

**MINUTES BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING OF MONDAY, JANUARY 4, 2016**

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: Mayor Deborah Buzby-Cope, Deputy Mayor Nicholas Capriglione and Commissioner Louis Bourguignon. Also present Township Clerk Amanda Somes and Solicitor Joanne O'Connor. Members of the public were present at this meeting.

FLAG SALUTE

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

APPROVAL OF MINUTES:

Minutes of the regular meeting of December 7, 2015 were presented to the Board for review. The motion to approve the minutes was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and minutes of the December 7, 2015 regular meeting were hereby approved.

ORDINANCES & RESOLUTIONS:

ORDINANCE 2016-01

CALENDAR YEAR 2016

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION
LIMITS AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

Mayor Cope read Ordinance 2016-01 upon first reading by title only. The motion to adopt Ordinance 2016-01 upon first reading by title only was made by Mayor Cope and seconded by Commissioner Bourguignon. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Ordinance 2016-01 was hereby approved upon first reading by title only with second reading and public hearing scheduled for the February regular meeting.

ORDINANCE 2016-01

CALENDAR YEAR 2016

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 1.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Board of Commissioners of the Township of Bass River in the County of Burlington finds it advisable and necessary to increase its CY 2016 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Board of Commissioners hereby determines that a 3.5% increase in the budget for said year, amounting to \$42,475.00 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Board of Commissioners hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Board of Commissioners of the Township of Bass River, in the County of Burlington, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2016 budget year, the final appropriations of the Township of Bass River shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5% amounting to \$42,475.00, and that the CY 2016 municipal budget for the Township of Bass River be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

RESOLUTION 2016-01

A RESOLUTION OF THE TOWNSHIP OF BASS RIVER COUNTY OF BURLINGTON, STATE OF NEW JERSEY ADOPTION OF A TEMPORARY BUDGET FOR 2016

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2011-01. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2016-01 was hereby approved.

RESOLUTION 2016-01

A RESOLUTION OF THE TOWNSHIP OF BASS RIVER COUNTY OF BURLINGTON, STATE OF NEW JERSEY ADOPTION OF A TEMPORARY BUDGET FOR 2016

WHEREAS, N.J.S. 40A:4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2016 CY budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first 30 days of the fiscal year, and

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey, that the following hereby constitutes the Temporary Budget for the first quarter of 2016, or until the Municipal Budget is adopted:

<u>Account ID</u>	<u>Description</u>	<u>2016 Temp.</u>
<u>Budget</u>		
5-01-20-100-001	Director Finance & Revenue	\$1,261.31
5-01-20-110-001	Admin & Exec S&W	\$3,213.00
5-01-20-110-002	Admin & Exec OE	\$3,675.00
5-01-20-120-001	Municipal Clerk S&W	\$14,994.00
5-01-20-130-001	Financial Admin S&W	\$7,628.25
5-01-20-130-002	Financial Admin OE	\$3,937.50
5-01-20-135-002	Audit Services	\$6,562.50
5-01-20-140-001	Collection of Taxes S&W	\$6,010.99
5-01-20-140-002	Collection of Taxes OE	\$1,575.00
5-01-20-142-002	Liquidation of TTL & Forc	\$525.00
5-01-20-150-001	Tax Assessment S&W	\$5,542.43
5-01-20-150-002	Tax Assessment OE	\$1,102.50
5-01-20-155-002	Legal Services OE	\$6,562.50
5-01-20-165-002	Engineering Services	\$5,250.00
5-01-21-180-001	Planning Board S&W	\$1,256.33
5-01-21-180-002	Planning Board OE	\$1,837.50
5-01-21-185-001	Code Enforcement S&W	\$963.90
5-01-21-185-002	Code Enforcement OE	\$131.25
5-01-22-195-001	Uniform Construction Code Office S&W	\$787.50
5-01-22-195-002	Uniform Construction Code Office OE	\$262.50
5-01-23-210-002	Liability Insurance	\$5,118.75
5-01-23-210-003	Workmen's Comp	\$12,600.00
5-01-23-225-002	Unemployment Compensation	\$918.75
5-01-24-180-010	Zoning Officer S & W	\$971.25
5-01-24-180-250	Zoning Officer O & E	\$52.50
5-01-25-110-001	Director Public Affairs S&W	\$1,124.55
5-01-25-252-001	Office of Emergency Management S&W	\$160.65
5-01-25-252-002	Office of Emergency Management OE	\$525.00
5-01-25-253-002	EMS First Responder	\$1,312.50
5-01-25-260-002	First Aid Organization Co	\$2,625.00
5-01-25-265-002	Fire OE	\$7,087.50
5-01-25-275-002	Municipal Prosecutor OE	\$5,775.00
5-01-25-280-001	Bailiff S&W	\$1,338.75
5-01-26-110-001	Director of Public Works S&W	\$1,124.55
5-01-26-290-001	Streets & Roads S&W	\$6,158.25
5-01-26-290-002	Streets & Roads OE	\$4,725.00
5-01-26-305-001	Convenience Center S&W	\$8,300.25
5-01-26-305-002	Convenience Center OE	\$32,812.50
5-01-26-306-001	Utility Maintenance S&W	\$803.25
5-01-26-306-002	Utility Maintenance OE	\$1,312.50
5-01-26-310-002	Buildings & Grounds OE	\$3,150.00
5-01-26-320-002	Mosquito & Pest Control OE	\$262.50
5-01-27-330-002	Public Health Services OE	\$262.50

