

TOWNSHIP OF DENNIS
TOWNSHIP COMMITTEE
WORKSESSION AGENDA

OCTOBER 12, 2021

5:30 P.M. (prevailing time)

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. 2020-168 entitled the Annual Meeting Notice which was adopted by the Dennis Township Committee on December 15, 2020. 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:

None.

DEPARTMENTAL REPORTS AND PROJECT UPDATES:

Administration & Finance:

Update on the status of the Department of Agriculture's Survey for Gypsy Moth Egg Masses.

Discuss the 2021 Tri-County Sportsmen National Dual Hammer Run – November 6th & 7th.

Review the 2021 Best Practices Inventory.

Discuss Designating the Official Night for Trick or Treat.

**WORKSESSION AGENDA
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Legal: None.

Public Buildings & Grounds: None.

Engineering: None.

Construction/Plan/Zone: None.

RESOLUTIONS:

None.

ORDINANCES:

None.

MOTION TO ADJOURN THE MEETING:



State of New Jersey

DEPARTMENT OF AGRICULTURE
HEALTH / AGRICULTURE BUILDING
PO Box 330
TRENTON NJ 08625-0330



PHILIP D. MURPHY
Governor
SHEILA Y. OLIVER
Lt. Governor

DOUGLAS H. FISHER
Secretary

September 24, 2021

Ms. Jaqueline Justice
Municipal Clerk
Dennis Township
571 Petersburg Road, P.O. Box 204
Dennisville, New Jersey 08214

Dear Ms. Justice:

As requested, the Department of Agriculture inspectors have completed the gypsy moth egg mass survey in your municipality. The survey results show that heavy outbreaks of the pest are expected in your municipality next spring.

Approximately **860 acres** in three blocks using a single application of *B.t.k* qualify for the 2022 Gypsy Moth Aerial Suppression Program. (See "Rules for Participation" and enclosed map). Two of the blocks have high numbers of egg masses and would be recommended for a second treatment. If the municipality opts for the second application, then the total number of acres would be **1,516**.

The Department will be offering technical assistance in the form of preparing spray contracts, obtaining spray vendors, insuring the proper timing of treatment and monitoring of the spray operation itself. Department staff will not be available for the placement of marker balloons in the spray blocks, if needed. Your municipality is responsible to supply the personnel to perform this action and pay the full cost of the aerial treatment. *Bacillus thuringiensis, B.t.* will be the only insecticide used on the program.

The Department will be requesting financial assistance from the U.S. Forest Service to possibly provide up to 50 % reimbursement of spray costs for the 2022 aerial suppression program. The anticipated treatment cost per acre could range from \$55 to \$60 per acre.

If your municipality would like to participate in the gypsy moth program, with technical assistance by the Department and up to a possible 50% reimbursement of spray costs by the U.S. Forest Service, please complete the enclosed forms and return them to this office by **November 30, 2021**. You must also select a representative who will attend the Gypsy Moth Regional Meeting to be held in January 2022.

If we have not heard from you by **November 30th**, we shall assume your community is not interested in participating in the 2022 spray program. If you need any additional information about the gypsy moth program, please feel free to call the Department at (609) 406-6939.

