

TOWNSHIP OF DENNIS
TOWNSHIP COMMITTEE
WORKSESSION AGENDA

OCTOBER 13, 2020

6:30 P.M. (prevailing time)

DUE TO THE COVID-19 OUTBREAK, WE ARE CONDUCTING THE MEETING BY TELE-CONFERENCE AND THE PUBLIC MAY CALL IN. CONFERENCE CALL INFORMATION WAS INCLUDED AS A COVER PAGE TO THIS AGENDA

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. 2019-197 entitled the Annual Meeting Notice which was adopted by the Dennis Township Committee on December 17, 2019. A meeting notice has been published and posted in accordance with the act.

FLAG SALUTE:

ROLL CALL OF MEMBERS PRESENT:

____ VanArtsdalen, T; ____ Germanio, F; ____ Cox, M; ____ Turner, S.; ____ Matalucci, Z

SPECIAL PRESENTATIONS OR DISCUSSIONS:

PulsePoint Foundation – A community engagement effort regarding getting AED and CPR on scene quicker by informing people who are already nearby the scene in need.

DEPARTMENTAL REPORTS AND PROJECT UPDATES:

Administration & Finance:

Discuss postponing Ale O'Ween.

Discuss the 2020 Municipal Best Practices Inventory.

Discuss in person meetings.

**WORKSESSION AGENDA
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Legal: Discuss Sea Isle Blvd/Larsen Marina.

Public Buildings & Grounds: None.

Engineering: Discuss the County Bikeway Phase II Project.

Construction/Plan/Zone: None.

RESOLUTIONS:

None.

ORDINANCES:

None.

MOTION TO ADJOURN THE MEETING:

Jackie Justice

From: Jessica Bishop <jbishop@dennistwp.org>
Sent: Tuesday, September 29, 2020 11:03 AM
To: 'Jackie Justice'
Subject: Ale O'Ween

Does this sound ok?



Dennis Township, Cape May County, NJ

Just now · 🌐

...

Due to COVID-19 restrictions, the Township of Dennis has decided to postpone Ale O' Ween until the Spring. Township Committee will be discussing the event at their next workshop meeting, which will be held via video conference on Oct. 13th at 6:30 PM. Members of the public are encourage to attend the meeting if they have any suggestions for the event.

Jessica Bishop, CMFO, QPA

Dennis Twp. Administrator & Chief Financial Officer

571 Petersburg Road

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LFN 2020-20

September 22, 2020

Local Finance Notice

Philip D. Murphy
Governor

Lt. Governor Sheila Y. Oliver
Commissioner

Melanie R. Walter
Director

Contact Information

Director's Office

V. 609.292.6613

F. 609.633.6243

Local Assistance Bureau

V. 609.292.6858

F. 609.633.6243

Financial Regulation and Assistance

V. 609.292.4806

F. 609.984.7388

Local Finance Board

V. 609.292.0479

F. 609.633.6243

Administrative Services Unit

V. 609.292.6126

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Distribution

Administrators/Managers

Municipal CFOs

Municipal Clerks

Municipal Elected Officials

2020 Municipal Best Practices Inventory

Language authorizing the Best Practices Inventory is included in the Governor's [FY2021 State Budget](#). In anticipation of its inclusion in the final Appropriations Act, as has occurred in prior years, the Division of Local Government Services ("Division") has promulgated an updated Best Practices Inventory to all municipalities, through which the State obtains vital information about the status of municipal government practices in New Jersey. The 2020 Inventory assesses each municipality's compliance with various laws and evaluates implementation of fiscal and operational best practices. Inventory answers provide taxpayers an additional means of evaluating their municipality's performance.

The Inventory also identifies areas where municipalities may require further technical assistance. Furthering this objective, the Inventory contains an unscored survey section soliciting information on a variety of topics. For example, one question what area of municipal operations has been most strained by the COVID-19 pandemic, while another asks about the degree of negative impact COVID-19 has had on municipal finances.

All municipalities, including those on a State Fiscal Year budget cycle, must submit their completed Inventory to the Division by close of business Tuesday November 3, 2020. Due the ongoing COVID-19 pandemic, the Division strongly recommends completing and filing the Inventory as soon as possible so technical or substantive issues can be resolved in a timely fashion.