5-01-27-340-002	Dog Regulation OE	\$1,181.25
5-01-28-370-002	Recreation OE	\$590.63
5-01-29-390-002	Aid to Library	\$131.25
5-01-31-430-002	Electricity	\$2,493.75
5-01-31-435-002	Street Lighting	\$4,987.50
5-01-31-440-002	Telephone	\$2,100.00
5-01-31-446-002	Gas (Propane)	\$262.50
5-01-31-455-001	Sewer System S&W	\$2,409.75
5-01-31-455-002	Sewer Systems OE	\$3,937.50
5-01-31-460-002	Gasoline	\$1,050.00
5-01-31-470-002	Telecommunications	\$52.50
5-01-32-465-001	Landfill Closure Costs S&W	\$321.30
5-01-32-465-002	Landfill Closure Costs OE	\$1,312.50
5-01-32-466-002	Recycle tax	\$787.50
5-01-36-471-002	PERS Contribution	\$30,592.00
5-01-36-472-002	Social Security	\$0.00
5-01-41-701-000	Alcohol Education and Rehab Fund	\$0.00
5-01-41-730-002	Clean Communities Program	\$0.00
5-01-41-746-000	Volunteer Fire Assistance Grant	\$0.00
5-01-41-899-002	State & Fed Matching	\$0.00
5-01-43-490-001	Municipal Court S&W	\$34,807.50
5-01-43-490-002	Municipal Court OE	\$5,775.00
5-01-43-495-002	Public Defender OE	\$2,100.00
Final Totals		\$266,492.88

RESOLUTION 2016-02

**A RESOLUTION AUTHORIZING THE TAX ASSESSOR TO FILE APPEALS
WITH THE BURLINGTON COUNTY BOARD OF TAXATION**

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-02. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2016-02 was hereby approved.

RESOLUTION 2016-02

**A RESOLUTION AUTHORIZING THE TAX ASSESSOR TO FILE APPEALS WITH THE
BURLINGTON COUNTY BOARD OF TAXATION**

WHEREAS, statutory provision is made for review and correction of errors prior to certification of an assessment list; and

WHEREAS, provision is also allowed for the discovery and correction of errors after establishment of tax rate; and

WHEREAS, changes in property ownership at times necessitates adjustments in veterans and/or senior citizens deductions allowed on the assessment list; and

WHEREAS, responsibility for maintenance and correction of the assessment list rests with the local assessor subject to laws and regulations; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Bass River that the Assessor fulfilling the duties and requirements of this office, be authorized to file with the Burlington County Board of Taxation such appeal as may be necessary to maintain accuracy and equality in the assessment list of Bass River Township.

BE IT FURTHER RESOLVED that the Township Attorney is hereby authorized to execute Stipulations of Settlement on behalf of the Municipality.

BE IT FURTHER RESOLVED that a certified copy of this resolution accompany any appeal filed by the Assessor with the Burlington County Board of Taxation.

RESOLUTION 2016-03

A RESOLUTION OF THE TOWNSHIP OF BASS RIVER ESTABLISHING INTEREST RATE ON DELINQUENT TAXES AND MUNICIPAL CHARGES FOR THE YEAR 2016

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-03. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2016-03 was hereby approved.

RESOLUTION 2016-03

A RESOLUTION OF THE TOWNSHIP OF BASS RIVER ESTABLISHING INTEREST RATE ON DELINQUENT TAXES AND MUNICIPAL CHARGES FOR THE YEAR 2016

WHEREAS, NJS 54:4-67 permits a municipality to establish interest rates for tax delinquencies and all municipal charges; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey, as follows:

Pursuant to NJS 54:4-67, the rate charged upon delinquencies for real property taxes or other municipal charges commencing after the tenth calendar day following the date upon which the same became payable shall be eight (8%) percent per annum of the first \$1,500.00 or delinquency and eighteen (18%) percent per annum on any amount in excess of \$1,500.00. Additionally, any taxpayer with a delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year shall be assessed a penalty of six (6%) percent on the amount of delinquency. Furthermore, "delinquency" is not defined as in the amendments of NJS 54:4-67, and is to be calculated on the sum of all taxed form year to year. These rates shall remain in force for the calendar year 2016.

RESOLUTION 2016-04

A RESOLUTION ESTABLISHING BANK ACCOUNTS

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-04. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2016-04 was hereby approved.

RESOLUTION 2016-04

WHEREAS, there exists a need for various Township bank accounts to be established for the following purposes:

- A. Any Trust Account*
- B. For deposit of monies received for dog licenses*
- C. For current account*
- D. For payroll account*
- E. For deposit of unemployment withholding funds; and*

WHEREAS, arrangements must be made for the depository for said funds and signatories for checks and said account;

NOW, THEREFORE, BE IT RESOLVED by the Township of Bass River, County of Burlington, State of New Jersey as follows:

- 1. Any bank located within the State of New Jersey, including but not limited to Bank of America, T.D. Bank and Sun Bank, holding appropriate certification under the Government Unit Depository Protection Act (GUPDA) be and hereby is designated as the depository for funds for any of the purposes set forth above; and*

BE IT FURTHER RESOLVED that Deborah Buzby-Cope, Nicholas Capriglione, Louis Bourguignon, Amanda Somes, Clerk and the Chief Financial Officer shall be authorized to sign all checks from accounts established pursuant to this Resolution.

