# REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE - JUNE 27, 2023 – 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.

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

Will everyone please rise to salute the flag.

# **Special Presentation:**

Proclamation Honoring Frank Riggitano on his retirement.

## **Public Comment on Agenda Items:**

Review of Consent & Regular Agenda Items

# **Consent Agenda**

Minutes	06/13/2022 Work Session & Regular Meeting.
Res. #2023-103	Providing for the Insertion of a Special Item of Revenue in the 2023 Municipal Budget (Alcohol Ed/Rehab).
Res. #2023-104	Authorizing the Submittal of the Grant Application and the Execution of the Grant Agreement for the MA-2024 New Jersey Department of Transportation Municipal Aid Road
	Program Application – Resurfacing of Halbe Lane.
Res. #2023-105	Authorizing the Renewal of a Liquor License for the Year 2023-2024.
Res. #2023-106	Authorizing Various Refunds of Summer Camp Payments.
Res. #2023-107	Authorizing the Cancellation of Various Checks.
Res. #2023-108	Authorizing the Submittal of the Grant Application and the
	Execution of the Grant Agreement for the New Jersey
	Department of Agriculture – Spotted Lanternfly Program –
	2023 Chemical Control Treatment Grant.

# REGULAR MEETING OF THE DENNIS TOWNSHIP COMMITTEE - JUNE 27, 2023 – 5:30 P.M. (page 2)

Regular	Agenda:
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## 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 \$93,662.94

**Administrative Reports** 

**General Public Comments** 

**Committee Comments** 

**Adjournment** 

# TOWNSHIP OF DENNIS, COUNTY OF CAPE MAY STATE OF NEW JERSEY Township Committee's Proclamation honoring Frank R. Riggitano For his exemplary and dedicated service to the Township of Dennis WHEREAS, Coach Riggitano has earned respect, gratitude and admiration for his service to the Township of Dennis; and WHEREAS, Coach Riggitano has demonstrated a remarkable affection for and commitment to Dennis Township and all of Cape May County not only as the Recreation Director but also his many years as an Educator, Coach and Mentor; and WHEREAS, over the course of his careers, Coach has proven his deep affection for his community through the sharing of his knowledge and the countless hours dedicated to help shape and nurture innumerable children through-out the County; and WHEREAS, Coach Riggitano has served with energy, enthusiasm and passion to help the citizen, young and old alike; and WHEREAS, it is fitting and proper for the entire Township community to express its gratitude to Frank R. Riggitano on the occasion of his retirement. NOW, THEREFORE BE IT PROCLAIMED, by the Township Committee of the Township of Dennis, County of Cape May and State of New Jersey, that Frank R. Riggitano is admired, honored and appreciated for his service and leadership to the Township of Dennis, its citizens and its future. Zeth A. Matalucci, Mayor Scott J. Turner, Deputy Mayor Matthew Cox, Committeemember Tom VanArtsdalen, Committeemember Frank L. Germanio, Committeemember Dated this 27th day of June in the year 2023

# COUNTY OF CAPE MAY STATE OF NEW JERSEY

### **RESOLUTION NO. 2023-103**

# RESOLUTION PROVIDING FOR THE INSERTION OF A SPECIAL ITEM OF REVENUE IN THE 2023 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 \$4,023.63 from the State of New Jersey Municipal Court Alcohol Education, Rehabilitation and Enforcement Fund and wishes to amend its 2023 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 2023 in the sum of \$4,023.63 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:
Alcohol Education, Rehabilitation,
And Enforcement Fund.

**BE IT FURTHER RESOLVED,** that a like sum of \$4,023.63 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:
 Alcohol Education, Rehabilitation,
 And Enforcement Fund
 Municipal Court Other Expenses

**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/Cle	erk	Zeth A. Matalucci, Mayor	

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio		Ī				
Cox						
Turner						
Matalucci						

<b>ATTEST</b>				
	Jacqueline	B. Justice.	RMC/Clerk	

# COUNTY OF CAPE MAY STATE OF NEW JERSEY

#### **RESOLUTION NO. 2023-104**

# RESOLUTION AUTHORIZING THE SUBMITTAL OF THE GRANT APPLICATION AND THE EXECUTION OF THE GRANT AGREEMENT FOR THE MA-2024 NEW JERSEY DEPARTMENT OF TRANSPORTATION MUNICIPAL AID ROAD PROGRAM APPLICATION – RESURFACING OF HALBE LANE

**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 formally approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED,** that the Mayor, Engineer and Clerk are hereby authorized to submit an electronic grant application identified as 00444 to the New Jersey Department of Transportation on behalf of the Township of Dennis.

