

**MINUTES BASS RIVER TOWNSHIP BOARD OF COMMISSIONERS
REGULAR MEETING OF MONDAY, APRIL 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 Nick Capriglione and Commissioner Louis Bourguignon. Also present Township Clerk Amanda Somes, Township Auditor Kevin Frenia 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 March 7, 2016 were presented to the Board for review. The motion to approve the minutes was made by Commissioner Bourguignon and seconded by Mayor Cope. Votes: Cope-Yes, Capriglione-Abstain, Bourguignon-Yes. All present in favor and minutes of the March 7, 2016 regular meeting were hereby approved.

PAYMENT OF BILLS:

The motion was made by Commissioner Bourguignon to approve payment of the bills in the amount of \$406,021.57. The motion was seconded by Mayor Cope to approve bills for payment. Votes: Cope –Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and bills were ordered paid.

ACADEMY SECURITY	ALARM MONITORING 3/1 - 5/31	\$	87.00
ACUA	WATER TESTING	\$	556.75
AMABC	2016 TAX ASSESSOR DUES	\$	150.00
ATLANTIC CITY ELECTRIC	ELECTRICITY JAN/FEB 2016 COURT & MUNI ALL IN ONE JAN. 2016	\$	5,090.04
A T & T	ISDN LINE JAN. 2016	\$	34.63
A T & T	LOCAL SCHOOL TAX 3/8/16	\$	118,921.00
BASS RIVER BD. OF ED.	ADOPTION & ELECTION	\$	65.81
BEACONS	BATTERY	\$	180.00
BENNETT BATTERIES LLC	SERVICE CALL	\$	117.00
BILLMARK PLUMBING & HEATING LLC	TIPPING FEES FEB. 2016	\$	2,851.26
BURL CO TREAS, LANDFILL	SNOW PLOW REPAIR PARTS	\$	291.23
CAM CO. CASA PAYROLL SERVICES	FEB. 2016 PAYROLL SERVICES	\$	349.20

CAUSEWAY FORD	SIDE MIRROR FOR TRUCK	\$	138.80
CHRIS NAPLES, LLC	REIM. FOR SOLENOID TSC FORD	\$	19.99
CHRISTOPHER NORMAN, ESQ.	PLANNING BD. REVIEW	\$	72.50
COMCAST	SERVICE 2/19 - 3/18	\$	109.95
ECONO SIGNS	"NOT AN EXIT" SIGNS TRUCK 4211, 4212 & 4216	\$	71.42
FIRE APPARATUS REPAIR, INC.	REPAIRS	\$	3,262.33
GANN LAW BOOKS	NJ POLICE MANUAL 2016	\$	75.00
GOLDENBERG MACKLER SAYEGH	SEARCH & COMPLAINT FILING	\$	609.64
GRETNA GREEN LANDSCAPING HOLMAN FRENIA	PLOWING 1/22-23 & 2/5	\$	4,680.00
ALLISON	PROGRESS BILL 2015 AUDIT	\$	4,000.00
HOME DEPOT	SUPPLIES	\$	815.14
IPM INTEGRATED PEST MANAGEMENT	QUARTERLY SERVICE	\$	85.00
JERRY'S DIESEL & TRUCK REPAIR	PARTS FOR SNOW PLOW	\$	338.09
JERSEY SHORE RESTROOMS, LLC	PORT A POTS	\$	170.00
KEVIN S. QUINLAN	FEBRUARY 2016 PROSECUTIONS	\$	1,500.00
KLUK CONSULTANTS	FEB. 2016 ENGINEERING	\$	1,720.00
MAILFINANCE	LEASE 12/12/15 - 3/11/16	\$	570.00
MCANJ	CONFERENCE REGISTRATION	\$	310.00
MICROSYSTEMS-NJ.COM,LLC	SOFTWARE MAINT. 2016	\$	1,400.00
MUNICIPAL CODE CORPORATION	SUPPLIMENTAL #13	\$	937.00
NAPA AUTO PARTS	PARTS CHEVY 1998 TRUCK	\$	581.49
NEW JERSEY CONF MAYORS	SPRING CONFERENCE	\$	295.00
NEW JERSEY NATURAL GAS	NATURAL GAS 1/13 - 2/11	\$	723.96
OFFICE BASICS, INC	COPY PAPER & SUPPLIES	\$	129.59
PEGGY BECK	BANK MILEAGE	\$	77.52
Q C LABS	WATER TESTS	\$	152.50
SAFEGUARD BUSINESS SYSTEMS	CHECKS	\$	176.78
SOUTH JERSEY WATER TEST	WATER TESTS	\$	1,265.00
STAPLES INC	OFFICE CHAIR	\$	69.98
THE PRESS OF ATLANTIC CITY	NOTICE	\$	38.24
TRACTOR SUPPLY CREDIT PLAN	SALT SPREADER SUPPLIES	\$	351.91
TRANSFORMATION ENTERPRISES	JAN & FEB 2016 ROLL-OFF	\$	7,060.00
UNIVERSAL COMPUTING SERVICES	MESSAGE MAILER/NOTICES COURT & MUNI PHONES JAN. 2016	\$	276.20
VERIZON		\$	1,036.77
WEX BANK	FUEL JAN & FEB 2016	\$	1,032.47
BASS RIVER PAYROLL ACCOUNT	2/4/16 PAYROLL	\$	17,171.24
BASS RIVER PAYROLL ACCOUNT	2/18/16 PAYROLL	\$	15,456.49
BASS RIVER PAYROLL ACCOUNT	3/3/16 PAYROLL	\$	15,291.03

