.

ATTEST _____ ATTEST _____
 Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-20

RESOLUTION APPOINTING THE REGISTRAR OF VITAL STATISTICS FOR THE YEAR 2020

WHEREAS, it is necessary to appoint a Registrar of Vital Statistics for the year.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that Jacqueline B. Justice is appointed as the Registrar of Vital Statistics.

ATTEST _____ ATTEST _____
 Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-21

RESOLUTION ESTABLISHING THE HOLIDAY SCHEDULE FOR 2020

WHEREAS, it is necessary for the Township to have a schedule of holidays when Municipal Services will be closed.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the following is a listing of the official holidays for the Township of Dennis:

New Year’s Day	Jan.	01, 2020
Martin Luther King Day	Jan.	20, 2020
Lincoln’s Birthday	Feb.	12, 2020
President’s Day	Feb.	17, 2020
Good Friday	Apr.	10, 2020
Memorial Day	May	25, 2020
Independence Day	July	03, 2020
Labor Day	Sept.	07, 2020
Columbus Day	Oct.	12, 2020
General Election Day	Nov.	03, 2020
Veteran’s Day	Nov.	11, 2020
Thanksgiving Day	Nov.	26, 2020
Day After Thanksgiving	Nov.	27, 2020
Christmas Day	Dec.	25, 2020

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-22

RESOLUTION AUTHORIZING AND DESIGNATING THE BANK DEPOSITORIES

WHEREAS, it is necessary according to the statutes to name depositories for the various Township Officials.

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

Chief Financial Officer - Jessica Bishop, CMFO #N1682

Savings, General Checking, Payroll, Flexible Spending Account, Municipal Alliance, Dog Account, Construction Office, Planning Escrows and any other accounts deemed necessary by the Chief Financial Officer will be maintained at Sturdy Savings Bank.

Tax Collector - Lisa Garrison, CTC #T-1494

Tax Title Lien Redemption Account will be maintained at Sturdy Savings Bank.

Municipal Court - Loren Ready, Court Administrator

Municipal Court Account and the Bail Account will be maintained at Ocean First.

BE IT FURTHER RESOLVED, that investments will be made by the Chief Financial Officer with any financial institution having New Jersey G.U.D.P.A. certification, and in accordance with the Township of Dennis’s Cash Management Plan.

ATTEST _____ ATTEST _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-23

RESOLUTION AUTHORIZING A CASH MANAGEMENT PLAN

WHEREAS, N.J.S.A. 40A: 5-14 mandates that the governing body shall, by resolution passed by a majority vote of the full membership thereof, authorize a cash management plan.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that this governing body does hereby authorize the attached Cash Management Plan for the year 2020.

BE IT FURTHER RESOLVED, that the Chief Financial Officer is hereby authorized to deposit its funds pursuant to said plan.

ATTEST _____ ATTEST _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-24

**RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPERS
FOR PUBLICATION**

WHEREAS, the Open Public Meetings Act requires that certain notices of meetings be submitted to the official newspaper(s) of the municipality for publication; and

WHEREAS, the aforesaid act permits the Township Committee to fix a reasonable sum to be charged to persons who request notices of the Township Committee as provided for under said Act; and

WHEREAS, the Township Committee has duly considered the matter.

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 Cape May County Herald Times be and the same is hereby designated as the official newspaper of the Township of Dennis for the year 2020 to receive any and all meeting notices of the Township of Dennis and Land Use Development Application Notices.
2. The Press be and the same is also designated to receive any and all meeting notices of the Township of Dennis and Land Use Development Application Notices which cannot reasonably be published in the Cape May County Herald Times.
3. The Bulletin Board in the Municipal Building at 571 Petersburg Road, Dennisville, NJ is hereby designated as the place where all official notices are to be posted.
4. A fee of \$5.00 per notice is hereby established as the charge to persons requesting individual notices as provided for under the Open Public Meetings Act.
5. The Clerk is hereby authorized and directed to supply to the aforesaid newspaper the annual notice and the required forty-eight (48) hour notice and to otherwise carry into effect the provisions of the Resolution. The said notices shall advise the public that the

regularly scheduled meetings of the Township Committee shall be held pursuant to Resolution No. 2019-197.