RESOLUTION 2016-05

RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPOINTING KEVIN FRENIA, HOLMAN, FRENIA, ALLISON, P.C. AS AUDITORS FOR THE TOWNSHIP OF BASS RIVER

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-05. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2016-05 was hereby approved.

RESOLUTION 2016-05

RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPOINTING KEVIN FRENIA, HOLMAN, FRENIA, ALLISON, P.C. AS AUDITORS FOR THE TOWNSHIP OF BASS RIVER

WHEREAS, the Township of Bass river is in need of the services of a municipal auditor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-10.5; AND

WHEREAS, Kevin Frenia is duly qualified to serve as the municipal auditor for the Township of Bass River; and

WHEREAS, it is the desire of the governing body to appoint Kevin Frenia of the firm of Holman, Frenia, Allison, P.C. as municipal auditors; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this resolution may exceed \$17,500 in the 2016 municipal budget; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the maximum amount of the contract to be awarded under this resolution is set forth in the 2016 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the firm of Holman, Frenia & Allison, P.C. have completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Holman, Frenia & Allison, P.C. has not made any reportable contributions to a political or candidate committee in the Township of Bass River in the previous one year, and that the contract will prohibit the firm of Holman, Frenia & Allison, P.C. from making any reportable contributions through the term of the contract; and

WHEREAS, the local Public Contracts Law, NJSA 40A:11-1 et seq. authorizes the award of contract for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Bass River, County of Burlington, State of New Jersey, as follows:

- A. That Kevin Frenia of the firm of Holman, Frenia & Allison, P.C. is hereby appointed as municipal auditor for the Township of Bass River for a term of one year, commencing January 1, 2016 and ending December 31, 2016.*
- B. That the Mayor is hereby authorized to execute and the Township Clerk to attest to the agreement with Kevin Frenia of the firm of Holman, Frenia & Allison, P.C..*
- C. This contract is awarded without competitive bidding as a "Professional Service" in accordance with NJSA 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.*
- D. A notice of this action shall be printed once in the official newspaper of the Township of Bass River.*
- E. This resolution takes effect January 1, 2016.*
- F. A certified copy of this resolution shall be provided by the Township Clerk to the Chief Financial Officer and to Kevin Frenia of the firm Holman, Frenia & Allison, P.C..*
- G. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances that constitute the availability of funds for the contract: Audit Services.*
- H. A certificate demonstrating compliance with NJSA 19:44A-20.8 is attached to the Contract Agreement.*
- I. A copy of this resolution, as well as the contract agreement is on file with the Municipal Clerk.*
- J. The Business Disclosure Entity Certification and the Determination of Value will be attached to the contract.*

RESOLUTION 2016-06

RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPOINTING CHRISTOPHER J. NORMAN, ESQ. AS SOLICITOR FOR THE PLANNING/ZONING BOARD OF THE TOWNSHIP OF BASS RIVER

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-06. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2016-06 was hereby approved.

RESOLUTION 2016-06

RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPOINTING CHRISTOPHER J. NORMAN, ESQ. AS SOLICITOR FOR THE PLANNING/ZONING BOARD OF THE TOWNSHIP OF BASS RIVER

WHEREAS, the Township of Bass river is in need of the services of a Planning/Zoning Board Solicitor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-10.5; AND

WHEREAS, Christopher J. Norman, Esq. is duly qualified to serve as the solicitor of the Planning/Zoning Board for the Township of Bass river; and

WHEREAS, it is the desire of the governing body to appoint Christopher J. Norman, Esq. as Planning/Zoning Board Solicitor; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this resolution may exceed \$17,500 in the 2016 municipal budget; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the maximum amount of the contract to be awarded under this resolution is set forth in the 2016 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, Christopher J. Norman, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that Christopher J. Norman, Esq. has not made any reportable contributions to a political or candidate committee in the Township of Bass River in the previous one year, and that the contract will prohibit Christopher J. Norman, Esq. from making any reportable contributions through the term of the contract; and

WHEREAS, the local Public Contracts Law, NJSA 40A:11-1 et seq. authorizes the award of contract for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Bass River, County of Burlington, State of New Jersey, as follows:

- A. *That Christopher J. Norman, Esq. is hereby appointed as Planning/Zoning Board solicitor for the Township of Bass River for a term of one year, commencing January 1, 2016 and ending December 31, 2016.*

- B. *That the Mayor is hereby authorized to execute and the Township Clerk to attest to the agreement with Christopher J. Norman, Esq..*
- C. *This contract is awarded without competitive bidding as a "Professional Service" in accordance with NJSA 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.*
- D. *A notice of this action shall be printed once in the official newspaper of the Township of Bass River.*
- E. *This resolution takes effect January 1, 2016.*
- F. *A certified copy of this resolution shall be provided by the Township Clerk to the Chief Financial Officer and to Christopher J. Norman, Esq..*
- G. *That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances that constitute the availability of funds for the contract: Planning Board O/E.*
- H. *A certificate demonstrating compliance with NJSA 19:44A-20.8 is attached to the Contract Agreement.*
- I. *A copy of this resolution, as well as the contract agreement is on file with the Municipal Clerk.*
- J. *The Business Disclosure Entity Certification and the Determination of Value will be attached to the contract.*

RESOLUTION 2016-07

RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPOINTING JOANNE O'CONNOR, ESQ. AS SOLICITOR FOR THE TOWNSHIP OF BASS RIVER

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-07. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-07 was hereby approved.