Furthering the Division's implementation of technology solutions, the Best Practices Inventory continues to be hosted on the internet-based platform debuted last year for the 2019 Inventory. Click on <https://njdca.dynamics365portals.us/> to access the platform sign-in page. Please review the detailed [step-by-step instructions](#) on completing and submitting the Best Practices Inventory before accessing the platform. A helpful [FAQ document](#) concerning log-in and access is also provided.

As in prior years, the Division must determine whether some portion of a municipality's CMPTRA and ETR Aid will be withheld based on the results of its Inventory. The municipality's final formula aid payment represents the maximum amount of aid that is subject to withholding.

Question Content and Scoring

The 2020 Best Practices Inventory features new and repeat questions on the following topics:

- Personnel
- Budget
- Financial Administration
- Capital Projects
- Transparency
- COVID-19 Response
- Procurement
- Cybersecurity
- Shared Services
- PILOTs & Ratables
- Opportunity Zones
- Liquor Licensing
- Environment
- Planning & Economic Development

A total of 60 questions are distributed amongst three scoring categories: Core Competencies (20 questions), Best Practices (9 questions), and Unscored Survey (31 questions¹). Each municipality must receive a minimum score of 16 on the Inventory to receive its full Final Aid payment.

Core Competencies address statutory and regulatory compliance obligations and other areas critical to sound municipal finance and operations. These questions score 1 point each, with positive credit awarded for “Yes” answers as well as “Prospective” and “N/A” responses when permitted by the question. Answers of “Prospective,” which apply to new questions, should only be used when a municipality is committed to making good faith efforts to implement the practice in the upcoming year.

The 2020 Inventory also includes a Best Practices category, which involve fiscal and operational practices that are of significant benefit to many municipalities but not foundational in nature, or uniformly applicable to all municipalities. All questions in the Best Practices category are worth one-half (1/2) point, with positive credit awarded for “Yes” answers as well as “N/A” responses when permitted by the question. Please note that “Prospective” responses are not permitted responses under the Best Practices category.

Answers of “N/A” are only appropriate if a specific requirement does not apply to a given municipality; however, please note that some questions limit “N/A” responses to certain circumstances. Municipalities answering “N/A” should provide an explanation in the Comment space as to why the question is not applicable.

There is a total of 29 scored questions (Core Competencies + Best Practices) for a total of 24.5 points.

The thresholds for aid withholding are as follows:

Inventory Score	Final Payment Amount Disbursed	Impact on final 5% aid payment
16 and greater	100%	No withholding
12-15	75%	Lose 25% of final CMPTRA & ETR payment
8-11	50%	Lose 50% of final CMPTRA & ETR payment
0-7	0%	Lose 100% of final CMPTRA & ETR payment

¹ Two unscored survey questions are divided into multiple subparts to facilitate data tabulation.

Questions in the Best Practices category are considered “extra credit” because the Inventory’s scoring threshold is based on the number of Core Competencies for which the Division determined a municipality should earn positive credit, rather than Core Competencies + Best Practices combined. Thus, positive credit for Best Practices questions helps offset Core Competencies for which a municipality does not earn positive credit.

Unscored Survey questions, first featured on last year’s Inventory, are meant to gather information and do not count toward a municipality’s final score, although their completion is a required component of the Inventory. Answers to these questions will help determine where municipalities may require additional assistance and where the Division of Local Government Services and the Department of Community Affairs may need to prioritize technical assistance resources. Responses vary from “Yes/No” to multiple-choice to fill-in.

The Division has introduced a total of nine (9) new scored questions to the 2020 Inventory, covering topics such as capital ordinances, investment policies, and the review of boilerplate language in bid or RFP documents.

The Division is also pleased to announce that certain questions asked in prior years have been retired from this year’s Inventory because the Division is satisfied that municipalities have embraced the obligations contained therein, achieving virtually uniform adoption. Examples of such questions include:

- Evaluating compliance with the Diane B. Allen Equal Pay Act.
- Review of policies concerning use of criminal history in making personnel decisions.
- Maintaining centralized employee records.