6. This Resolution shall take effect immediately.

ATTEST _____ ATTEST _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-25

RESOLUTION APPOINTING THE FUND COMMISSIONER FOR THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Township of Dennis is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws of the FUND require that in the manner generally prescribed by law, each member shall appoint one (1) Fund Commissioner to the FUND and each Fund Commissioner shall be either a member of the local unit's governing body or one of its employees and that no individual may serve as Fund Commissioner for more than one (1) member; and

WHEREAS, N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is a member of the appointing local unit's governing body, shall hold office for two years or for the remainder of his/her term of office as a member of the local unit's governing body, whichever shall be less; and

WHEREAS, N.J.A.C. 11:15-2.6 states that a Fund Commissioner who is an employee of the appointing member shall hold office at the pleasure of the member and can be removed by the member at any time without cause; and

WHEREAS, the Township of Dennis recommends the appointment of Jessica Bishop to serve as Fund Commissioner in accordance with the FUND Bylaws.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that this governing body does hereby appoint Jessica Bishop as Fund Commissioner to the Atlantic County Municipal Joint Insurance Fund.

ATTEST _____ ATTEST _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-26

RESOLUTION APPOINTING THE ALTERNATE FUND COMMISSIONER FOR THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Township of Dennis is a member of the Atlantic County Municipal Joint Insurance Fund, hereinafter referred to as the FUND; and

WHEREAS, the Bylaws of the FUND recommend that each Municipality appoint one (1) Alternate Fund Commissioner; and

WHEREAS, the Township of Dennis recommends the appointment of Patrick Moran as Alternate Fund Commissioner.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that this governing body does hereby appoint Jacqueline B. Justice as Alternate Fund Commissioner for the Atlantic County Municipal Joint Insurance Fund.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-27

RESOLUTION AUTHORIZING THE EXECUTION OF PROFESSIONAL SERVICES CONTRACTS FOR VARIOUS TOWNSHIP OFFICIALS FOR THE YEAR 2020

WHEREAS, there exists a need for various professional services as follows:

Municipal Solicitor, Municipal Bond Counsel, Municipal Labor Counsel, Alt. Engineer and Municipal Auditor; and

WHEREAS, the maximum amount contracted for each of the aforesaid professional services shall not exceed the amount appropriated in the temporary budget in the said time period and will thereafter not exceed the amount appropriated in the budget as finally adopted: and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A: 11-1 et seq.) requires that the resolution authorizing the award of contracts of “Professional Services” without competitive bids and the contract itself must be available for public inspection.

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 Mayor and Clerk are directed to execute contracts with the following professional personnel:

Blaney Karavan, PC	- Municipal Solicitor
Archer & Greiner	- Municipal Bond Counsel
William G. Blaney, Esq.	- Municipal Labor Counsel
Fralinger Engineering, PA	- Alt. Engineer
Leon P. Costello, RMA/CPA	- Municipal Auditor
2. These contracts are awarded without competitive bidding as a “Professional Services” in accordance with N.J.S.A. 40A: 11-5 (a) of the Local Public Contracts Law because the services are to be rendered by a person authorized by law and the services require a prolonged formal course of specialized instruction.
3. A notice of this action shall be printed once in the official newspaper of the municipality.
4. This Resolution shall take effect retroactive to 01/01/2020.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-28

RESOLUTION AUTHORIZING A PROFESSIONAL SERVICES CONTRACT TO PHOENIX ADVISORS, LLC FOR INDEPENDENT REGISTERED MUNICIPAL ADVISOR AND CONTINUING DISCLOSURE SERVICES FOR THE YEAR 2020

WHEREAS, the Township Committee of the Township of Dennis in the County of Cape May and State of New Jersey finds it necessary to contract with a Financial Advisor and Continuing Disclosure Agent for Independent Registered Municipal Advisor and Continuing Disclosure Services for the Year 2020 which is required for the Township to comply with certain Bonding requirements; and

WHEREAS, this appointment may be made without public bidding under the local public contracts law; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this matter.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Dennis, duly assembled in public session this 27th day of January, 2020, that Phoenix Advisors, LLC be and hereby is appointed for Financial Advisor and Continuing Disclosure Services for the Year 2020.