RESOLUTION 2016-07

RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPOINTING JOANNE O'CONNOR, ESQ. AS SOLICITOR FOR THE TOWNSHIP OF BASS RIVER

WHEREAS, the Township of Bass river is in need of the services of a municipal solicitor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-10.5; AND

WHEREAS, Joanne O'Connor, Esq. is duly qualified to serve as the municipal solicitor for the Township of Bass river; and

WHEREAS, it is the desire of the governing body to appoint Joanne O'Connor, Esq. as municipal solicitor; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this resolution may exceed \$17,500 in the 2016 municipal budget; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the maximum amount of the contract to be awarded under this resolution is set forth in the 2016 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, Joanne O'Connor, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that Joanne O'Connor, Esq. has not made any reportable contributions to a political or candidate committee in the Township of Bass River in the previous one year, and that the contract will prohibit Joanne O'Connor, Esq. from making any reportable contributions through the term of the contract; and

WHEREAS, the local Public Contracts Law, NJSA 40A:11-1 et seq. authorizes the award of contract for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Bass River, County of Burlington, State of New Jersey, as follows:

- A. That Joanne O'Connor, Esq. is hereby appointed as municipal solicitor for the Township of Bass River for a term of one year, commencing January 1, 2016 and ending December 31, 2016.*
- B. That the Mayor is hereby authorized to execute and the Township Clerk to attest to the agreement with Joanne O'Connor, Esq..*
- C. This contract is awarded without competitive bidding as a "Professional Service" in accordance with NJSA 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.*
- D. A notice of this action shall be printed once in the official newspaper of the Township of Bass River.*
- E. This resolution takes effect January 1, 2016.*
- F. A certified copy of this resolution shall be provided by the Township Clerk to the Chief Financial Officer and to Joanne O'Connor, Esq..*
- G. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances that constitute the availability of funds for the contract: Legal Services O/E.*
- H. A certificate demonstrating compliance with NJSA 19:44A-20.8 is attached to the Contract Agreement.*
- I. A copy of this resolution, as well as the contract agreement is on file with the Municipal Clerk.*
- J. The Business Disclosure Entity Certification and the Determination of Value will be attached to the contract.*

RESOLUTION 2016-08

RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPOINTING KRIS KLUK, P.E., PH.D. AS ENGINEER FOR THE TOWNSHIP OF BASS RIVER

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-08. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-08 was hereby approved.

RESOLUTION 2016-08

RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPOINTING KRIS KLUK, P.E., PH.D. AS ENGINEER FOR THE TOWNSHIP OF BASS RIVER

WHEREAS, the Township of Bass river is in need of the services of a municipal engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-10.5; AND

WHEREAS, Kris Kluk is duly qualified to serve as the municipal engineer for the Township of Bass river; and

WHEREAS, it is the desire of the governing body to appoint Kris Kluk of the firm of Kluk Consultants as municipal engineer; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this resolution may exceed \$17,500 in the 2016 municipal budget; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the maximum amount of the contract to be awarded under this resolution is set forth in the 2016 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the firm of Kluk Consultants has completed and submitted a Business Entity Disclosure Certification which certifies that the firm of Kluk Consultants has not made any reportable contributions to a political or candidate committee in the Township of Bass River in the previous one year, and that the contract will prohibit the firm of Kluk Consultants from making any reportable contributions through the term of the contract; and

WHEREAS, the local Public Contracts Law, NJSA 40A:11-1 et seq. authorizes the award of contract for “Professional Services” without competitive bids and requires that the Resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Bass River, County of Burlington, State of New Jersey, as follows:

- A. That Kris Kluk, P.E., Ph.D., of the firm of Kluk Consultants is hereby appointed as municipal engineer for the Township of Bass River for a term of one year, commencing January 1, 2016 and ending December 31, 2016.*

- B. *That the Mayor is hereby authorized to execute and the Township Clerk to attest to the agreement with Kris Kluk of the firm of Kluk Consultants.*
- C. *This contract is awarded without competitive bidding as a "Professional Service" in accordance with NJSA 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.*
- D. *A notice of this action shall be printed once in the official newspaper of the Township of Bass River.*
- E. *This resolution takes effect January 1, 2016.*
- F. *A certified copy of this resolution shall be provided by the Township Clerk to the Chief Financial Officer and to Kris Kluk of the firm Kluk Consultants.*
- G. *That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances that constitute the availability of funds for the contract: Engineering O/E.*
- H. *A certificate demonstrating compliance with NJSA 19:44A-20.8 is attached to the Contract Agreement.*
- I. *A copy of this resolution, as well as the contract agreement is on file with the Municipal Clerk.*
- J. *The Business Disclosure Entity Certification and the Determination of Value will be attached to the contract.*

RESOLUTION 2016-09

RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPOINTING KEVIN QUINLAN, ESQ. AS PROSECUTOR FOR THE TOWNSHIP OF BASS RIVER

The motion was made by Commissioner Bourguignon, seconded by Mayor Cope to approve Resolution 2016-09. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-09 was hereby approved.