Sincerely,

Joseph W. Zoltowski
Director, Division
of Plant Industry

Enclosures

Brewers

Dennis Township
3 Blocks
860 total single
1,516 total double

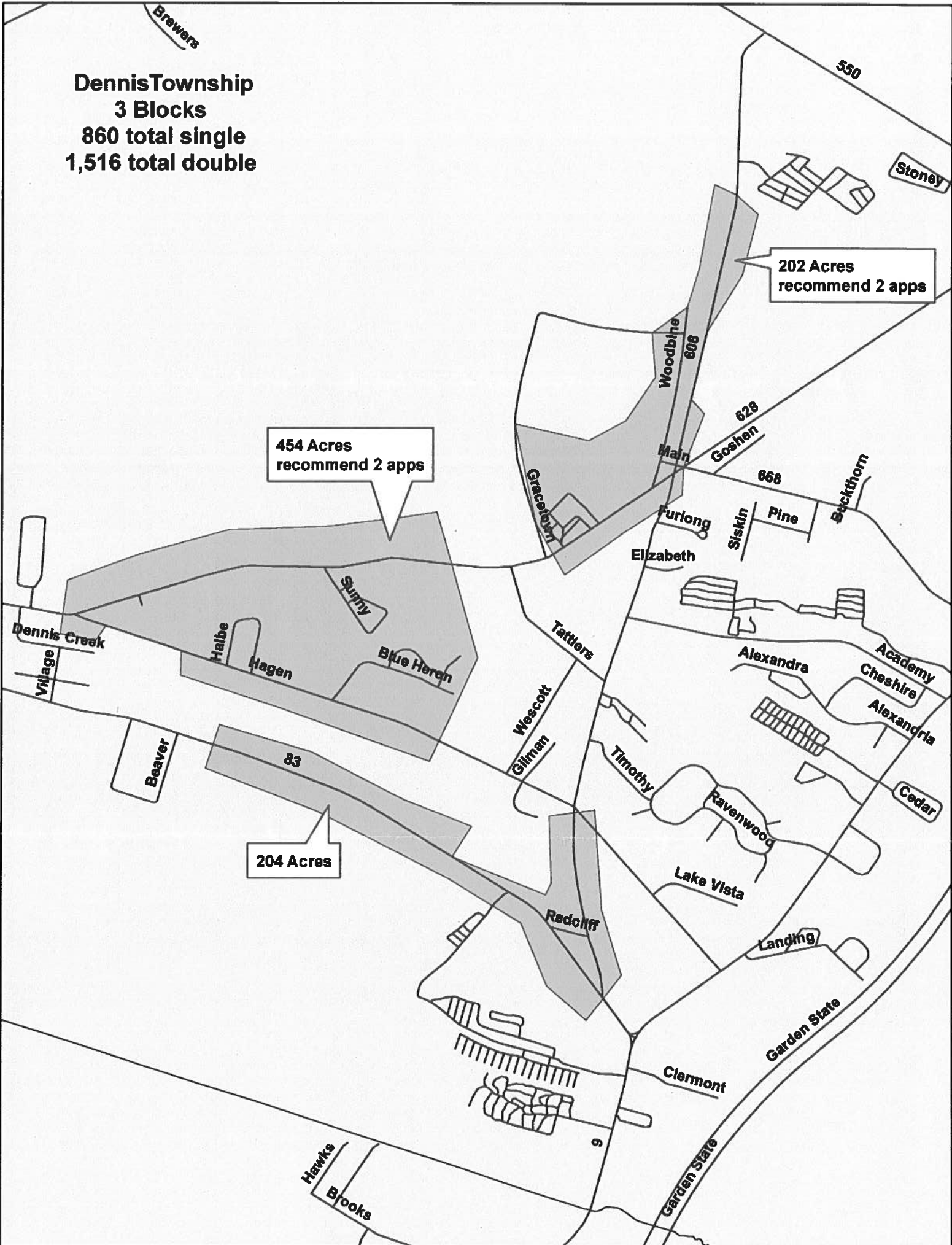
550

Stoney

202 Acres
recommend 2 apps

454 Acres
recommend 2 apps

204 Acres



NEW JERSEY ADMINISTRATIVE CODE

TITLE 2 AGRICULTURE

CHAPTER 23 GYPSY MOTH

SUBCHAPTER 1. VOLUNTARY SUPPRESSION PROGRAM

2:23-1.1 Applicability

- (a) The conditions in this subchapter are applicable to voluntary participants in the gypsy moth suppression program.

2:23-1.2 Spray priorities

- (a) If it becomes necessary to protect trees in residential and recreational areas, the following set of priorities have been established by the Department of Agriculture:
1. Forested communities with at least 10 homes per 50 acres, defoliated once, and expecting heavy defoliation the following spring.
 2. Municipal and county recreational areas defoliated once, and expecting heavy defoliation the following spring.
 3. Forested communities with 5 homes per 50 acres defoliated once, and expecting heavy defoliation the following spring.
 4. Forested communities with at least 10 homes per 50 acres, or recreational areas not defoliated yet but expecting heavy defoliation the following spring.
 5. Watershed areas defoliated once and expecting heavy defoliation the following spring.
 6. Uninhabited, high-value timber forests defoliated once and expecting heavy defoliation next spring.