**BE IT FURTHER RESOLVED,** that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Township of Dennis and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

ATTEST	
Zeth A. Matalucci, Mayor	

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen				l		
Germanio						
Cox						
Turner			:			
Matalucci						

ATTEST				
	Jacqueline	B. Justice.	RMC/Clerk	

# COUNTY OF CAPE MAY STATE OF NEW JERSEY

### **RESOLUTION NO. 2023-105**

# RESOLUTION AUTHORIZING THE RENEWAL OF A LIQUOR LICENSE FOR THE YEAR 2023-2024

WHEREAS, application has been made by the persons, firms, and/or corporations hereinafter named for renewal of Plenary Retail Distribution License, heretofore granted by this issuing authority; and

WHEREAS, all things required to be done by the said applicant has been done, including the payment of the required fees and all laws and regulations for the control of alcoholic beverages; and

WHEREAS, no objections have been filed; and

WHEREAS, this governing body is of the opinion that said application should be granted and license issued.

**NOW THEREFORE BE IT RESOLVED,** by the Township Committee of the Township of Dennis, County of Cape May, State of New Jersey, the Municipal Issuing Authority, that the license be issued to the person, firms and/or corporations named on the attached Schedule "A" for the period of one year commencing July 1, 2023 through June 30, 2024.

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

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

# RESOLUTION NO. 2023-105 PAGE 2

<b>ATTEST</b>		
	Jacqueline B. Justice, RMC/Clerk	

# 2023-2024 LIQUOR LICENSES RENEWAL

# **SCHEDULE "A" – RESOLUTION NO. 2023-102**

<u>Number</u>	Name & Address	<b>Type</b>	<b>Amount</b>
0504-44-002-004	Gleeson Liquors, Inc 565 Sea Isle Blvd. Ocean View, NJ 08230 Dennis Twp.	PRD	\$1,200.00

# COUNTY OF CAPE MAY STATE OF NEW JERSEY

### **RESOLUTION NO. 2023-106**

### RESOLUTION AUTHORIZING VARIOUS REFUNDS OF SUMMER CAMP PAYMENTS

WHEREAS, the Recreation Department has notified the Municipal Clerk of the need for various refunds of Summer Camp Payments; and

WHEREAS, the payments were completed thru RecDesk.

**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 Finance Officer is hereby authorized and directed to facilitate the refunds of the following Summer Camp Payments thru RecDesk:

Kristin Hackett			\$2,598.00			Rache	el Haughey	\$	560.00
ATTESTATTEST									
J	acqueline	B. Justic	e, RN	AC/C	lerk	Ze	th A. Matalucci, M	layor	
	MOTION	CECOND	VEC	NO	ADOTAIN	ABOENIT			
VanArtsdalen	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT			
Germanio									
Cox									
T				<del>                                     </del>					

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 April 25, 2023 at 5:30 p.m. at the Dennis Township Municipal Building located at 571 Petersburg Road, Dennisville, NJ.

<b>ATTEST</b>			
	Jacqueline	B. Justice,	RMC/Clerk

Matalucci

# COUNTY OF CAPE MAY STATE OF NEW JERSEY

#### **RESOLUTION NO. 2023-107**

### RESOLUTION AUTHORIZING THE CANCELLATION OF VARIOUS CHECKS

WHEREAS, the CFO has advised the Clerk of various checks that need to be cancelled and/or cancelled and re-issued:

# **General Checking Account:**

Check No.	<u>Date</u>	<u>Amount</u>	Void Reason			
047708	05/09/23	164.90	Void & Reissue – Lost			
047726	05/23/23	714.50	Void – adjusted amounts			
Recreation Trust Account:						

001524 06/13/23 500.00 Void – trip cancelled

WHEREAS, it is the desire of the Chief Finance Officer to have the above referenced actions taken.

**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 take the required actions listed herein.

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

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

<b>ATTEST</b>					
	Jacqueline	R.	Justice.	RMC/Clerk	

# COUNTY OF CAPE MAY STATE OF NEW JERSEY

#### **RESOLUTION 2023-108**

# AUTHORIZING THE SUBMITTAL OF THE GRANT APPLICATION AND THE EXECUTION OF THE GRANT AGREEMENT FOR THE NEW JERSEY DEPARTMENT OF AGRICULTURE – SPOTTED LANTERNFLY PROGRAM – 2023 CHEMICAL CONTROL TREATMENT GRANT.

