

**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE -  
JULY 27, 2021 – 5:30 P.M.**

**Meeting called to order:**

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

Roll call to determine a quorum.

Salute the flag.

**Public Comment on Agenda Items:**

Review of Consent & Regular Agenda Items

**Consent Agenda**

Minutes	07/13/2021 Work Session & Regular Meeting Minutes.
Res. #2021-117	Authorizing the Issuance of the 2021-2022 Kennel License for Clermont Country Kennels.
Res. #2021-118	Appointing an Emergency Management Coordinator for a Three (3) Year Term.
Res. #2021-119	Providing for the Insertion of a Special Item of Revenue in the 2021 Municipal Budget – Coronavirus Local Fiscal Recovery Funds.
Res. #2021-120	Certifying Review of the Annual Audit.
Res. #2021-121	Accepting and Awarding the Bid(s) for Recreation Center Replacement HVAC Unit.
Res. #2021-122	Authorizing Reduction No. 1 of a Performance Bond for Block 121, Lots 21.01 & 21.10 - HRD Holdings (Hawks Ridge).
Ord. #2021-05	An Ordinance of the Township of Dennis Amending Article II, Chapter 145 of the Dennis Township Code, Governing Property Maintenance.

**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     \$740,783.41**

**REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE –  
JULY 27, 2021 – 5:30 P.M. (page 2)**

**Regular Agenda Continued:**

**Administrative Reports**

Engineer's Report

07/27/2021

**General Public Comments**

**Committee Comments**

**Adjournment**

**TOWNSHIP OF DENNIS**

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

**RESOLUTION NO. 2021-117**

**RESOLUTION AUTHORIZING THE ISSUANCE OF THE 2021-2022 KENNEL  
LICENSE FOR CLERMONT COUNTRY KENNELS**

**WHEREAS**, the N.J.S.A. 4:19-15.8 requires persons operating a kennel to obtain a license to operate said establishment from the municipality; and

**WHEREAS**, the Township is in receipt of the application for the 2021-2022 Kennel License from Clermont Country Kennels along with the required fee; and

**WHEREAS**, the Township has received the necessary approval from the Cape May County Health Department approving the issuance of said Kennel License.

**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 be and is hereby authorized and directed to issue the 2021-2022 Kennel License to Clermont Country Kennels.

**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 July 27, 2021 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

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

**TOWNSHIP OF DENNIS**

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

**RESOLUTION NO. 2021-118**

**RESOLUTION APPOINTING AN EMERGENCY MANAGEMENT COORDINATOR FOR  
A THREE (3) YEAR TERM**

**WHEREAS**, N.J.S.A. Appendix A:9- 40.1 requires the appointment of an Municipal Emergency Management Coordinator for a three (3) year term; and

**WHEREAS**, Dennis Township's Municipal Emergency Management Coordinator, John Berg, appointment expired on 06/25/2021 and a new appointment is required.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that John Berg be appointed as the Emergency Management Coordinator for a three (3) year term effective 06/25/2021 and expiring 06/25/2024

**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 July 26, 2021 at 5:30 p.m. (prevailing time) at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

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

**TOWNSHIP OF DENNIS**

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

**RESOLUTION NO. 2021-119**

**RESOLUTION PROVIDING FOR THE INSERTION OF A  
SPECIAL ITEM OF REVENUE IN THE 2021 MUNICIPAL BUDGET**

**WHEREAS**, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for an equal amount; and

**WHEREAS**, the Township of Dennis will receive \$321,541.80 from the U.S. Department of the Treasury Coronavirus State and Local Fiscal Recovery Funds and wishes to amend its 2021 Budget to include this amount as a revenue.

**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 hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2021 in the sum of \$321,541.80 which is now available as a revenue from:

Miscellaneous Revenues  
Special Items of General Revenue Anticipated with  
Prior Written Consent of the Director of Local Government Services:  
Public And Private Revenues Off-Set with Appropriations:  
Coronavirus Local Fiscal Recovery Fund.