HASLER, INC.	FEB 2016 POSTAGE	\$	638.40
	TOTAL	\$	211,940.10

ORDINANCES & RESOLUTIONS:

RESOLUTION 2016-28

A RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY REQUESTING THAT THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES GRANT PERMISSION TO APPROVE THE INCREASE OF AN ITEM OF SPECIAL REVENUE IN THE 2016 BUDGET ENTITLED “BURLINGTON COUNTY MUNICIPAL PARK DEVELOPMENT PROGRAM” IN THE AMOUNT OF \$79,000

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-28. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2016-28 was hereby approved.

RESOLUTION 2016-28

A RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY REQUESTING THAT THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES GRANT PERMISSION TO APPROVE THE INCREASE OF AN ITEM OF SPECIAL REVENUE IN THE 2016 BUDGET ENTITLED “BURLINGTON COUNTY MUNICIPAL PARK DEVELOPMENT PROGRAM” IN THE AMOUNT OF \$79,000

WHEREAS, NJS 40A-87 provides that the Director of the Division of Local Government Services may approve the increase of any special item of revenue in the budget of any county or municipality when such item shall have been made law and the amount thereof was not determined at the time of the adoption of the budget.

NOW, THEREFORE, BE IT RESOLVED that the Township of Bass River, County of Burlington hereby requests the Director of the Division of Local Government Services to approve the increase of an item of revenue in the budget of the year 2016 in the sum of \$79,000; which item is now available as revenue for the Burlington County Municipal Park Development Program pursuant to the provisions of statute; and

BE IT FURTHER RESOLVED that a like sum of \$79,000 be and the same is hereby appropriated under the caption of the Burlington County Municipal Park Development Program.

RESOLUTION NO. 2016-29

A RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY REQUESTING THAT THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES GRANT PERMISSION TO APPROVE THE INCREASE OF AN ITEM OF

SPECIAL REVENUE IN THE 2016 BUDGET ENTITLED “NJ DOT FY 2016 MUNICIPAL AID PROGRAM” IN THE AMOUNT OF \$220,000

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-29. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2016-29 was hereby approved.

