

**TOWNSHIP OF DENNIS**  
**TOWNSHIP COMMITTEE**  
**WORKSESSION AGENDA**

**APRIL 11, 2023**

**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. 2022-191 entitled the Annual Meeting Notice which was adopted by the Dennis Township Committee on December 13, 2022. 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:**

Discuss the 2023 Municipal Budget.

Update on the Gypsy Moth Spray Program.

**Legal:**

None.

**Public Buildings & Grounds:**

None.

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**Engineering:**

None.

**Construction/Plan/Zone:**

None.

**RESOLUTIONS:**

None.

**ORDINANCES:**

None.

**MOTION TO ADJOURN THE MEETING:**

### COMPARISON OF REVENUES & APPROPRIATIONS

	BUDGET		PRIOR		CHANGE		%
	YEAR	YEAR	YEAR	YEAR	CHANGE	%	
<b>REVENUES</b>							
Surplus	750,000.00	689,500.00	60,500.00	8.77%			
Local	956,702.01	265,116.68	691,585.33	260.86%			
State Aid	1,643,989.00	1,643,523.00	10,466.00	0.64%			
State & Federal Grants	21,976.11	824,084.91	(802,108.80)	-97.33%			
Delinquent Tax	360,297.97	342,582.37	17,715.60	5.17%			
Local Purpose Tax	2,171,815.58	2,061,641.19	110,174.39	5.34%			
Minimum Library Tax	-	-	-	#DIV/0!			
School Tax (Debt Service)	-	-	-	#DIV/0!			
Arts and Cultural Tax	-	-	-	#DIV/0!			
<b>TOTAL REVENUE</b>	<b>5,914,780.67</b>	<b>5,826,448.15</b>	<b>88,332.52</b>	<b>1.52%</b>			
<b>APPROPRIATIONS</b>							
Salaries & Wages	1,059,100.00	959,428.50	99,671.50	10.39%			
Other Expenses	2,830,471.43	2,834,352.09	(3,880.66)	-0.14%			
Statutory & Deferred Charges	221,311.00	230,398.00	(9,087.00)	-3.94%			
State & Federal Grants	23,665.86	824,184.91	(800,529.05)	-97.13%			
Capital (without grants)	20,000.00	15,000.00	5,000.00	33.33%			
Debt Service	1,161,049.43	418,286.65	742,762.78	177.57%			
School Debt Service	599,192.95	544,798.00	54,394.95	#DIV/0!			
Reserve for Uncollected Taxes	5,914,780.67	5,826,448.15	88,332.52	9.98%			
<b>TOTAL APPROPRIATIONS</b>	<b>5,914,780.67</b>	<b>5,826,448.15</b>	<b>88,332.52</b>	<b>0.015161</b>			
Adopted Emergencies							

### CONDITION OF SURPLUS

	BUDGET		PRIOR		CHANGE	
	YEAR	YEAR	YEAR	YEAR	CHANGE	%
Available	1,997,115.26	1,701,924.58	295,190.68			
Used to Fund Budget	750,000.00	689,500.00	60,500.00			
Remaining Balance	1,247,115.26	1,012,424.58	234,690.68			

### LOCAL TAX LEVY AND ASSESSED VALUES

	BUDGET		PRIOR		CHANGE	
	YEAR	YEAR	YEAR	YEAR	CHANGE	%
Local Purpose Tax Levy (only)	2,171,815.58	2,061,641.19	110,174.39	5.34%		
Local Tax Rate	0.2410	0.2295	0.0115	5.00%		
Assessed Valuation	901,107,247	898,183,235	2,924,012	0.33%		

### STATUS OF "CAPS"

	SPENDING CAP		2% LEVY CAP	
	CAP @ 2.5%	CAP COLA	MAX	ACTUAL
CAP Base from Prior Year	4,042,251.00	4,042,251.00	2,195,945.24	2,171,815.58
Rate Applied	2.50%	3.50%	(24,129.66)	+ OR ( )
Allowable CAP	4,143,307.28	4,183,729.79	Must be zero or ( ) to	Introduce Budget
Additions:				
See Sheet 3b	262,537.36	262,537.36		
Other				
Total CAP Allowable	4,405,844.64	4,446,267.15		
Budget Expenditures Sheet 19	4,110,882.43	4,110,882.43		
Remaining or (Excess)	294,962.21	335,384.71		