2:23-1.3 Local government participation

- (a) Spraying will only be done on a voluntary basis with local governments that agree to fully accept the following conditions for participation in their aerial spray program:
1. Request in writing an egg mass survey to determine status of the gypsy moth infestations in residential and recreational forests.
 2. Arrange for financing the total cost of treatments and make contractual agreement with the spray vendor, either provided by the State or obtained by local bidding.
 3. Assist in the administration and coordination of the spray programs, providing a town coordinator and all necessary labor to mark spray block boundaries.
 4. Adopt a resolution declaring the gypsy moth a "Public Nuisance." The public must be notified in advance, pursuant to the Open Public Meetings Act For Proposed Municipal Action (N.J.S.A. 10:4-9), of the date, time and place that the gypsy moth resolution will be discussed. A copy of this notice must be sent to the Department of Agriculture.

5. Notify the occupants by a properly served notification of the intent of the spray program. Spraying will only be done between the hours of 5:30 A.M. to 2:00 P.M., and 5:00 P.M. to 8:00 P.M. Each school district, within a participating municipality, shall agree upon and designate a normal student commuting time, not to exceed one hour, during which no spraying will be performed. In the event that the proposed spray area(s) encompass more than one school district in the municipality, the municipal governing body shall designate the one-hour spray shut down time, with the approval of affected school districts. Failure of the affected school districts to approve the designated shut down time shall result in the ineligibility of the municipality to participate in the aerial spray program.
6. A "contact person(s)" shall be selected by the municipality so that residents may call to obtain the latest information on the aerial spray application, especially if spraying is postponed. The telephone number of the "contact" person shall be made known to the town residents.
7. Notify all affected school districts and bordering municipalities by first class mailing at least 21 days prior to the proposed date of treatment outlining the proposed treatment date, material to be used, along with the name and phone number of a local municipal contact person to answer further questions.
8. In addition to the resolution, a responsible municipal official shall certify to the Department of Agriculture that these notices have been served. No work will begin until certification is filed with the Department of Agriculture.
9. To give, on behalf of the Department of Agriculture, the notices required by N.J.A.C. 2:23-1.5.
10. Submit to the Department of Agriculture a copy of the spray vendor's invoice and proof of payment within 60 days following the statewide completion of the gypsy moth aerial suppression program.

2:23-1.4

The Department of Agriculture participation

- (a) If any of the conditions contained in N.J.A.C. 2:23-1.3 are not adhered to by the local government, the Department of Agriculture will not participate in the program.
- (b) If the conditions in N.J.A.C. 2:23-1.3 are met, the Department agrees to:
 1. Conduct surveys to determine the size and location of areas requiring treatment. Biological evaluation of all proposed treatment areas will be performed before insecticide application is initiated.
 2. Develop spray contracts and contact reputable applicators for competitive bidding.
 3. Select the most efficacious non-chemical insecticide (*Bacillus thuringiensis*), specify types of application aircraft, and specify proper timing of aerial application depending on foliage size (about 30 percent of full leaf expansion of the majority of oak species found in the proposed spray block), larval size (about 1/2 inch), air temperatures greater than 39 and less than 81 degrees Fahrenheit, no precipitation forecast for four hours of adequate drying time immediately following spray application, and winds under 10 miles per hour.
 4. Inform all participating local governments of the date of statewide completion of the suppression program. This notification shall be provided in writing within 10 days of statewide completion of the suppression program and shall serve as official notification to the local government of completion of the aerial suppression program.
 5. Request financial assistance for local governments to reduce treatment costs.
 6. If personnel are available, monitor the aerial application of the specified insecticide, inspect mixing equipment and spray aircraft to ensure that the specified dosage rate is applied.