**BE IT FURTHER RESOLVED**, that a like sum of \$321,541.80 be and the same is hereby appropriated under the caption of:

General Appropriations  
(a) Operations Excluded from "Caps"  
Public and Private Programs Off-Set by Revenues:  
Coronavirus Local Fiscal Recovery Fund

**RESOLUTION NO. 2021-119**  
**PAGE 2**

**BE IT FURTHER RESOLVED**, that the Clerk is hereby authorized and directed to forward the necessary documentation to the Director of Local Government Services.

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

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

**TOWNSHIP OF DENNIS**

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

**RESOLUTION NO. 2021-120**

**RESOLUTION CERTIFYING REVIEW OF ANNUAL AUDIT**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2020 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

**WHEREAS**, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, That the Township Committee of the Township of Dennis, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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

**ATTEST** \_\_\_\_\_  
Zeth A. Matalucci, Mayor

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



**TOWNSHIP OF DENNIS**

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

**RESOLUTION NO. 2021-121**

**RESOLUTION ACCEPTING AND AWARDING THE BID(S) FOR  
RECREATION CENTER REPLACEMENT HVAC UNIT**

**WHEREAS**, the Township received bids on July 15, 2021 at 11:00 A.M. for the Recreation Center Replacement HVAC; and

**WHEREAS**, the Township received four (5) bids from various vendors (summary of bids sheet is attached); and

**WHEREAS**, the Project Engineer, Alaimo Group, has reviewed the bids and made their recommendation to the Township Committee.

**NOW THEREFORE BE IT RESOLVED**, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that this governing body hereby awards the bid for the Recreation Center Replacement HVAC Unit to the lowest responsible and responsive bidder, McCloskey Mechanical Contractors Inc., 445 Lower Landing Road, Blackwood, NJ 08012 for the bid amount of \$108,000.00.

**BE IT FURTHER RESOLVED**, that the Clerk is in receipt of the Certificate of Availability of Funds for this award from the Chief Financial Officer.

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

**ATTEST** \_\_\_\_\_  
Zeth A. Matalucci, Mayor

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

**RESOLUTION NO. 2021-121**  
**PAGE 2**

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





**CHIEF FINANCIAL OFFICER'S CERTIFICATION**  
**OF AVAILABILITY OF FUNDS**  
**FOR CONTRACT AWARDS**

I, Jessica Bishop, Chief Financial Officer of the Township of Dennis, hereby certify that \$108,000.00 is available in the following appropriations:

Budget Account Name:	ORD 2018-4 RECREATION CENTER ORD 2020-03 RECREATION CENTER
Budget Account Number:	C-04-55-018-116 C-04-55-020-120

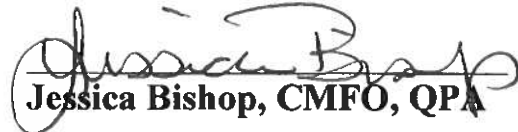
These funds are sufficient to meet the contractual commitment providing for:

Recreation Center Replacement HVAC awarded to:

McCloskey Mechanical Contractors, Inc.  
445 Lower Landing Road  
Blackwood, NJ 08012

I further certify that this commitment together with all previously made commitments does not exceed the appropriation balance available for this purpose, to the best of my knowledge.

ATTEST:

  
Jessica Bishop, CMFO, QPA

DATE:

7/26/21

**TOWNSHIP OF DENNIS**

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

**RESOLUTION NO. 2021-122**

**RESOLUTION AUTHORIZING REDUCTION NO. 1  
OF A PERFORMANCE BOND FOR BLOCK 121, LOTS 21.01 & 21.10  
HRD HOLDINGS (HAWKS RIDGE**

**WHEREAS**, the Administrator to the Planning and Zoning Boards has requested the reduction no. 1 of a Planning/Zoning Performance Bond for Block 121, Lots 21.01 & 21.10 due to the partial completion of the site improvements; and

**WHEREAS**, Planning Board Engineer has authorized a reduction of the performance bond which is in the form of a Bond No.

**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 is hereby authorized and directed to reduce the \$875,317.20 performance bond in the form a Bond No. to the amount of \$613,596.81, which is a reduction of \$261,720.39.

**BE IT FURTHER RESOLVED**, that the Clerk forward a certified copy of this resolution to the Administrator to the Planning and Zoning Boards and the Chief Financial Officer.

