

## **Public Notice**

### **Township of Dennis**

Please be advised, the State has adopted legislation that has made it possible for The Township to hold Committee Meetings via electronic means. While this scenario is not ideal, the Township believes it is necessary to ensure the health, safety, and welfare of our citizens. Therefore, we will be having a video conference Township Meeting on **Tuesday, November 17, 2020 at 6:30 pm** in accordance with this new law. There are several options for the public to attend this meeting and interact if need be:

**Option 1)** Join the video conference and be able to see, hear, and participate during the meeting. This is how the Township Committee Members will be participating in the meeting.

- 1). Download the "Zoom Cloud Meeting" app on your phone or computer.
- 2). Sign up for a free Zoom account.
- 3). Log into the meeting at or before 6:30 pm using this link:

<https://us02web.zoom.us/j/81106657219?pwd=aWd0ZnAORXA5MUdiUFhDS2RpdW9nQT09>

Meeting ID: 811 0665 7219

Password: 298134

**Option 2)** Join the meeting over the telephone. You will be able to hear and speak during the meeting, but not see the video.

- 1). Call (929) 205-6099 from any telephone:
- 2). Enter the meeting ID: 811 0665 7219
- 3). Enter the password: 298134
- 4). It will ask you for a participant ID. You can enter a number of your choosing or just hit #.

If you have specific questions you would like answered at the Township Meeting and you know those questions now, please email Township Clerk Jackie Justice at [jackie@dennistwp.org](mailto:jackie@dennistwp.org)

Once again, the Township and its Committee thank you for your understanding and patience as we navigate through these unprecedented times.

**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE –  
NOVEMBER 17, 2020 – 6:30 P.M.**

**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**

**Meeting called to order:**

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

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

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

**Public Comment on Agenda Items:**

Review of Consent & Regular Agenda Items

**Consent Agenda**

Minutes: 11/10/2020 Work Session & Regular Meeting Minutes.

Res. #2020-158 Requesting Transfer of Funds.  
Res. #2020-159 Authorizing the Refund of a Raffle License Overpayment  
for Bishop McHugh Regional Catholic School.

**Regular Agenda**

**Motion for the Bills**

Motion authorizing the payment of the bills, providing that proper vouchers have been filed and that funds are available. **General Account \$18,067.29**

**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE –  
NOVEMBER 17, 2020 – 6:30 P.M. (page 2)**

**Administrative Reports**

Chief Finance Officer's  
Engineer's Report

Expenditure as of 11/10/2020  
11/17/2020

**General Public Comments**

**Committee Comments**

**Adjournment**

**TOWNSHIP OF DENNIS**

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

**RESOLUTION NO. 2020-158**

**RESOLUTION REQUESTING TRANSFER OF FUNDS**

**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 make the transfer(s) FROM and TO the APPROPRIATIONS for the year 2019 named herein.

**SEE ATTACHED SCHEDULE**

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

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

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 17, 2020 at 6:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

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

## TRANSFER RESOLUTION ATTACHMENT 11/17/2020

<u>Account Name</u>	<u>Account Number</u>	<u>To</u>	<u>From</u>
Emergency Management O/E	0-01-25-252-020	10,000.00	
Code Enforcement Officer S&W	0-01-22-195-012		10,000.00
Collection of Taxes O/E	0-01-20-145-036	2,000.00	
Collection of Taxes S&W	0-01-20-145-011		2,000.00
Department of Public Works O/E	0-01-26-290-020	10,000.00	
Public Buildings and Grounds O/E	0-01-26-310-028	10,000.00	
Department of Public Works S&W	0-01-26-290-011		20,000.00
Utilities - Propane O/E	0-01-31-446-070	2,400.00	
Supplemental Fire Services O/E	0-01-25-265-096		2,400.00

<u>\$ 34,400.00</u>	<u>\$ 34,400.00</u>
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**TOWNSHIP OF DENNIS**

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

**RESOLUTION NO. 2020-159**

**RESOLUTION AUTHORIZING THE REFUND OF A RAFFLE LICENSE  
OVERPAYMENT FOR BISHOP McHUGH REGIONAL CATHOLIC SCHOOL**

**WHEREAS**, Bishop McHugh Regional Catholic School applied for a Raffle License to Raffle a Golf Cart; and

**WHEREAS**, the Clerk inadvertently collected the fee in the amount of \$400.00 rather than the required fee of \$160.00 thereby creating an overpayment of \$240.00.

