

**MINUTES BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR MEETING OF MONDAY, APRIL 5, 2021**

Mayor Cope called the regular meeting of the Bass River Township Board of Commissioners to order at 7:00 p.m. Present at meeting were: Deputy Mayor Louis Bourguignon and Mayor Deborah Buzby-Cope. Also present Acting Township Clerk Elizabeth Godfrey and Solicitor Joanne O'Connor. Members of the public were present at this meeting. Please note: Due to the Covid-19 Pandemic, this month's Township Meeting is being conducted telephonically.

**FLAG SALUTE**

Mayor Cope led the flag salute and read the sunshine statement.

**APPROVAL OF MINUTES:**

Minutes of the regular meeting of March 1, 2021 were presented to the Board for review. The motion to approve the minutes was made by Deputy Mayor Bourguignon, seconded by Mayor Cope. Votes: Cope-Yes, Bourguignon-Yes. Minutes of the March 1, 2021 regular meeting were hereby approved.

**BILLS LIST:**

The motion was made by Mayor Cope to approve payment of the bills in the amount of **\$487,448.94**. The motion was seconded by Deputy Mayor Bourguignon to approve bills for payment. Votes: Cope -Yes, Bourguignon-Yes. All in favor and bills were ordered paid.

1	ACCSES NJ	JANITORIAL SERVICES	\$ 250.96
2	AMABC	2021 ANNUAL DUES FOR ASSESSOR	\$ 150.00
3	ATLANTIC CITY ELECTRIC	ELECTRICITY 3/2021	\$ 2,974.65
4	AUTO ZONE, INC.	PARTS	\$ 333.32
5	BASS RIVER BD OF ED	LOCAL SCHOOL TAX 4/5//21	\$ 96,407.08
6	BELLIA TECH, LLC	TECH SUPPORT FEB. 2021	\$ 300.99
7	BURLINGTON COUNTY CLERK	RECORDING OF LIENS	\$ 26.00
8	BURL CO TREAS, LANDFILL	TIPPING FEES 2/2021 & 3/2021	\$ 9,928.98
9	CASA PAYROLL SERVICES	PAYROLLS #5 & #6	\$ 263.00
10	CENTRAL JERSEY EQUIPMENT	SUPPLIES	\$ 91.52
11	CINTAS	SUPPLIES	\$ 178.74
12	COMCAST	SERVICE 2/23 - 4/22	\$ 259.32
13	DANTE GUZZI ENGINEERING ASSOC.	ENGINEERING SERVICES	\$ 9,632.00
14	DAVE'S SEPTIC SERVICE	PUMP OUT 310 ASH RD.	\$ 615.00