WHEREAS, the New Jersey Department of Agriculture has a Spotted Lanternfly Program – 2023 Chemical Control Treatment Grant; and

WHEREAS, said Grant is an opportunity to assist County and Municipal governments in their efforts to slow the spread and reduce spotted lanternfly populations; and

WHEREAS, the Township Committee feel it is in the best interest of the Township to reduce the Spotted Lanternfly populations and minimize their spread.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Committee of the Township of Dennis, Cape May County, New Jersey that the Township Administrator is hereby authorized to submit the application and execute required agreement and documents.

**BE IT FURTHER RESOLVED** that a copy of the completed Application shall be affixed to this resolution.

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

	MOTION	SECOND	YES	NO	ABSTAIN	ABSENT
VanArtsdalen						
Germanio						
Cox						
Turner						
Matalucci						

ATTEST		
	Jacqueline B. Justice, RMC/Clerk	

# STATE OF NEW JERSEY DEPARTMENT OF AGRICULTURE DIVISION OF PLANT INDUSTRY PO BOX 330 Trenton, NJ 08625 joseph.zoltowski@ag.nj.gov (609)406-6939

Spotted Lanternfly Program - 2023 Chemical Control Treatment Grant

1	8		
Applicant (County or Muni	cipality)	Address	
Township of	Dennis Po	Box 204, 57	1 Petersbury Ro
City	State	Zip Code	
Dennisville	New Jerse	8 08214	
The Applicant agrees	to comply with the terms 2	and conditions as listed l	below if
awarded a 2023 Grant by the	NJDA under the Spotted	Lanternfly Program:	
A total of up to \$50,000 per cou	unty and \$15,000 per munic	ipality, subject to the ava	ilability of
funds, is accessible on a first-co	ome, first-served basis to co	ounty/municipal governm	ents in the

funds, is accessible on a first-come, first-served basis to county/municipal governments in the state of New Jersey who are interested in performing chemical treatment activities against the Spotted Lanternfly. The funding opportunity will be available until allocated funds are exhausted.

Organizations that May Apply for Funding from NJDA: All County and Municipal governments in New Jersey may apply for funding to provide chemical treatments against populations of this insect on their private and public lands.

For approved Applicants, grant payments will be paid as a reimbursement for actual costs incurred by the county or municipality in providing the treatment services, without profit, which

shall include the costs for (a) spray equipment and supplies, (b) materials, and (c) labor, as expended and submitted by the approved Applicant. Only costs incurred for treatment services provided in the 2023 treatment season are eligible for reimbursement.

## Additional requirements for governmental participants under the grant program:

- Counties / Municipalities shall follow appropriate fiscal procurement procedures when purchasing approved treatment materials, equipment, and services if applicable.
- Counties / Municipalities whose applications have been approved shall submit invoices for
  the allowed treatment expenditures. Grant funds will only be paid after invoices are
  submitted, and all invoices must be submitted for payment on or before December 31,
  2023, in order to receive payment.
- Counties / Municipalities shall have their designated pesticide applicators complete a training session provided by the NJDA.
- Counties / Municipalities shall provide pesticide public application notifications compliant with NJDEP pesticide regulations appropriate with the areas scheduled for treatments.
- Counties / Municipalities shall provide to the NJDA, on a monthly basis, the Block and Lot information, as well as number and types of trees, where treatments have been conducted.
- If a County / Municipality is utilizing an independent contractor for treatment services, the governmental agency will provide the NJDA with the contact information of its independent contractor.

Applications Must be Completed and Returned: This application must be completed and received at the above address through mail, overnight, or by email. Only approved Applicants will be eligible for reimbursements. Since applications will be approved on a first-come, first-served basis until all available funds are encumbered, we encourage you to submit your application as soon as possible. No applications received after September 1, 2023 will be considered.