### % OF TAX COLLECTION

	CURRENT		PRIOR		CHANGE	
	%	%	%	%	%	%
Actual Percentage of Collection	97.96%	97.87%	0.09%			
Used for Reserve for Taxes	96.50%	96.75%	-0.25%			
Remaining	1.46%	1.12%	0.34%			

DENNIS TOWNSHIP	2022 Budget Modified	2023 Budget Projected	Difference	% Change	Explanation
Mayor and Committee					
Salaries and Wage	40,000.00	40,000.00	-	0%	No S&W Increase
Other Expenses	5,100.00	3,500.00	(1,600.00)	-46%	Some Fire Official start up costs in 2022
Township Clerk					
Salaries and Wage	96,800.00	99,500.00	2,700.00	3%	Contractual Increase
Other Expenses	19,400.00	18,000.00	(1,400.00)	-8%	Estimated based on PY expenditures
Financial Administration					
Salaries and Wage	93,000.00	96,000.00	3,000.00	3%	Contractual Increase
Other Expenses	8,700.00	8,000.00	(700.00)	-9%	Estimated based on PY expenditures
Audit Services					
Other Expenses	30,600.00	31,000.00	400.00	1%	Professional Services Bid
Township Administrator					
Salaries and Wage	26,500.00	17,500.00	(9,000.00)	-51%	2022 Fire Official applied to Administration
Other Expenses	18,000.00	8,000.00	(10,000.00)	-125%	2022 Fire Official applied to Administration
Assessment of Taxes					
Salaries and Wage	35,000.00	25,100.00	(9,900.00)	-39%	Tax Assessor appointment July 2022
Other Expenses	8,000.00	8,000.00	-	0%	
Collection of Taxes					
Salaries and Wage	89,000.00	95,000.00	6,000.00	6%	Contractual Increase + Promotion
Other Expenses	22,500.00	9,500.00	(13,000.00)	-137%	Large equipment purchase in 2022
Liquidation of Tax Title Liens					
Other Expenses	-	45,000.00	45,000.00	100%	Selling surplus properties in 2023
Legal Services					
Other Expenses	101,500.00	100,000.00	(1,500.00)	-2%	Based on professional services contracts
Engineering Services					
Other Expenses	40,000.00	40,000.00	-	0%	
State and Federal Aid Coordinator					
Other Expenses	5,000.00	25,000.00	20,000.00	80%	ADA Grant Consulting (previously used Small Cities)
Municipal Court					
Other Expenses	127,000.00	129,510.00	2,510.00	2%	Shared Service Agreement Annual Increase
Computer Technology					
Other Expenses	29,500.00	36,000.00	6,500.00	18%	Upgrade (SOC) security operations center for Tier 1 JIF compliance
Planning and Zoning					
Salaries and Wage	15,000.00	15,000.00	-	0%	
Other Expenses	21,500.00	20,000.00	(1,500.00)	-8%	Master Plan Completed in 2022 + Biennale Report in 2023
Insurance					
General Liability	35,000.00	46,000.00	11,000.00	24%	JIF Assessment Increase
Workers Compensation	131,000.00	151,000.00	20,000.00	13%	JIF Assessment Increase
Employee Group Health	595,650.00	570,000.00	(25,650.00)	-5%	1 FT to PT, 3 Waivers
Health Benefit Waiver	5,152.25	6,261.00	1,108.75	18%	2 in 2022, 3 in 2023
Emergency Management					