**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 overpayment of \$240.00 to Bishop McHugh Regional Catholic School.

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

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
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**ATTEST** \_\_\_\_\_  
**Jacqueline B. Justice, RMC/Clerk**

MAYOR  
ZETH A. MATALUCCI

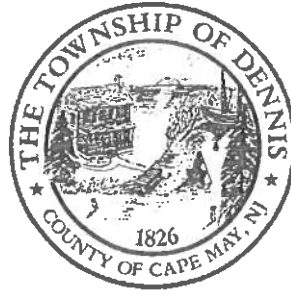
911 Coordinator Fire & Rescue  
Administration  
Construction  
Emergency Management  
Tax Offices  
Public Safety  
Public Works  
Revenue & Finance  
Senior Center

DEPUTY MAYOR  
SCOTT J. TURNER

Public Works  
Environmental Commission  
Revenues & Finance  
Museum & Historical Center  
Land Use Board  
Tax Offices

COMMITTEE MEMBER  
TOM VANARTSDALEN

Construction, Code Enforcement  
Environmental Commission  
Recreation, Clean Communities,  
Grants and Cultural & Heritage



571 Petersburg Road  
P.O. Box 204  
Dennisville, NJ 08214  
(609) 861-9700 Fax: (609) 861-9719

COMMITTEE MEMBER  
FRANK L. GERMANIO, JR.

Administration, Municipal Court,  
Revenue & Finance,  
Board of Health,  
Construction,  
Grants, Cultural & Heritage  
Senior Center

COMMITTEE MEMBER  
MATTHEW J. COX

Municipal Alliance  
Municipal Court  
Recreation Department  
Clean Communities  
School Liaison

MUNICIPAL CLERK  
JACQUELINE B. JUSTICE, RMC

ADMINISTRATOR  
JESSICA BISHOP

November 10, 2020

Jessica Bishop, Administrator/CFO  
Township of Dennis  
P.O. Box 204, 571 Petersburg Road  
Dennisville, NJ 08214

RE: Raffle License Overpayment Refund – Bishop McHugh Regional Catholic School

Dear Jessica:

PTA Bishop McHugh Regional Catholic School applied for a Raffle license to raffle off a golf cart, however, originally they were going to raffle a car and the fee for that was \$400.00 and I did not adjust the fee when they reduced the raffle to a golf cart, thereby creating an overpayment of \$240.00 which needs to be refunded to:

Bishop McHugh Regional Catholic School  
2221 Route 9, N  
Cape May Court House, NJ 08210

If you have any questions please do not hesitate to contact my office.

Sincerely,

  
Jacqueline B. Justice, RMC  
Township Clerk

/jj















Totals by Year-Fund									
Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Project Total	Total		
Fund Description									
0-01	13,183.79	0.00	13,183.79	0.00	0.00	0.00	13,183.79		
0-41	0.00	0.00	0.00	0.00	0.00	2,888.50	2,888.50		
0-53	0.00	0.00	0.00	0.00	0.00	125.00	125.00		
Year Total:	<u>13,183.79</u>	<u>0.00</u>	<u>13,183.79</u>	<u>0.00</u>	<u>0.00</u>	<u>3,013.50</u>	<u>16,197.29</u>		
GENERAL CAPITAL FUND	1,870.00	0.00	1,870.00	0.00	0.00	0.00	1,870.00		
Total of All Funds:	<u>15,053.79</u>	<u>0.00</u>	<u>15,053.79</u>	<u>0.00</u>	<u>0.00</u>	<u>3,013.50</u>	<u>18,067.29</u>		