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

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

**RESOLUTION NO. 2021-122**

**PAGE 2**

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**ATTEST**

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

**TOWNSHIP OF DENNIS**

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

**ORDINANCE NO. 2021-05**

**AN ORDINANCE OF THE TOWNSHIP OF DENNIS AMENDING ARTICLE II,  
CHAPTER 145 OF THE DENNIS TOWNSHIP CODE, GOVERNING  
PROPERTY MAINTENANCE**

**WHEREAS**, Township of Dennis, a township form of government, is governed by statutes, specifically N.J.S.A. 40A:63-1, *et seq.* that allow the Township Committee to pass, adopt, amend and repeal any ordinance or, where permitted, any resolution for any purpose required for the government of the municipality or for the accomplishment of any public purpose for which the municipality is authorized to act under general law;

**WHEREAS**, Article II, Chapter 145 of the Revised General Ordinances of the Township of Dennis currently outlines property maintenance requirements for owners and tenants within the confines the Township of Dennis;

**WHEREAS**, currently, Chapter 145 of the Revised General Ordinances of the Township of Dennis sets forth, among other things, that the Superintendent of Public Works or Supervisor of the Roads shall be responsible for the investigation of property maintenance complaints and shall abate the complained of properties if necessary;

**WHEREAS**, the Township Committee believes it desirable, and in the best interest of the Township and its citizens to transfer the investigation and remediation authority to the Township's Code Enforcement Official;

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

**Section 1.** Portions of Article II, Chapter 145 of the Township of Dennis Municipal Code are amended as follows (additions are underlined; deletions are [bracketed]):

**ARTICLE II, Chapter 145 Property Maintenance**

**145-2. Investigation of complaints; notification of owner or occupant; reinspection.**

After an investigation of a complaint of a resident, officer or employee of the township relative to a violation of this chapter or upon his own motion, the [Superintendent of Public Works or Supervisor of Roads] Code Enforcement Official and/or his designee, shall investigate the complaint. If the reported conditions are found to exist, the [Superintendent



of Public Works or Supervisor of Roads] Code Enforcement Official and/or his designee, shall notify the owner, tenant or person in possession of the lands complained of, in writing, either personally or by certified mail to his last known address, to remove such brush, weeds, ragweed, dead or dying trees, stumps, roots, obnoxious growth, filth, garbage, trash or debris within 10 days after notice. The [Superintendent of Public Works or Supervisor of Roads] Code Enforcement Official and/or his designee, shall reinspect the lands in question after the ten-day period expires to determine if the complaint about conditions have been cured. [and report, in writing, to the Township Committee if the condition has not been altered or remedied.]

**145-3. Abatement of township; costs to become lien.**

If the owner, tenant or person in possession of the lands in question shall fail to abate the condition complained of within 10 days after notice, the [Superintendent of Public Works or Supervisor of the Roads] Code Enforcement Official and/or his designee shall cause the condition complained of to be abated and shall certify the cost to the Township Committee, which shall examine the certificate and, if it is correct, cause the cost as shown thereon to be charged against the lands. The amount so charged shall become a lien upon the lands and shall be added to and become a party of the taxes next to be assessed and levied upon the lands, shall bear interest at the same rate as taxes and shall be collected and enforced by the same officer and in the same manner as taxes. Costs shall be in addition to any penalties imposed for any violation of this chapter.

**Section 2.** All other ordinances in conflict or inconsistent with this Ordinance are hereby repealed to the extent of such conflict or inconsistency.

**Section 3.** Should any section, paragraph, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid for any reason, the remaining portions of this Ordinance shall not be affected thereby and shall remain in full force and effect, and to this end the provisions of this Ordinance are hereby declared to be severable.

**Section 4.** This Ordinance shall take effect within twenty (20) days of final passage and publication, as provided by law.

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Zeth A. Matalucci, Mayor

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Scott J. Turner, Deputy Mayor

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Thomas Van Artsdalen, III, Committee Member

\_\_\_\_\_  
Matthew Cox, Committee Member

\_\_\_\_\_  
Frank L. Germanio, Jr., Committee Member

The foregoing Ordinance was introduced at a meeting of the Township Committee of the Township of Dennis on July 27, 2021. Publication will be held on August 02, 2021 and a Public Hearing will be held at a meeting of the said Township Committee to be held on August 10, 2021 at 5:30 p.m. in the Municipal Building located at 571 Petersburg Road in Dennisville.