Thank you for your cooperation in these areas. Much progress has been made state-wide.

The Unscored Survey questions primarily emphasize Shared Services, Environment, and Planning and Economic Development. If your municipality can affirmatively answer Question 50, which pertains to known Opportunity Zone tax incentive projects, please complete and upload the [Opportunity Zone Project Status Spreadsheet](#) (an upload file button will appear for the question).

Completing and Submitting the Inventory

A municipality must answer all questions before the Best Practices platform will permit submitting the Inventory. Certain questions require information to be typed into the Comment section before the online platform counts the question as completely answered. Please refer to the [Instructions](#) for further details. Failing to submit the Inventory is deemed equivalent to a zero score.

The municipality’s Chief Finance Officer and Chief Administrative Officer must both certify the Inventory using the Online Platform. The Chief Administrative Officer is an individual who, regardless of title, is responsible for the municipality’s day-to-day operations. If a municipality does not have a business administrator or municipal manager, this person would be whichever individual (e.g. municipal clerk, chief financial officer) is responsible for running day-to-day operations. Every municipality has a Chief Administrative Officer.

The Municipal Clerk must certify that the Inventory and the results thereof were or will be discussed at a public meeting, inserting the date on which the meeting was or will be held; the inventory results and the certification of same by the chief administrative and financial officers

referenced in the meeting minutes. Municipal Clerks likewise make their certification using the online platform and do not file a separate certification document. The purpose of the acknowledgement requirement is to ensure that local officials are apprised of their municipality's Best Practices Inventory response. Please do not wait for the Best Practices Inventory to be discussed at a governing body meeting before submitting the Inventory.

State Fiscal Year municipalities have the same Monday November 3 deadline as Calendar Year municipalities.

Appeals of Best Practices Scores

A municipality may appeal its score to the Director on or before the submission deadline, but not before submitting their Best Practices Inventory. Appeals must be submitted by close of business Tuesday November 3, 2020 via email to bestpractices@dca.nj.gov with the heading "Best Practices Appeal". The Director may exercise discretion upon finding that a municipality's individual circumstances so warrant. Municipalities that wish to submit an appeal should do so in conjunction with their Inventory submission.

Approved: Melanie R. Walter, Director

Document	Internet Address
Governor's FY21 Budget	https://www.nj.gov/treasury/omb/publications/21budget/pdf/FY21GBM.pdf
Best Practices Platform	https://njdea.dynamics365portals.us/
Instructions for Best Practices Platform	https://www.nj.gov/dca/divisions/dlgs/programs/best_practices_docs/BPI%20Online%20Platform%20Instructions%20-%202020.pdf
Log-In & Access FAQ	https://www.nj.gov/dca/divisions/dlgs/programs/best_practices_docs/BPI%20Log-In%20&%20Access%20FAQ%20-%202020.pdf
Opportunity Zone Status Spreadsheet	https://www.nj.gov/dca/divisions/dlgs/programs/best_practices_docs/OZ%20Best%20Practices%20Survey%20Form.xlsx
BPI Question List	https://www.nj.gov/dca/divisions/dlgs/programs/best_practices_docs/2020%20Best%20Practices%20Inventory%20Questions.xlsx

2020 Best Practices Inventory Online Platform

Dennis Township

Printable Current Answers

001

Core Competencies

Personnel

The Fair Labor Standards Act (FLSA) is a federal law requiring that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime.

[1.00] Yes

Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (please consult labor counsel for detailed guidance). Exempt status also precludes overtime pay for time worked during emergencies, attendance at night meetings and participation in training sessions. Compensated leave time in lieu of cash payments is considered a form of overtime pay unless such leave is utilized in the same pay period. Does your municipality not pay overtime to employees classified as exempt under the FLSA?

002

Core Competencies

Personnel

Has your municipality reviewed and updated its employee personnel manual/handbook by resolution or ordinance within the past three years or upon the conclusion of each of your municipality's collective negotiated agreements (CNAs)? If yes, please provide in the Comments section the date of the meeting at which the personnel manual was updated. If not yes, please type "Did Not Answer Yes" into the comment box.

