

RESOLUTION 2025-120

RESOLUTION OF THE TOWNSHIP OF BARNEGAT, COUNTY OF OCEAN , STATE OF NEW JERSEY, AUTHORIZING THE TOWNSHIP TO APPLY FOR A LEAP IMPLEMENTATION GRANT TO SUPPORT SHARED SERVICE BETWEEN THE TOWNSHIP OF BARNEGAT AND THE TOWNSHIP OF STAFFORD FOR USE OF SUPPLEMENTAL INSPECTION SERVICES

WHEREAS, the State of New Jersey authorizes local government units to enter into agreements for provisions of Shared Services; and

WHEREAS, the Department of Community Affairs, Division of Local Government Services (DLGS) is tasked with administering these grant funds through the Local Efficiency Achievement Program (LEAP); and

WHEREAS, the Township of Barnegat desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$360,852.40 to carry out a Building and Inspection Services, shared with Barnegat and Stafford Township; and

WHEREAS, the Township of Barnegat does hereby authorize the application for such a grant; and

NOW, THEREFORE, BE IT RESOLVED that the Township of Barnegat 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 agreements; 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 Barnegat and the New Jersey Department of Community Affairs; and

BE IT FUTHER 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, and any other documents necessary in connection therewith:

Signature

Martin Lisella, Twp. Administrator

TOWNSHIP OF BARNEGAT
Agency

Signature

Matthew von der Hayden, Twp Administrator

TOWNSHIP OF STAFFORD
Agency

CERTIFICATION

I, Donna M. Manno, Municipal Clerk of the Township of Barnegat, County of Ocean State of New Jersey hereby certify that the foregoing Resolution was duly adopted by the Township Committee at a meeting held in the Municipal Complex, 900 West Bay Avenue, Barnegat, NJ on the 4th day of March, 2025.

Donna M. Manno, RMC
Municipal Clerk

LEAP PARTICIPANT IDENTIFICATION SUPPLEMENTAL FORM

Participating Local Unit: Township of Stafford

Entity Name: Township of Stafford	County: Ocean
Address: 260 East Bay Avenue, Manahawkin, NJ 08050	
Program Contact Information	
<i>Program Administrator:</i> Matt von der Hayden	<i>Contact Person & Title:</i> Matt von der Hayden /Township Administrator/Director of Water & Sewer
Voice Phone/Extension #: 609-597-1000 Ext 8516	Voice Phone/Extension #: N/A
Fax: 609-242-1622	Fax: N/A
E-mail: mvonderhayden@staffordnj.gov	E-mail: N/A

Participating Local Unit: Township of Barnegat

Entity Name: Township of Barnegat	County: Ocean
Address: 900 West Bay Avenue, Barnegat, NJ 08005	
Program Contact Information	
<i>Program Administrator:</i> Martin Lisella	<i>Contact Person & Title:</i> Martin Lisella/Township Administrator
Voice Phone/Extension #: 609-698-0080 Ext 170	Voice Phone/Extension #: N/A
Fax: N/A	Fax: N/A
E-mail: mlisella@barnegat.net	E-mail: N/A

PLANNED EXPENDITURES FORM – CONSULTANT SERVICES - LEAP 4

Submit this form or a separate consultant proposal detailing the following information.

Applicant: Township of Stafford and Township of Barnegat
Project Name: Building Inspection Services – Shared Service with Barnegat and Stafford Township

Identify the consultant and describe the service(s) to be provided.
 (Continue on the back of this form if additional space is needed)

The consultant in this case is the Township of Stafford and Township of Barnegat. The Township of Stafford will take the lead in implementing the grant. Barnegat and Stafford will share Building Department Inspectors. Barnegat has been utilizing the Stafford Building Department as they have been having a hard time filling inspector positions. Barnegat approached Stafford Township in November, 2024 regarding the shared service as Stafford has had similar issues with filling inspector openings. The attached shared service agreement would allow Barnegat to utilize Stafford inspectors when needed and Stafford Township to do the same with Barnegat when inspections are needed in Stafford Township. It is expected that Stafford will conduct the majority of the inspections in this shared service agreement, but we can document this is an innovative way to assist both the Barnegat and Stafford Building Departments. The request is for two vehicles, one for Barnegat and the other for Stafford and for one full time inspector to be hired by Stafford Township to cover the first two (2) years of their employment with Stafford Township. The proposed shared service agreement is for 5 years, and would start if this grant application is approved.