Project Description	Project No.	Rcvd Total	Heid Total	Project Total
PINE HAVEN, LLC	E-00041	2,888.50	0.00	2,888.50
B&R LAND LLC	E-00053	125.00	0.00	125.00
Total of All Projects:		<u>3,013.50</u>	<u>0.00</u>	<u>3,013.50</u>

<b>DENNIS TOWNSHIP</b>	<b>2020 Budget Modified</b>	<b>2020 Paid/Charged as of 11/10/20</b>	<b>Balance</b>	<b>2020 % Used as of 11/10/20</b>
Mayor and Committee				
Salaries and Wage	40,000.00	33,309.44	6,690.56	83%
Other Expenses	5,000.00	1,947.00	3,053.00	39%
Township Clerk				
Salaries and Wage	90,000.00	73,588.05	16,411.95	82%
Other Expenses	18,000.00	14,878.52	3,121.48	83%
Financial Administration				
Salaries and Wage	84,000.00	72,178.35	11,821.65	86%
Other Expenses	10,000.00	8,452.21	1,547.79	85%
Audit Services				
Other Expenses	29,000.00	29,000.00	-	100%
Township Administrator				
Salaries and Wage	15,500.00	12,166.56	3,333.44	78%
Other Expenses	9,000.00	7,084.82	1,915.18	79%
Assessment of Taxes				
Salaries and Wage	40,000.00	32,712.64	7,287.36	82%
Other Expenses	11,000.00	10,130.33	869.67	92%
Collection of Taxes				
Salaries and Wage	84,000.00	67,045.49	16,954.51	80%
Other Expenses	12,000.00	10,000.00	2,000.00	83%
Liquidation of Tax Title Liens				
Other Expenses	10,000.00	-	10,000.00	0%
Legal Services				
Other Expenses	104,500.00	83,972.22	20,527.78	80%
Engineering Services				
Other Expenses	50,000.00	25,000.00	25,000.00	50%
State and Federal Aid Coordinator				
Other Expenses	10,000.00	1,800.00	8,200.00	18%
Municipal Court				
Other Expenses	122,050.00	122,038.92	11.08	100%
Computer Technology				
Other Expenses	25,000.00	24,923.90	76.10	100%
Planning and Zoning				
Salaries and Wage	22,000.00	16,378.28	5,621.72	74%
Other Expenses	30,000.00	10,256.27	19,743.73	34%
Insurance				
General Liability	50,000.00	44,699.72	5,300.28	89%
Workers Compensation	126,000.00	100,429.54	25,570.46	80%
Employee Group Health	514,000.00	467,123.46	46,876.54	91%
Health Benefit Waiver	2,700.00	2,634.25	65.75	98%
Emergency Management				
Salaries and Wage	10,000.00	8,168.02	1,831.98	82%
Other Expenses	12,000.00	11,259.00	741.00	94%
Central Dispatch				
Other Expenses	126,900.00	126,809.40	90.60	100%
Emergency Medical Services (EMS)				
Other Expenses	111,500.00	111,426.84	73.16	100%
Supplemental Fire Services				
Fire District Payments	81.00	-	81.00	0%
School Security Officer				
Other Expenses	52,000.00	52,000.00	-	100%