2:23-1.5**Notification requirements**

(a)

Pursuant to N.J.S.A. 4:7-39, proper notification of all occupants who reside on the lands selected for treatment is required by doing the following:

1. Two newspaper notices are required to be placed in two newspapers having the best likelihood of informing the public. One notice is to be posted in the legal section and the other posted as a display ad. Both notifications shall appear at least seven days apart, the first of which shall be not earlier than 21 days prior to the proposed date of treatment or other action, and the second of which shall be not later than seven days prior to the proposed date thereof; All newspaper notifications shall contain the necessary information specified by the New Jersey Department of Environmental Protection's Community and Area Wide Pesticide notification requirements found at N.J.A.C. 7:30-9.10 et seq.
2. Mailing a notice by regular first class mail to the occupant of each affected parcel of property not later than 10 days prior to the proposed date of treatment or other action; and
3. Mailing a notice by first class mail to all bordering school districts and municipalities no later than 21 days prior to the proposed date of treatment or other action. This mailing shall include the proposed treatment date, the material to be used and the name and phone number of a local municipal contact person to answer questions concerning the spray operation.

2:23-1.6**(Reserved)**

2022 GYPSY MOTH CONTROL OPTIONS

Options

#1 No _____ We do not wish to participate in the Gypsy
Moth Aerial Suppression Program.

#2 Yes _____ We will participate in the Suppression Program

We have reviewed the "Rules for Participation" and have selected one of the above options.

Township (Borough) of _____

County of _____

Signature _____

Title _____

Telephone Number () _____

Federal I.D. Number for Spray Reimbursement

V _____

Please return this form by **November 30, 2021** to:

Joseph W. Zoltowski, Director
Division of Plant Industry
New Jersey Department of Agriculture
P.O. Box 330
Trenton, New Jersey 08625
Email: joseph.zoltowski@ag.nj.gov
(609) 406 - 6939 Office
(609) 406 - 6960 Fax

Municipality: _____

County: _____

Representative for 2022 Gypsy Moth Suppression Program

The following person (s) has been chosen to act as a representative for our municipality and will attend the Gypsy Moth Regional Meeting to be held in January 2022.

Name: _____

Address: _____

Telephone Number: () _____

Signature: _____

Position: _____

Date: _____

Please return this form by: November 30, 2021

Joseph W. Zoltowski, Director
Division of Plant Industry
New Jersey Department of Agriculture
P.O. Box 330
Trenton, New Jersey 08625
Email: joseph.zoltowski@ag.nj.gov
(609) 406 - 6939 Office
(609) 406 - 6960 Fax



Sanctioned
Charter # 1416

Tri-County Sportsmen Motorcycle Club Inc.



Home of the Hammer

P.O. Box 146 Port Elizabeth NJ 08348



September 8, 2021



Ms. Jackie Justice
Township of Dennis
PO Box 204
Dennisville, NJ 08214

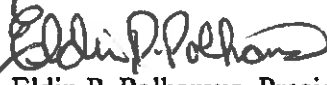
Dear Jackie:

I am writing this letter to ask permission to use existing trails and roads that cross your property for the 2021 Tri-County Sportsmen National Dual Sport Hammer Run. As always, you will be named on our insurance for that day and a copy will be sent to you as soon as we receive it. This years coverage will be \$2,000,000.00.

This year we will be starting at Franckle's field in Port Elizabeth on November 6 and November 7, 2021. This is not a race it is a fun ride, all motorcycles are required to have valid registration, insurance and motorcycle license.

If you have any questions regarding this matter, please contact me at home, 856-785-2754 or my cell at 856-265-3911.

I thank you for your time and consideration to this matter. We look forward to hearing from you.

Sincerely,

Eldin P. Polhamus, President
Tri-County Sportsmen M.C., Inc.

EP/dah

I, _____, hereby give Tri-County Sportsmen Motorcycle Club, Inc. permission to use my property as stated above for the 2021 Dual Sport.