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











Vendor # Name	PO #	PO Date	Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	Invoice	1099
Item Description									Enc Date	Date		Excl
<b>38647 K. GANNON PLUMBING</b>												
21-00106	02/10/21	2021	PLUMBING SERVICES			B						
7	2021	MISC. PLUMBING REPAIRS	1,300.00	1-01-26-310-028	B	BUILDINGS & GROUNDS - OTHER PROF/CONSULT R	R		02/10/21	07/15/21	459	N
Vendor Total:				1,300.00								
<b>58061 PHILLY PRETZEL FACTORY</b>												
21-00301	07/22/21	2021	PRETZELS FOR NNO	240.00	T-05-00-000-203	B	RECREATION TRUST - NATIONAL NIGHT OUT	R	07/22/21	07/26/21		N
1	2021	PRETZELS FOR NNO	240.00									
Vendor Total:				240.00								
<b>67630 RUTGERS, THE STATE UNIV. OF NJ</b>												
21-00298	07/21/21	2021	ZONING COURSES	634.00	1-01-21-185-042	B	PLANNING & ZONING - EDUCATION/TRAIN	R	07/21/21	07/26/21		N
1	INTRO TO ZONING ADMIN & ENFORC	361.00	1-01-21-185-042	B	PLANNING & ZONING - EDUCATION/TRAIN	R	07/21/21	07/26/21				N
2	UNDERSTANDING PLANS FOR ZONING	522.00	1-01-21-185-042	B	PLANNING & ZONING - EDUCATION/TRAIN	R	07/21/21	07/26/21				N
3	ZONING ADMIN & ENFORCEMENT II	1,517.00										N
Vendor Total:				1,517.00								
<b>68983 SEA ISLE ICE CO., INC.</b>												
21-00299	07/22/21	2021	NNO ICE	120.00	T-05-00-000-203	B	RECREATION TRUST - NATIONAL NIGHT OUT	R	07/22/21	07/26/21		N
1	2021	NNO ICE	120.00									
Vendor Total:				120.00								
<b>70559 SOUTH JERSEY GAS</b>												
21-00005	01/11/21	2021	REC GAS ACCT #50375013164	89.77	1-01-31-446-070	B	UTILITIES OTHER - PROPANE	R	07/14/21	07/14/21		N
12	ACCT#50375013164	5/27-6/29	89.77									
Vendor Total:				89.77								
<b>70651 SPLASH ZONE WATER PARK</b>												
21-00252	06/16/21	2021	SUMMER CAMP TRIPS 8 WEEKS	768.00	T-05-00-000-202	B	RECREATION TRUST - SUMMER CAMP	R	06/16/21	07/13/21		N
8	8/12/21	MEAL TICKETS	768.00									





Vendor # Name	PO #	PO Date	Description	Amount	Contract	PO Type	Charge Account	Acct Type	Description	Stat/Chk	First Rcvd	Enc Date	Date	Chk/Void	Invoice	1099
93358			YOUNG'S SKATING CENTER													
	21-00208	06/08/21	SUMMER CAMP TRIP 8/3/21	1,232.50	T-05-00-000-202			B	RECREATION TRUST - SUMMER CAMP	R	06/08/21	07/13/21				N
	3		SUMMER CAMP TRIP 8/3/21	1,232.50												
			Vendor Total:	1,232.50												
Total Purchase Orders:			39	Total P.O. Line Items:	56	Total List Amount:	740,783.41	Total Void Amount:	0.00							

Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
GENERAL CAPITAL FUND	1-01	62,129.46	0.00	62,129.46	0.00	657,785.66	719,915.12
	C-04	2,850.00	0.00	2,850.00	0.00	0.00	2,850.00
RECREATION TRUST FUND	T-05	18,018.29	0.00	18,018.29	0.00	0.00	18,018.29
Total of All Funds:		<u>82,997.75</u>	<u>0.00</u>	<u>82,997.75</u>	<u>0.00</u>	<u>657,785.66</u>	<u>740,783.41</u>