15	DIRECT ENERGY BUSINESS	ELECTRICITY 3/2021	\$ 2,490.79
16	ELIZABETH GODFREY	REIMBURSE FOR NOTARY SUPPLIES	\$ 71.81
17	FIRE APPARATUS REPAIR, INC. GANNETT NJ	FIRE CO. INVOICES	\$ 1,833.80
18	NEWSPAPERS	NOTICE & ORDINANCES	\$ 246.72
19	GOLDENBERG MACKLER SAYEGH	TTL WORK	\$ 5,282.00
20	GRANITE TELECOMMUNICATIONS	PHONE SERVICE	\$ 130.93
21	HOLT MCNALLY & ASSOCIATES	PROGRESS BILLING 2020 AUDIT	\$ 7,200.00
22	HOME DEPOT	SUPPLIES	\$ 1,017.86
23	KEVIN S. QUINLAN	MARCH 2021 PROSECUTIONS	\$ 1,600.00
24	LANGUAGE SERVICES ASSOCIATES MGL PRINTING	LANGUAGE SERVICES	\$ 12.60
25	SOLUTIONS	MUNICIPAL SUPPLIES	\$ 587.00
26	MR. BOB'S	PORT A POTS 2/26/21 - 4/22	\$ 939.52
27	NAPA AUTO PARTS NEW GRETN A VOL. FIRE	PARTS	\$ 1,053.72
28	CO.	POLLING PLACE REIMBURSEMENT	\$ 40.00
29	NEW JERSEY NATURAL GAS	NATURAL GAS 2/10 - 3/12	\$ 1,211.76
30	OFFICE BASICS, INC. PEGGY	OFFICE & HOUSEKEEPING SUPPLIES	\$ 507.68
31	BECK	BANK MILEAGE MAR. 2021 & SUPPLIES	\$ 123.99
32	PETER C. LANGE	2020 LEGAL SERVICES	\$ 11,964.00
33	PINELANDS REGIONAL SCHOOL DIST.	REGIONAL SCHOOL TAX 4/5/21	\$ 243,626.20
34	PLANET TECHNOLOGIES	SERVER INVOICES	\$ 408.32
35	RUMPF REID & DOLCY	PUBLIC DEFENDER 3/1/21	\$ 750.00
36	TIM LOVINGHAM	REIMBURSE FOR SECURITY SYSTEM OAK LANE	\$ 852.98
37	TRACTOR SUPPLY CREDIT PLAN	SUPPLIES	\$ 107.52
38	TRANSFORMATION ENTERPRISES	FEB. 2021 ROLL-OFF	\$ 5,100.00
39	VECTOR SECURITY	BUILDING SECURITY	\$ 544.16
40	VERIZON	PHONES FEB/MAR. 2021	\$ 821.61
41	VERIZON WIRELESS	C. CRAMER CELL 2/24 - 4/23	\$ 82.76
42	WALMART COMMUNITY/SYN CB	SUPPLIES	\$ 233.15
43	WEX BANK	FUEL MARCH 2021	\$ 613.98
44	STATE OF NJ DIV. OF PENSIONS	ANNUAL CONTRIBUTION	\$ 38,480.00
45	TREASURER, STATE OF NJ BASS RIVER PAYROLL	SHOP PERMIT	\$ 54.00
46	ACCT BASS RIVER PAYROLL	PAYROLL 3/11/21	\$ 19,226.33
47	ACCT	PAYROLL 3/25/21	\$ 18,235.81

	HASLER,		\$
48	INC.	POSTAGE FEB. 2021	245.22
	HASLER,		\$
49	INC.	POSTAGE MAR. 2021	341.16
		TOTAL	\$ 487,448.94

ORDINANCES & RESOLUTIONS:

**ORDINANCE 2021-03**

**AN ORDINANCE AMENDING AN ORDINANCE ENTITLED “AN ORDINANCE FIXING THE SALARY RANGES, WAGES, AND COMPENSATION OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF BASS RIVER, BURLINGTON COUNTY, NEW JERSEY”**

The motion was made by Mayor Cope, seconded by Deputy Mayor Bourguignon to approve Ordinance 2021-03 upon second reading by title and to open the meeting for public comment on Ordinance 2021-03. All in favor and meeting was open for public comment. Comments heard: None. Being no comments, the motion to close the public hearing on Ordinance 2021-03 was made by Deputy Mayor Bourguignon, seconded by Commissioner Capriglione. All in favor. The motion to adopt Ordinance 2021-03 was made by Mayor Cope and seconded by Deputy Mayor Bourguignon. Votes: Cope- Yes, Bourguignon- Yes, Capriglione-Yes. All in favor and Ordinance 2021-03 was hereby adopted.

**ORDINANCE 2021-03**

***AN ORDINANCE AMENDING AN ORDINANCE ENTITLED “AN ORDINANCE FIXING THE SALARY RANGES, WAGES, AND COMPENSATION OF CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF BASS RIVER, BURLINGTON COUNTY, NEW JERSEY”***

*BE IT ORDAINED by the Board of Commissioners of the Township of Bass River, in the County of Burlington, and State of New Jersey.*

*SECTION 1: That the salary ranges are hereby set forth as follows:*

<b><u>TITLE</u></b>		<b><u>SALARY RANGE</u></b>
<i>Administrative Assistant</i>	<i>Per Annum</i>	<i>4000 – 15,000</i>
<i>Acting Municipal Clerk</i>	<i>Per Annum</i>	<i>45000 - 65000</i>
<i>Bailiff</i>	<i>Per Court Day</i>	<i>200 - 500</i>
<i>Chief Financial Officer</i>	<i>Per Annum</i>	<i>7000 - 20000</i>
<i>Clerk/Typist</i>	<i>Per Hour</i>	<i>12.00 - 20.00</i>
<i>Code Enforcement Official</i>	<i>Per Annum</i>	<i>3000 - 10000</i>
<i>Commissioner</i>	<i>Per Annum</i>	<i>3000 - 7000</i>
<i>Court Clerk/Typist</i>	<i>Per Hour</i>	<i>12.00 - 20.00</i>
<i>Deputy Court Administrator</i>	<i>Per Annum</i>	<i>45000 - 72000</i>
<i>Deputy Registrar of Vital Statistics</i>	<i>Per Annum</i>	<i>200 - 500</i>