Signed: _____ Dated: _____



(Dennis)

AMERI-8

OP ID: NC

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
9/9/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Jones Birdsong LLP 600 Market Street, Suite 210 Chanhassen, MN 55317 Donald Birdsong	866-998-3864	CONTACT NAME: Donald Birdsong PHONE (A/C, No, Ext): 866-998-3864 FAX (A/C, No): E-MAIL ADDRESS:
	INSURER(S) AFFORDING COVERAGE	
INSURED American Motorcyclist Association, Inc.; AMA District Organizations, Clubs and Promoters 13515 Yarmouth Drive Pickerington, OH 43147	INSURER A : New York Marine And General	NAIC # 16608
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> \$250,000 E&O GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: Per Event	Y	GL202000012786	11/30/2020	11/30/2021	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ excluded PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 5,000,000 PLL \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Type of Event: Class 6B
 Event Title: Hammer Run
 Location: 34 Franckles Lane Port Elizabeth N.J 08348
 Premium: \$1,325.00

CERTIFICATE HOLDER Tri-County Sportsman MC, Inc.	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Donald Birdsong
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Type of Insurance: Commercial General Liability**Policy Number: GL202000012786****Insured: AMERICAN MOTORCYCLIST ASSOCIATION, INC., AMA DISTRICT ORGANIZATIONS, CLUBS and PROMOTERS****Additional Insureds, in accordance with policy terms and conditions:**

- A. Any managers, owner, or lessor of premises used by the named insured;
- B. Any person or organization sponsoring racing vehicles or sponsoring racing vehicle drivers;
- C. Any person or organization sponsoring your activities or events;
- D. Racing vehicle owners, racing vehicle drivers and racing vehicle crew members;
- E. Persons or organizations (other than drivers, crew members, racing vehicle owners, sponsors, volunteers, or managers or lessors of premises) if required by contract.
- F. Any state or governmental agency or subdivision or political subdivision – permits or authorizations
- G. Any lessor of leased equipment when required in lease agreement with you

State of New Jersey Department of Environmental Protection, The NJ Pinelands Commission, Division of Fish and Wildlife, Corbin City, Township of Dennis, Borough of Woodbine, Buena Vista Township, Township of Upper, including all elected and appointed officials and employees and volunteers, Estell Manor City, City of Vineland, Downe Township, Commercial Township, City of Millville, Lawrence Township, Maurice River Township, County of Cumberland, Cumberland County Board of Chosen Freeholders

Hanson Aggregates, Covia, Inc., Cedarville Fire Company, Cape May Seashore Lines Inc., Whibco Inc., Whibco of New Jersey, Halberton Associates, U.S. Silica Company, Norman Franckle, John Lafferty Sr., Frank & Kathleen Riggins, Joseph & Megan Berni, Franklin Fisher, Mullica Hill Rifle & Pistol Club, Atlantic Masonry Supply Inc., Thomas Towers, Penna-Reading Railroad, Norfolk Southern, Winchester & Western, Beta, Yamaha, Lemans Corp, KTM North America, East Coast Enduro Assoc. (ECEA) Tri County Sportsmen Motorcycle Club, Inc. (TCSMC)

EVENT DATES*: 11/6-7/2021

PRACTICE: N/A

ADDITIONAL CAMPING: N/A

ADDITIONAL SET-UP: N/A

ADDITIONAL TEAR DOWN: N/A

*Includes coverage for set-up and camping day before the Event and tear down the day after the Event.