[1.00] Yes

Comment: 12/26/2017

003

Core Competencies

Budget

Does your municipality complete an initial draft of its annual budget no later than the first week of January (or first week of July if an SFY municipality), and obtain input in crafting the draft budget from elected officials and department heads as appropriate to the form of government?

[1.00] Yes

004	Core Competencies	Budget	Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5?	[1.00] Yes
005	Core Competencies	Budget	Does your municipality annually review 1) its fee schedules against revenue collected, and 2) its fee ordinance(s) to determine whether fees need to be brought more in line with expenses?	[1.00] Yes
006	Core Competencies	Financial Administration	The Government Electronic Payment Acceptance Act (N.J.S.A. 40A:5-43 et seq.) and its implementing regulations (N.J.A.C. 5:30-9.1 et seq.) set forth requirements for municipalities accepting credit cards, debit cards, and other electronic fund transfer mechanisms as means of collecting payment. In part, N.J.A.C. 5:30-9.9 limits any surcharges or convenience fees charged by a municipality for handling and processing the transaction. Is your municipality adhering to N.J.A.C. 5:30-9.9 when charging surcharges or convenience fees relating to electronic payment acceptance?	[1.00] Yes
007	Core Competencies	Capital Projects	Has your municipality adopted a capital program as defined by N.J.A.C. 5:30-4.2, meaning a moving, multi-year plan and schedule for capital projects (including prospective financing sources) and, when pertinent, first year operating costs and savings?	[1.00] Yes
008	Core Competencies	Capital Projects	If your municipality charges administrative fees for off-duty police traffic safety personnel on a public works or utility project, are such fees set by ordinance at an amount not exceeding the municipality's actual costs for administering the off-duty work? See Local Finance Notice CFO 2000-14 for further guidance.	[1.00] N/A

009	Core Competencies	Transparency	Are your municipality's codified and uncodified ordinances, including all current salary ordinances, available online?	[1.00] Yes
010	Best Practices	Transparency	Does your municipality have an official social media account or accounts and, if so, is there a written policy establishing guidelines on access, use, and permitted content?	[0.00] No
011	Core Competencies	Procurement	Do your municipality's professional services contracts include a "not to exceed" amount?	[1.00] Yes
012	Best Practices	Procurement	If your municipality contracts with an insurance broker for health insurance, and said contract exceeds the Local Public Contracts Law bid threshold, is your municipality's health insurance broker being procured through a competitive contracting or sealed bid process conducted pursuant to the Local Public Contracts Law?	[0.50] Yes
013	Best Practices	Procurement	Insurance broker fees dependent on the amount of health insurance premiums or fees paid by the municipality are vulnerable to abuse as brokers could face conflicting incentives in seeking lower-cost health insurance alternatives. If your municipality contracts with an insurance broker for health insurance, is the structure for broker payments set at a flat-fee rather than on a commission basis to mitigate the risk of a broker recommending more expensive health insurance coverage to earn higher fees?	[0.00] No

014

Core Competencies

Cybersecurity

A cybersecurity incident response plan is a set of instructions to help detect, respond to, and recover from network security incidents. These plans address areas such as cybercrime, data loss, and service outages. Does your municipality have a cybersecurity incident response plan?

[1.00] Yes

015

Core Competencies

Cybersecurity

Are all municipal employees receiving ongoing cybersecurity training in malware detection, password construction, identifying security incidents and social engineering attacks?

[1.00] Yes

016

Core Competencies

Ratables/PILOTs

Before formalizing negotiations and entering into a Long-Term Financial Agreement, does your municipality have at least one staff member or contractually-retained professional evaluate all proposed Long-Term PILOTs to assure that the proposed agreement is a net-benefit to the municipality?

[1.00] Yes

017

Best Practices

Environment

If your municipality has a combined sewer overflow (CSO) system, has the conversion to a non-CSO overflow system been incorporated into your municipality's capital improvement program? If your municipality does not have a CSO system, is it undertaking affirmative measures to reduce stormwater runoff? Non-CSO municipalities answering Yes should explain these measures in the Comment Box.

[0.50] Yes

Comment: Township has a Stormwater Management Plan in place.