RESOLUTION 2016-09

RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY APPOINTING KEVIN QUINLAN, ESQ. AS PROSECUTOR FOR THE TOWNSHIP OF BASS RIVER

WHEREAS, the Township of Bass river is in need of the services of a municipal prosecutor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-10.5; AND

WHEREAS, Kevin Quinlan, Esq. is duly qualified to serve as the principal municipal prosecutor for the Township of Bass River; and

WHEREAS, it is the desire of the governing body to appoint Kevin Quinlan, Esq. municipal prosecutor; and

WHEREAS, the Chief Financial Officer has determined and certified in writing that the value of the contract to be awarded under this resolution may exceed \$17,500 in the 2016 municipal budget; and

WHEREAS, the anticipated term of this contract is one year; and

WHEREAS, the maximum amount of the contract to be awarded under this resolution is set forth in the 2016 municipal budget; and

WHEREAS, the Chief Financial Officer has certified that there are funds available for this contract, which certification is annexed hereto; and

WHEREAS, the Kevin Quinlan has completed and submitted a Business Entity Disclosure Certification which certifies that his office has not made any reportable contributions to a political or candidate committee in the Township of Bass River in the previous one year, and that the contract will prohibit Mr. Kevin Quinlan from making any reportable contributions through the term of the contract; and

WHEREAS, the local Public Contracts Law, NJSA 40A:11-1 et seq. authorizes the award of contract for "Professional Services" without competitive bids and requires that the Resolution and contract be made available for public inspection.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Township of Bass River, County of Burlington, State of New Jersey, as follows:

- A. That Kevin Quinlan, Esq. is hereby appointed as principal municipal prosecutor for the Township of Bass River for a term of one year, commencing January 1, 2016 and ending December 31, 2016.*
- B. That the Mayor is hereby authorized to execute and the Township Clerk to attest to the agreement with Kevin Quinlan.*
- C. This contract is awarded without competitive bidding as a "Professional Service" in accordance with NJSA 40A:11-5(1)(a)(i) of the Local Public Contracts Law because it is for services to be performed by a person(s) authorized by law to practice a recognized profession.*
- D. A notice of this action shall be printed once in the official newspaper of the Township of Bass River.*
- E. This resolution takes effect January 1, 2016.*
- F. A certified copy of this resolution shall be provided by the Township Clerk to the Chief Financial Officer and to Kevin Quinlan.*
- G. That a certificate of availability of funds executed by the Chief Financial Officer is annexed hereto. The following are the line item appropriations or ordinances that constitute the availability of funds for the contract: Municipal Prosecutor O/E.*
- H. A certificate demonstrating compliance with NJSA 19:44A-20.8 is attached to the Contract Agreement.*
- I. A copy of this resolution, as well as the contract agreement is on file with the Municipal Clerk.*
- J. The Business Disclosure Entity Certification and the Determination of Value will be attached to the contract.*

RESOLUTION 2016-10

**A RESOLUTION AUTHORIZING APPOINTMENT OF MUNICIPAL
CONFLICT MUNICIPAL PROSECUTOR, PUBLIC DEFENDER, AND
CONFLICT PUBLIC DEFENDER FOR YEAR 2016**

The motion was made by Commissioner Bourguignon, seconded by Mayor Cope to approve Resolution 2016-10. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-10 was hereby approved.

RESOLUTION 2016-10

***A RESOLUTION AUTHORIZING APPOINTMENT OF MUNICIPAL CONFLICT MUNICIPAL
PROSECUTOR, PUBLIC DEFENDER, AND CONFLICT PUBLIC DEFENDER FOR YEAR 2016***

WHEREAS, there exists a need for the appointment of a Conflict Municipal Prosecutor, Public Defender, and Conflict Public Defender, with regard to said Court;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioner of the Township of Bass River, County of Burlington, and State of New Jersey, that Brian Rumpf, Esq. is appointed Public Defender for year 2016; that Law Offices of Citta, Holzappel, et als., and Gerard Traynor, Esq. are appointed Conflict Prosecutors and the Jerry Steiner, Esq., and George Emmer, Esq., are appointed Conflict Public Defenders, for the year 2016.

RESOLUTION 2016-11

**RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY
OF
BURLINGTON, STATE OF NEW JERSEY APPOINTING
AMANDA SOMES AS FUND COMMISSIONER AND RICHARD
IRETON AS ALTERNATE FUND COMMISSIONER OF THE
BURLINGTON COUNTY JIF FOR THE TOWNSHIP OF BASS
RIVER**

The motion was made by Commissioner Bourguignon, seconded by Mayor Cope to approve Resolution 2016-11. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-11 was hereby approved.

RESOLUTION 2016-11

***RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF
BURLINGTON, STATE OF NEW JERSEY APPOINTING AMANDA SOMES AS
FUND COMMISSIONER AND RICHARD IRETON AS ALTERNATE FUND
COMMISSIONER OF THE BURLINGTON COUNTY JIF FOR THE TOWNSHIP
OF BASS RIVER***

WHEREAS, it is the desire of the Mayor and Board of Commissioners of the, Township of Bass River to appoint Amanda Somes as Fund Commissioner and Richard Ireton as Alternate Fund Commissioner of the Burlington County JIF for the Township of Bass River.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey, as follows:

1. *That Amanda Somes be appointed as Fund Commissioner of the Burlington County JIF for the remainder of the term of one year, commencing, January 1, 2016 and ending December 31, 2016.*
2. *That Richard Ireton be appointed as Alternate Fund Commissioner of the Burlington County JIF for the term of one year, commencing, January 1, 2016 and ending December 31, 2016.*
3. *That a certified copy of this resolution shall be forwarded to the Burlington County Joint Insurance Fund.*

RESOLUTION 2016-12

RISK MANAGEMENT CONSULTANT

BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-12. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-12 was hereby approved.