BE IT FURTHER RESOLVED, that Phoenix Advisors, LLCs' bill will not to exceed \$1,250.00 without subsequent approval by Resolution of the Township Committee.

BE IT FURTHER RESOLVED, that Phoenix Advisors, LLC shall prepare and execute an appropriate contract and shall execute all affirmative action language and execute and provide all other items as may be required by law to effectuate the contract.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-29

RESOLUTION APPOINTING THE RISK MANAGEMENT CONSULTANT FOR REPRESENTATION WITH THE ATLANTIC COUNTY MUNICIPAL JOINT INSURANCE FUND AND AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT

WHEREAS, the Township of Dennis is a member of the Atlantic County Municipal Joint Insurance Fund, a self insurance pooling fund; and

WHEREAS, the By-laws of said Fund require that each Municipality appoint a **RISK MANAGEMENT CONSULTANT** to perform various professional services as detailed in the By-laws; and

WHEREAS, the By-laws indicated a fee not to exceed six percent (6%) of the Municipal Assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the Governing Body; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that said Committee hereby appoints Michael McLaughlin of the firm Marsh & McLennan Agency, LLC 510 Bank Street Commons, P.O. Box 477, Cape May, NJ 08204 as its Risk Management Consultant in accordance with N.J.S.A. 40A: 11-5.

BE IT FURTHER RESOLVED, that the Governing Body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause notice of this decision to be published according to N.J.S.A. 40A: 11-5(1), (a), (I).

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

ATTEST _____
Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-30

**RESOLUTION DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.)
FOR THE TOWNSHIP OF DENNIS**

WHEREAS, N.J.A.C. 17:27-3.2 requires each public agency to designate an individual to serve as its Public Agency Compliance Officer (P.A.C.O.); and

WHEREAS, the P.A.C.O. is the liaison between the Division and the Public Agency and is the Public Agency point of contact for all matters concerning implementation and administration of the statute as well as the one responsible for administering contracting procedures pertaining to equal employment opportunity regarding both the Public Agency and the service providers.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Municipal Clerk, Jacqueline B. Justice, RMC be designated as the Public Agency Compliance Officer for the Township of Dennis.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

ATTEST _____
Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-31

**RESOLUTION SETTING THE BASE RATE OF PAY
FOR CERTAIN NON-UNION TOWNSHIP EMPLOYEES**

WHEREAS, the Township Committee desires to set the base rate of pay for certain non-union Township employees.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the following list shall be the base rate of pay for all listed employees.

BE IT FURTHER RESOLVED, that this resolution shall be retroactive to January 1, 2020, providing the employee held said job title as of that date, and if not, as of the date of hire or promotion to the new position.

SALARIED EMPLOYEES:	BASE RATE
Municipal Emergency Management Coordinator	7,035.71
Deputy Municipal Emergency Management Coordinator	2,706.12
Municipal Alliance Coordinator	4,870.97
HOURLY EMPLOYEES:	BASE HR. RATE
Recreation Maintenance Worker-Part-Time (Roger Collins)	15.61
Construction Official	53.06
Electrical Sub-Code Official/Fire Sub-Code Official	47.76
Acting Electrical Sub-Code Official/Fire Sub-Code Official	46.82
Tax Collector	36.41
Code Enforcement Officer	20.40

ATTEST _____ ATTEST _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-32

**RESOLUTION AUTHORIZING THE HIRING OF A PART-TIME
RECREATION ATTENDANT FOR THE RECREATION DEPARTMENT**

WHEREAS, the Dennis Township Recreation Department is in need of additional part-time attendants to cover the recreation facilities during the wide range of programs; and

WHEREAS, the Recreation Director has reviewed the applications and has made her recommends.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that Melissa Hupperich of 253 Tyler Road, Woodbine, NJ 08270 be hired as part-time Recreation Attendant at the hourly rate of \$13.50 per hour effective 01/11/2020.