018	Core Competencies	Financial Administration
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018	Pursuant to N.J.S.A. 40A:5-14(d), a local unit's investment policies shall be based on a cash flow analysis prepared by the CFO, with those policies being commensurate with the nature and size of the funds held by the local unit. Has your municipality conducted a cash flow analysis of its deposited and invested funds, and, based on that analysis, does your municipality's cash management plan set policies for your municipality's investments that consider preservation of capital, liquidity, current and historical investment returns, diversification, maturity requirements, costs and fees associated with the investment and, when appropriate, policies of investment instrument administrators?	[1.00] Yes
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019	Best Practices	Budget
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019	Does your municipality periodically review the historical activity and balances of all trust fund accounts not created through public referendum (i.e. open space) to determine the need for, and adequacy of, each account? Only answer N/A if your municipality does not have any non-referendum trust funds.	[0.50] Yes
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020	Core Competencies	Budget
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020	Is your municipality ensuring that insurance reimbursements are credited back to the budget appropriation line item in the budget in accordance with N.J.S.A 40A:5-32, instead of applied as miscellaneous revenue not anticipated? Compliance with this statutory obligation relieves pressure on current year appropriations. Only answer N/A if your municipality had no insurance reimbursements in 2019 or 2020.	[1.00] Yes
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021	Core Competencies	Capital Projects
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021	Has your municipality reviewed all completed capital project bond ordinances for remaining balances that can be cancelled by resolution, and revert to their respective balance sheet accounts?	[1.00] Yes
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022	Best Practices	Financial Administration
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	Are monthly cash-flow statements prepared to assist in identifying and managing liquidity risk and used to conduct regular stress test forecasting payments based on known due dates and anticipated revenues received during the same period?	[0.50] Yes
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023	Best Practices	Budget
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	Has your municipality reviewed individual grants receivable and appropriated to 1) ensure all grants are appropriately charged; 2) receivables are collected in a timely manner; and 3) considered cancelling any expired or otherwise stale grants? Doing so minimizes or avoids fund balance depletion due to use of current fund cash to cover grant expenses. Only answer N/A if your municipality does not have any grants receivable and appropriated.	[0.50] Yes
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024	Best Practices	Personnel
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	In the event of a staff vacancy, municipalities should ensure there is backup to critical positions through cross-training staff and/or entering into shared services agreements with other local units. Has your municipality 1) cross-trained staff for multiple functions to the extent permitted by employee titles, labor agreements and Civil Service, as applicable; and/or 2) entered into a shared service agreement with another municipality or local government entity for the provision of staffing as may be needed?	[0.50] Yes
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025	Best Practices	Personnel
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	Has your municipality established by ordinance an anti-nepotism policy that, at minimum, prohibits hiring the immediate family members of elected officials, department heads, or supervisors?	[0.50] Yes
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026	Core Competencies	Procurement
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	Has your municipality reviewed with legal counsel and other appropriate officials (e.g. engineer; purchasing agent) the boilerplate language in its bid or RFP documents to ensure such language meets legal requirements under the Local Public Contracts Law and pay-to-play, along with other relevant statutes and caselaw?	[1.00] Yes
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027

Core Competencies

Transparency

Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?

[1.00] Yes

028

Core Competencies

Transparency

N.J.S.A. 34:13A-8.2 requires public employers, including municipalities, to file with the Public Employment Relations Commission (PERC) a copy of all contracts negotiated with public employee representatives. This includes, but is not limited to, collective bargaining agreements, memoranda of understanding, contract amendments, and "side letter" or "side bar" agreements. Copies of same may be emailed to contracts@perc.state.nj.us. Has your municipality filed all current contracts with PERC? Only answer N/A if your municipality does not have any employee labor unions.

[1.00] Yes

029

Core Competencies

Cybersecurity

Does your municipality perform off-network daily incremental backups with weekly full backups of all data?

[1.00] Yes

030

Unscored Survey

COVID-19 Response

How has the COVID-19 crisis impacted your municipality's cash flow and/or anticipated surplus going into 2021? Please select one answer only.

[0.00] Moderately

031

Unscored Survey

COVID-19 Response

Has your municipality had to make any reductions in expenditures due to COVID-19? If so, please include under Comments the departments or programs impacted by COVID-19 related spending reductions. If the answer is no, insert None under Comments.