Category	Topic	Question	Answer Range/Point Value
1	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. Management employees such as elected officials, managers/administrators, municipal clerks, CEOs, 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?	[1.00] Yes
2	Personnel	Has your municipality reviewed and updated its employee personnel manual/handbook 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 which the personnel manual was officially updated. If not yes, please type "Did Not Answer Yes" into the comment box.	[1.00] Yes 12/26/2017 and will be updated with 2022 collective negotiated agreements
3	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
4	Budget	Has your municipality created an accumulated absence liability trust fund pursuant to N.J.A.C. 5:30-15.5? Only answer N/A if your municipality 1) does not offer for any employee hired after a certain date) payouts upon retirement for accumulated sick leave, and 2) no current employee has a grandfathered right to sick leave payouts upon retirement.	[0.50] Yes
5	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
6	Transparency	Are your municipality's codified and uncodified ordinances, including all current salary ordinances, available online?	[1.00] Yes
7	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? Answer N/A if your municipality does not have a social media account.	[0.00] No
8	Procurement	Do your municipality's professional services contracts include a "not to exceed" amount?	[1.00] Yes
9	Procurement	If your municipality contracts with an insurance broker for health insurance, and said contract exceeds the Local Public Contracts Law (LPC/L) 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? Only answer N/A if your municipality does not contract with an insurance broker for health insurance or, if it does, the contract does not exceed your municipality's LPC/L bid threshold.	[0.50] Yes
10	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? Only answer N/A if your municipality does not contract with an insurance broker for health insurance.	[0.00] No

11	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
12	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
13	Core Competencies	Financial Administration	Pursuant to N.J.S.A. 40A:5-14(f), 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
14	Core Competencies	Budget	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
15	Core Competencies	Capital Projects	Has your municipality renewed 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
16	Best Practices	Personnel	Has your municipality established by ordinance an anti-nepotism policy that, at minimum, only authorizes the hiring of family members/relatives of municipal officials and employees if the individuals involved would do not work in a direct supervisory relationship, or in job positions in which a conflict of interest could arise. The term "family member/relative" should be defined to include but not necessarily be limited to spouses, children, siblings, parents, in-laws, and step-relatives.	[0.50] Yes
17	Core Competencies	Procurement	Has your municipality renewed with legal counsel and other appropriate officials (e.g., engineer) 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
18	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
19	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
20	Core Competencies	Cybersecurity	Does your municipality perform off-network daily incremental backups with weekly full backups of all data?	[1.00] Yes

21	Core Competencies	Shared Services	N.J.A.C. 5-30-3.81(d)(20) requires each municipal user-friendly budget to include a listing of each shared service provided or received, what entity or entities are providing or receiving the service, the beginning and end date of the agreement as applicable, and the amount either received or paid for the service. Does your municipality list on its user-friendly budget each shared services agreement it is a party to, along with the other information required by the above-referenced regulation?	[1.00] Yes
22	Core Competencies	Fire Districts	If a Board of Fire Commissioners establishes annual compensation for its fire district commissioners, N.J.S.A. 40A:14-88 requires the municipal governing body to review and approve such compensation before the fire district can submit its annual budget to the voters, or, in the case of fire districts whose Board of Fire Commissioners elections coincides with the November General election, before the district can adopt its annual budget. The fire district shall submit to the municipal governing body for approval the amount of compensation fixed by the Board regardless of whether the amount of compensation is being modified. <u>Quigley v. Board of Fire Coms., et al.</u> , 178 N.J. Super. 565, 570-571 (App. Div. 1981). If any members of the Board of Fire Commissioners in one or more of your municipality's fire districts are authorized by the Board to receive compensation, does your municipality 1) require its fire district(s) to submit such compensation for review on an annual basis; 2) ensure that each Board has adopted a resolution or resolutions fixing the amount of compensation requested for governing body approval; and 3) adopt a resolution approving, disapproving, or modifying the compensation amount fixed by the Board of Fire Commissioners?	[1.00] N/A
23	Core Competencies	Shared Services	N.J.S.A. 40A:65-4(b) requires a copy of each shared services agreement to be filed with the Division of Local Government Services. Has your municipality filed with the Division the most current copy of each shared services agreement under which the municipality provides one or more services to another local unit as defined by N.J.S.A. 40A:65-3 of the Uniform Shared Services and Consolidation Act? Only answer N/A if your municipality does not provide a shared service to another local unit.	[1.00] Yes
24	Core Competencies	Financial Administration	Audit findings address areas needing improvement and ignoring those findings devalues the process. Municipalities should correct noted deficiencies. Have the audit findings in your municipality's 2018 audit been identified in a corrective action plan and not been repeated in the 2019 audit? If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. Only answer "N/A" if there were no audit findings in the 2019 audit. If you did not answer no, please type "Did Not Answer/No" into the Comment Box.	[1.00] N/A
25	Best Practices	Transparency	Does your municipality feature a link on its website to the Division of Taxation's Property Tax Relief Program webpage at https://www.state.nj.us/treasury/taxation/relief.shtml ?	[0.50] Yes
26	Best Practices	Fire Districts	Local Finance Notice 2017-23 describes the avenues through which a municipality can consolidate multiple fire districts into a single fire district. Does your municipality have a single fire district or, if your municipality has multiple fire districts, is it reviewing the feasibility of consolidating its multiple districts into a single district? Only answer N/A if your municipality does not have a fire district.	[0.00] No
27	Best Practices	Environment	Have public electric vehicle charging stations been installed on municipal property?	[0.00] No