ATTEST _____ ATTEST _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-33

**RESOLUTION AUTHORIZING THE REFUND OF A
TAX OVERPAYMENT FOR BLOCK 81.01, LOT 2.02, C-2 C-3**

WHEREAS, the Tax Collector's office has notified the Clerk of a tax overpayment on Block 81.01, Lot 2.02, C-2 & C-3; and

WHEREAS, the overpayment was a result of the property owner being designated as a non-profit and therefore tax exempt; and

WHEREAS, the amount of the overpayment requested to be refunded for Block 81.01, Lot 2.02, C-2 is six dollars and six cents (\$6.06) and C-3 is three dollars and seven cents (\$3.07).

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 overpayment of \$9.13 of the following properties:

Block 81.01, Lot 2.02, C-2 & C3
The ARC of Cape May
P.O. Box 255
822 Route 47
South Dennis, NJ 08245

ATTEST _____ ATTEST _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-34

RESOLUTION AUTHORIZING THE MUNICIPAL ENGINEER TO PREPARE AND FILE AN APPLICATION WITH THE CAPE MAY COUNTY OPEN SPACE BOARD FOR RECREATIONAL ENHANCEMENTS TO THE AREA ADJACENT TO SUNKS CREEK ON OLD SEA ISLE BLVD.

WHEREAS, the Township Committee wishes to participate in the County Creative Placemaking Program by providing enhanced recreational features to the area adjacent to Sunks Creek on Old Sea Isle Boulevard; and

WHEREAS, the proposed additional recreational features would include a kayak launch, pavilion, picnic tables, portable restroom, and wayfinding signage.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis that the Township Engineer is authorized to prepare and file an application with the Cape May County Open Space Board, on behalf of this governing body, for a grant for the proposed enhancements.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-35

RESOLUTION AUTHORIZING THE HIRING OF A CONFLICT LABOR COUNSEL

WHEREAS, the Township has a need for a professional services with regard to the services of a Conflict Labor Counsel ; and

WHEREAS, Nicole Curio, Esq. of the firm Gruccio, Pepper, DeSanto & Ruth, PA licensed to practice law in the state of New Jersey and is qualified to serve as Labor Counsel;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey that the Mayor and Municipal Clerk are hereby authorized to execute a contract for Conflict Labor Counsel services with Nicole Curio, Esq. of Gruccio, Pepper, DeSanto & Ruth, for a term of one year.

Such services shall be rendered at the hourly billing rate of \$150.00 per hour on an as needed basis. Services shall not exceed \$5,000.00.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-36

RESOLUTION APPOINTING A CERTIFIED TAX COLLECTOR FOR THE UNEXPIRED TERM ENDING 12/31/2022

WHEREAS, the Tax Collector is resigning effective 02/02/2020 and said resignation will create a vacancy in the position of Tax Collector for the Dennis Township; and

WHEREAS, the Administrator has recommended that the Committee promote the Assistant Tax Collector to the position.

NOW THEREFORE BE RESOLVED, by the Township Committee of the Township of Dennis, that this governing body does hereby appoint Monica A. Heim as the Certified Tax Collector for the unexpired term effective 02/01/2020 and expiring 12/31/2022 for the annual salary of \$60,000.00.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

RESOLUTION NO. 2020-37

RESOLUTION APPOINTING AN ASSISTANT RECYCLING COORDINATOR

WHEREAS, the Township is in need of an Assistant Recycling Coordinator to handle the day to day operations of the Recycling Program and the required paperwork associated with the Recycling Tonnage Grant; and

WHEREAS, the Administrator has recommended that the Committee appoint from within our Public Works Department and award a stipend for this title.

NOW THEREFORE BE RESOLVED, by the Township Committee of the Township of Dennis, that this governing body does hereby appoint Frank Laughlin as the Assistant Recycling Coordinator for the Township of Dennis at a stipend of \$2,000.00 effective retroactive to 01/01/2020.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

The Mayor indicated that we would be moving on to the regular items on the agenda.