RESOLUTION 2016-12

RISK MANAGEMENT CONSULTANT

BURLINGTON COUNTY MUNICIPAL JOINT INSURANCE FUND

WHEREAS, the Governing Body of Bass River Township is a member of the Burlington County Municipal Joint Insurance Fund, a self insurance pooling fund, and;

WHEREAS, the Bylaws of said Fund allow each municipality to appoint a RISK MANAGEMENT CONSULTANT to perform various professional services as detailed in the Bylaws and;

WHEREAS, the Bylaws indicate a fee Not To Exceed six percent (6%) of the municipal assessment which expenditure represents reasonable compensation for the services required and was included in the cost considered by the governing body and;

WHEREAS, NJSA 40A:11-5 (1) (m), specifically exempts the hiring of insurance consultants from competitive bidding as an extraordinary unspicifiable service; and

WHEREAS, the experience, knowledge of public insurance and risk management issues and judgmental nature required of a Risk Management Consultant's are clearly an extraordinary unspicifiable service which therefore render competitive bidding impractical;

NOW THEREFORE, be it resolved that the governing body of Township of Bass River does hereby appoint Conner Strong & Buckelew, Michael Avalone as its Risk Management Consultant in accordance with 40A:11-5 and;

BE IT FURTHER RESOLVED that the governing body is hereby authorized and directed to execute the Consultant's Agreement annexed hereto and to cause a notice of this decision to be published according to NJSA 40A:11-5 (1), (a), (i).

RESOLUTION 2016-13

**RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF
OF
BURLINGTON, STATE OF NEW JERSEY APPOINTING,
RICHARD IRETON, AS SAFETY COORDINATOR FOR THE
TOWNSHIP OF BASS RIVER**

The motion was made by Commissioner Bourguignon, seconded by Mayor Cope to approve Resolution 2016-13. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-13 was hereby approved.

RESOLUTION 2016-13

**RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF
BURLINGTON, STATE OF NEW JERSEY APPOINTING, RICHARD IRETON, AS
SAFETY COORDINATOR FOR THE TOWNSHIP OF BASS RIVER**

WHEREAS, it is the desire of the Mayor and Board of Commissioners of the, Township of Bass River to appoint, Richard Ireton as Safety Coordinator for the Township of Bass River.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey, as follows:

1. *That Richard Ireton be appointed as Safety Coordinator for the term of one year, commencing, January 1, 2016 and ending December 31, 2016.*
4. *That a certified copy of this resolution shall be forwarded to the Burlington County Joint Insurance Fund.*

RESOLUTION 2016-14

**A RESOLUTION APPOINTING AMANDA S. SOMES, RMC AS PUBLIC
AGENCY COMPLIANCE OFFICER (P.A.C.O.) FOR THE TOWNSHIP OF BASS
RIVER FOR THE YEAR 2016**

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-14. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-14 was hereby approved.

RESOLUTION 2016-14

**A RESOLUTION APPOINTING AMANDA S. SOMES, RMC AS PUBLIC AGENCY COMPLIANCE
OFFICER (P.A.C.O.) FOR THE TOWNSHIP OF BASS RIVER FOR THE YEAR 2016**

WHEREAS, New Jersey State Statutes provide that an official must be appointed for the purpose of overseeing Equal Employment Opportunity Compliance for all contracts executed by the Township of Bass River; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey, as follows:

SECTION 1: Amanda S. Somes, RMC is hereby appointed as the designated Public Agency Compliance Office (P.A.C.O.) for the Township of Bass River.

SECTION 2: A copy of this resolution be submitted to the Division of Public Contract Equal Opportunity Compliance.

RESOLUTION 2016-15

A RESOLUTION APPOINTING STEVE POTTER AS WATERFRONT MANAGER FOR THE TOWNSHIP OF BASS RIVER FOR THE YEAR 2016

The motion was made by Commissioner Bourguignon, seconded by Mayor Cope to approve Resolution 2016-15. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-15 was hereby approved.

RESOLUTION 2016-15

A RESOLUTION APPOINTING STEVE POTTER AS WATERFRONT MANAGER FOR THE TOWNSHIP OF BASS RIVER FOR THE YEAR 2016

WHEREAS, there exists a need for a Waterfront Manager;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey as follows:

Steve Potter is appointed Waterfront Manager of the Township of Bass River effective January 1, 2016 – December 31, 2016.

RESOLUTION 2016-16

A RESOLUTION APPOINTING DESIGNEE TO SERVE AS TRUSTEE TO GREAT BAY REGIONAL EMS

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-16. Votes: Cope–Yes, Capriglione-Abstain, Bourguignon-Yes. All in favor and Resolution 2015-16 was hereby approved.

RESOLUTION 2016-16

A RESOLUTION APPOINTING DESIGNEE TO SERVE AS TRUSTEE TO GREAT BAY REGIONAL EMS

WHEREAS, there exists a need for a Trustee to be designated for Great Bay Regional EMS for the Township of Bass River;

NOW, THEREFORE, BE IT RESOLVED that Nicholas Capriglione, be and hereby is appointed as designee Trustee of the Great Bay Regional EMS for the period of one year effective 1/1/2016-12/31/2016.

RESOLUTION 2016-17

A RESOLUTION APPOINTING ANIMAL CAPTURE & CONTROL SERVICES FOR ANIMAL CONTROL SERVICES FOR THE TOWNSHIP OF BASS RIVER FOR THE YEAR 2016

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2016-17. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-17 was hereby approved.