28	Unscored Survey	Shared Services	If your municipality currently provides 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 select one or more of the options provided and list under Comments each municipality along with the position being provided to that municipality. If your municipality currently provides none of these positions pursuant to a shared services agreement, select None of the Above and insert N/A into Comments.	[0 00] None of the Above	n/a
29	Unscored Survey	Shared Services	If the answer to Question 28 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 1) the position or positions where an agreement resulted in the dismissal of a tenured official, and 2) an estimate of the cost savings anticipated to be achieved by the participating municipalities at the outset of the agreement. If the answer is No or N/A, please insert "No" or "N/A" under Comments. See LFN 2018-34 for more information on this provision of the Common Sense Shared Service Act.	[0 00] N/A	n/a
30	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. Also list under Comments the FCDA codes your municipality is using to classify these stormwater-related prior year expenditures and current year appropriations.	2,396.78	26-290
31	Unscored Survey	Financial Administration	Does your municipality currently retain a chief financial officer through a professional services contract?	[0 00] No	
32	Unscored Survey	American Rescue Plan Act	Select one or more of the eligible uses for which your municipality has allocated and/or currently plans to allocate ARP Local Fiscal Recovery Fund (LFRF) dollars.	[0 00] Public Health (EC 1) [0 00] Premium Pay (EC 4) [0 00] Water/Sewer/Broadband Infrastructure (EC 5) [0 00] Revenue Replacement (EC 6)	
33	Unscored Survey	American Rescue Plan Act	What portion of the first tranche of ARP LFRF dollars will your municipality obligate toward eligible uses by December 31, 2021?	[0 00] Less than 50%	
34	Unscored Survey	American Rescue Plan Act	What portion of the first tranche of ARP LFRF dollars will your municipality obligate toward eligible uses by December 31, 2022?	[0 00] Equal to or Greater than 50%	
35	Unscored Survey	Financial Administration	Does your municipality pay one or more of its vendors or contractors via an automated clearing house (ACH) transfer and/or a procurement card? Please select one or more of the options provided. As applicable, this question excludes debt service, pension bills, and employee health benefits.	[0 00] None of the Above	
36	Unscored Survey	Procurement	N.J.S.A. 40A:11-41 et seq. authorizes municipalities to establish one or more specified set-aside programs for public procurement. A set-aside program establishes a goal for its contracting agencies of setting aside a certain percentage of the dollar value of total procurements to be awarded as set-aside contracts to one or more qualified enterprises authorized pursuant to N.J.S.A. 40A:11-42. Select one or more of the set-aside programs your municipality has established, or "None of the Above" if your municipality has not established any set-aside programs. If your municipality has established one or more set-aside programs, please include under Comments the percentage of the dollar value of total procurements currently establishes as a set-aside goal under each program. Those selecting None of the Above shall type "None of the Above" under Comments.	[0 00] None of the Above	