DENNIS TOWNSHIP	2022 Budget Modified	2023 Budget Projected	Difference	% Change	Explanation
Salaries and Wage	10,500.00	10,000.00	(500.00)	-5%	No S&W Increase
Other Expenses	2,000.00	2,000.00	-	0%	
Central Dispatch					
Other Expenses	25,000.00	25,000.00	-	0%	
Emergency Medical Services (EMS)					
Other Expenses	195,000.00	195,000.00	-	0%	
School Security Officer					
Other Expenses	52,000.00	52,000.00	-	0%	
Fire Safety and Prevention					
Salaries and Wage	-	18,000.00	18,000.00	100%	Supplement Fire Trust (New Department)
Other Expenses	-	2,000.00	2,000.00	100%	Supplement Fire Trust (New Department)
Code Enforcement Officer					
Salaries and Wage	-	15,000.00	15,000.00	100%	Supplement Construction Trust (Fee Schedule to Change)
Other Expenses	-	100.00	100.00	100%	Supplement Construction Trust (Fee Schedule to Change)
Department of Public Works					
Salaries and Wage	381,500.00	420,000.00	38,500.00	9%	Contractual Increases + Snow
Other Expenses	95,000.00	95,000.00	-	0%	
Public Buildings and Grounds					
Other Expenses	65,000.00	40,000.00	(25,000.00)	-63%	Estimated based on PY expenditures
Solid Waste Collection					
Other Expenses	477,700.00	478,000.00	300.00	0%	
Gypsy Moth Program					
Other Expenses	89,049.84	79,100.43	(9,949.41)	-13%	State Estimate (they will return 50%)
Board of Health					
Other Expenses	1,000.00	1,000.00	-	0%	
Animal Control					
Other Expenses	110,000.00	85,000.00	(25,000.00)	-29%	County fees decreased
Environmental Commission					
Other Expenses	500.00	500.00	-	0%	
Recreation					
Salaries and Wage	147,928.50	176,000.00	28,071.50	16%	Contractual Increases + Estimated hours for Rec Aides
Other Expenses	33,000.00	30,000.00	(3,000.00)	-10%	Estimated based on PY expenditures
Parks and Playgrounds					
Other Expenses	30,000.00	30,000.00	-	0%	
Municipal Alliance Committee					
Salaries and Wage	5,200.00	5,000.00	(200.00)	-4%	No S&W Increase
Senior Center					
Salaries and Wage	19,000.00	27,000.00	8,000.00	30%	Senior Center not staffed most of 2022
Other Expenses	12,500.00	8,000.00	(4,500.00)	-56%	Estimated based on PY expenditures
History Center & Cultural Heritage					
Other Expenses	2,000.00	2,000.00	-	0%	

DENNIS TOWNSHIP	2022 Budget Modified	2023 Budget Projected	Difference	% Change	Explanation
Unclassified					
Special Events	14,000.00	13,500.00	(500.00)	-4%	Estimated based on PY expenditures
Sick and Terminal Leave	1,000.00	10,000.00	9,000.00	90%	Estimate based on retirements (not always needed)
Match Funds for Grants	100.00	100.00	-	0%	
Utilities					
Electricity	65,000.00	65,000.00	-	0%	
Telephone	20,000.00	8,000.00	(12,000.00)	-150%	Switched to VoIP in 2022
Gas (Propane)	44,000.00	45,000.00	1,000.00	2%	
Telecommunications	9,000.00	9,000.00	-	0%	
Gasoline & Diesel Fuel	37,000.00	40,000.00	3,000.00	8%	
Landfill Disposal	251,000.00	260,000.00	9,000.00	3%	
Statutory Expenses					
Public Employee Retirement System (P	129,498.00	116,111.00	(13,387.00)	-12%	Less FT employees
Social Security System	85,000.00	89,000.00	4,000.00	4%	Percentage of S&W
Unemployment Compensation	8,300.00	8,700.00	400.00	5%	Percentage of S&W
Defined Contribution Retirement System	7,600.00	7,500.00	(100.00)	-1%	Exempt employees
Capital Improvements					
Capital Improvement Fund	15,000.00	20,000.00	5,000.00	25%	Down Payments needed for upcoming Capital projects
Debt Services					
Payment of Bond Principal	250,000.00	260,000.00	10,000.00	4%	Amortization schedule; due to be paid off in 2025
Payment of BAN	118,071.50	799,000.00	680,928.50	85%	Offsetting Revenue
Interest on Bonds	23,250.00	18,250.00	(5,000.00)	-27%	Interest on lower principal
Interest on Notes	26,965.15	83,799.43	56,834.28	68%	2022 Bid Results
	4,457,565.24	5,291,531.86	833,966.62	3%	