

**TOWNSHIP OF DENNIS
DENNISVILLE, NJ
NOVEMBER 15, 2022**

5:30 P.M. (PREVAILING TIME) TWP. COMMITTEE REGULAR MEETING

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

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

The Mayor asked if there were any questions, comments or concerns regarding the consent agenda.

There being no comments, the Mayor asked for a motion adopting the consent agenda, motion was made by Cox, seconded by Turner, with 5 ayes and no nays, that the consent agenda be adopted.

The following minutes were approved as part of the Consent Agenda: 11/01/2022 Work Session and Regular Meeting.

The following resolution numbers 2022-164 thru 2022-172 were a part of the Consent Agenda:

RESOLUTION NO. 2022-164

RESOLUTION AWARDING A PROFESSIONAL SERVICES CONTRACT TO BLAUER ASSOCIATES FOR GRANT WRITING SERVICES ASSOCIATED WITH THE FY 2023 SMALL CITIES APPLICATIONS – PLAYGROUND ADA COMPLIANCE IMPROVEMENTS AT THE DENNIS TOWNSHIP RECREATION COMPLEX

WHEREAS, the Township Committee has determined to apply for the FY 2023 Small Cities Application for Playground ADA Compliance Improvements at the Dennis Township Recreation Complex, and;

WHEREAS, Blauer Associates has submitted a proposal, a copy of which is attached hereto as exhibit “A”, in an amount not to exceed \$21,800.00 to submit said application.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, in the County of Cape May and State of New Jersey, that a contract be and the same is hereby awarded to Blauer Associates as a Professional Services Contract, in an amount not to exceed \$21,800.00, for the submission of an application for FY 2023 Small Cities Application – Playground ADA Compliance Improvements at the Dennis Township Recreation Complex.

BE IT FURTHER RESOLVED, that the necessary Certification of Availability of Funds is attached.

BE IT FURTHER RESOLVED, that the Municipal Clerk be and is hereby authorized and directed to publish in the official newspaper of the Township a copy of this Resolution.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

ATTEST _____
Zeth A. Matalucci, Mayor

RESOLUTION NO. 2022-165

**RESOLUTION AUTHORIZING THE APPLICATION TO THE
NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS FY 2023
SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT**

WHEREAS, the Township of Dennis desires to apply for and obtain a FY 2023 grant from the New Jersey Department of Community Affairs for approximately \$400,000 to carry out a Public Facilities project to undertake Playground ADA Compliance Improvements at the Dennis Township Recreation Complex.

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

- 1) that the Township of Dennis does hereby authorize the application for such a grant, and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Dennis and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement to sign the agreement, and any other documents necessary in connection therewith:

(signature)

Jessica Bishop
(typed name)

Township Administrator
(title)

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

ATTEST _____
Zeth A. Matalucci, Mayor

RESOLUTION NO. 2022-166

**RESOLUTION ADOPTING THE STATE MODEL CITIZEN PARTICIPATION PLAN FOR DCA
SMALL CITIES PROGRAM**

WHEREAS, the Township of Dennis is an applicant for Department of Community Affairs Fiscal Year 2023 funds for up to \$400,000 from the NJ DCA Small Cities Program to undertake Playground ADA Compliance Improvements at the Dennis Township Recreation Complex; and

WHEREAS, the Township will enter into grant agreement(s) for said grant(s) if approved; and

WHEREAS, that grant agreement(s) will require the Township of Dennis to comply with all federal regulations with respect to citizen participation; and

WHEREAS, the Township of Dennis has reviewed the State Model Citizen Participation Plan prepared for Small Cities CDBG grantees;

NOW THEREFORE BE IT RESOLVED, that the Mayor and the Township Committee of the Township of Dennis, County of Cape May and State of New Jersey, that;

- 1) The State Model Citizen Participation Plan developed by the New Jersey Department of Community Affairs, Small Cities CDBG is adopted by the Township of Dennis; and
- 2) The Township of Dennis will follow all regulations set forth in that document throughout the term of the grant agreement cited above.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

ATTEST _____
Zeth A. Matalucci, Mayor

RESOLUTION NO. 2022-167

**RESOLUTION IDENTIFYING SMALL CITIES FAIR HOUSING AND
EQUAL OPPORTUNITY OFFICER**

WHEREAS, the Township of Dennis is applying for Fiscal Year 2023 Small Cities Community Development Block Grant application for up to \$400,000 from the NJ DCA Small Cities Program to undertake Playground ADA Compliance Improvements at the Dennis Township Recreation Complex; and