The Mayor asked for a motion to adopt Resolution No. 2020-38. Motion was made by Germanio, seconded by Turner, with 5 ayes and no nays, the following resolution was adopted:

RESOLUTION NO. 2020-38

RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 FOR THE RECONSTRUCTION OF ACADEMY ROAD PROJECT TO REFLECT AS BUILT

WHEREAS, The Township of Dennis has contracted with Jerry and Son Excavating, Inc. of Mays Landing, NJ. For the Reconstruction of Academy Road in Dennis Township, NJ; and

WHEREAS, throughout the project there has been a need to increase, decrease, penalize, and supplement certain items of work resulting in a net decrease in the contract amount of \$4,230.22; and

WHEREAS, the nature and reason of the change is to reflect as-built quantities of work performed including modifications authorized, as further described below:

EXTRA ORDER				
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
9	Saw Cut Existing Asphalt	127 LF	\$1.00	\$ 127.00
11	HMA Milling, 3" or less	1,449 SY	\$2.75	\$3,984.75
14	1 ½" Asphalt Surface Course	97.0 Tons	\$75.00	\$7,275.00
16	Reset Inlet Casting	1 each	\$300.00	\$300.00
21	Rolled Asphalt Curb	13 LF	\$10.00	\$130.00
23	24" Thermo' Limit Line	56 LF.	\$20.00	\$1,120.00
24	Permanent Signage	6 SY	\$30.00	\$180.00
Total Increase				\$13,116.75

REDUCTION ORDER				
ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
2	Type III Baricade	2 each	\$1.00	\$2.00
3	Silt Fence	400 LF.	\$2.00	\$800.00
4	Construction Signs	209 SF	\$1.00	\$209.00
5	Drums	12 each	\$1.00	\$12.00
7	Flaggers	18 HRS	\$79.9844	\$1,439.72
15	3" Asphalt Base Course	19.4 Tons	\$80.00	\$1,552.00
19	15" Concrete Pipe	5 LF	\$100.00	\$500.00
20	Porous Wall Concrete Pipe In stone trench	118 LF	\$100.00	\$11,800.00
22	Center Line Striping	381 LF	\$1.00	\$381.00
25	Raised Pavement Markings	5 each	\$90.00	\$450.00
26	Top Soil, Seed, Fert' & Mulch	63 SY	\$10.00	\$630.00
27	8" Th'Broken Stone Surface	135 SY.	\$20.00	\$2,700.00
28	Asphalt Drive Apron	59 SY	\$40.00	\$2,360.00
29	Top Soil, Seed Fert' & Mulch Edge Restoration	1425 LF	\$2.00	\$2,850.00
30	Reset Picket Fence	91 LF	\$5.00	\$455.00
Total Decrease				\$26,140.72

PERCENT VOIDS PENALTY

5% X \$90,525.00 = \$4,526.25	Decrease	\$4,526.25
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SUPPLEMENTAL ORDER

ITEM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
SA 1	18" HDPE Perf' Pipe in Stone Trench	120 LF	\$91.00	\$10,920.00
SA 2	Thermo' School Markings	2 each	\$1,000.00	\$2,000.00
SA 3	Parge Existing Inlet	2 each	\$200.00	\$400.00
Total Supplemental				\$13,320.00

AMOUNT OF ORIGINAL CONTRACT	\$257,513.00
TOTAL INCREASE	+ \$13,116.75
TOTAL DECREASE	- \$26,140.72
PENALTY	-\$4,526.25
TOTAL SUPPLEMENTAL	<u>+ \$13,320.00</u>

ADJUSTED AMOUNT OF CONTRACT BASED ON AS BUILT CHANGE ORDER NO. 1	\$253,282.78
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1.643% DECREASE IN CONTRACT

WHEREAS, The Township Engineer and the Contractor have signed NJDOT Change Order "Number 1 As Built" attached hereto.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis that said Change Order "Number 1 As Built" is hereby approved.

BE IT FURTHER RESOLVED, that the Mayor is authorized to sign in the space provided, as presiding officer, NJDOT Change Order "Number 1 As Built".