RESOLUTION 2016-29

A RESOLUTION OF THE TOWNSHIP OF BASS RIVER, COUNTY OF BURLINGTON, STATE OF NEW JERSEY REQUESTING THAT THE DIRECTOR OF THE DIVISION OF LOCAL GOVERNMENT SERVICES GRANT PERMISSION TO APPROVE THE INCREASE OF AN ITEM OF SPECIAL REVENUE IN THE 2016 BUDGET ENTITLED “NJ DOT FY 2016 MUNICIPAL AID PROGRAM” IN THE AMOUNT OF \$220,000

WHEREAS, NJS 40A-87 provides that the Director of the Division of Local Government Services may approve the increase of any special item of revenue in the budget of any county or municipality when such item shall have been made law and the amount thereof was not determined at the time of the adoption of the budget.

NOW, THEREFORE, BE IT RESOLVED that the Township of Bass River, County of Burlington hereby requests the Director of the Division of Local Government Services to approve the increase of an item of revenue in the budget of the year 2016 in the sum of \$220,000; which item is now available as a revenue for the NJ DOT FY 2016 Municipal Aid Program pursuant to the provisions of statute; and

BE IT FURTHER RESOLVED that a like sum of \$220,000 be and the same is hereby appropriated under the caption of the NJ DOT FY 2016 Municipal Aid Program.

RESOLUTION NO. 2016-30

AUTHORIZING SUBMISSION OF TONNAGE GRANT APPLICATION

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2016-30. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2016-30 was hereby approved.

TONNAGE GRANT APPLICATION RESOLUTION 2016-30

WHEREAS, The Mandatory Source Separation and Recycling Act, P.L.1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, It is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, The New Jersey Department of Environmental Protection has promulgated recycling regulations to Implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, The recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, *A resolution authorizing this municipality to apply for the 2015 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and to indicate the assent of the Board of Commissioners to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and*

WHEREAS, *Such a resolution should designate the individual authorized to ensure the application is properly completed and timely filed.*

NOW THEREFORE BE IT RESOLVED *by the Board of Commissioners of Bass River Township that Bass River Township hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Township Clerk to ensure that the application is properly filed; and*

BE IT FURTHER RESOLVED *that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.*

RESOLUTION NO. 2016-31

A RESOLUTION APPOINTING ADOLPH SICHERI MUNICIPAL COURT JUDGE

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2016-31. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2016-31 was hereby approved.

RESOLUTION 2016-31

A RESOLUTION APPOINTING ADOLPH SICHERI MUNICIPAL COURT JUDGE

WHEREAS, there exists a need for a Municipal Court Judge;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioner of Bass River Township as follows:

- 1. Adolph Sicheri be and hereby is appointed Municipal Court Judge for the Shared Court of Bass River, Washington and Woodland Township effective June 1, 2016 for a three year term ending May 31, 2019.*

RESOLUTION NO. 2016-32

A RESOLUTION SETTING THE ANNUAL SALARY AND HOURLY PAY RATES FOR THE 2015 CALENDAR YEAR FOR CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF BASS RIVER

The motion was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione to approve Resolution 2016-32. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2016-32 was hereby approved.

RESOLUTION 2016-32

A RESOLUTION SETTING THE ANNUAL SALARY AND HOURLY PAY RATES FOR THE 2015 CALENDAR YEAR FOR CERTAIN OFFICERS AND EMPLOYEES OF THE TOWNSHIP OF BASS RIVER

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 a meeting held on the 4th day of April, 2016 that the following pay rate is hereby established for the 2016 calendar year and set as follows pursuant to Salary Ordinance:

OFFICE/EMPLOYEE NAME	TITLE	SALARY
DEPARTMENT OF PUBLIC WORKS & PROPERTY		
<i>Buttacavoli, Anthony</i> <i>Effective February 27, 2016</i>	<i>Lead Laborer</i>	<i>\$10.00/hour</i>

RESOLUTION NO. 2016-33

RESOLUTION AUTHORIZING PAYMENT TO ROBYN FIRTH FOR BACK PUBLIC EMPLOYEES RETIREMENT SYSTEM OBLIGATIONS

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-33. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2016-33 was hereby approved.