[0.00] No
Comment: None

032 Unscored Survey COVID-19 Response

Has your municipality received any CARES Act funding from the State, your county government, or directly from the federal government? Please state under Comments the dollar amount of such funding, the source(s), and whether such funds have been partially or totally disbursed to the municipality; if none please insert \$0 under Comments.

[0.00] No
Comment: \$0

033 Unscored Survey COVID-19 Response

Please select the one most critical area in which your municipality currently requires technical non-monetary assistance.

[0.00] Public Safety

034 Unscored Survey COVID-19 Response

In reviewing your municipality's operations during the COVID-19 pandemic, what is the department, division, office or other area of municipal operations that has been most strained by the pandemic?

[0.00] Other (fill-in under Comments)
Comment: Recreation

035 Unscored Survey COVID-19 Response

Provide one procedure or process that your municipality developed in response to the pandemic that it intends to keep after the COVID-19 emergency concludes.

Comment: Emergency Response Plan

036 Unscored Survey COVID-19 Response

Is your municipality providing grants to small businesses impacted by COVID-19? If so, please provide under Comments the total number of businesses approved for grants thusfar, the total amount in grants approved, and a link to the grant program guidelines. If your municipality is not providing grants, please insert N/A under Comments.

[0.00] NO
Comment: N/A

037 Unscored Survey Alcoholic Beverage Licensing

Have any liquor licenses for Type 33 plenary retail consumption licenses (e.g. bars) been sold in your municipality by private sale during 2019 and 2020? If yes, please state the date of sale along with sale price for each license under Comments. If no, please insert the number zero under Comments.

[0.00] No
Comment: 0

038(a) Unscored Survey Shared Services

Is your municipality currently in negotiations with another local government or board of education to either provide or receive one or more of the following shared services? If the fact that negotiations are taking place has not yet been made public, this question may be answered No. (a) Police

[0.00] No

038(b) Unscored Survey Shared Services

Is your municipality currently in negotiations with another local government or board of education to either provide or receive one or more of the following shared services? If the fact that negotiations are taking place has not yet been made public, this question may be answered No. (b) Fire

[0.00] No

038(c) Unscored Survey Shared Services

Is your municipality currently in negotiations with another local government or board of education to either provide or receive one or more of the following shared services? If the fact that negotiations are taking place has not yet been made public, this question may be answered No. (c) Dispatch

[0.00] No

038(d) Unscored Survey Shared Services

Is your municipality currently in negotiations with another local government or board of education to either provide or receive one or more of the following shared services? If the fact that negotiations are taking place has not yet been made public, this question may be answered No. (d) Public Works

[0.00] Yes

038(e) Unscored Survey

Shared Services

Is your municipality currently in negotiations with another local government or board of education to either provide or receive one or more of the following shared services? If the fact that negotiations are taking place has not yet been made public, this question may be answered No. (e) Health Department / Board of Health

[0.00] No

038(f) Unscored Survey

Shared Services

Is your municipality currently in negotiations with another local government or board of education to either provide or receive one or more of the following shared services? If the fact that negotiations are taking place has not yet been made public, this question may be answered No. (f) Construction Code Enforcement

[0.00] No

039 Unscored Survey

Shared Services

Does your municipality handle the entirety of its public safety and emergency dispatching with its own employees? If Yes, please indicate in the Comments what, if anything, has been done to explore a more regional approach to dispatch along with any barriers. If the answer is No, please list under Comments the other local government entities and/or private entity and the dispatching services each provides for the municipality.

[0.00] No
Comment: Belleplain
Emergency Corp.