ATTEST _____ Jacqueline B. Justice, RMC/Clerk	ATTEST _____ Zeth A. Matalucci, Mayor
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The Mayor asked for a motion to adopt Resolution No. 2020-39. Motion was made by Germanio, seconded by Cox, with 4 ayes and 1 abstaining (Turner), the following resolution was adopted:

RESOLUTION NO. 2020-39

**RESOLUTION AUTHORIZING THE ISSUANCE OF A LICENSE TO CONDUCT
AMUSEMENT GAMES FOR TURNER ENTERPRISES, INC.
T/A OCEAN VIEW RESORT CAMPGROUND**

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

1. An application having been filed by Turner Enterprises, Inc. T/A Ocean View Resort Campground, to hold, operate and conduct amusement games under Certification No. 2 – ARCADE GAMES – at the premise known as 2555 Route 9, Ocean View, Dennis Township, a municipality which is resort and the premises are in an area thereof wherein amusement and entertainment are conducted (a campground).
2. It is hereby determined and declared that the application is in proper form and was accompanied by the license fee of \$250.00, and said application is hereby made a part hereof by reference and that the license be and the same hereby is granted and shall expire at the hour of midnight on the 31st day of December, 2020.

BE IT FURTHER RESOLVED, that the Clerk is hereby authorized and directed to forward a certified copy of this resolution, together with a copy of the application and list of machines, to the State Commissioners of Amusement Games Control.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

The Mayor asked for a motion to adopt Resolution No. 2020-39. Motion was made by Germanio, seconded by VanArtsdalen, with 4 ayes and 1 abstaining (Turner), the following resolution was adopted:

RESOLUTION NO. 2020-40

**RESOLUTION AUTHORIZING THE ISSUANCE OF VARIOUS
2020 CAMPGROUND LICENSES**

WHEREAS, pursuant to Chapter 75 of the Code of the Township of Dennis, the Township Committee is required to approve the issuance of Campground Licenses; and

WHEREAS, the Clerk's Office has received the necessary compliance items to issue the following licenses:

Ocean View Campground – 1,171 Sites
Avalon Campground, Inc. – 363 Sites
Little Oaks Campground – 100 Sites
Holly Lake Campground Condom. Assoc. – 342 Sites
Sea Grove Camping Resort – 190 Sites
Driftwood Too Campground – 205 Sites
Resort Campground Country Club – 500 Sites
Sun Driftwood Resort & Campground – 832 Sites

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the Clerk's Office is hereby authorized and directed to issue the 2020 Campground Licenses to the aforementioned campgrounds.

ATTEST _____ **ATTEST** _____
Jacqueline B. Justice, RMC/Clerk Zeth A. Matalucci, Mayor

The Mayor asked for a motion authorizing the payment of the bills, providing that proper vouchers have been filed and that funds are available.

Motion was made by VanArtsdalen, seconded by Germanio, with 4 ayes and 1 abstaining (Turner), that the payment of the following bills was approved:

GENERAL ACCOUNT:

044436-Advantage Rental Center, Inc.	\$ 235.03
044437-Atlantic City Electric	5,194.33
044438-A. T. & T.	52.79
044439-A. T. & T. Mobility	87.63
044440-Animal Control of South Jersey	600.00
044441-Belleplain Emergency Corp.	19,853.02
044442-Blaney & Karavan, PA	4,000.00
044443-Blaney & Karavan, PA	216.00
044444-Block Line Systems, LLC	1,251.94
044445-Cape Assist	80.00
044446-Cape May County M.U.A.	17,016.63
044447-CMC Municipal Clerks Assoc	125.00
044448-Cherry Valley Tractor Sales	624.07
044449-Cody's Power Equipment	648.98
044450-John L. Collins	389.18
044451-Comcast	334.87
044452-Constellation New Energy, Inc.	89.41
044453-Nelson B. Creamer	235.81
044454-Crystal Springs	74.26
044455-Daycare Cleaning Services, Inc.	1,275.00
044456-DeBlasio & Associates, PC	2,550.00
044457-Dennis Twp. Board of Education	846,192.59
044458-Delta Dental of NJ	2,236.16
044459-Larry C. Dixon	144.60
044460-Dunbar Armored Inc.	165.88
044461-East Coast Distributors	200.15
044462-F.R.A. Technologies, Inc.	1,300.00
044463-Gardner True Value Hardware	33.72
044464-The Gem Grocery & Gas	25.90
044465-John C. Gibson, P.E.	9,212.50
044466-Full Source	201.49
044467-Gracetown Lumber Co.	190.47
044468-Gramco Business Communications	1,045.00
044469-Green Technology Services	1,714.06
044470-Jonathan Hand Excavating, Inc.	7,800.00
044471-Gerald C. Harris	144.60
044472-Michele T. Heim	289.20
044473-Cape May County Herald	329.27
044474-Roy J. Hope	341.16
044475-Jerry & Son Excavating, Inc.	31,741.75
044476-Loveland Garrett & Batastini PA	290.00
044477-Mariann Murphy	160.06