WHEREAS, the Township of Dennis must make efforts to affirmatively further fair housing; and

WHEREAS, the Township of Dennis has reviewed various actions that would be acceptable to the New Jersey State Department of Community Affairs and the U.S. Department of Housing and Urban Development; and

WHEREAS, the Township of Dennis has made assurances in the grant agreement that;

- 1) It will comply with the Housing and Community Development Act of 1974, as amended, and regulations issues thereto; and
- 2) It will comply with the Civil Rights Act of 1964, and the regulations issued thereto it; and
- 3) It will comply with the Fair Housing Act of 1968 and will affirmatively further fair housing; and
- 4) It will comply with the Age Discrimination Act of 1975 and with the Rehabilitation Act of 1973.

NOW THEREFORE BE IT RESOLVED, that the Administrator shall be designated as the Small Cities Program Fair Housing Officer for the Township of Dennis; and

BE IT FURTHER RESOLVED, that the Fair Housing Officer shall contact the USHUD Regional Office of Housing and Equal Opportunity and the NJ Division on Civil Rights, inform those agencies of his/her appointment as Fair Housing Officer and request Fair Housing Information; and

BE IT FURTHER RESOLVED, that the Fair Housing Officer shall provide fair housing and equal opportunity advisory services and assistance and referral advice to persons requesting such assistance from the Township of Dennis; and

BE IT FURTHER RESOLVED, that the Township of Dennis will publish in the local newspaper of record and post at the Township Municipal Building a public notice announcing the appointment of the Fair Housing Officer and the availability of local fair housing advisory services.

ATTEST _____
Jacqueline B. Justice, RMC/Clerk

ATTEST _____
Zeth A. Matalucci, Mayor

RESOLUTION NO. 2022-168

RESOLUTION APPROVING PUBLIC FACILITIES GRANT MANAGEMENT PLAN

WHEREAS, the Township of Dennis will apply for \$400,000 in Fiscal Year CDBG fund for a Public Facilities project to be implemented in 2023 to undertake Playground ADA Compliance Improvements at the Dennis Township Recreation Complex; and

WHEREAS, the NJ Department of Community Affairs requires Dennis Township to prepare a Grant Management Plan to define project staffing and project activities;

WHEREAS, the NJ Department of Community Affairs requires Dennis Township to officially adopt its Grant Management Plan;

WHEREAS, the Township has prepared a Grant Management Plant for its Fiscal Year 2023 Public Facilities project;

NOW THEREFORE BE IT RESOLVED, that the Township Committee of the Township of Dennis adopts the Grant Management Plan for the Fiscal Year 2023 Public Facilities project.

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

RESOLUTION NO. 2022-169

RESOLUTION AUTHORIZING THE CANCELLATION OF A PAYROLL ACCOUNT CHECK

WHEREAS, the following check was issued from the Township of Dennis Payroll Account and was lost in the mail:

General Checking Account:

<u>Check No.</u>	<u>Date</u>	<u>Amount</u>	<u>Void Reason</u>
044503	07/29/22	26.60	Void & Reissue

WHEREAS, it is the desire of the Chief Finance Officer to void this Payroll Account check and reissue it.

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 void the check listed herein and reissue it.

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

RESOLUTION NO. 2022-170

RESOLUTION AUTHORIZING THE REFUND OF A PLANNING/ZONING ESCROW FEE

WHEREAS, the Administrator to the Planning and Zoning Boards has requested the refund of a Planning/Zoning Escrow Fee; and

WHEREAS, said Planning/Zoning application project has been substantially completed or withdrawn and the escrow fund balance remains.

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 refund the following Planning/Zoning Escrow balance:

<u>Block</u>	<u>Lot</u>	<u>Amount</u>	<u>Applicant</u>
225.01	8.11	\$ 3,000.00	Riverview Plumbing Heating & Cooling 35 Stoney Court, Suite C Ocean View, NJ 08230

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

RESOLUTION NO. 2022-171

RESOLUTION AUTHORIZING CHANGE ORDER NO. 1 OF THE CAPE MAY COUNTY OPEN SPACE - CHESTNUT STREET PARK “RE-ADVERTISED” PROJECT

WHEREAS, the Township Committee of the Township of Dennis is desirous to make the following adjustments and various electrical items required due to long material lead times: 1) Credit for Building Demolition; 2) Credit for Temporary Toilet; 3) Soil Erosion Application Fee; 4) Electrical Service Rack to Mount New Service Equipment and Irrigation Controls; 5) 200 Amp Panel to Feed Well Shed and Install Junction Box to Address Existing Direct Burial Wires; 6) Credit for Well Pit Revisions; 7) Credit for Aluminum Address Numbers and 8) Additional Conduit Requested by the Township Construction Official; and,

WHEREAS, the change order will result in an increase of \$27,690.82 to the original contract amount of \$1,154,000.00 for an amended contract amount of \$1,181,690.82.