040(a) Unscored Survey

Shared Services

Does your municipality currently provide a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendent to another municipality pursuant to a shared services agreement, Please answer yes if the following position is being provided pursuant to a shared services agreement and indicate under Comments list each municipality where this position is being provided. If the following position is not being provided, select No and insert N/A into Comments. (a) Chief Financial Officer

[0.00] No
Comment: N/A

040(b)

Unscored Survey

Shared Services

Does your municipality currently provide a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendent to another municipality pursuant to a shared services agreement, Please answer yes if the following position is being provided pursuant to a shared services agreement and indicate under Comments list each municipality where this position is being provided. If the following position is not being provided, select No and insert N/A into Comments. (b) Tax Collector

[0.00] No
Comment: N/A

040(c)

Unscored Survey

Shared Services

Does your municipality currently provide a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendent to another municipality pursuant to a shared services agreement, Please answer yes if the following position is being provided pursuant to a shared services agreement and indicate under Comments list each municipality where this position is being provided. If the following position is not being provided, select No and insert N/A into Comments. (c) Tax Assessor

[0.00] No
Comment: N/A

040(d)

Unscored Survey

Shared Services

Does your municipality currently provide a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendent to another municipality pursuant to a shared services agreement, Please answer yes if the following position is being provided pursuant to a shared services agreement and indicate under Comments list each municipality where this position is being provided. If the following position is not being provided, select No and insert N/A into Comments. (d) Municipal Clerk

[0.00] No
Comment: N/A

040(e) Unscored Survey

Shared Services

Does your municipality currently provide a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendent to another municipality pursuant to a shared services agreement, Please answer yes if the following position is being provided pursuant to a shared services agreement and indicate under Comments list each municipality where this position is being provided. If the following position is not being provided, select No and insert N/A into Comments. (e) Municipal Treasurer

[0.00] No
Comment: N/A

040(f) Unscored Survey

Shared Services

Does your municipality currently provide a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendent to another municipality pursuant to a shared services agreement, Please answer yes if the following position is being provided pursuant to a shared services agreement and indicate under Comments list each municipality where this position is being provided. If the following position is not being provided, select No and insert N/A into Comments. (f) Qualified Purchasing Agent

[0.00] No
Comment: N/A

040(g) Unscored Survey

Shared Services

Does your municipality currently provide a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendent to another municipality pursuant to a shared services agreement, Please answer yes if the following position is being provided pursuant to a shared services agreement and indicate under Comments list each municipality where this position is being provided. If the following position is not being provided, select No and insert N/A into Comments. (g) Certified Public Works Manager

[0.00] No
Comment: N/A

040(h) Unscored Survey

Shared Services

Does your municipality currently provide a chief financial officer, tax collector, tax assessor, municipal clerk, qualified purchasing agent, certified public works manager, municipal treasurer, and/or a public works superintendent to another municipality pursuant to a shared services agreement, Please answer yes if the following position is being provided pursuant to a shared services agreement and indicate under Comments list each municipality where this position is being provided. If the following position is not being provided, select No and insert N/A into Comments. (h) Public Works Superintendent

[0.00] No
Comment: N/A

041 Unscored Survey

Shared Services

If the answer to any subpart in Question 40 is yes, did one or more of the identified shared service agreements result in the dismissal of a tenured official? If yes, please insert under Comments the position or positions where an agreement resulted in the dismissal of a tenured official. If no or N/A, please also insert No or N/A under Comments. See LFN 2018-3R for more information on this provision of the Common Sense Shared Service Act.

[0.00] N/A
Comment: N/A

042 Unscored Survey

Environment

How much did your municipality spend on operational costs associated with managing and treating stormwater runoff in the prior fiscal year, and how much did your municipality appropriate toward same for the current fiscal year? Examples of such costs include street cleaning, conveyance system clean-out, routine maintenance of storm drains and outfall pipes, and stormwater runoff-related educational programs. For projects with definite but ancillary stormwater runoff benefits, describe those benefits under Comments. Also list under Comments the FCOA codes your municipality is using to classify these stormwater-related prior year expenditures and current year appropriations.

Comment: \$5,000 - \$10,000
Annually

043 Unscored Survey

Environment

Please list which projects in your municipality's most recent adopted capital budget, if any, are associated with stormwater management. State "None" if no project fits this criteria or "N/A" if your municipality has not adopted a capital budget in the most recent fiscal year.