Signature	Print name	Title
Hissica Brionp.	Jessica Bishup	CFO Administrativ
County or Municipality	Agency	
Municipality Telephone 1009-861-9700 Date	Township of Email add	
10/5/2023  FOR NJDA OFFICE USE ONLY		
NJDA Authorization and Date		

# TOWNSHIP OF DENNIS Purchase Order Listing By Vendor Id

Page No: 1

Vendor Total:	07647 CAMDEN COUNTY COLLEGE 23-00308 06/14/23 FIRE INSPECTOR CLASS 1 FACILITY FEES 2 GENERAL SERVICES FEE 3 DISTANCE LEARNING FEE 4 TUITION OUT OF COUNTY	Vendor Total:	01791 ALFE'S RESTAURANT 23-00260 06/04/23 6/6/23 ANNUAL VOL. DINNER 1 6/6/23 ANNUAL VOL. DINNER 1:	Vendor Total:	01201 ATLANTIC CITY ELECTRIC 23-00006 01/03/23 2023 ELECTRIC BILLS 12 JUNE 2023 ELECTRIC BILLS	Vendor Total:	00364 ACME (SUPERVALU) 23-00055 01/03/23 2023 MISC. SUPPLIES 9 BASEBALL CONCESSION 6/19/23	Vendor # Name PO # PO Date Description Item Description	P.O. Type: All Range: First to Last Format: Detail without Line Item Notes Vendors: All Rcvd Batch Id Range: First to Last
547.00	30.00 3- 120.00 3- 40.00 3- 357.00 3- 547.00 3-	114.75	14.75	2,204.27	2,204.27 3-	105.27	105.27 T-	Cor Amount Ch	nclud
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B EMPLOYEE GROUP INSURANCE		B BUILDINGS & GROUNDS - OTHER CONTRACTS		B UTILITIES OTHER - TELECOMMUNICATIONS		B PUBLIC WORKS - EQUIPMENT/SMALL TOOLS		B RECREATION TRUST - SUMMER CAMP		B 18-04 OPEN SPACE IMPROVEMENTS	Acct Type Description
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23-00035 01/03/23 2023 ENGINEERING SERVICES 1.8	/ICES 1.873.00	B 3-01-20-165-028	R ENGINEEDING SERVICES 0/5		01 /02 /23 06 /23		
9 STORMWATER MANAGEMENT GRANT		3-01-20-165-028	B ENGINEERING SERVICES- 0/E	> :	01/03/23 06/22/23	83530	
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21487 F&W GRAFIX 23-00322 OR/20/23 PICNIC GARDEN SIGN							
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Vendor Total:	18.00						
22916 ERIC M. KRISE ELECTRICAL	DEDATEC	-					
6 BASEBALL LIGHT POST FIX	294.00	294.00 3-01-26-310-028	B BUILDINGS & GROUNDS - REPAIRS	Α	05/04/23 06/20/23	203673	
Vendor Total:	294.00						
23450 THE GEM GROCERY & GAS							
23-000/4 01/03/23 2023 MISC. SUPPLIES 2 CAMP COUNSELOR MEETING LUNCH	46.50	46.50 T-05-00-000-202	B RECREATION TRUST - SUMMER CAMP	A	06/22/23 06/22/23		
Vendor Total:	46.50						
25305 SCHEULE PLANNING SOLUTIONS LLC							
6 MAY 2023 PRINCIPAL PLANNER		8 93.75 3-01-21-185-028	B PLANNING & ZONING - OTHER PROF/CONSULT	A	01/03/23 06/20/23	SPS 2023-111	3-11
Vendor Total:	93.75						