RESOLUTION 2016-33

RESOLUTION AUTHORIZING PAYMENT TO ROBYN FIRTH FOR BACK PUBLIC EMPLOYEES RETIREMENT SYSTEM OBLIGATIONS

WHEREAS, the Township of Bass River deducted back Public Employees Retirement Deductions from Robyn Firth's salary;

WHEREAS, Robyn Firth has filed for retirement effective May 1st, 2016;

WHEREAS, deducted payments for Robyn Firth's pension are now due on May 1st, 2016; Bass River Township needs to forward the outstanding balance of \$695.47 to Robyn Firth in order to finalize her retirement.

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Bass River, does hereby instruct the Chief Financial Officer to remit payment in the amount of \$695.47 to Robyn Firth out of the Payroll Trust account.

RESOLUTION NO. 2016-34

RESOLUTION AUTHORIZING AWARD OF BANKING SERVICES TO OCEAN FIRST

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-34. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2016-34 was hereby approved.

RESOLUTION 2016-34

RESOLUTION AUTHORIZING AWARD OF BANKING SERVICES TO OCEAN FIRST

WHEREAS, the Township of Bass Rive heretofore completed a Request for Proposals (“RFP”) for Banking Services; and

WHEREAS, in furtherance of said Banking Services, the Township CFO, consistent with Local Public Contract Law (N.J.S.A. 40A:11-1, et seq.), advertised a Request for Proposals for such Municipal Banking Services; and

WHEREAS, in response to the Request for Proposals the Township received three (3) Proposals for Banking Services on March 15, 2016; and

WHEREAS, the Township Chief Financial Officer reviewed the Proposals and has recommended that all Township Accounts and Banking Services be transferred to OCEAN FIRST, based upon the Proposal submitted to the Township

NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Bass River, does hereby award the Banking Services Contract to OCEAN FIRST and;

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to execute any and all documents in connection with the Proposal submitted by OCEAN FIRST; and

BE IT FURTHER RESOLVED, that OCEAN FIRST is hereby authorized as an official depository for all Township Banking Accounts, forthwith after the adoption hereof.

RESOLUTION NO. 2016-35

ADMENDMENT TO THE YEAR 2016 CASH MANAGEMENT PLAN OF THE TOWNSHIP OF BASS RIVER

The motion was made by Mayor Cope, seconded by Commissioner Bourguignon to approve Resolution 2016-35. Votes: Cope–Yes, Capriglione-Yes, Bourguignon-Yes. All present in favor and Resolution 2016-35 was hereby approved.

RESOLUTION -2016-35

ADMENDMENT TO THE YEAR 2016 CASH MANAGEMENT PLAN OF THE TOWNSHIP OF BASS RIVER

WHEREAS, N.J.S.A. 40A:5-14 requires that each Municipality shall adopt an annual Cash Management Plan;

WHEREAS, the attached plan, which has been prepared pursuant to the provisions of N.J.S.A. 40A:5-14, sets forth the basis for the deposits and investments of certain public funds of the Township of Bass River;

WHEREAS, the attached plan, has an amendment of the plan to designate Republic Bank as a depository

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Bass River that the Cash Management Plan be approved by majority vote. A copy of said plan is on file in the office of the Township Clerk.

OLD BUSINESS:

2016 Municipal Budget Hearing

The motion to approve the 2016 Municipal Budget and to open the meeting for public hearing was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and meeting was open for public hearing on the 2016 municipal budget.