<i>Dog Registrar</i>	<i>Per Annum</i>	<i>200 - 500</i>
<i>Emergency Management Coordinator</i>	<i>Per Annum</i>	<i>500 - 1000</i>
<i>Equipment Operator</i>	<i>Per Hour</i>	<i>12.00 - 20.00</i>
<i>Foreman</i>	<i>Per Hour</i>	<i>12.00 - 20.00</i>
<i>Laborer</i>	<i>Per Hour</i>	<i>12.00 - 20.00</i>
<i>Lead Laborer</i>	<i>Per Hour</i>	<i>12.00 - 20.00</i>
<i>Mayor</i>	<i>Per Annum</i>	<i>3000 - 6000</i>
<i>Mechanic</i>	<i>Per Hour</i>	<i>12.00 - 20.00</i>
<i>Municipal Clerk</i>	<i>Per Annum</i>	<i>45000 - 70000</i>
<i>Municipal Court Administrator</i>	<i>Per Annum</i>	<i>45000 - 65000</i>
<i>Municipal Court Judge</i>	<i>Per Annum</i>	<i>25000 - 70000</i>
<i>Planning Board Secretary</i>	<i>Per Annum</i>	<i>2000 - 5000</i>
<i>Secretary</i>	<i>Per Annum</i>	<i>12.00 - 20.00</i>
<i>Special Court Deputy</i>	<i>Per Hour</i>	<i>12.00 - 20.00</i>
<i>Tax Assessor</i>	<i>Per Annum</i>	<i>10000 - 25000</i>
<i>Tax Assessor's Assistant</i>	<i>Per Annum</i>	<i>3000 - 10000</i>
<i>Tax Collector</i>	<i>Per Annum</i>	<i>5000 - 15000</i>
<i>Treasurer</i>	<i>Per Annum</i>	<i>5000 - 20000</i>
<i>Waste Water Operator</i>	<i>Per Annum</i>	<i>2000 - 5000</i>
<i>Waterfront Manager</i>	<i>Per Annum</i>	<i>500 - 800</i>
<i>Zoning Enforcement Officer</i>	<i>Per Annum</i>	<i>2000 - 7000</i>
<i>Deputy Zoning Enforcement Officer</i>	<i>Per Annum</i>	<i>1500 - 5000</i>
<i>QPA</i>	<i>Per Annum</i>	<i>1000 - 5000</i>

**REPORTS:**

The following reports were noted and provided:

1. Solicitors Report
2. Municipal Court Report

**PUBLIC COMMENT:**

The meeting was open for public comment at 7:20 p.m. upon a motion by Deputy Mayor, Bourguignon seconded by Commissioner Capriglione. All present in favor.

C. Bitzberger questioning whether cultivating Cannabis would be considered a business.  
(yes)

C. Bitzberger asked about zoning maps with the Pinelands Commission- the Mayor stated that the Pinelands Commission is working remotely and nothing has been updated yet.

C. Bitzberger asked if the Code Enforcement office was paid salary or hourly. She believes he should take 2 hours a week and drive around town looking for violations.

C. Bitzberger states that the roads in Cramer's Junkyard are blocked and emergency vehicles cannot pass through there.

H. Rothschild states he was in the junkyard last week and the roads are clear.

B. Courtney is upset with the town over issues with Certificates of Occupancy.

B. Courtney states that 5 Old New York Road has multiple occupants and only 2 garbage pails that are overflowing. Acting Clerk will contact owner and turn over to Code Enforcement if necessary.

.

Being no further comments, the motion to close the public portion was made by Deputy Mayor Bourguignon, seconded by Commissioner Capriglione. All in favor and public portion was closed at 7:35 p.m.

Being no further business to come before the Board the motion to adjourn was made by Deputy Mayor Bourguignon, seconded by Commissioner Capriglione. All in favor and meeting was adjourned at 7:39 p.m.

Respectfully Submitted  
Elizabeth Godfrey, Acting Township Clerk