

**TOWNSHIP OF VERONA  
COUNTY OF ESSEX, STATE OF NEW JERSEY**

**RESOLUTION No. 2023-211**

A motion was made by Councilman Roman; seconded by Councilwoman McGrath that the following resolution be adopted:

**AUTHORIZING A CONTRACT WITH DNS MEDIA GROUP, LLC.**

**WHEREAS**, the Township of Verona broadcasts it's VTV public access on Comcast channel 35 and Verizon FIOS channel 24; and

**WHEREAS**, VTV requires station management, consultation and support to run effectively and efficiently including station programming, maintain content for the station bulletin board system and maintain the station's equipment, update all servers and bulletin board systems as needed; and

**WHEREAS**, such services are provided by DNS Media Group, LLC. and therefore requires as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.5*; and,

**WHEREAS**, the Township Manager has determined that the value of the service will exceed \$17,500; and,

**WHEREAS**, DNS Media Group, LLC, 186 Springbrook Trail, Sparta, New Jersey 07871 will continue to provide services at a cost not-to-exceed \$21,000.00; and,

**WHEREAS**, services provided by DNS Media Group, LLC shall be charged to budget account 3-01-24-264-030 - Communications - Maintenance Agreement/Contracts/Supplies; and

**WHEREAS**, DNS Media Group, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that DNS Media Group, LLC has not made any reportable contributions to a political or candidate committee in the Township of Verona in the previous one year, and that the contract will prohibit DNS Media Group, LLC from making any reportable contributions through the term of the contract.

**NOW, THEREFORE, BE IT RESOLVED**, by the Township Council of the Township of Verona, that a contract be awarded to DNS Media Group, LLC, pending certification of available funds by the CFO subject to the following:

1. The award of this contract is subject to finalization of the contract terms to be drafted and approved by the Township Attorney.
2. The contract and any contract amendments which may become necessary shall be subject to the Township's ability to appropriate sufficient funds, which appropriation shall be at the sole discretion of the Township Council.
3. The Council hereby authorizes the Township Manager, or his designee, to execute any and all documents and take any and all actions necessary to complete and realize the intent and purpose of this resolution.
4. The Township is in receipt of the Stockholder Disclosure form, Contribution Disclosure form, Certificate of Employee Information Report, Business Registration Certificate, and Certificate of Insurance.
5. The Township Manager, or his designee, is hereby authorized to execute an agreement as outlined herein with:

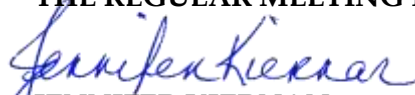
DNS Media Group, LLC  
186 Springbrook Trail  
Sparta, New Jersey 07871

**ROLL CALL:**

**AYES:** Holland, McGrath, Roman, McEvoy, Tamburro

**NAYS:**

**THIS IS TO CERTIFY THAT THE FOREGOING IS A TRUE AND EXACT COPY OF A RESOLUTION ADOPTED BY THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF VERONA AT THE REGULAR MEETING HELD ON DECEMBER 18, 2023.**

  
JENNIFER KIERNAN  
MUNICIPAL CLERK



**PAY TO PLAY  
POLITICAL CONTRIBUTION DISCLOSURE**

Company Name: DNS Media Group

<i>Required by Township of Verona</i>	<i>Item</i>	<i>Page</i>	<i>Initial each entry, and submit the required form if the box contains an <input checked="" type="checkbox"/></i>
<input checked="" type="checkbox"/>	Document Checklist - COMPLETE	1	RWD
<input checked="" type="checkbox"/>	Vendor Information Sheet - COMPLETE	2	RWD
<input checked="" type="checkbox"/>	Business Registration Certificate - READ AND SUBMIT	3	RWD
<input checked="" type="checkbox"/>	Business Entity Disclosure Certification - SIGN AND NOTARIZE	4-5	RWD
<input checked="" type="checkbox"/>	Political Contribution Disclosure Certification Form - SIGN	6-7	RWD
<input checked="" type="checkbox"/>	Ownership Disclosure Certification Form - SIGN AND NOTARIZE	8-11	RWD
<input checked="" type="checkbox"/>	Prohibited Activities in Russia-Belarus & Investment Activities in Iran - COMPLETE	12-14	RWD

Corporate Name: DNS Media Group, LLC

Signature: Robert Duthaler Date: 11-27-23

Print Name: Robert Duthaler Title: Managing Partner

**RETURN COMPLETED FORMS TO:**  
Township Manager's Office  
Township of Verona  
600 Bloomfield Avenue  
Verona, New Jersey 07044  
(973) 239-4921