Comment: None

044	Unscored Survey	Environment	
<p>Is your municipality considering establishing a stormwater utility, authorizing a sewerage authority or MUA to establish a separate stormwater operation, or joining a regional stormwater utility? If the answer to the above is "Yes", please explain under Comments where your municipality is in the process. If the answer to the above is "No", please explain under Comments the reason(s) why your municipality is not currently pursuing the creation of a stormwater utility.</p>			<p>[0.00] No Comment: Currently satisfied with Stormwater Management Plan</p>
045	Unscored Survey	Environment	
<p>What type of residential recycling program does your municipality have? Select only one.</p>			<p>[0.00] Single-stream</p>
046	Unscored Survey	Environment	
<p>Has your residential recycling program changed from single-stream to dual-stream in the past two years?</p>			<p>[0.00] No</p>
047	Unscored Survey	Environment	
<p>If your residential recycling program is single-stream, is your municipality considering a conversion to dual-stream recycling?</p>			<p>[0.00] No</p>
048	Unscored Survey	Environment	
<p>Is recycling in your municipality picked up utilizing a truck with an automated single-arm?</p>			<p>[0.00] No</p>
049	Unscored Survey	Opportunity Zones	
<p>Is your municipality aware of any real estate development projects or businesses that will be using the Opportunity Zone tax incentive or receiving an Opportunity Fund investment? Only answer N/A if your municipality is not located within an Opportunity Zone.</p>			<p>[0.00] No</p>

050 Unscored Survey Opportunity Zones

If your municipality knows of any projects that are using or will be using the Opportunity Zone tax incentive, please include the name of each project, the full address, a short description that includes the primary developer (if applicable), estimated value of the development (i.e. total permitted value), and the project's status (if known) on the Excel form provided on DLGS's Best Practices webpage. Upload the Excel form using the "Attach File" button toward the bottom of your screen. If you have uploaded the Excel form, type "File Uploaded" in the Comment Box. If you have not uploaded the Excel Form, type NA in the Comment Box.

Comment: N/A

051 Unscored Survey Planning & Econ. Devt.

Does your municipality have a minimum lot size requirement of one acre or more for new residential development?

[0.00] No
 Comment: Lot size 35,000 sq. ft. in Village Residential Zones (aka town centers), otherwise minimum lot size is 3 acres.

052 Unscored Survey Planning & Econ. Devt.

Does your municipality place annual limits on the total allowable number of permits or dwellings for new single family construction?

[0.00] No

053 Unscored Survey Planning & Econ. Devt.

Does your municipality place annual limits on the total allowable number of permits or dwellings for new multi-family construction?

[0.00] Yes

054 Unscored Survey Planning & Econ. Devt.

Does your municipality have an urban growth or containment ordinance or policy in place?

[0.00] No

055 Unscored Survey Planning & Econ. Devt.

Does your municipality currently have a development moratorium or a set of regulations that effectively create a development moratorium? [0.00] No

056 Unscored Survey Planning & Econ. Devt.

Does your municipality currently have a ban on mobile homes? [0.00] Yes

057 Unscored Survey Planning & Econ. Devt.

Does your municipality have any restrictions on the pace of residential development (i.e. number of units that can be added each year)? [0.00] No

058 Unscored Survey Planning & Econ. Devt.

Inclusionary zoning ordinances require developments to provide a percentage of the residential units constructed/developed/created be set-aside and available to low- and moderate-income households. Does your municipality have an inclusionary zoning ordinance in place? [0.00] No

059 Unscored Survey Planning & Econ. Devt.

Density bonuses encourage the production of affordable housing by allowing developers to build more units than would ordinarily be allowed on a site by the underlying zoning code, in exchange for a commitment to include a certain number of below-market units in the development. Do you offer a density bonus for affordable housing development? [0.00] No

060 Unscored Survey Planning & Econ. Devt.

Please describe the general attitude of your residents toward additional affordable housing development? (Select only one answer) [0.00] Unfavorable

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> [DCA - BP - Survey View \(/bpi/surveys/question-list/\)](#) > **Sign and Submit**

[Return to Question List \(../?id=37c7b4da-50fc-ea11-a816-001dd8018921\)](#)

2020 Best Practices Inventory Online Platform

Dennis Township

[Sign and Submit](#)

Best Practices Inventory Signatures

Signed (Chief Administrative Officer) *

Jessica Bishop

Signed (Chief Financial Officer) *

Jessica Bishop

Signed (Municipal Clerk) *

Jacqueline B. Justice