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May and State of New Jersey that Change Order No.1 of the Cape May County Open Space – Chestnut Street Park – “Re-Advertised” Project is hereby authorized and approved in the amount of \$27,690.82 and that the Mayor is authorized to sign as presiding officer.

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

RESOLUTION NO. 2022-172

RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC MEETINGS ACT, N.J.S.A. 10:4-12

WHEREAS, the Township Committee of the Township of Dennis is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq; and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Township Committee of the Township of Dennis to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12 b and designated below:

Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege: Any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer.

NOW, THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, assembled in public session on November 15, 2022, that an Executive Session closed to the public shall be held on November 15, 2022 prior to the close of the above night’s meeting in the Dennis Township Municipal Complex, 571 Petersburg Road, Dennisville, New Jersey, for the discussion of matters relating to the specific items designed above.

BE IT FURTHER RESOLVED, that it is anticipated that the deliberations conducted in closed session may be disclosed to the public upon the determination of the Township Committee that the public interest will no longer be served by such confidentiality.

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

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

The Mayor announced that that at this time we would be having the Public Hearing regarding the Small Cities Community Development Block Grant Program. Attending the Hearing were: Mayor Matalucci, Deputy Mayor Turner, Committeemen Cox, Germanio & VanArtsdalen, Township Administrator/CFO – Jessica Bishop, Township Solicitor – Kyle Weinberg, Township Engineer – Mike Fralinger, Township’s consultant, Mark Blauer of Blauer Associations via telephone and Township Clerk – Jacqueline Justice. Member from the public were John & Debbie Berg. Mr. Blauer indicated that the Township is considering a Public Facilities application in an amount not to exceed \$400,000.00 to undertake Playground ADA Compliance Improvements at the Dennis Township Recreation Complex and explained the program. Mr. Fralinger reported on the scope of work required to make the Playground Equipment ADA compliant. The Clerk asked for a motion to open the Public Hearing for public comment. Motion was made by VanArtsdalen, seconded by Cox, with all in favor, that the Public Hearing be opened for public comment. Let the record reflect that there were no comments from those present. The Clerk asked for a motion to close the public comment portion of the Hearing. Motion was made by Turner, seconded by Germanio, with all in favor that the public comment portion be closed. The Clerk asked for a motion to close the Public Hearing. Motion was made by VanArtsdalen, seconded by Germanio, with all in favor, the Public Hearing was closed.

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

Motion was made by Cox, seconded by Germanio, with 5 ayes and no nays, that the payment of the following bills was approved:

GENERAL ACCOUNT:

047223-Atlantic City Electric	\$	1,812.34
047224-Amazon.com Services, Inc.		1,111.00
047225-Belleplaine V.F.W. Post #6257		75.00
047226-Blaney Donohue & Weinberg, PC		1,377.50
047227-Blauer Associates		1,800.00
047228-Blue Star of NJ, Inc.		1,010.25
047229-Kathleen Bresan		325.00
047230-John Berg		300.00
047231-Kelly Cramer		325.00
047232-Crystal Springs		79.34
047233-DeBlasio & Associates, PC		2,576.25
047234-Delta Dental of NJ		2,437.56
047235-Albert F. Donahue		300.00
047236-East Coast Distributors		140.29
047237-Fralinger Engineering, PA		8,250.00
047238-Nina Fuqua		300.00
047239-Gardner True Value Hardware		629.16
047240-Granite Telecommunications, LLC		1,467.41
047241-Scheule Planning Solutions, LLC		687.50
047242-Green Technology Services		3,029.08
047243-Charles Haig		325.00
047244-Burgess R. Hamer		300.00
047245-Home Depot Credit Services		159.67
047246-Heidi Kern		325.00
047247-Peter A. Leitch		300.00
047248-Robin S. Light		300.00
047249-Garrett & Batastini, PA		500.00
047250-Ocean View Volunteer Fire Co.		150.00
047251-Paul’s Pest Control, Inc.		480.00
047252-Phoenix Advisors, LLC		1,150.00
047253-The Press of Atlantic City		182.80
047254-Sandra P. Simmerman		300.00
047255-Gertrude Singer		300.00
047256-South Jersey Paper Products		740.20
047257-S.S.C.I.		40.00
047258-Jill H. Swagler		300.00
047259-William F. Lathers		300.00