RESOLUTION 2016-17

A RESOLUTION APPOINTING ANIMAL CAPTURE & CONTROL SERVICES FOR ANIMAL CONTROL SERVICES FOR THE TOWNSHIP OF BASS RIVER FOR THE YEAR 2015

WHEREAS, New Jersey State Statutes provide that a certified officer may be appointed for the purpose of controlling animals within the several municipalities of the State; and

WHEREAS, Animal Capture & Control Services are a certified in animal control; and

WHEREAS, the Township of Bass River acting on behalf of the health, safety and welfare of its citizens is desirous of providing animal control.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey, as follows:

SECTION 1: Animal Capture and Control Services will be appointed for Animal Control Services for the Township of Bass River for the year 2016 subject to execution of an Agreement between said Animal Capture and Control Services and Bass River Township.

SECTION 2: The Mayor and Clerk are authorized to execute such agreement on behalf of the Township of Bass River

RESOLUTION 2016-18

A RESOLUTION APPOINTING KRIS KLUK AS ZONING OFFICIAL AND APPOINTING JIM SCEURMAN AS DEPUTY ZONING OFFICIAL FOR THE TOWNSHIP OF BASS RIVER FOR THE YEAR 2016

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2016-18. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-18 was hereby approved.

RESOLUTION 2016-18

A RESOLUTION APPOINTING KRIS KLUK AS ZONING OFFICIAL AND APPOINTING JIM SCEURMAN AS DEPUTY ZONING OFFICIAL FOR THE TOWNSHIP OF BASS RIVER FOR THE YEAR 2016

WHEREAS, there exists a need for a Zoning Official; and

WHEREAS, there exists a need for a Deputy Zoning Official

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey as follows:

Kris Kluk, Ph.D., P.E. is appointed Zoning Official and Jim Scurman is appointed Deputy Zoning Official of the Township of Bass River affective January 1, 2016 – December 31, 2016.

RESOLUTION 2016-19

A RESOLUTION APPOINTING JIM SCEURMAN CODE ENFORCEMENT OFFICER FOR THE TOWNSHIP OF BASS RIVER FOR THE YEAR 2016

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2016-19. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-19 was hereby approved.

RESOLUTION 2019-19

A RESOLUTION APPOINTING JIM SCEURMAN CODE ENFORCEMENT OFFICER FOR THE TOWNSHIP OF BASS RIVER FOR THE YEAR 2016

WHEREAS, there exists a need for a Code Enforcement Officer;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey as follows:

Jim Scurman is appointed Code Enforcement Officer of the Township of Bass River affective January 1, 2016 – December 31, 2016.

RESOLUTION 2016-20-A

A RESOLUTION APPOINTING AN ACTING EMERGENCY MANAGEMENT COORDINATOR

The motion was made by Mayor Cope, seconded by Deputy Mayor Capriglione to approve Resolution 2016-20-A. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Abstain. All in favor and Resolution 2015-20-A was hereby approved.

RESOLUTION 2016-20-A

A RESOLUTION APPOINTING AN ACTING EMERGENCY MANAGEMENT COORDINATOR AND ACTING DEPUTY EMERGENCY MANAGEMENT COORDINATOR

WHEREAS, there exists a need for an Emergency Management Coordinator for the Township of Bass River;

NOW, THEREFORE, BE IT RESOLVED that Louis Bourguignon be and hereby is appointed Acting Emergency Management Coordinator for the term of 3 years, effective as of January 1, 2016 - December 31, 2018.

RESOLUTION 2016-20-B

**A RESOLUTION APPOINTING AN ACTING DEPUTY EMERGENCY
MANAGEMENT COORDINATOR**

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2016-20-B. Votes: Cope–Abstain, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-20-B was hereby approved.

RESOLUTION 2016-20-B

**A RESOLUTION APPOINTING AN ACTING DEPUTY EMERGENCY MANAGEMENT
COORDINATOR**

WHEREAS, there exists a need for an Emergency Management Coordinator for the Township of Bass River;

NOW, THEREFORE, BE IT RESOLVED that David Cope as Acting Deputy Emergency Management Coordinator for the term of 3 years, effective as of January 1, 2016 - December 31, 2018.

RESOLUTION 2016-21

**A RESOLUTION DESIGNATING DEPARTMENT ASSIGNMENTS FOR THE
BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS AND DEFINING
THE DEPARTMENT RESPONSIBILITIES**

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-21. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and Resolution 2015-21 was hereby approved.

RESOLUTION 2016-21

**A RESOLUTION DESIGNATING DEPARTMENT ASSIGNMENTS FOR THE BASS RIVER
TOWNSHIP BOARD OF COMMISSIONERS AND DEFINING THE DEPARTMENT
RESPONSIBILITIES**

BE IT RESOLVED by the Board of Commissioners of the Township of Bass River, in the County of Burlington, and the State of New Jersey, at its Meeting held on the 4th day of January, 2016 that:

- 1. Commissioner Deborah Buzby-Cope is designated Director of the Department of Revenue and Finance which shall include the following departments, offices, and functions; the assessment, collection, adjustment, and settlement of taxes; Township Auditor; Fire Company; Insurance; Sales of property acquired through tax liens; other duties of the Township Chief Financial Officer, Engineering; Clerk/Administrator; Zoning Board of Adjustment; Planning/Zoning Board and Legal (Solicitor).*
- 2. Commissioner Nicholas Capriglione is designated Director of the Department of Public Works and Property which shall include the following departments, offices and functions: Municipal Buildings; First Aid Organization; Mosquito and Pest Extermination; Protection of Beaches from Erosion; Recycling; and Garbage and Trash Removal; Sewer System and Board of Education Liaison*

3. *Commissioner Louis Bourguignon is designated Director of the Department of Public Affairs and Safety which shall include the following departments, offices and functions: Police Department; Emergency Management; Streets and Highways; Docks and Piers; Parks; Municipal Court; Life Guards; Construction Office; Zoning Office; Code Enforcement; Dog Licenses; Junkyards; Campgrounds; Publicity; Board of Health; and the administration of Public Assistance.*

PAYMENT OF BILLS:

The motion was made by Mayor Cope to approve payment of the bills in the amount of \$422,261.48. The motion was seconded by Commissioner Bourguignon to approve bills for payment. Votes: Cope –Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and bills were ordered paid.