TOWNSHIP OF VERONA, NEW JERSEY  
VENDOR INFORMATION SHEET

COMPANY NAME: DNS Media Group, LLC

ADDRESS: 186 Springbrook Trail  
Sparta, NJ 07871

PHONE NUMBER: 973-743-0244

FAX NUMBER: \_\_\_\_\_

FEDERAL I.D. NUMBER: 47-4773388

NAME OF PERSON PREPARING BID: Robert Duthaler

PHONE NUMBER: 973-476-5746 EXT. \_\_\_\_\_

**CONTACT PERSON FOR CORRESPONDENCE REGARDING THE PROPOSAL**

NAME: Robert Duthaler, Managing Partner, DNS Media Group

ADDRESS: 186 Springbrook Trail  
Sparta, NJ 07871

PHONE: 973-476-5747 FAX NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: bduthaler@dnsmediagroupllc.com

**PROJECT COORDINATOR**

COMPANY NAME: DNS Media Group, LLC

ADDRESS: 186 Springbrook Trail, Sparta, NJ 07871

PHONE NUMBER: 973-743-0244

CELL PHONE NUMBER: 973-476-5747

FAX NUMBER: \_\_\_\_\_

PERSON TO CONTACT: Bob Duthaler

EMAIL ADDRESS: bduthaler@dnsmediagroupllc.com

**TOWNSHIP OF VERONA, NEW JERSEY  
 BUSINESS ENTITY DISCLOSURE CERTIFICATION  
 FOR NON-FAIR AND OPEN CONTRACTS  
 N.J.S.A. 19:44A-20.8**

**Part I - Vendor Affirmation**

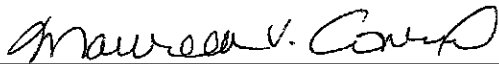
The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that DNS Media Group, LLC (company name) has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding Jan 1, 2023 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Township of Verona or the respective Essex County political parties listed below pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

<i>Mayor Alex Roman</i>	<i>Councilman Jack McEvoy</i>
<i>Deputy Mayor Christine McGrath</i>	<i>Councilwoman Cynthia Holland</i>
	<i>Councilman Dr. Christopher Tamburro</i>

**Part 3 - Signature and Attestation:**

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: DNS Media Group, LLC  
 Signature of Affiant: Robert Duttaler Title: Managing Partner  
 Printed Name of Affiant: Robert Duttaler Date: 11-27-23

Subscribed and sworn before me this <u>27</u> day of <u>November</u> , 2023.   Notary Public  Commission Expires: _____	(Notary Stamp/Seal)       MAUREEN V CONRAD Notary Public of New Jersey Commission ID# 2421253 Commission Expires 8/24/2027
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**STATEMENT OF OWNERSHIP  
OWNERSHIP DISCLOSURE CERTIFICATION FORM (CONTINUED)**

*Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)*

**Sign and notarize the form below, and, if necessary, complete the list below. (Please attach additional sheets if more space is needed):**

Name: Robert Duthaler  
Address: 186 Springbrook Trail  
Sparta, NJ 07871

Name: Darryl Love  
Address: 167 N. 17<sup>th</sup> Street  
Bloomfield, NJ 07003

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_

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**STATEMENT OF OWNERSHIP  
OWNERSHIP DISCLOSURE CERTIFICATION FORM (CONTINUED)**

*Required pursuant to N.J.S.A. 52:25-24.2 (P.L. 1977, c.33, as amended by P.L. 2016, c.43)*

**PART III**

**Any Direct or Indirect Parent Entity Which is Publicly Traded:**

"To comply with this section, a bidder with any direct or indirect parent entity which is publicly traded may submit the name and address of each publicly traded entity and the name and address of each person that holds a 10 percent or greater beneficial interest in the publicly traded entity as of the last annual filing with the federal Securities and Exchange Commission or the foreign equivalent, and, if there is any person that holds a 10 percent or greater beneficial interest, also shall submit links to the websites containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent and the relevant page numbers of the filings that contain the information on each person that holds a 10 percent or greater beneficial interest."

Pages attached with name and address of each publicly traded entity as well as the name and address of each person that holds a 10 percent or greater beneficial interest.

**OR**

Submit here the links to the Websites (URLs) containing the last annual filings with the federal Securities and Exchange Commission or the foreign equivalent.

\_\_\_\_\_  
\_\_\_\_\_

**AND**

Submit here the relevant page numbers of the filings containing the information on each person holding a 10 percent or greater beneficial interest.

\_\_\_\_\_  
\_\_\_\_\_

Subscribed and sworn before me this  
27 day of November, 2023.

Maureen V. Conrad  
Notary Public

Robert Duthaler  
Affiant Signature

Robert Duthaler, Managing Partner  
Affiant Name and Title

Commission Expires: \_\_\_\_\_  
(Notary Stamp/Seal)

(Corporate Seal, if appropriate)

MAUREEN V CONRAD  
Notary Public of New Jersey  
Commission ID# 2421253  
Commission Expires 8/24/2027

**END OF STATEMENT OF OWNERSHIP**