047260-Noel Turner	300.00
047261-Florence Vagratan	325.00
047262-Vital Communications, Inc.	100.00
047263-Carol Weygand	325.00
047264-Cheryl Macellaro	325.00
047265-Norman Spurgeon	300.00
047266-Kathy L. Greene	300.00
047267-Charles M. Greene	325.00
047268-Susan Mullins	300.00
047269-Billy Mullins	300.00
047270-Regina Hankins	300.00
047271-Linda Danielle Glass	300.00
047272-Michael Vagratan	300.00
047273-Christine Champagne	300.00
047274-Craig C. Kerewich	300.00
047275-Karen Felton	300.00
047276-Mary Wissman	300.00
047277-Dennis P. Gallagher	300.00
047278-Joann M. Gallagher	300.00
047279-Thomas D. Kendrick	300.00
047280-Doreen A. Gregory	300.00
047281-Daniel Meenan	300.00
047282-Dorothy M. Leitch	300.00
047283-John A. Carson	300.00
047284-Raymond P. Strano	300.00
047285-Kelly A. O'Brien-Baker	300.00
047286-Michael S. Youmans	300.00

CONSTRUCTION CODE:

1068-National Fire Protection Assoc.	434.95
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GENERAL CHECKING WIRES:

50-NJSHBP	38,621.44
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DOG TRUST:

None.

ESCROW JOHN C. GIBSON:

97-Fralinger Engineering, PA	715.00
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ESCROW TWO BREWS LLC:

1004-Fralingeer Engineering, PA	935.00
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ESCROW R. E. PIERSON CONSTRUCT:

None.

ESCROW TURNER PARTNERS:

None.

ESCROW HRD HOLDINGS:

81-Fralinger Engineering, PA	275.00
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ESCROW RONALD WALTERS:

None.

ESCROW SITE WORK CONTRACTING, LLC:

None.

PLANNING ESCROW:

1086-Fralinger Engineering, PA	110.00
1087-Garrett & Batastini, PA	320.00
1088-South Jersey Gas	720.00

RECREATION TRUST:

1449-Acme (Supervalu)	10.76
1450-Monkey Sports, Inc.	756.93
1451-Anne Oliver	44.00
1452-Karen Switek	44.00

The Mayor asked if the Township Administrator and Township Engineer had any reports.

The Township Administrator announced that Rec-A-Feller is scheduled for December 16th.

The Township Engineer reported on: the specifications for the ADA Improvements at Chestnut Street Park possible bid date, the NJ CDBG Small Cities ADA Playground Improvements at the Recreation Complex, State Aid Grant for Sunny & Shady Lanes and the updated schedule from the County Engineer regarding the improvements to the County Roads in Dennis. Committeeman Germanio voiced concern regarding various drainage issues on County Route 605.

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

Let the record reflect that there were no comments from those present.

The Mayor asked for comments from the Committee.

Committeeman VanArtsdalen congratulated the Dennis Township School's Girls Field Hockey Team for going undefeated and winning the Championship. He indicated that Football is complete and that Basketball started yesterday. Committeeman VanArtsdalen shared that Sunday was a great day for his players, fellow coaches and himself with the Taxi Football Team going Back to Back Championships and he looks forward to next year going Back to Back to Back!

Committeeman Germanio congratulated all the sports teams and welcomed the new Senior Center Program Aide, Jackie Calvitti.

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

Deputy Mayor Turner indicated that he had not comments at this time.

Mayor Matalucci wished everyone a Happy Thanksgiving.

Committee VanArtsdalen congratulated Mayor Matalucci and Committee Cox on their re-election. Committeeman Germanio & Deputy Mayor Turner echoed their congrats!

The Mayor announced that the Township Committee needed to go into an Executive Session for Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege and that no formal action was anticipated.

Motion was made by Germanio, seconded by VanArtsdalen, that the regular meeting be recessed for the Township Committee to go into Executive Session pursuant to Resolution No. 2022-172. All were in favor and the motion carried.

Motion was made by VanArtsdalen, seconded by Germanio, that the regular meeting be reconvened at this time.

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

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