DENNIS TOWNSHIP	2020 Budget Modified	2020 Paid/Charged as of 11/10/20	Balance	2020 % Used as of 11/10/20
Department of Public Works				
Salaries and Wage	430,000.00	318,912.38	111,087.62	74%
Other Expenses	105,000.00	93,471.91	11,528.09	89%
Public Buildings and Grounds				
Other Expenses	50,000.00	39,955.38	10,044.62	80%
Solid Waste Collection				
Other Expenses	470,200.00	470,169.06	30.94	100%
Board of Health				
Other Expenses	1,000.00	953.74	46.26	95%
Animal Control				
Other Expenses	43,850.00	43,747.00	103.00	100%
Environmental Commission				
Other Expenses	500.00	136.67	363.33	27%
Code Enforcement Officer				
Salaries and Wage	2,000.00	-	2,000.00	0%
Other Expenses	100.00	-	100.00	0%
Recreation				
Salaries and Wage	210,000.00	104,225.02	105,774.98	50%
Other Expenses	45,000.00	29,868.85	15,131.15	66%
Parks and Playgrounds				
Salaries and Wage	40,000.00	20,417.88	19,582.12	51%
Other Expenses	32,000.00	29,103.79	2,896.21	91%
Municipal Alliance Committee				
Salaries and Wage	4,900.00	4,176.24	723.76	85%
Senior Center				
Salaries and Wage	47,000.00	38,816.94	8,183.06	83%
Other Expenses	15,000.00	9,140.66	5,859.34	61%
History Center & Cultural Heritage				
Other Expenses	3,000.00	1,025.00	1,975.00	34%
Unclassified				
Special Events	15,000.00	7,872.93	7,127.07	52%
Sick and Terminal Leave	10,000.00	-	10,000.00	0%
Utilities				
Electricity	60,000.00	49,213.73	10,786.27	82%
Telephone	25,000.00	21,253.40	3,746.60	85%
Gas (Propane)	37,400.00	34,128.26	3,271.74	91%
Telecommunications	8,000.00	4,564.62	3,435.38	57%
Gasoline & Diesel Fuel	20,000.00	20,000.00	-	100%
Landfill Disposal	220,000.00	220,000.00	-	100%
Statutory Expenses				
Public Employee Retirement System (P	109,698.00	109,698.00	-	100%
Social Security System	90,000.00	64,683.32	25,316.68	72%
Unemployment Compensation	11,500.00	5,170.92	6,329.08	45%
Defined Contribution Retirement Syste	8,000.00	4,007.99	3,992.01	50%
<b>TOTAL:</b>	<b>3,940,379.00</b>	<b>3,326,126.92</b>	<b>614,252.08</b>	<b>84.41%</b>

\* Budget modified per 11/17/20 Transfer Resolution

## **ENGINEERS REPORT**

**NOVEMBER 17, 2020**

PUNCH LIST WORK ADVANCED ON THE BIKEWAY PROJECT THIS WEEK. INSTALLATION OF THE PAVEMENT MARKINGS ON THE CROSS STREETS IS EXPECTED THIS WEEK.

AS A FOLLOW UP, OF THE COUNTY OPEN SPACE MEETING LAST WEEK, THE BOARD HAS REQUESTED PLACEMAKING SIGNAGE BE INCLUDED IN THE PROJECT.

I CONTINUE TO INSPECT THE SITE WORK FOR THE WALTER BROS. PROJECT ON ROUTE 83 IN SOUTH DENNIS.

I ALSO CONTINUE TO INSPECT THE SITE WORK OF THE ATLANTIC MARINE PROJECT ON STONEY COURT.

SITE WORK ON A NEW PROJECT BY RIVERVIEW PLUMBING, ALSO ON STONEY COURT HAS STARTED AND I HAVE BEGUN INSPECTION.

A PRE-BID MEETING FOR REMOVAL OF THE EXISTING RUBBERIZED GYM SURFACE AT THE TOWNSHIP RECREATION BUILDING AND FOR REPLACEMENT WITH AN "ANCHORED HARDWOOD MAPLE FLOOR" WAS HELD LAST THURSDAY MORNING. THE MEETING WAS WELL ATTENDED BY PROSPECTIVE BIDDERS.

RESPECTFULLY SUBMITTED  
JOHN C. GIBSON, P.E. TOWNSHIP ENGINEER