16-MILLEVILLE - S.T.T.C.	TIRES -FIRE COMPANY 12/7/15 MTG.	\$	1,680.74
ADVANTAGE CARD	SUPPLIES	\$	238.24
ARENA BUICK-PONTIAC-GMC	BEARING	\$	52.60
ATLANTIC CITY ELECTRIC	ELECTRICITY NOV/DEC 2015 MUNI & COURT ALL IN ONE NOV. 2015	\$	1,849.92
A T & T	ISDN LINE NOV. 2015	\$	426.14
A T & T	LOCAL SCHOOL TAX 1/5/16	\$	62.95
BASS RIVER BD OF ED	ORDINANCE ADOPT. 2015-14	\$	118,921.00
BEACONS	TIPPING FEES DEC. 2015	\$	35.92
BURL CO TREAS, LANDFILL	CARE & TREATMENT NOV. 2015	\$	4,489.46
BURL. COUNTY ANIMAL SHELTER	DEC. 2015 PAYROLL	\$	30.00
CASA PAYROLL SERVICES	SERVICE 12/19/15 - 1/18/16	\$	252.40
COMCAST	SERVICE 11/15/15 - 12/14/16	\$	117.45
READYREFRESH BY NESTLE	2015 JULY TAX BILLING	\$	24.23
EDMUNDS & ASSOCIATES, INC.	SUPPLIES	\$	320.47
EMERGENCY MEDICAL PRODUCTS	COLD WEATHER KITS	\$	685.60
GENERAC	CONFLICT PD 12/14/15	\$	923.47
GEORGE EMMER	POSTAGE INK CARTRIDGE	\$	500.00
NEOPOST	PORT A POTS 12/25/15 - 1/21/16	\$	280.95
JERSEY SHORE RESTROOMS, LLC	PROSECUTIONS 12/3&14/15	\$	170.00
KEVIN S. QUINLAN	PAVILLION	\$	1,400.00
LIBERT PARKS & PLAYGROUNDS	PAVILLION INSTALLATION	\$	10,918.45
LYONS LANDSCAPE & LAWN CARE	MUNICIPAL PERMIT LABELS	\$	7,250.00
MGL PRINTING SOLUTIONS	NATURAL GAS 11/11 - 12/14	\$	281.00
NEW JERSEY NATURAL GAS	OFFICE SUPPLIES	\$	403.84
OFFICE BASICS, INC	BANK TRIPS	\$	134.81
PEGGY BECK	REG. SCHOOL TAX	\$	40.80
PINELANDS REGIONAL SCHOOL DIST		\$	222,572.00

	1/5/16		
	IRETON 4TH QTR		
RICHARD IRETON	MILEAGE	\$	110.80
RUMPF REID & DOLCY	PD AUG - DEC 2015	\$	2,000.00
TRACTOR SUPPLY CREDIT PLAN	DUMP SUPPLIES	\$	152.05
TRANSFORMATION ENTERPRISES	NOV. 2015 ROLL-OFF	\$	3,530.00
TREASURER, STATE OF NEW JERSEY	BFCE REG. RENEWAL FEE PW	\$	148.00
GROFF TRACTOR NEW JERSEY LLC	PRECLEANER	\$	54.00
	MUNI & COURT PHONES NOV/DEC		
VERIZON	2015	\$	943.01
GREAT BAY REGIONAL			
EMS	1ST QTR DONATION	\$	2,500.00
BASS RIVER PAYROLL ACCOUNT	12/10/15 PAYROLL	\$	21,998.64
BASS RIVER PAYROLL ACCOUNT	12/24/15 PAY ROLL	\$	16,224.32
HASLER, INC.	POSTAGE DEC. 2015	\$	538.22
	TOTAL	\$	422,261.48

REPORTS:

The following reports were noted.

Report of Solicitor
Report of Municipal Court

PUBLIC COMMENT:

The meeting was open for public comment at 7:22 p.m. upon a motion by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. All present in favor.

C. Bitzberger asked solicitor to clarify the added assessment on Viking. Ms. O'Connor said it included the bulk heading, the expansion of the facility and breezes. Ms. Bitzberger asked if the assessor completed a full reassessment of the Viking Facility. The Assessor called Mayor and said that Assessor did complete this. Carol asked if the Assessor could be at the next meeting in case there were more questions. Mayor said she would ask him.

C. Bitzberger asked about appointments of professionals and the process for making the appointments. Mayor said that if the Township was not satisfied with the services provided we would request proposals be submitted.

Be no further comments, the motion to close the public portion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. All in favor and public portion was closed at 7:27 p.m.

Being no further business to come before the Board the motion to adjourn was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. All in favor and meeting was adjourned at 7:40 p.m.

Respectfully Submitted
Amanda S. Somes, RMC
Township Clerk