37	Unscored Survey	Procurement	If your municipality has established a set-aside program for qualified business enterprises pursuant to N.J.S.A. 40A:1-41 et seq, did your municipality's contract awards meet or exceeded the set-aside goals established by the governing body in the prior fiscal year for each of your municipality's set-aside programs? Only answer N/A if your municipality does not have a set-aside program.	[0.00] N/A
38	Unscored Survey	Procurement	For a municipality having established a set-aside program for qualified business enterprises, N.J.S.A. 40A:11-48 requires each municipal authority, board, committee or commission authorized to independently award contracts to issue a report to the municipal governing body by January 31 of each year: 1) describing their efforts in attaining the municipality's set-aside goals for the prior calendar year; and 2) the percentage of the dollar value of total procurements awarded in the prior calendar year under each set-aside program established by the municipality. Did each of the above-referenced entities submit this report to the municipal governing body in 2021? Answer N/A if your municipality does not have a set-aside program or does not have any authorities, boards, committees or commissions authorized to independently award contracts	[0.00] N/A
39	Unscored Survey	Tax Collection	Has your municipality established a ten-day grace period for the payment of property taxes and other municipal charges as authorized by N.J.S.A. 54:5-19?	[0.00] Yes
40	Unscored Survey	Tax Collection	Complete the Excel-based Tax Sale Report. Upload the completed report using the "Attach File" button toward the bottom of your screen. Type "File Uploaded" in the Comment Box	Complete and Upload Tax Sale Report Form
41	Unscored Survey	Opportunity Zones	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?	[0.00] No
42	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.	Complete and upload Opportunity Zone Survey form if applicable N/A
43	Unscored Survey	Planning & Economic Development	Does your municipality currently plan to sell any municipally-owned vacant conforming lots by December 31, 2022?	[0.00] Yes
44	Unscored Survey	Planning & Economic Development	Does your municipality impose one or more of the following requirements upon developers as a condition of granting zoning approval for residential construction and/or residential/commercial mixed use construction?	[0.00] N/A
45	Unscored Survey	Planning & Economic Development	Does your municipal land use ordinance provide for an historic preservation commission that is governed under N.J.S.A. 40:55D-10?2?	[0.00] No
46	Unscored Survey	Planning & Economic Development	Does your municipality have an environmental commission, or is your municipality part of a joint environmental commission, that is governed under N.J.S.A. 40:56A-1 et seq.?	[0.00] Yes
47	Unscored Survey	Planning & Economic Development	Does your municipality have an industrial commission that is governed under N.J.S.A. 40:55B-1 et seq.?	[0.00] No
48	Unscored Survey	Recreation	Does your municipality have a recreation commission that is governed under N.J.S.A. 40:61-17 et seq.?	[0.00] No

2021 Best Practices Inventory - Report on Most Recent Tax Sale

Date of Last Tax Sale	10/5/2021			
Type of Sale	Standard			
Live or Electronic	Live			
Day of Sale				
# of Line Items:	Total Amounts			Explanation
Property Taxes	17	32,493.89		
Local Cannabis Taxes	-	-		None
Other Municipal Charges Collected in the Tax Office (exc. Local Assessments)	-	-		None
Other Municipal Charges Certified to Tax Collector from MUA or Sewerage Auth.	-	-		No MUA or SA
Local Assessment	-	-		
Other	-	-		
Total Eligible for Tax Sale	17	\$ 32,493.89		
Sold to Outside Lien Holders	14	29,506.59		
Struck off to Municipality	3	2,987.30		
Postponed or Not Sold	-	-		
Total Eligible for Tax Sale	17	32,493.89		
Premiums Bid	12	139,590.85		Premiums - \$111,800.00 + Outside Liens \$27,790.85
Outside Liens Issued at 18%	1	1,334.33		
Outside Liens Issued at 10% - 17%	-	-		
Outside Liens Issued at 0% (with no premium) - 9%	1	964.32		
Municipal Liens Issued at 18%	3	2,404.39		
Municipal Liens Issued Below 18%	-	-		
GRAND TOTAL	17	144,293.89		

TOWNSHIP OF DENNIS

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

RESOLUTION NO. 2021-160

RESOLUTION DESIGNATING THE OFFICIAL NIGHT FOR TRICK OR TREAT

BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, that the official night for "Trick or Treat" in Dennis Township will be _____, October ____, 2021 during the hours of 5:00 P.M. to 8:00 P.M.

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 October 12, 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