Comments: Township Auditor, Kevin Frenia, said the budget is stable and eligible for self exam this year. C. Bitzberger noted that she thought the town would receive some additional monies from Viking. She also feels that salaries for employees are too low and minimum should be \$15.00/hour. W. Aaronson asked for an explanation for the concern over surplus. Mr. Frenia explained because we don't have a lot of added revenue sources and due to the 2% cap our fund balance needs to be maintained and paid close attention to. We must remain careful about our spending. Mr. Aaronson noted that his tax bill went up and requested further explanation. Mr. Frenia said that the Township Tax—the local portion is just a small portion of the tax bill. School taxes and county taxes also need to come into the picture when looking at the tax bill. Mr. Aaronson asked if Mr. Frenia sees any movement on Pilot Funds and placing the Township back to the 100% funding category. Mr. Frenia said no he does not see that happening.

Being no further comments on the budget the motion to close the public hearing was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. Votes: Cope-Yes, Bourguignon-Yes, Capriglione. All in favor.

The motion to adopt the 2016 Municipal Budget was made by Commissioner Bourguignon, seconded by Deputy Mayor Capriglione. Votes: Cope-Yes, Capriglione-Yes, Bourguignon-Yes. All in favor and 2016 Municipal Budget was hereby adopted.

REPORTS:

The following reports were noted.

Report of Solicitor
Report of Municipal Court

Report of Dog Registrar

PUBLIC COMMENT:

The meeting was open for public comment at 7:46 p.m. upon a motion by Commissioner Bourguignon, seconded by Mayor Cope. All present in favor.

C. Bitzberger reported on the Beautification Club. The planters and flags will be done before memorial day. Welcome signs on Route 9 need to be redone. Clerk will get pricing.

B. Adams gave a report on the upcoming ground breaking for the Reflections Garden which will be located at the Playground.

W. Aaronson asked for clarification on Atlantic Pine Estates and the Township's plan for the properties. Mayor said once all the information on the properties are finalized and all subdivision plans complete and on record with the county, the township will proceed with auctioning off of these properties.

W. Aaronson commented on a letter he submitted and was read at the last meeting by Solicitor and her noting there were inaccuracies in the facts in the letter. He said that it should be clear that the value of the Viking increase because of the increase of the property was based on what the Mayor has stated at a previous meeting. He is still pushing for a total reassessment of the entire plant.

R. Adams commented on issue with the Fire Company. Mr. Adams was to receive a letter in the mail from the fire company. Mr. Adams stated that in a past meeting he made comments referring to the fire company and letting the township commissioners know that if we were passing an ordinance authorizing the fire company 3rd party billing that all paperwork in the fire company should be in order before proceeding.

C. Bitzberger noted a letter was sent to the Commissioners from the Citizens Action Committee and requested comment on it. Mayor said this matter was being discussed further in Executive Session.

Be no further comments, the motion to close the public portion was made by Commissioner Bourguignon, seconded by Mayor Cope. All present in favor and public portion was closed at 8:40 p.m.

EXECUTIVE SESSION:

*RESOLUTION AUTHORIZING EXECUTIVE SESSION
PURSUANT TO N.J.S.A. 10:4-12*

BE IT RESOLVED by the Board of Commissioners of the Township of Bass River, County of Burlington, State of New Jersey, that pursuant to the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., it

is necessary to convene an executive session to discuss items authorized by N.J.S.A. 10:4-12 (b), specifically:

1. *Matters Relating to Litigation, Negotiation, and the Attorney-Client Privilege*
 - a. *New Gretna Volunteer Fire Company*
 - b. *Cutting of Fire Wood on Property*
 - c. *C.A.C. Letter with regard to Environmental Commission*

BE IT FURTHER RESOLVED, it is anticipated that the deliberation conducted in closed session may be disclosed to the public upon the determination of the Governing Body that the public interest will no longer be served by such confidentiality and if not then legally privileged.

ACTION TAKEN UPON ENTERING BACK INTO REGULAR MEETING:

No Action Taken

Being no further business to come before the Board the motion to adjourn was made by Commissioner Bourguignon, seconded by Mayor Cope. All present in favor and meeting was adjourned at 9:39 p.m.

Respectfully Submitted
Amanda S. Somes, RMC
Township Clerk