044478-New Jersey Recreation and	750.00
044479-New Jersey Planning Officials	370.00
044480-New Jersey League of Municipalities	656.00
044481-Pineland Construction LLC	18,500.00
044482-The Press of Atlantic City	92.40
044483-Eurofins QC, Inc.	445.33
044484-New Jersey Registrars' Assoc.	25.00
044485-Reliable Power Plus LLC	2,223.75
044486-Rutgers, The State Univ. of NJ	2,325.00
044487-Sam's Club #8144	52.33
044488-Arthur Schellinger	20.71
044489-South Jersey Gas	1,592.62
044490-S.S.C.I.	78.00
044491-Staples Credit Plan	137.06
044492-Suburban Propane – 2115	2,427.13
044493-Estate of Patricia A. Sutton	135.50
044494-Carolyn P. Swagler	144.60
044495-360 Business Solution, Inc.	120.00
044496-Treasurer, State of New Jersey	175.00
044497-Treasurer, State of New Jersey	205.00
044498-Township of Upper	2,486.25
044499-Upper Township	30,509.73
044500-Verizon Wireless	38.01
044501-Verizon	42.03
044502-Waste Management of NJ, Inc.	19,840.29
044503-Xerox Corporation	228.15
044504-Cintas Corporation #100	417.93
044505-Keltex Imprinted Apparel, Inc.	1,168.60

CONSTRUCTION CODE:

1014-Treasurer, State of New Jersey	3,223.00
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ESCROW TURNER PARTNERS:

8-Fralinger Engineering, PA	410.00
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ESCROW HRD HOLDINGS:

51-Fralinger Engineering, PA	726.50
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DOG TRUST:

127-Alice Dahlmann	60.00
128-Tracey L. Robinson	60.00

PLANNING ESCROW:

1024-Loveland Garrett & Batastini PA	295.00
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RECREATION TRUST:

1101-Crown Awards	110.99
1102-Shop-Rite	91.16
1103-Carol Donovan	88.00

The Mayor asked for a motion to approve the Administrative Reports. Motion was made by Turner, seconded by Germanio, with 5 ayes and no nays, that the following Administrative Reports were approved:

Municipal Clerk's Report	December, 2019
Registrar's Report	December, 2019
Tax Collector's Report	December, 2019 & 2019 Annual
Construction Official's Report	December, 2019
Engineer's Report	01/27/2020

The Mayor made the following appointments effective 01/23/2020:

Consolidated Land Use Board (CLUB)

Joseph Chambers	Alt. #1 term expiring 12/31/2021
Christopher Hope	Alt. #2 term expiring 12/31/2020

The Mayor asked if there were any comments from the public this evening.

Howard Wright of 243 Main Street in South Seaville was present to share his concerns regarding littering throughout the Township. He shared areas in need of attention as well as patterns of violators that he has observed. Mr. Wright requested that the Committee consider placing trash receptacles at certain locations.

The Mayor asked for comments from the Township Committee.

Committeeman VanArtsdalen indicated that he had no comments at this time.

Committeeman Germanio indicated that he had no comments at this time.

Committeeman Cox indicated that he had no comment at this time.

Committeeman Turner indicated that leaf pick-up is on schedule and said schedule is on the Township website.

Mayor Matalucci welcomed President Donald Trump into town.

Motion was made by Geremano, seconded by Cox, that the meeting be adjourned. All in favor and the motion carried.

ATTEST	ATTEST
_____ Jacqueline B. Justice, RMC/Clerk	_____ Zeth A. Matalucci, Mayor