Activity/Task	Consultant Staff Level Assigned	Rate Per Hour/Per Day	Est. Time for Completion (hours/days)	(A) Cost Per Activity/Task
1. Inspector for Stafford Building Department	Matt von der Hayden	\$74.41/hr	3,640 hours	\$270,852.40
2.				
3.				
4.				
5.				
6.				
TOTAL			3,640 hours	\$270,852.40

OTHER EXPENSES (Itemize)	(B) COST
Vehicle – Stafford Township Building Department	\$45,000
Vehicle – Barnegat Township Building Department	\$45,000
TOTAL Column (B) Costs	\$90,000
TOTAL Columns (A) and (B) Costs (Also enter this amount on Form LEAP-4 next to Consulting”	\$360,852.40

ESTIMATE OF POTENTIAL SAVINGS - LEAP 5

Achieving cost savings and efficiencies through shared services motivates the LEAP. The information provided below is an important factor in application assessment. Please be as specific as possible. Although the outcome of local or regional service activities cannot be fully predicted in advance, please be as specific as possible and refer to your goals. Savings can include reduction of current expenditures, productivity improvements, current or future cost avoidance, reduced rates of cost increases, or improved service levels without increased expenditures. Provide an additional page if necessary.

1. List each area in which the participating local units anticipate efficiencies and cost savings will arise due to undertaking the proposed shared service project. For each identified area, list the current total operating costs for all initial participants and project (in dollars or %) potential savings.

Cost areas	Current cost	Potential Savings
Employee – Inspector Costs	\$135,423.37 (Per Year) at 5 years = \$677,116.85 at 3 inspectors for the combined Municipality = \$2,031,350.55	\$2,031,350.55- \$677,116.85 = \$1,354,233.70
Vehicles	\$45,000 per vehicles at 3 inspectors = \$135,000	\$135,000-\$90,000= \$45,000
Maintenance Cost of Vehicle	\$2,500 a year per vehicle	\$2,500
	Total	\$1,401,733.40

1. Describe potential productivity or other efficiencies that can result from local or regional agreement.

In this shared service agreement both the Barnegat and Stafford Township Building Department’s benefit. The inspections for both municipalities is ensured as if retirements or resignations occurs, the inspections will be able to be covered by both municipalities. This keeps the DCA from being contacted for inspectors in Barnegat and Stafford as we would ensure inspectors for both municipalities.

2. Describe reductions in staffing that could result from the areas described above.

There would be no reduction of staff as Barnegat is already in a position where they have limited inspectors. Stafford would hire one full time inspector to be able to provide the services under the shared service agreement.

3. Describe potential costs or expenditures that can be avoided.

The costs being avoided by moving this shared service forward are the hiring of two housing inspectors, which is a cost of \$135,423.37 per year. Over five years this would save both municipalities a combined total of \$1,401,733.40. This includes salaries and benefits, vehicles and maintenance to those vehicles.

Participating Local Unit Acknowledgement

By signing this application form, each participating local unit signatory attests to the express authority to sign on behalf of the local government he or she represents and to the accuracy of the information contained in the application.

_____ Date: _____

Signature

(Print) Name and Title: Matt von der Hayden, Township Administrator/Director Water & Sewer

(Print) Applicant (Lead) Entity: Township of Stafford

_____ Date: _____

Signature

(Print) Name and Title: Martin Lisella, Township Administrator

(Print) Participating Local Entity: Township of Barnegat