<pre>vendor # Name PO # PO Date Description Item Description</pre>	Contract PO Type Amount Charge Account Acc	Acct Type Description	Stat/chk	First Rcvd Chk/Void Stat/Chk Enc Date Date Invoice	1099 Exc1
27840 HARBOR SQUARE PRIVATE THEATRE 23-00236 05/11/23 7/11/23 SUMMER CAMP TRIP 1 7/11/23 SUMMER CAMP TRIP 1,0	IP 1,080.00 T-05-00-000-202	B RECREATION TRUST - SUMMER CAMP	A	05/11/23 06/20/23	z
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34559 NAPA AUTO PARTS 23-00089 01/06/23 2023 MISC. SUPPLIES 5 MAY 2023 MISC. SUPPLIES	B 29.98 3-01-26-290-025	B PUBLIC WORKS - VEHICLE MAINTENANCE	A	01/06/23 06/20/23	Z
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58041 PETTY CASH C/O JESSICA BISHOP 23-00173 03/10/23 2023 PETTY CASH 7 2023 PETTY CASH 5/18-6/15/23 8 2023 PETTY CASH 5/18-6/15/23 9 2023 PETTY CASH 5/18-6/15/23	12.00 T-05-00-000-206 393.33 T-05-00-000-202 56.50 3-01-26-290-054	B RECREATION TRUST - BASEBALL/SOFTBALL B RECREATION TRUST - SUMMER CAMP B PUBLIC WORKS - MISC. O/E	D D D	06/15/23 06/15/23 06/15/23 06/15/23 06/15/23 06/15/23	zzz
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68982 SEASHORE FOOD DISTRIBUTORS, INC 23-00199 04/05/23 2023 CONCESSION STAND SUPPLIES 5 2023 SUMMER CAMP SUPPLIES 425.41	SUPPLIES 8 425.41 T-05-00-000-202	B RECREATION TRUST - SUMMER CAMP	A	06/20/23 06/20/23 81593	Z
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<pre>Vendor Total:</pre>	74352 TOTAL TURF SOLUTIONS 23-00228 05/04/23 FERT APPLICATIONS 3 FERT APPLICATION	Vendor Total:	72201 TALEWISE LLC 23-00219 04/24/23 SAVING EARTH TOGETHER 8/7/23 1 SAVING EARTH TOGETHER 375.0	Vendor Total:	71613 JESSICA BISHOP 23-00314 06/14/23 SUMMER CAMP SAMS CLUB REIMB. 1 SUMMER CAMP SAMS CLUB REIMB. 1,091.	Vendor Total:	71185 STAPLES ADVANTAGE 23-00002 01/03/23 2023 OFFICE SUPPLIES 5 MAY 2023 OFFICE SUPPLIES	Vendor Total:	70559 SOUTH JERSEY GAS 23-00005 01/03/23 2023 NATURAL GAS REC. 5 MAY 2023 NATURAL GAS REC.	Vendor Total:	68986 SEASHORE ASPHALT CORP. 23-00087 01/06/23 2023 COLD PATCH 6 2023 COLD PATCH	Vendor # Name PO # PO Date Description Item Description
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	B PARKS & PLAYGROUNDS - FIELD MAINT		B CLEAN COMMUNITIES - 0/E		B RECREATION TRUST - SUMMER CAMP		B RECREATION - OFFICE SUPPLIES		B UTILITIES OTHER - PROPANE		B PUBLIC WORKS - ROAD REPAIRS/STORM DRAIN A	Acct Type Description
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	z		z		Z		Z		Z		Z	1099 Exc1

Vendor # Name PO # PO Date Description Item Description	Amount	Contract PO Type Amount Charge Account	Acct Type Description		Stat/cl	First Rcvd Stat/Chk Enc Date Date	Chk/void Date Invoice	1099 Exc1
78661 BSN SPORTS, INC. 23-00208 04/18/23 2023 SPORTS EQUIPMENT 1 2023 SPORTS EQUIPMENT	548.76	548.76 T-05-00-000-206	B RECREATION TRUS	B RECREATION TRUST - BASEBALL/SOFTBALL	A	04/18/23 06/22/23	921854495	z
Vendor Total:	548.76							
78662 BRUCE KNOLL JR. 23-00317 06/19/23 SUMMER CAMP CPR TRAINING 1 SUMMER CAMP CPR TRAINING	800.00	3 800.00 T-05-00-000-202	B RECREATION TRUST - SUMMER CAMP	T - SUMMER CAMP	A	06/19/23 06/22/23		2
Vendor Total:	800.00							
89614 CINTAS 23-00261 06/04/23 FIRST AID 2 FIRST AID	184.69	B 184.69 3-01-26-290-036	B PUBLIC WORKS - SUPPLIES	SUPPLIES	>	06/04/23 06/20/23	5159835684	Z
Vendor Total:	184.69							
Total Purchase Orders: 30 Total P.O. Line Items:	Line Item		37 Total List Amount: 93,662.9	93,662.94 Total Void Amount:		0.00		

# TOWNSHIP OF DENNIS Purchase Order Listing By Vendor Id

Page No: 7

Totals by Year-Fund Fund Description	Fund	Budget Total	Budget Total Revenue Total	G/L Total	Total	
	3-01	10,940.74	0.00	0.00	10,940.74	
GENERAL CAPITAL FUND	C-04	73,687.00	0.00	0.00	73,687.00	
	G-02	4,082.75	0.00	0.00	4,082.75	
RECREATION TRUST FUND	T-05	4,952.45	0.00	0.00	4,952.45	
Total Of All Funds:	l] Funds:	93,662.94	0.00	0.00	93,662.94	